



Ontario Workplace Health Coalition Annual Report August 1, 2016 to July 31, 2017

This report summarizes the activities of the Ontario Workplace Health Coalition (OWHC) between August 1, 2016 and July 31, 2017.

The Ontario Workplace Health Coalition is:

- An incorporated, not-for-profit body;
- A unifying structure across the province to:
 - Facilitate communication among workplace health stakeholders;
 - Promote the importance of using a comprehensive approach to create healthy and safe workplaces in Ontario.

OWHC Vision & Mission

Vision

All Ontario workplaces will:

- Value employee mental, physical, and psychosocial health as fundamental to organizational success; and
- Adopt and implement a comprehensive approach to healthy workplace as an integral part of their business strategy and operations.

Mission

The mission of the Ontario Workplace Health Coalition is to:

- Bring together, educate and support all workplace stakeholders who are working toward creating mentally, physically and psychologically healthy workplaces.

Board of Directors 2016-2017

- Sabrina Arvanitis, High Point Wellness Centre (*term ends Oct. 2017*)
- Terri Aversa, Ontario Public Service Employees Union (OPSEU) (*term ends Oct 2018*)
- Janet Baker, St. Thomas Elgin Public Health (*term ends Oct. 2017*)
- Gerry Culina, Canadian Centre for Occupational Health &



Safety- Co-Chair (*term ends Oct 2018*)

- Timothy Fleming, Innovation Works (*term ends Oct. 2017*)
- Michael Glatz, Transcontinental (*term ends Oct 2018*)
- Krista Schmid, Workplace Safety and Prevention Services (*term ends Oct. 2017*)
- Allan Smofsky, Smofsky Strategic Planning (*term ends Oct 2017*)
- Ivian Tchakarova, Health Safety and Wellness Trillium (*term ends Oct. 2017*)
- Lisa Van der Vinne, Public Health Practitioner (*term ends Oct.2018*)
- Roslyn Wright, Transcontinental - Secretary (*term ends Oct. 2017*)
- Lindsay Bell, Innovative Health Strategies (*term ends Oct 2018*)
- Danielle Stewart, Workplace Safety & Prevention Services (WSPS) (*term ends Oct 2018*)
- Nathan Kolar, student representative (*term ends Oct 2018*)
- Secretariat: Workplace Safety & Prevention Services (WSPS) and Canadian Centre for Occupational Health and Safety (CCOHS)

Co-Chairs' Report - 2016-17

We want to thank our team of extremely hard-working and committed Board of Directors. Our Directors understand the importance of healthy workplaces in Ontario and the added value to an organization of a healthy workplace culture that values, respects and inspires their employees. This in turn brings creativity and productivity to the organization through healthy and happy employees.

2016-17 unfolded as a year of stock-taking, and focusing on shoring up the foundations upon which a strong future can be built

The successes the Board wishes to highlight in 2016-17 are:

1. **Renewed Committee Infrastructure** – This year, we can proudly say that our previous efforts of making clearer and structured approach to working in committees has begun to pay off. Committee work is making it easier and more efficient to make progress. Each of our five core committees became more organized than ever before. Our committees are Communications; Governance; Education and Networking; Membership; and, Sustainability.
2. **Joan Burton Day of Learning.** In 2017, we continued with our second annual Joan Burton Day of Learning. At this event, an invited panel shared their perspectives on workplace health.



3. **OWHC Newsletter.** This year we re-launched our newsletter, updating the look and feel and committing to sending out regular updates as well as recaps of our learning events and webinars.
4. **OWHC Webinars.** We are continuing to provide ongoing learning activities on current workplace health trends and topics.
5. **Membership Infrastructure.** Our Membership Committee has been working on finding ways to simplify and manage our membership system, with the aim of freeing up time and energy for core OWHC work.
6. **Sustainability Plan.** Our Sustainability Committee has continued to work toward establishing a provincial roundtable in Ontario. A new value proposition has been established for this opportunity, and explorative meetings with core stakeholders have begun.

As co-chairs we want to thank each Board member and our Secretariat for all the time and efforts put into keeping us on-track. We also want to acknowledge and thank Workplace Safety & Prevention Services (WSPS) for their support with meeting space, technology and administrative support. We would also like to thank the Canadian Centre for Occupational Health and Safety (CCOHS) for their support managing the website and member database.

