

**Occupational Health and Safety Report
3rd Quarter and Year-to-Date 2013**

Date:	January 22, 2014
To:	Employee and Labour Relations Committee
From:	City Manager Executive Director of Human Resources
Wards:	All
Reference Number:	

SUMMARY

This report provides information on the status of the City’s health and safety system, specifically on activities, priorities and performance during and up to the end of the third quarter of 2013.

There was a 16.2% decrease in the number of lost time injuries (LTIs), a 38.9% decrease in the number of recurrences and a 0.7% increase in the number of medical aid only injuries during the first three quarters of 2013 relative to 2012.

WSIB invoiced costs for the first three quarters of 2013 were \$18.1 million. This was \$1.5 million lower than for the same time period in 2012. This decrease was achieved in part as a result of a reduction in firefighter cancer costs. The overall WSIB costs include a significantly higher Administration rate for 2013 (35.8% from 27.6%) as well as an adjustment to the 2012 administration rate invoiced to the City in July 2013 in the amount of \$792,000.

RECOMMENDATIONS

The City Manager and the Executive Director of Human Resources recommend that:

1. City Council receive the 3rd Quarter and Year-to-Date 2013 Occupational Health and Safety Report.

Financial Impact

There are no financial impacts to this report.

DECISION HISTORY

At its meeting of February 1, 2 and 3, 2005, City Council approved the recommendation of the Employee and Labour Relations Committee that staff report to Council quarterly on the functioning of the City's health and safety system. This report is for the first three quarters of 2013, with emphasis on the 3rd quarter.

ISSUE BACKGROUND

Continuously improving health and safety performance and a strong health and safety culture continue to be key priorities for the City. This report on the City's health and safety performance is intended to enable the Mayor and Councillors to monitor the City's performance.

COMMENTS

Injury and Accident Statistics

Number of lost time injuries, medical aid injuries and recurrences

Information regarding reported work-related injury/illnesses, by division, during the first three quarters of 2013 is attached in Appendix A. Information is also provided for the comparable time period from 2009 to 2012. Information provided includes:

- Number of lost time injuries (LTIs): injuries/illnesses in which lost time was approved by the WSIB or is awaiting WSIB adjudication, as the employee has lost time from work as a result of a reported workplace injury;
- Number of recurrences: injuries/illnesses that were approved by the WSIB or are awaiting WSIB adjudication, as the employee has lost time as a result of a previously reported workplace injury/illness. No new incident has taken place; and
- Number of medical aids: injuries/illnesses in which health care only was approved by the WSIB or claim is awaiting WSIB adjudication, as the employee has either sought medical aid but not lost time from work as a result of a reported workplace injury or lost time has not been approved by the WSIB.

There was a 16.2% decrease overall in the total number of LTIs in the first three quarters of 2013 relative to 2012.

The primary factors that contributed to this decrease in LTIs were:

- 33.8% decrease in musculoskeletal disorders (MSDs) from 314 to 208;
- 10.9% decrease in injuries arising from contact with objects and equipment (from 92 to 82);
- 10.9% decrease in slips, trips and falls (from 165 to 147).
- City divisions that experienced significant reductions in LTIs in the first three quarters of 2013 relative to 2012 were:
 - Toronto Water (35.3%),
 - Emergency Medical Services (26.1%),
 - Children's Services (17.5%) and
 - Parks, Forestry and Recreation (12.5%).

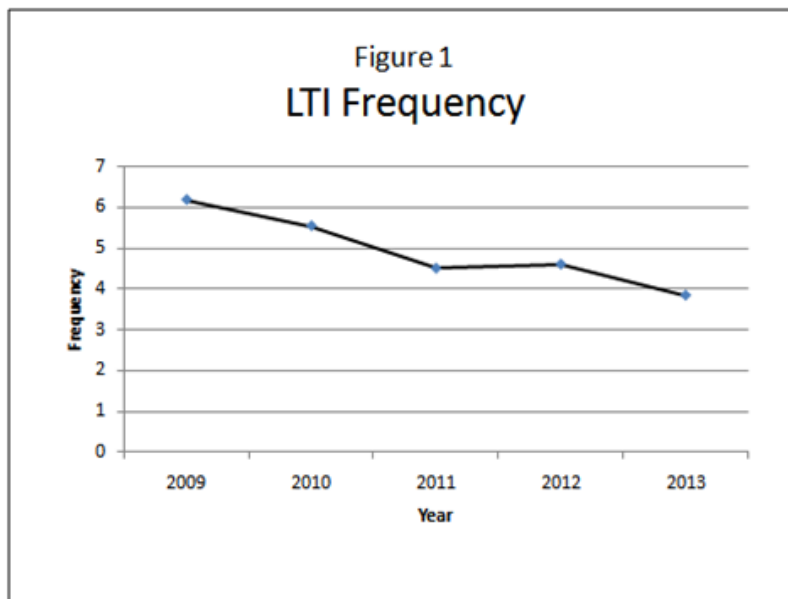
Although relatively small in number, there was an increase in assaults and violent acts from 23 to 36 and an increase in vehicle incidents from 13 to 24.

