

1.877.537.9063 safety@amhsa.net

**AMHSA**  
Alberta Municipal Health and Safety Association

About Us Safety Training Online Training COR & Auditing

**All Cities Safety Council Meeting**  
June 10 2020  
Via Zoom

**Impairment in the Workplace Workshop**

IMPAIRMENT IN THE WORKPLACE WORKSHOP: AIRDRIE  
Join us for a complimentary "Impairment in the Workplace" workshop for members - September 25 in Airdrie

Online Courses News And Events Quick Links

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All Cities Safety Council Meeting  
June 10, 2020 – 10 am  
Host: Via Zoom Meeting

**AGENDA**

9:45 – 10:00	ZOOM SIGN IN, VIRTUAL COFFEE & NETWORKING
10:00 – 10:15	INTRODUCTIONS AND WELCOME Craig Hrynchuk, Executive Director <ul style="list-style-type: none"> <li>Safety Moment</li> <li>Welcome &amp; Participation Introductions</li> </ul>
10:15 – 11:00	AMHSA MUNICIPAL MEMBER DATA TRENDS Craig Hrynchuk & Mike Lowes
11:00 – 11:15	PARTNERSHIPS UPDATE, AUDITING Q&A Miranda McLay – Welcome back! AMHSA Team
11:15 – 11:25	Break
11:25 – 11:40	WORKERS' COMPENSATION BOARD – ALBERTA UPDATE Kim Barich
11:40 – 12:00	AMHSA – YOUR ASSOCIATION 2020 Projects update 2021 Association Planning & Input Craig Hrynchuk & Scott Lyall
12:00 – 12:30	VIRTUAL LUNCH AND NETWORKING BREAK OUT ROOM
12:30 – 2:00	ENERGY-BASED HAZARDOUS ASSESSMENTS Dr. Matt Hollowell <a href="https://www.colostate.edu/fac/cra/dr-matthew-hollowell">https://www.colostate.edu/fac/cra/dr-matthew-hollowell</a>
2:00 – 3:15	INFORMATION SHARING – ROUNDTABLE CONTINUED
3:30	ADJOURNMENT and NEXT MEETINGS December 1, 2020 – Cambridge Hotel, Red Deer or ZOOM (TRD) If you are willing to host in 2021, please contact Terri at <a href="mailto:terri@amhsa.net">terri@amhsa.net</a>

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**Projects update  
and  
Your Association**

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**Psychological Health**  
IMPACT GROUP

**Board of Directors Program  
Update/Overview**

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## What has changed in the landscape for Alberta municipalities

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## Psychological Health and Safety Support

Psychological Health and Safety Competency Profile

**Core**

**Secondary**

**Strategic Support**

Benchmarking

Implementation

Coaching

**Psych Safety Toolbox**

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## Impact Program 2.0 year 1 Roadmap

Professional Training	Strategic Support
June 24/25	At your pace (July 2020 to May 2021)

Psychological health and Safety Foundation

Benchmarking

Coaching

Implementation

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## Strategic Support

Two-day Foundation course	Data Collection	Strategic Foundation	Implementation
<ul style="list-style-type: none"> <li>How to design, develop and deliver a PSHSMS program</li> <li>Foundational elements of a strategy</li> </ul>	<b>Mental Fitness Index</b> <ul style="list-style-type: none"> <li>Custom link for MFI*</li> <li>1 hour results presentation (HR)</li> <li>1 hour results presentation (SLT)</li> </ul>	<b>10 hours of coaching</b> <ul style="list-style-type: none"> <li>5 – 1 hour webinars to cover key elements of plan</li> <li>5 hours of ad-hoc coaching</li> <li>Quarterly community calls</li> </ul>	<b>Leader foundation training (90 min)</b> Micro-skill bank (2): <ul style="list-style-type: none"> <li>Effective communication</li> <li>Insulating managers for suicide</li> <li>Insulating managers for crisis</li> <li>Insulating managers for anger</li> </ul>
	<b>Employee Scorecard*</b> <ul style="list-style-type: none"> <li>One day online meeting</li> <li>1 hour results presentation (HR)</li> <li>1 hour results presentation (SLT)</li> </ul>	<b>Strategic document</b> <ul style="list-style-type: none"> <li>5 hours of review of strategic plan</li> </ul>	<b>Employee foundation training (90 min)</b> Micro-skill bank (2): <ul style="list-style-type: none"> <li>Gratitude</li> <li>Insulating for anxiety</li> <li>Grief and loss</li> <li>Social Connection</li> <li>Understanding stress</li> </ul>


