



NASC/SASC Joint Meeting

MEETING MINUTES

September 21, 2021

Virtual Meeting via Zoom

IN ATTENDANCE

Scott Lyall	AMHSA
Sydney Perozak	AMHSA
Krystal McDowell	AMHSA
Tiffany Sostar	AMHSA
Jessica Meyer	AMHSA
Rick Northrop	AMHSA
Alex Munro	AMHSA

GUESTS

Dr. Matthew Hallowell	Construction Safety Research Alliance
Miranda McLay	Government of Alberta – Partnerships
Kim Barch	Workers’ Compensation Board – Alberta

MEMBERS

Amanda Russell	Strathcona County
Angela Ross	Town of Hinton
Bertram Goliath	Flagstaff County
Brandy Lee Anderson	RRCWB
Brandy Forbes	Leduc County
Brian Millis	MD of Pincher Creek
David Gregor	Foothills County
Fallon Davis	Clearwater County
Glynnis Croken	Lacombe County
Jana Erichson	Red Deer County
Jenny Magnuson	Town of Sylvan Lake
Janelle Schooler	Rocky Mountain House
Kaylee Latour	Town of Strathmore

Jason Dach	Lac Ste. Anne County
Lisa Phillips	Town of Cochrane
Martin Bozek	MD of Taber
Maureen LeClair	Sturgeon County
McKenna Stitzenberger	Town of Edson
Pamela Drover	MD of Crowsnest Pass
Regina Reti	Foothills County
Shaun Pearson	Town of Canmore
Shirley Huffman	County of Lac La Biche
Scott McIntyre	Town of High River
Sonia Dodd	Town of Stettler
Steve Maki	Clearwater County
Heather St. Hilaire	Town of Banff
Tammy Hildreth	County of Paintearth
Tim Davies	Cypress County
Tracy Dawe	County of Grande Prairie
Trevor Tychkowsky	County of Smoky Lake
Katrina Oczkowski	MD of Pincher Creek
Jamie Anderson	County of Warner
Amanda Horbachewski	Foothills County
Jessica Krause	Mountain View County
Jessica Toews	Westlock County
Lisa Rantucci	City of Beaumont

1. Introduction, Welcome, Safety Moment

Alberta Municipal Health and Safety Association's Director of Operators, Scott Lyall, welcomed everyone, introduced himself, and called the meeting to order at 10:00 am. Members, guests, and staff introduced themselves.

The Health and Safety moment on The Heart and Science of Kindness was presented by Brian Millis. Link: <https://www.health.harvard.edu/blog/the-heart-and-science-of-kindness-2019041816447>

Scott Lyall and Krystal McDowell reviewed the agenda.

2. WCB Update: Kim Bartch – Workers' Compensation Board Update

- a. Policy consultations open until October 4th, 2021 on the following topics:
 - i. Policy project plan,
 - ii. Reimbursement of housekeeping expenses prior to december 1, 2013,
 - iii. Third party recoveries – cost relief – unknown or uninsured third parties.
 - iv. Link: <https://www.wcb.ab.ca/about-wcb/policy-and-legislation/whats-new-in-policy.html>
- b. Upcoming psychological health courses from University of Fredericton and WCB Psychological Injuries in the Workplace courses
Link: <https://www.wcb.ab.ca/resources/for-employers/seminars-and-workshops/>
- c. Pacific Coast University, Effective Disability Management Program (sign up deadline October 8, 2021)
- d. Covid 19 updates: fact sheet updated
Link: <https://www.wcb.ab.ca/about-wcb/whats-new/COVID-19.html>
- e. Vaccine reaction sheet
Link: https://www.wcb.ab.ca/assets/pdfs/workers/WFS_COVID-19_vaccine_reactions.pdf

Question: Who is our WCB contact?

- Kim Bartch: Red Deer and Southern Alberta 403-517-6181
- Sanjeev Bhagrath: North of Red Deer 780-498-4748

3. Guest Speaker Dr. Matthew Hallowell

- a. One thing to take away from the presentation is that error is guaranteed.
- b. Book recommendations:
 - i. Human Error by James Reason
 - ii. The Design of Everyday Things by Don Norman
- c. Agenda: Defining Error – Classifying Error – Addressing Error
- d. PowerPoint included, and attached to invite email

4. Partnerships Update & AMHSA Auditing – Miranda McLay

- a. **PIR NASC/SASC Update**
 - i. Certification and Recertification Audits
 - ii. External (documentation-only audits) – one year COR, any 3 months of documentation in the previous 12 months
 - iii. External Audits (doc. And interviews) 3-year COR. Any 6 months of documentation in the previous 12 months
 - iv. Maintenance Audits – doc. Only audits conducted by an internal or external auditor, any 3 months of doc. In the previous 12 months

- v. Currently working on what the 2022 auditing season will be.
- b. Off Site Audit Review
 - i. Change to process due to covid. Will be collecting documents either from sites or electronically
 - ii. Review by OSA employee will be done remotely
 - iii. Interview will be done over video chat or phone
 - iv. Is a review of the auditors work but we will provide recommendations.
- c. OSAR Results 2021
 - i. OSARS during 2020/21 year focused on the key areas: audit start date, correct audit process was followed, key documentation validates findings
 - ii. Follow-up rates were lower then in previous years will only 32% requiring follow-up, top areas: audit findings not verified, auditor note following proper process.
- d. Prevention Initiatives: MSD and STF
Link: <https://ohs-pubstore.labour.alberta.ca/prevention-initiative>
- e. OHS Code Review: release has been delayed to 2021, once announced presentations on the changes will be available from OHS
- f. Audit Updates: has been postponed until consequential amendments have been announced, will be updating COR & SECOR audits, will be working with CP to come up with audit standard protocol, please advise AMHSA of any recommendations you have.
- g. Any Questions please contact Miranda McLay miranda.mclay@gov.ab.ca

2. AMHSA COR Auditing

- a. 2021 certification audits
 - i. Reiterates what Miranda stated above
 - ii. 3 options (documentation only, documentation and interviews only, and documentation, interviews, ad observation)
 - iii. 2021 certification audits must still achieve 80%, however the minimum 50% per element threshold does not apply.
 - iv. Maintenance audits require a 60%
- b. 2021 Qualifying auditors must complete auditor training, pass the auditor exam, and successfully complete a qualifying audit based on both documentation and interviews looking at a min. of 6 months documentation
- c. 2020 Qualifying Audits
 - i. Complete additional training, submit a second qualification audit that includes documentation and interviews, in 20210
 - ii. Successfully complete a second qualifying audit based on documentation and interviews only
- d. Audit Submission Q&A

- i. Everything must be in by December 1st, please allow 2-5 weeks for feedback for initial review results, revisions requested due back in 15 days with a maximum 90 days allowed to finalize
 - e. 2021 Audit Guidelines
 - i. Documentation provided referred in electronic format
 - ii. Remote interviews using web-based platforms, phone calls and questionnaires can take place of in person
 - iii. Remote observations maybe conducted in practical
 - f. Upcoming Virtual Training
 - i. HSMS
 - 1. February 8 & 9, 2021
 - 2. March 2 & 3, 2022
 - ii. Auditor Training
 - 1. September 29 – October 1st, 2021
 - 2. October 27-29, 2021
 - 3. February 23-25, 2022
 - 4. March 16-18, 2022
 - iii. Auditor Refresher
 - 1. November 4, 2021
 - 2. January 25, 2022

3. Upcoming Events

- a. RUSA
 - i. November 29 to December 2, 2021
 - ii. Register at: www.rusa.ca
 - iii. Virtual and In Person
- b. Joint Annual Trade show and Conference
 - i. Virtual 10.5.2021 – 10.6.2021
 - ii. Register online at: <https://jac2021.pwabc.bcmsa.ca/en/conference>

4. AMHSA Update

- a. AMHSA organizational update
 - i. AMHSA will be temporarily suspending in person training due to new Covid restrictions, where possible we are replacing in-person classroom courses with online instructor led training.
 - ii. New staff: Alex Munro Learning and Design Specialists
 - iii. Sharon retirement farewell
 - iv. Lawn Maintenance safety program is now live.
 - v. Link: <https://training.amhsa.net/store/amhsa-store/productdetails/lawn-maintenance-course>

- vi. Infection Prevention and Control (IPAC): Basic Awareness Training is live and free. Link: <https://training.amhsa.net/store/amhsa-store/productdetails/infection-prevention-and-control>
- b. New AMHSA Forums: Presented by Krystal McDowell
 - i. Project overview – to create a valuable, user friendly, and informative resource for municipal safety professionals to replace the safety advisors email list.
 - ii. Will be using Discourse platform, and are creating an initial beta forum for demo and feedback, if you would like to watch a live demo please visit: www.amhsa.net/forum
 - iii. We will be reaching out to members who have indicated interest in testing the beta forum and providing feedback.
 - iv. Forum Launch is planned for late Fall!
 - v. Any questions please contact rick@amhsa.net
- c. Training
 - i. Psychological Health and Safety Program
 - 1. New 2022 Dates! Please register online and use code 50MNPHS for 50\$ off your registration.
www.psychologicalhealthandsafetycertification.com
- d. Projects
 - i. Psychological Health IMPACT Group www.amhsa.net/impact
- e. Member Data Analytics
 - i. Earlier this year AMHSA worked on an analytics project to review WCB Iron Key Data (claims and metrics) OHS compliance and PSI reports, and AMHSA Training and COR data.
 - ii. All data was sanitized to remove identifying information, leaving only WCB industry codes.
 - iii. Major Finds:
 - 1. Traumatic injury to muscle and joint is the most frequent claim type and the costliest (35.1%)
 - 2. 'The second costliest claim type is mental disorder/syndrome (25.2%)
 - 3. Transit staff and ERP submit the highest number of claims, while dispatchers submit claims with both the highest average cost and severity.
 - iv. Major Findings OHS Compliance
 - 1. As the size of municipality decreases there is: increase number of OHS orders per employee, increase in orders relating to Code violations vs. act, and an increase in order severity.
 - 2. Most orders related to the code (15.5% of all orders) were submitted for violence and harassment.

v. Major Findings COR Data

1. Internal audit scores re comparable to externals, suggesting that internal audits are effective at improving safety performance.
3. Element 6: other parties is consistently the lowest scoring element

vi. Major Findings Training Data

1. Training has shown continuous revenue growth from 2014-2021, with a shift from, in-class to online. The shift was gradual until 2020 when the pandemic caused a major shift to online options.
2. Leadership safety is the largest contributor to online training.

f. Retirement/Farewell of Maryann Sagan – Town of Devon

5. Member Roundtable

- a. Amanda Russell – left early
- b. Amanda Horbachewski – left early
- c. Angela Ross – working hard with groups to implement electronic database, have had leadership changes, working on competency and training, outside evaluations and online courses.
- d. Bert Goliath – still new to flagstaff, noticed that people who write the laws and courses come from an urban non rural environment, need something that rural staff can use. This summer they had several mower fires, they need to be reported and are often not. Worked on fire prevention and fire response, all mowers carry grass blowers and fire rated brooms.
- e. Brian Millis – Last year also had 2 ditch fires. Had a rough patch with 2 potentially serious incidents, 1 a road deconstruction project, pulled the power pole to a 45degree angle above machine and 2. A lost time injury where workers were loading furniture onto a truck to take to dump, worker fell off the offside deck resulting in compression fracture.
- f. David Gregor – New to foothills county, trying to keep up with covid updates. Working on COR audit. Bay Door equipment crushed – learnings.
- g. Glynnis Croken – participated in an action plan this year with the COR Audit, more management engagement this year. Increase in incidents regarding violence and harassment, grader operator stopped because someone wanted to fight them and stole from them. Note equipment doors don't lock from inside, only outside. Staff threatened by landowners. Incident with bay door, too short of a building to house truck/trailer.
- h. Janelle Schooler – no response
- i. Jason Dach – implementing lighthouse health and safety management software, working on reports workflows, contact power lines with gravel trucks. Had a

couple fires at the transfer stations. Looking at additional control implementation.

- j. Jessica Krause – finishing up their internal maintenance audit, like Bert has had several lawn/grass/mower fires in the past. Had a motor vehicle incident, and a first aid call.
- k. Jessica Toews – no response
- l. Katarina Oczkowski – no response
- m. Kaylee Latour – certification audit taking place in November, not being able to meet in person has created some challenges but they are working through. Also had issues with overhead doors issues lately, filled out a safe work practice regarding mechanical issues. Working with AMHSA on winter ready campaign. Had a couple violence and harassment issues regarding covid but nothing severe. Discussed covid mandatory vaccination policy.
- n. Martin Bozek – new to the position, nothing to report yet.
- o. Maureen Leclair – had external audit conducted beginning of august, conducted interviews and went well. 60 interviews conducted all but 4 through teams the other 4 over the phone. Organization has embraced work from home. High level engagement with incident reporting. Bad year for insect bites. Positive comments on audit for contractor procurement.
- p. Pamela Drover – absorbing information from everyone around the round table, really enjoys these meetings.
- q. Regina Reti – foothills county has a flagging program for dangerous properties run through their protective services department.
- r. Shirley Huffman – using Lighthouse learning management system as well, very user friendly.
- s. Tim Davies – successfully completed their recertification for COR, Similar issues with grass/mower fires in the ditch. One incident of verbal harassment over phone.
- t. Steve Maki – also had some mower/grass fires, no lost time this year. Discussed classification of properties.
- u. Trevor – have had excessive break and enters this past year. Had some covid cases, will be hiring an external auditor, hoping to catch up on training this fall.

