

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

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Present: Andrea Klooster, Tanee Edwards, MaryAnn Mommersteeg

Absent: Chris Keeler, Chris Noble

Date and Time: February 22, 2017 2:00 Rm 369

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**\* Underlined Items = Action Items**

**1. FEBRUARY INSPECTION REPORT**

- To be completed prior to month end. Of note: Student Annex requires attention as well as chairs in staff lunch room

**2. HAZARD ASSESSMENT UPDATE**

- Action plans to be reviewed in March.
- Document from Jeff Pedlow's inspection to be the standing document with regards to H&S throughout the building.

**3. UPDATE ON POLICY RATIFICATION PROCESS**

- Policies reviewed by JHSC and legal with only minor changes to wording, and updating definition of sexual harassment per Bill 132 : H&S Policy, Pre Use Inspection, Non-Routine Work, H&S Responsibility to Workers, Lockout-Tagout, Discrimination & Violence Policy
- To be reviewed by HR Committee prior to March 10 when policies will be presented to and approved by the Board and Executive with an emphasis on risk and liability

**4. NEER REIMBURSEMENT**

- USC received a WSIB rebate which has been rolled over to help cover costs of the premiums.

**5. PIZZA PARTY**

- Date TBD - March

**6. NEW BUSINESS**

- LMRC meeting next week. Replacement for empty worker rep position to be brought up again.

**Next Inspection:** March- Tanee & Chris Noble

**Next Meeting:** Wed March 29 2017 2:00pm Rm 369

AK  
Andrea Klooster  
Management Representative, Co-Chair

Feb 28/17  
Date

JA  
Jeff Armour  
General Manager

Feb 29 / 17  
Date

TE  
Tanee Edwards  
Recording Secretary

Feb 28 / 17  
Date

TE  
Tanee Edwards  
Worker Representative, Co-Chair

Feb 28 / 17  
Date

EA  
Eddy Avila  
USC President

March 6 / 2017  
Date