

**JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES**

**BOMBARDIER**

**Chair:** Kevin O'Connor and Paul Gudnason      **Purpose:** JHSC Meeting, Bombardier Transportation GO Transit Operations

**Minutes:**      **Date:** 23-3-17      **Reference:** Occupational Health and Safety Act, Union Agreement, JHSC Terms of Reference

**Time:** 13:00

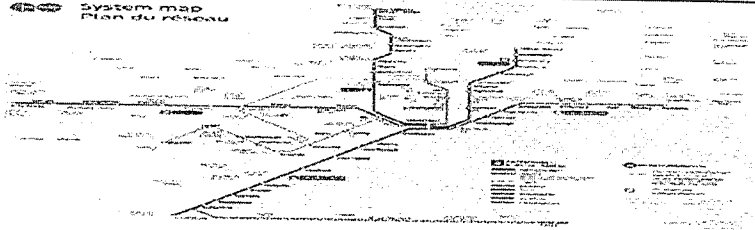
**Location:** 123 Judson St - Board Room

**Attendees:**      **Members**      **Guests**

Lee Mackey      Don Mitchell  
 Kris Mintz      Laura Reaume  
 Matt Riordan      Aaron Wong  
 Sheryl MacKay      Chris Kane  
                                  Dan Santos

**GROUND RULES**

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

#	Point	Outcomes/Actions/Decision/Comments	Responsible	Status
	Location	123 Judson St - Board Room		
1	Open Meeting	Yes	JHSC	
2	Acceptance of Previous	accepted minutes from previous meeting	JHSC	
3	Body Count	11	JHSC	
4	911 call	yes	Kevin O'Connor	
5	CPR/AED	yes	Aaron Wong	
6	Territory		Kris Mintz	
7	Outstanding Items			
	Add territory	Gormley Station, Lewis Rd. (April 9)	Committee	Ongoing
	Incidents/Accidents/ Discussion	CRV Incidents: Feb 16 - Employee tweaked lower back while trying to move mainline switch into reverse position at Kitchener Shirley St., and employee's low back pain progressively got worse as the week went on; Feb 28 - Employee prained wrist re-deploying the accessibility ramp for late passenger at Bronte Station; Feb 28 - Employee strained low back from operating stiff yard switch at Kitchener Shirley St.; March 3 - Employee fell on head, shoulder, and hip due to black ice at Richmond Hill Layover yard.; March 4 - Employee bruised stomach area on bracket that holds safety chain up while walking through engine area; March 7 - Employee hit head on the ceiling of stairways while walking down to intermediate level; March 8 - Employee tweaked right knee after stepping into a divot while walking back to new coach at Obico yard; March 8 - Employee tweaked employee in the head while operating; March 10 - Employee tweaked shoulder/upper back with no further explanation; March 15 - Employee strained upper back after completing TMC move; March 17 - Employee lost footing and tweaked knee after slipping on black ice at Hamilton Layover Yard.	Committee/Rob D/Aaron W	Ongoing

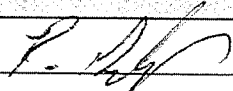
Water Storage	<p>Initial introduction of issue, January 2013.</p> <p>Jan 29/2015- Ian to look into the vending machine pricing. Shed building is postponed by GO. March 26, 2015- leave the process as is. Crews continue to get water. Possibly get the first taxi bring water to an outpost. Possibly look 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</p>	Don M/Paul G	Ongoing
<b>8 Procedure/Protocol/Forms Review</b>			
Maintenance attending meetings	<p>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</p>	Committee/Don Mitchell	Ongoing
Protection of Maintenance workers working outside WB:	<p>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.</p>	Aaron W./Chris K.	Ongoing

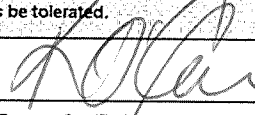
9 Risk Assessments:	Obico Yard - None provided, but has been inspected. Employee members recommend the near for a clear job aid, which in its final stages of development via the STOs. Issues currently are with rail between the tracks, limited switches available to switch with, poor condition flat cars with a buildup of ice and snow, and stemwinder handbrakes. Leverage bar is used to apply the handbrake, and needs to be brought with the crew. March 23 - Use the risk assessment conducted prior to Obico Yard being used for delivery. Job aid and risk assessment will require to encompass the use of the Stemwinder handbrake.	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.	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.	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.	Aaron W/GO Transit	Ongoing

