



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	April 17, 1:00p	
	Location:	UNC325a and virtual meeting via zoom	
	Call to Order:		
	Adjournment:		
Previous meeting date:	March 20, 2025 1:00pm	Next meeting date & time:	May 15, 2025, 1:00pm

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 /	y
	Brandon Archer	worker rep - BCGEU	y
	Amy Lauterbacher	employer rep - M & P /co-chair	y
	Carla Lanigan absent	worker rep - BCGEU	n
	Christine Squire absent	employer rep – M&P	n
	Sheri Hofsink for C Lanigan	Worker rep - BCGEU	y
	Carly Cameron for C Squire	Employer rep – M&P	y
	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:	Jeff Stonehouse	Seconded:	Robyn Bunn
Motion to adopt current meeting's agenda:	Amy Lauterbacher	Seconded:	Brandon Archer
*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"> <li>σ Change to how incidents are reported using the CAIRS report, reports will be shared in advance of the meeting</li> <li>σ From January report – incident only, strained on the fingers</li> <li>σ Mar 10, incident only, no injury, plastic dish on a hot plate in a lab</li> <li>σ Mar 11, contact with preservative fluid, no injuryMar 11, incident only, no injury, golf cart collision (slow speed)</li> <li>σ Mar 17, time loss, musculoskeletal, lifting, pain in back</li> <li>σ Mar 21, medical treatment, contact with potentially infected material, assessed in ER</li> <li>σ Mar 22, time loss, fall from elevation (ladder)</li> <li>σ Mar 26, medical treatment, fall from elevation,</li> <li>σ Mar 4, student – no injuries, partial loss of consciousness</li> <li>σ Mar 27, student – medical treatment, needle stick</li> <li>σ</li> </ul>



Inspection s	Inspections – see the choices in the teams channel for inspections
Other OHS reports	
HSE Program Update	
Training and Education	•
Annual Reviews	•
Other UBCO JOHSCs	σ Doing incident reviews same way as this committee
Other	σ

Standing Items	January Meeting Each Year:
Review TOR	
Committe e Evaluation	

Old Business	Item #		Who	Target date
	2025-04-17-01	σ Vote on changes to ToR <i>Status: in progress</i>	All	2025-04-17
	2525-04-17-2	σ Still waiting for union to approve new BCGEU With Jackie T. moving to M&P, determine whether committee adds 4 <sup>th</sup> worker rep & then adds 4 <sup>th</sup> employer rep for Jackie to balance it, or continue with current 3 + 3 arrangement. σ <b>Status:</b> complete	BCGEU	2025-04-17
		<i>Status:</i>		

New Business	Item #		Who	Target date
	2025-04-17-1	<b>Set up inspections</b>	JM	2025-05-15



## Joint Occupational Health & Safety Committee Meeting Minutes

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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)