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### Impact comparison breakdown


Component	Impact v1	Impact v2
<b>Number of maximum participants</b> (avg value = \$1,250/participant)	3	10
<b>Mental fitness Index</b> (avg value = \$20K)		
• Custom URL	x	✓
• Survey customization	x	✓
• HR/OHS summary report / presentation	x	✓
• Technical report and Advanced analysis	x	✓
• Senior leader report / presentation	x	✓
<b>Employee Experience Scorecard</b> (avg value= 15K)		
• Online review and facilitation of organization cost metrics	x	✓
• Online review and facilitation of investment metrics	x	✓
• HR/OHS summary report and presentation	x	✓
• Senior leader report / presentation	x	✓



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### Impact Comparison breakdown


Component	Impact v1	Impact v2
<b>Strategic Coaching</b> (Avg value= 20K)		
• Five 1 hour facilitation of core elements of strategic plan	x	✓
• Support in developing final strategic plan (5 hours)	x	✓
• Community interaction (1/quarter)	x	✓
• Ad-hoc coaching (five 1 hour sessions)	✓	✓
<b>Training for municipality</b>		
• Recorded webinar bank	✓	x
<b>Live Virtual People Leader Training</b>		
• Foundational Training (avg value= \$5,000/ workshop)	x	✓
• Two Leader micro skills (avg value= \$2,500/ workshop)	x	✓
<b>Live Virtual All Employee Training</b>		
• Foundational Training (avg value= \$5,000/ workshop)	x	✓
• Two Mental fitness micro skills (avg value= \$2,500/ workshop)	x	✓



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### Impact Comparison breakdown


Component	Impact v1	Impact v2
<b>Additional Psychological health and safety certification core courses*</b>		10
• Psychological Health and Safety 101 (value= \$1250/participant)	x	✓
• Mental health, Stress and resilience (value= \$600/participant)	x	✓
• Respectful Workplace (value= \$600/participant)	x	✓
• Program Evaluation and Measurement (value= \$600/participant)	x	✓
• Social Connections (value= \$600/participant)	x	✓
• Influencing Behaviour Change (value= \$600/participant)	x	✓



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### Training breakdown

<ul style="list-style-type: none"> <li>Foundation Module                             <ul style="list-style-type: none"> <li>2 days</li> <li>12 hours of classroom time</li> <li>2 hours pre-work</li> <li>4 hours homework</li> <li>Live zoom or in person</li> </ul> </li> <li>Core Training                             <ul style="list-style-type: none"> <li>1 day each</li> <li>6 hours of class time per training (30 hours total)</li> <li>1 hour pre-work</li> <li>3 hours home work</li> <li>Live zoom or in person</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Qn] E j l afk#Bv] v] t                             <ul style="list-style-type: none"> <li>• ; l - f f e f d e n j v e j</li> <li>• Qn j r j # f e s h u n # e &lt; e E j f i k " a v p a i j i</li> <li>• E j j r n n i j a d i f v j t</li> <li>• [ ... # i E . f i j j ] j u i i i i E E - # &gt; n</li> <li>• [ ... # i E . f i j j f i j # E f i j</li> <li>• [ ... # i E . f i j j E - n ] &gt; E f i j</li> </ul> </li> <li>• a &lt; f i E j r j # f i j # a v i i # e s a f f f k s e f i j e - &lt; j i n e j v                             <ul style="list-style-type: none"> <li>• M M S # i - &lt; j a i s e s # 9 Q B Q # f e t f a - #</li> <li>• ; r u i j a j e f i j n j ; f a f E j # e # j a j k j l # M j E e e</li> <li>• 2... r u i j a j e f i j n j ; f a f E j # e # j a j k j l # M j E e e</li> </ul> </li> </ul>
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**Competent Psychological Health and Safety (PHS) Leader**

