



# MINUTES

## WSN Forestry, Paper, Printing & Converting Advisory Committee Meeting

**Date & Time:** Thursday, September 24, 2020 at 9:00 a.m. to 12:00 p.m.

**Present:** Mark Lovell (Chair), John Bell, David Berry, Marilyn Findlay, Jesse Kydd, Stewart Taylor and Tom Welton,

**Regrets:** Hillary Mudford

**Guests:** Sujoy Dey

**Location:** Zoom

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### 1. Call to Order, Welcome new members, Approval of Agenda, Safety Share

- Introduction to new members John Bell and Jesse Kydd.

John Bell is Regional Health and Safety Coordinator – Ontario for Eacom Timber Corporation and will be representing the Sawmills and Logging industries.

Jesse Kydd is Senior Environmental Health and Safety Specialist for RYAM Lumber and will be representing the Sawmills, Veneer Plywood, and Wood Preservation

Approval of Agenda: All approved

### 2. Approval of Last Minutes: Approved

### 3. Business Arising from the Last Minutes

- Safe Driving on Forest Roads program being made available in French (funding request under review) – Educational services has been working with SFI on an in-class and online program which are now available for industry. Key point brought up last meeting was that it would be very beneficial to have material available in French in well. Have gone to SFI with it and applied, however not successful so now looking at alternatives. Chris Serratore and Tom will be meeting with SFI with Kelly Ann, from the product development team, and explore other areas for funding and look at promotion. Timing will be perfect as the start of winter is haul time and promotion of courses will link in with that time well. Need to make sure everyone is aware right across the industry.
  - Development of WSN resources to support the Risk Assessment/Root Cause Analysis activities in partnership with MOL (Rescheduled to week of August 24th)  
Agenda item: Previous advisory meeting discussed to just go beyond with development of resources for Risk Assessment and work with Sujoy to train other facilitators to move forward with that.
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- WSN to continue to carry forward discussion on how the Risk Assessment results could cascade into the Excellence Program topics  
With risk assessment results, want to look at how build leading indicators and how to help those involved in WSIB Excellence program. WSIB mentions Risk Assessment and Root Cause and this program in their presentations and they are advocating how it helps.
- Follow-up on interest in CROSH “line of sight and knowledge transfer projects.  
CROSH and request with their ‘line of sight and knowledge transfer projects’. If interested let us know and we link you with right people. Remove this for future meetings.

#### 4. Discussion search for new FPPC Advisory Committee members

- Two new members allows us to cover several other sectors, as trying to get representation for each of forestry sectors.
- Mark Tranter has left Atlantic Packaging and will most likely have to leave the committee. Tom has connected with the Corrugated Safety Professionals Board to get another representation for this industry.
- Siva culture industry needs representation however, as this industry is going into a slower time, Tom will follow up with sector and hopefully be able to fill before next meeting in December.
- Vice-Chair position: We will be looking for new Vice-Chair for anyone interested please let Mark Lovell know so we can fill that position quickly.

#### 5. Advisory Committee feedback on emerging issues and suggestions for WSN program development or resource interactions

Discussion on challenges with Covid and cost crunches with how companies are affected. Virtual training will be a priority for most organizations as unable to travel. Discussion on running skeleton crews in some instances and looking to beef up management program training. Discussion on using Zoom and how it has been beneficial to use for all types of meetings and training after a little learning curve.

EACOM expressed their positive feedback on the WSN’s 2-day virtual supervisor training. Advantages to breaking up with half-day sessions and participants could work and train during the day.

Discussion regarding Covid challenges in the industry for those who shutdown or coming back after a layoff. Special note of the increase of incidents with hazards and spike on incidents with basic things like slips, trips, and falls, as workers not aware of surroundings as they usually would be.

Discussion on mental focus and keeping people steady and the need for a communication campaign to get people focus on the job.

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## MINUTES

Resolute has moved into campaign with seven questions such as, what would you do if you didn't have right tool? or encountered something not expected? Engaging with workers on stopping job, looking and the idea of not just pushing forward but to step back and look at it. There has been an uptake in distraction with three reportable injuries.

