

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

Present: Tanee Edwards, Andrea Klooster, Noah Austin
Absent: MaryAnn Mommersteeg, Ben Lollar, Karen Savino

Date and Time: July 31 2019

* Underlined Items = Action Items

1. July Inspection Review

- Numerous fire extinguishers still not checked for months
- Stained ceiling tiles
- Purple Bikes- repeated and ongoing housekeeping issues, garbage of oily rags must be removed. Issues to be brought to Jeff Armour's attention.

2. H&S Communications

- Andrea has included links to Liz's monthly issues for JHSC to review. Andrea may add some graphics to make it a little bit more visually interesting. Will include them in monthly Internal Communication bulletins.
- Tie tags for computer cords have been made available at the front desk as per Geoff's tips in the IC. Some people have taken advantage of this.

3. August Inspection and Meeting

- Andrea will be away for the inspection and meeting. Will send out Google invites, Tanee will arrange to do the inspection and chair the meeting.

4. New Business

- AODA Audit was conducted (Accessibility for Ontarians with Disabilities Act). We were able to provide proof of customer service training for staff members, a multi year action plan, and ultimately the audit was closed.
- WSPS Safety Connection networking/brainstorming session set for Sept 25 at Best Western Lamplighter. If anyone is interested in participating please let Andrea know. Topic to be covered is Managing Risks.
- Still hoping to include managers in inspections in order to access additional areas- idea to be presented at next management meeting.
- Storm alert earlier this month- siren not audible inside building and UWO email alerts were very slow. Managers should address operations as to procedures (ie. F&B or PStore where staff wouldn't necessarily be at computers to receive notices). Committee to look into what is set up with regards to "calling trees" or evacuation of students in hallways etc.

Aug inspection: Tanee & ?

Next meeting-Aug 28, 2:00, rm 369

AK
Andrea Klooster
Management Representative, Co-Chair

Aug 7/19
Date
[Signature]
Jeff Armour
General Manager

Aug-9/19
Date

TEdwards
Tanee Edwards
Recording Secretary
Aug 9/19
Date

TEdwards
Tanee Edwards
Worker Representative, Co-Chair

Aug 9/19
Date
[Signature]
Bardia Jalayer
USC President

Aug 12/19
Date