

JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES

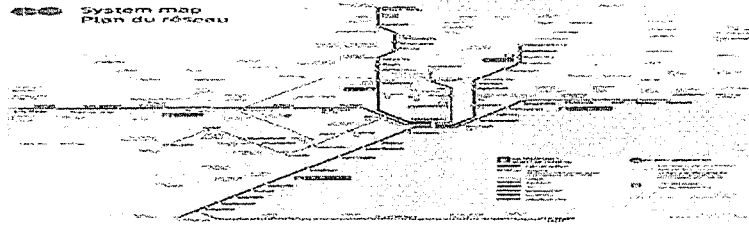
BOMBARDIER

Chair: Kevin O'Connor and Paul Gudnason Purpose: JHSC Meeting, Bombardier Transportation GO Transit Operations
 Minutes: Paul Gudnason
 Date: 11-5-17 Reference: Occupational Health and Safety Act, Union Agreement, JHSC Terms of Reference
 Time: 13:15
 Location: 91 Judson St - PM3 Board Room

Attendees: Members: Kris Mintz, Matt Riordan
 Guests: Larry Sbrega, John MacFarlane, Don Mitchell, Brett Crashley, Keith Garvin, Kyle Potter, Chris Kane, Rachelle Gallo, Aaron Wong, Dan McDonnell

GROUND RULES

- Read the minutes
- Accomplish your task
- Prepare your issue for the next meeting

#	Point	Outcomes/Actions/Decision/Comments	Responsible	Status
	Location	91 Judson St - PM3 Board Room	JHSC	
1	Open Meeting	Yes	JHSC	
2	Acceptance of Previous	accepted minutes from previous meeting	JHSC	
3	Body Count	14	Aaron Wong	
4	911 call	yes	Kevin O'Connor	
5	CPR/AED	yes	Aaron Wong	
6	Territory			
7	Outstanding Items			
	Add territory	Lincolntonville - Addition of a Train in June (possibility)	Committee	Ongoing

