

**Mt. San Antonio College
Health and Safety Committee
Group Memory of March 16, 2007**

Committee Members:

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|--|---|---|---|
| <input checked="" type="checkbox"/> Doug Evans | <input checked="" type="checkbox"/> Donna Lee | <input checked="" type="checkbox"/> Joe Terreri | <input checked="" type="checkbox"/> Jim Hudson (Guest-Keenan) |
| <input type="checkbox"/> Trinda Hoxie | <input checked="" type="checkbox"/> Karen Saldana (Chair) | <input type="checkbox"/> Sky Wang | <input checked="" type="checkbox"/> Gary Nellesen (Guest) |
| <input checked="" type="checkbox"/> Don Hurdle | <input checked="" type="checkbox"/> Sandy Samples | <input checked="" type="checkbox"/> Deidre Vail (Alternate) | |
| <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Kent Smith | <input checked="" type="checkbox"/> Jill Miller (Notes) | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions		None needed.
2. Agenda Review	<ol style="list-style-type: none"> 1. The following items were added to the agenda for discussion: Need for a concrete pathway/ramp for wheeled carts, etc. to crossover planter outside of Bldg. 4 going towards Bldg. 7. 2. Impact of block scheduling on parking situation. 3. Proximity of ash trays to trash cans – potential fire hazard. 	<p>To be handled with Agenda item 4.</p> <p>Future Agenda item Future Agenda item</p>
3. Review Meeting Notes from February 9, 2006	<p>Meeting notes were reviewed.</p> <p>Update Future Meetings. April 13, 2007 and May 11, 2007 are new meeting dates.</p> <p>Update First Aid Kits. Sandy Samples and Karen Saldana will look into taking First Aid Kits in backpacks on field trips.</p> <p>Update Student Travel forms. Karen Saldana is in the process of revising the form.</p> <p>Update Gas Issue. Smell occurs when air conditioning turns on in the Histotech lab.</p> <p>Update AED units. All units have been received.</p>	<p>No changes to the memory of February 9, 2007.</p> <p>Sandy Samples has notified all departments and is setting up training.</p>

	<p>Update Bee Problem. Karen Saldana reported that the lids are very expensive.</p> <p>Update Disaster Preparedness. Karen Saldana proposed some dates to modified SEMS and Disaster Preparedness training for committee members. The training will be conducted by our safety consultant, Robin Flint.</p> <p>Update Alcohol and Drug Prevention Program. Sandy Samples distributed copies of Drug Free Environment and Drug Prevention Program Biennial Review. By federal mandate, the program must be reviewed/evaluated every two years for consistency. The program will be presented to the committee on April 13, 2007 for approval.</p>	<p>Karen will pay for the lids with safety credits.</p> <p>The Committee agreed to look at alternate Fridays for the training</p> <p>An Ad-HOC Committee will be formed which will include Doug Evans, Sandy Samples, Trinda Hoxie, Dyrell Foster, Karen Saldana and a student representative.</p>
<p>4. SB198 Safety Items</p> <ul style="list-style-type: none"> • Safety Communication • Review of Workers' Compensation Injuries • Review of Non-Employee Incident Log • Hazard Report Log 	<ul style="list-style-type: none"> • None. • Reviewed injuries from February 1 through February 28, 2007. 	<ul style="list-style-type: none"> • None needed. • None needed. • Continued to next meeting. • Continued to next meeting.
<p>5. Disaster Preparedness Update/Planning – Evacuation Procedures</p>		<p>Continued to next meeting.</p>
<p>6. Safety Credit Request – Air Conditioning, Water and Welding Technology Department</p>		<p>Continued to next meeting.</p>

<p>7. Construction Update- Gary Nellesen</p>	<p>Gary Nellesen gave a comprehensive overview of present and future construction projects. Gary also reviewed the master plan for parking.</p>	<p>The Committee requested a temporary fence be put up in the median strip to the west of Bldg. 60 to prevent jaywalking.</p> <p>The Committee further requested that placing of speed bumps along Bonita be considered to slow traffic. Gary Nellesen and Doug Evans will meet on this.</p> <p>The Committee also requested the design of the pie-shaped staff parking lot near Bldg. 66/67 be looked into and possibly be redesigned.</p>
<p>8. Future Agenda Item</p> <ul style="list-style-type: none"> • Return-to-Work Program • BBP Plan up-to-date with online training (Sandy Samples) • Medical Provider Network • Assumption of Risk – P.E. Students (awaiting legal opinion) • Walking students on Grand/Temple • Smoking Survey • Impact of block scheduling on parking • Proximity of ashtrays to trash cans as potential fire hazard 		

FUTURE MEETING DATES (9:00 – 11:00 a.m.), Conference Room 4-101

- Friday, April 13, 2007
- Friday, May 11, 2007
- Friday, July 20, 2007
- Friday, August 17, 2007
- Friday, September 21, 2007
- Friday, October 19, 2007