June 24 & 25  
Interactive Workshop delivered via Zoom

Powered By: **AMHSA** and **Howatt**

12 CPD Hours

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### AMHSA 2020 Strategic Business Plan – Q1 Scorecard

**Values:** To be the recognized leader of municipal safety excellence and an innovative provider of education programs

**Mission:** To promote quality Health and Safety Management Systems (HSMS) by delivering excellent customer-focused safety education and consultation services

Strategic Goals	Injury/Illness Prevention	Member Advocacy	Effective HSMS	Customer Excellence	Accountability	
<b>Strategic Results:</b>	<b>2020 Prevention Campaigns</b> Member Data Drive WCB Iron Key OHS Compliance Orders Potentially Serious Incidents (PSI)	<b>Municipal Representation</b> OHS Subsidies Monitor/Communicate Changes Creative Sentencing Awards OHS Strategic Steering Committee	<b>Act as Certifying Partner (CP)</b> Working Group Participation ISO 45001 Alignment Training and Standards Same Small & Large Employers	<b>Member Value/Trust</b> Strategic Partnerships Obtain Customer Insights Relevant Products and Services Customer-Centric Processes	<b>Support OHS Strategies/KPI</b> Top OHS System Priorities Support New CP/ISA Psychological Health Impact Group	

Strategic Objectives and Strategy Map	Measures	Target	Status	Outcome/Initiatives	
<b>Financial</b>	- Reduce Non Value-Added Costs - Increase Value Retention Levy - Increase Revenue	- Operating Expenditures (OxEx) - Special Projects Expenditures - WCB Association Balance	- To budget - 4% - \$1.8M	- Green - Yellow - Red	- Cost control strategies working - Projected 3-year budget deficit of 6% - Uncertain data in member invoice savings
<b>Customer</b>	- Improve Customer Experience - Increase Awareness as Industry Leader	- Leadership in Mental Health - Customer Excellence	- 1,000 people receiving message - Rating/Feedback	- Green - Yellow - Red	- 3 Campaigns in OHS System Priorities - Workplace Mental Health Workshop - Mental HR – Impact Group, Veterans Anti-Bullying Campaign - Mental Health First Aid - Positive score on feedback surveys, H&S Action Report - Q1 Responder: 78 eBates (41% open rate) - New Covid-19 Resource webpage - COVID Audit meeting group
<b>Internal Process</b>	- Improve Internal Efficiency - Increase Acquisitions - Increase Knowledge Sharing - Improve Product Service Offering	- Begin Tracking of Project Time - Creation of AMHSA Project Charter - Critical HR Policy Updates & Focus - Implementation of Radical Center	- Q1 Implementation - Q1 Implementation - Q2 Implementation - Q1 Implementation	- Green - Yellow - Red	- Internal AMHSA accrual has begun - Project Charter completion in use - Vacation, Stress, AWS, Telecommuting Policy - Used at One AMHSA and 1st Meeting
<b>Organizational Capacity</b>	- Increase Employee Expertise - Optimize Technology - Optimize Human Capital - Improve Thought Leadership	- Implementation of Main Dig Structure - Temp FT Learning & Dev. & LMS Specialist, 2 Summer Students	- Q1 Implementation - Q1 Implementation	- Green - Yellow - Red	- New Main Dig Structure implemented - Recruitment Complete Q2

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## 2020 Deliverables Update

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## 2020 Deliverables Update

### Tactics for Maintaining Mental Fitness During the COVID-19 Pandemic

AMHSA, CSSE, Howatt, AMBA

Upcoming Events

<b>Supporting Others Webinar</b> Tuesday May 19, 2020 10:00AM MST (8:00PM EST)	<b>Work 2.0 Reboot Webinar</b> Wednesday May 20, 2020 2:00PM MST (8:00PM EST) - 3 Hours
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**2020 Deliverables Update**

