

AGENDA
MIDDLESEX-LONDON BOARD OF HEALTH

Thursday, December 8, 2011 at 6:00 p.m.
399 Ridout Street North
Side Entrance, (Recessed Door)
Board of Health Boardroom

DISCLOSURE OF CONFLICTS OF INTEREST

APPROVAL OF AGENDA

APPROVAL OF MINUTES

FOR INFORMATION

- 1) Report No. 124-11 re Medical Officer of Health Activity Report – December
- 2) Report No. 125-11 re Board of Health Communication Process Improvement

CONFIDENTIAL

- 3) Report No. 126-11 The Board of Health will move in camera for the purpose of considering a matter concerning labour relations or employee negotiations.

CORRESPONDENCE - none received

OTHER BUSINESS

Next scheduled Board of Health Meeting – **Thursday, January 19, 2012 at 6:00 p.m.**

**MIDDLESEX-LONDON HEALTH UNIT
REPORT NO. 124-11**

TO: Chair and Members of the Board of Health
FROM: Graham L. Pollett, MD, FRCPC, Medical Officer of Health
DATE: 2011 December 8

Medical Officer of Health Activity Report – December

Recommendation

It is recommended that Report No. 124-11 re Medical Officer of Health Activity Report – December be received for information.

The following report highlights activities of the Medical Officer of Health since the last Board of Health meeting.

Staff Day 2011 was held at the Western Fair District facilities November 24th. Chair Patricia Coderre brought greetings on behalf of the Board of Health. In addition to the Chair, the following Board members were in attendance: Mr. Al Edmondson, Dr. Francine Lortie-Monette, Ms. Doreen McLinchey, Ms Viola Poletes-Montgomery and Mr. Mark Studenny. Attached as Appendix A, is the program for the morning which highlights this year's recipients of long-term service awards. As in previous years, staff collected donations for a charity. This year it was the Alzheimer Society of London and Middlesex for which \$630.00 was raised.

A successful conciliation meeting was held with the Ontario Nurses Association (Local 036). The outcome of this session is the subject of Board of Health Report 126-11, this agenda.

The Medical Officer of Health participated in the City of London Emergency Planning Exercise. This year's incident was a fire at a propane storage facility and was based upon the Sunrise Propane explosion in Toronto. The Medical Officer of Health introduced Dr. Howard Shapiro, Associate Medical Officer of Health, Toronto Public Health, who spoke on the public health response to the Sunrise Propane explosion.

The planning exercise was also attended by Ms. Patricia Simone, Manager, Emergency Preparedness, (who was part of the City of London Exercise Planning Committee) as well as representatives of the Health Unit's Community Emergency Response Volunteers (CERV).

Dr. Bryna Warshawsky, Associate Medical Officer of Health and Director, Oral Health, Communicable Disease and Sexual Health Services, and the Medical Officer of Health attended a meeting of Southwest Medical Officers of Health at the Perth District Health Unit in Stratford. Participating in this meeting were Dr. Vivek Goel, President and CEO, Public Health Ontario, and Mr. Michael Mendaglio, Chief Laboratory Operations Officer. They provided an update on Public Health Ontario activities including those specific to Southwest Ontario.

Also attending this meeting were Mr. Michael Barrett, CEO Southwest Local Health Integration Network (Southwest LHIN) and Ms. Kelly Gillis, Senior Director for Planning, Integration and Community Engagement, Southwest LHIN. This was an opportunity to discuss how the Southwest Health Units could collaborate with the Southwest LHIN to address chronic disease prevention. A sub-committee comprised of Mr. Barrett, Ms. Gillis, Dr. Miriam Klassen, Medical Officer of Health, Perth District Health Unit, and the Medical Officer of Health was struck to follow up on this matter.

Mr. Wally Adams, Director, Environmental Health and Chronic Disease Prevention Services, Dr. Bryna Warshawsky and the Medical Officer of Health attended the November 28th meeting of the City of London Built and Natural Environment Committee. This Standing Committee of City Council addressed a City staff report on fluoridation, the outcome of which will be a recommendation to City Council to hold a public meeting on this subject. On the following day, November 29th, Mr. Iqbal Kalsi, Manager, Environmental Health and Chronic Disease Prevention Services, Dr. Warshawsky and the Medical Officer of Health attended the City of London Community and Neighbourhoods Committee meeting to address Lyme Disease. Dr. Warshawsky made a similar presentation to that provided at the November 17th Board of Health meeting.

