

# REPORT

## Oakville Public Library Board

December 8, 2022

**FROM:** Oakville Public Library

**DATE:** November 29, 2022

**SUBJECT:** Health and Safety Report – December 8, 2022

### RECOMMENDATION:

That the Health and Safety report be received for information.

### KEY FACTS:

The following are key points for consideration with respect to this report:

- There were two no time loss incident to report for the month of October 2022.
- To date, Oakville Public Library (OPL) has seen an increase in incidents in 2022 as we have resumed standard operations as compared to 2020 and 2021. However, 2022 is trending below the 2019 annual health and safety incident total of 20.
- OPL will continue to monitor staff injuries/incidents to identify trends and to maintain a safe and healthy workplace.

### BACKGROUND:

OPL is reporting two no time loss incidents for October 2022. One of the two incidents has been reported to WSIB as it was an ergonomic issue and required medical attention. Both incidents have been reviewed by OPL management to mitigate any further risk.

The reporting period is from January 1 – October 31 for each of the years indicated below.

<b>Staff Injuries</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
No Time Loss	6	6	13
Time Loss	1	0	2
<b>Total Injuries for the Reporting Period</b>	<b>7</b>	<b>6</b>	<b>15</b>
<b>Annual Total Injuries*</b>	<b>8</b>	<b>6</b>	<b>15</b>

\*Total annual injuries for 2022 is based on year-to-date (reporting period).

In terms of staff injuries/incidents, there are no noted patterns regarding location, job, or type of injuries/incidents with the exception of two slip/trips at Woodside due to ice in the parking lot in March 2022. All other incidents have been individual in nature and have been addressed with consultation with the employee and management.

The breakdown of type of injuries are as follows:

Type of Injuries 2022	# of Injuries	% of Overall Injuries
Ergonomic	6	40%
Slip/Trips	2	13%
Minor first aid	7	47%

### Joint Health & Safety Committee

The Joint Health & Safety Committee (JHSC) meets regularly to identify potential health and safety issues and bring them to the employer's attention and kept informed of health and safety developments in the workplace by the employer. Key items from the October 27, 2022 meeting included an update on fire drills and discussion on fire drills in school locations, review of incidents/illness related to staff & public to discuss trends and a review of H&S procedures on elevators and critical injuries.

The next Joint Health & Safety Committee monthly meeting will be held on virtually on November 24, 2022. This will be the last meeting for 2022. We want to thank the JHSC for their work and dedication to the health, safety and well-being of OPL.

### APPENDICES:

N/A

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