

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

**Committee Members:**

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Dave Wilson              | <input checked="" type="checkbox"/> Melonee Cruse  | <input checked="" type="checkbox"/> Peter Gonzales | <input checked="" type="checkbox"/> Steve Shull              |
| <input type="checkbox"/> Patricia Swint (Keenan)  | <input checked="" type="checkbox"/> Marti Whitford | <input checked="" type="checkbox"/> Carlos Duarte  | <input checked="" type="checkbox"/> Nicole Solis/Student Rep |
| <input checked="" type="checkbox"/> Donna Lee     | <input type="checkbox"/> Sheila Wright             | <input checked="" type="checkbox"/> Timothy Engle  | <input checked="" type="checkbox"/> Duetta Langevin (Chair)  |
| <input type="checkbox"/> Javier Pedroza           | <input checked="" type="checkbox"/> Joe Jennum     | <input checked="" type="checkbox"/> Ken McAlpin    |  |
| <input checked="" type="checkbox"/> Joanne Franco | <input type="checkbox"/> Bill Asher                | <input checked="" type="checkbox"/> Sandi Horn     | <input checked="" type="checkbox"/> Andie Solorzano (Notes)  |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	Sheila Wright - unable to attend	
<b>2. Agenda Review</b>		
<b>3. Review Group Memory – November 2, 2017</b>	Notes reviewed/ approved and corrections made	<ul style="list-style-type: none"> <li><b>Steve mentioned that he knows the trainer for fire department and is following up regarding the incident with the vape pen on campus.</b></li> <li><b>Discussion came up regarding who should enter if there is possible health concern exposure? An incident recently took place where the nurses in health services responded to a call about an odor in 9B. People were feeling sick. Why did they go into the building?</b></li> <li><b>There are concerns about who</b></li> </ul>

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		<b>enters in that situation with possible toxic exposure. Further discussion to take place.</b>
<b>4. WC Claims – November</b>	<p>Reviewed Claims for November:</p> <p>7 Claims opened in November Types: 3 strains, 1 concussion, 1 crushing/contusion, 1 bite and one non- industrial clinical student fainted.</p> <p>Areas: 1 custodial, 2 student in the clinical setting, 1 student worker, 1 health services and 1 Lab Tech</p> <p>Reviewed the WC claim packet with the group, let them know all paperwork was on the risk website. Reminded them that it important that paperwork is provided even if they do not wish to seek medical treatment. Clinics are also listed for the injured worker.</p>	
<b>5. POMS</b>	<p>Speakers from POMS to provide the group with information on the safety inspections program we are planning to have them manage for the campus.</p> <ul style="list-style-type: none"> <li>• They have worked with ASCIP for many years</li> <li>• They have conducted inspections on campus before, 3 since 2009</li> <li>• They have an online program and portal – which they were able to take us through the site on the overhead projector.</li> <li>• We can separate campus into quarters which makes it more manageable.</li> <li>• Ignacio (one of the guest speakers) will be the one conducting the inspections.</li> <li>• They are here to help us, try to be as helpful as</li> </ul>	<b>A sub-committee came up with a check list for inspections. Duetta will follow up – get more specifics to activities</b>

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	<p>possible. What does the campus want them to focus on or look for? Certain areas?</p> <ul style="list-style-type: none"> <li>• Can manage access and log in's – easy to navigate through All reports are available and able to help track inspections</li> <li>• There is an opportunity for these type of reports in helping with requesting funding, for future conversations and what may be needed.</li> <li>• They can customize to us</li> </ul>	
<p><b>6. Roundtable – MC accidents and future meeting dates</b></p>	<p>Exiting out of Lot D east on to Temple:</p> <ul style="list-style-type: none"> <li>• Discussed the motorcycle accidents that have happened exiting lot D going east onto Temple. The metered parking obstructs the vision of the person exiting out of the lot.</li> <li>• It is the cities jurisdiction</li> <li>• We share a % with city on the meters</li> </ul>	<p><b>Duetta- ER Blue phones, will look into seeing if we have a plan on installing</b></p>

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	<ul style="list-style-type: none"> <li>• It would most likely need to be surveyed by the city</li> <li>• Going to reach out to them</li> </ul> <p>Future Meeting Dates: Dates confirmed</p> <p>ER Blue Phones: The question was asked if there were any plans on purchasing new phones in LOT H. Last ones installed were in LOT M.</p> <p>A third party did come out and look at the campus.</p>	
<p><b>7. Future Action Items:</b> <b>Identification Badges-AP7121</b> <b>First Aid Kits</b> <b>TB procedures</b></p>		
<p><b>8. Emergency Preparedness – Melonee</b></p>	<ul style="list-style-type: none"> <li>• Cert Classes finished and a total of 10 employees trained</li> <li>• Will wait until Fall for evacuation from the last meeting</li> <li>• LA Fire had inspection</li> <li>• Got all report in waiting on approval of plans</li> </ul>	

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	<ul style="list-style-type: none"><li>• Upcoming trainings coming for certain employees based on job. The questioned came up on who keeps track and how is this record of training obtain? Is it HR?</li><li>• Further discussion once trainings are confirmed</li></ul>	

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

January 9, 2018  
February 6, 2018  
March 6, 2018  
April 3, 2018  
May 1, 2018  
June 5, 2018