6. Next Meeting & Adjournment

- a. Shirley Huffman scheduled to do Safety moment at next meeting
- b. Next Meetings:
 - i. Joint NASC/SASC – Tuesday April 5th, 2022
 - ii. Joint NASC/SASC – Tuesday September 20, 2022
- c. Meeting Adjourned at 2:38pm by Jessica Meyer



September 21st Agenda

9:45:	Check-in, Coffee
10:00 am	CALL TO ORDER, INTRODUCTIONS, SAFETY MOMENT – Safety Council Member – BRIAN MILLIS
10:15 – 10:45 am	WCB UPDATE
10:45 – 11:00 am	COFFEE BREAK
11:00 am – 12:00 pm	HUMAN ERROR, and the concept of controls and error proofing in the light that errors are ever-present – Guest Speaker Dr. Matt Hallowell
12:00 – 12:30 PM	LUNCH BREAK
12:30 – 1:00 pm	PARTNERSHIPS UPDATE & AMHSA AUDITING
1:00 – 1:30 pm	AMHSA UPDATE New AMHSA Forums, Training, Projects, Member Data Analytics, RUSA/AMHSA Conference
1:30 – 3:00 pm	MEMBER ROUNDTABLE Incidents, Innovations, Audits, Claims, Trends, etc. Request for Information: Trends and Statistics Tracking
3:00 pm	Next Meeting & Adjournment

In Memoriam

It is with a heavy heart that we share the tragic loss of Terri Filipski, who passed away on Sunday, August 29, 2021.

Her contagious smile, kind heart, and unflagging support of coworkers and colleagues will be missed.

In lieu of flowers, the family asks that you consider a donation to a cancer prevention charity.



The Heart and

Harvard

Science of Kindness

Health Blog



WCB Update September 2021

Policy consultation is open until October 4, 2021, on the following topics:

- Policy Project Plan
- Reimbursement of housekeeping expenses prior to December 1, 2013
- Third party recoveries - cost relief – unknown or uninsured third parties

Upcoming Employer psychological health courses

University of Fredericton: WCB has partnered with UFred to offer online courses that cover topics in psychological health and safety and enhancing workplace resilience.

WCB Psychological injuries in the workplace course: An online seminar that covers WCB policy and legislation related to psychological injuries, the claims decision making process, psychological injury treatment and how to successfully support workers through recovery.

Visit our employer seminars and workshops webpage for more details and to register.

Pacific Coast University, Effective Disability Management Program:



You know your business and we know return to work.

An effective disability management program is key to reducing the human and financial costs associated with an injury.

In addition to our free online seminars, we're partnering with Pacific Coast University for Workplace Health Sciences to offer their Effective Disability Management Programs course.

We know that 2021 will continue to challenge employers, so we're pleased to offer this course to small and mid-sized WCB account holders (Alberta accounts) at a 50% discounted rate of \$125 (total value \$250).

Space is limited so save your spot today!

October 20

Register today by contacting
devynn.major@wcb.ab.ca



COVID-19 Updates

- The COVID-19 at work employer fact sheet explains how we manage work-related COVID-19 claims. Please visit our website to see the updated version.
- An adverse reaction to a COVID-19 vaccination that is required by an employer may be accepted as a WCB claim. Read our COVID-19 vaccine reaction fact sheet on our website for more details.

Questions for Industry Support?

North of Red Deer

Sanjeev Bhagrath, 780-498-4748

Red Deer and Southern Alberta

Kim Bartch, 403-517-6181

Coffee Break



11:00 am – 12:00 pm

HUMAN ERROR, and the concept of controls and error proofing in the light that errors are ever-present –

Guest Speaker Dr. Matt Hallowell

Human Error

Dr. Matthew Hallowell

Professor, University of Colorado at Boulder

Executive Director, Construction Safety Research Alliance

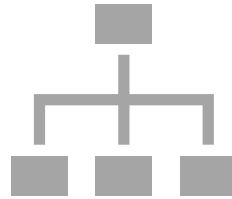
Technical Advisor, Edison Electric Institute



Agenda



Defining Error



Classifying Error



Addressing Error





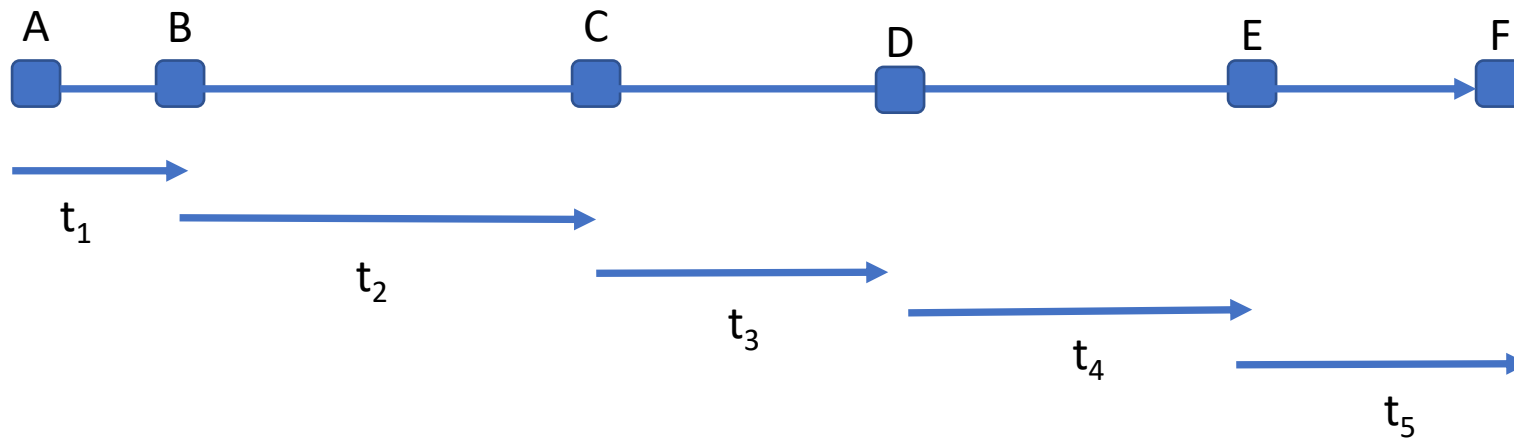
 **Anna Davis** 
@radscientist_

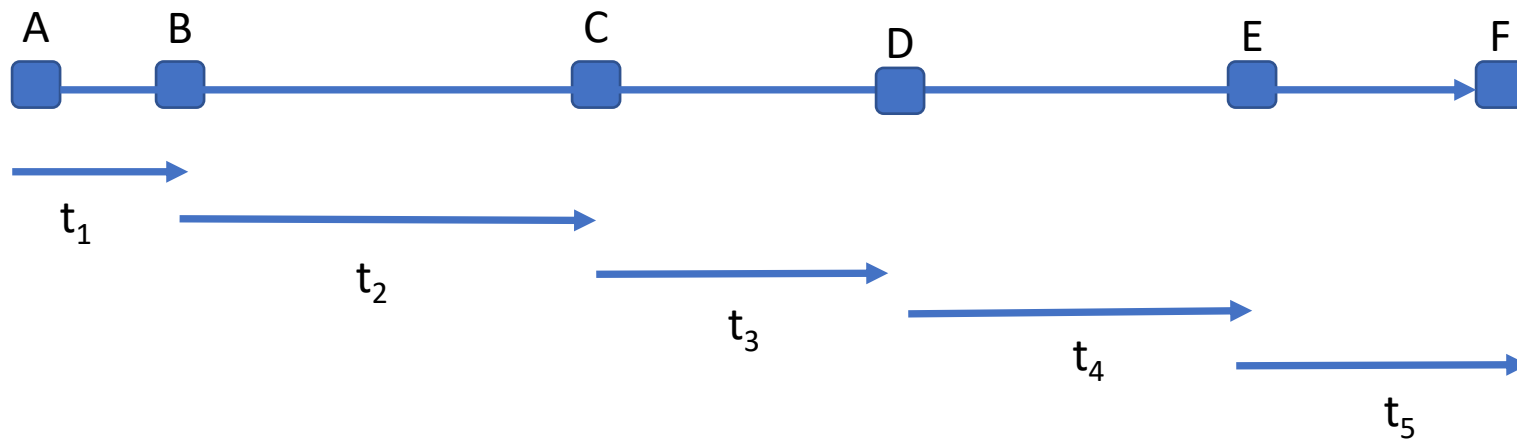


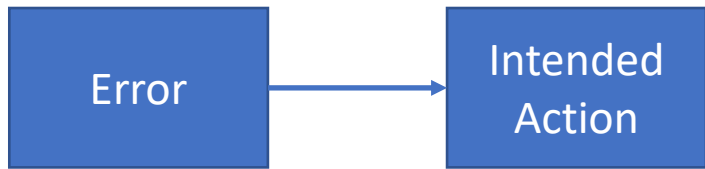
I just walked into my room holding the remote and a glass of chocolate milk and I meant to toss the remote into my bed but instead I tossed the glass of chocolate milk onto my bed



Human error is a deviation from intention, expectation, or desirability.

