

## WSN FPPC Advisory Committee

**Date & Time:** Thursday, April 3, 2025, at 1 pm

**FPPC Attendance:** Jesse Kydd (Chair), Dana Greenly, Jenanne Graham, Robin McCullough, Victor McKee, Christina Merrett, Stewart Taylor (Vice Chair)

**Regrets:** Scotia Biloski

**WSN Staff:** Chris Serratore, Director Health and Safety Services  
Cindy Schiewek, Director Health and Safety Services  
Tiana Larocque, Manager, Education Services  
Tricia Valentim, Executive Assistant, Health and Safety Services

1. Welcome and Introductions

Chris introduced Adrienne and Dennis from WSN to the group. Adrienne is a health and safety specialist, and Dennis is the director of client experience.

2. Review and Approval of Agenda

Reviewed and approved

3. Approval of Previous Meeting Minutes

Approved

4. Review of Action Items and Recommendations

Action:	Who:	Deadline:	Notes:
Look for opportunities to promote the work this advisory committee is doing and how they are making workplaces safer.	Tiana Larocque		<p><b>Lockout Tagout Assessment Tool:</b> Tiana announced the launch of a new version of the lockout tagout assessment tool available on the WSN website. The tool is designed to help clients and consultants manage lockout tagout risks.</p> <ul style="list-style-type: none"> <li>Tool Launch: Tiana announced the availability of the new lockout tagout assessment tool on the WSN website, designed to help manage lockout tagout risks.</li> <li>Distribution: The tool was distributed to clients and</li> </ul>

			<p>used as a training tool for consultants entering sites to support their clients.</p> <ul style="list-style-type: none"> <li>○ Risk Management: The tool consolidates risk management practices for lockout tagout, incorporating feedback from the advisory committee.</li> </ul> <p><b>Competent Supervisor Refresher Course:</b> Tiana informed the committee about the launch of the competent supervisor refresher course in both in-person and e-learning formats. The course aims to provide frontline supervisors with the necessary skills to be successful in their roles.</p> <ul style="list-style-type: none"> <li>○ Course Launch: Tiana announced the launch of the competent supervisor refresher course, available in both in-person and e-learning formats.</li> <li>○ Course Content: The course provides frontline supervisors with the necessary skills to be successful in their roles, focusing on health and safety responsibilities.</li> <li>○ Feedback Integration: The course development integrated feedback from the advisory committee to ensure it meets the needs of frontline supervisors.</li> </ul> <p><b>Mental Health Training:</b> Adrienne discussed the workplace mental health for leaders' course, which provides tools for frontline leaders to navigate psychological health in the work environment. The course has received positive feedback.</p> <ul style="list-style-type: none"> <li>○ <b>Course Overview:</b> Adrienne provided an overview of the workplace mental health for leaders' course, which equips frontline leaders with tools to navigate psychological health in the workplace.</li> <li>○ <b>Course Feedback:</b> The course has received positive feedback from participants, highlighting its effectiveness in addressing workplace mental health.</li> <li>○ <b>Generational Piece:</b> The course includes a component on working with different generations,</li> </ul>
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# MINUTES

			addressing the unique challenges and dynamics of a multigenerational workforce.
WSN acting as a central point of collection for HIPO. Anonymous hazard alert creation and communication.	Cindy Schiewek		<p>The discussion focused on Ontario's legal framework, which differs from BC's mandatory enforcement branch where a notice goes out at a high level, with no company details, and onto WorkSafe BC's site, updated regularly. Only 3-4 lines and what sector it happened in.</p> <p>Hesitation around handing information from company to the Ministry and what would be the legal implications of this. Suggestion on sanitizing the information and make it general enough to focus on prevention while capturing key points.</p> <p>A template was proposed that outlines how the information will be used, allowing different groups to bring it to their companies and legal teams for approval.</p> <p>There was also a mention of redesigning hazard processes. The importance of sharing information internally and externally was emphasized, with a focus on controlling messages.</p> <ul style="list-style-type: none"> <li>• <a href="https://www.workplacesafetynorth.ca/en/news-resources/news/hazard-alerts">https://www.workplacesafetynorth.ca/en/news-resources/news/hazard-alerts</a></li> <li>• Typical format: <a href="https://www.workplacesafetynorth.ca/sites/default/files/2024-02/Hazard%20Alert%20More%20fires%20linked%20to%20power%20tool%20batteries-WSN-2024-02-12.pdf">https://www.workplacesafetynorth.ca/sites/default/files/2024-02/Hazard Alert More fires linked to power tool batteries-WSN-2024-02-12.pdf</a></li> </ul> <p>WSN's practice of removing logos and identifiable faces from photos used in hazard alerts was highlighted. The discussion also touched on keeping the focus on hazards rather than incidents and using incidents to inform which hazards should be prioritized</p>

Recruitment for FPPC Committee	Chair		Circulating link to anyone especially worker representation <a href="#">Advisory Committee Application Form   Workplace Safety North</a>
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## 5. Sector-Specific Health and Safety Updates – Chair

### a. **Silviculture Adhoc Advisory Committee Update (Chris)**

### b. **Health and Safety Information Exchange:** Open forum for members to exchange sector-specific information, experiences, and concerns.

