



Joint Central Committee on Health and Safety

February 26, 2009
OHA Offices, 200 Front Street West, Toronto
10:00am-2:00pm

MINUTES

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

#	AGENDA ITEM	ACTION ITEM
1.	Call to order: The meeting was called to order at 10:10am.	
2.	Approval of Minutes for December 10, 2008 On page three of the February 10, 2009 minutes, the organization noted as 'Grey Bruce Health Services' needs to be changed to 'South Bruce Grey Health Centre'. Minutes of the JCCHS of December 10, 2008 meeting were approved as modified.	Approved
3.	Review of Agenda No additions.	Approved
4.	Business Arising <u>JCCHS synopsis for OHA Health & Safety Bulletin & HSAC</u> <i>B. Kilcline has completed the synopsis and will send to T. Savage shortly. It will then go through the OHA Public Affairs Department and back to B. Kilcline for final approval.</i> <u>WSIB Statistics</u> The committee received a document prepared by L.McCaskell comparing WSIB statistics for Repetitive Strain Injuries and injuries arising from Slips, Trips and Falls (STF). The committee discussed the nature and location of the majority of slips, trips and falls. T.Savage reported that he has also been considering incidents coded as struck by/struck against, which may be associated with STFs. It was noted	B. Kilcline

that incident investigations often lack a root cause analysis of the incident. Additionally, some STFs may result in an injury coded as a MusculoSkeletalDisorder (MSD), even though the root cause of the injury was a STF. There was discussion about how incident investigations are done and the need for senior management involvement and support.

It was agreed that the Committee will develop a guidance or best practice note targeting Slips, Trips and Falls injuries. The note will include evidence on the typical root causes of slips, trips and falls, will document the burden of injury on workers and employers and will give general guidance to assist prevention efforts. It will be directed to both employees and managers.

It was agreed that an additional guidance note or toolkit be written regarding Incident Investigations.

B. Rantz agreed to start the research necessary to draft the slips, trips and falls guidance note. T. LeBlanc will research and gather information on performing effective incident investigations. T. Savage will provide both of them with a sample guidance note. B. Rantz and T. LeBlanc will start with a literature review of the respective issues and bring their research back to this committee at the next meeting.

The Committee will decide at the next meeting who will begin drafting the practice notes.

T. Savage reported that the OHA has been investigating a partnership with the MOHLTC to develop education, training and prevention materials on MSD injuries using a train-the-trainer model.

Workplace Violence Survey

L. McCaskell has created a draft workplace violence survey and a draft cover letter to accompany the survey. The committee reviewed the draft survey and made revisions. *L. McCaskell will complete revisions to the survey and cover letter and send out to this committee for a final review.*

L. McCaskell has spoken with Patti Boucher at OSACH and they remain committed to doing the workplace assessments. However, due to workload issues, staff to perform the assessments will not be available until the end of May or early June. OSACH asks this committee to confirm the participating hospitals. South Bruce Grey Health Services is confirmed and *B. Rantz will determine whether this project will involve either their Kincardine or Walkerton site. T. Savage will confirm Mount Sinai as well as determine whether Whitby Mental Health Centre is interested in being involved. This committee will need a letter from each of the participating hospitals' JHSCs requesting OSACH to do the assessments. It was agreed that this committee will have those letters by the next JCCHS meeting on May 13.*

**B. Rantz/
T. LeBlanc/
T. Savage**

L. McCaskell

**B. Rantz/
T. Savage**

	<p>L. McCaskell confirmed that OPSEU is able to post this survey electronically.</p> <p><u>Handling Cytotoxic Drugs</u> T. Savage has sent out the Cytotoxic Drugs guideline. B. Kilcline has drafted a short article describing the guideline which will be published in the OHA's Health & Safety Bulletin under B. Kilcline's byline.</p> <p><u>Safety Group Update</u> There are two levels to the Safety Group this year; graduate (participant for 5 or more years) and regular members. WSIB is piloting an accreditation program this year. The Safety Group graduate member program consists of a miniaccreditation which will audit members to ensure they have performed a hazard assessment, developed an action plan, and an evaluation and monitoring plan. Return to work is the common element for graduate members this year. Graduate members are expected to demonstrate more senior management engagement than regular members.</p> <p>The common element for regular Safety Group members is Accident/Incident Investigations.</p> <p>The WSIB is currently renovating their rooms in the basement of 200 Front Street West, where the Safety Group meetings are usually held, so the 2009 meetings will take place in a separate venue. A new feature of the meetings will be a roundtable during lunch break that would be focused on MOL visit comparisons and best practices.</p> <p><u>HSAC Update</u> At the recent HSAC meeting, Mark Dreschel, of the WSIB, made a presentation regarding the restructuring of the Health & Safety Associations (HSAs). The new structure is going ahead but not as quickly as they had first expected. Interim CEO's and Boards are expected to be in place by June and the current CEOs will not automatically be appointed as CEOs of the new organizations. T. Savage reviewed the HSA structure being put into place.</p> <p>The OHA is currently on the consultation committee for WSIB regarding the restructuring of JHSC certification.</p>	
6.	<p>Next Meeting Date: The next JCCHS meeting will take place on Wednesday, May 13, 2009 from 10:00am to 2:00pm at the OPSEU offices (31 Wellesley Street East).</p>	
7.	<p>Adjournment The meeting was adjourned at 1:46pm.</p>	