

National Joint Health & Safety Committee Meeting Minutes

May 14, 2020

In attendance:

CPC

Ian Kerr
Corey Pelow
Dilhari Fernando

CUPW

Marc Roussel
Sylvain Sicotte
Alvaro De La Cruz

Advisor

Kim Gould

Guests

Dave Gylywoychuk
Chris Roach
Nancy Donovan
Carl Girouard
Kim Lim

Agenda

1. Opening Remarks
2. COVID-19
3. Cube Tape
4. Safety Rules

Standing Items

1. Opening Remarks

The committee meeting was held via a teleconference. The committee requested that the June meeting be held via MS Teams.

2. COVID-19 (02-19-2020)

Overview:

Due to the COVID-19 Pandemic, CPC in collaboration with the national health and safety committees have been introducing new processes and equipment to minimize the spread of the virus at work.

Discussion:

The committee discussed modifying training programs under the conditions of COVID-19 for Group 1, Group 2, RSMC and Retail Clerks. Group 1 and Retail employee training would remain the same with the exception of new physical distancing requirements. RSMC training will remain the same

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with the exception that the Peer Trainer will take a separate vehicle on route to ensure physical distancing of 2 meters.

CPC presented a modified Group 2 LC training. The Peer mentor portion of the training will be modified to eliminate two people in the same vehicle. Also, remove the test on the fifth day to avoid the need to share mail. CUPW does not agree with removing this test. If CPC could provide the trainee with their own set of mail so that nobody else is coming into to contact with their equipment, the test could still be performed.

CPC proposed two extra days in the classroom to cover new content provided by Peer Trainers in the field plus have a Peer Trainer come to the classroom to answer questions, for the last three days of the program. The trainees would take half a route and have access to a Peer mentor in the afternoon who would be in the lunchroom. A phone number of a support person would be given to the new hire for them to call if they need assistance, while out on the route. In the depot during sortation, help will be available. CUPW totally disagrees with this proposal to leave new employees alone for half the day. These would be back very late. Due to the complexity of outside work when they are new, this will discourage them instead of training them.

CUPW expressed concern that these new employees would not be properly trained and may quit. CUPW also raised that these employees cannot be held accountable for work performance due to the modification in training protocols. CUPW recommended that these employees are trained in areas, which are less dense and easier to learn. Also, they inquired that a trainer follow them remotely to train and offer support to new employees as needed. For motorized road training, CUPW proposes to rent a vehicle, if a company truck is unavailable and to follow new employees on the road for the same reasons mentioned above.

CPC will review the comments made by the committee and provide an update to the modified Group 2 training program. CPC reminded the committee that this was a temporary situation. CPC also indicated that Appendix DD training would be put on pause due to the difficulty of organizing the training with two presenters and maintaining physical distancing.

On the topic of a letter dated May 12, 2020, addressed to the president that was released by CUPW to its members, CPC expressed disappointment with the tone of the letter and the mental health impact it may cause to employees. In the letter, CUPW expressed disappointment with the way CPC is handling the response to COVID-19.

CPC asked CUPW what concerns them regarding the new processes implemented to mitigate the spread of COVID-19 while at work. CPC stated that there had been many discussions between CUPW leadership and CPC leadership on the topics cleaning, physical distancing, protective equipment and information coming from public health.

CUPW inquired if the corporation is receiving information in writing from public health. CUPW indicated that the letter stems from the lack of LJHSC involvement with public health. CUPW stated that LJHSCs be allowed to do their duties. CUPW stated that CPC was slow in installing splash guards in retail and late in ordering the face covering. CUPW said that they do not want COVID-19

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to be transmitted within the facility. When Public Health says that they are not concerned with the issue, the union has to rely on the information from CPC that the proper measures are being taken. CUPW stated that the information from Public Health is very important. CUPW is requesting to be part of the investigation, including calls with Public Health. CUPW requested that LJHSC can verify instructions from Public Health and inviting the LJHSC to be part of the CIRT calls.

CPC indicated that local Public Health agencies are inconsistent with their approach to positive cases of COVID-19. Some agencies do not respond to calls by CPC due to privacy for the employee, or their resources are extremely taxed. If a Public Health agency provides direction regarding the quarantining of employees, CPC shares that information locally. The company is completely open to work on improving the process and controls. CPC stated that good processes are in place to mitigate the spread of COVID-19, and CPC feels that it has collaborated well with CUPW in the development of the new processes.

CUPW agreed that there had been collaboration in the process, and that is why they find it difficult to understand why the LJHSC cannot be involved in the discussions with Public Health.

CPC has heard from the field that in this challenging time, the workplaces are functioning well. The number of positive cases has remained low. LJHSCs have an important role, and they do operate locally to resolve issues. They should not be put into place between the corporation and the union. In areas in the country where LJHSCs indicate to CPC that they feel they are not involved, they should come to CPC and ask for more involvement and this can be dealt with it locally.

CPC stated that LJHSCs are a joint committee, half management and half worker. They should not take direction from anybody; they are independent bodies for their workplace. CUPW disagreed and indicated that the LJHSC reports to the Union's national office and ensures that recommendations from the LJHSC are implemented at the local level. In closing the LJHSC are governed by a "terms of reference" (TOR) jointly set up by the LJHSC as defined in the code.

