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

Present: Andrea, Tanee, Maryann, Karen

Absent: John, Andy

Date and Time: March 28 2023, 3:00, Rm 365

1. Inspection

- Rm 301 Helium Tanks- improperly stored/empty? Unknown ownership. Is there a Helium policy for the building?
- Fire extinguishers not checked: Gazette (over a year), Wave Mez
- Ceiling tiles requiring replacement, resetting- numerous places
- Wave- electrical panels not accessible (buckets etc. stored in front)
- Gazette office: excessive heat

2. New Business

- Question regarding follow-up or timeline for adding line of sight mirrors to club space office
- Potential refresher training for JHSC members- how to do inspections (?) open to other suggestions
- Question about re-engaging staff with H&S- do we need to do more group training (ie De-escalation, Fire Extinguisher), include info in Weekly Updates, social activity like pizza party? New staff all receive training as they are hired, but perhaps long time staff need some sort of refresher after being out of the office for a few years.

Next inspection: TBA

Next meeting: April TBA

Andrea Klooster
Management Representative,



Date Apr 12 2023

Tanee Edwards
Co-Chair Worker Representative, Co-Chair & Recording
Secretary

Tanee Edwards

Date March 29, 2023

Jeff Armour
General Manager



Date Apr 12 2023

Ethan Gardner
President



Date Apr 12 2023

Document Details

Title	JHSC Minutes for Signing
File Name	JHSC Meeting March 2023.docx
Document ID	4b0f8f3c6816481da048d1a5b4ce7e2c
Fingerprint	b2251715094bf6e8dd2fe31c71c8f809
Status	Completed

Document History

Document Created	Document Created by Andrea Klooster (aklooster@westernusc.ca) Fingerprint: 4c3ac6814cc3bec52c51867c235fad99	Apr 12 2023 10:19AM America/Detroit
Document Signed	Document Signed by Andrea Klooster (aklooster@westernusc.ca) IP: 129.100.145.81	Apr 12 2023 10:19AM America/Detroit
Document Sent	Document Sent to Jeff Armour (jarmour@westernusc.ca)	Apr 12 2023 10:19AM America/Detroit
Document Sent	Document Sent to Ethan Gardner (president@westernusc.ca)	Apr 12 2023 10:19AM America/Detroit
Document Viewed	Document Viewed by Jeff Armour (jarmour@westernusc.ca) IP: 129.100.255.17	Apr 12 2023 11:03AM America/Detroit
Document Signed	Document Signed by Jeff Armour (jarmour@westernusc.ca) IP: 129.100.255.17	Apr 12 2023 11:04AM America/Detroit
Document Viewed	Document Viewed by Ethan Gardner (president@westernusc.ca) IP: 129.100.255.31	Apr 12 2023 11:18AM America/Detroit
Document Signed	Document Signed by Ethan Gardner (president@westernusc.ca) IP: 129.100.255.31	Apr 12 2023 11:18AM America/Detroit

**Document
Completed**

This document has been completed.
Fingerprint: b2251715094bf6e8dd2fe31c71c8f809

Apr 12 2023
11:18AM
America/Detroit
