

FORESTRY, PAPER, PRINTING AND CONVERTING ADVISORY COMMITTEE

Thursday, September 26, 2019 at 8:00 a.m.,

Present:

Douglas Groff (Chair), Mark Lovell (Vice-Chair), David Berry, Marilyn Findlay, Jocelyn Lagacé,
Mark Tranter

Regrets: Hillary Allard

Staff:

Meg Parker, Marketing Communications Specialist
Tricia Valentim, Executive Assistant (Minute Taker)
Tom Welton, Director Prevention Services and Education Programs

Guest:

Sujoy Dey, Corporate Risk Officer, MOL
Megan Archer, WSIB
Cassandra Chowdhury, WSIB

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.

Approval of Last Minutes and Business Arising

The minutes of the May 16, 2019 meeting were approved as circulated.

Business Arising from Minutes

- *Tom W.* to bring forward the idea of future tracking by MOL and determine if this could be carried forward based on results of recent sector risk assessment/root cause analysis reports. – **As this information is not currently tracked, WSN will continue to bring this forward to MOL for potential future tracking.**
 - **The committee also discuss the importance of industry focusing on leading indicators such as those coming out of our risk assessment and root cause analysis. Dave Berry noted that Resolute has a “reasonable cause checklist” which they provide to supervision to assist with decision making relating to suspected substance use situations.**

ACTION: Dave to forward checklist to share with meeting minutes.

- Tom W. will provide available session dates to participate and advise committee members to allow them to take part - **Completed**
- *Meg P.* to promote the CCCA safety videos through social media again. Include the services guide as a pdf version. - **Completed**
- *Marilyn F.* agreed to review the test version of WSN's new website. *Dennis G.* to send her pertinent information. - **Tom discussed some ongoing issues which we have had regarding our web site provider and will keep the committee posted when a test version is available for review in the future.**

WSN Advisory Committee Presentation to the Board & Discussion

(Updated FPPC Report to BoD for 2019 Sept 25.pptx)

- Douglas and Tom reviewed the attached presentation which was provide to the WSN Board by Douglas at yesterday's Board meeting.

ACTION: It was noted that the WSN Board asked how our sector results reviewed in the presentation compared to other sectors and provincially to the industrial sector overall? The advisory committee will request an update from WSN at the next meeting on possible comparisons.

ACTION: It was also noted that there was a discussion with the Board regarding having advisory committees more directly involved in WSN strategic planning in the future. For WSN consideration in future strategic planning.

- Safe Driving on Forest Road introductory video was reviewed by the committee with positive comments.

ACTION: It was asked if the program would be developed in French. Tom noted that this was a point of discussion with SFI at a recent meeting and is under consideration.

Update and discussion on Risk Assessment Root Cause Analysis follow-up & What's Next

Update risk assessment root cause and next steps.pptx

- Sujoy updated the group on the Pulp and Paper Risk Assessment conducted the previous day. Advisory committee members who were able to participate confirmed that the workshop went well with great input from industry representatives.
- The committee discussed the importance of moving additional risks beyond the number one risk forward and the potential of additional root cause analysis activities. This discussion lead to a discussion of how we can expand available resources to support future root cause analysis activities potentially through WSN.

ACTION: Tom to meet with Sujoy and discuss developing internal WSN resources to support his RA/RC workshop activities and analysis.

- The group also discussed how the risk assessment results could potentially cascade into priority topics for specific sectors potentially with the WSIB Health and Safety Excellence Program.

ACTION: Tom to carry this suggestion forward as WSN continue to develop our sponsor planning to support the WSN lead Excellence Program.

- In closing off this presentation the committee thanked Sujoy for the ongoing support provided in moving the risk assessment and root cause analysis initiative forward.

Communications Update – Meg Parker

Meg P. provided a marketing and communication update. Report attached. (WSN MarCom Update 2019-09-23.pptx)

The committee thanked Meg for the presentation and complemented WSN on the extensive communications support in keeping industry aware of important health and safety issues.

Annual report

Main page: <https://www.workplacesafetynorth.ca/about-us/annual-reports>

PDF Document : https://www.workplacesafetynorth.ca/sites/default/files/pdf/WSN-Annual-Report-2018-19_0.pdf

Virtual Classroom Training – Act and Regs - Virtual_Classroom_Workplace_Safety_North_2019-06-18.pdf

- Kelly Ann provided an overview of the virtual training, thanked committee members for their participation and feedback and discussed future program implementation.
- Advisory committee recommendations for future virtual training programs included: Competent Supervisor, MOL awareness training for workers and orientation overview for new workers. In addition, Substance use awareness for Supervisors was an additional suggestion however the committee felt that this may work best in a closed session for larger firms.

ACTION: The group participating in the Virtual training noted that they did not receive the e-mail from Contact North advising them of the session. WSN team to follow-up.

- The committee congratulated Kelly Ann and WSN for this innovative training program and looks forward to future programs in this format.

