

Recommendations from Health & Safety Committee to PRC January 2017

Members of the Health & Safety Committee met on Thursday evening (19 January 2017) and went through and edited the Terms of Reference of the Prairie Region Health & Safety Committee.

Consulting with Brother Clint Wirth – Prairie Region Health and Safety Representative – we were able to provide the following in details:

- The Committees Mandate
- The Composition of the Committee
- The nature of the Committee's meetings
- The Committee's Operation and Meeting Quorum
- How and who the Committee will report to; And
- The Committee's Objectives in details

The Health & Safety Committee seeks PRC's endorsement while we welcome any friendly recommendation/amendment.

Respectfully Submitted,

Darlene Lewis
Valerie Illingworth
Gus Mardli

TERMS OF REFERENCE

Prairie Region Health & Safety Committee

MANDATE

- To promote safe and healthy workplaces through the collective action of the Prairie Region's health and safety activists
- To promote ways and means to involve PSAC members in health and safety issues
- To keep current on health and safety issues
- Participating in the organization and hosting of the Triennial Regional Health & Safety Conference
- To follow up and support resolutions carried at Regional and National Conventions

COMPOSITION

- The Committee shall be comprised of Health & Safety activists from across the Prairie Region.
- The executive of the committee shall consist of three (3) PRC members, one member from each province
- The Chair, the Co-Chair and the Secretary/Treasurer of the committee shall be elected/selected amongst the three committee executive
- The Resource for the committee will be the Regional Representative- Health and Safety, Prairie Region, unless otherwise assigned

MEETINGS

- As this committee is devoted to the inclusion and promotion of Health & Safety and due to the size of the region: Committee shall meet quarterly via webinars or conference calls.

OPERATION

- A quorum will consist of not less than 50% of Committee Executive plus any two (2) members in good standing from the Prairie Region
- The Chair shall schedule meeting (request a webinar or a conference call line from the REVP Office) and ensure reports are submitted in a timely manner to the PRC
- All decisions will be by a simple majority of members during meetings.
- The Committee shall provide an open contact for members to participate in health and safety matters. This includes, but not limited to:
 - Promotion of H&S related events
 - Promoting awareness on H&S related issues important to members
 - Promoting healthy and safe workplaces

REPORTING

- All meetings will provide minutes, which shall be sent to the office of the REVP for review, filing and posting to the website.

OBJECTIVES

- Identify problems and issues of concern in Occupational Health & Safety
- Provide an on-going communications of Health & Safety issues for PSAC members in the Prairie Region through the activist network and a regional Health & Safety web page
- Promote a vibrant and effective committee by increasing the participation of Health & Safety activists in Regional Health & Safety Committee meetings
- Undertake projects as identified by the REVP
- Promote and support H&S issues identified by the committee
- Ensure issues identified by the committee are brought to the attention of the REVP, Regional Representative for H&S or others as needed