



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	March 31, 2:00p	
	Location:	UNC325a and virtual meeting via zoom	
	Call to Order:		
	Adjournment:		
Previous meeting date:	February 20, 2025 1:00pm	Next meeting date & time:	April 17, 2025, 1:00pm

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

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

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period	0	6	0
Year-to-date	0	6	0

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> σ February 1 – 28th, report attached σ 10 total incidents, 9 last year at same time σ YTD 19 last year 16
Inspections	σ Loop poll created on Teams channel – please fill it out
Other OHS reports	
HSE Program Update	



Joint Occupational Health & Safety Committee
Meeting Minutes

Training and Education	<ul style="list-style-type: none"> σ Work on online training is in progress σ Going to do a building orientation for new staff
Annual Reviews	<ul style="list-style-type: none"> σ Annual review will be sent after this meeting
Other UBCO JOHSCs	<ul style="list-style-type: none"> •
Other	

Standing Items	January Meeting Each Year:
Review TOR	
Committee Evaluation	

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

New Business	Item #		Who	Target date
	2025-03-31-1	<ul style="list-style-type: none"> • Vote on changes to ToR 	All	2025-04-17
	2025-03-31-2	<ul style="list-style-type: none"> σ Still waiting for union to approve new BCGEU With Jackie T. moving to M&P, determine whether committee adds 4th worker rep & then adds 4th employer rep for Jackie to balance it, or continue with current 3 + 3 arrangement. σ Status: in progress σ σ σ σ σ σ 	All	2025-04-17
		σ		
		σ		
		σ		
		σ		
		σ		
		σ		

Monthly Distribution and Posting of Approved Meeting Minutes (Required):



Joint Occupational Health & Safety Committee Meeting Minutes

- Responsible VP
- All JOHSC members
- Online (<https://hse.ok.ubc.ca/committee/>)
- Posted on any Safety Bulletin Boards (if applicable)