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**Joint North and Southern Alberta Impairment Safety Council**

**Impairment in the Workplace Workshop**

April 9, 2020

IMPAIRMENT IN THE WORKPLACE WORKSHOP, AIRDRIE

Join us for a complimentary "Impairment in the Workplace" workshop for members - September 23 to 24th

zoom

Online Courses | News And Events | Quick Links

Best Attendance ever via Zoom, 57 attendees!

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**2020 Deliverables Update**

Alberta Municipal Health and Safety Association

**RETURN TO WORK**

The Safe Restart Proposal

Howatt

MSI Musculoskeletal Injury

LINE OF FIRE SAFETY

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Ask the Expert: What a "relaunch" means to municipal & community services

AMHA VHEC RMA

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**RETURN TO WORK**

**Workplace Reboot 2.0**

Come join us **Thursday, June 18th** between **12:00 and 1:30 MST**

Sponsored by:

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**Injury / Illness Prevention Campaigns**

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## Psychological Health - Training

Mental Health Workshop	<b>Workplace Mental Health in Alberta</b> Creating psychologically safe workplaces in adverse economic times Join the interactive workshop and panel discussion facilitated by Dr. Bill Howatt AMHSA   Howatt   4 CPE Hours   9am - 3pm   March 12, 2020 - Edmonton
Mental Fitness Webinar	<b>Tactics for maintaining Mental Fitness during the COVID-19 Pandemic</b> Weekly 15-min Mental Fitness Micro-Skill Development Every Tuesday 10:00 a.m. to 10:30 a.m. MST FREE Webinar AMHSA   Howatt   CSSE
Impact Group	<b>Psychological Health IMPACT GROUP</b>
Mental Health First Aid	<b>Mental Health First Aid Canada</b>
The Working Mind	<b>The Working Mind</b>

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## Psychological Health

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**LINE OF FIRE SAFETY**

winter ready  
Seasonal Safety Initiative

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Live, work safely.

**Safety Programs Webinar**  
AMHSA 2020 Injury Prevention Campaigns in collaboration with its Strategic Partners.

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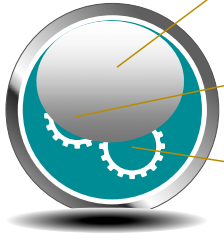
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## 2020 Prevention Campaigns – Data Driven



**WCB Iron Key Data**

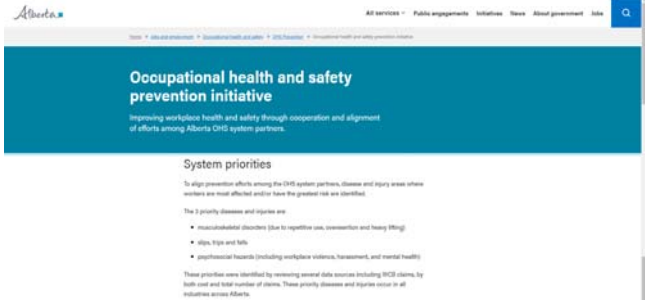
- Musculoskeletal Injury (MSI)
  - 7 MSI Risk Factors
  - Office and Field Components
  - Winter Hazards & Slips/Trips/Falls
- OHS Municipal Compliance Data (364)**
  - Hazard Identification/Assess/Control
  - Human Factors Introduction
- OHS Municipal PSI Data (338)**
  - Line of Fire (LOF)
    - Objects/Tools/Equipment
    - Occupation Positions/Demographics
    - Injury Types/Body Parts Injured (182)




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## 2020 Prevention Campaigns – Why?

Support Alberta Labour [Top 3 OHS Injury/Illness System Priorities](#)



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## Prevention Campaign Strategic Partners

- Campaign Materials 
- MSI/Ergonomic 
- Psychological Health 
- Human Factors/Energy Based Hazard Recognition 
- H&S SME (Line of Fire) 

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# MSI

Musculoskeletal Injury

What is Musculoskeletal Injury and how does it apply in your workplace



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### What is a Musculoskeletal Injury?

