



UBC Okanagan AVP Students JOHSC

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| Meeting information: | Date & Time: | April 14, 2021 11:00am | |
| | Location: | virtual meeting via zoom | |
| | Call to Order: | 11:04 | |
| | Adjournment: | 12:00 | |
| Previous meeting date: | 2021/03/17, 11:00am | Next meeting date & time: | 2021/05/12, 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 | y |
| | Kevin Kraft | worker rep - BCGEU / co-chair | y |
| | Amy Lauterbacher | employer rep - M & P | y |
| | Roger Wilson | employer rep – M&P | y |
| | Sebastian Kolesar | worker rep - BCGEU | y |
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| | Jason McLeod | ex officio - Health, Safety & Environment | y |
| | Sherry Petkau | admin resource | y |
| | Nikki Forder (alternate for JS) | Worker rep – BCGEU | y |
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| | | | |
| Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N | | | y |

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|---|-------------------|-----------|------------------|
| Motion to adopt previous meeting’s minutes: | Roger Wilson | Seconded: | Kevin Kraft |
| Motion to adopt current meeting’s agenda: | Sebastian Kolesar | Seconded: | Amy Lauterbacher |

| | 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"> 9 incidents reported in March: 4 practicum student loss of consciousness incidents, 2 practicum student minor lacerations, 1 worker fall-on-same-level incident, 1 worker minor chemical spill (no injury) and 1 worker minor combustion incident (no injury). 2 of the practicum student incidents were “Medical Treatments”; all other incidents were “Incident Only”. Practicum student loss of consciousness incidents have been reviewed with the Director of the relevant faculty; corrective actions to prevent recurrence are being implemented |
| Inspections | <ul style="list-style-type: none"> Preparing an inspection format template <ul style="list-style-type: none"> Library, UNC, gym and possibly some outside spaces COVID Inspections ongoing <ul style="list-style-type: none"> HSE and security continue to monitor student spaces Opened commons 201 lecture hall as study/exam space – exam etiquette in this area Confusion on campus how the health order affected food services on campus – we can leave seating open for students |



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| | <ul style="list-style-type: none"> ○ May be 200-250 students on campus in summer ○ Planning for 100% return in September – subject to change based on Provincial orders |
| Other OHS reports | <ul style="list-style-type: none"> • |
| HSE Program Update | <ul style="list-style-type: none"> • Additional resources allow for a program review – formalizing process |
| Training and Education | <ul style="list-style-type: none"> • Both parts are now available – this committee needs to complete in 6 mo’s • Email Jason when you complete the training |
| Annual Reviews | <ul style="list-style-type: none"> • Document to review committee’s previous year’s activities <ul style="list-style-type: none"> ○ Section 1.1 full compliance ○ Ensure you are supported to do any committee work at within work hours ○ Online mandatory training not likely to take the full 8 hours ○ Any training courses that have a cost it would be reimbursed ○ If there is other training you would like to take please contact Jason to get approval for reimbursement ○ Typically individuals do own training but please share any that you do ○ If you do not want to complete the optional 8 hours it can be used by another member ○ Ensure any near misses are reported |
| Other | <ul style="list-style-type: none"> • |

| Old Business | Item # | | Who | Target date |
|--------------|--------|----------------|-----|-------------|
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| | | Status: | | |

| New Business | Item # | | Who | Target date |
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| Injuries | | | | | |
|-----------------------|-----------|-------------|----------------|------------------|--------------------|
| | Incidents | Near misses | First aid only | Medical aid only | Lost-time injuries |
| This period | 9 | 1 | 3 | 2 | |
| 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)