Coming together is a BEGINNING
Keeping together is PROGRESS
Working together is SUCCESS

- Henry Ford

Submitted by: Janet Baker and Tim Fleming

Administration

Meetings

The Ontario Workplace Health Coalition (OWHC) held its eighth Annual General Meeting (AGM) on November 29, 2016 at the Centre for Health & Safety Innovation (CHSI) in Mississauga. WSPS graciously provided the OWHC with access to their videoconference/webinar technology so that OWHC members across the province who were unable to attend onsite could participate remotely. The OWHC appreciated the Workplace Safety and Prevention Services (WSPS) providing space for the meeting and technical assistance to facilitate the



videoconference /webinar.

The OWHC continued to comply with the requirements under the Corporations Act as an incorporated not-for-profit organization in Ontario. As done for previous AGMs, the OWHC continues to use a "Notice to Reader" instead of a full financial audit, given our limited budget.

The Co-chairs would like to recognize both the WSPS and CCOHS for their shared role as secretariat of the OWHC. We cannot stress enough that their continued generous support is greatly appreciated.

Between August 2016 and July 2017, nine Board of Directors meetings were held. In 2016 there were two in-person meetings held on September 19 and November 29. In 2017, the in-person meetings were held on, February 8, May 17 and September 26, while BOD conference call meetings were held January 24, March 22, June 19 and August 14.

Social Media

In order to diversify the OWHC's marketing efforts pertaining to events and recent news, the OWHC has utilized social media (LinkedIn, Facebook, and Twitter). By leveraging the power of social media, OWHC members and the general public are given real-time updates regarding the OWHC. Utilizing social media also allows OWHC members and the general public to interact with each other and make comments on all social media content. This feature of social media promotes collaboration and acts as a networking tool. Lastly, in regards to succession planning for the OWHC, the coalition welcomes student engagement. By targeting student populations through social media, and thus having a presence on smartphones, the OWHC is able to reach online student groups.

Investing marketing efforts into social media has seen a positive return on investment for the OWHC. More and more individuals are learning about the coalition, event information is readily seen on smartphones, and student involvement has risen.

Like us on **Facebook** <https://www.facebook.com/OntarioWorkplaceHealthCoalition/> -

Follow us on **Twitter** @OWHC1 and

Linked in <https://ca.linkedin.com/company/ontario-workplace-health-coalition>

Submitted by: Nathan Kolar

OWHC Core Functions

At the initial meeting of the new Board, the Directors agreed on Executive positions.



The new executive committee consisted of:

- Co-Chairs: Tim Fleming and Janet Baker
- Vice-Chair: Gerry Culina
- Co-Treasurers: Ivian Tchakarova and Michael Glatz
- Secretary: Roslyn Wright

Engaging Workplace Health Stakeholders.

Joan Burton Memorial Symposium

On May 17, 2017 the Ontario Workplace Health Coalition was proud to host the second annual Joan Burton Comprehensive Workplace Health Leadership Symposium. It is an honor and a privilege to continue the legacy of Joan Burton, by hosting another event in her memory.

In both her life and legacy, Joan Burton created incredible momentum, energy and good-will, elevating the importance of comprehensive workplace health in Canada, and establishing a Global Framework for Workplace Health that was recognized and promoted by World Health Organization. She was presented with the [Canadian Workplace Wellness Pioneer Award](#) in recognition of “outstanding contribution to the field of Canadian Workplace Wellness” and to the “understanding and practice of organization health.”

Joan was part of the OWHC for many years. She was an enthusiastic member, elected to the Board of Directors in fall 2010, acting as Co-Chair from Oct. 2010 to Oct. 2012. The Health Communication Unit (THCU) and the Canadian Mental Health Association (Ontario Division) had provided critical secretariat support to the OWHC for a number of years, but had completed their commitments to the OWHC at the time that Joan took over as Co-Chair. She was instrumental in securing commitment from both Workplace Safety and Prevention Services (WSPS) and the Canadian Centre for Occupational Health and Safety (CCOHS) to act as co-secretariats which ensured that the OWHC remained on a strong foundation to move forward. After Joan finished her two-year term as Co-Chair in Oct. 2012, she agreed to stay on the Board as Past Chair until May 2013.

Over 50 participants shared ideas about how to improve workplace health at the May 17, 2017 Joan Burton Day of Learning. Attendees included HR professionals and organizational management, union representatives, students, workers, health and safety experts, and joint health and safety committee members. Using their own expertise, and along with a panel of employer, union, and system experts, the group



discussed OWHC's comprehensive approach to workplace health and shared ideas spanning the 4 key quadrants of the OWHC Comprehensive Workplace Model: Occupational Health and safety, Lifestyle and Wellness, Organizational Culture, and Corporate Social Responsibility.