Musculoskeletal injuries (MSIs) are injuries affecting bones, muscles, tendons, ligaments and nerves, due to exposure to repetitive, forceful or awkward body movements.

**MSI Injury By Occupation 2017-2019**  
(Police, Ambulance, Fire Removal)

Occupation	MSI Count
Bus Driver/Tramway/Tram Operator	363
Public Works & Maintenance Work	351
Heavy Equipment Operator (Excavator)	202
Program Leader in Backport	157
Public Works Maintenance Repair Op	141
Heavy Duty Equipment Mech	114
Other Work in Proc, Mfg & Util	95
Janitor/Clean and/or Building Svc	93
Transport Truck Drivers	87
Coal Train Helpers & Shov	80

69% MSI Related, 31% Non-MSI

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### Risk Factors – Biomechanical and Personal

- Force**: Lifting, Carrying & Grip Force
- Vibration & Jarring**: Work performed with vibration
- Posture**: Reaching, Twisting, Kneeling, Squatting & Bending
- Cold Temperatures**: Work performed in cold temperatures
- Repetition & Duration**: Lack of variety over a long period
- Hot Temperatures**: Work performed in hot temperatures
- Contact Stress**: Pressing muscles and/or tendons on sharp or hard surfaces
- Personal Risk Factors**: Worker as a dynamic individual with controllable & uncontrollable personal risk factors

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### Upcoming Events

Ergonomics Program Implementation

Event	Day	Date	Time
Office	Thursday	September 24, 2020	8:30 AM
Field	Thursday	August 27, 2020	8:30 AM
Job Demands Analysis and how they fit into an MSI Program / Return to Work	Thursday	July 23, 2020	8:30 AM
Warm Up 101 - Program Workshop	Thursday	July 16, 2020	8:30 AM
Warm Up 101 - Program Workshop	Thursday	August 20, 2020	8:30 AM
Warm Up 101 - Program Workshop	Thursday	September 17, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	July 9, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	August 13, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	September 10, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	October 8, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	October 22, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	November 12, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	November 26, 2020	8:30 AM
Ergonomics AD HOC Group Coaching	Thursday	December 10, 2020	8:30 AM

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### LINE OF FIRE SAFETY

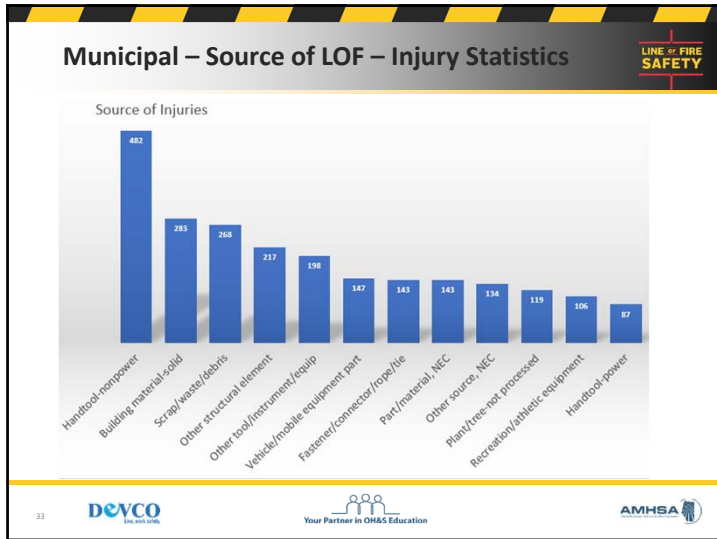
What is 'Line of Fire' and how is it defined in the workplace

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### What is 'Line of Fire'?

When you are at risk of coming into contact with a force your body cannot endure.