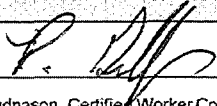
<p>Incidents/Accidents/ Discussion</p>	<p>CRV Incidents: April 12 - Employee hit elbow on valve cover while operating handbrake in old coach; April 26 - Employee tripped over raised area on sidewalk walking to Mimico Station; May 4 - Employee felt discomfort in upper back standing up after deploying ramp.; May 10 - Employee was hit in the head when the sun visor swung down from it's position. Critical Rule Violation - CROR 42 - Crew assigned to job # 5001. While operating as both Crew did contact Foreman Schuch as both 4005 and 4012. Crew arrived at Union Station as UP4012 at approx 0711. After spotting consist at Union Station, QCTO went to use the facilities and CTO walked down to the opposite end. CTO changed ends by turning the Cab Make Up switch to the ON position and waited for QCTO to return. When the QCTO returned, the crew had approx 1 min before departure and conducted a job briefing which did include Foreman Schuch. Basically crew discussed one Foreman at mile 1.9 as their next restriction and departed Union Station on time. Crew usually contacts the Foreman for permission through 1.9-3.2 Weston Sub just West of John St where the radio signal is improved but did not while operating as 4015. Crew departed Union Station as UP4015 on a Slow to Clear signal followed by two Restricting Signals, then two Limited to Limited signals, then Limited to Clear, followed by a Clear Signal at Strachan on Trk 2. After leaving Union Station the QCTO thought she mentioned Schuch again but not sure. When the crew reached the Yellow over Red and Red Flags at Mile 1.9 Weston Sub, QCTO was thinking any track no restrictions but the CTO stated that he had not yet called the Foreman Schuch. QCTO asked the CTO if he was sure and then placed the consist into Emergency. Crew initially thought their consist stopped right at the Red Flags and they had not proceeded past them. Crew conducted emergency call on Ch 42. Crew then contacted Foreman Schuch. Crew advised Foreman Schuch they were sitting right at his red flags and the Foreman responded that they were "ok through his limits". Crew decided to continue as they thought they had not proceeded past the Red Flags. Crew stated they were stopped in front of a Signal Mast stating 2-3. Crew started to proceed and then the QCTO asked the CTO to look out the window to make sure. The CTO did, at that point, confirm they were passed the Red Flags. The QCTO and CTO made the decision that it needed to be reported and the QCTO immediately stopped the movement again, at approximately mile 2.3. At that point the crew contacted the GTCC to advise that they were stopped due to placing their train into emergency at a Foremans flags. The foreman had given permission through the limits but they had stopped past the Red flags. GTCC advised crew to standby. GTCC then advised crew to proceed to Bloor Station where they will be placed out of service. GTCC called the crew back while they were stopped at Bloor Station and asked crew to contact the RTC to give up routing as they were already given lights to proceed.</p>	<p>Committee/Rob D/Aaron W</p>	<p>Ongoing</p>
<p>Water Storage</p>	<p>Initial introduction of issue, January 2013. Jan 29/2015- lan to look into the vending machine pricing. Shed building is postponed by GO. March 26, 2015- leave the process as is. Crews continue to get water. Possibly get the first taxi bring water to an outpost. Possibly look into larger bottles (12 packs) to prevent waste. On going looking to trailer for Oshawa. June 10, 2015 - Looking into if shed at Oshawa is a water shed pad. Also, e-mail Shawn regarding a small test sample to use bigger bottles to limit waste. June 25, 2015 - Arun to look into why/if maintenance cannot stock trains with water, waiting for response by Al Cociba regarding water delivery to Henry St., Lika to inquire about climate controlled storage via e-mail. July 22 - maintenance shed at Oshawa designated for storage, looking into climate control for room. Oct 1, 2015- request to be submitted re maintenance to store extra water in the cab car. Nov 5 - Look into storage of water in the shed and in the cab car. No individual responsible for the department inside the maintenance shop. STO office is contacted if crew members need water and will be delivered. Dave Gilman will be contacted regarding this issue. Communicated that water is put in the truck prior to start; form to indicate whether or not crew members have "picked up their water"; December - Paul spoke with David Gilman - Shop has no problem implementing, will need GO ok - Can we put water in the Cab Car? Water is stored at 125, where the cab cars are. December 23, 2015 -Ongoing; load trains with water instead of crew centre - Would it be possible to move it to the departure yard (1 case in locomotive, 1 case inside cab car). Apr 21, 2016, shop supervisor Judy Cavanaugh given proposed water stocking of train, 4 on the engine, 1 in the 5A coach and 4 in the cab car. Judy wanted to know which trains would need the water, the committee would like all trains to receive it. Shop to advise on feasibility. June 2, 2016 - Agreement has been reached with the maintenance shop regarding water supply. However, for the time being, crews will still have to stock their trains and grip with water. July 28, 2016 - Don Mitchell to follow up with Judy Cavanaugh, if issue is not resolved, escalate the issue to Maintenance GM. September 1 - Ongoing; October 20 - Ongoing - Intention to develop a procedure to have 2 cases of water placed in the 5A coach and then distributed amongst the crews; November 3 - P. Gudnason has contacted Maintenance (D. Gilman) for a response on putting water on trains. Nov. 28, 2016 - GO Transit authorizes Bombardier to manage water, committee recommends Bombardier stop storing water at 123 Judson St and just stock the trains in the yard directly. Company has not responded. Ongoing. Feb 17 2017 - Don Mitchell and Paul Gudnason to meet to discuss requirements for water procurement on March 23, 2017; March 23 - Meeting postponed, and will be occurring on March 27. Paul G provided statistics regarding water procurement. May 11 2017 - Calculated that 10 cases are needed for every consist. The East facility will be able to hose water and be a drop off point.</p>	<p>Don M/Paul G</p>	<p>Ongoing</p>
<p>8 Procedure/Protocol/Forms Review</p>			

