

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

In attendance:

CPC

Nina Mankovitz
Ian Kerr (absent June 16)
Natalie Bolton

CUPW

Marc Roussel
Carl Girouard
Chris Pleasants

Advisor

Pascale DeRycke

Guests

Gino Giamberardino
Marie-Eve Daignault
Jason Ready
Carmen Suchorab
Steve Clark
Luc Lafrance
David Soltis
Anne-Cecile Lequain
Rob Loyst
Rick Hallam
Tahmina Omar
Vaughn Kraemer
Louis Pelletier
Teb Tebeje
Kim Gould (teleconference)

Standing Items

1. AVCs and Directions

Overview:

This is a standing item providing both parties an opportunity to discuss developments regarding Employment and Social Development Canada (ESDC) interventions.

Discussion:

CUPW inquired about 3 recent Assurances of Voluntary Compliance (AVC):

- Campbell River - What activity was in progress during the ESDC visit that led to two findings relating to working at heights from a ladder?
- Montreal - Are the bilingual TagOut tags available on-site yet? Have the plaques indicating the LR7 weight capacity been installed? Has CPC checked the LR7 throughout the country to ensure that they all have weight capacity plaques installed?
- Dieppe – Was the LJHSC involved in the noise testing?

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

CUPW also raised concern regarding a recent AVC that found items in storage rooms that should not be there. The committee recommending sending out a refresher communication regarding this issue.

CPC explained that the two findings relating to working at heights from a ladder are related to the JLL contractor's work to replace light bulbs.

Recommendations / Action items

1. CPC will confirm that the TagOut tags have been received in Montreal.
2. CPC will confirm that LR7 weight capacity plaques are in place across the country.
3. CPC will confirm whether the LJHSC was involved with the noise testing in Dieppe.

2. Health and Safety Statistics

Guest: Teb Tebeje

Overview:

This is a standing item providing both parties an opportunity to discuss health and safety statistics.

Discussion:

CPC stated that they had attended the Federal Occupational Health and Safety Advisory Committee on May 18, 2016, where a summary of the upcoming release of the federal report on 2014 injury rates in the federal sector was tabled. CPC reviewed the summary document with the committee and explained that the references to an increase in the Disabling Injury Incident Rate (DIIR) in the postal industry sector reflects incorrect reporting by CPC in the category type in previous years. Before 2014, Canada Post had correctly reported the total number of injuries in its workplaces, but within the Disabling Injury category of the federal report, had inadvertently provided only lost-time injuries. The category should also have included injuries that result in modified duties for the employee.. CPC will provide the committee with the ESDC presentation in both languages as well as the EAHOR reports for 2013 and 2014.

CPC also advised the committee that the reporting regarding RSMC vehicle incidents provided by Serge Seguin will no longer be provided. The Health & Safety department will be taking over the reporting but are unable to provide the same amount of detail. CPC provided a sample of the information that is currently collected by the APC.

CUPW stated that they would still like to see the name of the investigator included, but will review the proposal and advise the committee.

Recommendations / Action items

1. CPC will send copies of the ESDC year EAHOR reports to CUPW.
2. CPC will send the ESDC presentation to CUPW.
3. CUPW will review the proposed collision report and provide their feedback.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

3. Appendix DD Activity Reports

Guests: David Soltis, Anne-Cecile Lequain

Overview:

This is a standing item, providing both parties an opportunity to discuss developments regarding Appendix DD training activities.

Discussion:

CPC reviewed a presentation updating the committee on the Appendix DD training progress. CPC is on-track to meet its training goal for Modules 1 through 4 but still have a gap in training employees on Module 5 but believe that the training targets will be met by year-end.

With respect to Module 5, CUPW suggested that CPC investigate whether the training gap is in urban or rural areas and asked why no Module 6 training sessions have been held yet. CUPW also pointed out some missing data in the charts and asked CPC to ensure that REOOs and LJHSC receive copies of the evaluation forms and training rosters.

CUPW reminded the committee that the Health & Safety Representative elections are wrapping up and they will provide CPC with a list of the newly elected representatives. These employees will need to complete the Health & Safety Representative training.

CUPW suggested that CPC hold some additional French TTT sessions to increase the number of available French trainers.