Line of fire is broken up into three mechanisms of injury by industry standards: **Striking Hazards, Crushing Hazards, and Stored Energy.**

**Hand Safety** is not considered a specific Line of Fire injury, but is so frequently encountered on the job site that we pay special attention to it during all activities in the Line of Fire Safety Program.

Striking Hazard

Crushing Hazard

Stored Energy

Hand Safety

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### Program Activities

**Striking Hazard**

Striking Hazards are the most frequent Line of Fire risk to workers. These are hazards that strike you, or that you strike against.

**Crushing Hazard**

This hazard is defined as being caught in, on, or under an object or between multiple objects. Many types of these hazards are also referred to as "pinch points".

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### Program Activities

**Stored Energy**

Energy Sources are always present. **Stored Energy** is "pent up" energy that can be released unexpectedly such as pressure or electrical.

**Hand Safety**

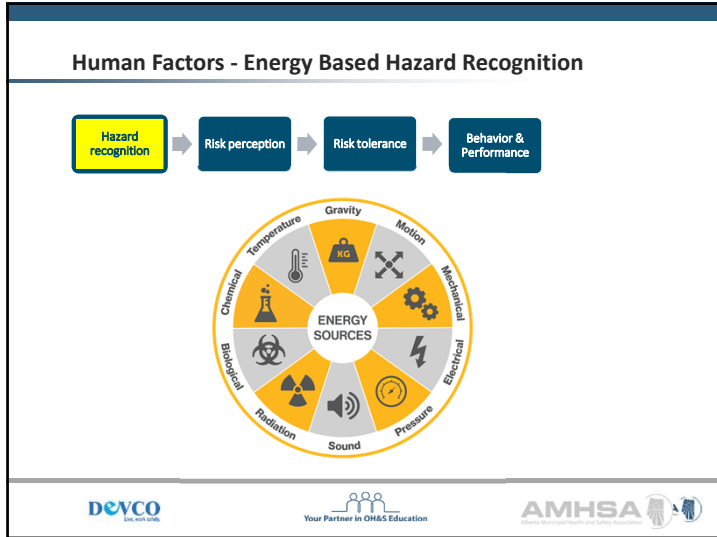
Hand Placement is critical when we are protecting our hands from hazards. Always be aware of where you are placing your hands on machinery or equipment.

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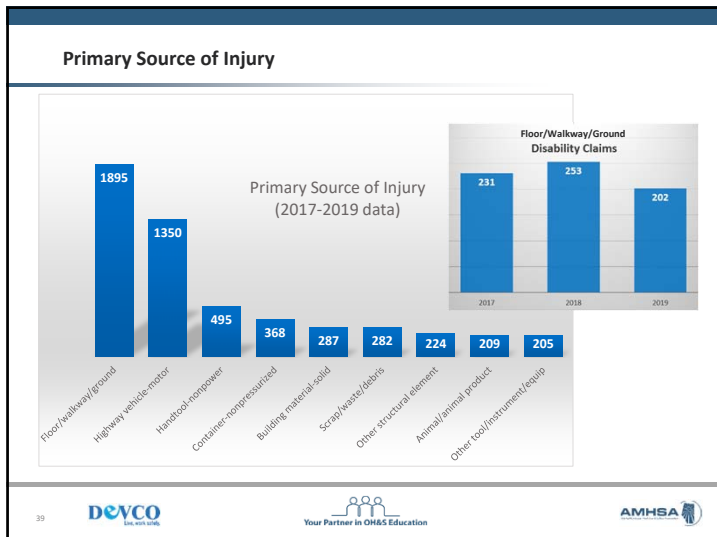
# winter ready