Maintenance attending meetings	Issue introduced July 28, 2016: Don Mitchell said he is attending regular meetings with Maintenance. Greg said there was a commitment from maintenance and GO Transit to attend JHSC meetings and after several meetings, their attendance has been lacking. GO and Maintenance members were assigned tasks, Lika suggested that the committee assign current members to follow up with actions of guests. October 20 - Continue to send invites to Maintenance. November 3 - Invites will continue to be sent to maintenance. November 28, 2016 - No maintenance supervisor present at the meeting, need to escalate the issue to the General Manager for Maintenance. Feb 17, 2017 - Continue to invite Maintenance managers to the JHSC meetings. May 11 2017 - Invite to continue to be sent to GO Transit and Maintenance.	Committee/Don Mitchell	Ongoing
Protection of Maintenance workers working outside WB:	December 3, 2015 - Maintenance has procedure that protects employees who work away from the maintenance centre on the line - under the supervision of Operations. Only communication is through radio. Operations have not been made aware of the procedures, employees unsure that they have to protect the maintenance crew as well - Union/Oshawa/Aldershot. December 23, 2015 - Ongoing - Requested procedures from maintenance HS Advisor; to have update by next meeting. Find notice released approximately 2 years ago. Kamran Ahmad asked to advise committee on current procedure for protecting workers outside WB, might be a disconnect between procedure as written and current practice. Crews are currently provided radio protection from WOCC, where the procedure states that crew members must keep shop staff within visual contact at all times during repairs. June 2, 2016 - Procedures to be sent to JHSC, as well as the driving policy regarding the maintenance/cleanliness of the fleet vehicles. Confirm policy with Ben Smoke. July 28, 2016 - Paul asked if the policy in the shop should be communicated to Operations people, since the Maintenance policy maintains that the CTO stay in visual contact with technicians working on the train. Kevin asked if three point protection would be appropriate, since we do not require it to date. Lika said we need a RA to review the Maintenance policy, in order to develop a policy for ourselves. Paul asked to expand the definition of head end crew in the Maintenance policy so that the CSA could maintain eye contact as well. Sept 1 - Ongoing; Policy for GO Ops employees will be drafted regarding contact with Techs; October 20 - Ongoing. November 3 - Aaron/Graham/Rob to review policies to ensure that they are consistent and crews are aware of the responsibilities. November 28, 2016 - Maintenance is in the process of hiring a new Health and Safety advisor. Follow up for procedure to come. Ongoing. Feb 17, 2017 - procedure provided to committee, agreement that an improvement in protection to technicians under trains online. There should be an adoption model of direct supervision; March 23 - Confirm that it is happening with Maintenance. Develop and post notice to notify crews regarding this change in procedure when technicians are working on trains at Union Stations and outposts. May 11, 2017 - Request sent to Maintenance for clarification; will be discussed during maintenance JHSC meeting.	Aaron W/Chris K.	Ongoing
9 Risk Assessments:	Obico Yard - Risk Assessment was reviewed by Lee Mackey and Chris Kane following last month's meeting; inputted provided from both parties was adapted. Obico Yard is currently still in construction, and being upgraded. Switches were deemed to be satisfactory on the north and south end.	STO/Chris K.	Ongoing
12 Monitoring			
Jump seats in engines	Mar 26, 2015- 15 seats affixed. Looking into getting the 602 to be the next one to be outfitted. June 25 - S. Davis to confirm that it is 25 seats rather than 15. July 22 -602 notice has been withdrawn Oct 1- no updates. TBD next meeting. Nov 5 - Next meeting; December 2015 - Ongoing - Jump Sheets on Up Express, used extensively and getting damaged - need to be replaced/maintained/modified for permanent use. December 23, 2015 - Ongoing - Seats are in the process of being upgraded; Seats are being damaged, and during the maintenance process are being re-inforce - STO's will look into alternatives. Rob Andrews provided update that only 1 MP 40 jump seat and 5 F59 jump seats require upgrading. Continue to monitor until complete. June 2 - 559, 636, 643 still need to be modified; No inventory for F59 therefore retrofit is occurring. July 28 - no update from GO, still several engines are outstanding for retrofit. Sept 1 - Ongoing; October 20 - T3 Locomotive - Based Option - 650 and 651 are the exceptions. F59s are in progress. November 3 - Continue to monitor. November 28, 2016 - All MP40s have been retrofitted with new jump seats, F59s are still outstanding; March 23 - March 8 email from GO Transit indicates 1 F59 remaining to be retrofitted. May 11, 2017 - HSE Advisor to confirm with GO Transit that all jump seats have been retrofitted.	GO Transit/Maintenance	Monitor until closed