Action Items:

1. CUPW to bring forward any sites where there are concerns with LJHSC involvement.

3. Cube Tape

Guests: Kim Lim

Overview:

The line of business, the pilot project that is currently being use.

Discussion:

Currently, in some plants and depots that are not automated parcels are manually "cube measured", which means taking three dimensions (L, W, H) and sending that data captured into PDT to SAP EM then to SAP ERP to adjust the customer's invoice and price according to the actual size of the

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parcel when compared to the customer declared weight and dimensions.

CPC will pilot at two locations: Ottawa, Sanford Fleming and North York, Wicksteed Station Q, providing them with one static (scanning station) dimensioner and two handheld cube tapes. Both of these locations are among the current Amazon's Direct Depot inductions (DDI) sites. In the future, there will be about 190 sites where Amazon will directly induct parcel orders to depots for the same day delivery. These parcels however, won't go into the RUV or sorters, and, therefore CPC will need to verify the size of parcels at depots. The proposed equipment will allow for the size verification of these parcels.

Employees will be required to measure three sides of the parcel and click a button plus scan the bar code to associate them. This would be one cycle of the cube tape. For the dimensioner, the employee would put the parcels on top of the dimensioner, which will record the data by scanning the barcode and then the employee puts the parcel into the correct container to be sorted to delivery routes before the delivery agent takes them out for delivery.

The pilot will measure Amazon parcels for three months, and collectively, the data will be used to determine the pilot feasibility. The project will engage employees on a monthly basis to capture their feedback about the equipment and their experience. CPC shared copies of the surveys with CUPW. CPC would like to have the pilot go live by the end of July. The project team will continue to respect the COVID-19 processing changes and working with the local teams during installation/set up and when measuring the parcels. The pilot needs 1 to 2 months to start installing and preparing technical connectivity, setup and test equipment and interface at the two pilot depots, including having Measurement Canada on site to certify one of the equipment (static dimensioner) to meet the Legal For Trade requirements before CPC can adjust customer's invoice. If the pilots starts at the end of July, we'll have three months data without impacting the peak period.

CUPW asked if there would be 29.03 notice, was this presented at a consultation.

4. Safety Rules (2019-06-05)

Guest: David Gylyochuck

Overview:

CPC is working on a project to re-launch the Safety Rules.

Discussion:

CPC reiterated that they had put the Safety Rules Re-launch on hold due to COVID-19. As a review, CPC modified the safety rules from 7 sets to 5 sets. CPC explained that previously there was confusion regarding the safety rules; not all employees were consistently following safety rules.

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CPC wants to ensure a compliance focus on the new launch. Employees should have a good understanding of the life safety and basic safety rules. CPC shared the 5 new sets of rules with CUPW. CPC is looking for the involvement of LJHSC in assisting with the deployment of the safety rules relaunch. There will be a 90 day launch period of the new rules to ensure that all employees understand the changes before they are fully implemented. This will include coaching and reinforcement with employees. After the 90 days, if an employee chooses to contravene a rule, and coaching has occurred in the past, the team leader will follow the consequence management process that includes disciplinary action.

In Plants, there are two different approaches for the launch: for “type A” facilities (large plants) there will assessments done to determine what areas of the plant the will rules apply, signage will be required to communicate the rules application. Plant “types B, C, D” (smaller plants) will have the full application of the rules. In all facilities, employees will have the option to remove or cover up the jewelry to minimize the risk of injuries. This will help to address concerns regarding religious jewelry.

CUPW recommends that there should be a risk assessment done for each facility, and the rules be implemented in different sections depending on the layouts of the workplaces. This was discussed with CPC in 2017 at the PPC. CUPW is not in favour of having the discipline to enforce the safety rules. Education is the main path to help employees learn to comply with the safety rules. CUPW added that they do not want to see safety awards or recognitions as a result of this program. They indicated that safety is not for one person but for the work group. CUPW added that because Appendix DD training is behind and not fully completed, employees are not trained properly to understand why the safety rules are important.

CPC stated that behaviour based safety science, for the last 20 years, shows that rewards and recognition is a positive way improves compliance with safety behaviour. CPC indicated that there would be specific training and awareness on the re-launch of the rules, not just with CUPW represented employees. CPC will ensure that coaching and reinforcement on the new rules are part of the program. They also indicated that there has to be enforcement of the rules to ensure that everyone works safely and for CPC to meet its employer responsibilities under the legislation. CPC indicated that there are discipline protocols outlined in the CUPW collective agreement. CPC indicated that this program is not swinging the pendulum too far from being collaborative to being lead with discipline. This relaunch of the safety rules is bringing the safety program into the middle. CPC will not be doing individual risk assessments and only assessments in TYPE A plants will occur to identify areas of the TYPE A plant where the loose clothing safety rules will not apply. CUPW raised concern that mental health issues may arise out of the roll out of the new safety rules and this will result in rising frustration with some communities of their members.

Recommendations / Action Items:

1. CPC to consider sharing the communications and awareness documents that will be used for the relaunch of the safety rules.

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Differed Items

AED Program
CMB E200 – Lanyards
Stop Light Program

Closed Items

Meetings Held in 2020:

February 19 (X)	April 17 (X) May 14 (X)	June 17 ()	September 10 ()	November 21 ()
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