CUPW informed the committee that they are hearing that employees who receive the self-study guides are being told to call the IVR to confirm that they have been trained before they've read the guides. CUPW does not consider this to be serious training. CUPW referenced Article 40.06 of the collective agreement stating that there needs to be a method to evaluate employees and that calling-in does not meet the collective agreement obligations.

Recommendations / Action items

1. CPC will provide the committee with an updated version of the presentation including some missing data for Terrebonne and more information on where the training gaps are.
2. CPC will remind trainers to send the training roster and evaluations to the REOOs and LJHSC representatives.

4. Workplace Violence Statistics

Overview:

This is a standing item providing both parties an opportunity to discuss workplace violence statistics.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

Discussion:

CPC reviewed a presentation summarizing the 2016 statistics to date. This version of the statistics has been changed to present the information in a more meaningful way that will help the committee identify trends or areas of concern.

CUPW liked the revised format and would also like to see the violence statistics presented as a frequency. CUPW suggested that the daily reports they receive may not be factual.

CUPW would like to present at the next meeting regarding Social Stewards.

Recommendations / Action items

1. CUPW will present their Social Steward program at the next NJHSC meeting.

5. Fleet Updates

Guest: Steve Clark

Overview:

This is a standing item allowing CPC to provide updates regarding the Fleet vehicles.

Discussion:

CPC updated the committee on the New Light Delivery Vehicle (NLDV) project. The RFP has closed and will be proceeding to evaluation. CPC is expecting that, by Q2 of 2017, production of 400 prototypes will start. The prototypes should be ready for field testing in December of 2017. Another review will be done with the committee before final production takes place.

CUPW requested that the NLDV not have asbestos brakes.

With respect to the Transit Connect shelves, CPC stated that the sharp edges have been fixed and reflective strips have been added to the next RFP. CPC is hopeful to have 700 more shelving kits by end of August and installed by end of October 2016.

6. Snow and Ice Clearing

Guests: Carmen Suchorab / Luc Lafrance

Overview:

This is a standing item to allow both parties to discuss developments regarding snow and ice clearing.

Discussion:

Facilities (Carmen Suchorab):

CPC reviewed a presentation summarizing the 2015/2016 snow removal experience. Manitoba and Newfoundland were the only two provinces that experienced an increase in snow whereas the season was lighter in the rest of the country. This actually created some issues during the first snowfall in Ottawa. The gap between meetings held with contractors at the season opening in September and the first snowfall at the end of December likely contributed to this. CPC will touch-

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

base with its contractors in November in future years to avoid any confusion. CPC has also found that they need to haul snow away if parking is tight or to lease additional parking where they can. This will also be considered in future plans. CPC will present the 2016/2017 snow plan at the September meeting.

Street Furniture (Luc Lafrance):

CPC provided the committee with an overview of the 2015/2016 season. CPC stated that there were approximately 3200 complaints which represents less than 2% of all sites at which they clear snow. The Maritimes experience a high snowfall year necessitating snow removal as well as snow clearing in some of the sites. There were also some initial problems with sub-contractor non-compliance in Eastern Quebec. CPC held regular calls with sub-contractors in advance of major snowfalls to ensure they were properly prepared.

CUPW suggested tracking the types of complaints being received and the locations of the complaints.

Agenda Items

7. Step Van Orientation (2016-02-23)

Guest: David Soltis, Anne-Cecile Lequain

Overview:

At the February 23, 2016 meeting, CUPW acknowledged receipt of the step van orientation material. In order to help them better review the material, CUPW had requested copies of the existing step van training to allow comparison.

Discussion:

CPC explained that the previous step van orientation was delivered by the Fleet Trainers without a formal curriculum. This new step van orientation has been created so that consistent messaging can be provided to all step van drivers.

CUPW raised several concerns during the discussion and agreed to provide their comments and edits in writing.

Recommendations / Action Items:

1. CUPW will provide their comments and edits on the step van orientation.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

8. Keller Report Updates (2013-06-12)

Guests: Gino Giamberardino, Marie-Eve Daignault, Jason Ready

Overview:

Arbitrator Keller's decision regarding the "Postal Transformation Arbitration - Article 29 - Elimination of Adverse Effects to Group 1" included the requirement to conduct several studies. At this meeting, discussions were held regarding the recommendations from the HFN MLOCR study. There are currently 156 Multi-Line Optical Character Readers (MLOCR) in operation across Canada.

