

National Joint Health & Safety Committee Meeting Minutes

February 23rd, 2023

Attendance:

CPC	CUPW
Alice Lafferty	Marc Roussel
Virginie Tremblay	Sylvain Sicotte
Sebastien Roy	

Guests			
Steve Clark	Gurlal Mann	Catherine Bernard	Carolyn James
Abbi Slater	Margo Ratcliffe	Jorge Aguirre	Rachel Jaggernauth
Caroline Steinborn	Michael McCaw	Kevin Kernohan	Sohail Mirza
Jean-Luc Hamel	Stephanie Lepine	Cassandra MacKinnon	Yves Henault (CUPW)

Advisor	Audrey Labout
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Location: The consultation took place at the Riverside Building B, room 110F

Time started: 9.00am

Time ended: 4:00pm

Agenda

Sr.	Topics	Presenter
1	Safety Pause/Mental Health/ Diversity safe moment	CPC Committee members
2	Opening remarks	Marc/Alice
3	Fleet/MMHE Update : XoS electric stepvan walkthrough	Steve Clark
4	Hazard Prevention plan – a review of 2022 injuries and trends	Virginie Tremblay
5	Ergo job aids and Microlearning videos for MSI for RSMC	Abbi Slater
6	Reaching Device V4 prototype	Jean-Luc Hamel/Margo Ratcliffe/Gurlal Mann
7	Incident Management System (IMS) replacement	Michael McCaw
8	Small FootPrint Robotic Packet Sorter	Stephanie Lepine
9	Emergency response plan	Catherine Bernard
10	Maintenance update	Catherine Bernard
11	New on-line training	Kevin Kernohan
	Merging of the Workplace Harassment and Violence Prevention	
12	Policy and the No Discrimination/No Harassment Policy	Rachel Jaggernauth
13	Year 2 of the Psychological Health&Safety pilots - update	Carolyn James
14	LJHSC training on psychological health and safety	Carolyn James
15	Psychological Health and Safety Microlearnings 2023	Carolyn James

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16	Project Tracker	Sohail Mirza
17	Smith Driver System Safety Training rollout for RSMCs (placeholder)	Cassandra MacKinnon
18	Pallet assessment tool and Cardboard Monotainer Best practices	Committee Members
19	NJHSC budget / Appendix DD	Committee Members
	Open items:	
	- RMB installation runabout	
20	- CMB lever	Committee Members

Standing Items

2. Opening Remarks

Round 1: WHV daily report

CUPW advised that they no longer receive the daily WHV report. They requested that the report be sent to them on a daily basis, as was the case before, instead of logging into the system and searching for the data on their own. CUPW believes it is CPC's responsibility to provide them with the compiled data.

CPC explained that the person who produced this report, by extracting the data from ITMS, is no longer with the corporation. CPC will review the feasibility of resubmitting the report to CUPW, considering that the new IMS will come into effect in September. CUPW understood that they need to wait for the system change. CPC will try to find a temporary solution.

Round 2: CPAA representation at LJHSC

CUPW reminded CPC that the LJHSC TORs are only established between CUPW and CPC. CPAA is not part of these TORs which means that a CPAA employee cannot be part of the LJHSC in a site with 20 employees and more, on behalf of CUPW.

CPC explained that CPAA members are employees of the CPC facilities in accordance with the legislation and the Labour Code which does not distinguish between unions.

CUPW reiterated that the TORs are only between CUPW and CPC.

CPC mentioned that the TORs are due to review this year and this kind of situation needs to be discussed and considered.

CUPW maintained their position that a CPAA member cannot be on the LJHSC to represent employees where this committee is composed of CUPW members as well as employees designated by the employer to be on the committee.

Round 3: Refusal to work

CUPW referred to the email they sent on February 22 regarding the fact that their members based at 66 Ray, Toronto have now to complete a form to invoke the right to refuse to perform a hazardous task.

CPC confirmed that this form is null and void. The Labour Code does not contain an obligation to invoke the refusal to work in writing, a verbal message is totally acceptable.

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Round 4: Jabber PDT Emergency message

CUPW inquired about emergency messages on the Jabber PDT. The issue is that these emergency messages disappear after a while. CUPW would like to have a message acknowledgement on Jabber PDT.

