

**Mt. San Antonio College
Health and Safety Committee
Group Memory of December 4, 2007**

Committee Members:

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

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions		None.
2. Agenda Review	Jim Hudson had a conflict and will not be here today to discuss Mercury Spill Procedures.	Table the following Agenda items: 7. Mercury Spill Procedures 10. Assumption of Risk – P.E. Students
3. Review Meeting Notes from November 6, 2007	Karen Saldana discussed the ASCIP Risk Alert that was e-mailed to the campus regarding the MRSA bacteria. Student Health Services is having a presentation on MRSA for students and employees today.	Memory approved as written. Memory will be posted.
4. SB198 Safety Items <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 for the period November 1-30, 2007. • None. • None. 	<ul style="list-style-type: none"> • None. • None. • None. • None.
5. Update of Facilities Issues – G. Nellesen	Gary Nellesen updated the Committee on Facilities projects. Construction is occurring in phases to lessen the impact on classrooms, students, and faculty. There are many projects in design, in the process of being built, or buildings being redesigned. The new Math Building will be ready for move-in during the Winter inter-session 2008. Bonita and Walnut will be a lighted	There was a request that Public Safety direct traffic on campus interior roads during the first few weeks of school.

	intersection as soon as Bond money comes in, which is anticipated in approximately 2009. There were many parking issues discussed and explained.	
6. Bloodborne Pathogens Program – First Review	Recommendations from Sandy Samples have been received. Karen Saldana is waiting for recommendations from Human Resources. The importance of training on an annual basis was stressed.	Don Hurdle to review the Program and provide any recommendations to Karen Saldana. Karen Saldana to submit another draft (with recommendations) to the Committee at our February meeting.
7. Mercury Spill Procedures (first review) - Hudson		Table for next meeting.
8. Alcohol and Other Drug Policy (status)	Last March we reviewed the Policy and the biennial review was approved by the Committee. There are tasks that still need to be completed under “recommendations.” Sandy Samples has started to write a pamphlet on the Policy, which requires Human Resource input. Human Resources is required to notify employees of this program annually. This program is a Federal requirement for students and employees.	Karen Saldana and Sandy Samples to speak with Mike Gregoryk about setting up a meeting with Jack Miyamoto to discuss the Alcohol and Other Drug Policy, Bloodborne Pathogens Program, and IIPP.
9. Emergency Preparedness Task Force Update	The Task Force met on November 9, 2007, and will continue to meet monthly. Karen Saldana handed out a copy of the Notes from that meeting. Suzi Ganoë (Confidential) and Jeff Parker will be joining the Task Force in the future.	Karen Saldana to forward Emergency Operations Plan Guidelines to all Task Force Members.
10. Assumption of Risk – P.E. Students (awaiting legal opinion)		Table for next meeting.
11. Future Agenda Items <ul style="list-style-type: none"> • Proximity of ashcan to trashcan • Return-to-Work Program • Medical Provider Network • Walking students on 		None.

<p>Grand/Temple</p> <ul style="list-style-type: none">• Smoking Survey		
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FUTURE MEETING DATES (9:00 –10:30 a.m.), Conference Room 4-101

January 1, 2008 (Holiday)
February 5, 2008 (Canceled)
March 4, 2008
May 6, 2008
June 3, 2008