



UBC Okanagan
AVPFO JOHSC
MINUTES

| | | | |
|------------------------|----------------|-------------------|-------------------------------|
| Meeting information: | Date & Time: | 2025/08/12 | |
| | Location: | LIB016A / Virtual | |
| | Call to Order: | 10:02 am | |
| | Adjournment: | 10:38 am | |
| Previous meeting date: | | 2025/07/08 | Next meeting date: 2025/09/09 |

| | | | |
|---|-------------------------|---|-----------------------|
| 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 | Y |
| | Jason Phillippo | BCGEU – Food Services | N |
| | Roger Bizzotto | Facilities Management | N |
| | Troy Campbell, Co-Chair | Campus Security | Y |
| | Dani Korven | Student Housing & Community Services | Y |
| | Cherie Michels | 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 | | | Y |

| | | | |
|---|-------------|-----------|-----------|
| Motion to adopt previous meeting's minutes: | T. Campbell | Seconded | C. White |
| Motion to adopt June 2025 minutes: | T. Campbell | Seconded | J. Forgie |
| Motion to adopt current meeting's agenda: | T. Campbell | Seconded: | C. White |



| Standing Items | Details | | |
|--|--|-------------|----------------------|
| Incidents (reporting on previous month) | <ul style="list-style-type: none"> JOHSC – Fin & Ops – 3 incidents (1 incident only, 2 time loss) | | |
| Inspections | <ul style="list-style-type: none"> See list below for assigned 2025 inspections RHS inspection completed by C. White and N. Hobbs on July 18th. See inspection document in meeting invite. | | |
| Other OHS reports | <ul style="list-style-type: none"> None | | |
| HSE Program Update | <ul style="list-style-type: none"> Flu clinics: UBC will not be hosting flu clinics this year. A communications campaign is underway to inform students about their options. These options are also on Campus Operations website. Orientation videos for campus buildings are currently in development Enhancements are being made to the battery recycling program, including clearer signage and improved communication strategies. | | |
| Training and Education | <ul style="list-style-type: none"> 3 different student groups were consulted to help select new scent-sensitive materials for the upcoming term. JumpStart orientation packages will include Scent Program materials New materials use a more nuanced system (red, yellow, green) to indicate scent levels and sensitivity. Updated signage promoting scent awareness is being installed in areas where it has been requested. | | |
| JOHSC Annual Evaluation | <ul style="list-style-type: none"> All in agreement. C. White and T. Campbell to sign electronically and send to A. Hingston | | |
| Old Business | Details | Who | Status / Target date |
| Cyclists on Alumni | <ul style="list-style-type: none"> No new information since last meeting. To be reviewed when XSS is complete | A. Hingston | Info only |
| TMPs | <ul style="list-style-type: none"> Aug 13-15: XSS Construction - Quonset Rd Water Line August 13: Vehicles parked on the east side of the construction zone will be inaccessible all day. Vehicles will need to be moved beforehand if access is needed. Golf carts traveling to/from the Quonset must use an alternate route. Expect traffic control personnel and possible delays Note: J lot will not be affected. | A. Hingston | Info only |



| New Business | Details | Who | Status / Target date |
|-----------------------------|--|----------|----------------------|
| Food Services Worker member | <ul style="list-style-type: none">Request to add a different Food Services Worker to the committee (A. Hingston to make BCGEU request, D. Korven advise as needed) | C. White | Info only |

Meeting Adjourned: 10:53am



2025 Annual Inspections (2 members per inspection)

| Building | Inspection Team | 2024 Inspection Date | Planned Inspection Date | Actual Inspection Date | Notable Findings |
|----------------------|--------------------------------|-------------------------------|-------------------------|------------------------------|---|
| ADM | J. Forgie / T. Campbell | 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 / C. White | Sept. 25 th , 2024 | | | |
| QOT | C. White / R. Bizzotto | Sept. 24 th , 2024 | | | |
| RHS | N. Hobbs / C. White | April 30 th , 2024 | N/A | July 18 th , 2025 | Building mostly empty during inspection. Accessible washroom partially blocked. Inactivated mouse-trap in in/out box in printer room. Clutter and box near water cooler could cause cold/hot water spills. Some disorganized, misc. items and furniture. Pipe hole in ground near bike lockers. BBQ and accessories unkempt on second floor. Stairwells very warm, one had dust, dirt, and debris. No signage to guide evacuation. Plastic bag of batteries under sink. |
| 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