



HALIFAX REGIONAL MUNICIPALITY &
NOVA SCOTIA UNION OF PUBLIC EMPLOYEES - LOCAL 13

Minutes of the **JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE** meeting on March 11, 2021 - **9:05 am via Teams**. 14 members were in attendance. Identified with a (*) below.

COMMITTEE MEMBERS	WORK LOCATION (BU)	TEL	E-MAIL
<u>NSUPE:</u>			
*Shaun Anderson	3875 Mackintosh St (TPW)	476-2879	andersos@halifax.ca
*Peter Jollimore (Chair)	1492 St. Margarets Bay (P&R)	476-2717	jollimp@halifax.ca
*Adam Noble	81 Ilesley Avenue (LEG)	490-1485	noblea@halifax.ca
*Christine MacLean	Alderney Gate (FAM)	490-6342	macleach@halifax.ca
*Lacy Lalonde	Eric Spicer (TPW)	490-6849	lalondl@halifax.ca
*Brad Whalen	7071 Bayers Road (P&D)	817-7362	whalenb@halifax.ca
*Alonzo MacDonald	636 Sackville Dr (TPW)	476-2658	macdonalo@halifax.ca
<u>MANAGEMENT:</u>			
*Paula Amaral	Eric Spicer (TPW)	490-4231	amaralp@halifax.ca
*Erin MacDonald	Alderney Gate (FAM)	292-5795	macdoner@halifax.ca
*Shawn Marriott (Co-Chair)	947 Mitchell St. (P&R)	719-4032	marrios@halifax.ca
*Jeff Spares	Ferry Terminal (P&R)	490-6820	sparesj@halifax.ca
*Scott Hill	7 Mellor Ave (P&D)	490-3588	hills@halifax.ca
<u>NSUPE ALTERNATES:</u>			
Gillian Martin-Greenough	Ferry Terminal (P&R)	490-4585	martingi@halifax.ca
Joe Kaiser	Duke Tower (ICT)	476-2362	kaiserj@halifax.ca
Brooke Neily	Musquodoboit Har. (P&R)	889-4053	neilyb@halifax.ca
Mike Morgan	7071 Bayers Road (P&D)	476-9207	morganm@halifax.ca
Steve Buckland	Duke Tower (Finance)	490-4513	bucklas@halifax.ca
<u>MGMT ALTERNATES</u>			
*John Fawcett	Eric Spicer (TPW)	490-6824	fawcetj@halifax.ca
Jason Walker	Ferry Terminal (FAM)	292-4610	walkerj@halifax.ca
Bruce Wilson	Alderney Gate (FAM)	476-8557	wilsonb@halifax.ca
Hilary Hayes	7 Mellor Avenue (P&D)	490-2550	hayesh@halifax.ca
<u>OTHER:</u>			
*David Williams	Corporate Safety Specialist	877-8840	williadav@halifax.ca
*Kimberley Taylor	Business Solutions and Testing		taylorki@halifax.ca
*Megan Wright	Human Resource Services		wrightm@halifax.ca
*Thomas Riggst	Workplace Health Services		riggst@halifax.ca

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IMPORTANT CONTACT INFORMATION:

HRM Corporate Safety; corpsafety@halifax.ca
NS Department of Labor; www.gov.ns.ca/lae/healthandsafety.ca 424-5400
JOH&S Local 13 Committee; nsupe13johs@halifax.ca

Agenda Items	Discussion/Decision	Action
1. Call to Order	Call to order at 9:05 am	
2. Opening Remarks	Management minute taker requested; Scott Hill volunteered	
3. Approval of the minutes	February minutes approved by Alonzo MacDonald and seconded by Lacy Lalonde	
4. Business Arising from Minutes	None	
5. Old Business	Lightning awareness – A Safe Work Practice was issued but only applied to specific departments. A gap was identified within recreation (IE Lifeguards) Peter and Brooke are working to address.	
6. New Business	<p>1) Presentation by Thomas Riggs, Health Specialist with HRM Workplace Health Services and Megan Wright, Health Generalist with HRM Human Resource Services regarding the process for Employee's who have a work-related Illness or Injury.</p> <p>Thomas The WCB has 4 categories of injury: 1. Injuries resulting in NO Time Loss 2. Injuries resulting in Time Loss with Return to Work with NO Permanent Earnings Loss 3. Injuries resulting in Time Loss with Return to Work with Partial Earnings Loss 4. Injuries resulting in Time Loss with NO Return to Work and FULL Earnings Loss</p> <p>There are two types of injuries: Acute (specific event) and Repetitive strain (cumulative or over time)</p> <p>Megan HRM has a 5-day window for the report to be made to the WCB. The Priority is to report the injury, seek medical attention and notify the supervisor who will begin the documentation process.</p> <p>Q: Peter is the initial trip to the Doctor time lost? A: Megan No it is not. Time lost begins the first day after the accident. WCB approves or denies claims within 2 weeks</p> <p>Q: Kimberley clarifying A: Megan Accident day is always paid out and not from your sick day. The first 2 full days of lost time is legislated to come out of your Sick Pay. WCB kicks in on the third day</p>	

