

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of July 21, 2006**

**Committee Members:**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Doug Evans | <input checked="" type="checkbox"/> Karen Saldana (Chair) | <input checked="" type="checkbox"/> Deidre Vail (Alternate) |
| <input checked="" type="checkbox"/> Don Hurdle | <input checked="" type="checkbox"/> Sandy Samples         | <input checked="" type="checkbox"/> Donna Lee (Alternate)   |
| <input checked="" type="checkbox"/> Joe Jennum | <input type="checkbox"/> Joe Terreri                      | <input checked="" type="checkbox"/> Jill Miller (Notes)     |
| <input type="checkbox"/> Kerry Martinez        | <input checked="" type="checkbox"/> Kent Smith            | <input checked="" type="checkbox"/> Meghan Chen (Guest)     |
|  |   | <input type="checkbox"/>                                    |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	Karen welcomed guest Meghan Chen, Director of Learning Assistance Center.	
<b>2. Agenda Review</b>		<b>Added: Meghan Chen – Item 8 – Learning Assistance Center Evacuation Plan</b>
<b>3. Review Meeting Notes from June 16, 2006</b>	Approved as written.	
<b>4. SB198 Safety Items</b> <ul style="list-style-type: none"> <li>▪ <b>Safety Communication</b></li> <li>▪ <b>Review of Workers' Compensation Injuries</b></li> <li>▪ <b>Review of Non-Employee Incident Log</b></li>   <li>▪ <b>Hazard Report Log</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ None.</li> <li>▪ Review of Workers' Compensation injuries from 5/1/06- 6/30/06.</li> <li>▪ Review of Non-Employee Incident Log.</li>   <li>▪ No new log.</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>None required.</b></li> <li>▪ <b>None required.</b></li>   <li>▪ <b>Karen will follow up on accidents with scalpels in Anatomy class.</b></li>   <li>▪ <b>None required.</b></li> </ul>
<b>5. Purpose and Function Statement</b>	No changes to Purpose and Function Statement.	<b>New members:</b> <b>Don Hurdle (representing 651) Term: 2006-09</b> <b>Joe Jennum (replacing Andy Paulin) Term: 2006-09</b> <b>Donna Lee (representing 262) Term: 2006-2008</b>

<p><b>6. Task Force (Update)</b></p> <ul style="list-style-type: none"> <li>▪ <b>Illness and Injury Prevention Program</b></li> </ul>	<p>After reviewing the IIPP, it was felt that some of the wording needs clarification.</p> <p>Karen proposed the use of safety credits to help reduce workers compensation injuries and unsafe conditions on campus. The Safety Committee would be responsible to set-up guidelines for the use of safety credits campus-wide. Mike Gregoryk's approval will be needed prior to implementing any program.</p>	<p><b>The Task Force met immediately following the Health and Safety Committee meeting to review the IIPP. A final copy of the Plan will be presented to the Committee in September.</b></p>
<p><b>7. P.E. Issue – Policy when student is injured to require doctor's release (Update)</b></p>	<p>After discussion, it was felt the next step should be to check with our attorneys about legal issues involved.</p>	<p><b>Karen and Sandy will work with our attorneys to develop a policy and wording for the release.</b></p>
<p><b>8. Learning Assistance Center Evacuation Plan</b></p>	<p>Meghan Chen distributed and reviewed copies of the Learning Assistance Center Evacuation Plan. She requested comments from the Committee on the exit problem in the landlocked area. Committee members mentioned there was another exit door which was sealed during the remodel.</p>	<p><b>Karen commended Meghan on her efforts and encouraged her to meet with her staff to review the Plan. Karen will meet with staff from Bovis to discuss the legal requirement to have evacuation maps posted in each building on campus.</b></p>
<p><b>9. Future Agenda Item</b></p> <ul style="list-style-type: none"> <li>▪ <b>Return-to-Work Program</b></li> <li>▪ <b>BBP Plan up-to-date with online training (Sandy Samples)</b></li> <li>▪ <b>Medical Provider Network</b></li> <li>▪ <b>Assumption of Risk – P.E. Students</b></li> <li>▪ <b>Walking students on Grand/Temple</b></li> </ul>		

**FUTURE MEETING DATES (1:30 – 3:00 p.m.), Conference Room 4-101**

- Friday, August 18, 2006 (Canceled)
- Friday, September 15, 2006
- Friday, October 20, 2006
- Friday, November 17, 2006
- Friday, December 15, 2006 (Final Exams)