- **Health and Safety Incident:** Jesse shared a recent incident at their site where a worker passed away due to a heart condition. The company responded by providing counseling for first responders and increasing the availability of AEDs on site.
  - **Incident Description:** Jesse described the incident where a worker passed away due to a heart condition, emphasizing the importance of quick response and the use of AEDs.
  - **Company Response:** The company provided counseling for first responders and increased the availability of AEDs on site to ensure better preparedness for future incidents.
  - **Lessons Learned:** The incident highlighted the importance of having AEDs readily available and ensuring that employees are trained in first aid and CPR.
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- **Fire Hazard Incident:** Dana shared a fire hazard incident at their plant caused by a damaged chain belt drive and debris buildup. The incident highlighted the importance of regular cleaning and using proper tools during emergencies.
  - **Incident Description:** Dana described the fire hazard incident caused by a damaged chain belt drive and debris buildup, which led to a fire at their plant.
  - **Response and Injury:** During the emergency response, a maintenance worker was injured due to not using the proper tool, resulting in a recordable injury.
  - **Preventive Measures:** The incident underscored the importance of regular cleaning to prevent debris buildup and the need for proper tools and risk assessments during emergencies.

- **Hand Injuries and Safety Measures:** Jesse discussed the high number of hand injuries at their site and the implementation of high-impact gloves to reduce such injuries. The gloves are cut-resistant and provide impact protection.
  - **Injury Statistics:** Jesse shared that hand injuries accounted for 90% of their recordable injuries, including amputations and severe cuts.
  - **Glove Implementation:** The site implemented high-impact gloves that are cut-resistant and provide impact protection to reduce hand injuries.
  - **Supplier Involvement:** Suppliers such as Watson and Superior Gloves were involved in selecting the appropriate gloves, ensuring they met the site's needs.
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- **Shoebox Hearing Testing:** Jesse mentioned the implementation of the Shoebox hearing testing system at their site, which allows for in-house hearing tests and has proven to be cost-effective.
  - **System Implementation:** Jesse described the implementation of the Shoebox hearing testing system, which allows for in-house hearing tests and has proven to be cost-effective.
  - **Training and Results:** The system requires proper training to administer tests and interpret results, ensuring accurate hearing assessments for employees.

## 6. WSN Update

### a. **Program Development (Tiana)**

- i. IPCO and MHEO TTT Refresher Updates (Chris)
- ii. Learning Management System (LMS)
  - b. E-learning for Competent Supervisor Refresher (Tiana)

### c. **Marketing & Communications (Tiana) – see attached presentation**

## 7. Suggested Initiatives and Development for WSN consideration (Advisory committee informed suggestions)

**Future Advisory Committee Goals:** Areas of interest include traffic management, lockout improvements, working at heights, confined space, and traffic management plans.

8. Advisory Committee Professional Development (October 1):

Mental Health training. [Workplace Mental Health: A Framework for Leaders | Workplace Safety North](#). Decision was made that this training will take place the day ahead of the AGM and meetings.

**Professional Development and Mental Health Training:** The workplace mental health for leaders training will be held on October 1st in Sudbury, ahead of the advisory committee meetings with the Board of Directors.

- **Training Announcement:** Tricia announced the workplace mental health for leaders training scheduled for October 1st in Sudbury, ahead of the advisory committee meetings with the Board of Directors.
- **Training Details:** The training will be held at the WSN offices and will focus on providing tools for leaders to navigate workplace mental health.

9. Next Meeting: June 5 Meeting/Tour

**Next Meeting:** The next meeting is tentatively scheduled for June 5th, with a potential in-person meeting and tour at Brinkman's in Thunder Bay. The final location is yet to be confirmed.

- **Meeting Schedule:** The next meeting is tentatively scheduled for June 5th, with a potential in-person meeting and tour at Brinkman's in Thunder Bay.
- **Location Confirmation:** The final location for the next meeting is yet to be confirmed, with options including Thunder Bay and Toronto being considered.

10. Adjournment