Noise	Jan 29/15- 623 and 620 are loud. 257 and 659- radio issues. All EDRd- follow up. 602 - retrieve notice, June 25/15 - 563 to be EDR'd Oct 1- rectified through maximo. Nov 5 - No advancement/Nothing new. Ongoing. December 15, 2015 - Ongoing, 602 modified door seal and made quieter. Can notice be rescinded? 605 Modification done as well - 612 - EDR# - A 058174 December 23, 2015 - Ongoing - Sound testing, decrease in noise after retrofit. - Confirm with Kamran Ahmad and David Gilman regarding 605 and 602. June 2, 2016 - Aaron to explore obtaining an audiometer; crews have communicated willingness to wear meter for baseline testing. July 28, 2016 - Aaron confirmed that we have a dosimeter available after Aug 8, 2016, to measure noise. New cab cars to be targeted for noise testing, since the 14L horn signaling is a concern of the committee. GO to advise committee if horn signal from crossing bungalows is feasible. Sept 1 - Noise testing has been completed for lower level 6 series locomotives; write up and results will be compiled. Oct 20 - TWA noise levels approach 85dB, and occasionally exceed 85dB depending on ToD. Aaron will begin to work with the shop to determine what methods are feasible for noise isolation. Nov. 28, 2016 - It has been noticed that 300 series cab cars are noisier than older cab cars. Need to focus on that subset of equipment to determine the cause.; March 23 - Determine which cab cars are significantly louder than others, explore using professional services for noise sampling. Target specific cab cars, instead of fleet as a whole. If noise is significantly close t threshold, implement mandatory hearing protection.	Aaron W/Chris K.	Ongoing
Trauma	Budget for this year does not have the money to pay for the training. Peter to discuss funding for this year for the unionized members with George. Lika to talk to Don re funding for next year/ Paul to look into the TCRC to fund. June 10, 2015 - Paul emailed Laura for full follow-up, June 25, 2015 - issue to be revisited by late September to determine funding. July 22 - Francis to look into peer-to-peer counseling Oct 1- Francis and Lika to engage a new supplier in the discussion. Nov 5 - Engage new supplier, Corporate said that we need to talk with Shepell FGI. Shepell provide Bombardier with their role, compare with other possible suppliers. Shepell would like to know if our crews have psychologist that our crews like. Paul to see if there are any good counselors during the process (ask Union members). Experience with trauma and our crew is preferred/ Peer to Peer counselling - John. Possibility for information session for crew members to talk about fatalities and what happens after. Contact CAMH to discuss with crew again (Lika to send to Aaron) for workshop - Piggy back onto flipboard. December 2015 - Aaron will have an update for next meeting; documentation explain shepell, resources available - digital pdf - give to Paul to post online (digital). December 23, 2015 - Digital pamphlet from CAMH obtained; Wellness/Awareness week for Q1 of 2016. April 2016, Paul Gudnason to compile a list of counsellors within Shepell that are competent with CIS, to improve crew debriefing after fatalities. June 2, 2016 - Ongoing. Paul to prepare quote for training peer counsellors. Also need to ask work force for volunteers to be counsellors. Sept 1 - Ongoing. Determine Training for supervisors re: how to handle near miss situations/fit to work. Oct 20 - Ongoing. November 3 - Proposal developed by Paul Gudnason to get approval for peer to peer CIS training developed and delivered by Shepell FGI. Nov 28, 2016 - Company would like to proceed with Peer training, need to develop a specific program tailored to Bombardier. Continuing to find volunteers to train. Feb 17, 2017 - Peer training has been approved, and will commence shortly; March 23 - Peer to Peer training completed on March 25/26. Development of processes and procedures will be next step.	Graham B	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. '	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.	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.	Don Mitchell	Next Meeting

<b>10 New business</b>			
Water Filter at Pearson Station	Water filter for water fountain at Pearson needs to be changed - was showing RED 3/4 weeks ago. ROC was advised.	Aaron W.	Next Meeting
Working safely may get old, but so do those who practice it!			
14 Close Meeting	15:30		
15 Next Meeting	4/27/2017 @ 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.

  
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 Paul Gudnason, Certified Worker Co-Chair

  
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 Kevin O'Connor, Certified Management Co-Chair

#	Month	Scheduled Inspections		
		Location	Responsible	Date Complete
1	February	Georgetown	Paul Gudnason	Feb 16/17
2	February	Henry St.	Alan Ghazal	Feb 16/17
3	February	Oshawa	Alan 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	Paul Gudnason	
8	May	Lincolnvillie	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	