

The University Students' Council at the University of Western Ontario
Administration JHSC Minutes

Present: Andrea Klooster, Tanee Edwards, Chris Keeler, MaryAnn Mommersteeg, Chris Noble

Absent: Karla Pacheco, Carrigan Cassidy,

Date and Time: February 24 2016- 2:00 pm Room 369 UCC

*** Underlined Items = Action Items**

1. REVIEW OF FEBRUARY INSPECTION

- Inspection scheduled to take place Friday Feb 26

2. TRAINING UPDATES

- JHSC Certification- completed by Chris Keeler
- 1st Aid Training- to be scheduled, possibly towards end of April when staff will be less busy
- JHSC Inspection Training- approval to have WSPS to do training for JHSC members and Managers, possibly in May. Suggestion was made to offer additional training to Night Managers/Supervisors about identifying hazards, how to fill in accident forms, what they are responsible for and can be held accountable for if accidents do occur.

3. WSPS HAZARD ASSESSMENT

- Approved to have USC wide risk assessment done as per direction of Board. Likely taking place in next month.

4. HEALTH AND SAFETY POLICIES REVIEW UPDATE

Policies have been approved by the JHSC and the HR Committee of the Board of Directors. To be presented to the full Board this Friday and ideally finalized.

- Health and Safety Policy- no changes
- Procurement Policy- no changes
- Work Refusal Policy- no changes
- Violence and Harassment Policy- revision includes process should a complaint be made against the General Manager (HR would take to Board of Directors and President)
- Emergency Preparedness Policy- updated with pertinent UWO links and information on responding to Immediate or Critical incidents
- Personal Protective Equipment- clarification of safety shoe/boot reimbursement. Now reads 50% of \$100 purchase to be reimbursed, to a max return of \$50.00

5. HEALTH AND SAFETY POSTER BOARD AUDIT


Boards in the process of being updated with new posters, 2015 OHS books etc.

6. NEW BUSINESS

Looking at promoting staff safety in new ways- prizes, give aways etc. Keep in mind for a later date.

Next Inspection: March – MaryAnn and Carrigan

Next Meeting: Wednesday March 30 2016- 2:00, Rm 369



Andrea Klooster
Management Representative, Co-Chair

Feb 26/16


Date



Cathy Clarke
General Manager

Feb 29/2016

Date



Tanee Edwards
Recording Secretary

Feb 26/16

Date



Tanee Edwards
Worker Representative, Co-Chair

Feb 26/16

Date



Sophie Helpard
USC President

March 2nd/16

Date