



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	July 19 , 2023 11:00am	
	Location:	UNC325a and virtual meeting via zoom	
	Call to Order:	11:00 am	
	Adjournment:	11:30am	
Previous meeting date:	2023_06_19, 11:00am	Next meeting date & time:	2023_08_16, 11:00am

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Jeff Stonehouse	worker rep – BCGEU / co-chair	y
	Robyn Bunn	employer rep - M&P / co-chair	y
	Carla Lanigan	worker rep - BCGEU	y
	Amy Lauterbacher	employer rep - M & P	y
	Deserae Gogel	worker rep - BCGEU	y
	Christine Squire	employer rep – M&P	n
	Jason McLeod	ex officio - Health, Safety & Environment	y
	Sherry Petkau	admin resource	y
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			y

Motion to adopt previous meeting’s minutes:	Deserae Gogel	Seconded:	Carla Lanigan
Motion to adopt current meeting’s agenda:	Robyn Bunn	Seconded:	Deserae Gogel
*Post adopted minutes to JOHSC Website at conclusion of this meeting			

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period	0	3	0
Year-to-date	0	3	0

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> <li>• June</li> <li>• Late May report – injury only, now changed to medical treatment</li> <li>• Jun 1, musculoskeletal, injury only, rolled ankle on uneven ground</li> <li>• Jun 6, incident only, no injury, left a battery charging, report of smoke – small fire, extinguished by facilities</li> <li>• CORM will send some info on safety to be distributed, have added to inspections of labs</li> <li>• Jun 9, incident only no injury, 3d printer, print failed but did not shut down as it should, resulted in high temperature melting plastic components</li> <li>• Jun 9, fall on same level, first aid provided</li> <li>• Jun 14, incident only no injury, ice build up on nitrogen tank in storage room, hose developed a leak, determined that there needs to be changes made to the room and items stored</li> </ul>



	<ul style="list-style-type: none"> <li>Jun 15, hazardous material, incident only no injury, box labeled dangerous goods was not delivered through central stores as it should be, delivered directly to building and was put in the mail room</li> <li>Jun 20, burn, incident only, minor injury, oil splash on finger in food service</li> <li>Jun 20, UBCO staff on van campus, fall, contusion and lacerations to head</li> <li>Jun 26, fall on same level, incident only, no injury, tripped over wheel on chair</li> <li>Jun 28, musculoskeletal, required medical, pulling loaded cart, twisted knee</li> </ul>
Inspections	<ul style="list-style-type: none"> <li>First one scheduled for Jul 21</li> <li>Looking at the n</li> </ul>
Other OHS reports	
HSE Program Update	<p>Working on electrical safety piece, tied to inspections          Will be doing training with new food services staff          Hoping to be able to form a safety committee within food service area</p>
Training and Education	<ul style="list-style-type: none"> <li></li> </ul>
Annual Reviews	<ul style="list-style-type: none"> <li>Was sent to committee, will review at August meeting</li> <li></li> </ul>
	<ul style="list-style-type: none"> <li></li> </ul>
Other	<ul style="list-style-type: none"> <li></li> </ul>

Standing Items	January Meeting Each Year:
Review TOR	
Committee Evaluation	

Old Business	Item #		Who	Target date
		<i>Status:</i>		
		<i>Status:</i>		
		<i>Status:</i>		

New Business	Item #		Who	Target date
	2023_07_19_1	<ul style="list-style-type: none"> <li><b>Commons/Library fire separation for Library windows that can be opened into indoor commons spaces</b></li> </ul>	Jason McLeod	
	2023_07_19_2	<ul style="list-style-type: none"> <li>New safety protocols being developed for lab instructions – to be sent to all committees</li> <li></li> <li></li> <li></li> <li></li> <li></li> </ul>	Jason McLeod	



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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)