CPC will look into it.

Round 5: RMB roundabout

CUPW presented photos they received about RMB installation closed to a roundabout. CUPW requested that the RMB be moved or that a TSAT be implemented. They felt that whenever there was such a situation, the LJHSC should conduct a TSAT to determine if the RMB location is appropriate or not.

CUPW will send all the information to CPC that will investigate and take appropriate corrective actions.

Round 6: NJHSC Meeting feedback

The CPC co-chair noted that the topics are presented in advance and that the committee is functional.

CUPW is satisfied with the distribution of the documents and recognized a great improvement in production in both official languages.

Action items:

- CPC to investigate on acknowledgment of emergency message on Jabber PDT.

3. Fleet/MMHE Update : XoS electric stepvan walkthrough

Presenter(s): Steve Clark

Presentation: 03-Fleet update - NJHSC 23 Feb 2023_e.pptx

This is a standing item providing both parties an opportunity to discuss issues related to fleet vehicles. CPC introduced the new XoS EV step van. The accelerated EV group purchased an additional 10 XoS, bringing the total to 12 vehicles. These 10 XoS are going to be deployed in Quebec, 1 in Juliette and 9 in Laval de Rapide. Five XoS will be deployed in July and the rest in August.

Discussion:

CPC described the differences between the XoS and the lighting EV Ford E-450 previously reviewed in Montreal, the main one being that it is a heavier truck which can carry more weight. CPC will share the specification sheets with CUPW.

The Committee asked if any possible adjustments to XoS, as suggested during the risk assessment with LJHSC of the previous model to avoid slippery floors and transitioning surfaces, should be considered with the manufacturer or CPC team. CPC confirmed that this needs to be discussed at the time of the construction. Adding a rubber on the floor of the truck can create a risk of corrosion with the salt or water seeping under the rubber, so different solutions must be considered to find the right one.

CUPW inquired again if air conditioning will be included in these XoS.

CPC responded it won't be, as this requires too much XoS battery power.

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CUPW inquired if Clippercreek is the same system that the one currently uses for step vans. CPC confirmed that the Clippercreek system is used in many depots but doesn't know when other systems like Flow or ChargePoint will be purchased.

CPC suggested inviting the Facility team at the next NJHSC to discuss electric chargers.

During the review of the truck, CUPW raised the following concerns: the floor and transition surfacing are really slippery and therefore need to be addressed, the mail shelf should ideally be moved to the front of the dashboard to prevent delivery agents from going to the back to grab the mail.

CUPW requested more information on the mechanical issues with the C-250 that were brought to their attention in Ontario. CPC stated that this is not only in Ontario but that several cases have been identified. This may be due to the C-250 being built too quickly. There are currently more than 86 C-250 across Canada, and it is expected to complete the deployment in the Atlantic region by the end of Easter weekend. Next, approximately 40 C-250 are planned to be deployed in Quebec and 40 in Ontario. CPC admits that the delivery planning is constantly changing.

CPC explained that they are currently facing two significant issues with C-250:

- a very rapid drain of the battery in the fob. Tests were performed on the fob and batteries to determine the roots of the problem. CPC received an email explaining that this is due to fretting corrosion. The solution will be to add a special coating on the battery. CPC will provide an update on that issue.
- some roof cap cracking. The issue appeared few days after deployment in very cold weather. The engineers determined that cracks appear in the cap due to water infiltration. They therefore stopped the assembly lane and made a new cap. The production of the new trucks is done with the new caps. With regards to the 86 trucks already deployed, they will be fixed during the coming year, knowing that the cap replacement takes about 5 hours.

CUPW asked if the planned production is still 25 trucks a week. CPC responded it is currently 20.

The Committee requested to receive an update of the plan and locations prior to the next meeting.

Action items:

- CPC to share the specificities sheets.
- CPC to invite the Facility team at the next NJHSC to discuss electric chargers.
- CPC to provide an update on the issue with the key fob.
- CPC to send the updated plan and locations for C-250 deployment prior to the next meeting.