There was a 38.9% decrease in Recurrences in the first three quarters of 2013, largely attributable to a 40.9% decrease in recurrences arising from slip, trip and fall injuries and a decrease of 40.3% of recurrences arising from MSDs.

The number of medical aid injuries increased by 0.7%.

Lost Time Injury (LTI) Frequency

LTI frequency represents the number of LTI events (lost time approved by the WSIB or pending WSIB adjudication decision) per 200,000 hours worked (100 employee-years). The chart below shows the City's injury frequency rate during the first three quarters of 2013, relative to the frequency rate for the years 2009 to 2012.

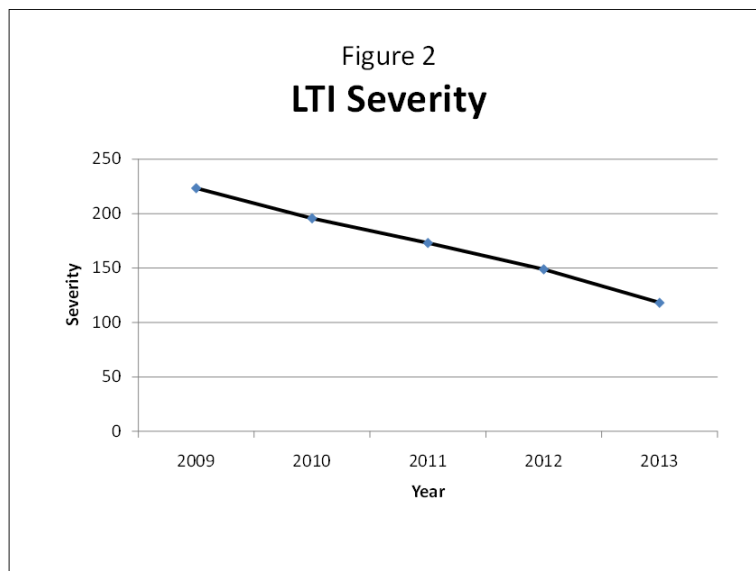


Frequency rates for divisions are reported in Appendix B. It should be noted that in a division with a small number of staff, a single LTI can result in a high frequency rate.

Frequency rates allow for comparisons across organizations. A number of City Agencies were requested to share information on WSIB claims for previous years including lost time injury rate (frequency), WSIB costs and most common injury types. The most recent comparator year available is 2011. Information provided by participating City Agencies is presented in Appendix B(i).

Injury Severity Rate

The injury severity rate is a standardized statistic that enables comparison, year over year, of the number of days lost relative to hours worked. The chart below shows the City's severity rate during the first three quarters of 2013, relative to the severity rate for the years 2009 to 2012.



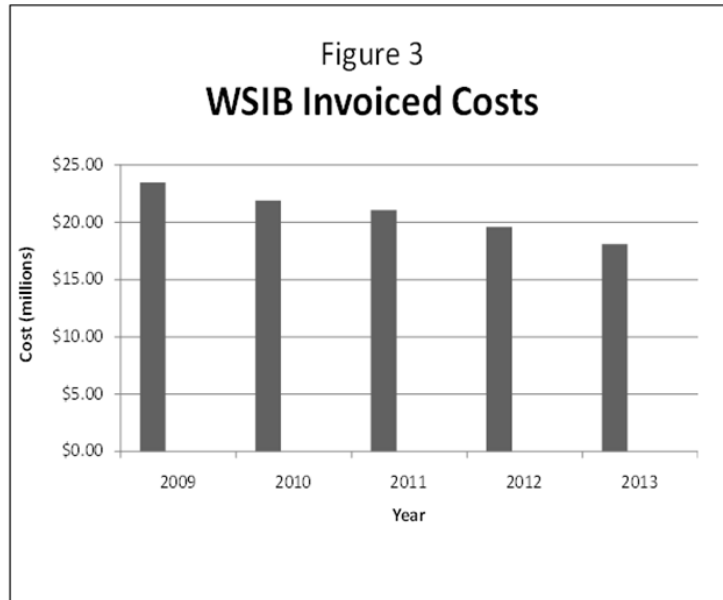
* The severity number represents the number of days lost per 100 employees in the year.

