

**Mt. San Antonio College
Health and Safety Committee
Group Memory of September 5, 2017**

Committee Members:			
X Dave Wilson	X Melonee Cruse	<input type="checkbox"/> Peter Gonzales	<input type="checkbox"/> Steve Shull
<input type="checkbox"/> Patricia Swint (Keenan)	X Marti Whitford	X Carlos Duarte	X Nicole Solis/Student Rep
X Donna Lee	<input type="checkbox"/> Kelly Sherwood	X Timothy Engle	X Duetta Langevin (Chair)
<input type="checkbox"/> Javier Pedroza	X Joe Jennum	<input type="checkbox"/> Ken McAlpin	
X Joanne Franco	<input type="checkbox"/> Bill Asher	<input type="checkbox"/> Sandi Horn	<input type="checkbox"/> Andrea Solorzano (Notes)

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Joe indicated we need to follow up with Steve to determine if he is still sitting on the committee as his responsibilities has changed	Duetta will follow up with Steve
2. Agenda Review		Duetta added – Amber Box update
3. Review Group Memory – July 11, 2017	To email memory for review with September memory and Function and Purpose statement	Duetta will email
4. Safety Inspection Update- Duetta	Duetta will be outsourcing the inspections on a contract for safety services – with everyone having more on their plate Duetta felt it was a service that could be outsourced – more to follow	Duetta to follow up with proposals on services
5. Emergency Management – Melonee	Melonee – provided us with an update about the month of October being emergency preparedness month for the College Activities are going to include: -ER Preparedness Fair -Table Top exercise with Traffic and crowd control including building managers and marshalls -Recent CUPA inspection on industrial waste specific to petroleum products of which the College is a generator of that hazard product	

Health and Safety Committee
Group Memory

	<ul style="list-style-type: none"> -Money for food for the ER vendors was approved -ER fair will include participants filling their ER cup by attending the booths at the fair to pick up their item to fill the ER kit. -Working on adding two more storage units for emergency supplies for the campus. -Training schedule to come out in regards to training being held the 2nd and 3rd week of October. -The great shake out 10/19 -ER Vendor fair 10/10 	
<p>6. Lot sign update – Duetta</p>	<p>Duetta updated the committee on the signs that in the surrounding student parking lots – 4 sided signs strategically in the lots</p> <ul style="list-style-type: none"> -no further information on when project will begin 	
<p>7. Roundtable</p>	<ul style="list-style-type: none"> -Marti - Student Health fee remains an issue for the students who are needing treatment but not paying their health fee. Duetta indicated that the international students implemented a process that they will be paying or provide a waiver – Darren Gorsch is overseeing that program. -Carlos –asked about the Standard Operating Procedure as it pertains to Power Outages – -Duetta – Amber box update – all has been installed in building 9B up and running – still need to test and coordinate with Walnut PD. -Security Camera program – has already been funded and vetted, this was done about 6-8 months ago, allegedly Irene was also involved – where is the program in its current phase? Cameras would assist in 	<p>Duetta indicated that she will be drafting that procedure and submitting to parties for approval.</p> <p>Duetta will follow up with Mike in her 1 on 1 to determine where the program is. Duetta did discuss with Mike and will be further discussed in our Direct</p>

Health and Safety Committee
Group Memory

	<p>many areas, like the parking lots to address indecent exposures – possible license plate detectors to assist Campus Safety on whether or not that vehicle is tied to any criminal activity and if it is a threat to the campus.</p> <ul style="list-style-type: none">-Dave asked if Health Services was going to be administering flu shots this year-It was also discussed about the Bus Depot that will be going in on Campus. Much discussion on parking issues already and open campus, does that pose a hazard -	<p>Report meetings</p> <p>Marty did indicate that she does have some on hand for distribution</p> <p>Duetta to find out more about this project – Duetta’s feedback on project based on discussions with Don Sach, already approved to partner with transportation and provide students and the community a better transportation resolution to the college</p>
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Health and Safety Committee
Group Memory

8.		
9.		
10. Round Table		

Health and Safety Committee
Group Memory

11. Future Action Items: Identification Badges-AP7121 First Aid Kits Emergency Kits Building Standard Manual		

FUTURE MEETING DATES (9:00 – 10:30 a.m.)

October 3, 2017

November 7, 2017

December 5, 2017