

**Mt. San Antonio College
Health and Safety Committee
Group Memory of December 6, 2022**

Committee Members:

- | | | | |
|---|--|---|---|
| <input checked="" type="checkbox"/> Mike Williams | <input type="checkbox"/> Sayeed Wadud | <input type="checkbox"/> Peter Gonzales | <input checked="" type="checkbox"/> Ray Mosack |
| <input checked="" type="checkbox"/> Patricia Swint (Keenan) | <input checked="" type="checkbox"/> Joanne Bermejo | <input checked="" type="checkbox"/> Carlos Duarte | <input type="checkbox"/> Becky Zhu/Student Rep |
| <input checked="" type="checkbox"/> Donna Lee | <input type="checkbox"/> Vacant (faculty) | <input type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Duetta Langevin (Chair) |
| <input checked="" type="checkbox"/> Nerissa Uiagalelei | <input type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Ken McAlpin | <input checked="" type="checkbox"/> Andie Solorzano (Notes) |
| <input checked="" type="checkbox"/> Irma Arvizu | <input checked="" type="checkbox"/> Bill Asher | <input type="checkbox"/> Sandi Horn | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Introductions	
2. Agenda Review	Reviewed	
3. Review Group Memory – November 1, 2022	Reviewed and approved.	Andie will post to the website.
4. WC Claims – November – Andie	Andie reviewed the Worker’s Compensation Claims with the committee for November.	
5. Hazard Reports Updates	<p>Shannon is working on creating a template on what is being in submitted to M&O to make it more streamlined.</p> <p>Including what the Hazard, the recommendation, and work order then facilities will review it.</p> <p>The group discussed what it considered a hazard and where the form is located and how someone can report it.</p> <p>Irma from the Horticulture will make of list of Hazards and</p>	IIIB

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	concerns in that area.	
6. Emergency Management Update	<p>Trainings are continuing and Emergency Response Training is still being offered once a month.</p> <p>Building Evacuation Training is monthly and the next one is on December 7th.</p> <p>The goal is to have quarterly meetings with the building evacuation teams. This will give us an opportunity of having people in one room and utilize that time to do specific emergency trainings. Goal date is for February 2023. There is a tentative date of 2/9/23 for evacuation practice and more interactive drills.</p>	IIIB
7. Campus Safety Updates – November – Chief Williams	<p>There will be a presentation with Faculty for Flex Day on dealing with Students having incidents in class. Mental Health concerns. Often the call is made to P&C Safety in the later stages but is it possible to get them involved sooner to help prevent certain incident.</p> <p>Mental Health referrals went up 600%. Training is needed.</p> <p>The group discussed:</p> <ul style="list-style-type: none"> • Promote See something, say something – Text a tip is on the campus website or phone call and can remain anonymous. See something, say something campaign in the spring –, idea – and or recommendation. 	IIIB

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	<ul style="list-style-type: none"> • Partnering with other areas to address the incidents. • Catalytic converter thefts are on the rise again. Risk is looking into CAT Security in the vehicles. • Extra support – in crisis situations for P&C safety and or HR • Training will be extended out possibly minimum to 2 a year or quarterly. • Classroom management with training involving instruction department. • Making Staff feel comfortable, managers to get involved and offer the training to the managers at the Monthly meetings. • Behavior wellness referrals are an option to get help for staff. • HR started trainings this month for staff regarding accommodation and leaves. 	
<p>8. Safety Spotlight</p>	<p>November was workplace bullying month and diabetes month. Duetta reviewed the topics with the group and will be posted on the website.</p>	<p>IIIB</p>

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9. Department Updates	<p>Duetta and Shannon reviewed this new standing agenda item “Department Updates” with the group.</p> <p>Donna Lee: Got the cadaver lab vendor info and looking forward to the documents coming and plans.</p> <p>Carlos Duarte: No Update.</p> <p>Bill Asher: SWACC/Safety Audit had 22 corrections for M&O – M&O has been completing these submitted work orders.</p> <p>Mike Williams: No Update – Reported out earlier on the agenda.</p> <p>Ray Mosack: No Update.</p> <p>Ken McAlpin: Updated the group on the asphalt project on the hill side at 47. The relocation of the portables and traffic flow. Put up possible mirrors to help. It will need to go to a Project Manager first.</p> <p>Patricia Swint with Keenan: SWACC is rolling out a new procedure on how findings with the property inspections are being processed. There is an action plan for these inspections moving forward. Discussed monthly training with the group.</p> <p>Nerissa Uiagalelei: HR trainings coming out and accessible</p>	

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	<p>through POD.</p> <p>Joanne Bermejo: Final Interview stage for the permanent Director of Health Services.</p> <p>Irma Arvisu: reviewed some hazards and trainings that they are working with. Safety. Discussed Bobcat Follow up. Will make a meeting for heavy equipment and training. Brian Scott is working on a modified training for faculty and staff. Discussed monthly safety training for the Farm and will work with Patricia at Keenan.</p>	
<p>10. Future Action Items</p>	<p>Safety Meetings with Facilities and Farm.</p> <p>New Foothill Bus Transit Center: Police & Campus Safety will be responsible for the policing of the center. Cameras will be installed. The staff is what we don't have resources to patrol the area and center.</p>	<p>IIIB</p>

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

January 10, 2023