

Le 28 janvier 2015

January 28, 2015

Dest. : Présidentes et présidents de section
locale

To All Local Presidents

**Objet: Procès-verbal de la réunion du
CNMSS tenue le 10 décembre 2014**

Dear Sisters and Brothers,

Consœurs, confrères,

**RE: Minutes of the NJHSC Meeting Held
on December 10, 2014**

Vous trouverez ci-jointe la version de la SCP
du procès-verbal de la réunion du Comité
national mixte de santé et de sécurité tenue le
10 décembre 2014.

Attached you will find the CPC version of
the National Joint Health and Safety
Committee meeting minutes which took
place on December 10, 2014.

Comme toujours, si vous avez des questions
ou des préoccupations, n'hésitez pas à
communiquer avec moi au moment qui vous
conviendra le mieux.

As always, should you have any questions or
concerns, feel free to contact me at your
convenience.

Solidarité, / In Solidarity,



Serge Champoux
Permanent syndical national / National Union Representative
Santé et sécurité / Health and Safety

p.j. / encl. (1)

c. c. Comité exécutif national / National Executive Committee
Comités exécutifs régionaux / Regional Executive Committees
Comité national de santé et de sécurité / National Health and Safety Committee
Permanentes et permanents syndicaux nationaux et régionaux / National and Regional Union Representatives



National Joint Health & Safety Committee Meeting Minutes

December 10, 2014

In attendance:

CPC

Nina Mankovitz
Ian Kerr (absent)
Natalie Bolton

CUPW

Serge Champoux
Carl Girouard
Chris Pleasants (absent)
Pierrette Morin (guest)
Terry MacDonald (guest)
Jim Crowell (guest)

Advisor

Pascale DeRycke

Guests

Tim Robinson
Ron Thibert
Carmen Suchorab
Luc Lafrance
Susan Whitely
Sally Dam
Graham Howse
Todd MacGillivray
Bryan Epp
Joseph Ryan

Standing Items

1. AVCs and Directions

Overview:

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

Discussion:

There were no issues raised at this meeting.

2. Health and Safety Statistics

Guest: Susan Whitely

Overview:

This is a standing item to allow both parties to discuss health and safety statistics.

Discussion:

The CPC Rural Delivery team currently receives information on motor vehicle collisions depending on the severity of the situation and shares the information with CUPW. Going forward, Rural Delivery will no longer receive daily reports on the less severe collisions —

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those that do not involve ambulance or police services. This means that they will no longer be able to share these with the NJHSC. CPC reiterated that there is no change in the local process for responding to, reporting, investigating or following-up on motor vehicle collisions.

CUPW is against this change and recalled that the production of RSMC motor vehicle collision reports comes from an agreement between the parties to the RSMC NJHSC in 2008. When these reports are sent to the CUPW national level, it sends them to the local offices to ensure that they are aware of the collision and can get involved in the investigation. CUPW expressed concern that some local visibility into incidents may be lost as a result of this change.

CUPW also expressed concern that there was a large drop in the number of lost-time injuries from the Week 42 national RSMC injury report to the Week 44 national RSMC injury report with a net loss of 17 injuries in the space of a week, and suggested that the corporation take a closer look at this data.

Recommendations/Action items

1. CPC will provide CUPW with information to explain the apparent net loss of 17 injuries from the RSMC injury reports during Week 43.

3. Appendix DD Activity Reports

Guest: Tim Robinson

Overview:

This is a standing item to allow both parties to discuss developments regarding Appendix DD training activities.

Discussion:

CPC reviewed an updated presentation on the status of Appendix DD training. CPC noted the improvement that has been made in training employees on modules 1 to 4 using, among others, the additional 46 facilitators that were trained in the fall of 2014. More than 150 training sessions were thus delivered across Canada this fall. CPC also noted that modules 5 and 6 will be the focus for 2015. Finally, CPC indicated that employees who had to take the training were released from work much easier than before.

