

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of January 8, 2019**

**Committee Members:**

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|---|---|---|---|
| <input checked="" type="checkbox"/> Mike Williams | <input checked="" type="checkbox"/> Melonee Cruse | <input type="checkbox"/> Peter Gonzales           | <input type="checkbox"/> Ray Mosack                         |
| <input type="checkbox"/> Patricia Swint (Keenan)  | <input type="checkbox"/> Marti Whitford           | <input type="checkbox"/> Carlos Duarte            | <input type="checkbox"/> Tatianna Alonso/Student Rep        |
| <input checked="" type="checkbox"/> Donna Lee     | <input checked="" type="checkbox"/> Sheila Wright | <input checked="" type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Duetta Langevin (Chair) |
| <input type="checkbox"/> Joanne Franco            | <input checked="" type="checkbox"/> Joe Jennum    | <input checked="" type="checkbox"/> Ken McAlpin   | <input checked="" type="checkbox"/> Andie Solorzano (Notes) |
|   | <input type="checkbox"/> Bill Asher               | <input checked="" type="checkbox"/> Sandi Horn    |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	Joanne Bermejo attended in Marti Whitfield's place	
<b>2. Agenda Review</b>	Reviewed	<b>Will update Ray Mosack as a Committee Member</b>
<b>3. Review Group Memory – December 4, 2018</b>	Reviewed and Approved	<b>Will post to the Website</b>
<b>4. WC Claims for December 2018- Andie</b>	The WC claims for December 2018 were reviewed with the committee.	
<b>5. Hazard Reports – Smoking Area near 2M Room 200</b>	Duetta provided the report to Bill Asher prior to the Holiday Break and he needed to research the actual area. He will be following up with Duetta.	<b>Bill Asher will follow up with Duetta about the actual area and location to discuss further.</b>

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<p><b>6. Emergency Management Updates – Melonee</b></p>	<p>Melonee shared with the committee that she conducted radio drills with buildings that will be part of the spring drill and the BTC building groups. She also met with Humanities and went over the evacuation plans. They discussed having a plan for those with mobility challenges.</p> <p>Melonee met with reps from the City of Walnut and discussed the plan for any future emergencies or disasters that may occur. In the event of an emergency where the campus has to all leave it will be by foot. 3 areas that we can go to are Stater Bros across the street, Snow Creek Park off Grand and CalPoly off Temple.</p> <p>Direction would be given from the Incident Command post for the City of Walnut. The City will help assist but only through the Sheriff’s department.</p> <p>CalPoly is next on the list to meet with. All this should and will be part of the SOP, EOP.</p> <p>Melonee did look into how many evacuation chairs and where they are needed for the BTC buildings. 1 on the second floor and 1 on the third floor. Melonee will look into the funding for the chairs and the BTC buildings.</p> <p>Duetta shared that the district did do a contract with West Coast Consulting. The contract will be amended. A CORE team will be formed and be coming out with information. Duetta will be meeting with the president and the CORE Team.</p>	<p><b>Melonee will follow up with Mika and Gary about funding for the BTC evacuation chairs.</b></p> <p><b>Joe will ask about the evacuation chairs now for the stadium and make sure those are budgeted into the plans.</b></p>
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	<p>All faculty will be required to go through NIMS and SEMS training and it will be web based.</p>	
<p><b>7. POMS Safety Inspection Review – Ignacio Barrios</b></p>	<p>Ignacio reviewed the 3<sup>rd</sup> quarter safety inspection with the committee. The inspection was for the Maintenance &amp; Operation facilities along with building 30, 31-33. He found some housekeeping issues in areas that he went over with the group. Duetta is relaying these items to the managers of the areas to get them fixed and cleaned up.</p> <p>Work orders can be submitted or call 4850 for some items.</p> <p>The Science buildings are next.</p>	<p><b>Duetta will be reaching out to the managers of the areas that need to be fixed.</b></p>
<p><b>8. Roundtable</b></p>	<p>Duetta reviewed the Safety Inspection that was done in the BTC kitchen.</p> <p>The question was asked if there was any information or news on the possible liquor license for the upcoming restaurant in the BTC. Duetta is going to follow – up with Fawaz in the business division about the liquor license. A committee may need to be formed to discuss possible risks and liabilities that will come with the liquor license.</p>	<p><b>Duetta will follow up with Fawaz about the liquor license and plans.</b></p>

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<b>9. Future Action Items:</b> <b>Identification Badges-AP7121</b> <b>TB Exposure Standard</b> <b>Operating Procedures</b>	The TB Exposure SOP meeting needed to be re-scheduled more to come.	
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**FUTURE MEETING DATES (9:00 – 10:30 a.m.)**

- February 5, 2019
- March 5, 2019
- April 2, 2019
- May 7, 2019
- June 4, 2019