

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

Present: Josh Try, Tanee Edwards, Karen Savino, MaryAnn Mommersteeg, Elizabeth Da Ponte

Absent: Andrea Klooster, Noah Austin

Date and Time: February 28th 2018- 2:00 Rm 369

*** Underlined Items = Action Items**

1. February Inspection

- Still a number of stained ceiling tiles, tiles displaced around sprinkler in Gazette "darkroom" area
- Number of electrical panels blocked by carts and recycling bins: Spoke kitchen, Wave kitchen, hallway just outside Wave kitchen, Lounge storage rooms (moved by Josh during inspection)
- Wave Mez- boxes on floor, popcorn machine blocking walkway, shelves stacked loose against storage units
- Wave media hallway- food donation box and box of floor tiles blocking access
- Tables and chairs in hallway outside Wave kitchen
- Cleaning fluids on floor beside bar sink- should be stored with cleaning supplies
- Lounge Mez- attachments removed from phone docking stations leaving exposed wires
- Peer Support back office- exposed electrical conduit
- Spoke staff room- MSDS binder not with chemical storage
- Tiles on Spoke stage pulling up- trip hazard
- Spoke café- should there be an extinguisher behind the counter?
- Purple Bikes- garbage bins overflowing, tire hoses on floor-trip hazard

2. Injury Reports

- Western Film popcorn machine caught fire while Andy and Josh were repairing it. Andy able to put out fire without an extinguisher. Aging machine and build-up of butter and popcorn kernels around heating elements possibly to blame. Machine has been decommissioned and a replacement is coming. Mark Leonard will be establishing a cleaning schedule for it and details re: machinery inspection schedules TBD.

3. Policy Review and Approval


- Board has approved the policy changes. Andrea to work on updating the online forms, bulletin boards and orientation training packages.

4. Member Update


- With the departure of Chris Keeler we will be looking for a new management rep. to sit on the committee. Volunteers gladly welcomed!

March inspection: Andrea and Noah

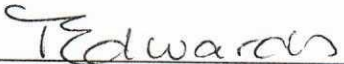
Next meeting- March 28 2018, 2:00p.m. Room 369


Andrea Klooster
Management Representative, Co-Chair

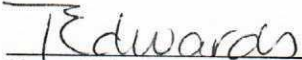
March 1/18
Date


Jeff Armour
General Manager


March 1 18
Date


Tanece Edwards
Recording Secretary

Mar 1/18
Date


Tanece Edwards
Worker Representative, Co-Chair

Mar 1/18
Date


Tobi Solebo
USC President

Mar 2/18
Date