CUPW stated that the Appendix DD program has to be applied for all employees without exception, the Corporation is making progress, and CUPW is hopeful that more training will be provided in 2015 to train more employees.

4. Workplace Violence Statistics

Overview:

This is a standing item to allow both parties to discuss workplace violence statistics.

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Discussion:

CPC presented the latest Workplace Violence Statistics report. This document shows that from the start of the year until November 22, 2014, there have been 272 incidents of workplace violence, of which 170 were threats, 60 were physical violence and 42 were psychological violence. 42% of all the incidents occurred in CPC's Central region. CPC also presented a report on second-level investigations. Only 10 of all incidents investigated required a second investigation. CPC noted that it had recently been brought to their attention that some workplace violence incidents were not included in these statistics since they had been reported as log notes rather than ITMS. As such, the presentations provided are under-reporting incidents. CPC will send CUPW the updated presentations that include all incidents.

CUPW noticed a major difference between the total number of incidents reported year-to-date and the number reported they receive on a daily basis.

CPC explained that the Workplace Violence Statistics report includes all reported incidents of workplace violence including those that do not involve CUPW members. CPC only sends CUPW the daily reports involving their members.

Recommendations / Action Items:

1. CPC will revise and reissue the Workplace Violence Statistics report and the second level incident report.

5. Medical Marihuana

Overview:

This is a standing item to allow both parties to discuss developments regarding shipping of medical marihuana.

Discussion:

CPC stated that a new contract has been signed with "Broken Coast Cannabis" from BC. CPC will provide the NJHSC with the updated tracking slide.

Both parties stated that they have not been made aware of any issues to date.

Recommendations / Action Items:

1. CPC will send the updated slide to CUPW.

6. Fleet Updates

Guest: Ron Thibert

Overview:

This is a standing item to allow CPC to provide any updates regarding the Fleet.

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Discussion:

CPC brought one of the RSMC Right Hand Drive Honda CRV 4X4 to the meeting for the committee to view. The vehicles will be deployed to selected RSMC routes starting December 2014. Deployment will be to RSMC routes where there is a need for 4 wheel drive. The CRV will be equipped with a mail tray, power windows and rear strobe lights. A wall separates the passenger compartment from the cargo section.

CUPW raised concern regarding only having strobe lights at the back and nothing at the front for visibility of oncoming traffic to the RSMC. CUPW pointed out that the light installed on the roof of the RSMC vehicles is visible 360 degrees and not only from behind like the strobe light. CUPW also stated that the fender mounted convex mirror on the traffic side is new and noted that this will require the training to be modified accordingly. CUPW also noted that the tail pipe is close to the bumper edge and that the exhaust could reach the employees' legs.

CPC will discuss the possibility of adding strobe lights on the front of the vehicle with the supplier. CPC acknowledged the tail pipe concern and recommended that it be cut back the same way as has been done with the Ford Transit Connect.

CPC also provided a Ford Full-Size Transit Van (more spacious than the Ford Connect currently used by 100 cubic feet) for the committee to view. CPC stated that the vans will come equipped with the following:

- Walk-through bulkhead
- No passenger seat
- Rear interior shelving (step van style)
- Grab handles at cargo area entry point
- Curb side step /running board
- Courier style mirrors
- Standard rear vision camera
- Cargo area center roof head protection
- Hand cart mounting
- All weather tires (4)
- Two pre-determined locations in the cargo area to install the hand cart

CUPW noted that the hand brake is between the front seats, which would have been a good spot to place a LFT. It also stated that winter tires will be required in Quebec due to the legislation.

On another point, CUPW provided 2 pictures of the pedals of a step van in Edmonton. Employees have raised concern that the gas and brake pedals are too close to each other which is causing problems with braking.