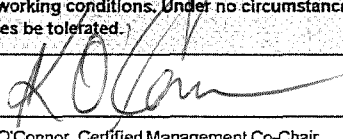
JHSC Inspection	June 2, 2016 - Inspections continue to be done; issues being sent to GO Transit. Lincolnville, Richmond Hill, Kitchener, Allandale, Georgetown, Willowbrook Crew Center completed thus far. Sept 1 - JHSC Employee members have requested time to complete site inspections - will complete more in upcoming months. October 20 - Members given time for inspections on November 3, 2016; November 3 - Inspections completed, inspections of sites to continue with schedule. November 3 - Site inspections to be completed - Milton and Oshawa. November 28, 2016 - Inspection of Kitchener yard, Henry street yard and Oshawa. Kitchener yard did not have adequate walk ways, Henry Street yard had potholes that need to be filled North of west tracks in walkway. Both yards have tripping hazards. Turnstile at Kitchener has been installed backwards, no fire extinguisher has been installed yet. No telephone line available. Need to direct crews to start using west end access only. Feb 17, 2017 - New schedule developed by Aaron, sent to employee members of JHSC; March 23 - Ongoing - Focus on switches and mechanical aspects of outposts and yards. Continue to provide full day for employee members to conduct site inspections prior to JHSC meeting. May 11, 2017 - Site Inspections of Barrie, Lewis Rd., and Willowbrook Yard was conducted prior to this meeting by the JHSC Employee members and submitted to HSE Advisor for documentation and actions.	JHSC	Ongoing
5A doors	Oct / 13 steps are in place and issued to CSA's - GO is working on a technical resolution. Nov 28/2013- Project Initiation is being submitted. Lika is to provide monthly updates if available. Mar 26/2015- no updates. Issue brought up at a monthly operational meeting with GO. June 25, 2015 - to be monitored on an ongoing basis. July 22 - Currently with GO engineering group. Updates to follow Oct 1- The issue was advanced at the PEG level with GO transit. Awaiting on updates/ Nov 5 - Advanced to PEG (has not happened). Updates will be provided after meeting happens. Communications between customer and Bombardier (higher level/management) - Meeting happens Nov 10; December 2015 - Human Error risk with the 5A door wiring. CSA pick ramp up, haven't closed panels, Still moving lamp up - system being modified to change wiring so that any doors are open, there are no lights. Green lights only when all doors are closed. Expecting an update annual meeting between GO and Bombardier. December 23, 2015 - Ongoing - On minutes from the PEG meeting - In stages of planning. Sam Santarsia updated that the design of the modification is complete, Bombardier maintenance to begin scheduling the fix. Will continue to monitor until and coaches modified. June 2, 2016 - Ongoing - Rob Andrews/GO Transit to provide update at next meeting. July 28, 2016 - no report from GO or Maintenance, request Don Mitchell raise the issue with maintenance. Paul asked if Rob Andrews has not replied, can we escalate the issue to Sam Santarsia. Sept 1 - Modifications not complete yet - Project is with the Willowbrook Maintenance. Oct 20/November 3 - Ongoing - With Rail Fleet and Equipment Engineering (GO Transit) to complete - Requires approval before implementation. Nov 28, 2016 - GO Transit was not aware of current status of the project, going to follow up next meeting. Ongoing. Feb 17, 2017 - Ongoing - GO Transit to approve and implement changes; March 23 - Modification is going to be implemented. Currently waiting for the delivery of wiring and components to install. May 11, 2017 - Prototype was installed on 4503 and has been reported to be properly functional.	Aaron W/GO Transit	Ongoing
Cab Car Seating	Cab car seating in 254 is higher. Only has 2 seats. Looking into where the trainee supposed to sit. July 22, 2015 - Risk Assessment for Cab Car scheduled for August. Oct 1- no update. Lika to share the cab car RA w the committee Nov 5 - August 21 RA provided to the JHSC; they are review it and provide concerns to Lika and Aaron; December 3, 2015 - No 3rd seat for a supervisor/trainer to sit on; speak with GO regarding modifications. April 2016, GO to conduct study of design of additional seating in 2 seat cab cars, to advise committee on the possibility. June 2, 2016 - Ongoing. July 28, 2016 - no response from GO, waiting for feedback, ongoing; Sept 1 - 75% in service, will continue to monitor. Oct 20 - Ongoing. November 3 - May not be possible due to space constraints, but alternatives will be looked at. Nov. 28, 2016 - GO acknowledges that seating is inadequate, but there does not appear to be a way to modify 300 series cabs to install a third seat. JHSC would like to investigate whether a cushion could be installed in the closet. Feb 17, 2017 - Meeting set up with GO Transit. JHSC Members to review the possibilities on Feb 28, 2017.; March 23 - Modification proposal presented by Aaron W to the JHSC - Shift back storage cabinet, removes support bar, and remove a portion of support wall. Write up proposal sent to JHSC members. May 11, 2017 - Ongoing - Monitor until complete	GO Transit	Ongoing
Aldershot Station	July 28, 2016 - Track 3 at Aldershot, pictures provided to Aaron, to be passed onto GO. Height issue at mini ramp, bridge is not secure. Ongoing. Sept 1 - Ongoing; Oct 20 - Issue sent to GO Transit - Included Agincourt Station (Kevin O'Driscoll). Nov. 28, 2016 - GO to assign Melanie Morris to address 3 stations with platform height issues: Aldershot, Oakville and Agincourt. West harbour also has serious grade embankment at engine, difficult to climb up. Feb 17, 2017 - Communication with GO Transit regarding progress; March 23 - GO Requesting further information regarding problems. Kris M to provide further information and with pictures. May 11, 2017 - CSA department to confirm that issue has been resolved.	Aaron W/Kevin O'Driscoll/GO Transit	Next Meeting
PROT report response	April 21, 2016 - Letter of recommendation given to Don Mitchell from JHSC. Awaiting response to the committee. Nov 28, 2016 - Previously removed from minutes, without a response. There has been a commitment to view the reports, no written response yet. Ongoing. Feb 17, 2017 - Meeting set up with Don Mitchell and Paul Gudnason to review findings; March 23 - Will be reviewed at rescheduled meeting on March 27. May 11, 2017 - Ongoing	Don Mitchell	Next Meeting
10 New business			

