

JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES

BOMBARDIER

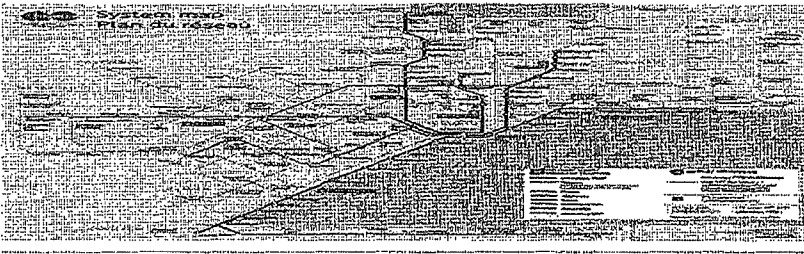
Chair: Kevin O'Connor and Paul Gudnason
Minutes:
Date: 28-Nov-16
Time: 0:00
Location: 91 Judson - PM 4
Purpose: JHSC Meeting, Bombardier Transportation GO Transit Operations
Reference: Occupational Health and Safety Act, Union Agreement, JHSC Terms of Reference

Attendees:

Members	Guests
Matt Riordan	Rob Andrews
Greg Vaughan	Andre Lelonde
Karen Nicholson	Paul Robinson
	Mike Moore
	Anthony Elder
	Tracy Harris
	John McFarlane
	Aaron Wong
	Dan McDonnell
	Don Mitchell

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 - PM 4	JHSC	
1	Open Meeting	Yes	JHSC	
2	Acceptance of Previous	accepted minutes from previous meeting	JHSC	
3	Body Count	15	Aaron Wong	
4	911 call	yes	Rob Doan	
5	CPR/AED	yes	Kevin O'Connor	
6	Territory			
7 Outstanding Items				
	Add territory	Richmond Hill Line, adding Gornley Station on Dec, 5, 2016.	Committee	Ongoing
	Incidents/Accidents/CRV Discussion	2 fatalities, with a third crew witnessing a Via suicide closely.	Committee/ Rob D/ Aaron W	Ongoing

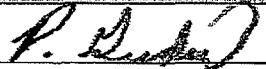
Water Storage	<p><i>Initial introduction of issue, January 2013.</i></p> <p>Jan 29/2015- Ian to look into the vending machine pricing. Shed building is postponed by GO. March 26, 2015- leave the process as is. Crews continue to get water. Possibly get the first taxi bring water to an outpost. Possibly 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</p>	Rob D/Judy C	Ongoing
8 Procedure/Protocol/Forms Review			
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.</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.</p>	Aaron Wong	Ongoing
9 Risk Assessments:	<p><i>Shirley St., Lewis Rd., Lincolnville - F59 Tech Towers. Nov. 28, 2016 - New chain clips installed on west towers, crews should be able to now enter through the back door of the F59 engine.</i></p>	Aaron W./STO/JHSC	Ongoing
12 Monitoring			

Various Equipment Issues	<p>The committee decided that equipment defects will be addressed through the EDR process and each safety concern advanced to the safety advisor or JHSC level will be followed up on. June 10, 2015 - 642, 665, 643 June 25, 2015 -642 has been rectified, awaiting EDRs on 665,643. July 22 - 643 has no update, has been queued, 563 is in the system. EDR 588 - Follow-up Oct 1- issues w 563, 588 completed in Maximo. Nov 5 - No new EDR Concerns. Aaron takes over responsibility from Lika. - Warped windows (4 EDR from October, 5 from September; 628 repeat between the months - Maximo); Monthly report sent to Rob and Aaron?; December 15, 2015 - Wayside cables not removed, cables in the dark, no blue flag up - damaged cable. December 23, 2015 - Timeline for a response regarding issues placed into EDR? Priorities provided for issues? Aaron to speak with maintenance. Monitoring sound levels on 602, 605 and 622, need noise levels and Maximo query to see what maintenance has been completed. Consideration of mandatory hearing protection for crews while noise levels are investigated. ELP volume on 1001 also reported loud, to be adjusted. C coaches on UPE were described as difficult to see, due to ice and glare on conductor side, but no paper reports have been made to date. June 2, 2016 - EDR Process to continue. There was an increase of workload/modifications on the Maintenance Operations, which has been addressed. Employees are encourage to continue to input issues with the equipment via the EDR process. July 28, 2016 - Graham's feedback regarding EDRs is being well received, need to continue to monitor issue to keep the EDR process meaningful for those reporting. Sept 1 - Graham Blackwell to continue to post updates regarding EDR process; October 20 - Ongoing - Communicated that crews need to bare some of the responsibility in keeping their operating areas clean and tidy. November 3 - Ongoing - Aaron to begin working with the shop on how to improve the cleanliness of the operating area of the locomotive.</p>	Committee	Ongoing
Jump seats in engines	<p>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. Ongoing</p>	GO Transit/Maintenance	Monitor until closed
JHSC Inspection	<p>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.</p>	JHSC	Ongoing
5A doors	<p>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.</p>	Aaron W/GO Transit	Ongoing