Presentations on mental risk assessment and three questions What am I doing? What could go wrong? How to fix it?

Action: Stats on next meeting for better picture of that and provide some context at what seeing in real time.

Discussion on complaints on general soreness on manual positions as layoffs return to their positions and must get back physical strength as there is an uptake in soft tissue issues. People who usually sat down had to go into manual positions which was a struggle. Some organizations have developed an active care program for new hires and following them for a month, they have them perform the job and slowly get them used to the physical aspects of the job. In the past had failed to get them back into shape so now bring employees up to where they should be physically without injury.

Action: Program perspective if there anything for guidance for workplaces on that. Tom will share some of that information.

Discussion on the importance of those in the office as well and how having an ergonomist review workstation, even in remote locations virtually would be an asset.

Action: Tom to share what we used with the Home Office Checklist that each employee had to fill in, as well as other resources on that and psychological health and safety.

### **6. Update on Pulp and Paper Root Cause analysis and Train the Trainer conducted for WSN staff to assist with future Risk Assessment and Root Cause analysis workshop expansion**

Review presentation slide deck from Sujoy Dey and Tom Welton.

### **7. Joint WSN/BC Forest Safety Council Advisory Committee virtual sessions to discuss aligned topics of interest**

- This partnership came out of the National Forum of Forest Safety Association with interest from a British Columbia committee looking to share best practices and share info instead of reinventing the wheel each time.
  - Met first time with them at the end of June and focussed in on some key learnings. Marilyn and Mark Tranter shared their key learnings they have worked through with Covid-19 and the BC committee provided a similar presentation to us.
  - Regrouped after the leads and sent out survey to each member and resounding positive. Based on that will meet quarterly to discuss topics of interest. The first one is relation to lockout and challenges and key controls, which is timely with Root Cause session from the top risk identified
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# MINUTES

in the pulp and paper industry, and we can carry some of that forward to the group in next meeting on Oct. 7 from 1:30-3 pm.

Action: Tricia send invite to committee for those who can attend.

Discussion on plan and how would like to approach it.

- Share information with findings of Root Cause with Lockout and have some of our members give a five-minute overview or leading practice they have done, or control put in place that was effective.
- Machine specific would be interesting to hear. Manufacturing equipment using is going to be different.
- Stored energy and looking at looking all types of stored energy is often overlooked.

## **Presentation agenda:**

1. Mark to facilitate
2. Tom review root cause (5 minutes)
3. John discuss concern with incidents on work site. (5 minutes)
4. Marilyn discuss leading practices working with pulp and paper. (5 minutes)
5. Open discussion and all welcome to join.

Action: Send anything you would like to share to Tom and Mark.

Open discussion with both groups in the last half hour including the next topic in three months. One topic could be dust and looking at dust situation and protocols put into place. BC is far ahead of dust mitigation so interesting to see how get to that point.

Question asked regarding if there was any information back from 2017 from Ministry. Nothing except individual firms would have been contacted if not in compliance. Some committee members had them come back but they were happy, so nothing since.

## **8. Marketing and Communication Update**

- Review Meg Parkers slide deck.
  - Note: This is not something tracked by government this is something WSN tracks to help raise our profile in the community. There are links in the presentation so as you read through you can click on the links to see in further detail. YouTube and Covid Conversations can be used as resources.
  - Psychological Safety resources also posted in resource section
  - Virtual AGM in November.
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# MINUTES

## 9. Progress on Key Programs, Initiatives & Recent Successes

T.S.S.A. patrolling mechanics for working on fuel dispensing. Had to send photos and they applied and were accepted as well.

## 10. Best Practices/Meeting Round Table/Wrap-up - Ideas for future meetings

Action: Tom will follow up with Mark Trantor and report back,

Action: Tom will follow up with Hillary and the number of missed meetings.

**Next Meeting:** December 3, 2020

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