

JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES

Co-Chairs:	Adam Frenza and Tim Staples	Purpose:	JHSC Meeting, Bombardier Transportation
Minutes:	Brian Easterby	Reference:	Occupational Health and Safety Act, Union Agreement, JHSC Terms of Reference
Date:	18-Jul-26		
Time:	9:30am		
Location:	Board Room		

Attendees:	PRESENT		Guest	Absent	GROUND RULES
	Anthony Ratneiya Brian Easterby Brian Carroll Shawn Downey	Brian Easterby Tim Myles Scott English	Peter Newton Michael Goshtasbi Rob Arcella	Mansur Pathan (Absent) Paul	<ul style="list-style-type: none"> Read the minutes Accomplish your task Prepare your issue for the next meeting

#	Point	Outcomes/Actions/Decision/Comments	Responsible	Status
1	Open Meeting	The committee met at 10:00 AM to begin our meeting.		
2	Acceptance of Previous	June 2018 meeting minutes were accepted as written.	JHSC	
3	New Business			
	28.10.15 -007 Coach Shop Lifting device	Job aid to be created for lifting device/ Motor lifter as well as a risk assessment. Nov 26 - Nadia and manufacturer to develop a procedure followed by training to the operator. Dec 23rd - Training department still in process of developing it. Jan 28 - No update yet Feb 25 - Job aid developed and communicated. Risk assessment to be carried out in March. April 28 - Shall be completed within a week. May 26 - Modification required on lifting device (T.Staples to discuss with K. Ahmad) June 30 - lifting device prototype requires certain safety features to be used and further models will be built according to need. July 27 - to be remodified for use. Meeting done with Ross and expectations provided. Aug 25 - New tool is scheduled to be ready before the next meeting Sep 29 - The tool was prepared but was removed form the floor due to technical fault. Will review it once ready and delivered to the shop floor approximately 2 weeks. Oct 27 - Redesign complete. Supplier waiting on final parts. Nov 24 - No update. Still waiting parts. Tim will contact Ross and provide an update next month. Dec 22 - Transicor can't certify the integrity of the cable. Bombardier should be able to do this as long as there is a locking feature on the cable. Tim will follow up on the locking feature. Jan 31, 2017 - JHSC recommends bringing modification ideas to Bombardier's engineering team. Jim Salemi to review and move forward. Mar 27 - Transicor has identified an appropriate solution to lock the cable and are installing a new cable. Apr 27 - Modification complete and too be tested. Risk assessment to be conducted. May 30 - On First use, the cable was run out and the lifting platform dropped with no load. Limit switch to be installed before the device can be put back to use. Jun 29 - No Update. Jul 27 - Abandoned old one, outsourcing a new lifting device. Aug 31 - Drew will be looking into this. Oct 26 - Drew looking into a new vendor. Nov 30v - Lifting device sent out for repairs and improvements. Feb 22 - Waiting on New Design Mar 29 - In development Apr 26 . Reaching out to suppliers May 31 - Brian Carroll has sourced and ordered a unit to test this month. June 28 - Brian Carroll has identified lifting trolley and jack to be used in the pit. Coach shop lifting device has been ordered (evap motor). Diesel lifting device is being reviewed, will work with diesel maintainers to indentify best practice. July 26 - Two Coach shop devices have been ordered through CPL, expected to arrive within 14 days. Will go through trial to determine effective application/footprint. Diesel shop product from Genie TBD.	T. Staples A. Frenza B. Carroll	OPEN
	26.02.16 -008 S. East Corner	Need a mirror at the south east corner for sharp and sudden turns and visibility. Mar 31 - Exact locations were identified. Loco wash S/E, Consist wash S/E, 6 East (Diesel Shop), PM 3 & 4 Stores. Apr 28 - To discuss it with GO Transit. May 26 - GO Transit does not agree with recommendation. GO Transit JHSC also has this issue recorded in their minutes. June 30 - D. Primrose has sent request to GO Transit (S. Choy). Track 16 & 17 near the bridge also requires a mirror. July 27 - Adam has communicated with Ian once again. Anthony to accompany Adam and Ian once there is an agreed date. Aug 25 - Ian Massi on vacation. Schedule to be established with GO Transit once he is back. Sep 29 - Ian Massi is back from vacation and a schedule will be developed and communicated soon. Oct 27 - Anthony has agreed to use Simon to access Ian Massi. Simon will help facilitate their meeting. When the walk takes place, the idea of a stop sign will be explored at the consist wash where vehicles enter from gate number 1. Anthony is aware of the concerning location. Nov 24 - Anthony met with Ian and he would not entertain a walk around to discuss possible future mirror location. Intead he asked again that we send him a list of locations. JHSC recommends going above Ian and speak to his supiorer, K. Lam's successor. Dec 22 - Matthew Strecker has taken over for Ka Lam. Adam has met with him and explained the reporting process as the JHSC knows it. Matt is now familiar with the GO log book and Adam