Progress on Key Programs, Initiatives & Recent Successes

- Tom provided an overview of the attached presentation which updated the committee on key WSN initiatives and progress.
1. WSIB – Health and Safety Excellence Program, Community Engagement update:

In 2020 the WSIB incentive programs will be folded into one model called the Health and Safety Excellence Program. This will encompass the Small Business Health and Safety Program, Safety Group and Workwell programs which will be retired in the new year and the HSEP will lead participating firms through a maturity model to advance them to whatever level of health and safety program maturity which they decide. WSN has submitted our business plan to sponsor a 2020 WSN Health and Safety Excellence Program and will be promoting this program with interested firms.
 2. Education Services leading initiatives:
 - Virtual Industrial Sector Act and Regulation training was piloted over the summer with positive comments and feedback. This 4-hour training program has been developed to be interactive in nature with an instructor facilitating the session and walking participants through specific workshop and related activities. Advisory committee members participated in our pilot sessions.
 - MSD and Respiratory Protection webinar for the upcoming MOL blitz was conducted September 23rd. The webinar presentation is posted on the WSN web site for reference.
 - Joint Health & Safety Committee and Working at Heights Refresher training programs have been updated and reintroduced to internal and third-party trainers. These revised programs meet the legislated requirement for JHSC and WAH training participants to complete refresher training every 3 years.
 - Good progress toward the development of the Safe Travel on Forestry Roads video and program material. The classroom version of the program material will be available prior to yearend Expanding training support resources with two education service staff now available to provide JHSC training programs in support of existing field staff.
 3. WSN/SFI Safe Driving training program:
 - WSN and industry team are progressing well in drafting the program material to meet industry needs, available resources and will have a draft of the program available to review with the team in early October.
 - Classroom program to be developed in 2019 and on-line program available in 2020
 4. Safe Workplace Ontario (SWO)

SWO program gap assessment and subsequent industry engagement is currently in progress with consideration of how the HSEP can support program improvement and provide an additional financial rebate to the current program.
 5. Approved trainer Refresher Preparations for 2020:

Currently reviewing current Professional Chainsaw Operation and Mechanical Harvesting Equipment Operator training for possible updates in preparation for the development of the refresher training program material for the 2020 refreshers for all Approved trainers for these programs.

Sharing of Best Practices

- Marilyn provided the group with an overview of a new emergency response notification system which is working very well for them. It allows instant communication in emergency situations.

Meeting Round Table/Wrap-up

- Ideas for future meeting included WSIB Health and Safety Excellence Program overview (Tom has attached information on the program meeting minutes) and regular updates are valuable

ACTION: Next meeting will include a hand-off of the chair position from Douglass to Mark L. and confirmation of the co-chair.

- Motion to adjourn Dave Berry and seconded by Mark Tranter.

Afternoon Joint Session Notes:

How the WSIB is transforming premium rate setting for Ontario businesses

On January 1, 2020, the WSIB will usher in a new era of enhanced transparency and clarity in premium rate setting for almost 300,000 businesses across Ontario. Our new premium rate-setting model will introduce new classifications for businesses, provide greater foresight into future rate changes and more insight around how your premium rate is set and adjusted. To ensure a smooth transition to the new model, all premium rate changes will be staggered over three years. Learn more about how you can prepare for transition, our new model, and how we can help you stay up to date with the latest details.

Additionally, a link has been included below to a brief, completely anonymous survey that Melisa Brown asked if participants could complete about the presentation. Your feedback is very important to her and her team as WSIB strive to ensure that they are providing valuable information that assists you in understanding the Rate Framework. Your feedback will be used to inform future presentations.



WSIB Compass Demo Webinar

There were a few questions which the group had for WSIB including:

- The Compass presentation seemed to require the firm to provide their identifying WSIB access information to connect to this information. The current Compass format allows firms to connect and access other firm information. Will this option still be available? If so what information will be available?

Both the Open Data search tool (that currently exists on our website today) and the secure login tool (that I demo'd to you yesterday) will continue to co-exist. Ontarians/employers will continue to be able to access the open data tool via our website, to compare other employers and themselves. The secure login tool will be exclusive to insights regarding your own organization only. (however there are comparisons for rate groups in the enhanced tool)

- Does all historic claims information remain in Compass for future access? If not how many years remain in the system prior to dropping off?

As of now, we do plan to keep all historical data on Compass, should anything change we will be sure to engage prior to making any changes

- Since access requires specific information from the firm can any firm access the information of others.

Due to the sensitivity of the data in the new secure login tool, users will only be able to access accounts they are authorized to see. There are comparisons for rate groups available in the enhanced tool, and the open data tool (that allows you to look up any employer) will continue to exist and be refreshed annually

Meeting Wrap-up

There being no further business, the meeting was adjourned.

Next meeting: December 5, 2019, 1:30 to 3:30 pm, teleconference



Douglas Groff, Chair

October 11, 2019

Attachments:

1. Updated FPPC Report to BoD for 2019 Sept 25.pptx
2. Update risk assessment root cause and next steps.pptx
3. Virtual_Classroom_Workplace_Safety_North_2019-06-18.pdf
4. WSN MarCom Update 2019-09-23.pptx
5. Safety Forum Agenda Nov 7 2019.pdf
6. Sept 26 WSN.pdf