Improvements are a reflection of reduced injury severity and effectiveness of return-to-work efforts.

Injury and Accident Costs [Overall Costs (all firm numbers) and Invoiced New Firm Costs by Division]

Overall costs incurred under all City firm numbers during the first three quarters of 2013 are reported in Appendix C. This includes costs that continue from injuries sustained in pre-amalgamation municipalities. Information is also provided for the comparable time period in 2009 to 2012. Total costs for the first three quarters of 2013 were \$18.1 million, a decrease of approximately \$1.50 million from 2012.

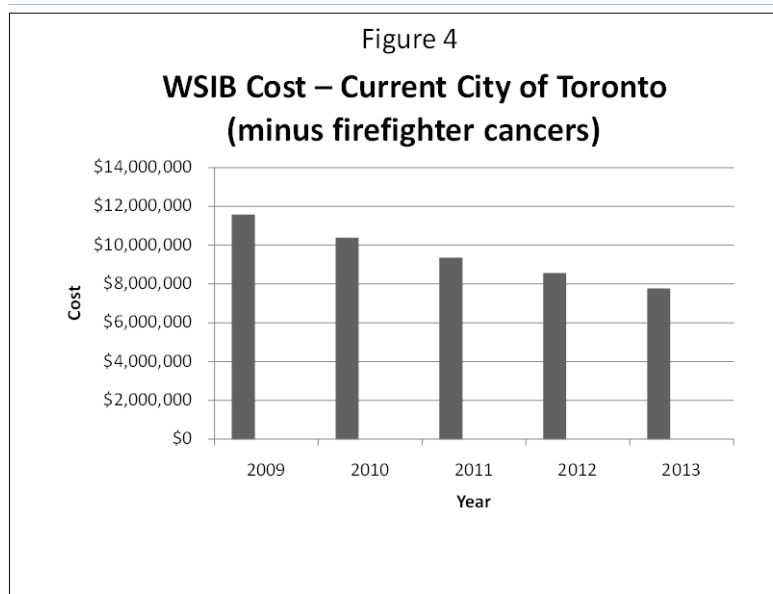
This information is summarized in the chart that follows,



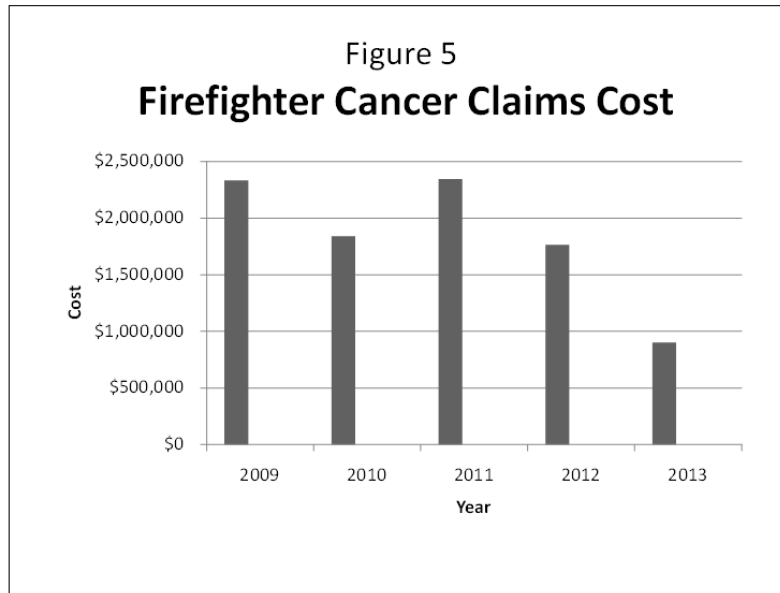
The “WSIB Invoiced Costs” report identifies all WSIB invoiced costs for the current City of Toronto by division. Appendix D(i) provides the information for divisions whose costs were less than \$50,000 in the first three quarters of 2013. Appendix D(ii) provides the same information for divisions whose costs were greater than \$50,000.