can escalate issues to him going forward. Jan 31, 2017 - Adam will forward minutes to Matt. Feb 23 - Issue has been raised to GO Transit's health and Safetey meeting minutes. Mar 27 - No update from GO at this time. Specific locations for requested mirrors or signs was given to GO. Adding a request for an "6" marker in addition to the "10 and 12" markers for clearing the 10W switch Westbound. Apr 27 - No update from Matt. Adam will request a meeting to walk the yard and review the areas requested. May 30 - Matt has accepted a proposal to walk the yard and explore the proposed areas. Adam will schedule with Matt in June. Jun - Adam to reach out Paul Proc to attend yard walkabout. Mirrors are on his committee agenda as well. Jul 27 - Adam to go for a walk with Matt 1st week of August. Aug 31 - Walk completed between Adam & Matt. Matt agreed but can not make it high priority. Currently in the hands of GO Transit. Jan 25 2018 - Caution signs and mirros are being recommended (not enough clearance for fouling point). Feb 22 - Under GO Transit Mar 29 - No update from GO transit. May 31 - GO Transit has refused to address the problem. June 28 - GO transit will install the the mirrors at the diesel wash and track 16 intersection as well as the Loco wash. Ask GO for additional signage outside of the turnstile at PM3/4 entry point. July 26 - Date of completion and location from Mansur GO member.	J. Eldridge A. Frenza A. Ratneiya	CLOSED
	24.11.16 -032 CEM hand brake.	Dec 22 - CEM hand brake has no safe way to lock out. PM crew has tried multiple scenarios. Manual release requires second person, rather than LOTO. Confirm with PI if we are missing something. Jan 31, 2017 - PI to work with Adam in the PM next week to determine a solution. Feb 23 - PI met with Simon about the risk. Simon / Anthony to report back next meeting. Mar 27 - Risk confirmed with PI. Two people are needed to complete this task. Adam will meet with PI and PM supervisor to discuss a potential modification so that the hand brake can be locked out. Apr - Brian will set up RA with PI now that PM supervisor and committe member are back from vacation. May 30 - No update at this time. Anthony to apply best practice learned form CEM familiarization course and report back. Jun 29 - To happen this month. Jul 27 - To take place July 28th - Anthony/Alfred L. Aug 31 - Training to write a procedure. Jan 25 - Training to re-do procedure Feb 22 - Training department handling procedure Mar 29 - No update Apr 26 . Procedure review scheduled on May 1st May 31 - Job aid completed and approved. June 28 - JHSC to review prior to being completed. Parking break cutout procedure reviewed, more permanent lock out device to be considered/ordered. July 28 - Temporary procedure needs to be communicated and signed off by workers (tie wrap). Conduct additional Risk Assessment for permanent/final LOTO solution.	T. Staples A. Ratneiya A. Frenza S. Casella	OPEN
	31.08.17 - 039 Edges of PM Pits	Aug 31 - Yellow Angle iron edges along PM tracks 1 and 2 are lifting, causing multiple hazards. Sept 29 - Adam will inquire about potential timeline for PM Renovation Project. Oct 26 - Have arrived in the PM. Nov 30 - sent to GO Maintenance Jan 25 - Take pictures for next JHSC inspections. Feb 22 - Safety awareness around edges of PM pits. Mar 29 - Planned under PM renovations Apr 26 . GO Transit has been grinding down PM edges to remove tripping hazards, flourecent paint on areas that still need work. May 31 - GO Transit has ground down and marked down the tripping hazards. June 28 - Closed pending review. July 26 - Waiting for Whitby to open to close down PM 1/2. Will get confirmation from GO/Adam. Move to GO review items.	A. Ratneiya A. Frenza	CLOSED
	26.10.17 - 041 DMU Toilet	Oct 26 - DMU Toilet filling method not appropriate. Cannot be using red gas (jerry) cans - which is for fuel not chemicals. Jan 25 - Alternative container to be issued. Feb 22 - Alternative containers are being sourced. Mar 29 - To be confirmed for next meeting. Apr 26 . No update at this time May 31 - Waiting on Fastenal June 28 - Need to review with Fastenal (Lloyd). July 26 - Determine if review occured with Fastenal. Have distinct portable containers for Glycol products.	D. Hager Llyod M.	OPEN
	01.25.18 - PM 3 / 4 - Slippery paint on floor at large doors/man doors	Jan 25 - Request sent to GO for grip paint (anti-slip) Mar 29 - Anti-slip strip or mats as a temporary measure recommended near manddoors and train doors. Warning signs for first four doors, "Expect train movement" Apr 26 . GO Transit facility looking into solution for anti-slip paint for PM 3 / 4 doors. Warning signs posted on PM man doors. May 31 - GO Transit has put in anti-slip paint at PM 3 / 4 doors, need to verify effectiveness. June 28 - Partially completed, under review by GO facility to determine feasibility. Darren to approach GO to questions potential completion. July 26 - Wait for Darren to follow up, is there another plan in place from GO to complete the project. Send Chris email to remind Darren to follow up.	D. Hager A. Frenza	OPEN