This session was all about collaboration, sharing and learning from one another. Participants were on their feet, moving between 4 stations in groups, actively contributing and discussing how their organizations were impacting employee health and well-being. Fantastic learning takeaways were generated for all those who attended. Hearing the panelists share their unique workplace successes was pivotal in helping attendees move from thought to action with their own wellness strategy. Here's some of the unique measures other organizations are doing within these quadrants:

Lifestyle & Wellness

- Walking workstations
- Outdoor fitness equipment
- Mindfulness sessions

Corporate Responsibility

- Paid volunteer days
- Blood drives
- Organizing breakfast programs

Workplace Culture

- Adopting a "just" culture where people intend to do their best and strive for continual improvement rather than fear punishment for errors

Occupational Health & Safety

- Paid annual auto inspection for mobile workers
- Return-to-work programs
- Compassion fatigue training
- The passion and activity in the day did justice to Joan Burton's enthusiasm and commitment to workplace wellness.

WEBINARS/WORKSHOPS:

In addition to the Joan Burton Event held on May 17, the Coalition hosted 2 other seminars/events. The sessions were either online-live webinars or in-person events held at the Centre for Health & Safety Innovation in Mississauga. To view our past webinars please visit: <http://www.owhc.ca/webinars.html>
Here are the highlights of this past year's events.

Annual General Meeting (AGM) – November 29, 2016

At the 2016 AGM, Dr. Ian Dawe (Associate Professor of Psychiatry at U of T, Program Chief & Medical Director of Mental Health at Trillium Health Partners) delivered the keynote address "Practical Tools to Support Employee Mental Health & Well-Being". It



was an in-depth look into best practices in employee mental well-being as well as a review of practical tools that can be implemented across organizations. The keynote address was followed by 3 breakout sessions including a very popular vendor fair.

An Evolution of Wellness – Top Trends for 2017 and Beyond

This webinar held on February 8, focused on the top 5 trends that the Coalition believes will have an impact as we re-think wellness programs, services and activities in the workplace.

In addition to the breakfast networking events, the Coalition continues to produce a quarterly newsletter. Contents include synopsis of previous events, profiles of our members and health & wellness articles.

The Coalition is also active on various social media channels including:

- Facebook (<https://www.facebook.com/Ontario-Workplace-Health-Coalition-424103657737096/?ref=settings>)
- Twitter (@OHWC1)
- LinkedIn <https://ca.linkedin.com/company/ontario-workplace-health-coalition>

Please follow us to stay on top of upcoming event, wellness trends, offers and promotions.

Special thanks to our supporters Workplace Safety and Prevention Services (WSPS), Canadian Centre for Occupational Health and Safety (CCOHS), High Point Wellness Centre and to all of our guest speakers who generously donated their time and expertise.

Submitted by: Sabrina Arvanitis

Nominating Committee

The Nominating Committee is a standing committee of the Ontario Workplace Health Coalition (OWHC)

The purpose of the Nominating Committee is to recruit, select and recommend to the OWHC membership qualified candidates for the Board of Directors including the preparation of a slate of candidates for election. The Nominating Committee represents the best interest of the OWHC membership; therefore the slate of nominees for election or acclamation does not need to be approved by the Board. For the upcoming year,



November 2017 to October 2018, there were 5 declared vacancies on the Ontario Workplace Health Coalition Board of Directors.

At the close of nominations, six nominations had been submitted and accepted as meeting the criteria for Board membership.

The six accepted nominations were from:

1. Tracey Poulin Dunn
2. Monica Szabo
3. Sarika Gundu
4. Allan Smofsky
5. Danielle Stewart
6. Nathan Kolar

The Nominations Committee recommends that these nominations be acclaimed at our Annual General Meeting on November 02, 2017.

The Board maintains the option of appointing up to three (3) additional members to the Board for specific purposes and for the period of one (1) year, renewable each year by the board as it sees fit. The Board is looking to appoint a student member for the upcoming year.

Submitted by: Roslyn Wright

Governance Committee

The Ontario Workplace Health Coalition (OWHC) was incorporated as a not-for-profit organization under the *Ontario Corporations Act* on August 28, 2008.

The Governance Committee was started in October 2013. The committee monitors the organization's By-laws and other documents that govern the OWHC's processes. Committee members include Terri Aversa, Lisa van der Vinne, and Gerry Culina.