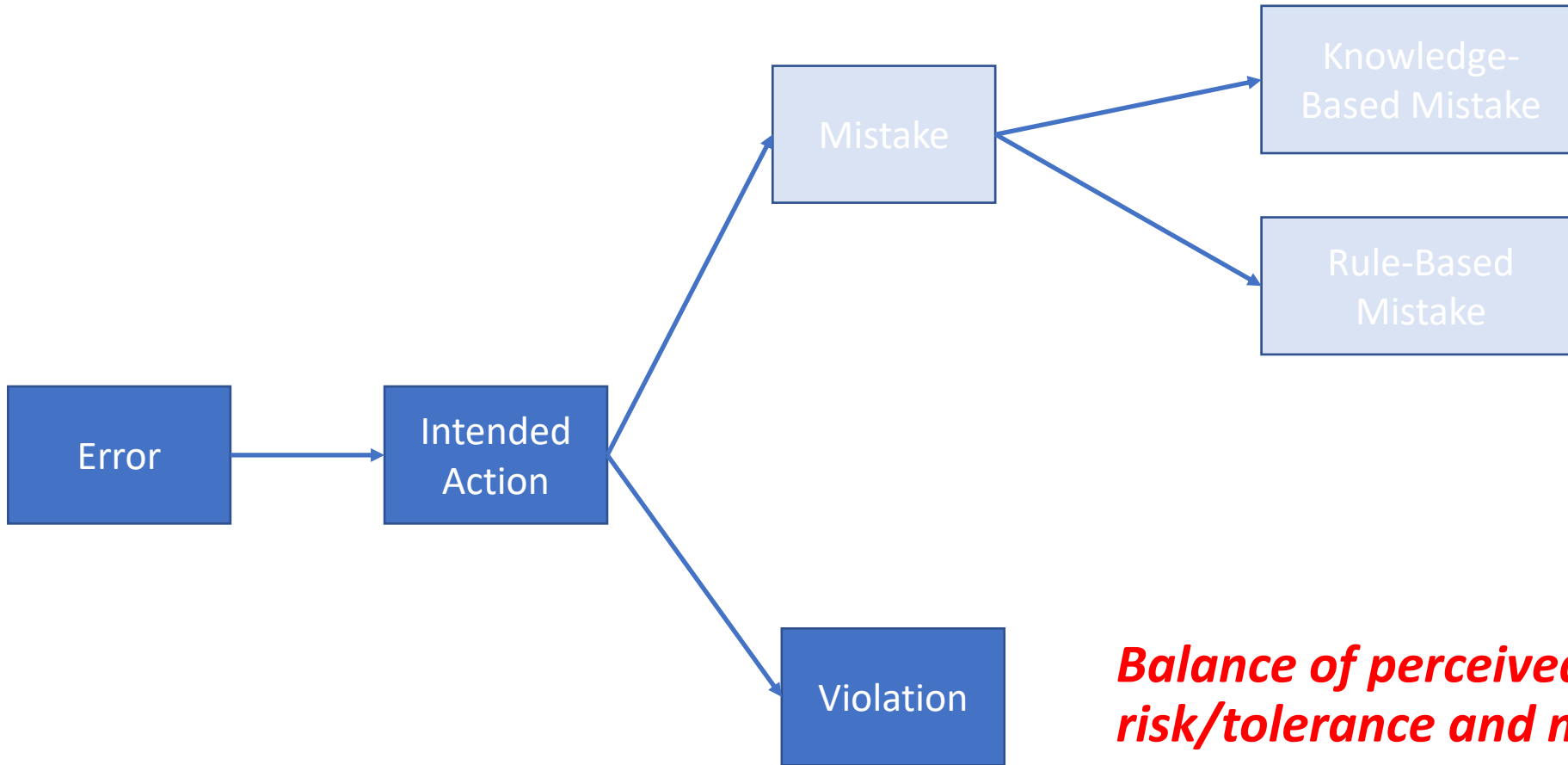




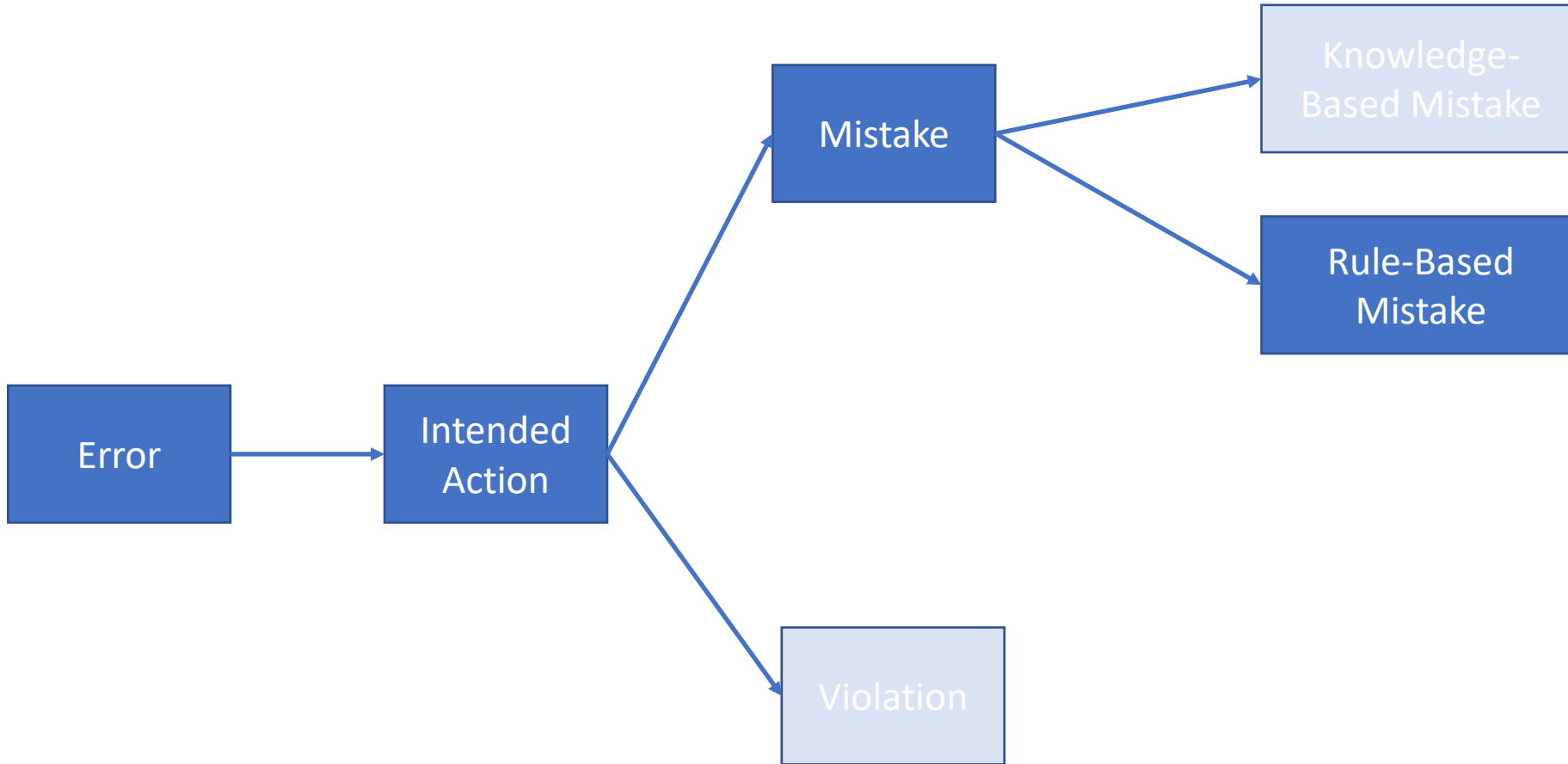


*Action was well executed,
but the plan was bad.*





Balance of perceived risk/tolerance and motivation



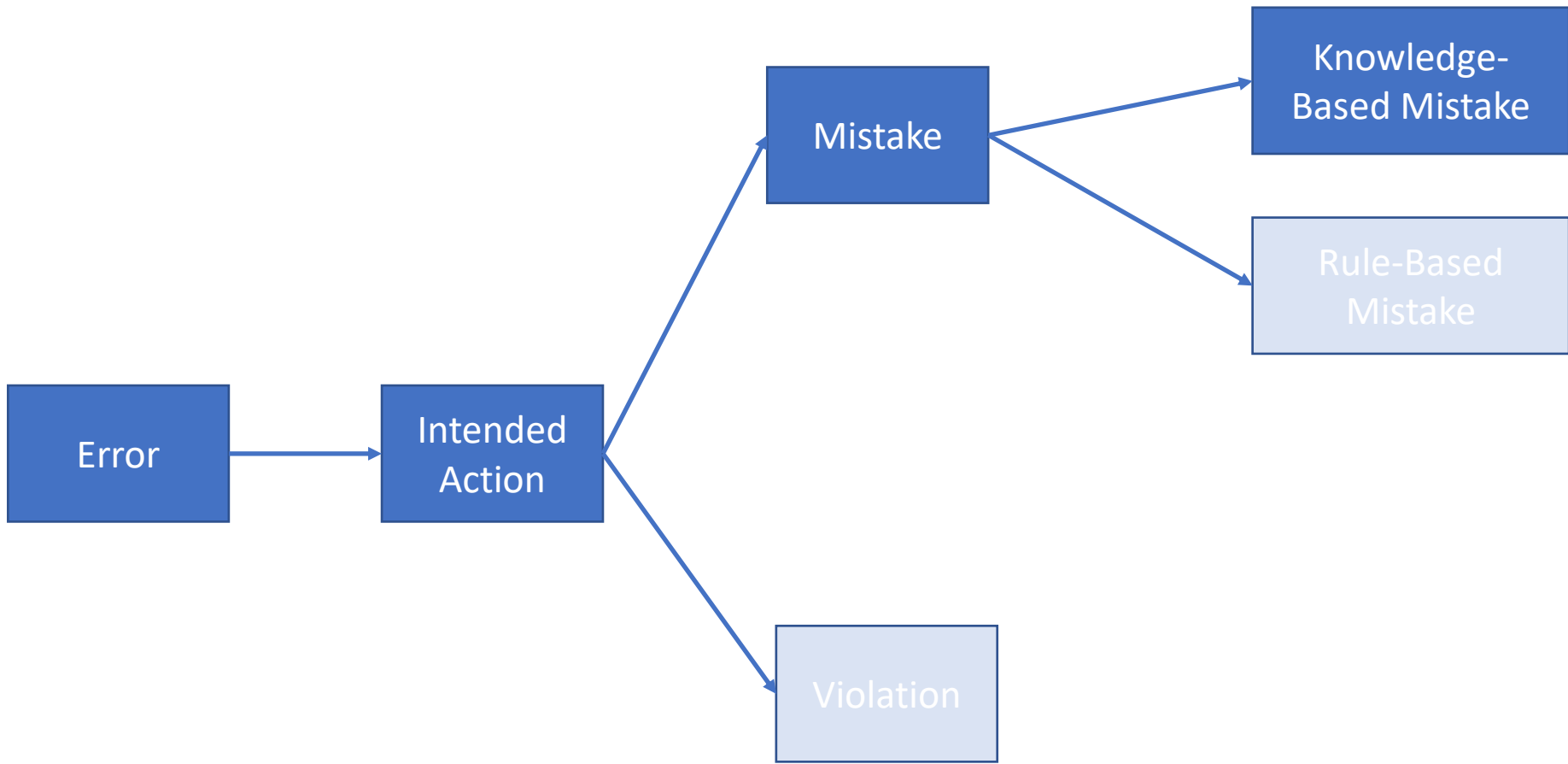
Rule doesn't work well in the circumstance

Rule-Based Mistakes

Application of a bad rule: The company sets a rule that is never ideal (rare).

Misapplication of a good rule: A rule that does not apply in all situations (relatively common).





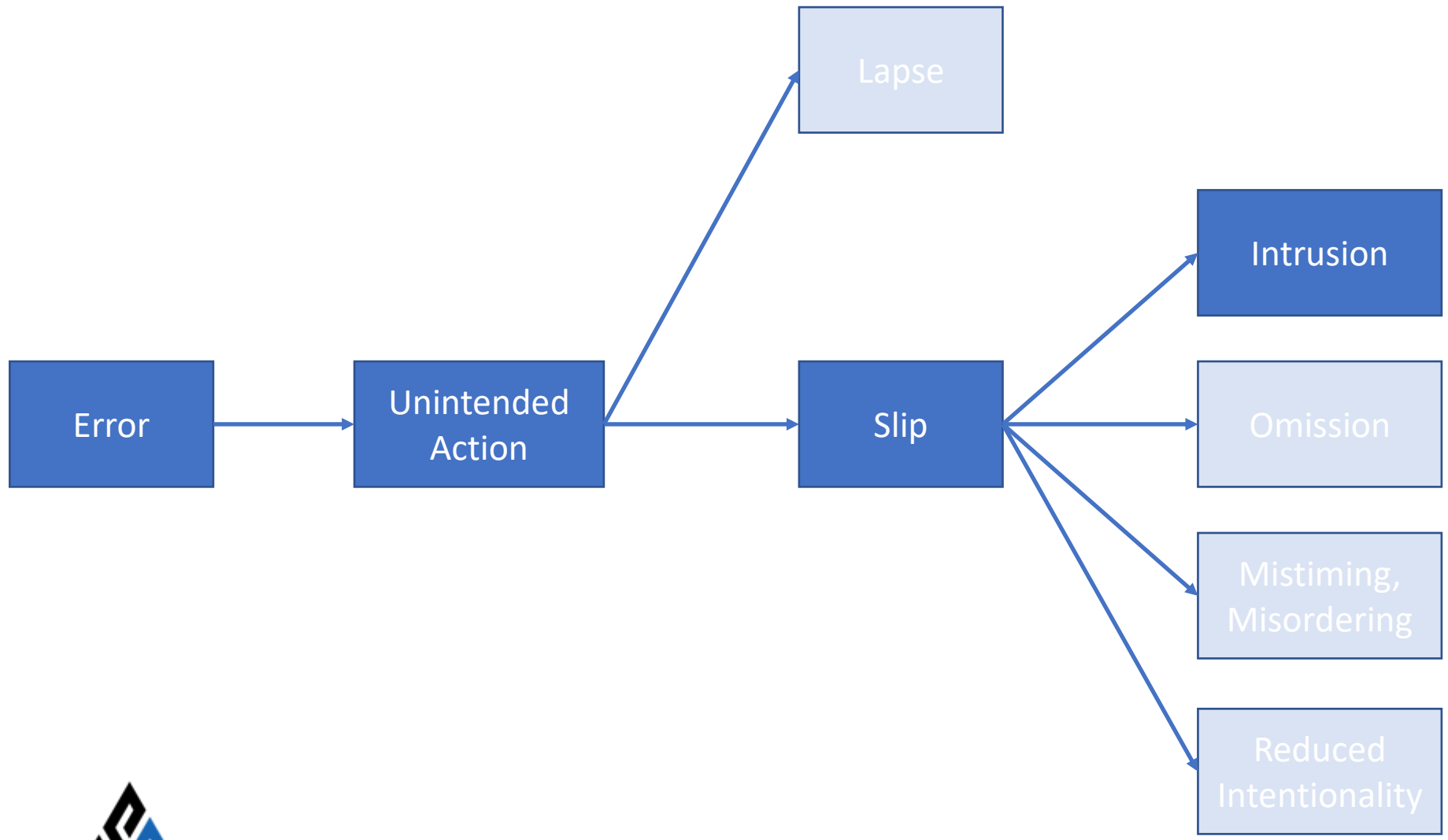
***Improvising
without the
necessary skills
and experience***

Knowledge-Based Mistakes

The individual doesn't know the safe action, but they proceed anyway (improvise).