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CPC stated that the spacing between the gas and brake pedals is set carefully by the vehicle manufacturers to ensure pedal safe activation as per Transport Canada requirements. CPC agreed to confirm that the brakes in the 2006 model step vans are in good working order.

Regarding the tires, CUPW also raised concern that the right-hand drive Grumman vehicle currently provided to RSMCs does not have enough traction on some roads with just winter tires and cited the roads in Northern Ontario as an example. CUPW raised this issue at an Article 35 meeting and recommended studded tires for some vehicles where it would be a benefit and asked CPC to conduct research on this and report back to the committee.

CPC will study what is the safety vehicle or vehicle-tire in the more rural, snowy RSMC routes and will provide a recommendation to NJHSC that can then be discussed and tabled at the Article 35 meeting.

CPC provided an update on previous issues raised:

- Dashboard fans for 5 Ton trucks:
 - Given the complaints made by many employees on the heat inside these trucks, CPC has an approved package to install fans in the front of the 5 Ton trucks. CPC stated that the installation work methods have been completed and information will be distributed to the Area Fleet Management to execute when requests are submitted.
- Ford Transit Connect product service concern update:
 - CPC stated that the campaign to modify the tail pipe is 83% complete (4,527 of 5,472), and the replacement of the gearshift is 83% complete (4,569 of 5,480) as well.
 - CPC stated that they have just been notified of a safety recall for 2014 Ford Transit Connects, but not all vehicles are affected. CPC will provide the NJHSC with a copy of the recall as well as a list of affected vehicles. Affected vehicles will be serviced by the manufacturer's dealers and CPC will add this item to the tracking log.

Recommendations / Action Items:

1. CPC will speak to the vendor regarding the possibility of installing strobe lights on the front of the Honda CRV.
2. CPC will check the condition of the 2006 step van brakes in Edmonton.
3. CPC will provide the committee with its recommendation on the right vehicle or tire for rural, snowy RSMC routes.
4. CPC will provide the NJHSC with the Transit Connect recall notice and add the recall issue to the tracking log.

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7. Ford Connect Floor Mat Survey (2012-03-14)

Guest: Ron Thibert

Overview:

As a result of employee complaints of ice, slush and water accumulating on the floor pans of the Ford Transit Connects that didn't have floor mats installed, CPC worked with the supplier to develop a safe floor mat for the vehicles that didn't have them. A floor mat was developed, tested, produced and distributed to the Ford Transit Connects without floor mats installed. Employees were surveyed to determine if their problems had been resolved. Due to low employee response rate, CUPW had requested that the employee survey be repeated in a different location.

Discussion:

CPC stated that they will issue the survey to the employees at the 600 Commissioners St. depot in Toronto in December and will provide the survey report to the committee in 2015. The survey will be the same as the one used during the first trial.

Recommendations / Action Items:

1. CPC will conduct the survey beginning in December and present the survey results at the conclusion of the study.

8. Dolly Placement in the Ford Transit Connect (2013-07-30)

Guest: Ron Thibert

Overview:

At the March 19, 2014 meeting the committee agreed to conduct a pilot study, including employee survey, of the folding dolly with two prospective locations in the back of the Ford Transit Connect to ensure that it addresses the needs of the delivery agents.

Discussion:

CPC stated that the pilot had started on September 8, 2014 in the Orleans depot. CPC is collecting the survey results and will provide the NJHSC with the pilot study report at the first meeting in 2015.

CUPW requested copies of the surveys.

Recommendations / Action Items:

1. CPC will provide the survey results and summary report at the first 2015 NJHSC meeting.



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9. RSMC Uniforms

Guest: Luc Lafrance

Overview:

This is a standing item on the agenda to allow both parties to discuss developments regarding RSMC uniforms.

Discussion:

CPC stated that they have followed up with Logistikunicorp regarding the petitions that were provided to the NJHSC regarding the red polo, Logistikunicorp are not aware of the problems.

