

Safety Leaders Breakfast Meeting
Peg's Kitchen
1653 Park St, Regina SK
September 9, 2014

Present

Rocky Mountain Equipment Jeff Ross
Warner Industries, Vicki Radons
Warner Industries, Patrick Normand
Wheaton Chevrolet, Brad Mund
Wheaton Chevrolet, Josh Ell
Young's Equipment, Dennis Bepalko

Guest

Safe Saskatchewan, Genie Mintram

Today's meeting was chaired by Vicki Radons, Warner Industries.

The group wanted to know if Genie will continue to attend and take minutes; the answer is yes, as long as they need.

Ryan Bast from MSA sent a message wanting to know if this group requires the presence of MSA at future meetings; the response to this is: *no need for MSA to attend.*

All agreed that these meetings are very important but requires more structure. There was a general discussion about what we want to accomplish and where/how we want these meetings to go in the future.

Suggestions for moving forward:

- 1) A more structured format is required
- 2) Determine what we want from these meetings (***Develop Terms of Reference??***)
- 3) Set up a committee with a Chair and a Co-Chair
- 4) Consider whether we need to meet every month (agreed we will skip Summer meetings all together)
- 5) Confirm relevant speakers with advance notice (to allow participants to consider questions)
- 6) Meeting Management
 - Distribute an Agenda for each meeting
 - Meeting notice
 - Reminder notice closer to the time
 - Timely distribution of Minutes
 - Confirm your attendance (as a consideration to Peg's Kitchen) and to determine if there are enough people for a meeting
- 7) Rather than have a guest speaker at the October 2014 meeting, perhaps we can use that time to develop meeting procedures and protocols, as well as roles and responsibilities

The group had a brief discussion about the ongoing challenges with injured workers who are on WCB and the Return-to-Work requirements. It was noted that the City of Regina is a part of a disability

management group, dealing with similar challenges; at a future meeting, we may consider a guest speaker from that group.

Vicki asked if companies use the “Mission Zero” logo on their letterhead/brochures and where do we get large decals for vehicles?

- Genie confirmed that charter signatories can use the logo
- Vehicle decals are available from the Stripe Shop, (306) 924-4026 – ask for Jordan or Brad
- Genie will send a disk with the various Mission Zero files to Vicki

The group talked about Job Hazard Analyses and the fact that they can take too long to complete, so employees may avoid them or not complete them properly. Rocky Mountain reviews Safe Work Procedures with their staff and has them sign-off on them. When someone is assigned a job, they should have already read the safe practices so then they apply the “Four-Second Focus”. STOP – THINK – ACT. If you search the internet you should find it easily.

Next Meeting

Tuesday, October 21, Peg’s Kitchen, 1653 Park Street

Meeting adjourned at 8:15 am.