- We make decisions in an error-driven process:
 1. Have a goal and sequentially initiate actions
 2. Observe the extent to which we are successful
 3. Modify our actions to minimize the difference between our actual state and our desired state
- ***Common and Preventable: We should design processes so that we are NEVER in this situation***

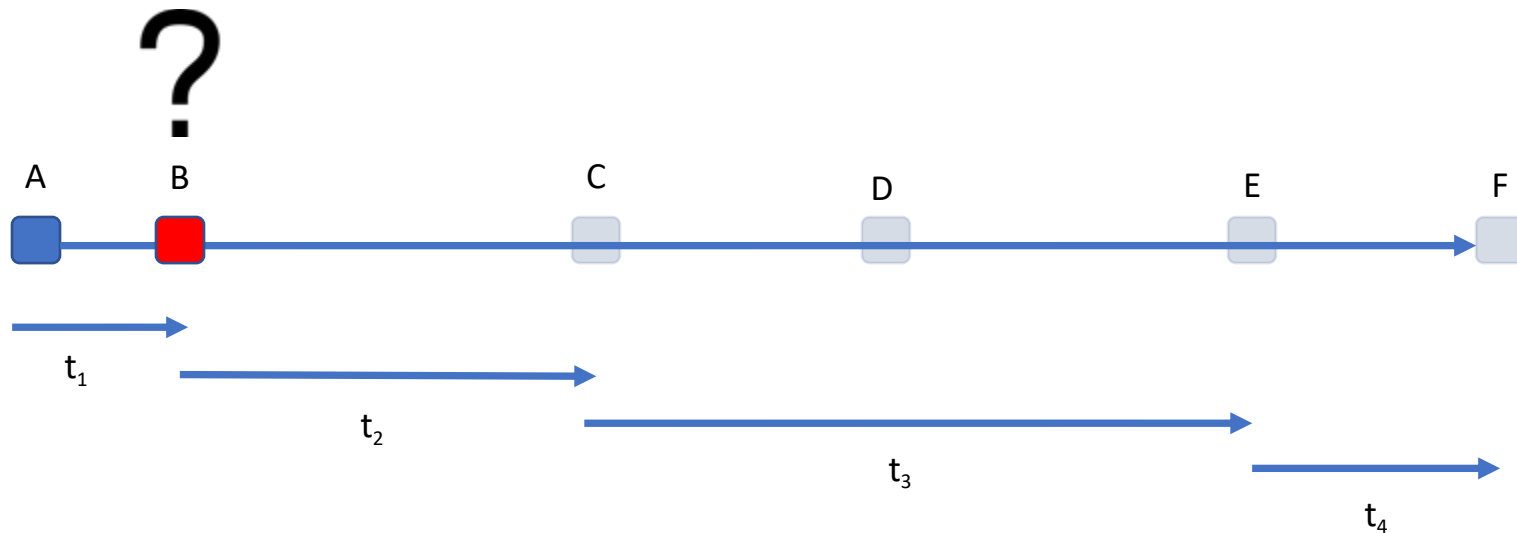


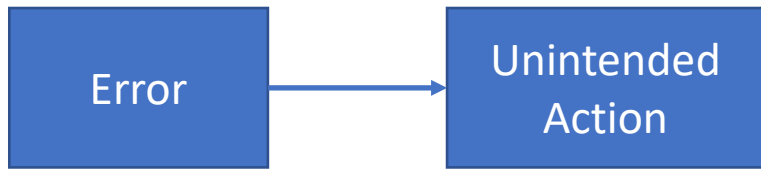


Custom of practice overrides in a new situation

Lapse (Memory Failure)

Example: A worker has a red control for lowering, a blue control to swing left, and a green control to swing right. The worker intends to swing right but purposely uses the blue control. There were no distractions. In retrospect, the worker knows the correct action and can take proper action.





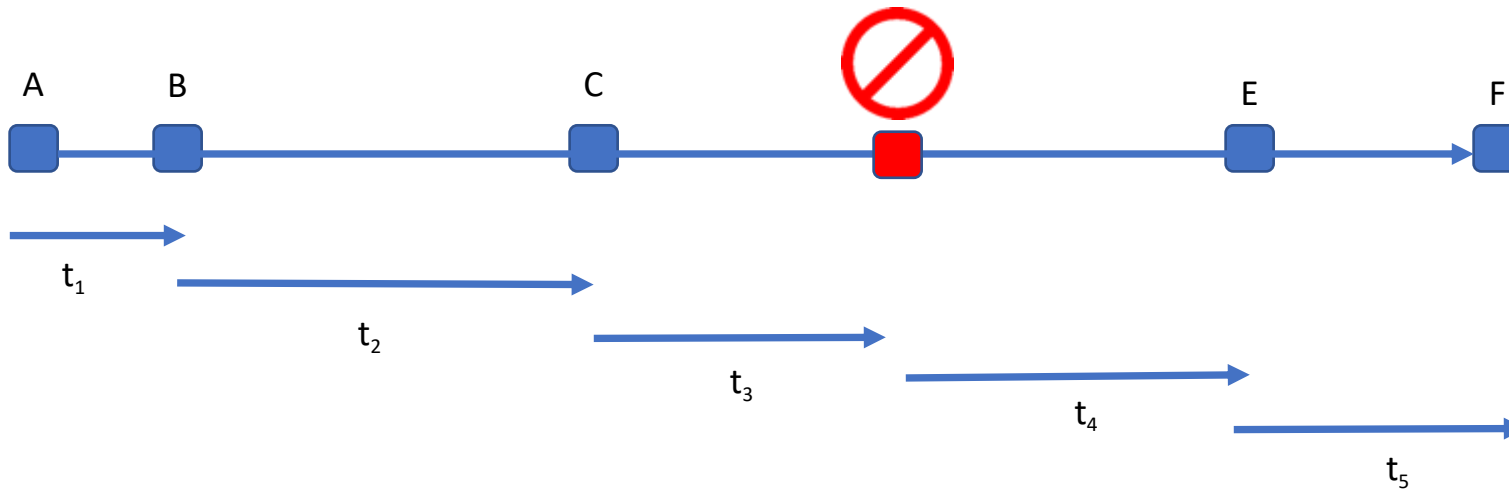
Plan was good, but the execution was poor.

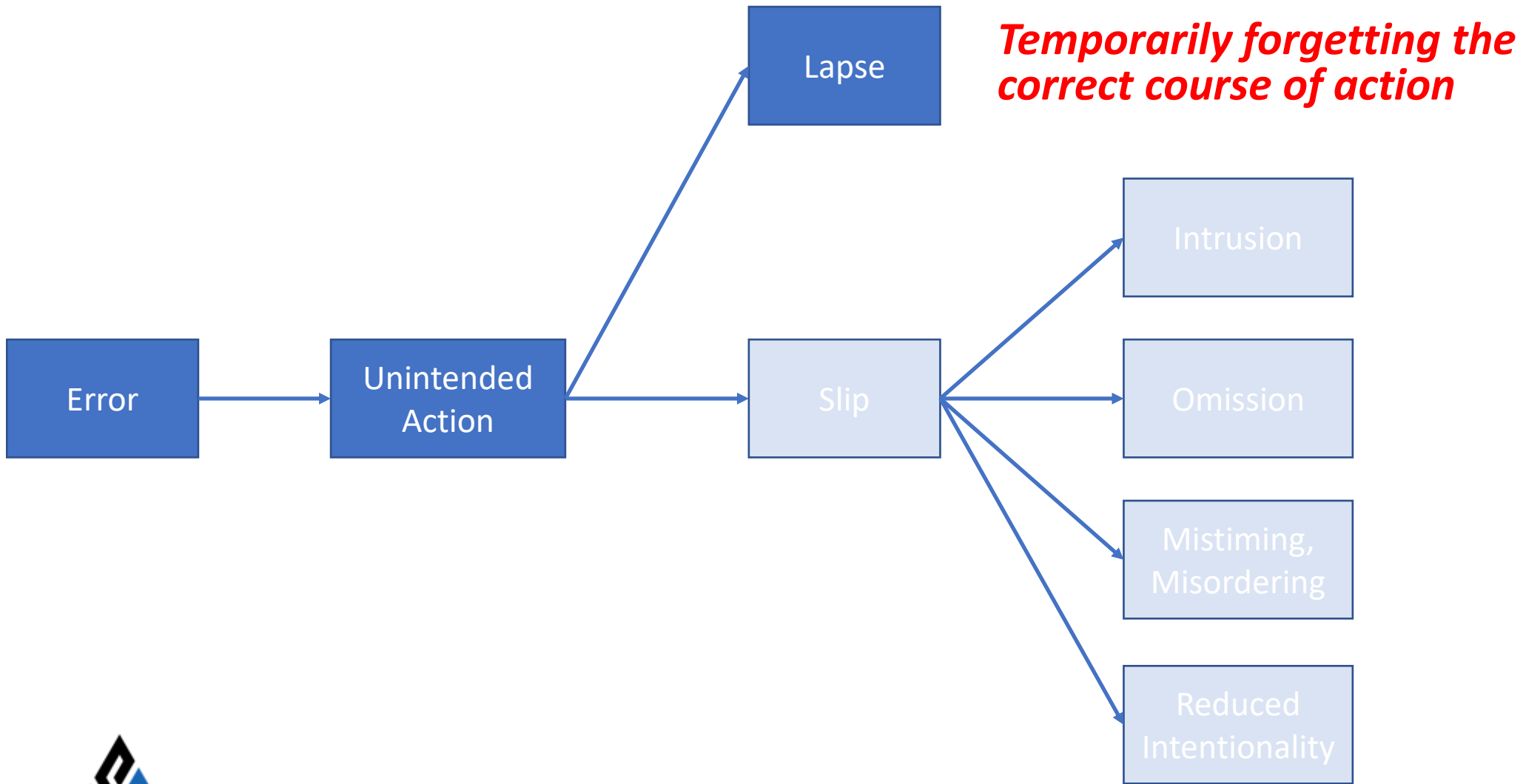
These are almost always associated with distractions.



Intrusions

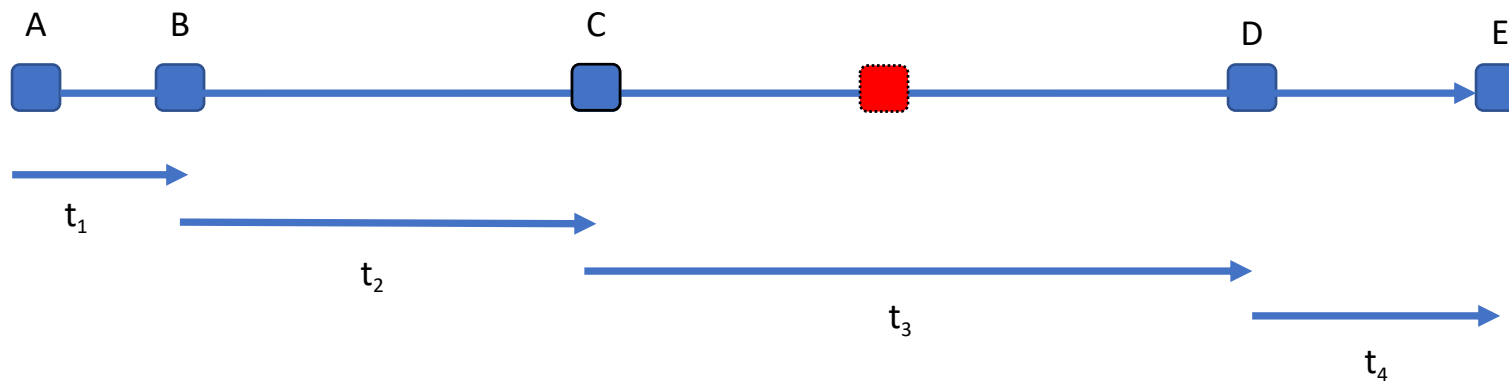
Example: You switch the content of two drawers in your kitchen and keep going back to the original ones to find utensils

