



Connecting members, advancing knowledge Relier les membres, développer les connaissances

### Safety & Prevention Committee - AWCBC Work Plan

<b>Executive Sponsor:</b> Winston Maharaj	<b>Committee Chair(s):</b> Chair, Jamie Hall ; Vice Chair, Chris Back	<b>Date to be Updated:</b> May 2020
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<b>Mandate</b>	<i>Defines expectations / responsibilities. Facilitates better focus on objectives and activities by which the committee operates.</i>
To support and assist each other in developing and implementing workplace health and safety strategies.	

<b>Nature</b>	<i>What is the general composition of the group? Does the committee also meet during the year?</i>
Membership: Safety and prevention leaders from each jurisdiction.	
Purpose:	
<ul style="list-style-type: none"> <li>• Explore and share important prevention/OH&amp;S issues identified and being worked on in the Canadian jurisdictions - identify opportunities to bring back learnings and resources to each jurisdiction to enhance existing strategies and/or create new initiatives.</li> <li>• Create learning opportunities to stimulate discussion and real learning on workplace health and safety strategies from both internal and external resources.</li> <li>• Identify collaboration opportunities and harmonization potential.</li> </ul>	

## Meetings

- At least two tele-conference meetings per year
  - Discuss and make progress on the actions from the work plan.
  - Consider additional calls with specific themes that may be related to work plan activities or other emerging issues.
  - Calls to be scheduled in Sept - Oct. and Jan. - Mar.
  
- Annual in-person meeting
  - Three day meeting every May in Toronto during AWCBC All Committees meeting
  - Discuss/review/share all jurisdictions' strategies, plans, accomplishments, challenges, and learnings re: emerging prevention issues. Discuss national issues and perspectives
  - Complete work plan actions and collaborative initiatives
  - Presentations based on prevention topics/themes decided by Committee members.
  - Agenda to include CAALL-OSH and CCOHS Updates
  - Informal team building event to be planned for the first evening
  
- Additional annual in-person meeting
  - After the AWCBC's annual staff Learning Symposium in October, have a half day dedicated to debriefing the Prevention items from the symposium and sharing jurisdictional activities. Informal meeting with an open invitation to all prevention staff from each jurisdictions.

Activities	Target Date(s)	Resources	Status	Budget
<p><b>Goal #1 - Healthcare Sector</b></p> <p>Collaborate on a white paper describing the problem in healthcare and establishing essential elements to address the problem. Submit to the AWCBC Board for approval in autumn 2019. Collaborate with the AWCBC Communications Committee.</p>	Autumn 2019	<ul style="list-style-type: none"> <li>- Jamie to act as editor</li> <li>- all members to contribute</li> </ul>		N/A
<p><b>Goal #2 - CEO Engagement</b></p> <p>Develop a letter that supports the efforts of the national leadership roundtable and their efforts to promote CEO engagement.</p>	December 2019	- Jamie, Chris, Kevin and Andrea		N/A
<p><b>Goal #3 - Mental Health</b></p> <p>Establish a central repository for resources and identify gaps and opportunities to collaborate on the development of tools and resources. The CSA Standard serves as a framework for prevention activity and resources.</p> <p>Establish the scope of the Prevention Committee in this issue. (For example, excludes Return to Work, Adjudication, etc.)</p> <p>Prepare a summary paper for presentation at the May 2020 meeting.</p>	Ongoing	Kevin (lead), Matt, Anne, Andrea and Jonathon		N/A
<p><b>Goal #4 - Certification Harmonization</b></p> <p>Prepare a paper outlining the fundamental elements of a jurisdictional certification program. Explore opportunities for reciprocity between jurisdictions.</p>		Chris, Dwight Doell (Manitoba), Bruce		N/A