

Forestry, Paper, Printing and Converting Advisory Committee

Thursday, September 27, 2018, at 8:00, Face-to-face meeting.

PRESENT: Douglas Groff (Chair) Mark Lovell (Vice-Chair) Mark Tranter
 Marilyn Findlay David Berry

REGRETS: Ron Isaac Claude Thibeault Brad Ekstrom
 Hillary Mudford

STAFF: Tom Welton- Director Industrial
 Dennis Griem-Business Analyst
 Meg Parker-Marketing Communications Specialist
 Chris Serratore- Director, Specialty Services
 Mike Parent – Vice President
 Lorraine Champagne, Executive Assistant (Minute Taker)

GUESTS: Sujoy Dey, MOL

Call to Order & Approval of Agenda

The Chair welcomed everyone and called the meeting to order at 8:00 a.m. The Agenda was approved with the addition of BOD presentation.

Approval of Last Minutes and Business Arising

The minutes of the May 10, 2018, meeting were approved as circulated.

Business Arising from the Last Minutes

There was no business brought forward from the last minutes.

Statistical Update – Sector Injury Trends and Health and Safety Priorities – Dennis Griem

- a. Dennis G. provided a statistics presentation on Ontario Forestry Sector Injury Performance and Injury & Illness Trends. Deck attached (1. Forestry Pulp Paper and Converting Statistics September 2018).
- b. Douglas G. proposed to only focus on the top three injury and illness trends for each sector. **[A]**
- c. Tom W. recommended for an invitation to a WSIB representative for our next face-to-face meeting to discuss the costs associated with injury. **[A]**
- d. The Chair thanked Dennis G. for the very informative and detailed presentation.

Communications Update and Social Media Workshop – Meg Parker

- a. Meg P. presented a marketing and communications update. Report attached (2. MarCom FPPCAC Presentation 2018-09-17).
 - b. Meg P. provided a presentation focusing on Social media: Connecting to the world that included:
 - a. Global overview
 - b. WSN social media profiles
 - c. General guidelines
 - d. Code of ethics
 - e. How to post on social media
- Presentation attached (3. Social Media Presentation WSN 2018-09-17).
- c. Meg P. delivered a workshop on how to use social media. Guide attached (4. WSN Social media tips).

Risk Assessment and Root Cause Analysis Outcomes – Workshop and Discussion on effective promotion of results – Sujoy Dey

- a. Tom. W. introduced Sujoy Dey to the group.
- b. Sujoy D. discussed how the design of the top 10 risk categories, risk statement, controls, factors, tools and methods was developed to create a Risk Assessment fishbone diagram for the Root Cause Analysis, Logging: Distracted Driving (September 26-27, 2018).
- c. Next steps:
 - Now that we know the risks – it’s time to focus on how to implement changes and put control in place.
 - Focus on the top 10 hazards and communicate to industry (supervisors are key as they have legal obligations), JHSCs, social media, workshops, etc.
 - Initiate first steps; focus on one critical control at a time as a starting point.
 - A point of contact is required as a second step – as part of a “roadmap”.
 - Develop a root cause communication – one page for risk assessed. WSN to initiate. **[A]**
 - Discussed that WSN should be responsible (an anchor) for getting the message out through safety program, SBHSP, and Safety Groups etc.
 - Show introduction videos prior to a training course.
 - In your face Messaging: MOL needs to get messaging out on critical injuries.
- d. Douglas G. questioned if there would be a possibility to receive MOL data that would include X fatalities + what % was related to substance abuse/distracted driving
- e. Dave B. asked the following questions:
 - What actual information/impartible data do we have to support that substance use/distracted driving is a factor?
 - What can we bring forward to senior management?
 - What tools can we get?
- f. Mark T. suggested a developing an infographic of risks associated in the workplace for the workplace.
- g. Dave suggested - multi level messaging. Could WSN come into locations to present information on risks – focus on two or three topics at a time?
- h. Sujoy D. to investigate is there is any data on autopsies (coroner’s reports) regarding substance use. **[A]**
- i. Sujoy D. agreed to provide any support possible.
- j. The Chair thanked Sujoy D. for his presentation.

Progress on Key Programs, Initiatives and Recent Successes – Tom Welton

Tom W. shared “News Release - Ontario Takes First Step Towards Provincial Forestry Strategy” attached (4).

Tom W. delivered an update on training to date, First Nations strategic initiative progress, Working at Heights, the 2018 Northern Ontario Safety Groups Program and 2018 Small Business Health and Safety Program. Deck attached (Progress on Key Programs, Initiatives & Recent Successes).

WSN Advisory Committee Evaluation & Member Self-Assessment – Douglas Groff

Douglas G. review the results and confirmed that there is value in the advisory committee.

Advisory Recruitment Update – Douglas Groff

Discussion on recruitment occurred. Douglas G. announced that Claude T. will be retiring soon.

Tom noted that he is currently following up with sawmill industry representatives with regards to possible participation in the advisory committee to fill this vacant position.

Sharing of Best Practices

- Marilyn F. agreed to review the test version of WSN's new website. Dennis G. to send her pertinent information. **[A]**
- Douglas G. requested to have Randy Herman provide updates or experiences regarding the cannabis legislation. **[A]**
- Marilyn F. presented Domtar's Pre-task Hazard Assessment Program (currently six cards, ladder safety is in progress) that are required to be completed regularly (three pre-tasks, per person, each month) and require supervisors' approval. The outcomes are shared at each morning production meeting. The information from these cards is entered into a database that collects corrective actions.
- David B. will send his company's drug policy as well as ladder safety to Lorraine for distribution. **[A]**
- Meg P. showed a preview of WSN's Small Business Toolkit. Attached (7).

Next Meeting Scheduled

December 6, 2018, 1:30 to 3:30 pm, teleconference.

Adjournment

There being no further business, the meeting was adjourned at 1:48 p.m.



Douglas Groff, Chair

November 5, 2018

Date

Attachments:

1. Forestry Pulp Paper and Converting Statistics September 2018 – Dennis Griem
2. MarCom FPPCAC Presentation 2018-09-17 – Meg Parker
3. Social Media Presentation WSN 2018-09-17 – Meg Parker
4. WSN Social media tips – Meg Parker
5. News Release - Ontario Takes First Step Towards Provincial Forestry Strategy – Tom Welton
6. Progress on Key Program Initiatives and Recent Successes – Tom Welton
7. Small Business Toolkit – DRAFT – Meg Parker