

**Mt. San Antonio College
Health and Safety Committee
Group Memory of date**

Committee Members:

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| <input checked="" type="checkbox"/> Mike Williams | <input checked="" type="checkbox"/> Melonee Cruse | <input type="checkbox"/> Peter Gonzales | <input checked="" type="checkbox"/> Ray Monsack |
| <input type="checkbox"/> Patricia Swint (Keenan) | <input checked="" type="checkbox"/> Marti Whitford | <input checked="" 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 checked="" type="checkbox"/> Joanne Franco | <input checked="" type="checkbox"/> Joe Jennum | <input 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
1. Welcome/Introductions		
2. Agenda Review		
3. Review Group Memory – March 5, 2019	Reviewed and approved	Andie will post to the website
4. WC Claims – March 2019 – Andie	The WC claims for March were reviewed with the committee. Risk will be working on future campaigns in regards to safety and worker’s compensation.	
5. Hazard Reports – Ceramic Clay in the Arts Division, 9E – 1190 Air Quality/ Exposure	<p>A student felt there was a hazard with the specific clay being used in class in the Arts Division. Duetta looked into it and with the information provided there is not a concern with it being used in the class. The instructor does indicate that if you are pregnant you may feel nausea.</p> <p>A hazard report was submitted regarding 9E – 1190 and the air quality and exposure from work being done to the ceiling. Duetta reached out to the appropriate party and this in no longer a concern after specifics were provided.</p>	

<p>6. Emergency Management Updates – Melonee</p>	<p>All building evacuation plans are now up to date. Melonee has conducted trainings for 146 staff members and there are about 20 left to train. Melonee also trained Health Services.</p> <p>An evacuation drill was done with the evening custodians.</p> <p>Student Services is requesting an active shooter training / response drill. It was advised that Melonee work with Mike Williams on getting this set up for student services.</p> <p>On April 19, 2019 there is an Emergency Preparedness Expo in Pomona if anyone wants to attend and take part.</p> <p>Melonee will start planning for the October Emergency Preparedness Fair and is open to anyone from the committee who wants to help. She will be reaching out to vendors and possible speakers. Amanda and or Katie from Health Services can work with Melonee. Melonee will check the Student life calendar to coordinate.</p> <p>There are 3 more classroom trainings for the Emergency Operations Plan. There will be more trainings in the year at different levels and more information to come.</p>	<p>Melonee will follow up with Mike Williams regarding an Active Shooter drill for Student Services.</p>
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7. Service Animals	<p>The topic of services animals was asked to be discussed in our Health and Safety meeting. Many questions out of the Access department have been asked in regards to service animals and accommodations. There is an AP/BP on service animals but does it need to be updated due to some concerns and questions. The committee had an open discussion about it and had the following questions:</p> <ol style="list-style-type: none">1. How do you address if an animal is aggressive, does not have good hygiene, or is causing a problem?2. What questions can be ask if any to determine if the animal is a service animal, emotional support animal or a pet? It can be a fine line.3. How do we address allergies or phobias?4. How do we address concerns when an animal is brought into certain classroom environments that can be a potential danger, such as labs, makerspace and other classrooms that involve equipment?5. Can we come up with a formal process to identify a service animal?6. Where are the dog relief areas? <p>Duetta will create a white sheet and send out to the committee to review. More to discuss on this topic after information is provided.</p>	Duetta will create a white sheet to send out to the committee.
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<p>8.Trauma Kits</p>	<p>The committee discussed Trauma Kits and who should have them. Police and Campus Safety and Health Services have them currently. After discussion we concluded that having stop the bleed kits and can be customized to a lower level user would be appropriate to make available in buildings. There would need to be training and or video training available. Marti in Health Services will see who is willing to help with that.</p>	<p>Marti will see who can possibly help train with the kits.</p>
<p>9. Accreditation Steering Committee – Thank you</p>	<p>Duetta shred with the committee and email from the accreditation committee thanking us for keeping up with identifying items with in our meeting minutes that meet the criteria requested.</p>	
<p>10. Roundtable</p>	<p>Cameras for campus is out for RFP and we will add as a standing item on the agenda to get updates and discuss regularly.</p> <p>The concern was brought up about faculty with weekend classes and no power in building. Lights are on a timer on a Saturday in building 26D third floor. It is all set on energy saving systems but we need to have instruction communicating to facilities regarding this. Where is the override button and who needs to know and be trained to use it?</p> <p>On Saturday as well there was a swim meet and in 26A the restrooms has lots of water.</p>	<p>Andie will make Cameras a standing topic on committee agenda.</p>
<p>11. Future Action Items: Identification Badges-AP7121 TB Exposure Standard Operating Procedures</p>		

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

May 7, 2019
June 4, 2019