

# REPORT

## Oakville Public Library Board

March 21, 2024

**FROM:** Oakville Public Library

**DATE:** March 12, 2024

**SUBJECT:** Health and Safety Report – March 21, 2024

### 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 are no incidents to report for the month of February 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 no incidents to report for the month of February 2024. The reporting period is from January 1 – February 29 for each of the years indicated below.

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

<b>Staff Injuries</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
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>1</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 met on February 29, 2024 and completed the annual review of the Terms of Reference for the JHSC. As well, the JHSC committee reviewed the 2023 staff injuries and incidents to analyze any potential trends. The employer brought forward a discussion with the JHSC committee about the upcoming solar eclipse on April 8, 2024. Human Resources confirmed it is reviewing their employer obligations related to the solar eclipse and more information will be shared.

Site inspections are completed at each branch site by the JHSC committee member in conjunction with a leader on-site. The monthly workplace site inspections are to identify hazards within the worksite. If a hazard is identified, OPL JHSC will notify Facilities and Construction Management (FCM) which will complete any corrective actions that may need to take place.

The next Joint Health & Safety Committee monthly meeting will be held on virtually on March 28, 2024.

### **APPENDICES:**

N/A

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