



Joint Central Committee on Health and Safety

December 10, 2008
OPSEU Offices, 31 Wellesley Street East, Toronto
10:00am-2:00pm

MINUTES

Present: Brendan Kilcline, Chair
Lisa McCaskell
Joan Murray
Tom LeBlanc
Brenda Rantz
Tim Savage
Molly Rotering

#	AGENDA ITEM	ACTION ITEM
1.	Call to order: The meeting was called to order at 10:17am.	
2.	Approval of Minutes for October 1, 2008 It was noted that Chanta Baier was not present at the previous meeting and should be removed from the attendee list. Minutes of the JCCHS of October 1, 2008 meeting were approved as modified.	Approved
3.	Review of Agenda A 'Safety Group Update' and 'HSAC Update' should be added to New Business. The current agenda was approved with modifications.	Approved
4.	Business Arising <u>JCCHS synopsis for OHA Health & Safety Bulletin & HSAC</u> <i>B. Kilcline has written a draft synopsis and will send it to T. Savage by Monday, December 15. It was agreed that the synopsis will be an overview of the committee and will be in the Summer 2009 issue of the Health & Safety Bulletin.</i> <u>WSIB Statistics</u> L. McCaskell has requested an explanation from WSIB (Leanne Black) of the dollar figures associated with the incident costs in the information provided by the WSIB. L. Black had explained that the incident costs were very complicated as there are several different costs that are calculated in. She suggested that this group focus on the lost days and	B. Kilcline

incidents and ignore the incident costs.

There was discussion of whether or not to delete the incident cost column from the spreadsheet received from WSIB. It was noted that the incident costs for a specific facility can be related to the WSIB surcharges and can assist a facility in directing more funding toward health and safety.

Slips, trips and falls were identified as one of the most frequent causes of injury and consequently could be an area of focus for this committee in the next year. Musculoskeletal Injuries (MSI)/Repetitive Strain Injuries (RSI) and slips, trips and falls are the two largest causes of workplace injury across all OPSEU classifications. It was decided to review the WSIB data again, comparing slips, trips and falls with RSIs to see which type of injuries result in the most days lost. Based on that analysis, the Committee will decide which area to focus on in the New Year.

There was discussion about possible prevention routes once the Committee determines its focus. It was suggested that the Committee break down the data within the chosen area further in order to determine where and how the incidents are happening so that prevention efforts can be focused. It was also suggested that the JHSCs need additional education regarding monthly inspections as well as basic safety and general reporting. It was noted that proper investigations after a slip, trip and fall would also help with prevention. There was suggestion that a best practice note be created to communicate to the JHCS's and health and safety professionals.

The committee members will review data in order to prepare for further conversation on this topic at the next JCCHS meeting.

Workplace Violence Survey

L. McCaskell distributed a proposed definition of workplace violence, taken from the Canada Labour Code Regulation. This Regulation came into force in September 2008 and consequently there is no published case law yet, arising from the regulation.

There was discussion regarding the broadness of the definition and how it could affect specific situations, in and out of the workplace. *It was agreed that the proposed definition is acceptable to use on the Workplace Violence Survey.*

It was requested that committee members continue to bring forward the feedback from their JHSCs regarding the draft workplace violence survey. Feedback already received includes a suggestion to add a question about working alone and a clarification around definitions of a policy, a program, and a procedure. As well, there has been a suggestion to format the survey differently. T. Savage suggested that the JHCS functionality questions be put into a separate section from the workplace violence section.

