



JOINT WORKSITE HEALTH & SAFETY COMMITTEE

Meeting Minutes

March 11, 2025

Google Meet
3:45 PM

1. **Call To Order at 3:45 pm**
Present: Brett Hansen Meagan Kuik
 Rita Raposo Janet Westworth

Absent: Lisa Lacroix Maggie Rushworth
2. **Additions to the agenda**
 - a. No additions
3. **Review of minutes and action items from September 24, 2024**
4. **Approval of Minutes**
 - a. Janet motioned and all approved
5. **New Business**
 - a. Review Hazard Assessment Forms on PublicSchool Works – **each JWHSC member** to review Hazard Assessments for their associated working group; **Rita** to ask PublicSchool Works if these can be completed online
 - b. Safe Job Procedures – are these available for everyone to view for each position or only those related to the employee's position? It will be confusing if employees can see all available. **Rita** to confirm with PublicSchool Works.
7. **Reports**
 - a. Incidents/Injury – we've received 63 incident reports for the period of August 26, 2024 to March 10, 2025.
8. **Worker Concerns**
 - a. No concerns brought forth





9. Next Meeting – April 29th at 3:45pm at Central Office – Rita to send invitation

10. Adjournment – at 4:15 pm

Employee Co-Chair

Employer Co-Chair

