

**Mt. San Antonio College
Health and Safety Committee
Group Memory of June 7, 2016**

Committee Members:

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|--|---|--|--|
| <input type="checkbox"/> Dave Wilson | <input type="checkbox"/> Marti Whitford | <input checked="" type="checkbox"/> Peter Gonzalez | <input type="checkbox"/> Steve Shull |
| <input type="checkbox"/> Aneca Nyuda (Student) | <input checked="" type="checkbox"/> Melonee Cruse | <input checked="" type="checkbox"/> Carlos Duarte | <input type="checkbox"/> Duetta Langevin |
| <input type="checkbox"/> Donna Lee | <input checked="" type="checkbox"/> Joe Terreri | <input checked="" type="checkbox"/> Timothy Engle | |
| <input type="checkbox"/> Manuel Marquez | <input type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Ken McAlpin | |
| | <input type="checkbox"/> Bill Asher | <input type="checkbox"/> Patricia Swint | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> • 	Introductions were started by Duetta Langevin introducing herself to the Committee and Committee introductions commenced
2. Agenda Review	<ul style="list-style-type: none"> • Carlos wished to add an item 	Update on the Survey that Allegion Security is Providing.
3. Review Group Memory - May 3, 2016	<ul style="list-style-type: none"> • None. 	No changes to memory. Memory from May 3, 2016 approved as submitted and will be posted to the website.
4. Two Year Drill Schedule	<ul style="list-style-type: none"> • Melonee presented on the updates regarding the Two Year Drill Schedule. 	Melonee will be finalizing the Schedule and then provide training dates More definition of what is a disaster, responsibilities of responders, who is to respond etc. – will be outlined in

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		further communication plan
5. Title 8 Safety Items	<ul style="list-style-type: none"> Reviewed the WC injuries that happened in May – discussed how there were only two injuries that occurred in May 	<p>Hazard Report log- no information received for the month of May.</p> <p>IIPP Update – Duetta will review and bring change recommendations to the committee for review and approval.</p>
6. Roundtable	<ul style="list-style-type: none"> Carlos updated on the Survey and the short findings and will report back when the survey is complete. Farm Complex Safety Walk <p>Exterior Lighting during power outages</p> <p>Drug Free Environment (BP/AP 3550)</p> <p>PPE Policy in Labs/On Campus</p>	<p>Committee had many discussions as we moved to the Housekeeping items –</p> <p>Outcome of the safety walk did those items get addressed and recommendations completed – Duetta to find report and report back at next meeting</p> <p>Main concern is the exterior parking lots not having emergency lighting if power was to be interrupted – Work with Facilities to address issue</p> <p>Committee asked where the status of the changes in the policy is and if it has been reviewed and approved. Duetta to follow up with Marti on where that is</p> <p>Apparently faculty will make students wear PPE equipment for handling chemicals but the faculty when handling the chemicals do not always wear PPE – work with Donna Lee on this</p>

	<p>CERT TRAINING</p> <p>Hazard Communication Plan</p> <p>Ergonomic Plan</p> <p>Respiratory Protection Plan</p> <p>Bloodborne Pathogens Plan</p>	<p>Has been moved from July to September 24, October 1, and October 8th – Melonee coordinating efforts</p> <p>SDS Training needs to be scheduled – discussed online access and are our data sheets up to date. Custodial does have 8 locations where SDS sheets are housed – is it possible to have online access to SDS.</p> <p>Chemical Inventory – along with RFP for vendor to remove all wastes</p> <p>Standardizing – chemicals that are allowed to be used on campus by all parties</p> <p>Is it ready for implementation – has been written, now to provide review and training on it.</p> <p>Committee discussion on who needs them, who is to be trained in wearing them – this is a plan that needs to identify who the stakeholders are and then establish the plan review implement and training.</p> <p>This should be part of the IIPP plan, we do have several departments that this effects, is there current training, what</p>
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		are our training resources, does the plan need to be updated and who are the stakeholders that need the training
7. New Hire Orientation Training	<ul style="list-style-type: none"> Duetta brought this up – Matrix with regards to training needs for the individual occupations 	No formal safety training for New hires, however there is individual department trainings for safety based on job tasks. What is available for online training opportunities- some need to be in person trainings better use of time
8. Mandatory Flex Days	<ul style="list-style-type: none"> Committee discussed is this an opportunity to address training needs on the flex days prior to school commencing 	Opportunity to do safety training, or a general overview of training
9. Allegiance Security Review	<ul style="list-style-type: none"> Carlos provided an update 	They have surveyed 31 buildings, 1350 doors on campus, brought up a concern should they include Building 10 (Founders Hall) and the other older building

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10. Trainings	<ul style="list-style-type: none">• Committee discussed what trainings they are need of as it pertains to their individual representation	Duetta will review all options of training resources and provide at next meeting – Duetta asked that all departments submit a training schedule of what has training has been provided. Duetta will work a matrix for the individual departments and work to establish a training calendar
11. July meeting date	<ul style="list-style-type: none">• Duetta discussed the need to move the meeting to the following week since July 5th was during a holiday week.	Ken suggested we survey what date in July people would wish to have a meeting

<http://inside.mtsac.edu/organization/committees/safety/>

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

TBD, 2016