

**Mt. San Antonio College
Health and Safety Committee
Group Memory of January 10, 2023**

Committee Members:

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

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions		
2. Agenda Review	Reviewed	
3. Review Group Memory – December 6, 2022	Reviewed and approved.	Andie will post to the website.
4. WC Claims – December – Andie	Andie reviewed the Worker’s Compensation Claims with the committee for December.	
5. Hazard Reports Updates	<p>The committee reviewed the following Hazard Reports:</p> <ul style="list-style-type: none"> • Stairs in Building 13 in the main lobby area. A Student slipped and fell when it was wet and raining. A work order will be submitted and reviewed by M&O on a solution. • La Puente Road by building 2 and the speed. The committee discussed and reviewed photos. Chief Williams will take the lead on a resolution for the 	IIIB

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	concern.	
6. Emergency Management Update	<p>Sayed reported out the following:</p> <ul style="list-style-type: none"> • Fire alarm was activated in 60 due to vaping in the bathroom. Discussed signs at the entrance of the buildings. Currently they have a sign in the restrooms that Sayeed shared with the group. • Evacuation trainings are still taking place. • EOC channel on the radios for dispatch are activated. Dispatch works Monday thru Friday until 10:30pm. • A First Fire call could not give us the location of the smoke detector due to it not having certain capabilities. There are possibly a dozen upgrades that are needed. It is being looked at and Bill will follow up. 	IIIB
7. Campus Safety Updates – November – Chief Williams	<p>Chief Williams reported the following:</p> <ul style="list-style-type: none"> • The December 1st incident investigation is pending. Chief Williams provided an update to the group. • HR is putting together an employee intervention team to address threats between employees. The Committee will meet on January 30th. The actual name is the Behavior Intervention Team for employees. • The Mental Health Team and Campus Safety are 	IIIB

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	<p>teaming up to do follow ups and responding to calls /issues and or incidents.</p> <ul style="list-style-type: none">• 6 assaults were reported to HR and then reported to Police & Campus Safety. An employee can report the incident to HR, and they do not have to divulge their name or information. HR will then provide what information they can to Campus Safety. All of these were reported to Police & Campus Safety on the same day most recently but took place earlier in the year.• There are no homeless issues on campus recently to report out.• The Foothill Transit Center will be opening soon. There are concerns of possible homeless issues that may arise. Chief is meeting with Sheriffs dept and transit to discuss plan on how this will be handled. There will be a locked restroom for bus drivers only.• Building 27 will be here for a while and its being fenced off. Needs to monitor for possible homeless area.• Foothill Transit lighting was brought up as a concern. LED fixtures were placed in the welding area and HVAC area. LED parking light fixtures will be installed as well.• A lock for the port a potty in LOT M was discussed. Will start locking them to prevent anyone from housing in them.	
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	<ul style="list-style-type: none"> Discussed potholes in LOT B & M 	
<p>8. Safety Spotlight</p>	<p>Patricia Swint from Keenan shared information on bulletins that have been put out through the Keenan website. Newsletters will be put out every month. Discussed and reviewed rain and flooding weather. Discussed a checklist to be use before the rains and Storm Prep. Possibly using signage around campus and reminders of wet floors. Patricia will send out the information to the group. Risk will post them to the Risk website.</p>	<p>IIIB</p>
<p>9. Department Updates</p>	<p>Nerissa: COVID leave ended on 12/31/22. 80 hours and paid admin leave is no longer available. Employees will need to use their own sick time if out due to COVID. The Contact Tracing team are not the leave experts please contact HR. Behavior Intervention Team will start this month. Discussed possible new exit questions and interview at the end of employment.</p> <p>Duetta: Reviewed some items from Keenan. There is a Worker’s Compensation increase our premiums. Reviewed new info on Trauma Kits on or after 1/1/23 posted on the Keenan bulletin. Briefly discussed the SWACC inspection follow up visit from June 2022. Reported Farm entrance and overgrowth creating a hazard for vehicles coming in and out and Bill will look at the area. Discussed CDC areas that need to be painted. Duetta will email Bill about these areas. The new flooring in the softball dugouts has gone to the Project Manager. LOT M cracks will be redone.</p> <p>Shannon: Shared that Workers Comp Company Nurse is</p>	<p>IIIB</p>

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	<p>going roll out for employees through Keenan soon. Shannon is working with Sodexo to be part of the Health & Safety Committee. Emergency management and training is continuing in campus. Shannon and Aubrey in Police & Campus Safety are working on the EV Policy and provided an update to the group. Shannan will be station in facilities for a while and some positions have changed. Currently conducting the Senior Director recruitment in Facilities.</p>	
10. Future Action Items		

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

February 7, 2023