

REPORT

Oakville Public Library Board

May 16, 2024

FROM: Oakville Public Library

DATE: May 7, 2024

SUBJECT: Health and Safety Report – May 16, 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 months of March and April 2024.
- To date, Oakville Public Library (OPL) is reporting lower 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 months of March and April 2024. The reporting period is from January 1 – April 30 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	5	4	1
Time Loss	0	0	0
Total Injuries for the Reporting Period	5	4	1
Annual Total Injuries*	15	16	1

**Total annual injuries for 2024 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 March 28, 2024 and April 25, 2024 during this reporting period. At the meetings, the JHSC reviewed the following H&S procedures for ongoing compliance:

- Modified Work
- Musculoskeletal Disorders and Ergonomics
- Noxious Odours
- Occupational Driving.

There were no significant recommendations for change. The JHSC has committed to review procedures to ensure our DEI commitment to use gender-neutral language.

Along with the H&S procedure review, the employer brought forward a discussion with the JHSC committee about the introduction on naloxone kits as per the Town of Oakville's notice to council on March 18, 2024. The JHSC was supportive of the initiative as another item in the first aid toolkit to support the Oakville community.

The next Joint Health & Safety Committee monthly meeting will be held on virtually on May 30, 2024.

APPENDICES:

N/A

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