



JHSC Meeting Minutes

		Meeting Date:	August 21, 2026
Call to order: 08:00 Adjourned: 08:45 Previous meeting: July 24, 2026 Next meeting: Sept 18, 2026	Committee members present		Last Committee evaluation: August 2026 Next Committee evaluation: August 2027
	Greg – Employer Co-Chair	X	
	Stephen – Alternate Employer Co-Chair		
	Gary Papp Employee Co-Chair		
	Masi – Worker	X	
	Angel – Management		
	Amin – Worker	X	
	Shawn Metheral (Worker)		
	Paola Arteaga (Worker)	X	
	Fredy – Management	X	
	Mohammad (Exterior worker)		
	Jose Ponce (Janitorial Worker)		
	Christian (Janitorial worker)		

Old Business		Who	Action due date	Meeting Discussion Points/ Action Taken
	Rolling: Review New Safety Cases	Everyone	Meeting	Brake failure on sprinter van Case: 00002986 (No damage or injuries)
	INCIDENTS Link: https://clean-master.lightning.force.com/lightning/r/Dashboard/01Z5c000001JJGJEA4/view	Everyone	Meeting	Brake failure on sprinter van Case: 00002986 (No damage or injuries)
	JHSC Training?	Greg Korpela	Meeting	3 New members on the JHSC (New JHSC is available on new LMS. If not already done, take time by next meeting. Greg to provide logins and link)

	First Aid			FA assessment November 24, 2025 at 10:52 a.m. Employees sent to FA training, Gergely and Stephen https://www.worksafebc.com/en/resources/law-policy/act-amendments/regulatory-changes-background-occupational-first-aid?lang=en First aid drill last completed April 28, 2025, with exterior and floorcare.
New Business				Meeting Notes
	Group hazard assessment review. Review risk registry and add to it as needed	Everyone	Meeting	Any new safety hazards? No new hazards. New scopes of work.
	Is any additional training or PPE required? - Is any additional training required? - Is any new PPE required?	Everyone	Meeting	Reviewed PPE requirements, PPE current.
	COR	Greg	Meeting	COR Audit April 27, 28, 29 completed.
	Emergency Response Plans	Everyone		First aid and emergency response plan practiced and reviewed April 28, 2025 Must be completed in 2026

	OH&S Program			Reviewed, rewritten and rebranded Current Safety Actions cards available online and on company website.
	JHSC Annual Review	Greg		Reviewed during meeting
	Exterior Crews: - Anything new?	Gary, Stephen, Greg, Amin		No new incidents or hazards.
	Floor Care – - Fredy, Masi – Updates?	Masi Fredy		No issues
	Janitorial – - Angel, Shawn, Sebastian - Anything new? -	Shawn, Angel		No issues.
	Office Staff			No new issues

Meeting summary

Quick recap

The meeting was a monthly Joint Health and Safety Committee session led by Servus, covering recent safety incidents, training updates, and committee compliance. Servus reported a brake failure in a Sprinter van, noting recurring issues with Ocean Park and consideration of a new vehicle service provider, with iPhone sharing a positive experience with a mechanic in New Westminster. The group discussed the new learning management system and the need for new members Christian, Jose, and Muhammad to complete the JHSC course. Servus reviewed the annual JHSC evaluation, confirming compliance with legal requirements but noting areas for improvement in co-chair participation and meeting leadership. Massey described a recent garbage chute cleaning job, and Servus suggested hazard assessments and possible two-person teams for such tasks. The committee also discussed first aid training, signage improvements after a

previous incident, and a request for PPE for a janitorial garbage chute cleaning task. No new hazards were reported, and the conversation ended with no further issues raised.

Next steps

Greg

- Pass along the contact information for Paymon to the office for consideration as a new vehicle repair
- Set up Christian and Jose (and Muhammad if needed) as learners on the new learning management system to take the JHSC course
- Talk to Gary about sharing the responsibility of running the JHSC meetings and preparing agendas.
- Be available for consultation via Zoom or WhatsApp for any future garbage chute cleaning jobs to assist with hazard assessments and safety

Amin

- Provide the contact number for mechanic Paymon in New Westminster to Servus for consideration as a new vehicle repair

Paola

- Check with Angel (when he returns) about the scope of work regarding garbage chute cleaning for Hugo, and clarify if it's in the contract.
- Inform Hugo that he can contact Greg for consultation on garbage chute cleaning procedures and PPE

Summary

Team Check-in Meeting Summary

The team held a casual check-in meeting with limited attendance. Masi shared an experience about cleaning a clogged garbage chute from P3 to the second floor, while Amin reported continued slow work with only one or two days of work per week. The conversation ended early due to low attendance and limited agenda items.

Sprinter Van Brake Failure Incident

Greg reported a brake failure incident involving one of the company's Sprinter vans driven by Kouroch, where the vehicle lost braking pressure and leaked brake fluid. The same van had previously visited Ocean Park for brake issues a month earlier, but the shop apparently missed detecting the problem. Following these recurring issues and concerns about safety, the team discussed switching from Ocean Park to a new provider, with Amin recommending a mechanic named Paymon in New Westminster who charged less than Ocean Park and provided good service.

Learning Management System Implementation

Greg discussed the implementation of a new learning management system for company training, including safety and job-specific courses expected to be rolled out by September or October. The team confirmed that Christian had likely already completed the JHSC course on the old platform, but Jose and Muhammad would need to take the updated course. Paula mentioned her upcoming first aid training scheduled for September 4th through Trauma Tech.

Joint Health and Safety Committee Review

Greg presented the results of the Joint Health and Safety Committee Annual Review, confirming compliance with legal requirements including committee composition, meeting frequency, and training requirements. While the committee meets monthly and maintains proper documentation, Greg identified two areas for improvement: ensuring equal participation between employer and worker representatives, and rotating meeting leadership responsibilities between co-chairs. Greg noted that committee members are entitled to 8 hours of paid safety training annually, though no one has yet taken advantage of this benefit.

Garbage Chute Safety Discussion

The Joint Health and Safety Committee discussed their overall effectiveness, with Greg noting they meet minimum requirements and address safety concerns promptly. The group examined a recent garbage chute cleaning incident, with Masi and Fredy sharing their experiences and concerns about the process. Greg offered to help conduct hazard assessments and provided guidance on PPE recommendations for future garbage chute cleaning tasks. The committee also briefly discussed a pending stair fall incident and a request from Hugo, a janitor, for additional PPE to clean a food-contaminated garbage chute.