

**MINUTES
ACSESS
SAFETY GROUP – TEMPORARY AGENCIES
Wednesday, May 20th, 2003
WSIB DOWNSVIEW**

PRESENT

Mary McIninch, ACSESS
Maureen McDonald, Workplace Safety and Insurance Board (WSIB)
Donna Jewel, WSIB Safety Groups Coordinator
Margaret Waithe, Charles Corey, Pete Shewchuk, Tim Nakatsu, IAPA
Maina Levin, Jack Minacs, OSSA
Amanda Grice, Adecco
Brian Booth, Apple One
Judy Carley, Nathan Carruth, Express Personnel
Michelle Crowder, Spherion
Kevin Suter, Labour Ready
Dianne Ramster, Karen Jackson, Hunt Personnel
Sheila Spencer, Labour Source
Brenda Hewgill, Georgian Staffing
Jackie Supper, The Staffing Edge, Armor Personnel
Liz Coleiro, Drake
Debbie Tripp, Labour Link
Diana Zirone, Chris Coulthard, PAL Personnel
Corey Burt, Kelly Services Canada
Lorri Sumner, Jenny Pacheco, The People Bank
Jackie Cabildo, The Keith Bagg Group
Stephanie Huffman, Industrial Temporary Solutions (ITS)
Garaint Berry, The Personnel Network
Janice Weir, Affordable Personnel
Liz Everhardus, Sandra Both, Lift Temp
Lisa McDougall, ATS Reliance

ABSENT, with regrets

Rachel Jacobsen, Eagle Professional
Ron Maizis, Maizis and Miller
Carol Kameka, Best Personnel Services
Gary Nettleton, Executive House
Nancy O'Neill, Windsor Personnel
Colleen Gouldson, NT Temps
Gail Citroen, The Little Group
Brenda Hewgill, Georgian Staffing

1. Welcome, Action Plan Progress Reports

The meeting commenced with a round of introductions.

Mary McIninch reminded the group that **Action Plan Progress Reports** are due by May 20th 2003. To be eligible for 2003 rebate, FIRMS MUST ATTEND 3 MEETINGS AND SUBMIT REPORTS.

2. Presentation by Donna Jewel: WSIB Safety Group Coordinator

- a) *Safety Group Update*: Donna provided members with an update on safety group status and reviewed ACSESS rate profiles for 929 and 956. She also noted that Safety Group spot checks are now complete and that **all firms scored 100%! To be eligible for a rebate, firms must complete at least 60% of elements.**

5. WHMIS training Workshop: Review of 5 Steps and Tips on how to implement/maintain element, Charles Corey, IAPA

Notes from presentation to be distributed to members following meeting. To obtain a copy of presentation, please email Charles Corey at ccorey@iapa.on.ca

6. Computer Based Training, Presentation by Paul Williams, Sundown Corporation

Members are encouraged to contact Paul Williams for more information on web based training.

7. IAPA Workplace Inspections Workshop: Presentation will include tips on how to implement/maintain element for the purposes of safety groups program, Tim Nakatsu, IAPA

Please email Charles Corey to obtain copy of notes from Workplace Inspections presentation at ccorey@iapa.on.ca

NEXT MEETING – Attendance is mandatory for all safety group participants (WSIB Safety Group program requirements). Members must notify sponsor at least 14 days prior to meeting if unable to attend. **Firms must attend 3 of the 4 scheduled meetings in order to be entitled to a rebate.**

Date: September 10th 2003

Time: 9:00 am to 12 noon

Place: WSIB Downsview
Humber Room

Note: Muffins, coffee will be served