



UBC Okanagan
AVPFO JOHSC
MINUTES

Meeting information:	Date & Time:	2025/04/08	
	Location:	LIB016A / Virtual	
	Call to Order:	10:00am	
	Adjournment:	10:45am	
Previous meeting date:		2025/03/11	Next meeting date & time: 2025/05/13

Committee members, advisors, guests, etc. (indicate Co-chairs):	Name:	Role:	Present (Y/N):
	Natalie Hobbs	BCGEU – Daycare	Y
	Chris White, Co-Chair	BCGEU – Facilities Management	Y
	Julie Forgie	BCGEU – Bookstore	N
	Jason Phillippo	BCGEU – Food Services	N
	Roger Bizzotto	Facilities Management	N
	Troy Campbell, Co-Chair	Campus Security	N
	Dani Korven	Student Housing & Community Services	N
	Adrian Hingston	Health, Safety & Environment (<i>Committee Resource</i>)	Y
	Brooklyn Kuzyk	Campus Operations and Risk Management (<i>Committee Resource</i>)	Y
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			N

Motion to adopt previous meeting's minutes:		Seconded	
Motion to adopt current meeting's agenda:		Seconded:	



Standing Items	Details		
Incidents (reporting on previous month)	<ul style="list-style-type: none">Beginning next month, everyone will have a full incident report to review in advance of meeting that will be shared with committee members only. The incident stats will be posted publicly with the minutes. Feedback from committee on this practice is welcome.Incidents to review will apply to each committee's portfolio		
Inspections	<ul style="list-style-type: none"><u>New 2025 inspection sheet</u> has been attached		
Other OHS reports	<ul style="list-style-type: none">Executive Health, Safety and Security report complete and has been presented to the Principal's Executive Committee		
HSE Program Update	<ul style="list-style-type: none">HSE working with Vancouver food services on training software (inspections, temp. monitoring, asset management, fleet management). There are no additional costs if the software is used for SHCS - other opportunities may add cost but not within current scope of use.HSE also working with Faculty of Science for compressed gas storage facilities for ASC and FIPKE -to be installed in the coming weeks. CMO looking at area between chemical storage bunker and ARTSC. Michels completed a draft of the lab safety training for non-lab workers to refine the way they access labs on campus-working with project services to start, then to be rolled out to FSA, FWS, engineers, IT, custodial		
Training and Education	<ul style="list-style-type: none">FCCS looking at opportunities to use video training softwareLooking at creating templates for building orientations and space orientation videos. Each space on campus could have specific and contextual orientation for the work that occurs in their spaces (starting with food services and Nechako currently). Idea is to build an inventory of training videos that can be used by faculties to select the ones that apply to a specific work activity and create training programsA. Hingston to circulate science building video to committee for reviewHSE slowly build out templates for training materials		
Updates	<ul style="list-style-type: none">Traffic study from Oct. -no updatesFollowed up with Campus Planning on the cyclist speed bumpReminder for everyone to complete the two required training modules		
Old Business	Details	Who	Status / Target date
Cyclists on Alumni	<ul style="list-style-type: none">Speed hump not recommended by traffic engineerUnder review by Campus Planning	A. Hingston	Info only



TMPs	<ul style="list-style-type: none">No updates	R. Bizzotto, A. Hingston	Info only
New Business	Details	Who	Status / Target date

Meeting Adjourned: 10:45am



2025 Annual Inspections (2 members per inspection)

Building	Inspection Team	2024 Inspection Date	Planned Inspection Date	Actual Inspection Date	Notable Findings
ADM	J. Forgie / J. Phillippo	N/A	Mar. 2025		
IA1	D. Korven / R. Bizzotto	Sept. 27 th , 2024			
OM1/OM2	T. Campbell / J. Forgie	Jan. 29 th , 2025			
NHC (level 2)	T. Campbell / J. Phillippo	Sept. 25 th , 2024			
QOT	C. White / R. Bizzotto	Sept. 24 th , 2024			
RHS	N. Hobbs / C. White	April 30 th , 2024			
UNI	T. Campbell / D. Korven	Sept. 20 th , 2024			

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)



Joint Occupational Health & Safety Committee
Meeting Minutes

WORKERS	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injuries
March 2025	8	3	1	2	2
March 2024	5	1	3	0	1
YTD 2025	27	8	6	4	9
YTD 2024	21	7	8	2	4

PRACTICUM STUDENTS	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injuries
March 2025	2	0	1	1	0
March 2024	3	0	3	0	0
YTD 2025	3	0	2	1	0
YTD 2024	8	0	3	5	0