

**Mt. San Antonio College
Health and Safety Committee
Group Memory of April 7, 2009**

Committee Members:

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|--|---|---|--|
| <input type="checkbox"/> Jeff Parker | <input checked="" type="checkbox"/> Donna Lee | <input checked="" type="checkbox"/> Odette Richardson | <input checked="" type="checkbox"/> Carol Nelson (Notes) |
| <input type="checkbox"/> Trinda Hoxie | <input checked="" type="checkbox"/> Karen Saldana (Chair) | <input type="checkbox"/> Frank Williams | <input checked="" type="checkbox"/> Jim Hudson (Safety Consultant) |
| <input checked="" type="checkbox"/> Don Hurdle | <input checked="" type="checkbox"/> Sandy Samples | <input type="checkbox"/> Gary Nellesen | <input type="checkbox"/> Student – Vacant |
| <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Alina Birca | <input checked="" type="checkbox"/> Roger Sneed | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions		None.
2. Agenda Review	The Agenda was reviewed.	Agenda approved as written.
3. Review Group Memory from March 3, 2009	The Group Memory was reviewed.	Memory approved as written. Memory will be posted. Update: Bldg. 7 – Jim Hudson inspected the Building. There was a vague odor of “dead animal” and they could not find any source. Instructors in that room were asked to log the dates and times the smell returns.
4. OSHA Mandated Inspections per IIPP (J. Hudson)	Jim distributed copies of the IIPP and a General Safety-Fire-Security Survey Checklist. The Committee will review and discuss the checklists. Sandy stated that if there are inspection requirements in the any of our written programs or required by any other regulatory agency, we should develop one checklist to cover all requirements. It was recommended to look at model programs at other community colleges and find out who is conducting inspections at those places. Jim suggests that two people conduct inspections—one who is familiar with the building and someone from outside the building or department that may have expertise in a particular area.	None.
5. Safety Hoist (Request to Utilize Safety Credits)	Jim Hudson and Ruben Avila reviewed information on companies that install roof-mounted hoists. There are many different types of hoists available that are both permanent and portable. There are annual inspection requirements for the hoists to be conducted by a certified inspector. There are also training requirements for employees to use the hoists.	Don Hurdle will get a list of recommended buildings to install hoists to Karen Saldana.

<p>6. 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. • Review of injuries for March, 2009. Number 2, the problem is that electric carts are driving on the sidewalk and bowing the metal grates. • None. • Review Hazard Report Log. 	<ul style="list-style-type: none"> • None. • Roger is working on the w/o for number 2. • None. • None.
<p>7. Emergency Preparedness Task Force Committee Update</p>	<p>The Committee is currently reviewing a second draft of Sections 1-12. They will be meeting to discuss the communications portion of the plan.</p>	<p>The next meeting is Friday, April 10, 2009.</p>
<p>8. Compliance Programs Update</p> <ul style="list-style-type: none"> • Bloodborne Pathogens Program (roll out Spring '09) • Alcohol and Other Drug Policy (Review and Approve) • Illness and Injury Prevention Program (Roll Out Spring '09) 	<ul style="list-style-type: none"> • Bloodborne Pathogen Program will be the first program that will be rolled out. • Sandy and Karen still working on the language to submit to Mike Gregoryk. • IIPP will be rolled out as soon as the checklists are completed. 	<p>None.</p>
<p>9. Future Agenda Items</p> <ul style="list-style-type: none"> • Mass Communication • Mercury Spill Procedures (Hudson) 		
<p>10. Miscellaneous</p>	<p>Roger discussed an issue that occurred last week when a gallon of non-hazardous dye spilled off the back of an employee's cart. People drove through the dye and spread it around the intersection. The dye was contained and cleaned up.</p>	<p>Karen to send out all ASCIP Safety Advisories to members via e-mail.</p>

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

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

May 5, 2009 (rescheduled to May 19, 2009)
 June 2, 2009