



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	January 13, 2021	
	Location:	virtual meeting via zoom	
	Call to Order:	11:05am	
	Adjournment:	11:31am	
Previous meeting date:	2020/12/16	Next meeting date & time:	2021/02/17, 11:00am

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Jeff Stonehouse	worker rep - BCGEU	x
	Robyn Bunn	employer rep - M&P / co-chair	x
	Kevin Kraft	worker rep - BCGEU / co-chair	x
	Amy Lauterbacher (interim)	worker rep - BCGEU	x
	Roger Wilson	Employer rep – M&P	x
	Jason McLeod	ex officio - Health, Safety & Environment	x
	Sherry Petkau	admin resource	x
		guest	
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			Yes

Motion to adopt previous meeting's minutes:	Kevin Kraft	Seconded:	Roger Wilson
Motion to adopt current meeting's agenda:	Roger Wilson	Seconded:	Robyn Bunn

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period			
Year-to-date			

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> Nothing reported for December 2020
Inspections	<ul style="list-style-type: none"> COVID Inspections ongoing <ul style="list-style-type: none"> So far have been positive HSE w/Campus security doing coaching sessions in common study areas Continuation will depend on compliance If working on campus ensure you review safe work plans and follow all public health orders Inspection format being updated
Other OHS reports	<ul style="list-style-type: none">



HSE Program Update	<ul style="list-style-type: none"> • Developing structure to pull together all programs <ul style="list-style-type: none"> ○ To help ensure programs are reviewed each year ○ Will add more structure ○ Can be found on HSE website
Training and Education	<ul style="list-style-type: none"> • HSE course is still being completed • COVID training was updated for the students
Annual Reviews	<ul style="list-style-type: none"> • JOHSC annual review <ul style="list-style-type: none"> ○ Will complete annual review and give members chance to review it • JOHSC Terms of Reference <ul style="list-style-type: none"> ○ Same ToR for all 3 UBCO committees ○ Mostly based on WorkSafe references ○ Please review – bring forward suggestions

Old Business	Item #		Who	Target date
	[2018-09-21-2]	Status:		
		Status:		
		Status:		

New Business	Item #		Who	Target date
	2021-01-13-1	<ul style="list-style-type: none"> • Vote on adding a new BCGEU member and have Amy Lauterbacher continue on committee as M & P Member • If any of the worker members have a suggestion as a member we could ask if they have an interest and then approach BCGEU rep to suggest • Kevin Kraft motioned to add another Rep – seconded by Robyn Bunn. All in favour. • Need to get approval from AVP, Students to have AL included as M & P member. 	All	February 17, 2021
	2021-01-13-2	<ul style="list-style-type: none"> • Annual Review 	Jason McLeod	February 17, 2021
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		•		
		•		
		•		
		•		
		•		

Injuries					
	Incidents	Near misses	First aid only	Medical aid only	Lost-time injuries
This period					
This period last year					
Year-to-date					

Monthly Distribution and Posting of Approved Meeting Minutes (Required):

- Responsible VP
- All JOHSC members



- Online (<https://hse.ok.ubc.ca/committee/>)
- Posted on any Safety Bulletin Boards (if applicable)