



LABOR-MANAGEMENT SAFETY COMMITTEES

AFSCME Health and Safety

INTRODUCTIONS

Health and Safety Team:

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Introduce Yourself in the Chat!

- Name
- Council/Local
- Title
- State

LEARNING OBJECTIVES

- Identify the key information needed to set up a health and safety committee
- Understand the functions of labor-management safety committees (LMSC)
- Discuss best practices, challenges and how organizing health and safety committees can build union power

WARM-UP

In the chat or raise your hand (giving your name and affiliate):

1. What brought you to this lunch and learn?
2. What's the main safety problem reported by your members?
3. Do your locals have safety committees?

DEFINITION

A Labor Management Safety Committee (LMSC) brings together employer and Union representatives to collectively discuss health and safety issues and hazards. This structure provides workers a forum to bring health and safety concerns to management for resolution.



WHY HAVE A LMSC?

HAZARD CONTROL

- To identify hazards and develop recommendations to improve workplace safety, policies and practices

SAFER WORKPLACES

- An effective LMSC ensures that members have a voice to advocate for safe place to work, free of hazards

ACCOUNTABILITY AND TRANSPARENCY

- One method to hold employers accountable to their legal responsibility to provide a safe workplace

UNION POWER

- Can build union power and provides an avenue for maintaining and strengthening protections

DEVELOPING A MISSION STATEMENT

“In order to help the Employer fulfill their responsibility to prevent injuries, illnesses and fatalities, and support a safe and healthy workplace at (name of worksite), the Union and Management have established a joint committee to collaborate through:

- ***Communicating existing and potential hazards***
- ***Exploring potential solutions***
- ***Providing feedback on safety policies and procedures”***

COMMITTEE STRUCTURE

- Various factors can change the structure of the committee: for example, size of the workforce, the Employer, and language in the contract.
- Size and composition of the committee
- Representatives from the Union and management
- Roles and responsibilities (chair, co-chair, recorder)
- Tenure on the committee
- Training needed for committee members

COMMITTEE MEETINGS

- Frequency of meetings will vary (monthly, assess as needed)
- Emergency meetings should be held as needed
- Agenda setting
- Meeting minutes
- Communication with membership
- Union coordination before LMSC meetings, prioritization

SAMPLE AGENDA

Date, Time, Location

- Call the role
- Approve Minutes
- Old Business
 - Update training program
 - Review completion and open tracking issues
- New Business
 - Worksite inspection on XYZ Date/Time
 - Discuss safety incident in Unit 2
- Subcommittee reports
- Next meeting
 - Time, date and location of next meeting

QUESTION

What specific duties do you think the LMSC should have? (Unmute your mic or answer in the chat)

LABOR-MANAGEMENT SAFETY COMMITTEE DUTIES

- Review and evaluate health and safety policies
- Review trends from complaints, investigations and incident reports
- Review trainings and make recommendations
- Conduct worksite inspections in coordination with the union
- Gather information to better identify hazards and suggest solutions to prevent future incidents
- Convey concerns of membership to management
- Update information to share with members on health and safety issues
- Establish subcommittees for special projects (review trainings, walkthrough inspections, research equipment or PPE)

METHODS FOR GATHERING INFORMATION

- **How can Union Representatives gather information on health and safety problems in the workplace?**
 - Survey membership and 1:1 conversations
 - Standard Operating Procedures (SOP) and other policies
 - Evaluating changes in equipment or procedures
 - Environmental Testing/Monitoring
 - Injury, illness and incident data
 - Grievance and arbitration records
 - Worksite inspection reports
 - Hazard documentation reports

BREAK-OUT ROOM DISCUSSION

We are going to place everyone in 5-6 groups. Each group will meet and discuss for around 5-10 minutes. We will report back at the end.

DISCUSSION QUESTIONS

- What are some examples of health and safety improvements or successes amongst your local or the locals you represent? What are some strategies you've used to achieve these successes?
- What have been some barriers to success, and how have you tried to address these barriers?

BEST PRACTICES

- Equal representation
- Clear and organized committee structure with defined duties, roles and responsibilities
- Documentation and tracking
- Union right to select union reps
- Process for vacancies
- Paid time for committee work
- Training for committee members (paid time)
- Keep membership and union officers updated
- Getting feedback from members
- Provide meeting minutes and review minutes for bargaining purposes

POTENTIAL BARRIERS

- Management interfering with worker participation
- Lack of communication with the membership
- Lack of commitment from the employer
- Lack of transparency and cooperation
- Management selects union representatives
- Discrimination/Retaliation
- Lack of training for committee members
- No organizational structure of the committee, sporadic meetings, frequent cancellations
- Management attempts to control all meeting minutes
- No management representative with influence and understanding
- Management using the committee to bypass bargaining
 - Never waive your right to bargain over health and safety!

ZOOM POLL

AFSCME RESOURCES

- H&S Team
 - Training, research, worksite visits bargaining, policy and advocacy
- RCBS / H&S Website – Bargaining Tips
 - [Do's and Don'ts](#)
 - [Mandatory Subjects of Bargaining – Resources](#)
- Contracts Database
 - [Model Language](#)



A graphic of an AFSCME Health and Safety brochure. The top left features a photo of a crowd holding 'FAIR CONTRACT NOW!' signs. The top right has the AFSCME logo. The main title is 'AFSCME HEALTH AND SAFETY'. Below this, it says 'FIGHTING FOR SAFER WORKING CONDITIONS FOR OUR MEMBERS'. The brochure is divided into sections: 'ABOUT US', 'TRAINING AND WORKSITE SUPPORT' (listing development of safety training and workplace inspections), 'BARGAINING' (advocating for safety language in contracts), and 'POLICY AND ADVOCACY' (advocating for stronger protections and regulations). A 'TRAININGS WE OFFER' list includes OSHA 10 and 30-hour, Bloodborne Pathogens, Hazard Communication, Bullying Prevention and Awareness, Safety and Infection Control, First Aid/CPR/AED, and Custom Safety Trainings. At the bottom, there is 'CONTACT INFORMATION' with email, social media, and website details, and a 'SCAN ME' QR code on a smartphone graphic.

GET ORGANIZED (GO)

What did you find most useful today
and how will you use health and safety
to engage locals and members?

THANK YOU QUESTIONS?

Contact us at research@afscme.org

Visit our Website!

