



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	May 18, 2022 11:00am	
	Location:	virtual meeting via zoom	
	Call to Order:	11:05	
	Adjournment:	11:30	
Previous meeting date:	2022/04/13, 11:00am	Next meeting date & time:	2022/06/15, 11:00am

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Jeff Stonehouse	worker rep - BCGEU	y
	Robyn Bunn	employer rep - M&P / co-chair	y
	Kevin Kraft	worker rep - BCGEU / co-chair. Meeting Chair	y
	Amy Lauterbacher	employer rep - M & P	y
	Alison Ward	worker rep - BCGEU	y
	Jana Petrone	employer rep – M&P	n
	Christine Squire	Employer rep – M &P for Jana Petrone	y
	Jason McLeod	ex officio - Health, Safety & Environment	
	Sherry Petkau	admin resource	

Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N

Motion to adopt previous meeting’s minutes:	Alison Ward	Seconded:	Jeff Stonehouse
Motion to adopt current meeting’s agenda:	Amy Lauterbacher	Seconded:	Jeff Stonehouse

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period	0	0	0
Year-to-date	0	0	0

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> • April 3 incidents <ul style="list-style-type: none"> ▪ Practicum student, administering injection – accidental finger poke, no ill effects ▪ Food services, removing avocado pit – minor lacerations on 2 fingers, Campus security did first aid ▪ RA doing rounds, missed a step on a stair, twisted ankle, minor strain – offered light duty or replacement to finish rounds • •
Inspections	<ul style="list-style-type: none"> • updates on inspections program <ul style="list-style-type: none"> ▪ Reviewed the finalized checklist ▪ Inspections to be done once per year ▪ Some sections may not apply to all committees



	<ul style="list-style-type: none"> ▪ Some will have more specific needs ▪ 2 committee members and 1 member from HSE to do inspection for first year
Other OHS reports	
HSE Program Update	<ul style="list-style-type: none"> • Reviewing programs HSE is responsible for, will update where needed <ul style="list-style-type: none"> ○ Ensure that all departments are included/updated
Training and Education	<ul style="list-style-type: none"> • Update on JOHSC training <ul style="list-style-type: none"> ○ Completed part 2 of JOHSC training – not quite ready to complete yet but will be done soon <ul style="list-style-type: none"> ▪ Will need to complete prior to doing an inspection
Annual Reviews	<ul style="list-style-type: none"> • Complete <ul style="list-style-type: none"> ○ If you have questions or comments please reach out to Jason •
Other	<ul style="list-style-type: none"> • COVID update <ul style="list-style-type: none"> ▪ Mask required until June 30 ▪ Moved away from COVID specific plans to Communicable Disease Control Communicable Disease Control (ubc.ca) ▪ RED BINS FOR MASKS ONLY

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

New Business	Item #		Who	Target date
	2022-05-18-01	<ul style="list-style-type: none"> • Prepare spreadsheet for inspection dates 	Jason	2022-05-31
		•		
		•		
		•		
		•		
		•		
		•		
		•		
		•		

Injuries					
	Incidents	Near misses	First aid only	Medical aid only	Lost-time injuries
This period (Dec. 2022)					
This period last year					
Year-to-date (202)					

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)