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

Present: Andrea, Tanee, Maryann, Karen, John

Absent: Andy

Date and Time: April 25 2023, 3:00, Rm 369

1. Inspection

- Repeat Rm 301 Helium Tanks
- Fire extinguishers not checked for month/irregularly: Wave Mez, Andy's office

2. Injury

- Spoke staff rec'd cut but refused medical attention immediately. Medical attention sought afterwards resulting in missed time and wages but information/reasoning was not communicated to management. Resulted in late WSIB claim submission. Corrected actions taken with regards to WSIB.
- Note to be included in IC reminding managers to fill in Injury and Illness Reporting Form and do follow up promptly as we have a 48 hour window to submit claims to WSIB.

3. Training

- Productions staff training on Elevated Platform, Heights
- F&B staff training on Safe Food Handling
- General 1st aid training seeing good participation numbers

May inspection: John and Andy

Next meeting: May

Andrea Klooster
Management Representative



Date Jun 15 2023

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

Date April 27, 2023

Jeff Armour
General Manager



Date Jul 05 2023

Sunday Ajak per Ethan Gardner
President



Date Jun 16 2023