# LOCAL SAFETY COMMITTEE MINUTES - IKBLC

DEPARTMENT: **IKBLC** DATE

**PRESENT:** (IKBLC-Admin), (IKBLC-Admin), (Arts One/CAPP), (LSIT), (CTLT), (CTLT), (SLAIS), (Library – Circulation), (CLC), (Library-AArP), (Library-RBSC), (ESP), (CTLT), (Wellness Centre), (Science One), (IKBLC-Facilities), (Ike’s Café), (IKBLC-CLC), (CAP), (Library-Communications, (Library-RBSC), (Library – Digital Initiatives)

**REGRETS:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM #** | **ITEM** | **RECOMMENDED ACTION(S)** | **CURRENT STATUS** | **MEMBER RESPONSIBLE & COMPLETION DATE** |
| **Old Business** | | | | |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |
| **New Business** | | | | |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |
| 7. |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Workplace Inspection Items** | | | | |
|  |  |  |  |  |
| **Incident/Accident Investigation Items** | | | | |
|  |  |  |  |  |
| **Committee Administrative Items (if any)** | | | | |
|  |  |  |  |  |

Meeting adjourned at \_\_\_\_a/p.m. Next meeting scheduled for: \_\_\_\_\_\_\_\_\_\_\_

**PLEASE EMAIL/FAX A COPY OF MINUTES TO** [**SECRETARY@HSE.UBC.CA**](mailto:SECRETARY@HSE.UBC.CA) **OR 604-822-6650**