

INTERLAKE SCHOOL DIVISION

MINUTES OF THE TRANSPORTATION COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE INTERLAKE SCHOOL DIVISION HELD ON FRIDAY MAY 5TH, 2014 AT THE TRANSPORTATION MAINTENANCE AND TECHNOLOGY FACILITY, STONEWALL, MANITOBA.

COMMITTEE MEMBERS PRESENT:

MARK GRINDEY (COMMITTEE CHAIR PERSON), SHARON BAKER, SALLY COOK, DAVE HARCUS

ADMINISTRATION PRESENT:

KEN KRULICKI – TRANSPORTATION SUPERVISOR

THE MEETING WAS CALLED TO ORDER AT 7:00 pm

AGENDA ITEMS

1. APPROVE AGENDA:

- DISCUSSED AND APPROVED

2. MINUTES NOVEMBER 14TH, 2013 COMMITTEE MEETING:

- MINUTES FROM THE JANUARY 17TH, 2014 MEETING WERE REVIEWED

3. CANADIAN PUPIL TRANSPORTATION CONFERENCE 2014:

- TRANSPORTATION SUPERVISOR ATTENDED THE CONFERENCE APRIL 2014 HELD IN REGINA SASKATCHEWAN
- KEY NOTE SPEAKERS TOPICS INCLUDED
 - LEGAL INFORMATION RELEVANT CAMERAS ON BUSES
 - RELATIONSHIP BUILDING WITH STAFF AND DRIVERS
 - DIGITAL CITIZENSHIP IN TODAY WORLD
- TRADE SHOW WAS COMPRISED OF MANY VENDORS AND TRADESPEOPLE, ALLOWING FOR COLLECTING AND SHARING OF INFORMATION AND IDEAS

4. L.O.A. UPDATE:

- THE WINTER SCHEDULE ACCOMMODATED THE TRANSPORTATION DEPARTMENT TO FULFILL ALL REQUESTS FOR VACATION AND L.O.A.

5. MEDICAL FORMS:

- CURRENTLY ISDBDA MEMBERS ARE REQUIRED TO SUBMIT A DRIVERS MEDICAL, IN CONJUNCTION WITH ANY MANITOBA PUBLIC INSURANCE REQUEST, THEN ANNUALLY AFTER THE AGE OF 60
- MANITOBA PUBLIC INSURANCE REQUIRES CLASS 1-4 DRIVERS TO SUBMIT MEDICAL FORMS EVERY 5 YEARS THRU TO AGE 45, EVERY 3 YEARS THRU TO AGE 64 AND ANNUALLY AFTER AGE 64
- THE TRANSPORTATION SUPERVISOR WILL RESEARCH FURTHER INTO BRINGING THE POLICY INTO LINE WITH MPIC TO AVOID DUPLICATION

6. ROUTE / DRIVER UPDATES 2014:

- DUE TO RETIREMENTS THE REASSIGNING OF ROUTES HAS AFFECTED FOUR PERMANENT ROUTES IN 2014
- ONE SPARE DRIVER HAS BECOME A REGULAR DRIVER
- TWO SPARE DRIVERS ARE UNAVAILABLE FOR WORK RIGHT NOW DUE TO MEDICAL ISSUES
- THREE REGULAR DRIVERS ARE ON L.O.A. FROM THEIR REGULAR ROUTES TO ACCOMMODATE OTHER EMPLOYMENT

7. SAFETY POLICY UPDATE:

- POLICY B-14(R7) HAS BEEN APPROVED AND PASSED THROUGH POLICY COMMITTEE AND INCLUDES BUS INCIDENTS IN THE REFERENCE

PAGE 2 OF 2 TRANSPORTATION MINUTES MAY 5, 2014

8. OUT OF CATCHMENT STUDENTS TRANSPORTATION :

- D10 (2.4) STATES THAT THE STUDENT WILL MEET THE BUS AT AN EXISTING STOP.
- RECOMMEND TO EXPAND THE POLICY TO INCLUDE THAT SHELTER AT THE STOP MUST BE ACCESSIBLE AT ANY TIME
- THIS WILL BE WRITTEN AND PRESENTED TO THE POLICY COMMITTEE

9. SCHOOL CLOSURE PROCEDURE:

- THE TRANSPORTATION SUPERVISOR REVIEWED THE PROCESS AND PROCEDURES FOLLOWED WHEN SCHOOL IS CLOSED
- INFORMATION IS ACCESSED FROM THE ENVIRONMENT CANADA WEATHER RADAR SITE
- TRANSPORTATION SUPERVISORS FROM NEIGHBORING AND CLOSE DIVISIONS ARE CONTACTED TO CONFIRM WEATHER CONDITIONS IN THEIR AREAS
- THE TRANSPORTATION SUPERVISOR TRAVELS THE ROADS BETWEEN TEULON, WOODLANDS, ROSSER AND STONEWALL STARTING AT APPROXIMATELY 4:00 AM TO ASSESS THE ROAD CONDITIONS IN A WIDE CROSS SECTION OF THE DIVISION
- ONCE A CONCISE INFORMED DECISION IS REACHED THE TRANSPORTATION SUPERVISOR CONTACTS THE DIVISION SUPERINTENDENT TO START THE CLOSURE PROCESS

10. EXTRA CURRICULAR TRIP DRIVER REIMBURSEMENT

- ISDBDA MEMBERS HAVE REQUESTED EXTRA PAY FOR WAITING TIME BETWEEN END OF REGULAR A.M. RUN AND START OF EXTRA CURRICULAR TRIP TO A MAXIMUM OF ONE HOUR
- ALSO INCLUDED IN THE REQUEST, EXTRA PAY FOR WAITING TIME BETWEEN END OF EXTRA CURRICULAR TRIP AND START OF P.M. RUN, TO A MAXIMUM OF ONE HOUR
- FURTHER RESEARCH WILL BE PREPARED FOR CONSIDERATION

11. THANK YOU LETTERS

- THANK YOU LETTERS HAVE BEEN SENT TO THE RURAL MUNICIPALITY COUNCILORS AND STAFF ACKNOWLEDGING THE EXTRA EFFORTS KEEPING THE ROAD OPEN AND SAFE, ON BEHALF OF THE DIVISION AND TRANSPORTATION DEPARTMENT
- A THANK YOU NOTICE WAS PUBLISHED IN THE STONEWALL TEULON TIMES THIS WEEK, AND POSTED ON THE DIVISION FIRST CLASS NEWS

MEETING ADJOURNED AT 8:03 PM.

COMMITTEE CHAIRPERSON

SECRETARY-TREASURER