

**Mt. San Antonio College
Health and Safety Committee
Group Memory of March 6, 2012**

Committee Members:

- Mark DiMaggio
- Terri Hampton
- Donna Lee
- Jack Tayag

- Marty Whitford
- Jim Alcala
- Joe Terreri
- Joe Jennum
- Bill Asher

- Don Hurdle
- Carols Duarte
- Kelly Sherwood
- Ken McAlpin
- Guadalupe de la Cruz

- Karen Saldana (Chair)
- Beth Quinlan (notes)

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions		None.
2. Agenda Review	<ul style="list-style-type: none"> • No changes to Agenda suggested by committee. 	Agenda approved as submitted.
3. Review Group Memory - February 7, 2012	<ul style="list-style-type: none"> • Discussed Biology Lab Inspection. Donna Lee sent out work order for illuminated exit sign and inquired about quote (\$526.91) for modification kits for cabinets. Submit lab inspection report to Larry Redinger with findings and recommendations. • MSDS online training provided in May. • Discussed NFPA signs on . • Review inspection checklists for other departments/divisions to implement. Discussion on development of standardized dept. checklists. • Goals of Committee to be sent to members. • No further discussion on Smoking Policy. • Heat Illness Prevention meeting held w/ dept's. • No further discussion regarding skateboards on campus. • Longevity wellness contacted. No longer contacting Mt. SAC. 	<p>Donna Lee and Karen Saldana may attend MSDS online training at ASCIP in May.</p> <p>J. Alcala will contact ASCIP to inspect campus, make recommendations, order NFPA diamonds.</p> <p>Keep Inspection Checklist on future agendas.</p> <p>DiMaggio and Saldana will meet to discuss enforcement of skateboard policy.</p> <p>Memory approved as written</p> <p>Memory from February 7, 2012 will be posted on the website.</p>

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	<ul style="list-style-type: none"> No changes or corrections required to Group Memory. 	
4. Biennial Review of AOD Program – S. Samples	<ul style="list-style-type: none"> Postponed item pending S. Samples absence. 	Item will be carried over to April.
5. Written Compliance Programs <ul style="list-style-type: none"> Heat Illness and Prevention Plan (final draft) – J. Alcala 	<ul style="list-style-type: none"> Heat Illness Prevention Plan in Final Draft. Plan was reviewed. Alcala met with departments on 3/5 to review plan requirements and get feedback. 	<p>Consensus reached on changes made on final draft.</p> <p>Finalized version will be sent to Gregoryk for approval and implementation begun.</p>
6. Title 8 Safety Items <ul style="list-style-type: none"> Safety Communication Review of Worker’s Comp. Injuries- Feb. 2012 Review of Non-Employee Incident Log Hazard Report Log 	<ul style="list-style-type: none"> None. The Committee reviewed February 2012 injuries. None. None. 	None.
7. Task Force Updates <ul style="list-style-type: none"> Policies and Procedures Compliance Training and Recordkeeping 	<ul style="list-style-type: none"> None. 	None.

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8. Future Agenda Items <ul style="list-style-type: none">• Bio Lab Inspection• Longevity Wellness Program• C-Cert Training• Inspection Checklists	<ul style="list-style-type: none">• None.	None.
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<http://inside.mtsac.edu/organization/committees/safety/>

FUTURE MEETING DATES (9:00 – 10:30 a.m.)
April 3, 2012