The charts that follow show the following:

- WSIB costs for the current City firm number exclusive of firefighter cancers



- WSIB costs associated with firefighter cancers



Critical Injuries

Occupational health and safety legislation stipulates requirements for reporting fatalities and critical injuries to the Ministry of Labour (MOL). A critical injury is an injury of a serious nature that:

- (a) places life in jeopardy,
- (b) produces unconsciousness,
- (c) results in substantial loss of blood,
- (d) involves the fracture of a leg or arm but not a finger or toe,
- (e) involves the amputation of a leg, arm, hand or foot but not a finger or toe,
- (f) consists of burns to a major portion of the body, or
- (g) causes the loss of sight in an eye.

Four work-related critical injuries were reported to the MOL in the third quarter of 2013:

- A Parks, Forestry and Recreation Division employee sustained a fractured wrist when he fell off a stationary flatbed trailer while placing a tarp on materials. He also sustained injuries to multiple other body parts.
- A Real Estate Division employee sustained multiple critical injuries when the vehicle in which she was a passenger was involved in a 2-vehicle crash.
- A Parks, Forestry and Recreation Division employee sustained a broken ankle when she tripped and fell to the ground.
- A Children's Services Division employee sustained a fractured left wrist when she slipped and fell on a wet floor at a water play table.

In addition, an incident in which an employee lost consciousness at work was reported to the MOL. No work related causes were identified.

MOL Orders/Visits without Orders

The MOL issued 13 orders to the City during the third quarter of 2013. These orders related to:

- Maintenance of equipment, including housekeeping-related (floor drain, document frame, electrical panel, anti-slip strips, section of security gate, cover plate on electrical panel) - 6 orders
- Keeping surfaces free of obstructions – 1 order
- Fire code (posting of fire evacuation plan) - 1 order
- Provision of eye wash fountain - 1 order
- Storage of compressed gases - 1 order
- Securing equipment from tipping/falling - 1 order
- Guarding of in-running nip hazard - 1 order
- Material safety data sheets - 1 order

All orders were complied with. One requirement for the provision of testing and calibration results for carbon monoxide monitors to the MOL was also issued during one of these the visits.

MOL visits that do not result in orders are also tracked. Reports on the issues addressed during these visits and any recommendations or comments received are reviewed by the Occupational Health and Safety Coordinating Committee (OHSCC). It is intended that this information will inform the OHSCC regarding the MOL's priorities and expected employer responses to these priority issues.

There were fifteen MOL visits to City facilities during the third quarter of 2013 that did not result in orders. Eight of these visits occurred in the context of critical injury or incident investigation, four in response to complaints, two as routine inspections and one in response to a work refusal.

MOL Activity

During the third quarter, the MOL announced upcoming health and safety inspection blitzes.

In September and October, MOL inspectors visited a variety of health care environments, including long-term care homes, to ensure that proper procedures were in place for client handling and manual materials handling to prevent MSD injuries among staff.

The blitz focused on:

- Client handling, including lifting, transferring and repositioning of clients
- Manual materials handling, including lifting, lowering, pushing, pulling and carrying of objects
- Use and maintenance of carts in housekeeping and other support service areas

One City long-term care home was visited during the blitz. Worker incident reports, new worker training, ongoing training and policies related to MSD prevention were reviewed and found to be in order.

In November and December, MOL inspectors will visit industrial and health care workplaces to ensure that recycling and waste management procedures are being followed to help keep workers safe. The blitzes will focus on:

- Providing proper information, instruction and supervision to workers to protect their health and safety
- Proper handling requirements for disposal of needles, sharps and other wastes in health care workplaces

Key City Initiatives

Some key health and safety initiatives in the third quarter of 2013 included:

- Preparation for the rollout of Quatro Safety, an enhanced disability and safety management system, by end of 2013
- Communication and implementation of the strategy to refocus attention on methods of reducing MSDs and, in particular, lifting injuries
- Establishment of a Working Group on Psychological Health and Safety to review the new CSA Mental Health Standard
- OHSCC endorsement of a Respiratory Protection Policy
- Review of the City's Asbestos Management Policy and its implementation
- Rollout of an interactive online Joint Health and Safety Committee membership Directory
- Development of a Slips, Trips and Falls Prevention e-learning module for rollout across City divisions when completed
- Finalizing the 2014's health and safety training calendar

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SIGNATURE

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ATTACHMENTS

Appendix A – WSIB Claims Data, by Division (January – September)

Appendix B – LTI Frequency (1st Three Quarters 2013 relative to previous years)

Appendix B(i) - Agencies Comparators for WSIB Claims 2011

Appendix C – WSIB Costs for all Firm Numbers (2009-2013)

Appendix D (i) – WSIB Invoiced Costs to End of 3rd Quarter (<\$50,000)

Appendix D (ii) WSIB Invoiced Costs to End of 3rd Quarter (>\$50,000)