

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

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Present: Josh Try, Tanee Edwards, Andrea Klooster, , Noah Austin, , Karen Savino,  
Elizabeth Da Ponte .-

Absent: MaryAnn Mommersteeg, Ben Lollar

Date and Time: Oct 31 2018- 2:00 Rm 369

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**\* Underlined Items = Action Items**

**1. September Inspection Review**

- Reminder that photos are beneficial! A camera is available through HR if needed
- Broken glass on floor of Wave Mez
- Temporary issues with access, storage etc. due to PurpleFest merchandise and inventory
- Purple Bikes- bikes blocking doors despite clear labelling
- Should check associate space, Purple Store storage and Squash Court storage on next inspection

**2. Health and Safety Refresher Update**

- A few full time staff members still have not completed the refresher (due Oct 31). Andrea will be sending around a reminder to them.

**3. Policy Review**

- Andrea to determine which policies are up for review and will present them over the coming weeks. Will also include a refresher on the Scent Free Guideline (not updated since 2009).

**4. Hazard Reporting**

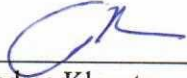
- Just a reminder that injury and illness reports are to be filled in by anyone (full time or part time staff) if items of note are found, rather than verbally reported. That way items can be brought to the attention of JHSC and follow-up can be done.

**5. New Business**

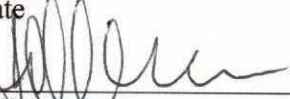
- Andrea & Kate went to the Partners in Prevention Conference last week. Items of note included ways to make JHSC more effective via wider staff involvement, interactive modules, speakers etc. Andrea to see about bringing in speakers- if anyone has suggestions for topics of interest please let her know.
- WSIB Compass is a public website...you can enter a company name and view a summary of injury reports: graphs of injuries over a 5 year period, number and type of injuries, department injuries received in and what the payouts were.

**November inspection: Josh & Tanee**

**Next meeting- November 28 , 2:00p.m. Room 369 \*\*last meeting of the year!**

  
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Andrea Klooster  
Management Representative, Co-Chair

Nov 1/18  
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Date

  
\_\_\_\_\_  
Jeff Armour  
General Manager


Nov. 22/18  
\_\_\_\_\_  
Date

T Edwards  
\_\_\_\_\_  
Tanee Edwards  
Recording Secretary

Nov 1/18  
\_\_\_\_\_  
Date

T Edwards  
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Tanee Edwards  
Worker Representative, Co-Chair

Nov 1/18  
\_\_\_\_\_  
Date

  
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Mitchell Pratt  
USC President

Nov 22/18  
\_\_\_\_\_  
Date