



UBC Okanagan
AVPFO JOHSC
MINUTES

Meeting information:	Date & Time:	2025/11/13	
	Location:	UNI 001A/ Virtual	
	Call to Order:	10:02am	
	Adjournment:	10:48am	
Previous meeting date:		2025/10/14	Next meeting date: 2025/12/09

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

Motion to adopt previous meeting's minutes:	R. Bizzotto	Seconded:	J. Forgie
Motion to adopt Sept. 2025 meeting minutes:	D. Korven	Seconded:	R. Bizzotto
Motion to adopt current meeting's agenda:	D. Korven	Seconded:	J. Forgie



Standing Items	Details		
Incidents (reporting on previous month)	<ul style="list-style-type: none"> • AVP FINOPS – 7 Total (5 Incident only, 2 time loss) • AVP Students – No Incidents • PRO VPR – 7 Total (5 Incident only, 2 medical) • Other – 6 total (6 incident only) • AVP FINOPS all incidents were within Business Ops - back injuries appear to be the main experience (4/7) • PRO VPR two are practicum students. • Other – most are lab related. A couple of CCS wood shop incidents reported. 		
Inspections	<ul style="list-style-type: none"> • See list below for assigned 2025 inspections 		
Other OHS reports	<ul style="list-style-type: none"> • No reports submitted 		
HSE Program Update	<ul style="list-style-type: none"> • There are a couple new WPL courses (Working at Heights, AED) • Naloxone course in development, needs built manually • Chemical Safety for PI's being developed • Managers able to identify the WPL courses they want their staff to complete • Notifications now happening for courses that are due for renewal 		
Training and Education	<ul style="list-style-type: none"> • None 		
JOHSC Annual Evaluation	<ul style="list-style-type: none"> • Next annual evaluation expected January 2026. 		
Old Business	Details	Who	Status / Target date
Cyclists on Alumni	<ul style="list-style-type: none"> • No new information since last meeting: <ul style="list-style-type: none"> ◦ Decision has been made to leave speed hump in place until XSS is complete ◦ To be reviewed when XSS is complete 	A. Hingston	Info only
TMPs	<ul style="list-style-type: none"> • Periodic TMPs continue to be approved for use of EME ramp/Alumni Avenue for concrete pours. • TMP for Arts building occurring this week, foyer closed • North crane will be removed shortly in the future which may result in more TMP's 	A. Hingston/R. Bizzotto	Info only



Request to add a different Food Services Worker to the committee	<ul style="list-style-type: none">Food service sub-committee may negate this need	C. White	Date TBA
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New Business	Details	Who	Status / Target date
Arts Foyer	<ul style="list-style-type: none">Committee member observed a Food Services worker struggle to get into Arts Foyer with a cart that looked very difficult to push and maneuver. When they got to the building, the foyer was closed due to constructionGuidance will be to be mindful of overloading cartsA. Hingston to cover cart issues in Food Services training	J. Forgie	Info only
WorkSafe BC Inspection Report, Oct. 2025	<ul style="list-style-type: none">A Food Services worker expressed concerns about the work being assigned and was reassigned alternative work. A policy was implemented for safe handling and disposal of Sterno containers by Food Services workers.C. Michels and A. Hingston to meet regarding procedures and environmental review	A. Hingston	Info only

Meeting Adjourned: 10:48am



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	Aug 14, 2025	<ul style="list-style-type: none">• Bookstore storeroom hazards (unsecured ladder, blocked egress, overstacking near sprinklers).• Improper disposal of sternos at Sunshine Café (requires re-training and process enforcement).• Overstocking in Café storeroom pushing into ceiling tiles.
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.
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

Addendum 1
Worker Incidents

Worker Incidents	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Time Loss
OCTOBER 2025	14	2	8	2	2
OCTOBER 2024	9	2	5	1	1
2025 YTD	78	17	31	11	19
2024 YTD	69	16	29	12	12