CUPW stated that complaints continue to be made regarding the red polo. CUPW also stated that they would like a sweater or vest to be made available for the RSMCs as the temperature in some facilities such as Postmaster provided private homes cannot be adjusted and they are cold while having to sort their mail.

CUPW stated that the RSMCs have asked for access to gaiters to prevent snow from getting into their boots when they deliver mail to the CMBs.

Recommendations / Action Items:

1. CPC will return to the committee with its recommendation regarding further clothing options for RSMCs.

10. Snow and Ice Clearing

Guests: Luc Lafrance, Carmen Suchorab

Overview:

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

Discussion:

Street Furniture:

There have been no reported issues to date. CUPW pointed out that winter has only just started.

Facilities:

As a follow up from the October NJHSC meeting, CPC stated that LJHSC were involved in reviewing their local snow plans. CPC explained that a Communique will be sent to all Plant and Operations Directors reminding them of the process to follow if there is a problem. CPC will share the Communique with the NJHSC. CPC also advised the NJHSC that there were some issues raised in Quebec City and will provide the committee with an update.

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Recommendations / Action Items:

1. CPC will provide the NJHSC with a copy of the Communiqué to all Plant and Operations Directors.
2. CPC will provide the NJHSC with an update regarding the issues raised in Quebec City.

Agenda Items

11. Anti-Slip Device Pilot (2014-10-15)

Overview:

At the October 15, 2014 meeting CPC presented a proposal to test three new anti-slip devices that can be used by employees while driving and that provide cleat coverage on the heel of the foot as recommended by the WSIB footwear study. At this meeting CUPW agreed to only test the Ergomate which has a retractable cleat and covers the entire sole because it believes that cleats on the heel of the foot give a false sense of security.

Discussion:

CUPW stated that they will send CPC their comments regarding the survey.

Recommendations / Action Items:

1. CUPW will provide their comments regarding the survey.

12. Dangerous Goods Awareness Training (Tim Robinson)

Overview:

A letter dated November 14, 2014 regarding Dangerous Goods Awareness Training was sent to CUPW. With guidance and input from Transport Canada, the content of CPC's Dangerous Goods training has been updated and will be implemented effective January 2015. The updated training content retains its focus on recognition of dangerous goods in the mail. All reference information has been updated to reflect current regulations. The training material will be offered in both self-study printed guides and e-learning venues.

Discussion:

CUPW requested a copy of the training and also stated that RSMCs will require the training the same as the urban operations employees, and will have to be paid for their time.

Recommendations/ Action Items:

1. CPC will send an electronic copy of the training to CUPW in both languages.
2. CPC will include the RSMCs in this training and they will be paid.

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13. Keller Report (2013-06-12)

Guest: Bryan Epp

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 HFN MLOCR ergonomic study and the IDC safety study.

IDC Study Discussion:

CUPW raised concern regarding the wording in the IDC Safety Talks that refer to asking for assistance when moving the IDC and that is apparently not provided in a standard way across the country. The wording does not reflect prior committee discussions on the subject.

CPC agreed to revise the wording for clarification and will send the draft to CUPW for review.

MLOCR Study Discussion:

CPC stated that as follow up from the meeting held with HFN on December 3, 2014, twenty four action items had been identified. CPC provided the NJHSC with a proposal to address six of the items immediately. CPC stated that more work is required to finalize a more robust rotation of duties, and proposes starting by reinforcing rotation within the machine work centre.

CUPW stated that they are still waiting for the French version of the report to provide comments, but likes the progress that is being made to address the recommendations. CUPW suggested meeting in January to review the recommendations of the final report and plan how to move forward. It would like to have all the recommendations implemented as soon as possible.

Recommendation / Action Item:

1. CPC will update the IDC Safety Talks and send the drafts to CUPW for review.
2. CPC will schedule a meeting in January to further discuss the recommendations from the HFN report.

