



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	March 22, 2021	
	Location:	virtual meeting via zoom	
	Call to Order:	2:05	
	Adjournment:	2:54	
Previous meeting date:	2021/03/17, 11:00am	Next meeting date & time:	2021/04/14, 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
	Melissa Larabee	guest	x
	Adrian Hingston	guest	x
	Derek Mahoney	guest	x
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			y

Motion to adopt previous meeting’s minutes:	Roger Wilson	Seconded:	Robyn Bunn
Motion to adopt current meeting’s agenda:	Amy Lauterbacher	Seconded:	Jeff Stonehouse

	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"> • 5 incidents • 1 slip and fall • 1 lab incident, updated a sink drain • 2 Needle prick, no medical needs, just updated training • 1 small hazardous spill • Central receiving – issue with Workday and shipping addresses (need to be delivered to a lab rather than an office)
Inspections	<ul style="list-style-type: none"> • COVID Inspections ongoing • March 22 updates <ul style="list-style-type: none"> ○ HSE and Security continuing to do building checks ○ Student ambassadors will start doing some in-person campaigning – will take over role of “gatekeepers” at most commonly used buildings



	<ul style="list-style-type: none"> • Resumption update – planning for 100% occupancy • Looking at pilot program to do rapid testing – IH will provide test kits <ul style="list-style-type: none"> ○ Will leverage nursing students • Lead taken by Shelley Kayfish and Gord Binsted • Adrian/Roger to discuss privately • Trying to be very consistent across both campuses
Other OHS reports	<ul style="list-style-type: none"> • Insurance and Liability Review (ppt attached to these minutes)
HSE Program Update	
Training and Education	
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 ○ Kevin and Robyn will review and then share with committee at next meeting • 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"> • Welcome to Melissa Larrabee, new to HSE office <ul style="list-style-type: none"> ○ Working with Cherie – in Lab safety • Currently working through some ongoing issues in specific areas

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
	2021-01-13-2	Annual Review Status:	Jason McLeod	February 17, 2021
		Status:		

New Business	Item #		Who	Target date
			All	
	2021-03-22-1	<ul style="list-style-type: none"> • Campus Hardscapes inspection and renewal program • Shared document on work procedure • Inspections done typically in beginning of April • 10km of sidewalks/asphalt pathways • Repairs done in May (prior to convocation) • Look at what can be done in-house vs contracting out • Non-urgent issues may be highlighted by a cone/caution tape/paint, etc. 	Derek Mahoney	Ongoing



	2021-03-22-2	<ul style="list-style-type: none"> • Insurance as it relates to UBC workers, students, etc • Reviewed types of liability (included with minutes) 	Jason McLeod/Adrian Hingston	n/a
		•		
		•		
		•		
		•		
		•		
		•		

Injuries					
	Incidents	Near misses	First aid only	Medical aid only	Lost-time injuries
This period	5	4		1	0
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)