

INTERLAKE SCHOOL DIVISION

MINUTES OF THE WORKPLACE SAFETY AND HEALTH COMMITTEE MEETING OF THE BOARD OF THE INTERLAKE SCHOOL DIVISION, HELD ON MONDAY, JUNE 9TH, 2014 AT THE DIVISION OFFICE, 192-2ND AVENUE NORTH, STONEWALL, MANITOBA.

COMMITTEE MEMBERS PRESENT

GREG SHEDDEN (CHAIRPERSON), FRAN FREDERICKSON, SANDRA WIEBE

SENIOR ADMINISTRATION PRESENT

ASSISTANT SUPERINTENDENT CHRISTINE PENNER

GUESTS

MICHAEL WAITE, SAFETY OFFICER
CAMERON DAHL, MAINTENANCE SUPERVISOR

THE MEETING WAS CALLED TO ORDER AT 4:50 P.M.

1. SAFETY PROGRESS REPORT UPDATE-
 - A. AN OUTLINE OF THE FINDINGS OF THE MACHINE SAFETY INSPECTIONS THAT WERE CONDUCTED AT STONEWALL COLLEGIATE, WARREN COLLEGIATE, TEULON COLLEGIATE AND THE MAINTENANCE FACILITY WERE SHARED WITH THE COMMITTEE. A FUNDING AND CAPITAL D PLAN WILL BE CREATED TO SATISFY A FIVE YEAR ACTION PLAN TO UPGRADE ALL EQUIPMENT TO MEET SAFETY STANDARDS.
 - B. PLAYGROUND SAFETY INSPECTIONS – MICHAEL WAITE, SAFETY OFFICER AND CAMERON DAHL, MAINTENANCE SUPERVISOR, HAVE RECEIVED CERTIFICATION AS CANADIAN PLAYGROUND INSPECTORS.
 - I. THE COMMITTEE WAS PROVIDED COPIES OF INSPECTION REPORTS COMPLETED AT WOODLANDS ELEMENTARY SCHOOL AND WARREN ELEMENTARY SCHOOL. DEFICIENCIES IN PROTECTIVE SURFACING WERE NOTED. INSPECTIONS WILL CONTINUE AT ALL SCHOOLS.
 - II. THE COMMITTEE WAS INFORMED THAT WEEKLY AND MONTHLY PLAYGROUND INSPECTION REPORTS WILL BE COMPLETED. CUSTODIAL STAFF WILL BE RECEIVING TRAINING ON PLAYGROUND INSPECTIONS ON SEPTEMBER 26TH, 2014. MONTHLY INSPECTIONS WILL BE COMPLETED BY THE SAFETY OFFICER OR THE MAINTENANCE SUPERVISOR AND WEEKLY INSPECTIONS WILL BE COMPLETED BY CUSTODIAL STAFF.
2. CRAWLSPACE ENTRY SAFE WORK PROCEDURES – THE COMMITTEE WAS INFORMED THAT MIKE WAITE HAS COMPLETED SAFE WORK PROCEDURES FOR CRAWLSPACE ENTRY PROCEDURES. CRAWLSPACE ENTRY PROCEDURES SIGNAGE WILL BE PROVIDED TO ALL SCHOOLS.
3. SAFETY MEASURES - THE COMMITTEE WAS PROVIDED A DRAFT DOCUMENT OUTLINING PROPOSED SAFETY MANAGEMENT PROCESS MEASURES.

MEETING ADJOURNED AT 5:30 P.M.

COMMITTEE CHAIRPERSON

SECRETARY-TREASURER