4. Hazard Prevention Program Review – 2022

Presenter(s): Virginie Tremblay

Presentation: 04-Hazard Prevention Program N2022 - CUPW - MISMIH

CPC presented the 2022 Hazard Prevention Program Review for CUPW employees. This is a standing item, reviewed on a yearly basis, providing both parties with an opportunity to discuss health and safety statistics, including workplace violence statistics. The committee will identify areas of focus to reduce injuries and improve compliance with health and safety legislation and regulations.

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Discussion:

CPC presented the 2022 injury statistics and indicated that their downward trend is continuing due to collaboration with the LJHSCs. Slips, trips and falls, and material handling (MMHE) remain the two main injury categories.

CUPW highlighted that there is still a lot of intimidation by supervisors to ensure that injuries on duty are not reported. CPC confirmed the need to continue to work jointly, including with the team led by Danny Goddu, Director, Health and Safety, to avoid these behaviours. There is a need to ensure that the Early Intervention Kit, now deployed across Canada, is used effectively by supervisors. They must also know how to differentiate between the kit and the Frequently Injured Employees Program. CPC suggested doing a mid-year update to see if an improvement was observed.

CUPW asked if the 5 days and less accommodations mentioned in the early intervention kits given to employees are recorded in the Incident Management System. CPC responded that these accommodations, related to first aid and aches and pains, should be, but that they are not included in the report presented today.

CUPW reminded CPC that there is a national grievance against accommodations without a medical certificate as mentioned in the early intervention kit.

CUPW inquired if supervisors receive a bonus related to injury on duty statistics. CPC responded they don't, but this is a priority for the corporation.

CPC noted that slips, trips and falls are increasing for Group 1 employees in plants. There were 119 reported incidents in 2022 compared to 98 reported incidents in 2021. CPC suggested that special attention should be paid to this issue.

CUPW asked if those incidents occurred in specific locations. CPC will review the data further and provide CUPW with the information.

CPC noted the same downward trend for Group 2. Many incidents occur during mail delivery. We must continue to raise awareness and find effective ways to reduce the number of such incidents.

CPC presented the new chart representing claims for slip-resistant footwear. This is a new feature based on the changes made last fall to provide refunds for snowflake-rated boots. It shows the number of CUPW employees by region who claimed partial or total refunds for slip-resistant footwear. CPC thought that communication about the refunds under this program could be improved. CUPW agreed with this reimbursement program but reminded CPC that the purchase of this type of boots is done on a voluntary basis as outlined in a letter of agreement between the parties to avoid it becoming a contractual obligation.

CPC stated that for Group 3 and 4 employees, the good work done since 2018 on musculoskeletal injuries is being maintained through awareness campaigns.

Action items:

- CPC to analyze the data for Group 1 and provide CUPW with more details.

5. Ergo job aids and Microlearning videos for MSI for RSMC

Presenter(s): Abbi Slater

Presentation: Ergonomics NJHSC 2023.pptx

CPC presented short Microlearning videos they developed for RSMCs as well as new job aids to reduce Manual Material

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Handling injury and MSI. The purpose of these videos is to reaffirm existing ergonomics practices and process as a result of several requests received from LHSCs.

Discussion:

CPC explained that the first video on loading/unloading vehicles is a trial. If employees like it, they will develop additional RSMC microlearning videos on requested topics. The goal is to make these videos usable by all other employees.

CUPW asked if the video can be displayed on TV that more and more offices have. CPC responded that the video is on the CPC YouTube channel and on the MIS MIH website in the ergonomic section, which has been made more visible and easier to find. The idea is also to put a QR code on the driver safety poster that will be deployed shortly. CUPW reminded CPC that any visual production done domestically must first present the script to the union for their feedback on the content.

CUPW asked what an industrial athlete is in the job aid "Industrial Athletes and Footwear Recommendations". CPC explained that this refers to an employee who, like an athlete, fulfills a set of manual and/or physical skill requirements (i.e. walking long distances, working on their feet for extended periods). The footwear recommendation comes from a kinesiologist.

CUPW noted that the French translation of the job aid Dual Satchel and Taxis is not explicit. CPC clarified that the job aid is intended to help employees handling a fully loaded dual satchel when using taxis.