02.22.18- Outpost Inspection	Oct 26 - No derails on the North end at the Bradford outpost. Switches locked by Crew, long walk out to switches. Both derails only in the South direction(Protects roll away, not workers). Nov 30 - request sent to GO Facilities. Feb 22 - Omni directional derails needed at Shirley Ave. Outpost. Kitchener yard has no security Mar 29 - Two-way derails are being sourced. Apr 26 . Go Transit has no update at this time. May 31 - Derails are being put into place at outposts including two-way derails. Full survey of outposts underway. June 28 - Report given to Metrolinx, follow up required for the security at site and derails (Mansur).	A. Kurceba D. Robinson T. Staples	OPEN
03.29.18- test procedure	Mar 29 - Brake test procedure risk assessment on Wheel bay 1 (west end) and track 16/17 Apr 26 . To be scheduled in May. May 31 - Scheduled for next bi-weekly meeting June 28 - Find and review the Risk Assessment to ensure that this has been completed and determine the proper procedure. July 26 - Brian, Anthony, Josh, and Mahi to conduct Risk Assessment. Mansur to find previous risk assessment.	M. Pathan B. Smith T. Staples A. Ratneiyya	OPEN
05.31.18- Restricted area - No personal electronic devices signage	May 31 - Signs to be sourced July 26 - HSE to source out signage for cell phone usage in shops. Follow up next month.	M. Pathan S. English	OPEN
06.28.18 Review Risk Assessment of Stepping onto Drop Table Diesel Shop	June 28 - Review the Risk Assessment for stepping onto the Drop table in the Diesel Shop. Requires large step down onto the table, minimal locations to maintain 3-point contact. July 28 - Tim and Mansur identified issues and concerns. Need to communicate procedural changes and conduct Risk Assessment.	M. Pathan T. Myles	OPEN
07.26.18 Labelling of Decanted Chemicals/Products	July 26 - Number of workers indicated that chemicals and products were being transferred to smaller containers without being properly labelled. Need communication reminding workers of labelling requirements, have labels in vending machines.	B. Easterby	OPEN
07.26.18 Powr On - Electrical Contact Cleaner	July 26 - Anthony and Mansur had conversation about finding another product. Will review previously used products to determine what has been recommended for removal.	M. Pathan A. Ratneiyya	OPEN
7.26.18 PM 3/4 DMU Extensive Running	July 26 - DMUs running for continual hours. Noise and concerns of diesel fumes in the shop. Contact Lloyd McEcherin for procedure clarification and communication to workers of running requirements.	S. English, L. McEcherin	OPEN
7.26.18 Safety Brief/Communication Book	July 26 - Book for workers to review any missed safety briefs or communication. Create books for various shops.		
07.26.18 Sand Filling for Locos	July 26 - Require signage and communication for Respiratory Protective Requirements (RPE) while filling up Loco's with traction sand. Conduct worker exposure monitoring for silica exposure.	B. Easterby	OPEN
4 JHSC Inspection	July - Reviewed items and inspected areas on site Areas Inspected: Coach, Diesel, Loco Wash, PM 3/4, Stores 335.	JHSC	
5 GO Book Items Logged - Email Requests	2016 Dec 22 - Can't reach #1 Truck cut out on locos when spotted over wheel lathe in WB1. GO to provide a solution. Small mobile step doesn't work as a solution due to facility design. - Closed/Not Resolved 2017 Feb 23 - Wayside cables in the canopy are missing identifier tags - Open Mar 27 - F5/6 fire extinguisher decal faded beyond acceptable limit. - Open Mar 27 - Outdate or missing PPE signs on all exterior doors at 125 Judson. - Open Mar 27 - Remove sticker in consist wash control room "do not stop loco in house" as we are required to do this with the current wash operation. - Need to check Dec 28 - DS2 phone at post D47 is not working - Closed 2018 Feb 22 - Trap door on table (CS3 - north west side) with broken spring - Open Mar 29 - North east side stair rail of locomotive wash building is bent - Open Mar 29 - Fire safety pins for parts washers (DS3 & DS2 drop table) Need fixed/replaced. - Open Mar 29 - DS2 track 2 table supporting jack not dropping when table parked. - Open Apr 26 - Oily rag disposal bin - chain missing in coach shop drop table area - Open Apr 26 - Concrete in DS2 by shop door uneven and falling apart (Shawn) - Open	GO	
6 Procedure Review	Being done as needed on Bi-Weekly meetings. Hot work permit program procedure review. Rollout in June.		
7 Risk Assessments & Safety Observation Cards			
Safety Observation Card Winner:Cam Pernokes - Contractor using rope as rigging for overhead crane without hardhat. Risk Assessment Reviews: Air Drier Change-out Risk Assessments: Wheel Bay loco nose wash, Brake test procedure risk assesment (Wheel bay)			
8 Incident Report	Reviewed month to date		
9 Safety Topic Selection	New initiative to delelop 52 safety topics with subtopics so that a annual schedule can be released. Future topics: PPE, tool safety.		
Remaining to be selected in next Bi-Weekly Meeting and put in to a schedule.			
10 Close Meeting	Meeting closed at 14:30.		
11 Next Meeting Date	August 30, 2018 - Monthly JHSC		