Lewis Rd Lights	Lights are currently on a timer and turn off at 3am. GO Transit has been notified, and has indicated that they are working with the contractor to resolve this issue. Anticipated date of solution is May 30, 2017.	Aaron W	Next Meeting
Hazard Identification Forms	Formal process to be implemented in order to improve tracking of hazard identification.	Aaron W	Next Meeting
Working safely may get old, but so do those who practice it!			
14 Close Meeting	14:24		
15 Next Meeting	06/01/2017 @ 13:00		

We should all remind ourselves that no employee should start work under unsafe conditions, no supervisor should tolerate unsafe behavior, and all employees should speak up if they have doubts regarding safe working conditions. Under no circumstances will any deviation from essential safety rules be tolerated.



Paul Gudnason, Certified Worker Co-Chair



Kevin O'Connor, Certified Management Co-Chair

Scheduled Inspections				
#	Month	Location	Responsible	Date Complete
1	February	Georgetown	Paul Gudnason	Feb 16/17
2	February	Henry St.	Alan Ghazal	Feb 16/17
3	February	Oshawa	Ajan Ghazal	Feb 16/17
4	February	Obico	Paul Gudnason/Lee Mackey	Feb 16/17
5	March	Richmond Hill	Matt Riordan	23-3-17
6	April	Willowbrook Crew Center	Kris Mintz	
7	April	Allandale Yard	Matt Riordan	11-5-17
	April	Lewis Rd.	Paul Gudnason	11-5-17
8	May	Lincolnvile	Matt Riordan	23-3-17
9	June	Kitchener (King St.)	Alan Ghazal	
10	June	Kitchener (Shirley St.)	Lee Mackey	
11	July	Georgetown	Paul Gudnason	
12	August	Hamilton	Lee Mackey	
13	September	Milton	Matt Riordan	
14	October	Bathurst North Yard	Kris Mintz	
15	November	Don Yard	Kris Mintz	
16	December	Henry St.	Matt Riordan	