

**Mt. San Antonio College
Health and Safety Committee
Group Memory of June 6, 2023**

Committee Members:

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| <input checked="" type="checkbox"/> Mike Williams | <input 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 checked="" type="checkbox"/> Nerissa Uiagalelei | <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 checked="" type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Andie Solorzano (Notes) |
| <input type="checkbox"/> Nerissa Uiagalelei | <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Ken McAlpin | |
| <input checked="" type="checkbox"/> Irma Arvizu | <input checked="" type="checkbox"/> Bill Asher | <input checked="" type="checkbox"/> Ray Mosack | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Introductions around the room	
2. Agenda Review	Reviewed.	
3. Review Group Memory – April 4, 2023	Reviewed and approved.	Andie will post to the website.
4. WC Claims – April & May – Andie	<p>Andie reviewed the Worker’s Compensation Claims with the committee for April & May.</p> <p>The group discussed plans with trash and departments purging at the end of semesters to help custodial staff when the trash cans are heavier than normal. Possibly sending out an email to campus prior to the end of semesters to give Custodial Notice if purging within the department.</p>	
5. Hazard Reports Updates	<p>The committee reviewed the following Hazard Reports:</p> <ul style="list-style-type: none"> • Signage for access driveway between building 77 & 66. Submit a worker order to move signage, add signage and stencil concrete to help mitigate vehicles driving through. • Discussed Campus elevators and hang up codes. 	IIIB

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	<p>There are 35 currently on campus. There will be 7 more and an escalator in the new student service center. Is it possible to do one sole code for a hang up code. Bill will inquire with Billy the tech on options regarding this concern. Dispatch will email the list to Bill for review.</p>	
<p>6. Emergency Management Update</p>	<p>IT is working on a Cyber-attack emergency plan and trying that that up.</p> <p>Training is still taking place on campus through POD. Please remind your groups to sign up.</p>	<p>IIIB</p>
<p>7. Campus Safety Updates – April & May – Chief Williams</p>	<p>Chief William reported out:</p> <ul style="list-style-type: none"> • No trends regarding crime currently. • On June 1st there were multiple incidents of theft with Jeep spare tires around Walnut and on campus. Information was obtained and Sheriff were informed. • There was a domestic violence incident between spouses. • The exit door is pending for the Director of Student Life. • Evacuation Chairs will be in the new buildings. Building 720's evacuation chairs are in the warehouse currently. Joe Jennum will bring up the evacuation chairs with his area. 	<p>IIIB</p>
<p>8. Safety Spotlight</p>		<p>IIIB</p>

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<p>9. Department Updates</p>	<p>Irma Arvizu: Emergency Phone was installed in the farm area. Working on work experience and fall sales.</p> <p>Tim Engle: A concern was brought up about Banner access to addresses with certain employees. Who has access to that? Duetta will bring this concern to Shannon's attention on access and credentials with Banner and Student Workers.</p> <p>Jamie Solis: Discussed AED's on campus. Jamie recently reviewed the plan. Andie will get list from Leonard on the locations of AEDs in the Athletic facilities. Jamie reviewed who Health Services is used for. It is for the students and not the employees. Discussed messaging from the higher level to get out to the larger community on campus. Possibly at the next Monthly Manager's meeting.</p> <p>Ken McAlpin: He has seen utility carts on the pedestrian bridges and can we add that onto the expectations with training along with access in the new stadiums and surrounding areas.</p> <p>Concerns were expressed about campus bathrooms and the access to them. For example: near the CDC restrooms are accessible from the parking lot. They are single use and not locked after hours. They will notify Campus Safety to be around when cleaning those restrooms. The need for radios was brought up again. Duetta needs a final number on how many needed from Ken and funding will need to be discussed and requested.</p> <p>Chief Williams: Sheriff's department had a breach and paid a ransom of 1.1 million and wants us to be aware. They are hiring new sergeant. Hopefully they will be on board in July.</p>	<p>IIIB</p>
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	<p>By end of the Summer, they will have the other open position filled.</p> <p>Joe Jennum: Joe will be reviewing the Guidelines on AED with Athletes. Athletics are having monthly meetings with all different groups such as ES, campus safety, Grounds.</p> <p>Ray: Continuing trainings on stop the bleed and fire extinguisher training.</p> <p>Bill Asher: The rain leaks in building 66 & 67 were turned over to facilities & planning. Building 9B has been worked on and resolved. There are still several more to work on. M&O has hired a plumber, skill craft employee and a painter. Ken Bohan is working on HVAC. 14 work orders have been submitted under the Health & Safety category. We still need a solution for vault lids. We have tried several options and Sayeed is researching other solutions. It has been requested with Gary Gidcumb that for future projects there are not place in walkways. The old pool has been, and tanks are being moved.</p>	
<p>10. Committee Goals and Progress Report</p>	<p>The meeting time ran over, and the committee did not get to review the progress report. Andie will send it out through email for the committee to review and give feedback before the due date.</p>	

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11. Future Action Items		
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FUTURE MEETING DATES (9:00 – 10:30 a.m.)

July 11, 2023