Mr. John Millson, Director, Finance and Operations, and the Medical Officer of Health attended the Inaugural Meeting of Middlesex County Council and following dinner reception. A verbal update on the outcome of the election for Warden will be provided at the December 8th Board of Health meeting.

Other meetings involving the Medical Officer of Health since the last Board meeting included: a meeting with Ms. Laura Elliott, Executive Superintendant, Program Services of the Thames Valley District School Board; attendance at the London Abused Women's Centre "Shine The Light" dinner; and participation in a follow up meeting of involved community agencies to the Sex Trade Forum held on October 7th.

Graham L. Pollett, MD, FRCPC
Medical Officer of Health

**Staff Day Committee
2011**

Joan Carrothers
Joanne Dow
Dan Flaherty
Nancy Forbes
Joy Knott
Sharon Stein
Trudy Sweetzир



with Bob Gray

November 24, 2011

ML BUREAU DE SANTÉ DE
MIDDLESEX-LONDON
HEALTH UNIT
www.healthunit.com

Our Morning Program

8:30 a.m.	Refreshments
8:45 a.m.	Welcome
	Dr. Graham Pollett Medical Officer of Health
	Greetings from the Board of Health
9:00 a.m.	Breakfast
9:45 a.m.	Long Term Service Awards Presentation
10:30 a.m.	Guest Speaker: <i>Bob Gray</i>
12:00 p.m.	Photos

In keeping with our theme around "Put Your Mind to It" this year we are supporting the Alzheimer Society, London and Middlesex as this year's charity. Please consider making a donation in the box provided at your table.

The Alzheimer Society needs your support to keep providing vital services to people with Alzheimer's disease, their families and care-givers, and to continue searching for a cause and cure for Alzheimer's disease.



Many thanks for your contribution today.

Recipients of Long Term Service Awards

30 Years of Service

Ms. Joan Carrothers	Oral Health, Communicable Diseases & Sexual Health
Ms. Yvonne Morrell	Finance & Operations
Ms. Janice Ramer	Family Health

25 Years of Service

Mr. Wally Adams	Environmental Health & Chronic Disease
Ms. Barbara Adkin	Family Health
Ms. Ellen de Freitas	Oral Health, Communicable Diseases & Sexual Health
Ms. Betsy Kerr	Environmental Health & Chronic Disease
Ms. Shelley Steel	Family Health
Ms. Erin Wilcox	Family Health

20 Years of Service

Ms. Clara McVittie	Family Health
Ms. Diane O'Brien	Family Health

10 Years of Service

Mr. Aaron Aitchison	Oral Health, Communicable Diseases & Sexual Health
Ms. Jana Bannister	Oral Health, Communicable Diseases & Sexual Health
Ms. Lisa Brogno	Oral Health, Communicable Diseases & Sexual Health
Ms. Christine Callaghan	Family Health
Ms. Sladjana Dragicevic	Family Health
Ms. Laura Dueck	Family Health
Ms. Tracey Gordon	Oral Health, Communicable Diseases & Sexual Health
Ms. Martha Kirkwood	Family Health
Mr. James Madden	Family Health
Ms. Lori Mercer	Oral Health, Communicable Diseases & Sexual Health
Ms. Cheryl Tung	Oral Health, Communicable Diseases & Sexual Health
Mr. Corey Tung	Environmental Health & Chronic Disease
Ms. Bonnie Wooten	Family Health

**MIDDLESEX-LONDON HEALTH UNIT
REPORT NO. 125-11**

TO: Chair and Members of the Board of Health
FROM: Graham L. Pollett, MD, FRCPC, Medical Officer of Health
DATE: 2011 December 8

Board of Health Communication Process Improvement

Recommendation

It is recommended that Report No. 125-11 re Board of Health Communication Process Improvement be received for information.

Communication with and distribution of materials for Board of Health meetings consists of significant document preparation and distribution. Internal processes have been leveraging technology to reduce the amount of document preparation time and distribution among staff. The logical next step is to extend the improvement of this process to the Board of Health.

Early in 2012, Health Unit staff plans to move toward the option of having Board of Health members receive Board Agenda Packages electronically. Staff will be in contact with each Board of Health member to assess individual situations with the objective of working toward this goal.

This report was prepared by Mr. Rick Shantz, Director, Information Technology Services.

