



UBC Okanagan  
AVPFO JOHSC  
AGENDA

Meeting information:	Date & Time:	2022/04/25	
	Location:	virtual meeting via zoom	
	Call to Order:	11:05am	
	Adjournment:	12:00pm	
Previous meeting date:	2022/03/28	Next meeting date & time:	2022/05/23

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Nicola Kane	BCGEU – Campus Planning	Y
	Karen MacLeod	BCGEU – Food Services	N
	Chris White	BCGEU – Facilities Management	Y
	Renee Kirby	BCGEU – Food Services	N
	Roger Bizzotto	Facilities Management	N
	Troy Campbell	Campus Security	Y
	Guy Guttman	SHHS	Y
	Adrian Hingston	Health, Safety & Environment (Committee Resource)	Y
	Rebecca Cowell	Campus Operations & Risk Management (Committee Resource)	Y

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:	Troy C.	Seconded:	Guy G.
Motion to adopt current meeting's agenda:	Nicola K.	Seconded:	Guy G.



Report Categories	Details
Incidents (reporting on previous month)	March Incidents: 14 incidents BCGEU incidents for committee review will be sent to NK & CW
Inspections	Overview of proposed inspection program – HSE <ul style="list-style-type: none"> <li>- Assigning inspection locations (Public facing areas only): <ul style="list-style-type: none"> <li>o ADM building</li> <li>o IA1</li> <li>o OM1</li> <li>o Nechako</li> <li>o Quonset Office</li> <li>o RHS</li> <li>o University House</li> </ul> </li> <li>- AH &amp; RC to assign committee members to areas</li> </ul>
Other OHS reports	PACE Program (Program and Committee Evaluation initiative) – AH to provide updates <ul style="list-style-type: none"> <li>- Questionnaires to be completed by committee member(s)</li> <li>- Inviting PACE Rep to join the committee in June to brief the group on the Program</li> </ul>
HSE Program Update	
Training and Education	Group JOHSC training – Ensure that part 1 and part 2 training records are sent to HSE for documenting.  Committee to receive training materials for review.
Updates	Day of Mourning – Thursday, April 28 <sup>th</sup> , 2022 1:00pm @ Ben Lee Park  Food Services Training – All manager will retake the UBC Safety Supervision course and will recreate the forms for site orientations for new employees. -HSE to work with Food Services to implement supervisory Inspection Program in each Unit

Old Business		Who	Target date
	<ul style="list-style-type: none"> <li>• JOHSC training part II to be completed by HSE</li> </ul> <p style="text-align: center;"><b>Status:</b> In progress</p>	Adrian Hingston	January 1
	<ul style="list-style-type: none"> <li>• Proposed inspection program</li> </ul>	Adrian Hingston	April meeting



	<ul style="list-style-type: none"> <li>Assigning inspection areas during April session</li> </ul> <p style="text-align: right;"><b>Status:</b> In progress</p>		
	<ul style="list-style-type: none"> <li>Traffic review of Knowledge Lane area</li> <li>Recommendation letter approved for submission to execs.</li> <li>Letter requesting implementation of painted lines, signs or temporary pedestrian path.</li> </ul> <p style="text-align: right;"><b>Status:</b> In progress</p>	A. Hingston, R. Bizzotto	
	<ul style="list-style-type: none"> <li></li> </ul>		

New Business		Who	Target date
	<ul style="list-style-type: none"> <li>Food Services Safety Training</li> </ul>	RC/AH	
	<ul style="list-style-type: none"> <li></li> </ul>		
	<ul style="list-style-type: none"> <li></li> </ul>		

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)