



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	February 17, 2021	
	Location:	virtual meeting via zoom	
	Call to Order:	11:02	
	Adjournment:	11:41	
Previous meeting date:	2021/01/13	Next meeting date & time:	2021/03/17, 11:00am

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
		Jeff Stonehouse	worker rep - BCGEU
	Robyn Bunn	employer rep - M&P / co-chair	x
	Kevin Kraft	worker rep - BCGEU / co-chair	x
	Amy Lauterbacher	employer rep - M & P	x
	Roger Wilson	employer rep – M&P	x
	Sebastian Kolesar	worker rep - BCGEU	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:	Amy Lauterbacher
Motion to adopt current meeting's agenda:	Jeff Stonehouse	Seconded:	Roger Wilson

	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"> 8 incidents in January, report attached to these minutes Seeing a bit of a trend in food services for lacerations – AVP Finance JOHSC will be doing further follow-up If an accommodation is required for a worker (ie: hearing loss) this committee is not required to offer those – it would be referred to WRAP although some ergonomics may be provided by HSE
Inspections	<ul style="list-style-type: none"> COVID Inspections ongoing <ul style="list-style-type: none"> Speaking to those on campus, ensuring their comfort with workplan and protocols Coaching in primary study areas Low compliance of mask wearing so continuing to educate and encourage Student ambassadors have been hired and orientated – not on campus currently but are working with students virtually Inspection format being updated



Other OHS reports	•
HSE Program Update	
Training and Education	
Annual Reviews	<ul style="list-style-type: none"> • JOHSC annual review • Can be done by committee or by HSE department, will be done by HSE this year <ul style="list-style-type: none"> ○ Will then provide to co-chairs for review • 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
Other	<ul style="list-style-type: none"> • Change to structure in AVPS – does this effect this committee <ul style="list-style-type: none"> ○ Because the department is still within AVPS Portfolio there is no change needed
General discussion	<ul style="list-style-type: none"> • Information on committee structure and responsibility for new committee member • Basic training to be completed by new members within 6 months of joining the committee – required by

Old 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. Status: Complete 	All	February 17, 2021
		Status:		
		Status:		

New Business	Item #		Who	Target date
		•	All	
	2021-01-13-2	<ul style="list-style-type: none"> • Annual Review 	Jason McLeod	March 17, 2021
	2021 -02-17-1	<ul style="list-style-type: none"> • Kevin Kraft – accessibility of pathway behind gym from portable to field there is a concern about the asphalt being very uneven • Jason will contact facilities for correction and will report back when he hears from facilities • <i>Update Feb 18: Info has been sent to Facilities Management but they have not yet replied</i> • <i>Update Feb 22: Facilities has responded regarding the note about the deteriorating pathway south of the Gym. They have an ongoing “Hardscapes” inspection and maintenance program for the campus (covers concrete, asphalt, etc.) and have added this location to</i> 	Jason McLeod	TBA



		the list for inspection and follow-up action in the spring (estimated to be April/May).		
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		•		
		•		
		•		
		•		

Injuries					
	Incidents	Near misses	First aid only	Medical aid only	Lost-time injuries
This period	8		8		
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)