Graham L. Pollett, MD, FRCPC
Medical Officer of Health

**MIDDLESEX-LONDON HEALTH UNIT
REPORT NO. 127-11**

TO: Chair and Members of the Board of Health
FROM: Graham L. Pollett, MD, FRCPC, Medical Officer of Health
DATE: 2011 December 8

Ministry of Labour Health and Safety Orders

Recommendation

It is recommended that the Board of Health direct staff to present a report at the January Board of Health meeting on achieving compliance with Ministry of Labour Orders highlighted in Report 127 -11.

Introduction

On Wednesday, November 9, 2011, an Occupational Health and Safety Inspector with the Ministry of Labour (MOL) entered the 50 King Street premises and conducted an unannounced field visit which resulted in an inspection and the Health Unit being issued three Orders under the Occupational Health and Safety Act. The following report provides background information on the context in which the field visit and inspection took place, an overview of the Orders that were issued and an outline of the Health Unit's progress to date in addressing the identified health and safety issues. See Appendix A for the Ministry's inspection findings and Orders.

Background

Section 54 (Part VII, Enforcement) of the Occupational Health and Safety Act, 1990 grants the MOL the authority and responsibility to conduct inspections of all Ontario workplaces to ensure their compliance with the requirements of the Act. Over the past several years, the MOL's enforcement role has included proactive inspections which are not prompted by complaint or injury, but rather are intended to ensure legislative compliance and promote health and safety best practices. In 2011, among many other changes to the Act, responsibility for prevention, training and health and safety certification were transferred to the MOL from the Workplace Safety and Insurance Board (WSIB) further expanding this role of the Ministry.

Summary of MOL Field Visit and Inspection of Health Unit

On Monday, November 09, 2011, Ms. Beth Nethercott, Occupational Health and Safety Inspector for the MOL conducted an unannounced field visit and subsequent inspection at the 50 King Street office. Ms. Vanessa Bell, Manager, Privacy and Occupational Health & Safety and Certified Management Representative of the JOHSC, and Ms. Yvonne Morrell, Certified Worker Co-Chair of the Joint Occupational Health and Safety Committee (JOHSC), assisted the inspector for the duration of the review of documents, discussion, interviews and inspection. A thorough review of Occupational Health and Safety Policy, JOHSC documentation (including minutes, worksite inspection reports, JOHSC Terms of Reference, fire plan and employee incident reports) was conducted. Field observations were made, including that of a staff respirator fit testing session taking place at the time of the visit. The Emergency Preparedness Manager was questioned regarding the training component of the Health Unit's Fit Testing Program. An inspection of the lower level was conducted in relation to outstanding items in worksite inspections/JOHSC committee minutes related to possible mould and stained ceiling tiles in certain areas of the lower level.

Overview of the MOL Orders

In total, 3 Orders were issued on November 9, 2011. In addition, a follow up MOL compliance inspection was conducted on December 5, 2011(Appendix B). A summary of the November 9th orders and December 5th compliance visit findings is as follows:

A) Orders

1. Ensure a review of the occupational health and safety policy occurs at least annually. It is understood this order includes integrating a Needle Safety/Safety Engineered Medical Sharps (SEMS) component which complies with OHS regulation 474/07 as well as a written component to the training program for the existing respirator fit testing program and updating other material as necessary. This order also included direction to review and update the Health Unit's infection control policy and program.
2. Replace stained ceiling tile in the back of the lower level resource room

3. Replace the stained ceiling tile in the lower level hallway between the boiler room and electrical room

B) Follow Up Visit

4. During the inspection the boiler room was noted to have black staining on the pipe wrap and valves and bends. A follow up visit regarding this item was conducted on December 5, 2011 to take samples for mould and asbestos determination in the boiler room. The boiler room falls under the authority and is a responsibility of the landlord, Middlesex County. It is understood that subsequent orders regarding this determination will be issued to the landlord.
5. The December 5, 2011 Continuation Field Visit also found that the ceiling tiles had been replaced as required. No mould was found in the back room of the lower level resource centre. The report surmises the possible source of water infiltration may be a leaking pipe in the air conditioning system above the wall panel and indicates that, "Should water stains re-appear during the cooling season, the source of water infiltration should be rectified."

