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

Present: Andrea, Tanee, Maryann, Andy, John

Absent: Karen

Date and Time: Nov. 26, 2024 2:00 Rm 370

1. Inspection Updates

- Fire extinguisher in conference room still not re-mounted
- Fire extinguisher in Andy's office not checked
- Housekeeping:
 - Wave mez - walkway blocked
 - Fireplace Lounge- grill broken, Andy to confirm gas-line has been disconnected
 - Peer Support- broken chair leg
 - East Lounge storage closet- cables to be tied off

2. Policy Review Update

- Policies have been reviewed by HR Committee of the Board and will go to Board for approval Dec. 6
- Harassment via text/social media added to Violence & Harassment Policy per legislation
- Thanks to Maja for adding definitions to policies
- New/updated policies to be posted on H&S boards in the new year

3. AODA Audit

- USC was flagged to self-audit accessibility features with a focus on Customer Service. Areas flagged on audit included website and communications (how we are able to accommodate ie. visually impaired persons), policies and emergency procedures (default to Western as we are a tenant), service desks (Purple Store, InfoSource, Main office- do they accommodate wheelchair users), fixed stanchions/crowd control, waiting areas. Renovations prior to 2017 were excluded from the assessment.
- Report was sent back, pending communication from them

4. Risk Assessment

- WSPS was in to look over areas to prepare a quote for assessment. Would be done in next fiscal, depending on cost/budget.

5. Appreciation

- Due to the challenge of getting everyone together and booking space prior to holidays, we are looking at giving gift cards instead. Please let Andrea know your preference.
- May consider a lunch-meeting in the new year.

January inspection: Karen and Maryann

Next meeting: January 2025 - details to follow

Andrea Klooster
Management Representative




Date Dec 02 2024

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

Date: November 27, 2024

Jeff Armour
General Manager



Date Dec 02 2024

Emilie Kalaydjian
President



Date Dec 05 2024