Noise	<p>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.</p>	Aaron W	Ongoing
Trauma	<p>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.</p>	Lika L/Sheryl/Francis/Paul/J eff	Ongoing
Cab Car Seating	<p>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.</p>	GO Transit	Ongoing
Metal Grating in Pits	<p>Bloor Station - Concrete on Track 1 - Issue was sent to Metrolinx. April 2016, Rob Andrews advised that grating is built, but must now be constructed at site. Ongoing. June 2, 2016 - Ongoing - North Platform. July 28, 2016 - Next inspection to include Bloor, obtain pictures for follow up with GO; Sept 1 - Ongoing for GO Transit. November 3 - Ongoing due to new contractors. Nov. 28, 2016 - Bloor is in the middle of a legal battle, and this presents difficulty getting work done. New contractor will need to be used to install grate. Ongoing.</p>	Aaron/Paul Robinson/GO Transit	Ongoing
Spotting markers	<p>April 2016, spotting markers have been adjusted for LE and LW, need to work on branch lines, crews asked to confirm if markers are on their marks. Pass on any adjustments that we deem necessary. June 2, 2016 - Ongoing - Continue to provide list to GO Transit. July 28, 2016 - No response from GO, ongoing. Sept 1 - Ongoing. Oct 20 - Ongoing - Keep passing on reports to GO Transit. November 3 - GO Transit indicates that all status "RED" spotting markers have been completed, others will be done as time permits. Nov. 28, 2016 - Milliken station needs markers, last one fell over. T3 at Union needs a 6 marker. Eglington 12 is off, crews are using their own marks. Markham 12 is in bushes, needs to be trimmed.</p>	Rob A	Ongoing

CIS Policy	Comprehensive policy, but does not cover many policies, such as near misses. Possibility to add near misses into policy because near misses may distract crews from operating at a high level after, near misses are objectively traumatic. STO to determine mental state of crew following near miss. April 2016, no developments, need to consider adding near miss incidents where crews think that a fatality occurred where there was none. June 2, 2016 - Near Miss questionnaire for STOs to ask crews who suffer a near miss developed by the psychologist. Tim Organ to provide information from VIA Rail regarding their Near Miss policy. July 28, 2016 - no information back from VIA, still ongoing until next meeting. Sept 1 - Greg Vaughan will follow up with Tim regarding VIA Rail's policy on Near Misses/CIS. Oct 20 - Ongoing. November 3 - Ongoing. Nov. 28, 2016 - issue is not going to proceed, current policy will suffice for near misses. Closed.	Aaron/STO/Greg Vaughan	Ongoing
661 flashover	April 10, 2016, 661 experienced a flashover, causing smoke to enter the operating cab. Need to determine cause, is there an ongoing hazard? June 2, 2016 - Ongoing. July 28, 2016 - Maintenance reported that flashover was a one time event, but Paul insisted on knowing cause so we can evaluate other engines for the same problem. Don Mitchell to follow up at Maintenance meeting. Ongoing. Sept 1 - Ongoing. Oct 20 - Ongoing - Need input from Maintenance regarding what happened/isolated event. November 3 - Ongoing. Nov. 28, 2016 - Need to report issues through the EDR process, if there appears to be further issues, we will revisit. Closed.	Judy C/Kevin O'Connor	Ongoing
Review JHSC Terms of Reference	Verify OP-GO-11-007 is current doc in effect. Members to review TOR and prepare suggested changes, if any, for next meeting. To be reviewed next meeting and signed by both company and union co chairs with current date. June 2, 2016 - Ongoing. July 28, 2016 - confusion on documents to use for letters of recommendation, as referred to in the terms of reference. Draft circulated to correct typos and supporting documents. Ongoing. Sept 1 - Greg Vaughan presented proposed revised copy, JHSC will review. Oct 20 - Ongoing. November 3 - Co-Chairs need to meet and complete/sign off on ToR. Nov. 28, 2016 - still need to sign off on edited terms of reference. To be completed for next meeting.	JHSC/Paul G/Aaron W/Kevin O'Connor	Next Meeting
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.	Aaron W/Rob A/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.	Don Mitchell	Next Meeting
Lincolnville Technician Towers Obstructions	Sept 1 - Technician towers restricting access for crews when they are detrainning/entraining F59 locomotive. Limited clearance for access to the locomotive ladder. Risk Assessment to be completed in conjunction with GO transit and maintenance. Technician towers are designed for the MP40 locomotives. Oct 20 - New clips are to be installed so that employees are able to access the locomotive without ducking/climbing/maneuvering around objects. November 3 - Aaron and STO to inspect issue at Lincolnville. Nov. 28, 2016 - Chains have been added to the west towers, should be able to enter through back door of F59 engine.	Aaron/Maintenance/G O Transit/STO	Next Meeting
10 New business	Working safely may get old, but so do those who practice it!		
12 Close Meeting	15:30		
15 Next Meeting	None set.		

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	Jan	Richmond Hill	Paul G/Sheryl M	1-Jan-16
2	Feb	Willowbrook Crew Center	Paul G/Lee M	1-Feb-16
3	March	Georgetown	Paul G/Lee M	1-Mar-16
4	Apr	Allandale Yard	Paul G	1-Apr-16
5	Apr	Kitchener	Sheryl M	1-May-16
6	May	Willowbrook Crew Center	Lee M	1-May-16
7	June	Lincolnville	Lee M	1-Jun-16
8	June	Willowbrook Crew Center	Karen N	1-Jun-16
9	July	Bathurst North Yard	Paul Gudnason	3-Nov-16
10	August	Hamilton	Lee M	3-Nov-16
11	September	Henry St.	Kris M	3-Nov-16
12	October	Don Yard	Kris M	3-Nov-16
13	November	Milton	Karen N/Sheryl M	
14	December	Oshawa	Kris M/Matt R	