Conclusion

The Orders issued by the Ministry of Labour have been received as an opportunity to implement improvements that will support management, staff and the Joint Occupational Health and Safety Committee (JOHSC) in their efforts to improve the quality of the agency's health and safety program. The Order to replace the stained ceiling tiles has been complied with. The Health Unit has a robust occupational infection prevention and control program and has demonstrated ongoing commitment to the health and safety of all staff. Other steps to achieve compliance have begun and an outline of the plan for this process is attached as Appendix C. A further report on progress toward achieving compliance on any outstanding items will be presented to the Board of Health at the January meeting.

Mr. Mike Sauer, Interim Manager, Occupational Health & Safety and Management Co-Chair, JOHSC will be in attendance at the December 8, 2011 meeting to address any questions regarding this report.

Graham L. Pollett, MD, FRCPC
Medical Officer of Health

This report addresses Policy No. 8-10 re Health and Safety as outlined in the MLHU Administration Policy Manual.

Operations Division Occupational Health and Safety

OHS Case ID: **03173DTRR291**
Field Visit no: **03173DTRR292**

Visit Date: **2011-NOV-09**

Field Visit Type: **INITIAL**

Workplace Identification: **MIDDLESEX-LONDON HEALTH UNIT**
50 KING STREET, LONDON, ON, CANADA N6A 5L7

Notice ID:

Telephone:
(519) 663-5317

JHSC Status:
Active

Work Force #:
275

Completed %:

Persons Contacted: **VANESSA BELL, CERTIFIED MANAGEMENT REPRESENTATIVE JOINT HEALTH AND SAFETY COMMITTEE (JHSC), YVONNE MORRELL, CERTIFIED WORKER CO-CHAIR JHSC**

Visit Purpose: **FIELD VISIT**

Visit Location: **AS ABOVE**

Visit Summary: **ORDERS ISSUED**

Detailed Narrative:

This field visit is being conducted under the "Safe At Work Ontario" initiative. More information can be found at the Ministry of Labour website, www.labour.gov.on.ca

The purpose of this field visit is to assess the internal responsibility system and to ensure compliance to the Occupational Health and Safety Act and any related regulations.

Discussed: Internal responsibility system, JHSC structure, members, certification, meetings, minutes, workplace inspections, workplace incidents, required health and safety postings. Health and safety outstanding items.

There are some outstanding items on the health and safety meeting minutes. An inspection was conducted to review areas of outstanding items. At the time of this visit there are stained ceiling tiles in the back room of the resource room. (Order issued) At the time of this visit there was grey staining on the west wall.

Stained ceiling tile are also located in the hallway between the boiler room and the electrical room. (order issued)

The boiler room has areas of black staining on the pipe wrap in various areas at valves and bends. It was not able to be determined at the time of this visit if the pipe wrap contains asbestos.

A follow up visit will be conducted with a Ministry of Labour hygienist.

A copy of this report must be posted in the workplace.

Recipient	Inspector Data	Worker Representative
Name <u>VANESSA BELL</u>	BETH NETHERCOTT OCCUPATIONAL HEALTH & SAFETY INSPECTOR PROVINCIAL OFFENCES OFFICER 217 York Street, 5th Floor London, ON N5A 5P9 Tel: 519-963-2827 Fax: 519-672-0268	Name <u>YVONNE MORRELL</u>
Title <u>MGR, PRIVACY/OHS</u>		Title <u>Accounting Admin</u>
Signature <u>[Signature]</u>	Signature <u>[Signature]</u>	Signature <u>[Signature]</u>

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-3335 or 1-877-339-3335 (toll free), mail or by website at <http://www.gov.on.ca/lab/olrb/home.htm> for more information.

Operations Division Occupational Health and Safety

OHS Case ID: **03173DTRR291**
 Field Visit no: **03173DTRR292** Visit Date: **2011-NOV-09** Field Visit Type: **INITIAL**

Order(s) /Requirement(s) Issued To:

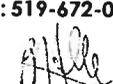
To:	Org/Ind Role	Telephone No
MIDDLESEX-LONDON HEALTH UNIT	Primary Employer	(519) 663-5317

Mailing Address: **50 KING STREET, LONDON, ON, CANADA N6A 5L7** Postal Code **N6A 5L7**

Order(s) /Requirement(s) Description:

You are required to comply with the order(s) /requirement(s) by the dates listed below.