14. Two Bundle Mail Carrying Options (2013-11-19)

**Guests: Graham Howse (CPC) Pierrette Morin (CUPW), Jim Crowell (CUPW)
Terry Macdonald (CUPW)**

Overview:

At the June NJHSC meeting, the committee agreed to conduct a joint ergonomic assessment of the two mail carrying options referred to in the June 11, 2014 letter from CPC (signed by B. Cadieux) to CUPW (addressed to P. Arbour). Golder has been selected to conduct the ergonomic assessment.

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Discussion:

The Committee reviewed and revised a draft employee survey prepared by CUPW. CUPW will send CPC a revised version electronically for them to revise further and will also provide confirmation on the Depot locations chosen for the study.

CPC will provide CUPW with the proposed training material for their review prior to sharing them with Golder.

The NJHSC has agreed to hold a special NJHSC meeting in January 2015 to review outstanding items and the plan going forward.

Recommendation / Action Item:

1. CUPW will provide CPC with a revised draft copy of the two bundle method employee survey for their review.
2. CUPW will provide CPC with confirmation of Depot locations selected for the study.
3. CPC will provide CUPW with proposed training material to be shared with Golder.

15. Electronic Chock Pilot (2014-12-10)

Guest: Todd MacGillivray

Overview:

CPC reviewed a presentation to pilot an electronic chock system. The electronic chock detects when wheel chock have been placed to secure a trailer and sends a signal to a control panel at the loading dock..

Discussion:

CPC plans to install the electronic chocks at the Gateway facility to evaluate them to determine how reliably they detect that chocks are in place prior to making a determination whether to install them on other docks in the network. CPC stated that they will provide the NJHSC with a proposed employee survey questionnaire and training material for review prior to the starting of the pilot.

CUPW stated that the concept is a good idea in locations where there is no dock restraint system, but stated that they did not see the need for chocking wheels when the dock lock is engaged and working properly.

Recommendation / Action Item:

1. CPC will provide CUPW with the proposed employee survey questionnaire and training material.



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16. Regional Escalation Issues

Overview:

CUPW brought forward several issues that remain unresolved at Regional Escalations across the country.

Discussion:

The following issues were raised by CUPW:

Atlantic:

- A request was made in St. Johns, NL to have sorting cases for oversize items with adjustable legs. Local management says that it cannot have this type of case; however there is a solution that has already been tested within the LJHSC. CUPW asked that these cases be available in St John's.
- Flattainers (S017) are being used by large volume mailers which are causing problems on the IDC. CUPW asked that CPC provide other types of containers that are not as heavy when full.

Prairie:

- Edmonton MPP – humidity problems are causing shocks.
- There has been an ongoing unresolved issue relating to scents in the workplace.

Pacific:

- 5 ton vehicle – issues regarding the 5 ton trucks have been addressed.
- Management at the VPPC is still saying that they will only agree to have one LJHSC.

CPC stated that there are many contributors to scents in the workplace and that banning scents is almost impossible. The corporation has a guideline that encourages employees and management to work together to resolve scent issues and create an environment where all employees can work comfortably.

CPC officially confirmed that an understanding had been reached between local management and union to proceed with 2 committees at the VPPC for the time being.

Recommendation / Action Items:

1. CPC will follow up regarding the unresolved problems in St. John's
2. CPC will follow up regarding humidity levels at the Edmonton MPP.
3. CPC will follow up regarding the number of LJHSCs at the PPC.

17. CPC 2.0 (2014-03-19)

Guest: Joseph Ryan

Overview:

Canada Post released its Five-point Action Plan (FPAP) on December 11, 2013. One component of this plan is to convert the remaining one third of Canadian households from door-to-door delivery to centralized Community Mail Box (CMB) delivery. CPC committed to bring CPC 2.0 issues to the committee for discussion and consultation.

