

REPORT

Oakville Public Library Board

Meeting Date: June 20, 2024

FROM: Oakville Public Library

DATE: June 11, 2024

SUBJECT: Health and Safety Report – June 20, 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 was one injury/incident to report for the month of May 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 one injury/incident to report for the month of May 2024. The reporting period is from January 1 – May 31 for each of the years indicated below.

The incident was reviewed by management and no further action required. Both incidents for 2024 were classified as minor first aid.

Staff Injuries			
	2022	2023	2024
No Time Loss	7	5	2
Time Loss	0	0	0
Total Injuries for the Reporting Period	7	5	2
Annual Total Injuries*	15	16	2

**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 May 30, 2024 during this reporting period.

The JHSC reviewed two Health & Safety procedures for ongoing compliance. In addition, an update on the roll-out of the Naloxone kits was given.

Site inspections were 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 Facility Services which will complete any corrective actions that may need to take place. At the meeting, JHSC committee did not note any concerns related to workplace hazards.

The next Joint Health & Safety Committee monthly meeting will be held on virtually on June 27, 2024.

APPENDICES:

N/A

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