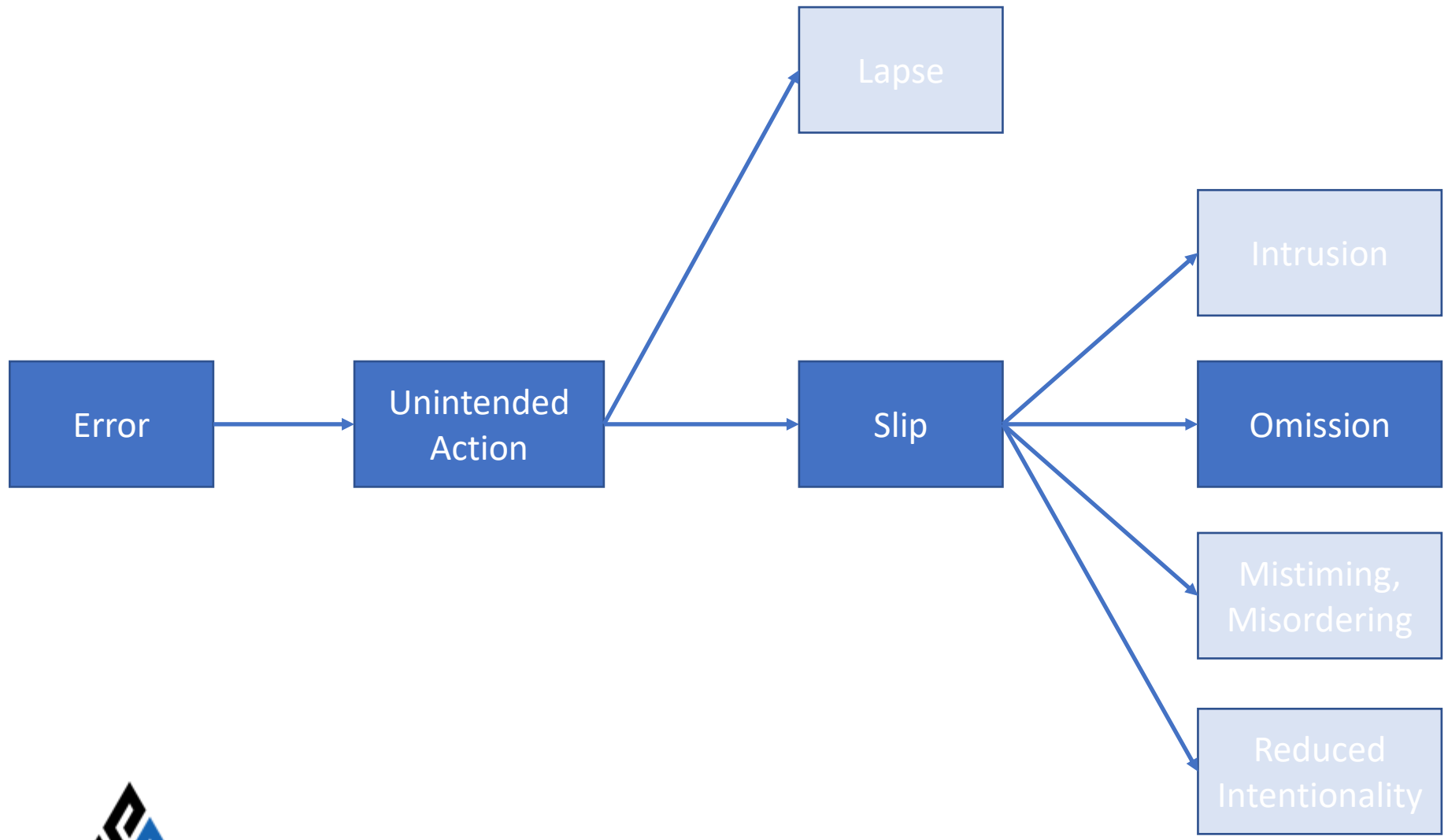




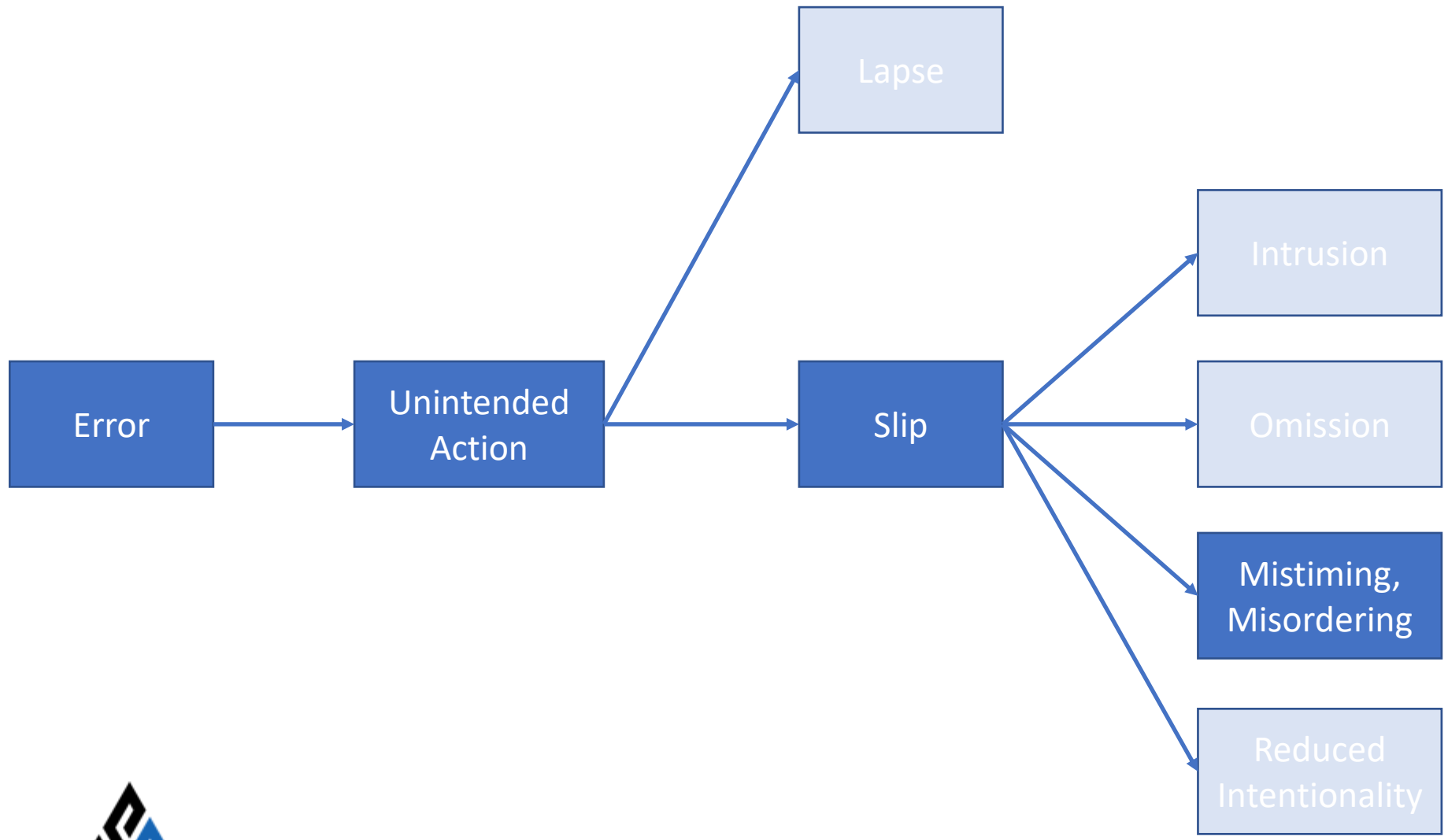
Omission

Example: I walked to the bookcase to get a dictionary. When I pulled the dictionary, several books fell to the floor. I put them back and returned to my desk without the dictionary.





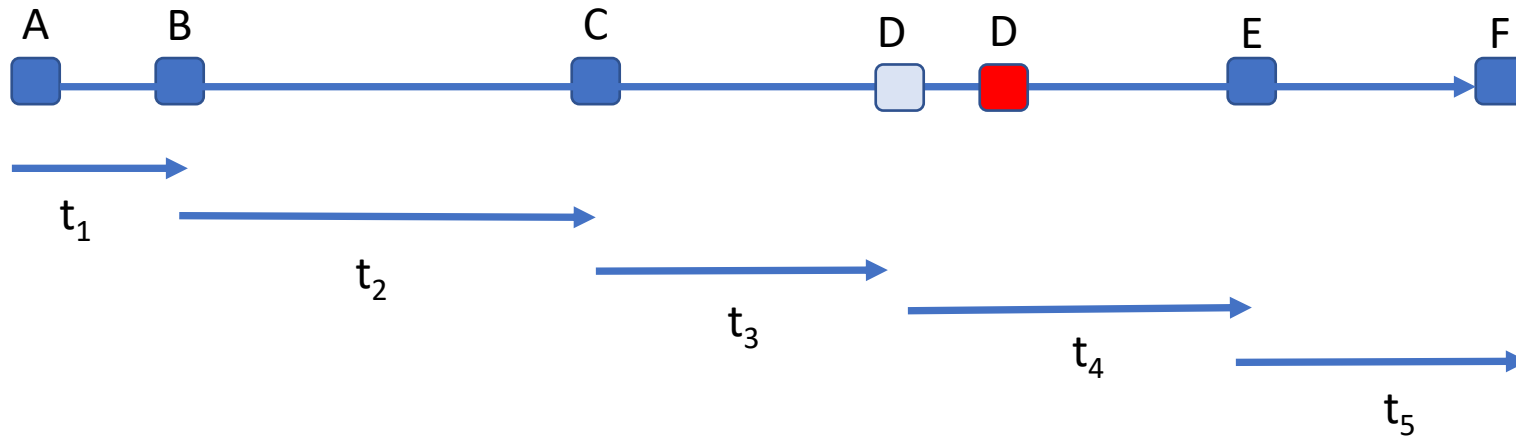
Not including a required step in a process



Deficiency in the execution of a series of steps

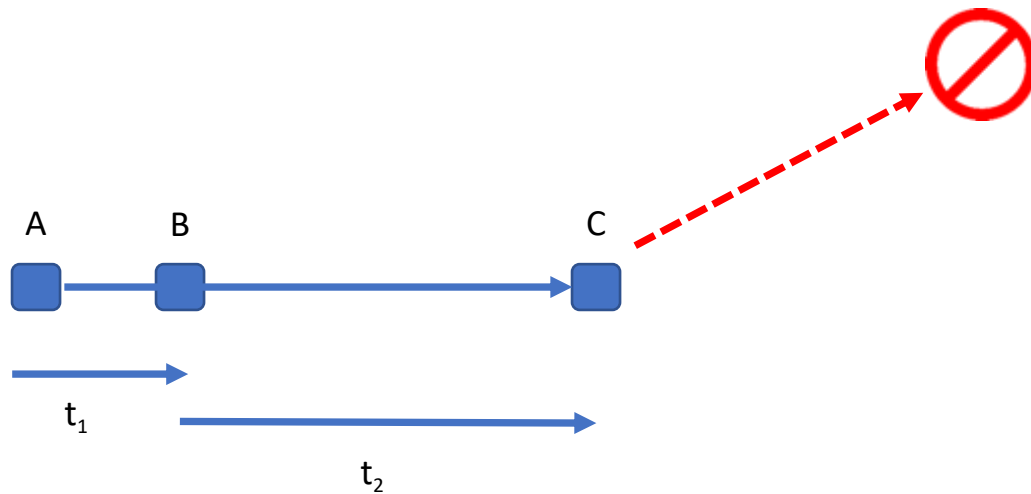
Misordering and Mistiming

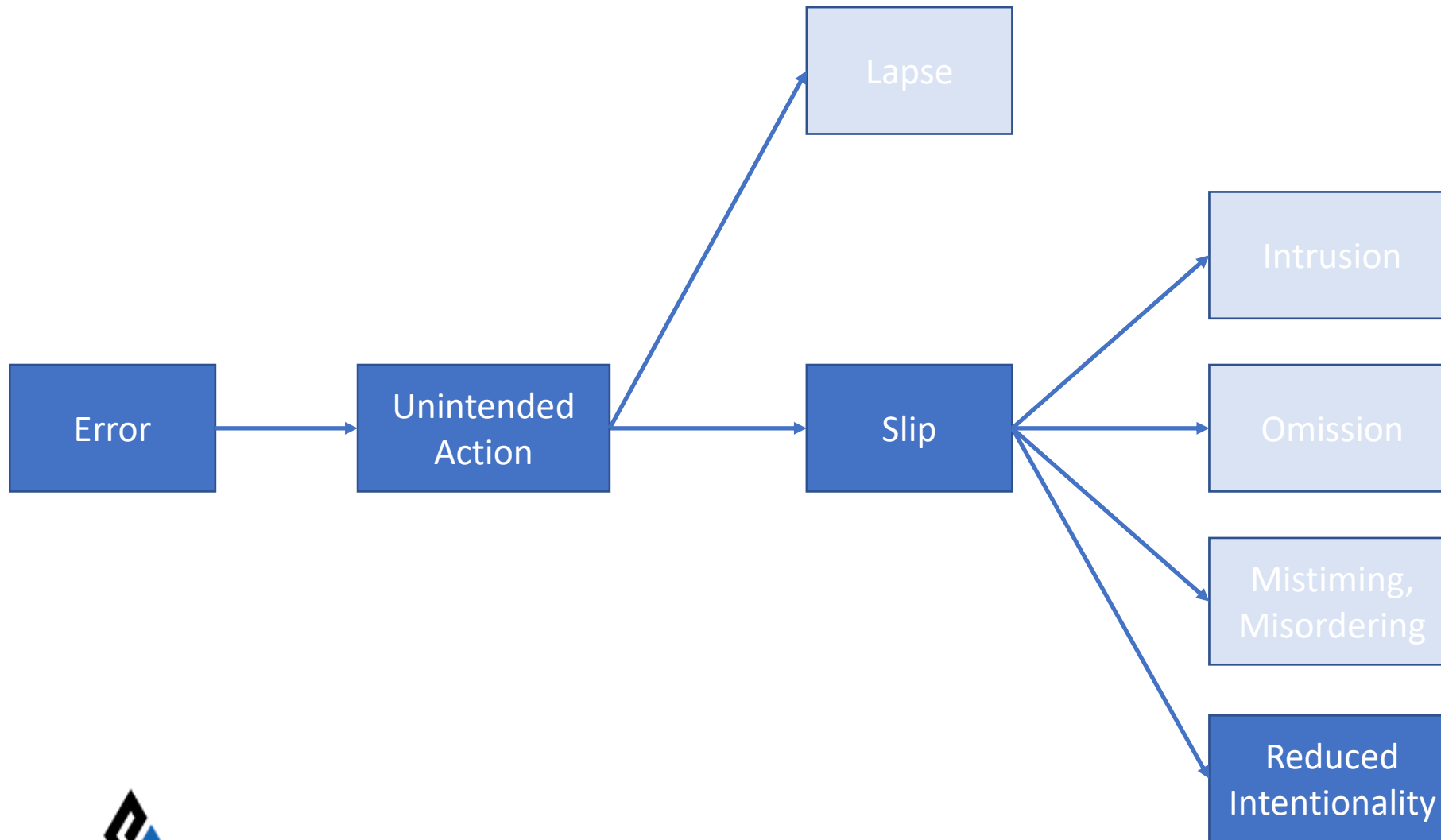
Example: I was making Pad Thai and added eggs before sugar



Reduced Intentionality

Example: You walk into the kitchen and can't remember why you're there.