CUPW asked if the job aids are published. CPC confirmed they are still in draft and invited CUPW to provide feedback.

CUPW asked which LHSCs have requested these micro-learning videos. CPC stated that one request comes from Atlantic, and one is from Ontario. CPC will verify the exact locations and confirm with CUPW.

CUPW emphasized that they want to see the videos and scripts before they are produced. CPC agreed that the next scripts will be submitted in advance.

CUPW liked to have the video in the form of a cartoon so as not to target anyone and asked if the voices are those of CUPW members. CPC confirmed no.

Action items:

- CPC will check the exact LHSCs that have asked for the video.

6. Reaching Device V4 prototype

Presenter(s): Jean-Luc Hamel/Margo Ratcliffe/Gurlal Mann

Presentation: 06-NJHSC Rural Reaching Device v4_Feb23_EN.pptx

CPC presented the version 4 of the rural reaching device. The goal of this new prototype is to facilitate its handling while keeping it as safe, if not safer, than the V3. The main new feature is that the V4 will be self-adjustable, so that no tool is required for adjustments. CPC's goal is to make it more accessible to Operations, RSMCs and OCREs. They intend to provide a reaching device at each depot requiring it where employees can share it.

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Discussion:

CUPW expressed concern about sharing this tool among employees. If the equipment is shared, it means it must be adjusted each time a new employee uses it. As a result, there is a risk that employees will not properly fit the tool to their car seat, which could create discomfort or even pain later on. CUPW also noted that small plastic dots on the armrest can put pressure on the arm and suggested other solutions be considered.

CUPW appreciated that CPC simplified the installation and removal process by replacing the cobra belt with a simple hook and ratchet mechanism, but the new metal hook could tear the fabric of the car. CPC suggested putting protective rubber around the hook.

CPC suggested meeting with CUPW NJHSC members at Head Office to test this prototype to check if adjustments need to be made before sending to pilot sites.

CUPW noted that the V4 prototype is heavier than V3, although smaller likely because of sheet metal LFT Container. CPC clarified to CUPW that the V4 prototype is heavier because of the 3D printed components (Base and side container) which have higher density and the goal is to have final version of the RSMC V4 container securing device's base and other 3D printed components to be made of plastic. However, CPC mentioned that the LFT container will remain sheet metal.

CPC acknowledged that the most important part of the training will be from an ergonomic point of view to have the reaching device correctly installed by RSMCs in their car.

CUPW stated that many employees are currently using the V3 when they are not properly trained. So CUPW is concerned that if V4 is rolled out to depots, this issue will become more and more recurring.

With respect to training, CPC explained that they are currently focusing on what they need to provide for the pilot. They intend to test it in 20 sites. At the end of the pilot, a survey with a QR code will be sent to the participating RSMCs so that they can provide their comments.

CUPW confirmed that they have received the list of sites for the pilot. Before delivering training to the sites, CUPW requested to review it. CPC confirmed that they will not develop any new digital training for RSMCs until the pilot is completed. Pilot site training will be delivered in person at each site.

CUPW indicated that they want to review the training planned for the pilot at each site. Therefore, they will need to be informed of the dates and locations in advance. They suggested that training could be given to all employees in one place. CPC will consider this recommendation, but the goal is to ensure that every employee using the V4 is completely comfortable with the tool. This is why CPC believes that delivering training to each person is the best solution.

For pilot participants, CPC is targeting some users of the V3 to compare to V4. CUPW requested to participate in the selection of V4 users. Abbi suggested selecting employees of different sizes to get a good range from an ergonomic point of view.

Action items:

- CPC to meet with CUPW at Head Office to test V4 prototype.

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7. Incident Management System (IMS) replacement

Presenter(s): Michael McCaw

Presentation: 07-IMS update - NJHSC 23 Feb 2023_e

CPC provided an update on the new Incident Management System (IMS) being developed, as well as the planned changes over the next years. The first phase of the plan, to be launched in September 2023, is to replace the current IMS core elements to modernise the tool and to make it more user-friendly. As part of this update, CPC will replace the Supervisor Incident Investigation Report (SIIR) by the Hazardous Occurrence Investigation Report (HOIR) to meet regulatory requirements. The second phase, scheduled for October 2024, will be to implement additional functionalities related to LJHSC activities, Emergency response drills, Risk assessment and Hazard reporting.

