



MINUTES

WSN FPPC Advisory Committee

Date & Time: Thursday, June 5, 2025, at 2:30 pm

FPPC Attendance: Jesse Kydd (Chair), Scotia Biloski, Dana Greenly, Christina Merrett, Victor McKee, Stewart Taylor (Vice-Chair)

Regrets: Jenanne Graham, Robin McCullough,

WSN Staff: Chris Serratore, Director Health and Safety Services
Tricia Valentim, Executive Assistant, Health and Safety Services
Andre Bouchard, Health and Safety Specialist
Adrienne Allam, Health and Safety Specialist
Sabrina Missere, Health and Safety Specialist

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1. Welcome and Introductions
Introductions and welcomes were made.
 2. Review and Approval of Agenda
Review and approval of the meeting agenda.
 3. Approval of Previous Meeting Minutes
Review and approval of the previous meeting minutes.
 4. Review of Action Items and Recommendations

Action:	Who:	Notes:
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Look for opportunities to promote the work this advisory committee is doing and how they are making workplaces safer.	Tiana Larocque	Lockout Tagout Assessment Tool: WSN highlighted the importance of the tool for ensuring safety during lockout tagout procedures. Open to feedback – suggestion on the need for a more condensed version for smaller firms. Action: WSN agreed to follow up on making the tool more user-friendly. Action: Forward the lockout assessment tool directly to Victor and any other committee members who have not received it Competent Supervisor Refresher Course: Competent supervisor refresher course is available in both in-person and e-learning formats. The course aims to update supervisors on the latest safety practices and legislative changes, and ongoing feedback is always appreciated.
WSN acting as a central point of collection for HIPO. Anonymous hazard alert creation and communication.	Chris Serratore	Discussion around the need for regular hazard alerts and reporting to keep everyone informed about potential risks and safety practices. Work started with HSS's and Marketing/Communication team around what this would look like. Feedback from advisory committees to improve the hazard reporting process and help with library of hazard alerts to start. Regular Alerts: The goal is to have at least one hazard alert per month. Reporting Form: The current hazard reporting form is being revised to make it more user-friendly. The new form will have optional fields for name, company, and location to encourage more contributions. It will no longer be mandatory to enter that information. Subscription Feature: Suggestion on adding a subscription feature to the hazard alerts, allowing participants to receive alerts directly. This would help

		in disseminating information more effectively across the sector. Action: Share the updated hazard alert reporting form link with the committee members for feedback. (Chris)
Recruitment for FPPC Committee	Chair	Discussion around the potential candidates in the plywood and sawmill sectors. Circulating links to anyone especially worker representation <u>Advisory Committee Application Form Workplace Safety North</u>

5. Sector-Specific Health and Safety Updates – Chair

a. **Silviculture Adhoc Advisory Committee Update (Chris)**

Chris provided an update on the civil culture ad hoc advisory committee, noting that the goal is to reassemble the committee in the fall, potentially during the forestry event in October.

Action: Silviculture Adhoc Advisory Committee next meeting in the Fall around the forestry event.

b. **Health and Safety Information Exchange:** Open forum for members to exchange sector-specific information, experiences, and concerns.

Participants shared recent health and safety incidents and concerns, including a critical injury involving a broken leg and the importance of mobile equipment pedestrian interactions.

Critical Injury: A recent critical injury incident involving a broken leg caused by a motor slipping out of its sling. The incident highlighted the need for proper lifting techniques and the use of multiple-point lifts to ensure safety.

Mobile Equipment: The importance of addressing mobile equipment pedestrian interactions, citing recent court decisions and fines for companies with such incidents. She suggested validating safety measures at all locations to prevent similar occurrences.

Manual Handling: Ministry of Labour is focusing on manual material handling injuries. The relevance of this focus in light of recent incidents and the need for ongoing vigilance in this area was discussed.

6. WSN Update

a. **Program Development (Tiana)**

- i. IPCO and MHEO TTT Refresher Updates (Chris)
- ii. Learning Management System (LMS)
 - b. E-learning for Competent Supervisor Refresher (Tiana)

The Learning Management System for the supervisory refresher is set up, and participants should have received a link to access it.

c. **Marketing & Communications (Tiana)**

Marketing Communications Update: Chris provided an update on marketing communications, including the company supervisor refresher and the industrial hygiene project funded by WSIB.

7. Suggested Initiatives and Development for WSN consideration (Advisory committee informed suggestions)

Pedestrian Safety Plan: Send the mobile equipment pedestrian interface program risk assessment tool and baseline policy to interested committee members. (Christina)

Combustible Dust Issues: Participants discussed the need for resources on combustible dust issues in the sector, and Chris mentioned that there are resources available and will follow up with more information.

Action: Provide the combustible dust management resources package to the committee members. (Chris, Sabrina)

ATV Training for Silva Culture: Robin raised the need for ATV training specific to Silva culture, considering the unique use of ATVs in the sector. Chris and other participants discussed potential resources and the possibility of developing a training program.

8. Advisory Committee Professional Development (October 1):

Mental Health training on October 1st.

[Workplace Mental Health: A Framework for Leaders | Workplace Safety North.](#)

Action: Confirm if the mental health training for supervisors can be made available virtually for the October session. (Chris)

9. Next Meeting:

October 1 – Professional Development Day – Sudbury, ON

October 2 – Advisory Meeting & Board of Directors Meeting & AGM – Sudbury, ON

Adjournment