

WSN Forestry, Paper, Printing & Converting Advisory Committee Meeting

Thursday, December 5, 2019 at 1:30 p.m. to 3:20 p.m., Webinar

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

Regrets: Hillary Mudford

WSN Staff: Meg Parker, Marketing Communications Specialist
Tom Welton, Director, Prevention Services & Education Services
Tricia Valentim, Executive Assistant Prevention Service (minute-taker)

Guests: Sujoy Dey Ph. D, CRM, Corporate Risk Officer MLTSD;
Dr Alison Godwin and Dr Mallorie Leduc, CROSH

1) Call to Order, Approval of Agenda

The Chair welcomed everyone and called the meeting to order at 1:31 p.m. The Agenda was approved.

Safety Share: when switching out tires please remember to get the retorque done so lug nuts are confirmed tight. A recent incident result in a tire nearly coming off. It is also important to do a regular circle checks with any vehicle.

2) Approval of Last Minutes

The minutes of September 26, 2019 meeting were approved as circulated.

3) Business Arising from the Last Minutes

- Sample of Reasonable Cause Checklist to assist with substance use situations (**Completed and distributed Reasonable Suspicion Checklist 2.docx**)
- Follow-up on WSN Board request to consider how FPPC sector results other sectors and provincially to the industrial sector overall. **Tom will bring forward to the next meeting with information from Dennis Griem.**
- Safe Driving on Forest Roads program being made available in French. **Final review has been completed and it will be available January 1st. Also looking at the potential with SFI for it to be translated based on feedback and funding.**
- Potential development of WSN resources to support the Risk Assessment/Root Cause Analysis activities in partnership with MOL. **As Sujoy has been pulled in other directions to continue the Risk Assessment work in other industries, the CPO has been supportive of specific WSN staff being trained so they are able to hold Risk Assessments and expand it into other sectors. Sujoy will train the specific WSN staff members who are able to do this work at a high level and will be available as a resource as they move forward. This will be done in 2020.**

- WSN to continue to carry forward discussion on how the Risk Assessment results could cascade into the Excellence Program topics

Looking into more about the program as it evolves based on interest from smaller firms. Transition throughout next year. One step at a time moving forward.

- Follow-up on advisory committee members who participated in Virtual training and did not receive-mail from Contact North advising them of the session.

Kelly Ann has followed up with Contact North regarding participants not receiving the contact information. Contact North is trialing a new version 3 of Adobe Connect which will assist in resolving some of these issues. There is a trial run Dec. 10th internally, and then moving to the pilot for external participants January 13th.

- FPPC Executive member transition at next meeting. Interested parties in co-chair position requested. **(Complete)**

To be discussed later in the agenda.

Discussion around the new WSIB rate groups and new classifications replacing the new program. There will be some changes, but they are not fully known yet. The CPO and system leaders meeting to discuss further. Will know more in the first quarter, just initial discussions currently.

4) WSN/MOL Pulp and Paper Sector Risk Assessment Initiative: Results of Risk Assessment workshop & discussion on next steps - Pulp and Paper Risk Assessment workshop (September 25, 2019) - Sujoy Dey (Corporate Risk Officer, MLTSD)

Tom reviewed the attached slide decks on behalf of Sujoy:

1. Pulp and Paper Sector_Risk Assessment_Nov 2019.pdf,
2. Pulp and Paper Sector_Detailed List_Nov 2019.pdf,
3. Pulp and Paper Sector_High Level List_Nov 2019.pdf)

Discussion happened around not being surprised by the results, and how those who took part were happy with the results. Next step is moving forward with the Lockout detailed review will be to schedule the Root Cause Analysis part of the Risk Assessment. Will need to bring in subject matter experts along with worker and management member support.

ACTION: Committee members are asked to send Tom the names of any specialists they know who are knowledgeable for this lockout discussion.

Other discussion took place noting that some places need specialized lockout processes, and these still need to be updated for efficiencies. Working with manufacturers is necessary to make efficient specialized processes. The lack of skilled labour with strong knowledge for lockout processes is also a factor that needs to be looked at.

5) Presentation on recent CROSH initiatives including the “line-of-sight” and knowledge transfer projects - Drs Alison Godwin and Mallorie Leduc, Center for Research in Occupational Health and Safety (CROSH)

Presentation on new innovative ways of line of sight and knowledge transfer. Dr. Godwin and Dr. Leduc reviewed their attached slide deck. (CROSH Presentation December 2019.pdf)

If someone is interested in going through the process to further help with this project, then please contact either one of them to get more information and to set up a time to discuss it.

6) FPPC committee chair and co-chair transition

- This will be Douglas's last meeting in the Chair position. He will be stepping down into a regular committee member position. Thank-you's were given to him for everything he has done during his time as Chair.
- Mark Lovell will be moving up from Vice-Chair, into the Chair position.
- Mark Tranter will be moving into the Vice-Chair position.

7) Meeting Round Table/Wrap-up: Ideas for future meetings

Meg Parker from Marketing & Communications will have her information sent with the minutes to update the committee on WSN's marketing and communications over the last few months.

There being no further business, the meeting was adjourned.

2020 MEETING SCHEDULE

- March 5, 2020 (1:30 pm to 3:00 pm) teleconference
- May 27 & 28, 2020 (Meeting and tour) Location TBD
- September 24, 2020 (8:00 am to 3:00 pm) meeting North Bay
- December 3, 2020 (1:30 pm to 3:00 pm) teleconference



Douglas Groff, Chair

December 9, 2019

Attachments:

1. Reasonable Suspicion Checklist 2.docx
2. Pulp and Paper Sector_Risk Assessment_Nov 2019.pdf
3. Pulp and Paper Sector_Detailed List_Nov 2019.pdf
4. Pulp and Paper Sector_High Level List_Nov 2019.pdf
5. CROSH Presentation December 2019.pdf
6. WSN-Marketing-Communications-Update-2019-12-02.pptx