

TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2019 June 20

JOINT OCCUPATION HEALTH AND SAFETY ANNUAL REPORT – JUNE 2019

Recommendation

It is recommended that the Governance Committee receive Report No. 009-19 re: “Joint Occupational Health and Safety Annual Report – June 2019” for information.

Key Points

- The Joint Occupational Health and Safety Committee (JOHSC) annual report summarizes the Committee’s health and safety accomplishments, challenges, incidents, and activities of the previous calendar year.
- The number of health-and-safety incidents reported by employees decreased by 30% from 2017.
- By the end of 2018, 38% of health and safety policies had been reviewed by the JOHSC and the Senior Leadership Team.

Occupational health and safety is an integral aspect of any successful organization. Ensuring that all workplace parties are aware of their roles and responsibilities under the *Occupational Health and Safety Act* (OSHA) is at the foundation of any health and safety program.

As part of the Occupational Health and Safety Program, the Human Resources Coordinator, Health and Safety, submits an annual report ([Appendix A](#)) summarizing the Joint Occupational Health and Safety Committee’s (JOHSC) health and safety accomplishments, challenges, incidents, and activities of the previous calendar year. The annual report is shared with staff at all levels of the organization.

The attached report explains the functioning of the internal responsibility system, where each level of the organization has a role to play in enhancing occupational health and safety and ensuring MLHU is committed to fostering a safe work environment.

Over the course of 2018, there were 30 employee-reported incidents, a 30% decrease from 2017. The most common employee-reported incidents include: workplace violence (including domestic violence); musculoskeletal disorders (MSD Other), slips, trips and falls; and struck with/caught by/contact with incidents.

To address some of the commonly reported incidents, several training opportunities were offered to employees in 2018. The “Make It Our Business” training, which includes information on how to recognize warning signs and risk factors associated with domestic violence, how to respond to signs of domestic violence, and the community resources that are available for referral, was provided internally to 137 employees. Designated first aid responders are required under Regulation 1101, and 13 employees volunteered for this role, 8 of whom received first aid training in 2018. CPR certification and re-certification was also completed by 36 employees.

In addition, the JOHSC participated in North American Occupational Health and Safety (NAOSH) Week events and the Be Well Health Fair to build health-and-safety awareness and increase visibility of the JOHSC within the organization.

In the fourth quarter of 2018, the Health Unit began an intensive review of all its health-and-safety policies to ensure compliance with the OHSA. By the end of 2018, 8 of 21 health-and-safety policies had undergone review. The review of the remaining health-and-safety policies will be completed in 2019, and will be a major focus for the JOHSC. The Committee regularly discusses employee-reported incidents, non-employee incidents, worksite inspections, and program/policy updates at each scheduled meeting.

The Occupational Health and Safety program at MLHU and the work of the JOHSC continue to make improvements to the health and safety of all employees through awareness campaigns, ongoing training opportunities, and ensuring legislative compliance.

This report was prepared by the Healthy Organization Division.



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