Discussion:

CPC reviewed a presentation updating the committee on the status of the actions taken to date to address the MLOCR study recommendations.

MLOCR Study – Recommendation 5: Consider a range of productivity targets based on mail type, and plan type

- CPC has determined that machine productivity is influenced by pick-off rates and machine down-time. Based on further analysis of these influencers, CPC is recommending that the dashboard be updated to include quality and productivity metrics to help guide operation.
- CPC also reviewed a presentation for consideration / recommendations from the committee regarding the Dashboard. CUPW continued to express their concerns the regarding visual psycho-social effects, and hopes that this does not become a measure for discipline. CPC will review and come back to the committee.
- CUPW reminded the committee the collective agreement does not permit the company to measure individual employee performance.

MLOCR Study - Recommendation 13: Correct Variations in Stacker Height

- CPC compared the actual work plan for each ML on the mezzanine at the SCLPP with the typical work on the main floor MLs and found that the level of risk exposure is the same or less without the need for additional rotation. CPC recommends closing this item.

MLOCR Study - Best Practices Refresh CPC stated that the draft MLOCR sweeping video should be ready in July and will be shared with the committee. The purpose of this video is to supplement the MLOCR training, not to replace it.

CUPW will review the video script and provide comments to CPC by June 3rd.

Recommendations / Action Items:

1. CUPW will provide comments on the video script by June 3, 2016.

IDC Static Shock Update

CUPW requested an update on the status of the epoxy removal on the floors in Montreal.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

Recommendations / Action Items:

1. CPC will provide an update on the floor epoxy removal in Montreal.

9. MMHE Windshield (2016-02-23)

Guest: Rick Hallam

Overview:

At the February 23, 2016 meeting CUPW raised the issue that the new MMHE in Vancouver do not have a windshield protecting employees from hydraulic leaks like the older MMHE. CUPW requested the process owner attend the NJHSC so that the concern could be fully addressed.

Discussion:

CPC explained that the windshield on the old Wajax (yellow) units was not installed to protect the employees from hydraulic fluid leaks but to discourage employees from reaching through to the mast while it was in operation. On the new Raymond (red) MMHE the seat belt is interlocked with the hydraulics, so if anyone removes their weight from the seat, the mast will automatically stop. The machine will also not operate with the seat-belt unbuckled. CPC further stated that they are not aware of problems with hydraulic leaks on the MMHE but will review the records to make sure.

Recommendation / Action Items:

1. CPC will review its maintenance records for instances of hydraulic leaks on MMHE.

10. Anti-Slip Device (2015-07-10)

Guest: Kim Gould

Overview:

At the November 24, 2015 meeting CUPW stated that they would like to work with CPC to pilot the Devisys anti-slip heel cleat during winter season. CUPW suggested that pilot sites be chosen to ensure that motorized and RSMC routes are included.

Discussion:

CPC reviewed the results from the pilot that was conducted in early 2016. Based on the survey results, CPC suggested that there might be different cleat preferences based on route-type and recommended making the heel cleats available to employees in addition to the current anti-slip devices.

CUPW does not believe there is a benefit to using this device and that, based on employee survey results, is concerned that the cleats may give employees a false sense of security.

The committee agreed not to make the Devisys anti-slip heel cleats available for employee use at this time.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

11. Standard LJHSC Minute Meeting Template (2012-12-11)

Overview:

At the December 11, 2012 meeting CPC had proposed adopting a standard national meeting minute template. At the February 23, 2016 meeting CUPW had proposed to revisit this topic.

Discussion:

CPC provided the committee with several proposals for a standardized template.

CUPW would like to see the inventory of currently available templates and stated that their preference is for one that has the site inspection checklist attached.

Recommendation / Action Item:

1. CPC will provide a broader view of currently available templates for the committee to consider.

12. Battery Explosion in Edmonton (2016-02-23)

Guest: Carmen Suchorab

Overview:

At the February 23, 2016 meeting, CUPW acknowledged having received the Jones Lang Lasalle (JLL) investigation report into an emergency generator batter explosion in Edmonton in January. CUPW requested that Real Estate attend the next meeting to discuss their process for incident reporting and investigation.

