

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of August 1, 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"/> Nerissa Uiagalelei      | <input checked="" type="checkbox"/> Carlos Duarte  | <input checked="" type="checkbox"/> Duetta Langevin (Chair) |
| <input checked="" type="checkbox"/> Donna Lee               | <input type="checkbox"/> Connie Kunkler          | <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 type="checkbox"/> Ken McAlpin               |   |
| <input type="checkbox"/> Irma Arvizu                        | <input checked="" type="checkbox"/> Bill Asher   | <input checked="" type="checkbox"/> Ray Mosack     |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	Introductions were conducted. Joanne Bermejo attended for Jamie Solis. Lorenzo Meza, Aubrey Kellum and Ken Bohan attended the meeting.	
<b>2. Agenda Review</b>	Reviewed.	
<b>3. Review Group Memory – June 6, 2023</b>	Reviewed and approved.	<b>Andie will post to the website.</b>
<b>4. WC Claims – June &amp; July – Andie</b>	Andie reviewed the Worker’s Compensation Claims with the committee for June & July.	
<b>5. Hazard Reports Updates</b>	<p><b>The committee reviewed the following Hazard Reports:</b></p> <ul style="list-style-type: none"> <li>• Risk received two Hazard reports regarding the one-way driveway near 67B the exits onto Bonita. Discussed more signage to mention that it’s a one-way road and may need to repaint the yellow arrows that will help with those who speak another language. Andie will put in a work order.</li> </ul>	<b>IIIB</b>

<b>6. Emergency Management Update</b>	<b>Sayed reported out:</b> <ul style="list-style-type: none"><li>• On September 21, 2023, at 10am there will be a lockdown drill for the planetarium per their request.</li><li>• By the end of this week the Farm will have their Emergency Plan done.</li><li>• The New Student Center (building 410) is currently working on their evacuation plan. Sayeed will meet with the building managers and Koji.</li><li>• The campus will have new assembly areas that will be marked posted and will be placed on the campus map. They will be marked numerically, and Campus Safety will have these on hand.</li><li>• First Safety Training for faculty in building 6 is taking place today regarding Environmental Safety.</li><li>• Sayeed has been working with vendors, purchasing and Donna Lee regarding chemicals regulated by the DEA.</li><li>• On June 13, 2023, the fire Marshall came and reviewed areas on campus. He had a concern about the pool and chemicals but no violations at this time.</li></ul>	<b>IIIB</b>
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<p><b>7. Campus Safety Updates – June &amp; July – Chief Williams</b></p>	<p><b>Chief Williams reported out:</b></p> <ul style="list-style-type: none"> <li>• No serious crime trends to date.</li> <li>• The Foothill Transit center is now open.</li> <li>• A Sergeant started today, and he is from San Bernardino.</li> <li>• They are working on selecting a Lieutenant.</li> <li>• Looked into the report of a transient in a dugout and Campus Safety could not find anything.</li> <li>• Aubrey reviewed the T2 parking management system with the committee. Summer was the test period. There have been some updates made regarding registering cars into the system. Staff can register up to 5 and students up to 2 vehicles. Guest permits still go through the divisions. There are QR codes for vendors or visitors. The temp staff will still be uploaded into Smartsheet. We do have license plate readers and scanners. If staff are having issues getting onto the system, they can email campus safety. Aubrey can provide training if needed in certain departments.</li> <li>• A concern about staff parking lots near building 60 was brought up and they will evaluate it before fall.</li> <li>• The Foot hill transit center is the districts to clean.</li> </ul>	<p><b>IIIB</b></p>
<p><b>8. Safety Spotlight</b></p>	<p>No Report.</p>	<p><b>IIIB</b></p>

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<b>9. Department Updates</b>	<p><b>Irma Arvizu:</b> No Report</p> <p><b>Donna Lee:</b> No Report</p> <p><b>Carlos Duarte:</b> No Report</p> <p><b>Sayed Wadud:</b> The response to the incident on July 25th was good. Suggested to put signage up due to closing in 66 and make it available in other languages. QR Code could work as well around building.</p> <p><b>Tim Engle:</b> No Report</p> <p><b>Joanne for Jamie Solis:</b> Staff from 67B moved to 9E due to the closing and incident. Health Education Events The wellness fair is the first week of October for the campus community.</p> <p><b>Ken McAlpin:</b> During the July 25<sup>th</sup> incident we moved quickly to get staff on board to help. 15 employees were able to work on the clean-up and Servpro was called as well. The DHS adjutor was impressed with all the clean-up work. All equipment has been pulled out of the buildings.</p> <p><b>Chief Williams:</b> See campus safety updates.</p> <p><b>Joe Jennum:</b> No Report.</p> <p><b>Ray Mosack:</b> No Report.</p> <p><b>Bill Asher:</b> Currently working on Access control and will reassess. Building 12 room 1060 and 1080 are not</p>	<b>IIIB</b>
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	<p>functioning per Pete Gonzalez. Bill will follow up on those rooms. Currently ordering supplies and M&amp;O is working on fixing flooring and walls from the July 25<sup>th</sup> incident. We will do in-house repairs for smaller projects. Kara D. will deal with the bigger projects. There were four power outages all through Edison. The pumps that went out could possibly be due to power outage. Duetta to follow up with Bill about outages.</p> <p><b>Peter Gonzalez:</b> No Report</p> <p><b>Nerissa Uiagalelei:</b> No Report</p> <p><b>Becky Zhu:</b> No Report</p> <p><b>Shannon Carter:</b> No Report</p> <p><b>Patricia Swint with Keenan:</b> Shared concern for outside of building 60. The outdoor stairwell area is a perfect spot for possible transients to set up. Grounds maintains the vegetation in that area near the pond. Reminder on the safety side to prevent heat and illness, to drink more water and to stay hydrated. Anyone can go on <a href="http://airnow.gov">airnow .gov</a> to check the air quality outside.</p> <p><b>Connie Kunkler:</b> No Report</p> <p><b>Ken Bohan:</b> Ken reviewed the July 25<sup>th</sup> incident with the committee and his findings regarding the Chillers and piping which has caused issues and or shuts downs in the following buildings. 66, 67b, 67a, 77, 78, 79, 13, 2a and possibly more. The Notifications system had a breakdown during this incident which is being investigated.</p>	
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<b>10. Future Action Items</b>		
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**FUTURE MEETING DATES (9:00 – 10:30 a.m.)**

**September 12, 2023 (moved due to Holiday)**

**October 3, 2023**

**November 7, 2023**

**December 5, 2023**