Thomas
HRM Only gets the functional injury information. It doesn't get all the medical info

When Health Services get a report the first step is to reach out to the Employee to go over the injury report and answer any questions the Employee has. Health Services will confirm if they have sought medical attention and encourage them to do so if not. It is the Health Care provider who determines fitness to return to work so they need to be engaged as soon as possible.
The final question to be answered is if their employee has any limitations to return to work.

Health Services long term role is to Coordinate with WCB, Health care provider and workplace on the employee's return to work and any limitations to be accommodated.

Q: Kimberley: Has an example where an Employee (EE) is doing a gradual Return to Work (RTW). They are in Physio and are scheduled for an 8-hour shift. Care provider states they can work 4 hrs. Is other 4 hrs covered by WCB?

A: Thomas - Yes via Temporary Earnings Replacement Benefit

Q: Kimberley: How does that get logged in pay coding?

A: Thomas. EE is encouraged to talk to their Supervisor who will speak to Payroll costing coordinator

Q: Kimberley: Concern that supervisors may apply differently

A: Megan SAP has specific codes and Payroll is aware of claim so there are several steps to ensure the proper coding

Q: Kimberley: What if they relapse after treatment and must call in sick. IE They are sore how does that get logged

A: Megan if on RTW and they can't do any portion of the RTW their first contact should be with WCB case manager.

Q: Kimberley: Concern is that EE's can't call in sick when on RTW plan.
A: Thomas – Agrees that some days are good, some are bad. The EE is encouraged to advocate for themselves with their Health Care Provider and get an adequate RTW Plan. The challenge is the info the WCB has from the Health Care provider is that the patient can do the 4 hrs so in order to match the plan with ability it starts with the Health Care Provider.

If the EE takes additional time off they should tell their Supervisor that the time is WCB related. The WCB will review the updated information from the care provider and adjudicate the claim for the additional time off.

Q: Peter does Mental Health Claims get covered by WCB
A: Megan no. The only claim covered is PTSD.
A: Thomas There is assessments if there are mental/cognitive barriers to returning to work

Q: Peter what if no family Doctor
A: Thomas The WCB can assign a doctor for the duration of the claim.

Q: David is there a flowchart or diagram on how a claim flows
A: Thomas They are updating them. There is lots of WCB resources online though

Q: Kimberley – EE was involved in a third party accident and received a letter notifying them that if they want to go through personal claim lawyer they wouldn't get WCB
A: Thomas – There is Legislation under MVA and WCB act and people are encouraged to research and speak to a Lawyer if they have ongoing concerns.
A: Megan - WCB's goal is to get the EE back to work and doesn't cover pain and suffering so that is where they should be researching and/or talking to a Lawyer to review the issues facing them and the best avenue for them.

Q: Alonzo – Is there are any long-term messaging going out about safe work from home
A: Thomas we did contribute to the Work from Home toolkit. And agrees that is an important message. Encourages everyone to go online and review the Homewood Health online services

	<p>2) Safety Bulletin regarding the use of an Equipment Fogger reviewed. This is arising from an incident that occurred at the Oval where an employee's hair got caught in the unit after a filter had fallen out David confirmed that Fire and Recreation are the only two groups that have purchased this specific item.</p> <p>3) Peter to Lacey - Congratulations on your new position and Thank You for your time on the committee and hope you will talk to Sean about continuing with the Committee on the management side</p>	
7. Review of Accident/Incident Reports	<p>Reviewed three incidents</p> <p>A cut finger at the Archive A Slip and banged foot by Parking Enforcement Hair caught in a fogger at the Oval</p>	
8. Next Meeting	Thursday, April 8th, 2021 via Microsoft Teams	
9. Adjournment	Meeting adjourned 10:24 am	
10. Approval	These minutes were approved by Shaun Marriot and Peter Jollimore on April 8, 2021.	