Discussion:

CPC reviewed a presentation explaining the root cause of the battery explosion. As a result of this incident, replacement batteries will have water level gauges on the outside and be inspected monthly. Also since the incident, all JLL staff have been trained to ensure that they report facility incidents to CPC and not just to their internal management.

13. Real Estate Energy Savings (2016-02-23)

Guest: Carmen Suchorab, Rob Loyst

Overview:

CPC is looking for ways to improve energy efficiency and save money on facility costs. Several initiatives are being considered at this time.

Discussion:

CPC reviewed a detail specification document outlining the specifications of LED lights that will replace fluorescent lights. CPC explained that the light intensity does not change with the exchange of the light bulbs not does the light colour.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

CUPW asked for the definition of the term “DLC” used in the specifications sheet.

CPC also reviewed a presentation explaining that they will be standardizing temperature settings for all CPC buildings. CPC explained that a 3rd party consultant was engaged to provide recommendations for temperature settings for CPC buildings with consideration of the type of work performed. CPC stated that they are looking to test the standard temperature settings from June to August 2016 and start adjusting temperatures by increments of 0.5 to 1 degree C depending on variance from target temperature setting. CPC has no plans to change the humidity settings as part of this initiative.

CUPW raised concern about static shock potential due to already low humidity in plants. CUPW once again stated that this was done without prior consultation.

CPC will provide the committee with the presentation.

Recommendations / Action Items:

1. CPC will provide CUPW with the definition of DLC.
2. CPC will provide a copy of the presentation to the committee.

14. Dangerous Goods – Excepted Quantity (2016-05-26)

Guests: Vaughn Kraemer, Tahmina Omar

Overview:

The Transportation of Dangerous Goods (TDG) Regulations have recently changed to introduce a new “Excepted Quantity” shipment category. This will have an impact on CPC and its employees.

Discussion:

CPC reviewed a presentation that explained that Excepted Quantity is new to the Transportation of Dangerous Goods (TDG) Regulations. Excepted Quantity is a subset of Limited Quantity dangerous goods which are already accepted by CPC. CPC stated that the Dangerous Goods program is being updated to include Excepted Quantity because of customer demand and revenue potential. Excepted Quantity Dangerous Goods have a unique label. References to the new label will be added to existing training material as well as the Dangerous Goods posters. Communication will also be provided so employees are aware of the change. This new change will be in effect as of June 18, 2016.

CUPW stated that they would like to see a note included in the SBN stating that if employees have any questions regarding the label to go to their supervisor.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

15. IDC to Load Delivery Vehicle (2016-05-26)

Guest: Louis Pelletier

Overview:

Parcel volumes continue to grow which is good for business but causes congestion and other issues in some depots.

Discussion:

CPC reviewed a presentation explaining that Operations would like to use the Induct to Delivery Cart (IDC) to take overflow parcels from the consolidation area of the depot to the delivery vehicle loading area (covered platform or parking lot). This is a change from the current process which calls for Depot Carts (DC) to be used for this function but has the advantage that employees will have to do less manual handling of parcels inside the depot.

CUPW does not agree with bringing the cart outside, and does not believe that the IDC will be able to handle the weight capacity on uneven ground. CUPW believes the safer method is to make two trips with the depot cart. CUPW would like CPC to consider other methods to help with the overflow of parcels.

16. Chock Pilot Results (2014-12-10)

Overview:

In 2015, CPC installed electronic wheel-chocks at the Gateway facility to evaluate their reliability to detect that chocks are in place.

Discussion:

CPC stated that the Smart Chock pilot has been concluded and, due to the un-reliability of the electronic wheel-chocks to confirm that the vehicle had been secured, CPC will not be pursuing this product. All equipment will be removed.

17. PDT Health and Safety Workbook (2015-07-10)

Overview:

At the July 10, 2015 meeting, CPC explained the current PDT infrastructure is old, inefficient and becoming unreliable. The current Rogers GPRS cell phone network will be decommissioned by 2018 rendering the MC70 PDTs non-functional. The Zebra Motorola MC67 has been selected as the new PDT model. Prior to this meeting, CPC provided the committee with the PDT health and safety information.

