



Capital Health

**Joint Occupational Health and Safety Committee (JOHSC)  
Musquodoboit Valley Memorial Hospital and  
Musquodoboit Valley Home for Special Care  
Annual Report 2012-2013**

**MVMH and MVHSC JOHSC ANNUAL REPORT**

We are pleased to submit the Annual Report for the Capital Health Joint Occupational Health and Safety Committee (JOHSC). This report is submitted in accordance with the Terms of Reference as set by the JOHSC and covers the period **2012/04/01 to 2013/03/31**.

The JOHSC had a busy and productive year. Using the Terms of Reference and the actions required of the JOHSC, accomplishments of the committee are highlighted below:

**Terms of Reference approval date:** August 17, 2004. Reviewed April 23, 2012.

**Membership List:** (include all members including alternates, co-chairs, management, union affiliation, note any vacancies)

Shirley Anderson – NSGEU Healthcare  
Helena Cole – Management  
Valerie Fraser – NSGEU MVHSC  
Diana Graham – Management – Co-chair  
Mary Grant – Management  
Leslie Henley – NSNU MVHSC  
Loralee Holman – NSNU MVMH  
Reg Holman – Management  
Helen Jenson – NSGEU Clerical – Co-chair  
Kathy Stewart - NSGEU Support

**List JOHSC meeting dates (and whether or not there was quorum):**

April 23<sup>rd</sup>, 2012  
May 28<sup>th</sup>, 2012  
June 25<sup>th</sup>, 2012  
July 16<sup>th</sup>, 2012  
August 20<sup>th</sup>, 2012  
September 17<sup>th</sup>, 2012  
October 22<sup>nd</sup>, 2012  
November 19<sup>th</sup>, 2012  
December 17<sup>th</sup>, 2012  
January 21<sup>st</sup>, 2013  
February 18<sup>th</sup>, 2013 – Meeting cancelled – no quorum due to storm  
March 18<sup>th</sup>, 2013

**Dates and attendance at Joint Occupational Health and Safety Policy Committee:**

October 19<sup>th</sup>, 2012  
 December 7<sup>th</sup>, 2012

**Location (s) of where meeting minutes, Occupational Health and Safety Act and Department of Labour and Workforce Development's phone number are posted throughout the facility:**

MVMH – JOH&S bulletin board outside Cafeteria  
 MVHSC – JOH&S bulletin board in Staff Room

<b>ACTIVITIES</b>	
Number of Inspections Conducted	129 (82% compliance overall)
Number of Inspections Required	156
Number of Inspections Issues that were reviewed by JOHSC	3
Number of Inspection Issues that were resolved by JOHSC	3
Number of SAFE Reports Reviewed By JOHSC	17
Number of additional recommendations from JOHSC from SAFE Report Review	0
Number of Safety Concerns brought to the JOHSC	8
Number of Safety Concerns Resolved	8
Number of Health and Safety Policies Reviewed	4
# of Work Refusals Investigated	0
# of Recommendations to Management	1
# of Inspections by Dept of Labour and Workforce Development	1 Musquodoboit Valley Memorial Hospital 1 Musquodoboit Valley Home for Special Care
Training	# of participants
Module 1 – Rights and Legislation	0
Module 2 – Hazard Assessment and Control	0
Module 3 - Inspections	0
Module 4 – Incident Investigations	0
Other – WHMIS Review	87 staff (45 MVMH, 42 MVHSC) 93%
- Fire Safety Training	40
# of fire drills conducted	18
Identification of Team Accomplishments and Issues Other (including safety promotion and awareness)	<ul style="list-style-type: none"> <li>• Call-in lists tested for both MVMH and MVHSC</li> <li>• Continued to monitor need for and arrange</li> </ul>

	<p>security at MVMH/MVHSC.</p> <ul style="list-style-type: none"> <li>• Organized month-long Fire Safety Blitz to educate staff and encourage them to complete on-line Fire Safety training.</li> <li>• Organized Fire Extinguisher training to be provided on site by Paul Bonnar.</li> <li>• Participated as observers at the Harbourview Lodge Code Black exercise.</li> <li>• Coordinated NVCI training for staff.</li> <li>• Reviewed and updated Braeside Emergency Plan.</li> <li>• Planning for Braeside emergency exercise to be held summer 2013.</li> <li>• Coordinate Violence Assessments for MVMH.</li> </ul>
Other	

Recognition (thank you from Chair and Co-chair)

Respectfully submitted,

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Diana Graham, Chairperson, JOHSC

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Helen Jenson, Chairperson JOHSC