Discussion:

CPC explained that they want to ensure the new IMS will have key concepts such as easy of use, include actual and potential injuries to pay more attention to these near misses, ability to attach multiple incident tags, ask the relevant questions at the right time.

CUPW asked if the LJHSC will be involved in the investigations of workplace harassment and violence (WHV). CPC explained that they are in the process of creating the WHV section based on the process to be applied. If it is an informal incident (such as client violence), then the investigation will follow the normal incident process and therefore the LJHSC will participate. If the workplace violence incident occurs within the company between two employees, then the internal investigation will be managed by the team leader.

CUPW requested a system demo during User Acceptance Testing.

CPC mentioned that the new HOIR will look different for LJHSC members. This new report should be included in the LJHSC training and communication should be made to all LJHSCs in advance. CUPW wants to ensure that this report will always be reviewed and signed by the parties involved in the investigation. CUPW reminded that following the signature of the report 3 copies must be provided to the union. One for the LJHSC, one for the local and one for the CUPW member.

CUPW wanted to review this new system so CPC proposed to arrange a demo with different scenarios.

CPC indicated that the new system will trigger alerts to meet the compliance deadline to submit the report. CUPW suggested having a section in the system that saves the date the documents are sent to ESDC.

CUPW asked what the main reason is why the SIIR report is being modified. CPC explained that this is to align with regulatory processes. All other industries submit this HOIR. CPC is the only one submitting a different report. CPC reiterated that the main change from SIIR is the layout of the report.

Action items:

- CPC to arrange a demo of the new IMS system.

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8. Small FootPrint Robotic Packet Sorter

Presenter(s): Stephanie Lepine

Presentation: 08-SFRPS_NJHSC_FEB2023

CPC presented the Small Footprint Robotic Packet Sorter project, which intends to reduce MSI injuries associated with manual sortation.

Discussion:

CPC explained that they found different technologies available on the market and selected two of them. The technology of the first vendor is currently set-up in CPC's test lab until the end of March, and the second one will be tested between mid-April and mid-May. The two sorters are similar, small and compact. The Committee was invited to the test lab to examine them.

Action items:

- CPC to revert with some date to review the two sorters at the test lab.

9. Emergency Preparedness Program – Update

Presenter(s): Catherine Bernard

Presentation: 09-Emerg Preparedness Update Feb 2023.pptx

Attendees were provided with an update on the Emergency Preparedness Program presented at the November 2022 NJHSC. Updated or newly created documents for this program were sent to the NJHSC on February 9, 2023, for review. CPC is currently in the process of developing roll-out material that will explain, step by step, the use of the Emergency Procedures template.

Discussion :

CUPW asked how far the emergency simulation tabletop exercises would go, including whether a post-exercise debrief has been proposed to discuss and share lessons learnt.

CPC noted this item and will add issues related to post-event management. All of this implementation material will be sent to CUPW for review when the documents are ready.

CPC explained that the sites for initial implementation were selected in collaboration with JLL and Operations. All sites confirmed their willingness to participate in the pilot, except Keswick Depot, ON, which has not yet responded. Each site will have approximately one month to develop and test the new plan before a national implementation.

CUPW asked if the LHSCs from the selected sites had been notified. CPC will verify that notification has been sent, although this detail had been included in the instructions sent to the selected sites.

Action items:

- CPC to send the implementation material.
- CPC to ensure that the LHSCs of the selected sites are notified.

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10. Maintenance update

Presenter(s): Catherine Bernard/Jorge Aguirre

Presentation: 10-2023-02 Maintenance Safety Program Update en.ppt

CPC wanted to draw the Committee's attention to the fact that they would like to formalize on MISMIH the Maintenance Monthly Safety Campaign. These were originally launched as part of the Maintenance Health and Safety Improvement Plan, similar to the Safety Calendar for Operations, but will now be formalized nationally by posting them on MISMIH using the same approach as the Seasonal Awareness packages. CPC will send them to CUPW when ready for review.

