

**Date & Time:** August 28, 2023, 10-11:30 pm MDT

**Location:**U216A & Google Meet

Name	Position	Present
Arleen Gallo	AVP, Human Resources (Employer Co-chair)	<input checked="" type="checkbox"/>
Shane Steininger	MRSA Representative	<input checked="" type="checkbox"/>
Cheryl Kean	Exempt Representative	<input checked="" type="checkbox"/>
Crystal Koch	VP, MRSA Representative	<input checked="" type="checkbox"/>
Curtis Lang	Manager, Financial Reporting & Accounting Ops	<input checked="" type="checkbox"/>
Joe Frazao	MRSA Representative	<input checked="" type="checkbox"/>
Maureen Evans	Director of Planning and Operations, Students Division	<input checked="" type="checkbox"/>
Kelly Sundberg	MRFA Representative (Employee Co-chair)	<input checked="" type="checkbox"/>
Robert Siklodi	Manager, EH&S	<input checked="" type="checkbox"/>
Scharie Tavcer	MRFA Representative	<input checked="" type="checkbox"/>
<b>Guests to JOHSC: N/A</b>		

## Meeting Minutes

Items & Topics	
1	<p><b>1. Approvals</b></p> <p>13-Jun-23 JOHSC Minutes</p>
<b>Action Items:</b>	
2	<p><b>New Business:</b></p> <p><b>2.1 Welcome &amp; Introductions</b></p> <ul style="list-style-type: none"> <li>- new members of johsc</li> </ul> <p><b>2.2 Logistics</b></p> <ul style="list-style-type: none"> <li>- dates and times that work best for the committee (hybrid?)</li> <li>- put together a doodle poll for dates and times and send to admin</li> </ul> <p>1.5 hours, 5-6 weeks apart throughout the year and preference for in person, virtual or hybrid</p>

	<p><b>2.3 Review Summer Incidents</b></p> <ul style="list-style-type: none"> <li>- Fecal contamination in pool &amp; Work refusal</li> <li>- An employee looking to distribute chemical into the pool area, taken to hospital.</li> <li>- Second potential sighting of naked man, security to continue with incident report.</li> <li>- bobcats are communicated however naked man is not being communicated, being transparent with the community is key and important to keep the community safe. MRU now app? - would like a response to why we aren't being communicated with?</li> <li>- MRU Now app is there a process for what gets communicated? - ie. fire on campus.</li> <li>- work refusal process - help support this process, campaign for johsc.</li> </ul> <p><b>2.4 Co-chair brainstorming</b></p> <ul style="list-style-type: none"> <li>- logistics of the committee</li> <li>- team building exercise?</li> <li>- clear focus of what the responsibilities are for JOHSC through the OHS Act.</li> <li>- discussion on TOR for having a student on this committee? SAMRU rep for their JOHSC - potential as a guest maybe? what about contract employees?</li> <li>- hazard, harassment complaints and psychological hazard - JOHSC to define and what is the flow of how they are dealt with.</li> <li>-infographics sent out and engage with marcomm</li> <li>-Redundancies need to be removed and what are we supposed to output.</li> </ul> <p><b>2.5 Training</b></p> <ul style="list-style-type: none"> <li>- other types of training johsc is interested in? - suggested investigations and how to complete these and what johsc's role is.</li> <li>- JOHSC has a different expectation for inspections.</li> </ul>
<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- MRFA rep to put together a doodle poll for upcoming meetings and send to admin</li> <li>- Infographic sent to co-chair from MRFA rep</li> </ul>	
3	<p><b>Previous Business</b></p> <p><b>3.1 Space Audit &amp; Inspections</b></p> <ul style="list-style-type: none"> <li>- Leave on and update next time</li> </ul> <p><b>3.2 JOHSC process and procedure documentation project</b></p> <ul style="list-style-type: none"> <li>- Co-chairs to discuss</li> </ul> <p><b>3.3 Action Plan summary</b></p> <ul style="list-style-type: none"> <li>- N/A</li> </ul>
<p><b>Action Items:</b></p>	
4	<p><b>Incidents</b></p> <p><b>4.1 EHS</b></p>

- Gender violence incident from Waterloo - Rob too look into communication
- Security updating keys - not every faculty have keys to the classrooms (active assailant protocols). - HSE Manager to look into and talk to Security (T, W, Y wings).
- Security report - no comparison to last year or what are the trends - maybe more details
- What data is useful for this group and then what we can do with it?
- other PSI - what data is provided to their JOHSC.

#### **4.2 Incident Report**

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#### **4.3 HR Report**

- provided to group

#### **4.4 Event operations manager & policy**

- Is EHS aware of the amount of policy and the roles EHS responsibility

#### **5. closing remarks**

- N/A

#### **Action Items:**

UBC data and how they organize their reporting - Co-chair