A mental state whereby an individual cannot recall the intent of an action

***“To err is human”* – Alexander Pope (1709)**

- Even the best people make mistakes
- Taken over enough time, the probability of human error in any circumstance is 1.0
- Therefore, we must treat error as expected and protect against it
- Error is present in success and failure (not a precursor)



The best course of action is to add controls that are difficult to defeat by human error.

Let's start by thinking of work as a closed system

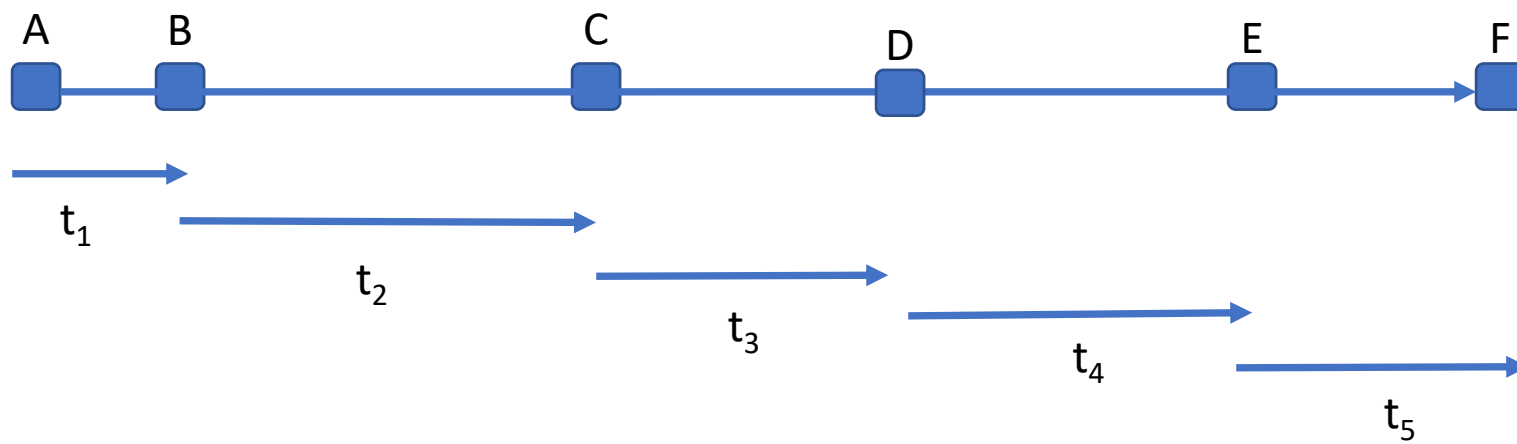


Driving Examples

Error Proofing – Including physical controls to eliminate (the impact of) human error

- Must press on brake to shift into drive
- Cannot shift into reverse while driving forward
- Key will not remove from ignition without car in park
- Phone Bluetooth will not work while driving
- Speed governor





Volvo Case Study

CNN BUSINESS Markets Tech Media Success Video

Drive

Volvo promises deathproof cars by 2020

by Peter Valdes-Dapena @peterdrives

January 21, 2016: 11:04 AM ET



Volvo's safety goal: No deaths by 2020

Volvo has made a shocking pledge: By 2020, no one will be killed or seriously injured in a new Volvo car or SUV.

The world's work marketplace.

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When will I be a millionaire?

My current savings \$50000

Contribution: \$500/ month

\$25 \$10,000

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Volvo has made a shocking pledge: By 2020, no one will be killed or seriously injured in a new Volvo car or SUV.


Seriously.

"If you meet Swedish engineers, they're pretty genuine," said Lex Kerssemakers, CEO of Volvo Cars North America. "They don't say things when they don't believe in it."

There is one big caveat. If someone really wants to hurt themselves, or is just really, really stupid... well, Volvo can't do anything about that. But, assuming you're not a suicidal maniac or a total idiot, in four years, you'll be safer driving a new Volvo than you are climbing a ladder to screw in a light bulb.

Fatality-free vehicles are not unprecedented. In fact, there already are some, and they're not just Volvos. According to data from the Insurance Institute for Highway Safety, there are nine vehicle models -- including the Volvo XC90 -- in which no one in the United States died in the four years from 2009 to 2012, the most recent period for which data is available.

Volvo, still based in Sweden but now owned by China's Zhejiang Geely Holding Group (GELY), wants to make this the case for its entire vehicle line up throughout the world. The automaker already tracks how many people die in its vehicles in order to monitor safety. That way, engineers can tell how much safer their vehicles become each time they roll out a new crash-prevention technology. That also helps Volvo predict how much safer its vehicles will be with each new advancement.




New smart car tech already saving lives

Ultimately, all these new technologies will be tied together to create a car that can, literally, drive itself. In fact, a number of automakers, not just Volvo, have promised to sell autonomous cars by 2020.

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Zip Code

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Fast Content by Volvo

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If You Are A Dog Owner This No Pull Harness Is A... [Engadget.com](#)

40 New Cars Arriving in 2021 That Will Be Worth It [Wired For U](#)

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SmartAsset Free Name

These are your 3 financial advisors near you

This site finds and compares 3 financial advisors in your area

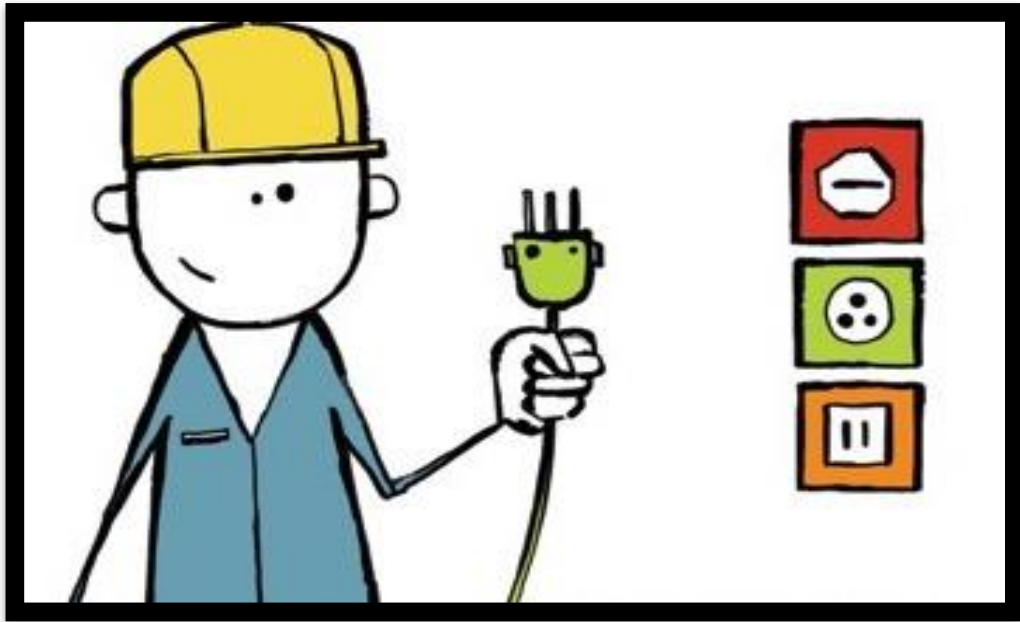
Check this off your list before retirement: talk to an advisor

Answer these questions to find the right financial advisor for you

Find CFPs in your area in 5 minutes



Design of everyday things...



Reminders



“Point and Call” aka *shisa kanko* (指差喚呼)



**The second-best method is to design systems
so that errors are less likely.**

Consider work to be an open system...



Work Examples

Error Proofing – Including physical controls to eliminate (the impact of) human error

- Lock-out tag-out (LOTO)
- De-energize
- Fall protection
- Trench boxes
- Guard rails/barricade



**If someone wanted to be severely injured here,
how would they do it?***

***Without purposefully defeating a control**





SAFETY FUNCTION

Point and Call

Reduced human error by 85% (Railway Tech Research Inst.)

Adopted by the NYC MTA and eliminated serious injuries and fatalities from door openings



Redundancy is Key

- 1. People will make errors (willfully and unwittingly)**
- 2. Machines and technology will malfunction**

Law of probabilities (with redundancy, a 1 in 1,000 chance in error and 1 in 1,000 chance of malfunction becomes a 1 in a million chance).





SAFETY FUNCTION



PIR NASC/SASC Update

Miranda McLay

Partnerships Consultant
Partnerships in Injury Reduction
OHS Prevention Strategies Branch
September 21, 2021



2021 COR Auditing

- Certification/Recertification Audits
 - External (documentation-only) audits
 - one-year COR
 - any three months of documentation in the previous 12 months.
 - External audits (documentation & interviews)
 - three-year COR
 - any six months of documentation in the previous 12 months.
- Maintenance Audits
 - Documentation-only audits conducted by an internal or external auditor.
 - any three months of documentation in the previous 12 months
- Are currently working on what will be happening for the 2022 auditing season

Off-Site Audit Review

- Change to process due to COVID-19
- Will be collecting employers documentation either from sites or electronically
- Review by OSA Reviewer will be done remotely
- Interview with employer representative will be done over video chat or phone
- Is a review of the auditors work but will provide recommendations to employers if OSA Reviewers note anything

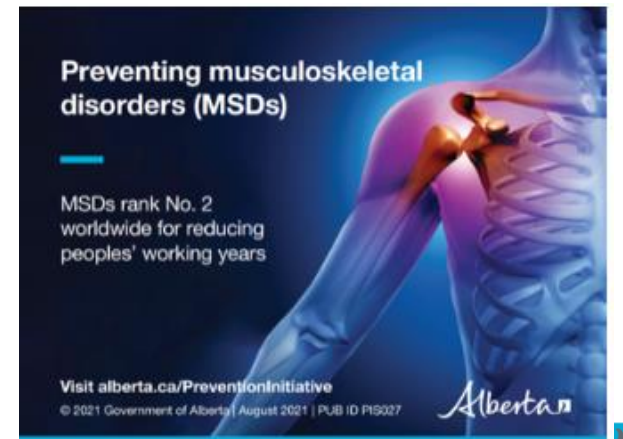
OSAR Results 2020-21

- OSARs during the 2020/21 year focused on the following key areas:
 - Audit start date
 - Correct audit process was followed by the auditor
 - Key documentation validate the auditor's findings
- Follow-up rates were lower than in previous years with only 32% requiring follow-up with auditors
 - Top areas: Audit findings not verified, Auditor note following proper process

Prevention Initiatives

- Musculoskeletal Disorders has new publications and videos for review
- Slips, Trips, and Falls will have new publications coming out soon

<https://ohs-pubstore.labour.alberta.ca/prevention-initiative>



OHS Code Review

- Release has been delayed to late 2021
- Will be consequential Code amendments that go with the OHS Act changes that have already been announced
- Once announced, presentations on the changes will be available from OHS

Audit updates

- Has been postponed until consequential OHS Code amendments have been announced
- Will be updating the COR and SECOR audits
- Will be working with the Certifying Partner group to come up with Audit standard and tool
- Please advise AMHSA of any recommendations you have so they can bring them once the committee starts up

Contact:
Miranda McLay
miranda.mclay@gov.ab.ca
780-422-5612

AMHSA COR Auditing

Jessica Meyer
HSMS/HR Advisor



2021 Certification Audits

For Certification and Re-Certification Audits in 2021 employers have the following options:

1. Documentation only
 - 1 year COR
 - Any 3 months of documentation in the previous 12 month period
2. Documentation and interviews only
 - 3 year COR
 - Any 6 months of documentation in the previous 12 month period
3. Documentation, interviews and observations
 - 3 year COR
 - Any 6 months of documentation in the previous 12 month period

2021 Certification Audits

Certification and Re-Certification Audits in 2021 must still achieve 80% however, the minimum 50% per element threshold does not apply.



2021 Maintenance Audits

For Maintenance Audits in 2021 employers have the following options:

1. Documentation only
2. Documentation and Interviews only
3. Documentation, Interviews and Observations

* The minimum requirement for a maintenance audit will be any 3 months of documentation in the previous 12 month period

2021 Maintenance Audits

Maintenance Audits and Action Plans conducted in lieu of Maintenance Audits in 2021 must achieve an overall 60%.



2021 Qualifying Auditors

For Auditor certification in 2021, Auditor candidates will be required to:

1. Complete auditor training,
 2. Pass the auditor exam, and
 3. Successfully complete a qualifying audit based on both documentation and interviews looking at a minimum of 6 months of documentation.
- * Observations while not required may be conducted.

2020 Qualifying Auditors

Those Auditors that certified in 2020 after completing a documentation only qualification audit will be required to:

1. Complete additional training, and
2. Submit a second qualification audit that includes both documentation and interviews in 2021 or 2022.
3. Successfully complete a second qualifying audit based on both documentation and interviews.