The second topic CPC would like to update the Committee is the Working at Height program presented to the Committee in February 2022 because the direction of the project has evolved to provide more concrete tools to the Maintenance team above and beyond the initially planned national templates for fall protection and rescue plans.

Discussion:

CPC stated that the next steps of the plan will be to contact CUPW volunteers, previously identified by CUPW, provided that CUPW is comfortable with the adjusted plan. CUPW confirmed that this is the case and agreed that CPC contact these volunteers.

CUPW inquired if volunteers will be working overtime. CPC responded that the review of the draft documents and plans will be done during normal shift hours.

CUPW asked if the Working at Height permit is federal or provincial. CPC explained that the permit is not a regulated requirement, simply a requirement of the CPC Working at Heights policy. The legal requirement is to have fall protection plans. CPC is currently using the Working at Heights permit to document its fall protection plan. The permit is currently valid for up to six months once issued.

CUPW asked if there are any steps that will be taken to ensure that the updated plan reflects the specifics of working at heights at the new Albert Jackson site. CPC confirmed that they are working closely on this, and that any outcome of this initiative will be applied to Albert Jackson.

CUPW suggested to consider using maintenance workers (Chris Richard and Richard Smith) to participate in the working at heights review for Albert Jackson since there is no LHSC yet at this facility.

Action items:

- CPC to send packages for maintenance when ready.
- CPC to contact the volunteers for their review of the documents.
- CPC to contact the maintenance workers at Albert Jackson once the working at heights documentation has been received from the supplier.

11. New on-line training

Presenter(s): Kevin Kernohan

CUPW expressed concerns that more and more trainings are now online, such as Retail, MMHE and Maintenance, while

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CUPW requests that they should be delivered in class as it was pre-COVID.

CPC will reach out to relevant teams for Retail and Maintenance trainings, for more background and context and will come back to CUPW.

CUPW required that the agreement in place before COVID, i.e. in-person training, should be resumed.

CPC suggested a follow-up meeting on retail training with Kathryn Pitcher and the CUPW retail representative.

CUPW stated that an agreement has been reached with the corporation for the digital MMHE safety refresher that this would be proctored by CUPW member trainers as per article 33.11 (c) of the urban collective agreement rather than self-guided. CUPW referred to the 2017 National Policy Grievance. CPC did not agree with this statement and agreed to discuss this offline.

Action items:

- CPC to revert with more background and context to CUPW about the trainings.
- CPC to set-up a meeting on retail training.

12. Merging of the Workplace Harassment and Violence Prevention Policy and the No Discrimination/No Harassment Policy

Presenter(s): Rachel Jaggernaut

Canada Post's Workplace Harassment and Violence Prevention and Human Right's teams have developed a final policy draft to merge the Workplace Harassment and Violence Prevention Policy and the No Discrimination/No Harassment Policy that was shared with CUPW by email on February 16, 2023.

Discussion:

CUPW questioned the necessity to merge these policies and expressed concern about the impact of the merger. CUPW's position is to keep the two policies separate for clarity and ease of management.

CPC confirmed that they will merge the two policies. The merging of the two policies will provide a more streamlined process to handle complaints of workplace harassment, violence and discrimination and will align with the process outlined in the Workplace Harassment and Violence Regulations.

CPC requested CUPW provide feedback on the new policy draft following the meeting held on January 27, 2023 in writing by February 28, 2023.

CUPW reserves the right to determine if any actions will be required in the event that this becomes contentious with CPC.

Application of the process:

In response to questions about the application of the existing process, Canada Post recommended inviting representative from field team responsible this to a future NJHSC meeting.

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Action items:

- CPC to invite field team to explain the current application process.

13. Year 2 of the Psychological Health&Safety pilots - update

Presenter(s): Carolyn James

Presentation: 14-CUPW NJHSC Feb 2023-En(003)

An update on the Year 2 of the Psychological Health and Safety pilot was provided. The 5-year Mental Health Strategy plan, developed in collaboration with Mercer, uses the National Standard for Psychological Health & Safety. 11 pilot sites were identified for launch at the team leader level in 2022, followed by employee-level engagement in year 2. Communications, and surveys will be introduced to this end, and focus groups will be utilized to gain a deeper understanding of risks and areas of opportunity which will then lead to development of action plans to address areas of concern.

