

**Mt. San Antonio College
Health and Safety Committee
Group Memory of June 2, 2009**

Committee Members:		
<input checked="" type="checkbox"/> Jeff Parker	<input checked="" type="checkbox"/> Donna Lee	<input type="checkbox"/> Odette Richardson
<input type="checkbox"/> Trinda Hoxie	<input checked="" type="checkbox"/> Karen Saldana (Chair)	<input type="checkbox"/> Frank Williams
<input checked="" type="checkbox"/> Don Hurdle	<input checked="" type="checkbox"/> Sandy Samples	<input type="checkbox"/> Gary Nellesen
<input type="checkbox"/> Joe Jennum	<input checked="" type="checkbox"/> Alina Birca	<input checked="" type="checkbox"/> Roger Sneed
		<input checked="" type="checkbox"/> Steve Shull
		<input checked="" type="checkbox"/> Carol Nelson (Notes)
		<input type="checkbox"/> Jim Hudson (Safety Consultant)
		<input checked="" type="checkbox"/> Hernando Del Aguila (Student)
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Hernando Del Aguila is welcomed as the representative for Associated Students.	None.
2. Agenda Review	The Agenda was reviewed.	Add to Agenda C-CERT Training (S. Shull) and Sexual Violence Information (S. Samples) as 8 and 9.
3. Review Group Memory from May 19, 2009	The Group Memory was reviewed. Update: Jeff Parker confirmed with the Chancellor's Office that the DVD "Shots Fired on Campus" can be posted to our website to be viewed by staff and students.	Memory approved as written. Memory will be posted.
4. Annual Review of Purpose & Function Statement/Goals	<p>Karen previously e-mailed the Committee Goals and the Committee had no changes.</p> <p>The Purpose & Function Statement was reviewed and 651 and Faculty members whose terms were coming up have been renewed. Unit 262 still has not responded. Karen requested the committee recommend that the Physical Education Designee be an on-going representative. There was discussion on the lack of representation by a Human Resources designee. It was recommended that any representative of Human Resources would suffice.</p>	The Committee recommends that the Physical Education Designee be an on-going position and to remove the language "w/Staff Development Expertise" from the Human Resources designee. Karen to make the recommendations to Mike Gregoryk.
5. 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. • Review of injuries reported April and May 2009. Discussion regarding students and PPE. Roger to get information on sub-contractor that conducted work that led to the 5/1/09 injury to the Mechanic. • Review of log dated July 1, 2008-June 30, 2009. Don Hurdle investigated the incident of shock. Facilities is changing the outlets to GFCI and placing plastic guards because the outlet is close to a water source. • Review Hazard Report Log. Hernando Del Aguila will take a recommendation of a possible safety campaign for students to the Associated Students. 	<ul style="list-style-type: none"> • None. • Investigate the Rad Tech injury, DOI: 4/13/09. Possible subrogation on Mechanic injury DOI: 5/1/09. • None. • None.

6. Emergency Preparedness Task Force Committee Update	The last meeting was canceled. The Committee is looking at a draft of the communications portion of the plan. Next scheduled meeting is on June 19, 2009.	None.
7. Compliance Programs Update <ul style="list-style-type: none"> • Bloodborne Pathogens Program • Alcohol and Other Drug Policy • Illness and Injury Prevention Program 		Tabled.
8. C-CERT Training (S. Shull)	The C-CERT training course is a 20 hour course that Steve and Jerry Austin have put together after attending a train-the-trainer course. Originally, they were going to conduct seven 3-hour courses. When he contacted LACFD (who is partnering in the first training), they informed him that the 3-hour training will not work for his staff. He told Steve he would have to modify the classes to four 5-hour sessions. The Technology & Health Division Dean has put the training on hold. Sandy requested that it be held during the Winter Inter-Session.	Karen to contact Sarah Daum regarding conducting the training.
9. Sexual Violence Information (S. Samples)	Student Health Services had wallet cards made up for Sexual Violence issues. Student Health Services and Public Safety have a supply of them. Sandy is coordinating with multiple departments to target distribution for the Fall. Sandy would like the committee to e-mail her any locations that should have these stocked.	None.
10. Miscellaneous	Jeff Parker would like the Committee to be aware of how Public Safety is going to have access to restricted areas. He is going to be equipping the Public Safety vehicles with forcible equipment to breach doors and/or windows, if needed. Public Safety does not currently have access to all areas on campus. Jeff Parker is preparing a list of doors that Public Safety does not currently have access to.	Jeff Parker is working with Facilities on the access issue. Karen asked Jeff to bring an update back to the Committee next meeting.
11. Future Agenda Items <ul style="list-style-type: none"> • Keenan Safe Colleges Implementation • Shelter-in-Place (Shots Fired on Campus) Implementation • Inspection Checklists 		