* Observations while not required may be conducted if practical.

Audit Submission and QA



- All COR audits and action plans conducted in lieu of maintenance audits must be submitted to AMHSA by December 1, 2021
- Once submitted allow for 2-5 weeks for initial review results
- Revisions requested due back in 15 days with a maximum of 90 days allowed for audit finalization

2021 Auditing Guidelines

Guidelines for all 2021 audits:



- Documentation provided is preferred in electronic format
- Remote interviews using web-based platforms , telephone calls or in some cases questionnaires can take place of in person interviews
- Remote observations may be conducted if practical

Upcoming Virtual Training

Health and Safety Management Systems

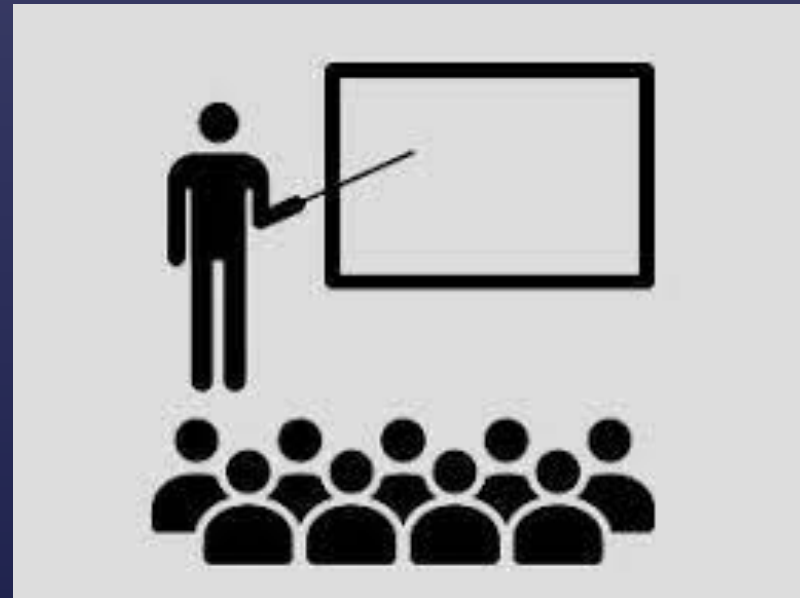
- Feb 8 & 9, 2022
- March 2 & 3, 2022

Auditor Training

- Sept 29 – Oct 1, 2021
- Oct 27-29, 2021
- Feb 23-25, 2022
- March 16-18, 2022

Auditor Refresher

- Nov 4, 2021
- Jan 25, 2022





November 29 to December 2nd

Register at www.rusa.ca

THE 3RD
PWABC &
BCMSA

VIRTUAL
10.5.2021
10.6.2021

**JOINT ANNUAL
CONFERENCE &
TRADESHOW**

2021

[REGISTER NOW](#)

PWABC Public Works Association of British Columbia

BC MUNICIPAL SAFETY Association

PARTNER SPONSOR:
AMHSA

<https://jac2021.pwabc.bcmsa.ca/en/conference>

Draw for 3 x free admissions

AMHSA Updates

COVID-19 Update

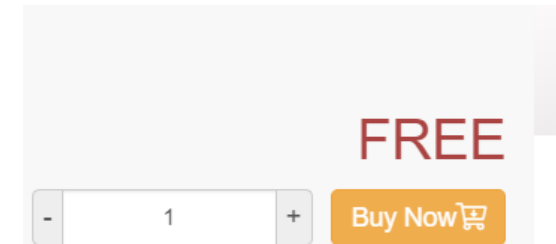
- In light of the recent rise in COVID-19 cases and new restrictions from the Government of Alberta, AMHSA will be temporarily suspending our cancellation policy for in-person training
- Where possible, we are replacing in-person classroom courses with online instructor-led training. These live webinars can be attended by individuals or groups and an internet connection is required.
- Contact us at 1-800-267-9764 for details

Staff Updates

- A big welcome to Alex Munro, who recently joined us as a Learning and Design Specialist. Welcome Alex!
- We also wish a very happy retirement to Sharon Young, Director of Learning Management. We thank Sharon for her incredible work as both a leader in the field of OHS and a valued mentor to AMHSA staff. Happy retirement Sharon!



Lawn Maintenance Safety Program - AMHSA





Infection Prevention and Control (IPAC): Basic Awareness Training



FREE

- 1 +

Buy Now 

AMHSA Forums – Project Overview

- The main goal of the Forum Project is to create a valuable, user friendly, and informative resource for municipal safety professionals
- The Safety Advisor Email List is easy to use and filled with great information, but its also lacking in some helpful features, such as searching, tagging, and customized notification levels
- This project includes requesting feedback, developing the forums, increasing awareness, and creating additional value-added content

AMHSA Forums – What We've Done so Far

- Researched and tested several formats and platforms
- Developed a draft privacy policy, terms of service, and use guidelines
- Created an initial beta forum for demo and feedback
- Run several demos and Q&A sessions for our members
 - Visit amhsa.net/forum to watch a recording of the presentation

all categories ▾

all tags ▾

Categories

Latest

My Posts

Bookmarks

+ Open Draft

Category

Topics

Latest

Safety Advisors

10



The Safety Advisor Discussion Group was created as a place for municipal safety advisors, OHS professionals, and other AMHSA members to connect, share experiences, ask questions, and share knowledge. We ask that all members stay on topic, be respectful, and follow posted guidelines.

How to

2

Information and tutorials for using the AMHSA Health and Safety Forums. Includes usage guides, frequently asked questions, and general information.



  Forum Terms of Service & Privacy Policy

2

May 28

How to violence, hazard, guidelines, amhsa, audit



 Occupational Disease Procedure
Safety Advisors

1

May 21

SA-List, disease, Work-Refusal, HR, investigations



Sharing of Information
Safety Advisors

1

May 21

SA-List, hazard, communication, Field-Worker, hazards




Earbuds and Field Workers
Safety Advisors

1

May 21

SA-List, Field-Worker, Field-Workers, PPE



 Basic Terms
How to guidelines, amhsa

1

May 21

AMHSA Forums – Next Steps

- We will be contacting SA eList members to ask for permission to post their list content (questions, responses, documents)
- We will be reaching out to members who have indicated an interest in testing the beta forum and providing feedback
- We'll make any updates or changes to the forum, use guides, and policies based on user feedback
- Forum launch is planned for later this fall!

Contact Us

- Have further comments or questions?
- Interested in user testing?
- Want to be a forum ambassador?
 - Introduce to staff/coworkers
 - Be active on forums
 - Get others involved
- Are you interested in a 1:1 forum review & guide?
- Email: Rick (RickN@amhsa.net)



Psychological Health & Safety Program

- **New dates have been scheduled!**

- PHS 101: January 18-19 + January 25-26
- PHS 102: February 15-16
- PHS 103: March 22-23
- PHS 104: April 19-20
- PHS 105: May 17-18
- PHS 106: June 21-22

- **We've heard your feedback:**

- 1-day classes have been changed to 2 consecutive mornings from 8:30-11:30 am
- 2-day classes are now 4 mornings over 2 weeks, also 8:30-11:30 am



Register online and
use code
"50MNPHS" for \$50
off your registration

Psychological Health IMPACT Group

Optimize your employee experience through an impactful psychological health and safety program

A journey designed for...

Municipalities at any level of readiness, interested in building, promoting, or enhancing psychological health and safety in their workplace

Start your journey to a
municipal workplace
psychological H&S program



Psychological
Health IMPACT
GROUP

For training, benchmarking
and peer networking, visit
www.amhsa.net/impact/

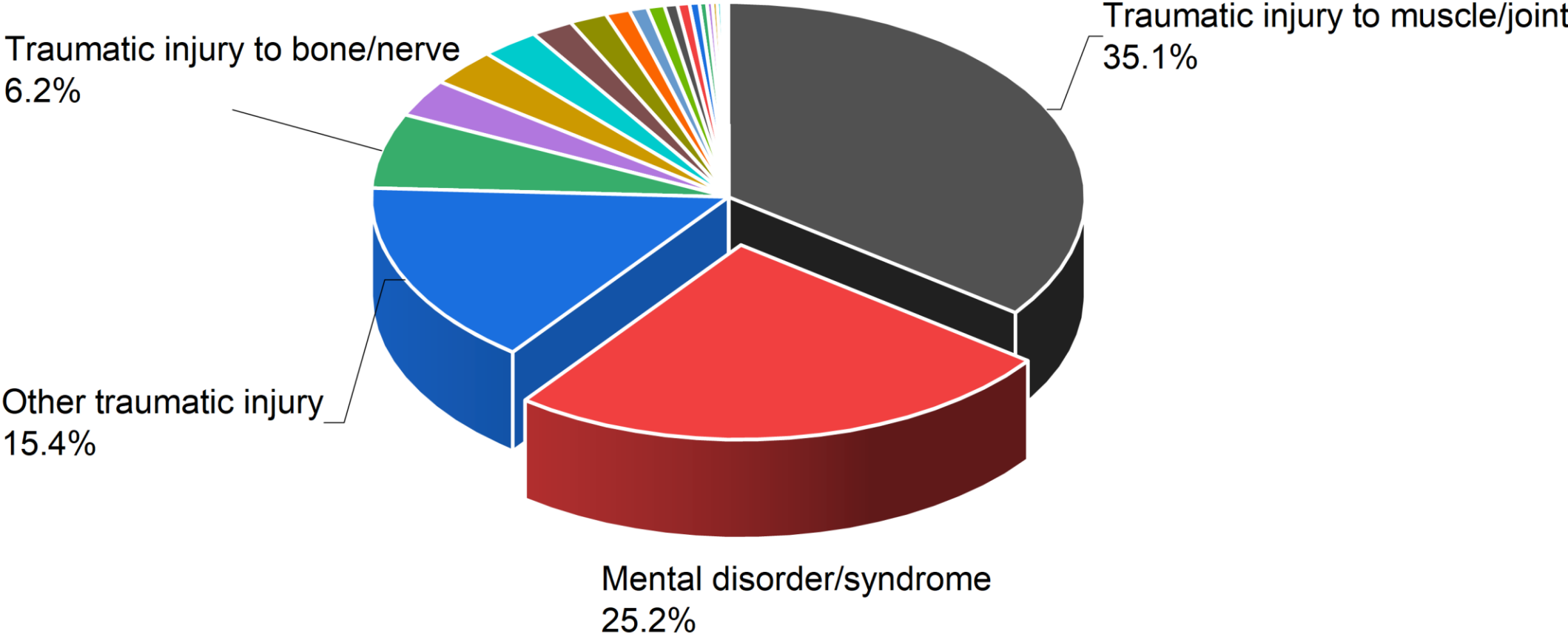
Data Analytics Project

- Earlier this year, AMHSA contracted with EHS Analytics for a review and analysis of WCB Iron Key data (claims and metrics), OHS compliance and PSI reports, and AMHSA training and COR data
- All data was sanitized to remove identifying information, leaving only WCB industry codes

Major Findings (Claim Data)

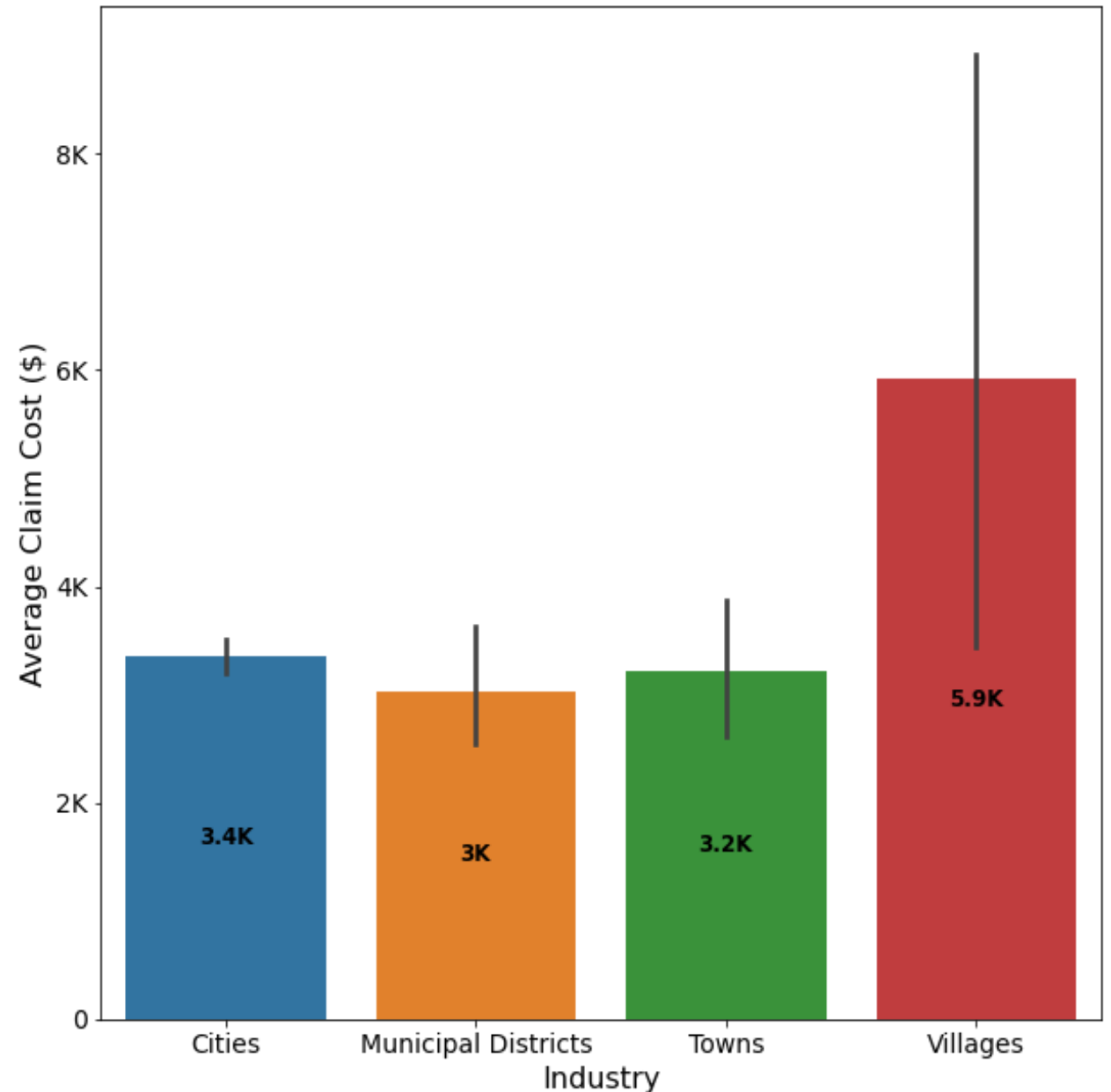
- “Traumatic injury to muscle/joint” is the most frequent claim type and also the costliest
- The second costliest claim type is “mental disorder/syndrome”
- Transit staff and emergency response personnel submit the highest number of claims, while dispatchers submit claims with both the highest average cost *and* severity

