

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of November 6, 2007**

**Committee Members:**

- |   |   |  |   |
|---|---|--|---|
| <input checked="" type="checkbox"/> Jeff Parker | <input checked="" type="checkbox"/> Donna Lee             | <input checked="" type="checkbox"/> Alina Birca          | <input checked="" type="checkbox"/> Jim Hudson (Guest-Keenan) |
| <input type="checkbox"/> Trinda Hoxie           | <input checked="" type="checkbox"/> Karen Saldana (Chair) | <input type="checkbox"/> Mark Fernandez                  | <input checked="" type="checkbox"/> Student - Vacant          |
| <input type="checkbox"/> Don Hurdle             | <input checked="" type="checkbox"/> Sandy Samples         | <input checked="" type="checkbox"/> Carol Nelson (Notes) |   |
| <input checked="" type="checkbox"/> Joe Jennum  | <input checked="" type="checkbox"/> Kent Smith            | <input checked="" type="checkbox"/> Bob Gonzales         |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>		<b>None.</b>
<b>2. Agenda Review</b>	Sandy Samples would like to an item on the Agenda.	<b>Add Agenda Item 10. First Aid Kits for Field Trips.</b>
<b>3. Review Meeting Notes from October 2, 2007</b>	<p>The Group Memory was reviewed.</p> <p><u>Updates:</u></p> <p>4. Hazard Report Log. Parking Lot B-1 issue. Gary Nellesen interviewing a new Civil Engineering firm. Many issues will be addressed when the ADA study is conducted.</p> <p>10. Miscellaneous. Rewrite second paragraph to read: Mark Fernandez recommended that the Student Accident Form be placed on the web.</p>	<b>Memory approved as written, with change. Memory will be posted.</b>
<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>• Reviewed and discussed injuries 10/1/07-10/31/07. Sandy Samples commented that latex gloves should not be used or other gloves offered for those prone to latex allergies.</li>   <li>• Reviewed log 7/1/07-6/30/07. Reviewed one injury that occurred in a classroom in which student was not wearing goggles and dye splashed in their eye.</li> <li>• Hazard Report Log was reviewed and discussed.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>None required.</b></li> <li>• <b>Karen Saldana and Sandy Samples to work on an advisory for gloves.</b></li> <li>• <b>Jim Hudson to check on Ed Code requirements for PPE.</b></li> <li>• <b>None.</b></li> </ul>
<b>5. Risk Improvement Action Plan - Hudson</b>	Jim Hudson presented the College's Risk Improvement Action Plan analysis.	<b>None required.</b>

<b>6. Bloodborne Pathogens Program – first review</b>	Table for next meeting since only Sandy Samples returned her comments.	<b>Tabled for next meeting.</b>
<b>7. Mercury Spill Procedures (first review) - Hudson</b>		<b>Tabled for next meeting.</b>
<b>8. Emergency Preparedness Task Force Committee Update</b>		<b>The next Emergency Preparedness Task Force Committee meeting is Friday, November 9, 2007.</b>
<b>10. First Aid Kits for Field Trips</b>	Sandy Samples brought one of the First Aid Fanny packs that were purchased for instructors to take on field trips.	<b>None.</b>
<b>9. Future Agenda Items</b> <ul style="list-style-type: none"> <li>• Proximity of ashcan to trashcan</li> <li>• Return-to-Work Program</li> <li>• Medical Provider Network</li> <li>• Assumption of Risk – P.E. Students (awaiting legal opinion)</li> <li>• Walking students on Grand/Temple</li> <li>• Smoking Survey</li> </ul>	Move some Future Agenda items to the Agenda for our next meeting.	<b>For next meeting add:</b> <ul style="list-style-type: none"> <li>• Alcohol and Other Drug Policy</li> <li>• Assumption of Risk – P.E. Students</li> </ul>

**FUTURE MEETING DATES (9:00 –10:30 a.m.), Conference Room 4-101**

December 4, 2007  
 January 1, 2008 (Holiday)  
 February 5, 2008  
 March 4, 2008