Order No	Type Code	Act/Reg	Year	Sec.	Sub Sec.	Clause	Text of Order/Requirement	Comply by Date
1	Time	OHSA	1990	25	2	h	Without limiting the strict duty imposed by subsection (1), an employer shall, (h) take every precaution reasonable in the circumstances for the protection of a worker by ensuring that the stained ceiling tile in the back resource room is replaced.	2011-NOV-16
03173DTRR293								
2	Time	OHSA	1990	25	2	h	Without limiting the strict duty imposed by subsection (1), an employer shall, (h) take every precaution reasonable in the circumstances for the protection of a worker by ensuring that the stained ceiling tile in the hallway between the boiler room and the electrical room is replaced.	2011-NOV-16
03173DTRR294								

Recipient	Inspector Data	Worker Representative
Name _____	BETH NETHERCOTT OCCUPATIONAL HEALTH & SAFETY INSPECTOR PROVINCIAL OFFENCES OFFICER 217 York Street, 5th Floor London, ON N5A 5P9 Tel: 519-963-2827 Fax: 519-672-0268	Name _____
Title _____		Title _____
Signature 	Signature 	Signature 

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-3335 or 1-877-339-3335 (toll free), mail or by website at <http://www.gov.on.ca/lab/olrb/home.htm> for more information.

Operations Division Occupational Health and Safety

Return To:
BETH NETHERCOTT
 OCCUPATIONAL HEALTH & SAFETY INSPECTOR
 PROVINCIAL OFFENCES OFFICER
 217 York Street, 5th Floor
 London, ON N5A 5P9
 Tel: 519-963-2827
 Fax: 519-672-0268



Ontario
Notice of Compliance

OHS Case ID: **03173DTRR291**
 Field Visit No: **03173DTRR292**

Visit Date : **2011-NOV-09**

Workplace Identification: **MIDDLESEX-LONDON HEALTH UNIT**
50 KING STREET, LONDON, ON, CANADA N6A 5L7

Notice ID:

Take Notice

Orders were issued under the authority of the Occupational Health and Safety Act or Regulations made there under. A notice of compliance shall be submitted to the Ministry of Labour within three days after the Constructor or Employer believes that compliance with the Order(s) / Requirement(s) have been achieved.

Order(s) / Requirement(s) Issued:

To: **MIDDLESEX-LONDON HEALTH UNIT** Role: **Primary Employer** Telephone No: **(519) 663-5317**

Mailina Address: **50 KING STREET, LONDON, ON, CANADA N6A 5L7** Postal Code: **N6A 5L7**

Order(s) / Requirement(s) Description:

You are required to comply with the Order(s) / Requirement(s) by the Comply by Dates listed below.

Order No	Type Code	ActReg	Year	Sec.	Sub Sec.	Clause	Compliance Details / Date	JHSC Worker Member / Worker Representative	Comply by Date:
1	Time	OHSA	1990	25	2	h	X	<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree	2011-NOV-16
03173DTRR293									
2	Time	OHSA	1990	25	2	h		<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	2011-NOV-16
03173DTRR294									

Form completed by: _____

Title: _____

X For / on behalf of _____

Signature: _____

Joint Health and Safety Committee Member representing workers or Worker Representative agrees or disagrees that compliance has been achieved with Order(s) / Requirement(s) as indicated above.

X Name: _____

Signature: _____

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-3335 or 1-877-339-3335 (toll free), mail or by website at <http://www.gov.on.ca/lab/olrb/home.htm> for more information.

Operations Division Occupational Health and Safety

OHS Case ID: **03173DTRR295** Visit Date: **2011-NOV-09** Field Visit Type: **INITIAL**
 Field Visit no: **03173DTRR296**

Workplace Identification: **MIDDLESEX-LONDON HEALTH UNIT** Notice ID:
50 KING STREET, LONDON, ON, CANADA N6A 5L7

Telephone: **(519) 663-5317** JHSC Status: **Active** Work Force #: **275** Completed %:

Persons Contacted: **VANESSA BELL, CERTIFIED MANAGEMENT REPRESENTATIVE JOINT HEALTH AND SAFETY COMMITTEE (JHSC), YVONNE MORRELL, CERTIFIED WORKER CO-CHAIR JHSC**

Visit Purpose: **FIELD VISIT**
 Visit Location: **AS ABOVE**
 Visit Summary: **ORDERS ISSUED**

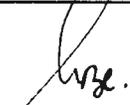
Detailed Narrative:

The primary purpose of this field is to review the infection control practices for workers in this workplace. This workplace does have a policy for infection control for its workers. It was last reviewed Dec. 17, 2008. The policy is outdated for current practices in infection control. For example there is no mention of safety engineered needles. (order issued)

The workplace does have a fact sheet for the prevention of transfer of disease that includes the use of personal protective equipment. At the time of this visit workers were being fit tested with respirators. The employer stated that respirator protection training was completed at the time of fit testing, however at the time of this visit the employer indicated that a written program is not in place. The workplace indicated that a written program is expected to be completed by the end of Jan. 2012.