On September 14, 2017, the Ontario government introduced the *Cutting Unnecessary Red Tape Act* that includes amendments to Ontario's *Corporations Act* and the *Not-for-Profit Corporations Act, 2010* (ONCA). The legislation will revise requirements for not-for-profit organizations. Ontario's *Not-for-Profit Corporations Act, 2010* (ONCA) is still not expected to take effect for at least two years.



The committee will continue preparing for ONCA by analyzing the September 14 2017 amendments. We will review and make recommendations regarding voting and proxies, meeting notices, directors, public benefit corporations and non-public benefit corporations, financial reviews and audits. We will also liaise as necessary with OWHC Treasurer regarding changes to OWHC's Financial Practices Guideline where affected by ONCA.

The Governance Committee will continue to maintain contact with Community Legal Education Ontario (CLEO) regarding the latest requirements under the ONCA; provide recommendations on specific issues to the board for discussion and approval; and draft resolutions to update the By-Laws as required for membership approval.

To date, the committee has completed the following activities:

1. Continued to research the new legislative requirements for not-for-profit organizations under the ONCA;
2. Investigated the OWHC's "Notice to Reader" process and provided advice regarding its legal requirements to the board;
3. Researched and investigated various issues, such as fee structures and membership categories to bring recommendations to and have discussions with the board;

This year the committee's work centered on responding to analyses requested of the board. The committee continues to work through the Action Plan developed by the committee in March 2014.

If you would like to join the Governance Committee and help the OWHC get ready for the ONCA, please contact the Board of Directors through contact@owhc.ca. New committee members are always welcome!

Submitted by: Terri Aversa, Governance Lead



Ontario Workplace Health Coalition

Supporting comprehensive workplace health in Ontario

FINANCIAL STATEMENTS

ONTARIO WORKPLACE HEALTH COALITION

July 31, 2017

(Unaudited - See Notice to Reader)



Ontario Workplace Health Coalition

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**GOOD &
PARTNERS** LLP
CHARTERED ACCOUNTANTS

NOTICE TO READER

We have compiled the balance sheet of **Ontario Workplace Health Coalition** as at July 31, 2017 and the statement of operations and members' equity for the year then ended from information provided by management.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Mississauga, Ontario
October 5, 2017

Chartered Accountants



Ontario Workplace Health Coalition

BALANCE SHEET

(Unaudited - See Notice to Reader)

July 31	2017	2016
	\$	\$
ASSETS		
Current		
Cash	15,421	13,929
Accounts receivable	185	-
	15,606	13,929
LIABILITIES		
Current		
Accounts payable and accrued liabilities	3,829	1,050
Members' equity	11,777	12,879
	15,606	13,929



Ontario Workplace Health Coalition
STATEMENT OF OPERATIONS AND MEMBERS' EQUITY

(Unaudited - See Notice to Reader)

Year ended July 31	2017	2016
	\$	\$
Revenue		
Membership fees	2,095	2,165
Seminar	576	766
Sponsorship re: AGM	861	731
Donations & Seminars re: Joan Burton	<u>1,561</u>	<u>3,589</u>
	<u>5,093</u>	<u>7,251</u>
Expenses		
Bank charges	47	45
Board travel and AGM	1,827	906
Office	30	-
Insurance and Volunteer Canada membership	648	-
Professional fees	1,100	1,050
Seminar re: Joan Burton	<u>2,543</u>	<u>2,825</u>
	<u>6,195</u>	<u>4,826</u>
Excess revenue over expenses for the year	(1,102)	2,425
Members' equity, begin of year	<u>12,879</u>	<u>10,454</u>
Members' equity, end of year	<u>11,777</u>	<u>12,879</u>



Ontario Workplace Health Coalition

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Acknowledgements

We would like to thank the Board of Directors for their leadership on the various committees, and the OWHC membership for their contributions and commitment. It has been an exciting year and an honor to collaborate with such a motivated and dedicated group of individuals. We believe that the recognition of workplace health as an important issue is higher now than ever before in Ontario because of the hard work of many groups and individuals across the province and beyond.

We would be remiss if special thanks were not given to Workplace Safety and Prevention Services (WSPS) and the Canadian Centre for Occupational Health and Safety (CCOHS). Without their support the OWHC would not be able to fulfill its mandate.

Submitted by:

Janet Baker, Co-Chair, Ontario Workplace Health Coalition

Timothy Dawes Fleming, Co-Chair, Ontario Workplace Health Coalition