Discussion:

CPC wanted to inform CUPW of a downscale to include only LJHSC members and H&S Representatives rather than all employees for the year 2 of the pilot as originally planned. Indeed, it was determined that participants needed more time to familiarize themselves with the tools and wanted to devote more time on the implementation phase of year 1. The initial request was to hold off on the year 2 with all employees but the final consensus is to include only LJHSC members and H&S representatives.

LJHSC members and H&S Representatives participating in the risk assessment pilot will have the opportunity to complete the Guarding Minds at Work Survey presented to the Committee in February 2022.

14. LJHSC training on psychological health and safety

Presenter(s): Carolyn James

Presentation: 15-WMH - What Health and Safety Committee Should Know - for Canada Post

Pillar 2 "Building capabilities" of the 5-year Mental Health Strategy plan is related to mental health training. The initial thought was to have a suitable training for LJHSC members, but it was recognized that the proposed training was more focused on the mental health side rather than the Psychological Health and Safety side. It is therefore more suitable for social stewards than for LJHSC. As a result, CPC has identified a new LJHSC training developed and delivered by Workplace Safety & Prevention Services (WSPS) and is seeking feedback on the training prior to its implementation.

Discussion:

CUPW asked if the WSPS website is available in French as it appears that it is not. CPC will check but confirmed that the training will be delivered in French.

The Committee asked if the training would be virtual, online or in person. CPC responded that all these options are available, but that in person training can only be offered in certain areas, at no additional costs in cities such as Toronto, Ottawa and Montreal. Currently, CPC expects to do it virtually led by WSPS.

CUPW questioned what the plan to train their members is. CPC explained that the plan is to offer virtual training based on WSPS availability. The training will be strictly for LJHSC members participating in the risk assessment pilot. H&S

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Representatives will not receive this training.

CUPW noted some inconsistencies in the French training material with some slides being in English. CPC will check the French training material provided with WSPS.

CUPW asked why CPC does not work with Mental Health Canada, which provides a lot of support and training. CPC explained that there is a difference between mental health, mental illness and psychological H&S. One of the H&S role of CPC is to look at the psychological hazards in the workplace, which is addressed through WSPS training.

CUPW inquired if CPC intends LJHSC to help people with psychological needs instead of the Social Stewards. CPC responded that the role of the LJHSC is to focus on prevention of hazards and the goal is that they also identify psychological risks, especially since there are no Social Stewards on all sites. CUPW expressed concern that psychological issues could be handled by the LJHSC, which is composed of CUPW employees and APOC members representing management. This could lead to conflicts of interest.

CPC suggested scheduling a French training session in-person with the Committee Representatives first. CUPW is really interested in attending. CPC will check WSPS availabilities and will provide a date for French training.

CUPW noted that the references to legislation in the training material is for Ontario only. CPC responded that this has been already discussed with WSPS, who will be adapting some of the slides to reference to Canada Labour Code.

CUPW asked if the training will be done inside or outside of working hours. CPC confirmed that the training will take place during the work hours and will last one day.

CUPW considers it necessary to work collaboratively with social stewards who are adequately trained to confidentially guide those with psychological needs.

Carolyn indicated that she would like to visit some sites with social stewards to discuss their role. She asked for suggestions of locations to visit.

Social Steward topic and relationship with LJHSC to be discussed at the next NJHSC.

Action items:

- CPC to check the French training material provided with WSPS.
- CPC to provide a date for French training with CUPW NJHSC members.
- CPC to add social steward topic and relationship with LJHSC at the next NJHSC.

15. Psychological Health and Safety Microlearnings 2023

Presenter(s): Carolyn James

Presentation: 16-Micro-learning plan 2023 Feb 1

The focus in 2023 of the microlearnings is work-life balance, one of the thirteen factors of the national standard for psychological health and safety. It is also one of the first factor that emerged from the risk assessment pilot.

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The first topic "How is your work-life balance" is designed to give people the opportunity to self-assess.

CUPW will review the document and will respond to CPC by Monday February 27th at the latest.

