



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2025/08/25 @ 11:00 am
	Location:	Teams - <a href="#">Click here to join the meeting</a> <b>Please press CTRL + click to follow this link to the meeting</b>
	Call to Order:	11:03
	Adjournment:	11:41
Previous meeting date:		2025/07/22
Next meeting date & time:		2025/08/23

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Stephen O'Leary	Worker rep - ENGINEERING	Y
	Kathy Rush	Worker rep - FHSD	N
	Kaila Kalinocka	Worker rep - FCCS	N
	Francois Mirois	Employer rep - ENGINEERING	Y
	Kristin Schuppener	Employer rep - EDUCATION	Y
	Tyler Donner	Employer rep – BIOLOGY	Y
	Cherie Michels	Resources - HSE	Y
	Catherine Chirkoff	Resources - HSE	Y
Is Quorum met?			NO

Motion to adopt previous meeting's minutes:	No Quorum	Seconded:	No Quorum
Motion to adopt current meeting's agenda:	No Quorum	Seconded:	No Quorum

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> <li>June and July worker incidents reviewed – June recorded separately in documentation</li> <li><b>July Incidents:</b></li> <li>Power outage, hit control panel that switches on wi-fi, vital functions</li> <li>Practicum student nurse, finger poke from medication needle. Treatment and follow up within the hospital</li> <li>Another practicum student nurse, finger poke, needle not used on patient.</li> <li>Gearing up – during game of tag, instructor hit head on birdhouse. Area not properly laid out for fast-paced games. Better preparation and planning of activities in future and communication during staff meeting</li> </ul>



	<ul style="list-style-type: none"> <li>Serious incident – Machine to wash cages, tall skinny rack in machine usually is pulled out to wash bottles. Tripping hazard on this rack when removed, person tripped and it fell on another staff member. Time off to recover. Meeting held with team to find solution. Possibly a strap on the ceiling to attach it to. Still working on solution, estimate completion date of December 25<sup>th</sup>.</li> <li>Staff tripped, no sign of what caused it. No identified solution</li> </ul>
Inspections	<ul style="list-style-type: none"> <li></li> </ul>
HSE Program Update	<ul style="list-style-type: none"> <li></li> </ul>
Training and Education	<ul style="list-style-type: none"> <li>Monthly Training Topic – June put out P.P.E. etiquette reminder. concern that people were forgetting take off gloves and coats and touching walls and other items.</li> <li>September – Emergency awareness, all labs now required to practice evacuation procedures / emergency procedures quarterly, and once a month talk about it with T.A.s</li> <li>Email sent Top 5 emergency information to share with students and Slide on Scent Sensitive Program to share with students. Also had cold and flu season information. No clinic on campus this year but information on where to go for that. Will be put out soon. Nursing capstone students. CCS has made a course for all first year students with reporting, building orientation and ladders etcetera.</li> <li>Also have an orientation for EME building coming out soon.</li> </ul>
	<ul style="list-style-type: none"> <li></li> </ul>

Old Business	Item #		Who	Target date
Incidents (reporting on previous month)		<ul style="list-style-type: none"> <li></li> </ul>		
Other OHS reports		<ul style="list-style-type: none"> <li>JOHSC Building Inspections completed: <ul style="list-style-type: none"> <li>➤ Inspection of Plant Growth Facility conducted during JOHSC meeting</li> <li>➤ Kathy to write report</li> </ul> </li> </ul>		
Other old business items		<ul style="list-style-type: none"> <li>Reviewed evaluation tool – how is the JOHSC working.</li> <li>Had finished half the evaluation at the end of the last JOHSC meeting and Miros can complete the rest and send it before the next meeting</li> <li>Awaiting signature</li> <li>Update – just need to print and Stephen to sign it and submit to Cherie.</li> </ul>	Francois Miros	August 31 <sup>st</sup> , 2025

New Business	Item #		Who	Target date
	1.			



	2.			

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

- Responsible VP
- All JOHSC members
- Online (<https://hse.ok.ubc.ca/committee/>)