All members

Approved

<p>There was discussion regarding who in each workplace is best positioned to complete the survey accurately. The Committee discussed the following options: the JHSC co-chairs; the whole JHSC; or more broadly. It was agreed that the survey would be sent out requesting that JHSC members would complete the survey working together. When the survey is sent out, JHSCs will also be provided with instruction on how to complete the survey and submit it.</p> <p><i>This committee will send L. McCaskell further feedback prior to Christmas as they receive it and she will amend the survey according to the feedback. L.McCaskell will send the revised survey to T.Savage prior to the next meeting for his review.</i></p> <p><i>T. Savage and L.McCaskell will review the survey and revise according to feedback and discussion at the next meeting.</i></p> <p><i>M. Rotering will have the draft survey on a laptop for the next meeting so that it can be reviewed.</i></p> <p>It was agreed that the survey mailing should be directed to the health and safety professional, the Chief HR Officer, the CEO – with instructions to direct the survey to the JHSC for completion. <i>L. McCaskell will create a draft cover letter with C. Baier for the next meeting.</i> The mailing will contain the cover letter, the link to the electronic survey tool, and a copy of the survey to print out, if they so choose.</p> <p>There was question as to what will happen with the survey if provincial legislation comes out before the survey is ready to be distributed.</p> <p>There was discussion on how to proceed with the Workplace Violence Assessments at specific workplaces using OSACH. Within the new Health & Safety Association structures proposed by WSIB, the Committee believes that OSACH will still be present and able to do the work. <i>L. McCaskell will meet with P. Boucher prior to the next meeting to determine the details and necessary next steps. It was agreed that once the three hospitals had agreed to participate in the project, OSACH would present itself to the hospitals and, in coordination with the JHCS, do the assessment and make recommendations.</i></p> <p>There was discussion regarding which hospital should be chosen as the third workplace violence assessment site. The Committee had previously agreed that Baycrest and Mt. Sinai would be good candidates. There was suggestion that South Grey Bruce Health Centre (Kincardine and Walkerton sites) could be involved. <i>It was agreed that the Walkerton site would be the best choice as it has both Diagnostic Imaging and an Emergency department.</i></p> <p><u>Handling Cytotoxic Drugs</u> <i>T. Savage will send the committee a protocol from Cancer Care Ontario</i></p>	<p>All members</p> <p>T. Savage/ L. McCaskell</p> <p>M. Rotering</p> <p>L. McCaskell/ C. Baier</p> <p>L. McCaskell</p> <p>T. Savage</p>
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	<p><i>for the handling of Cytotoxic drugs. Options to a biological safety cabinet were discussed, i.e chemical fume hood. B. Kilcline will finish a draft of an article on this topic and send it to T. Savage before Christmas for inclusion in the Summer 2009 issue of the Health & Safety Bulletin.</i></p>	<p>B. Kilcline</p>
<p>5.</p>	<p>New Business <u>Safety Group Update</u> The final meeting of the 2008 Safety Group meeting took place on November 24, 2008. At that meeting, Dr. Leon Genesove gave an update of the Safe at Work Ontario Program and an overview of the new MOL Healthcare H&S unit. In addition, Lakeridge Health Corporation did a presentation about safety response regarding a fire that occurred in one of their facilities 18 months ago. Kathryn Nichol did a presentation regarding the CREOD research project on effective JHSCs. CREOD is planning to launch the next phase of this research using three hospitals to gather more detailed data.</p> <p>In 2009, there is a new structure for the OHA Safety Group. The WSIB has introduced the Graduate Program, which will include an assessment of safety programs and how they are working as a whole. It will include aspects of a Workwell audit and accreditation - senior management must sign off at every level. The Graduate level still allows participants to receive a Safety Group rebate.</p> <p>The OHA has also introduced a third, observer, level which will allow groups to come to the meetings and receive the information but does not allow for a Safety Group rebate. The OHA is also charging a Safety group membership fee for non-OHA benefit plan members.</p> <p><u>HSAC Update</u> The final HSAC meeting of 2008 took place on December 1. It was a teleconference and was basically an update of issues in progress.</p> <p><u>2009 JCCHS Meeting Dates</u> It was agreed that the first two meetings of 2009 would be as follows: Thursday, February 26 Wednesday, May 13</p> <p><i>M. Rotering will forward alternate dates for the other 2009 JCCHS meetings. It was requested that no meetings occur on the last Wednesday of the month.</i></p>	<p>M. Rotering</p>
<p>6.</p>	<p>Next Meeting Date: The next JCCHS meeting will take place on Thursday, February 26, 2009 from 10:00am – 2:00pm at the OHA offices.</p>	
<p>7.</p>	<p>Adjournment The meeting was adjourned at 1:15pm.</p>	