Total Claim Cost by Nature of Accident



Average Claim Cost by Industry

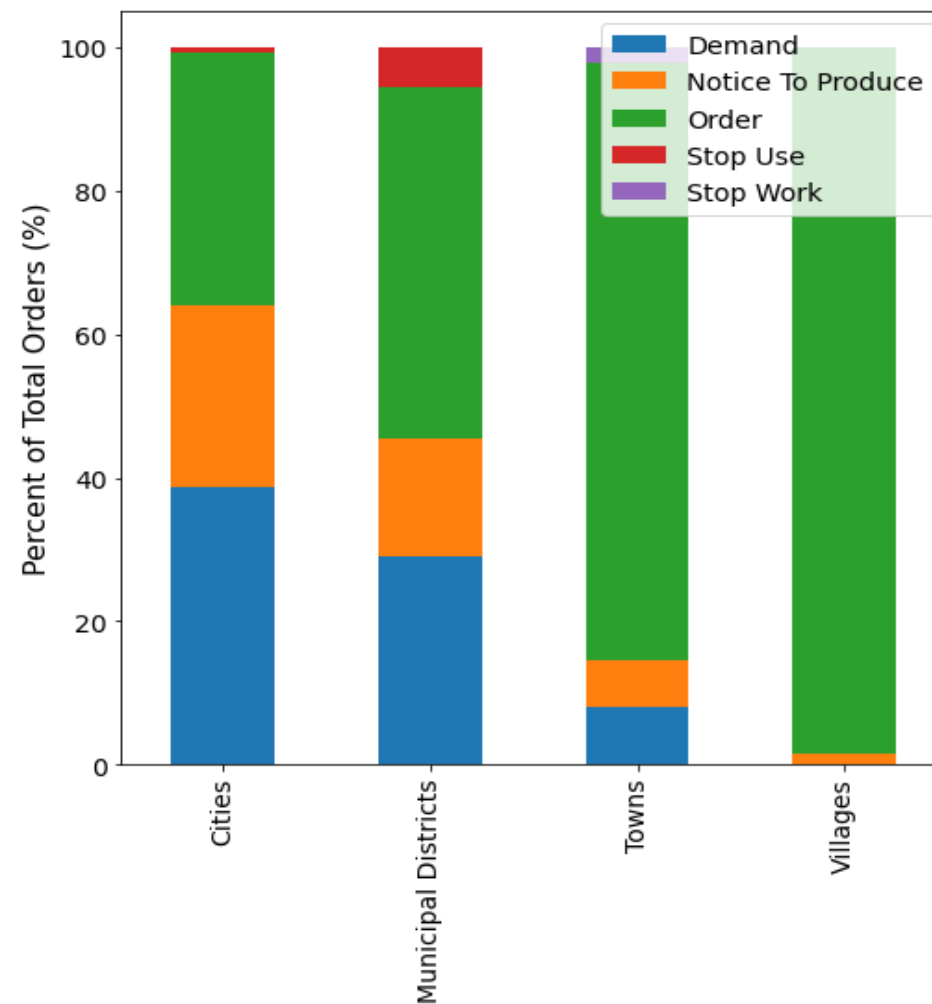
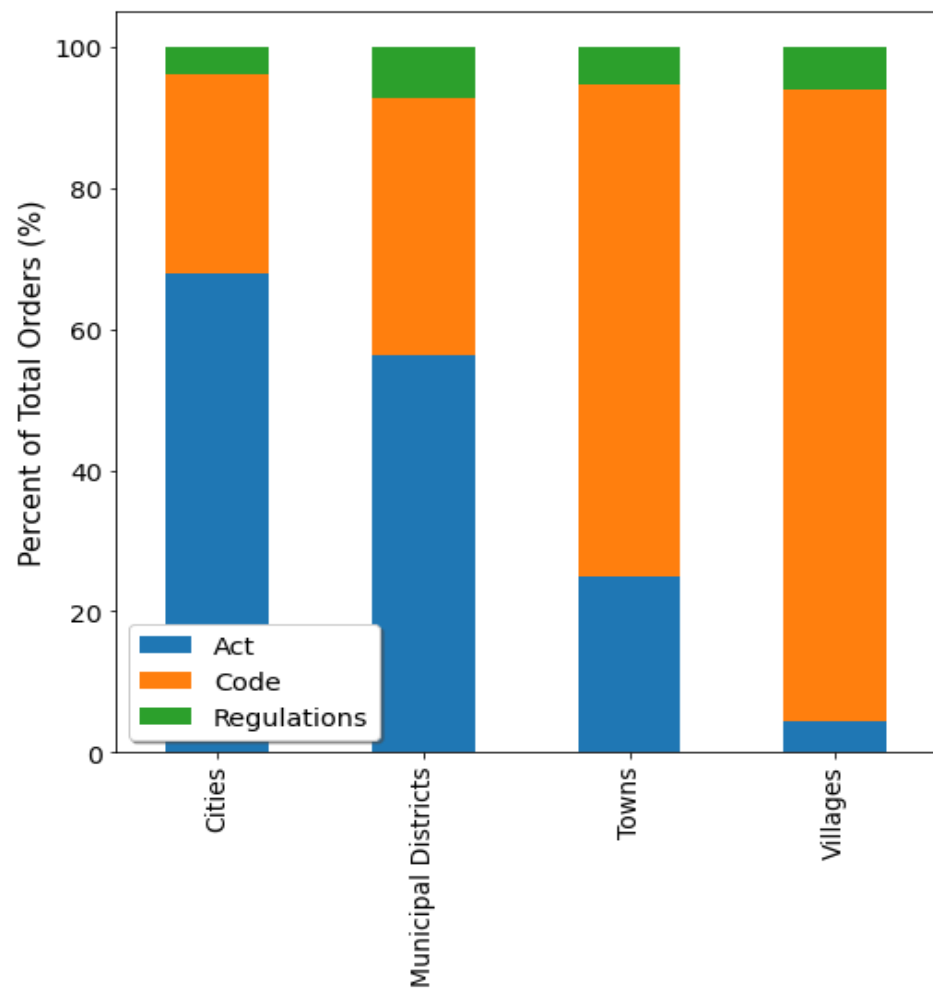
- The highest average age and lowest years of experience of injured workers were found in villages. This resulted in the highest average claim cost and severity in the claims submitted by villages



Major Findings (OHS Compliance Data)

- As the size of the municipality decreases, there is:
 - An increase in number of OHS orders per employee
 - An increase in orders relating to Code violations vs. Act
 - An increase in order severity
- Most orders related to the Code (15.5% of all orders) were submitted for **violence and harassment**
- Cities tend to receive orders relating to practices, procedures, and training, while villages mainly received orders relating to plans and assessments

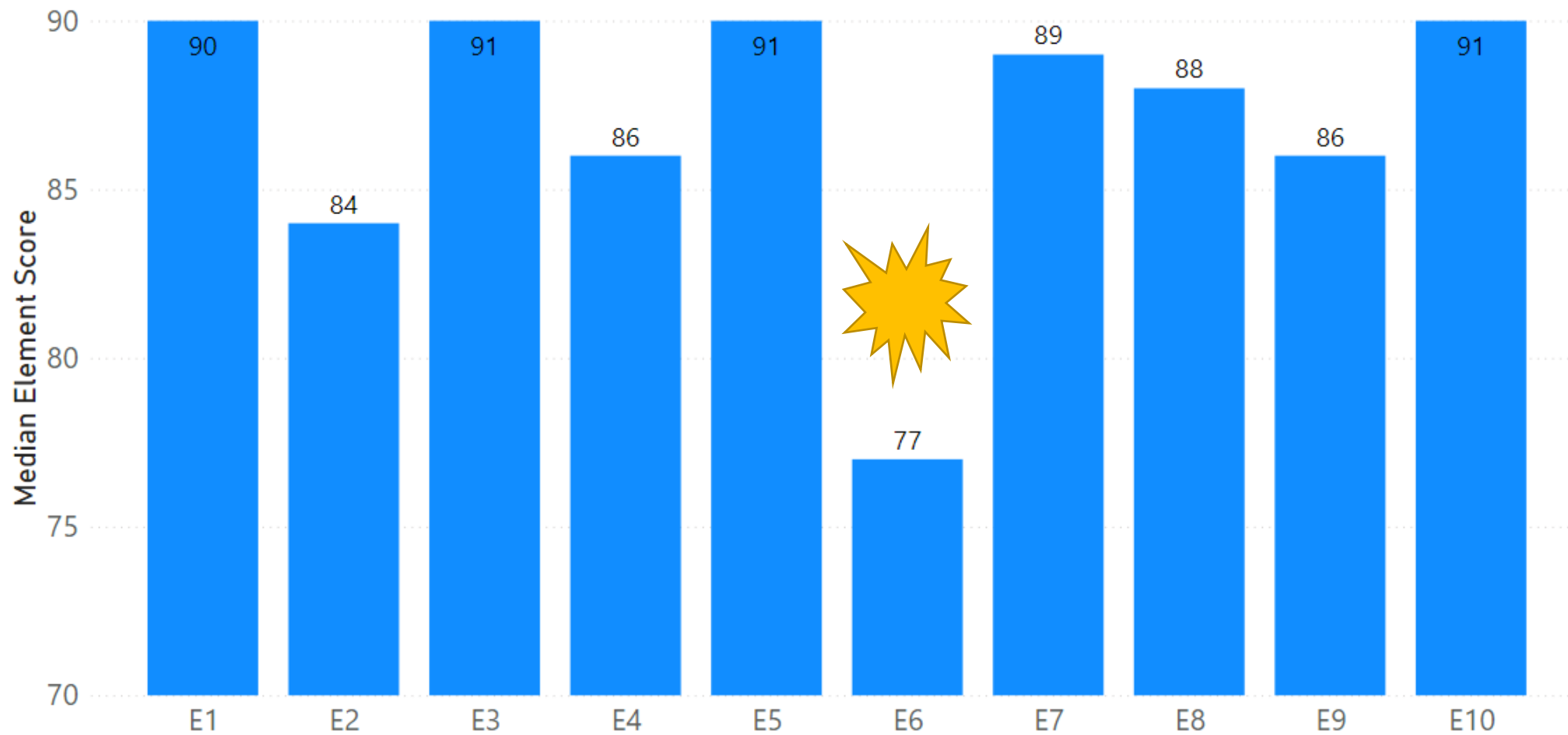
Major Findings (OHS Compliance Data)



Major Findings (COR Data)

- Internal audit scores are comparable to external, suggesting that internal audits are effective at improving safety performance
- Cities score 5-6% lower than towns and villages on their audits
- Element 6: Other Parties is consistently the lowest scoring element

Major Findings (COR Data)



Major Findings (Training Data)

- Training has shown continuous revenue growth from 2014-2021, with a shift from in-class to online
- This shift was gradual until 2020 when the pandemic caused a major shift to online options
- Leadership Safety is the largest contributor to online training

Retirement of Maryann Sagan – Town of Devon



Information Sharing Roundtable

- *AMHSA Members*



Adjournment

Next Meeting – Confirming, Shirley Huffman ok
for the Safety Moment?

2022

Joint NASC / SASC – Tuesday April 5th, 2022

Joint NASC / SASC – Tuesday September 20, 2022