

# REPORT

## Oakville Public Library Board

February 15, 2024

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**FROM:** Oakville Public Library

**DATE:** February 6, 2024

**SUBJECT:** Health and Safety Report – February 15, 2024

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### 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 was one incident reported for the month of January 2024.
- To date, Oakville Public Library (OPL) is reporting similar staff injuries/incidents to the previous years in the same reporting period.
- OPL will continue to monitor staff injuries/incidents to identify trends and to maintain a safe and healthy workplace.

### BACKGROUND:

OPL has commenced the 2024 year with one incident. The reporting period is from January 1 – January 31 for each of the years indicated below.

The incident was reviewed by management and no further action required.

| Staff Injuries                                 |           |           |          |
|--|-----------|-----------|----------|
|  | 2022      | 2023      | 2024     |
| No Time Loss                                   | 1         | 0         | 1        |
| Time Loss                                      | 0         | 0         | 0        |
| <b>Total Injuries for the Reporting Period</b> | <b>1</b>  | <b>0</b>  | <b>1</b> |
| <b>Annual Total Injuries*</b>                  | <b>15</b> | <b>16</b> | <b>0</b> |

*\*Total annual injuries for 2023 is based on year-to-date (reporting period).*

### **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. The JHSC did not meet in January due to scheduling conflicts with OLA Super Conference and staff illnesses. Site inspections were completed and any items that needed to be addressed was raised with Facilities Services.

The next Joint Health & Safety Committee monthly meeting will be held on virtually on February 29, 2023.

### **APPENDICES:**

N/A

Prepared by:

Tricia Agnew, Human Resources Manager

Submitted by:

Tara Wong, CEO