16. Project Tracker

Presenter(s): Sohail Mirza

Presentation: 17-NJHSC Project Tracker (Feb'22)

This is a standing item providing both parties an opportunity to discuss the new CPC Pilot projects and provide updates on regular projects.

Discussion:

1. Cardboard Monotainers:

CUPW requested an update on the Cardboard Monotainers Assessment. CPC explained that the team is testing a new design.

2. Menstrual product:

CPC provided CUPW with the dispenser selected for menstrual pilot product and suggested booking a meeting with CUPW, for more specific follow-up on this project. CPC confirmed that all sites that will be testing the dispenser are already identified.

3. Carabiner:

CPC explained that Carabiner is a very small project to use a small hook to attach tags to the mono instead of using tie wraps, and the Vision scanner pilot is a new technology similar to new ring hand scanner. CUPW asked if this project will be presented at the National Consultation and CPC confirmed it will be.

CUPW raised a comment on the Region/site column of the spreadsheet. They believe this column should reflect where the pilot is being tested. CPC will amend the column information when needed.

CUPW asked if an additional column in the Pilot tab can be added with the notice date.

Action items:

- CPC to fix a meeting with CUPW on the menstrual pilot product.
- CPC to amend information in the column Region/site
- CPC to add a column with the notice date in the Pilot tab.

17. Smith Driver System Safety Training rollout for RSMCs

Presenter(s): Cassandra MacKinnon

An update on the RSMC online collision avoidance training was provided. The training is a 60-minute mandatory online course once for all RSMCs, OCREs and permanent reliefs. The training is not vehicle specific and will be available through the learning zone. A mailer will be sent to the RSMC home to explain how to connect to the training.

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Discussion:

CUPW asked if RSMCs will need to complete the training at home. CPC confirmed that this will be done at work on CPC laptops.

CUPW inquired if RSMCs will be paid for training, which CPC confirmed. The MOA has been submitted to CUPW and are awaiting signature. No communication will come out until the MOA is signed.

CUPW stated that SMITH training in person is great but should not be delivered online. CPC agreed that in-class is the best option for this training.

CUPW stated that SMITH training in person is great but online is not as good as the in-class training. CPC agreed that in-class is the best option for this training. This will be the next phase and will come back once plan is determined. Following the recent fatalities online training will allow this group to receive training quickly.

CPC shared a draft postcard will be sent to all RSMC's at home and will include an Ergonomics link to safe lifting practices. Poster will also be posted in depots for awareness. CPC will share the final version of poster with CUPW.

Action items:

- CPC to share the poster

18. Pallet assessment tool and Cardboard Monotainer Best practices

Presenter(s): Committee Members

There have been deviations from the correct procedure to be used when cardboard monotainers received by the SCP are not secured to the pallet.

Following the update of the various working tools on best practices for cardboard monotainers, the Committee wants to ensure that Montreal and all the other sites across Canada are reminded of the correct procedure to be used.

CPC agreed with the request and will send out a reminder.

CUPW asked about the consequences if the procedures were still not followed. CPC responded that they would get back to the team and follow up in April if corrections were not made.

Action items:

- CPC to provide a reminder on the best practices procedure for cardboard monotainers.

19. NJHSC budget / Appendix DD

Presenter(s): Committee Members

CPC indicated that training fees have increased primarily due to the delay. To date, the amount is CAD 179,900.

Action items:

- CPC to send the fee details.

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20. Open items:

Presenter(s): Committee Members

Round 1. Lever for CMBs:

CUPW explained that employees in Atlantic and Ontario have received a tool to help them open the new BPCOMs. CPC will investigate to verify whether it is a corporate-issued tool. CUPW refuses to allow employees to use tools other than keys to open the BPCOMs and requested that this tool be removed.

Round 2. Automated Guided Vehicles (AGV):

CUPW asked about the status of the investigation launched to determine the causes of the collision between the two automated guided vehicles at the Léo-Blanchette facility in Montreal. CPC confirmed that the investigation has been completed and will verify that the results have been communicated to the LJHSC. CPC explained that the incident was due to a camera blind spot, and that the vendor has been asked to identify a solution to correct this issue.

Meetings Held in 2023:

February 23 (X)	April 27 ()	July 6 ()	September 7 ()	November 9 ()
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