Safety engineered needles are in place for workers. The employer indicated that there were no exceptions to the use of safety engineered needles. The employer may wish to review the different departments for exceptions. At the time of this visit one area of the health unit may use non-safety engineered needles that are pre-loaded and packaged by the supplier. If it is determined that the person who would administer these needles is a worker than O. Reg. 474/07 would apply.

A copy of this report must be posted in the workplace.

Recipient	Inspector Data	Worker Representative
Name <u>VANESSA BELL</u>	BETH NETHERCOTT OCCUPATIONAL HEALTH & SAFETY INSPECTOR PROVINCIAL OFFENCES OFFICER 217 York Street, 5th Floor London, ON N5A 5P9 Tel: 519-963-2827 Fax: 519-672-0268	Name <u>YVONNE MORRELL</u>
Title <u>MGR., PRIVACY / OHS</u>		Title <u>Accounting Admin.</u>
Signature 	Signature 	Signature 

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-3335 or 1-877-339-3335 (toll free), mail or by website at <http://www.gov.on.ca/lab/olrb/home.htm> for more information.

Operations Division Occupational Health and Safety

OHS Case ID: **03173DTRR295**

Field Visit no: **03173DTRR296**

Visit Date: **2011-NOV-09**

Field Visit Type: **INITIAL**

Order(s) /Requirement(s) Issued To:

To:	Org/Ind Role	Telephone No
MIDDLESEX-LONDON HEALTH UNIT	Primary Employer	(519) 663-5317

Mailing Address:

50 KING STREET, LONDON, ON, CANADA N6A 5L7

Postal Code
N6A 5L7

Order(s) /Requirement(s) Description:

You are required to comply with the order(s) /requirement(s) by the dates listed below.

Order No	Type Code	Act/Reg	Year	Sec.	Sub Sec.	Clause	Text of Order/Requirement	Comply by Date
1	Time	OHSA	1990	25	2	j	Without limiting the strict duty imposed by subsection (1), an employer shall, (j) prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy At the time if this visit the infection control policy for this workplace had last been reviewed Dec. 17, 2008	2012-FEB-03
03173DTRR297								

<p>Recipient</p> <p>Name _____</p> <p>Title _____</p> <p>Signature </p>	<p>Inspector Data</p> <p>BETH NETHERCOTT</p> <p>OCCUPATIONAL HEALTH & SAFETY INSPECTOR PROVINCIAL OFFENCES OFFICER</p> <p>217 York Street, 5th Floor London, ON N5A 5P9</p> <p>Tel: 519-963-2827 Fax: 519-672-0268</p> <p>Signature </p>	<p>Worker Representative</p> <p>Name _____</p> <p>Title _____</p> <p>Signature </p>
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You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-3335 or 1-877-339-3335 (toll free), mail or by website at <http://www.gov.on.ca/lab/olrb/home.htm> for more information.

Operations Division Occupational Health and Safety

Return To:
BETH NETHERCOTT
OCCUPATIONAL HEALTH & SAFETY INSPECTOR
PROVINCIAL OFFENCES OFFICER
217 York Street, 5th Floor
London, ON N5A 5P9
Tel: 519-963-2827
Fax: 519-672-0268



Ontario Notice of Compliance

OHS Case ID: **03173DTRR295**
Field Visit No: **03173DTRR296**

Visit Date : **2011-NOV-09**

Workplace Identification: **MIDDLESEX-LONDON HEALTH UNIT
50 KING STREET, LONDON, ON, CANADA N6A 5L7**

Notice ID:

Take Notice

Orders were issued under the authority of the Occupational Health and Safety Act or Regulations made there under. A notice of compliance shall be submitted to the Ministry of Labour within three days after the Constructor or Employer believes that compliance with the Order(s) / Requirement(s) have been achieved.

