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

Present: Andrea, Tanee, Karen

Absent: Andy, Maryann, John

Date and Time: August 29 2023, 3:00, Rm 365

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**1. Inspection**

- One fire extinguisher not checked
- Housekeeping in a number of areas (Peer Support, Lounge, Annex) however in middle of repurposing so temporary issue

**2. New Business**

- Staff injury, no medical treatment, no missed shifts- monitoring situation
- Jason and Nancy have completed training presentations
- Club Discrimination and Harassment Policy being finalized. Will report to Karla, goal to expedite process. May require some revisions to USC Discrimination and Harassment Policy. Roll out and training TBA

September inspection: Andrea and Tanee

Next meeting: September TBA

Andrea Klooster  
Management Representative



Date         Sep 06 2023        

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

Date:         August 30 2023        

Jeff Armour  
General Manager



Date         Sep 07 2023        

Sunday Ajak  
President



Date         Sep 06 2023