Seasonal Safety Initiative

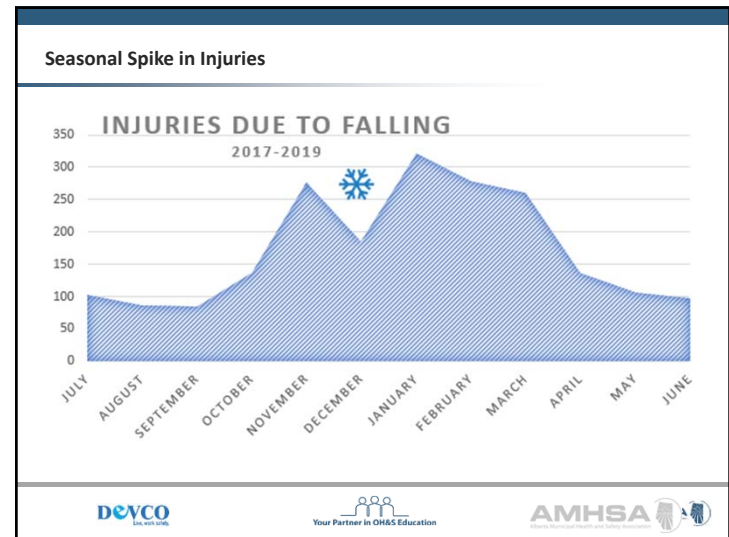
What is Winter Ready and how does it apply in your workplace

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**Program Activities**

**winter ready**  
Seasonal Safety Initiative

**Winter Preparedness**  
**Are you Winter Ready?**

As temperatures dip below zero, prepare your facility and workers for the different hazards associated with the colder weather.



**Walkways**  
**Indoors & Outdoors**

Conditions in the winter season change everyday creating unpredictable hazardous environments. It is important to recognize when a walkway is unsafe to prevent a slip, trip or fall.



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**Program Activities**

**winter ready**  
Seasonal Safety Initiative

**Winter Work**  
**Working & Travelling in Winter**

Safety doesn't end at the work site. Potential incidents can follow us to and from work but are typically easily mitigated with a small amount of foresight and preparation.

Prepare yourself and your vehicle and make sure people know your plans.



**Steps, Stairs & Ladders**

Changes in elevation are a major source of slips, trips and falls. Whether you are climbing or descending stairs, ladders or steps it is important to observe the area and understand and reduce the potential risks in front of you.



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**Program Activities**

**winter ready**  
Seasonal Safety Initiative

**Housekeeping**  
**Organization & Work Area Lighting**

Shorter days, ground cover and low visibility all contribute to slips, trips and falls in busy workplaces. Tools, equipment, and extension cords can all easily hide under a thin cover of snow, making it easy to trip even when lighting is good.



**Spring Ready**  
**Wildlife & Environment**

Winter is finally coming to an end. We can sense the change in the air and so can nature. Animals are coming out of their winter slumber, ice and snow is melting and a new set of safety challenges are coming our way.



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**Recommended Campaign Implementation**

While you can run our programs at any point of the year, the below implementation is suggested – **however your organizations needs/safety performance should dictate implementation!**

Within each program there are recommendations on implementing specific topics and activities so that the message is always fresh with saturating employees with too much information.



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## Safety Products

Reinforce your message for a successful Safety Initiative

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## What the Prevention Campaigns - ARE NOT

### A Poster Campaign!

- Posters, tent cards, stickers, etc. are promotional materials that support Injury Prevention Campaigns **and your HSMS**.
- General safety awareness is not an effective long-term strategy for injury prevention.
- Promotional materials are meant to sustain employee and organizational interest/relevance in the prevention campaigns as they are deployed over 2020.
- “One and done” safety topics rarely resonate with organizations and require ongoing reinforcement

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## Upcoming Safety Program Webinars

Thursday, April 23, 2020 Musculoskeletal Injuries (MSI) Webinar	
Tuesday, April 28, 2020 Safety Programs Webinar	
Wednesday, April 29, 2020 Musculoskeletal Injuries (MSI) Webinar	
Monday, June 15, 2020 Line of Fire Webinar	
Wednesday, June 24, 2020 Line of Fire Webinar	
Monday, September 21, 2020 Winter Ready Webinar	
Tuesday, September 29, 2020 Winter Ready Webinar	

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## AMHSA 2020

We are your Association.  
Please take this time to pose questions and give feedback.

Are there items you want on our future business plan(s) that you did not see today?

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