Order(s) / Requirement(s) Issued:

To: **MIDDLESEX-LONDON HEALTH UNIT** Role: **Primary Employer** Telephone No: **(519) 663-5317**
Mailing Address: **50 KING STREET, LONDON, ON, CANADA N6A 5L7** Postal Code: **N6A 5L7**

Order(s) / Requirement(s) Description:

You are required to comply with the Order(s) / Requirement(s) by the Comply by Dates listed below.

Order No	Type Code	Act/Reg	Year	Sec.	Sub Sec.	Clause	Compliance Details / Date	JHSC Worker Member / Worker Representative	Comply by Date:
1	Time	OHSA	1990	25	2	j		<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	2012-FEB-03

Form completed by: _____

Title: _____

For / on behalf of _____

Signature:

Joint Health and Safety Committee Member representing workers or Worker Representative agrees or disagrees that compliance has been achieved with Order(s) / Requirement(s) as indicated above.

Name: _____

Signature:

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-3335 or 1-877-339-3335 (toll free), mail or by website at <http://www.gov.on.ca/lab/olrb/home.htm> for more information.

Operations Division Occupational Health and Safety

Field Visit Report

OHS Case ID: **03173DTRR291** Visit Date: **2011-DEC-05** Field Visit Type: **CONTINUATION**
 Field Visit no: **03173DVZR049**

Workplace Identification: **MIDDLESEX-LONDON HEALTH UNIT** Notice ID:
50 KING STREET, LONDON, ON, CANADA N6A 5L7

Telephone: **(519) 663-5317** JHSC Status: **Active** Work Force #: **275** Completed %:

Persons Contacted: **MARK RIEDL, OPERATIONS**
 Visit Purpose: **FIELD VISIT**
 Visit Location: **AS ABOVE**
 Visit Summary: **ACCOMPANIED BY L. WHEELER, MINISTRY OF LABOUR HYGIENE CONSULTANT**

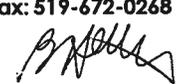
Detailed Narrative:

This field visit is being conducted as a follow up to a previous Ministry of Labour field visit to review the pipe wrap located in the boiler room of this workplace and to review an area in the back storage room of the basement for water infiltration.

An inspection of the ceiling and the west wall was completed in the back resource room. The source of the previous staining on the wall was not able to be determined at the time of this visit. The area behind the wooden storage shelves had reportedly not been cleaned. It was viewed with a flashlight and no mould was observed. The wall is not an outside wall and is made of concrete. Ceiling tiles have been replaced. The source of water infiltration may be a leaking pipe above. The pipe is associated with the air conditioning system and currently not in use. Should water stains re-appear during the cooling season, the source of water infiltration should be rectified.

The boiler room is accessed on occasion by the operations worker for this workplace. Three samples of the pipe wrap were obtained by L. Wheeler. Two tape lift samples were obtained for mould determination. Further comments will be made when the results are available.

A copy of this report must be posted in the workplace.

Recipient	Inspector Data	Worker Representative
Name _____	BETH NETHERCOTT OCCUPATIONAL HEALTH & SAFETY INSPECTOR PROVINCIAL OFFENCES OFFICER	Name _____
Title _____	217 York Street, 5th Floor London, ON N5A 5P9 Tel: 519-963-2827 Fax: 519-672-0268	Title _____
Signature _____	Signature 	Signature _____

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Compliance with the Infection Control Policy/Program Order – Overview of Steps

The MOL has set February 3, 2012 as the deadline for the Health Unit to fulfill or develop an action plans for bringing the agency into full compliance with the Order relating to Occupational Health and Safety Infection Control Policy and Program. It is anticipated that full compliance t will require 2-3 months. The anticipated steps are as follows:

1. Review and revise Policy 8-50 to address currency issues
2. Review and revise, as necessary, Administration Policy Manual policies relating to infection prevention/control
3. Review all administration manual and service area policies relating to occupational health and safety to ensure annual review requirement is being met
4. Gather all existing Service Area and agency occupational infection prevention and control policy and program material, in order to demonstrate the full current range and scope of the Health Unit's program to the Ministry. In addition to policy and procedures, this material will including training/information materials, demonstration/documentation of program activities, corrective actions, follow up procedures /protocols and the like.
5. Develop a detailed summary of the material, identifying any improvements to be made with timelines and where necessary, implementation steps, for any items
6. Present this material, as a compliance plan, to the Ministry of Labour not later than February 3, 2012.
7. Develop a tool to track the progress on any outstanding items in the plan.