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Discussion:

CPC explained the considerations being taken regarding the customer CMB accommodation process. CPC emphasized that each accommodation request is unique, confidential and is assessed on a case-by case basis. CPC presented some of the CMB accommodation options being provided to customers and provided CUPW with a sample of the “key turn” that can be given to customers and the compartment blockers that Deliver Agents will see in compartments of accommodated customers. CPC explained that some of the CMB accommodation options would require modifications to employees’ work using existing work methods that employees are already familiar with. It stated that the mail could, for example, following an accommodation approved by CPC, be delivered to the home of the accommodated customer once a week. CPC also stated that communication of customer accommodation would soon be appearing on the company ITV system and the communication will be shared with the committee.

CUPW believes that employees required to deliver to more CMBs than they do now will be more at risk for and incident of violence in the workplace and stated that the Corporation wants people to believe it is taking the accommodation measures for its customers seriously while this same corporation is refusing medically-supported accommodation measures for its own urban operations and RSMC employees.

Recommendation / Action Items:

1. CPC will provide CUPW with copies of the ITV slides regarding customer accommodation.

18. Loose Load Ink Cartridge (2014-10-15)

Guest: Sally Dam

Overview:

At the October 15, 2015 meeting, as information, CPC informed the committee that CMS 1620.01 – *Processing Printer Toner Cartridges Returns* would be rescinded.

Discussion:

At this meeting CPC explained that CMS 1620.01 – *Processing Printer Toner Cartridges Returns* is no longer required as it was specifically written to accommodate the company Maritime-Ontario that was contracted to consolidate printer toner cartridge returns. Maritime-Ontario no longer processes printer toner cartridge returns.

Recommendations / Action Item:

1. CPC will provide an electronic copy of the presentation to CUPW.

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19. Job Hazard Analysis (JHA) for RSMC (2014-10-15)

Overview:

ESDC had asked that CPC revise the RSMC Job Hazard Analysis (JHA) to include use of the RSMC Reaching Device (RRD) and associated equipment. At a meeting held on November 14, 2014 each task involving use of the RSMC Reaching Device was examined and risk scoring was agreed to by the committee. CUPW's comments regarding the safety impact of each task were recorded in a comments field on the document.

Discussion:

CUPW requested a copy of the final version of the JHA, in both languages, reflecting these changes.

Recommendations / Action Item:

1. CPC will provide CUPW with the final version of the JHA in both languages.

20. Miscellaneous (2014-12-10)

Overview:

CUPW drew the committee's attention to several topics.

Discussion:

- High Visibility Vests: CUPW stated that there was an AVC issued by EDSC to Gateway in 2010, about the mandatory wearing of high-visibility vests when employees have to move around on the docks and in the inside yard. However, at the same location, in 2014, CUPW presented a grievance to CPC about shortcomings in this regard. The problem is still not resolved today.
- Cloverdale BC Evacuation, November 18, 19 2014: CUPW reported that, once again, local management in the Pacific division is not following the procedures agreed to by the parties for evacuation.
- CUPW reported that in Toronto a new MMHE handjack with a scale has shown up on the work floors. CUPW stated that any new equipment must be presented to the NJHSC for analysis and discussion, which did not happen for this pallet jack. Moreover, a CTU was done but this new product was not brought to the NJHSC for review. CUPW requested that this equipment be presented at the next NJHSC meeting.

Recommendations/Action items

1. CPC will report back to CUPW about the situation in Toronto regarding the high-visibility vests
2. CPC will present the new MMHE at the next NJHSC meeting.



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Recommend Closed Items

Safe Work Procedure
RSMC Reaching Device JHA
Label Branding Project
Batteries in the Mail
CMB Questionnaire Results
IMS (Incident Management System Update
AED
FIE (Frequently Injured Employees)
Plant Safety Rules BC

The next NJHSC is scheduled for March 25, 2015.

Meetings Held in 2014:

March 19th, 27th	June 17th	October 15th	December 10th
(X)	(X)	(X)	(X)