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

Present: Tanee, Karen, Andrea

Absent: John, Andy, Maryann

Date and Time: Sept. 24, 2024 2:00 Rm 369

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**1. Inspection Updates**

- Inspection to be done later this week due to scheduling conflicts
- FYI- updates to inspection notes are posted in the H&S shared drive

**2. New Business**

- **Fire Extinguisher Training** scheduled to take place during November 26 town hall. Expecting some training on fire safety, how to exit building etc. Question regarding wardens as USC no longer seems to have any responsibility for this function.
- **Health & Safety Convention** in Kitchener October 16. If anyone is interested in attending, let Andrea know.
- **Mental Health First Aid** courses with Cheryl Legate will be announced in internal communications as they become available.
- **Pipe burst-water leak** in Heather's office. Will take time for parts to come in, but Heather to remain in the office for now.
- Andrea did a volunteer audit and is happy to report that our WHMIS and AODA training remains relevant and up to date. Note to check policies: 'WHMIS 2015' has reverted to 'WHMIS' only.

October inspection: Andy and John

Next meeting: October 29<sup>th</sup> 3:00 p.m. – location TBA

Andrea Klooster  
Management Representative



Date: September 25, 2024

Jeff Armour  
General Manager



Date           Sep 25 2024          

Tanee Edwards  
Co-Chair Worker Representative & Recording Secretary

Tanee Edwards

Date: September 25, 2024

Emilie Kalaydjian  
President





Date           Oct 02 2024

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