Discussion:

CUPW raised several concerns with the information in the workbook relating to employees with pacemakers. Specifically: have we specified enough distance between the PDT and a pace

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

maker, where does the employee store the PDT if not in the breast pocket or if they don't have a satchel, can we get more medical safety information on the PDT and its effect on pacemakers. CUPW also suggesting sharing the information with all LJHSC.

Recommendation / Action Item:

1. CPC will provide the committee with additional information on the specifications for the PDT.

18. Miscellaneous (2016-06-17)

CUPW raised several issues to the committee's attention.

Discussion:

Leo Blanchette: Guests: Martin Riendeau, Yannick Scott

Montreal local raised concern regarding dust and ink odor around the MLOCs due to a recent change in MLOC preventive maintenance practices. Pinchin completed an indoor air quality test but it did not address all concerns raised as per the March 14 LJHSC minutes. CUPW expressed concern that the test parameters were too restrictive to measure allergens and contaminants in the air which may cause health issues down the road. The same preventive maintenance practices is apparently being done in Toronto, and Edmonton.

Winnipeg: CUPW also raised concern regarding the air quality testing being done in Winnipeg where employees are being asked to wear air monitoring equipment. CUPW believes Pinchin should explain what and how the test will work to the employees and the LJHSC. CUPW would like a response regarding these issues prior to proceeding with further testing.

Olds Alberta: CUPW raised concern regarding an incident where a vehicle roll-over occurred and a union representative was not involved in the investigation. CUPW would like to ensure that the proper training is provided to the new H&S Representatives after the election is completed.

OMPP Loading Dock: CUPW raised concern regarding a tractor trailer that was on fire and asked why the alarm was not pulled or an evacuation initiated

RHD Vehicles: CUPW raised concern due to complaints being received regarding the noise level when driving on dirt roads. CUPW is raising this issue through Article 35 first but will also provide the details to Steve Clark to follow up.

Stools for Retail Employees: CUPW provided a photo of a proposed stool that could be used in the new CPC concept stores. CUPW believes that these stools will meet CPC's esthetic requirements and provide employees at the counter with an opportunity to sit down.

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

Vancouver - CUPW noted that employees in Vancouver are lifting plastic SO62 liners full of packets on runout conveyors. Employees are lifting above their shoulders to do this causing an ergonomic issue. CUPW also noted that the SO62 containers, once empty are being stored in the aisles.

Vancouver Air Cans - CUPW would like to know if there has been a change in in the frequency of weighing, whether the location of the scale moved, whether the procedure changed and how people were have been trained

Minor Injury Interviews: CUPW raised concern regarding discipline being imposed because of an injury. CUPW provided a copy of an employee disciplinary letter that acknowledged that the employee had behaved appropriately but was still to blame for their injury.

Frozen CMB: CUPW presented pictures showing a CMB that fell and hit a delivery agent. CUPW sees this as a possible outcome of the process regarding shaking the box to free it from ice.

Montreal: CUPW received a notice from Labour Relations June 10, 2016 regarding extendable conveyors in Montreal and would like the health and safety information if it is new equipment.

CMS Procedure for deaf and hard of hearing: CUPW requested a copy of the CMS procedure.

OHSTC – CUPW provided the committee with a document from the Occupational Health and Safety Tribunal Canada regarding Campbell Brothers Movers Ltd.

Recommendation / Action Items:

1. CPC will invite someone from the Maintenance group to explain the recent MLOCR preventive maintenance changes.
2. CPC will follow up regarding the tractor trailer fire at the OMPP.
3. CPC will review and get back to the committee regarding stools for the concept store.
4. CPC will follow up regarding the air can weighing in Vancouver.
5. CPC will follow up regarding conveyors in Montreal.
6. CPC will provide CUPW with the CMS procedure for deaf and hard of hearing employees.
7. An agenda item will be added to the September meeting to discuss the OHSTC decision.

Closed Items

Safety Glasses
Safety Eyewear Functional Policy
Terms of Reference
Emergency Lockdown
LJHSC Training Review
MMHE Technical Training
Delivery Agent Tool Survey Results

National Joint Health & Safety Committee Meeting Minutes

May 26 & June 16, 2016

Other Business

The next NJHSC is scheduled for September 27, 2016

Meetings Held in 2016:

February 23 and March 1	May 26 and June 16	September 27	November 29
(X)	(X)	()	()