

**Mt. San Antonio College
Health and Safety Committee
Group Memory of June 5, 2012**

Committee Members:		
<input type="checkbox"/> Mark DiMaggio	<input type="checkbox"/> Marty Whitford	<input type="checkbox"/> Don Hurdle
<input type="checkbox"/> Terri Hampton	<input checked="" type="checkbox"/> Jim Alcala	<input type="checkbox"/> Carols Duarte
<input checked="" type="checkbox"/> Donna Lee	<input checked="" type="checkbox"/> Joe Terreri	<input type="checkbox"/> Kelly Sherwood
<input type="checkbox"/> Jack Tayag	<input type="checkbox"/> Joe Jennum	<input type="checkbox"/> Ken McAlpin
	<input checked="" type="checkbox"/> Bill Asher	<input checked="" type="checkbox"/> Guadalupe de la Cruz
		<input checked="" type="checkbox"/> Karen Saldana (Chair)
		<input checked="" type="checkbox"/> Beth Quinlan (notes)
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> A Representative from ASCIP, Kevin Hobby joined the Committee for the inspection of Building 61. 	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 - May 1, 2012	<ul style="list-style-type: none"> Committee recommended making changes to Group Memory in Section 9. Group Memory, Section 9 will now state the following: <ul style="list-style-type: none"> Bill Asher will work with Sandy Samples/ Health Services on movement of bin to different location. 	<p>Memory approved with changes.</p> <p>Revised Memory from May 1, 2012 will be posted on the website.</p>
4. Committee Purpose and Function Statement	<ul style="list-style-type: none"> Committee discussed Purpose and Function Statement. Four Committee Members with 6-30-2012 end terms. D. Hurdle, L. de la Cruz, D. Lee and K. Sherwood terms will be ending. Saldana will contact the President of each of the associations for the names of the new 	No changes made to Purpose and Function Statement.

Health and Safety Committee
Group Memory

	<p>representatives.</p> <ul style="list-style-type: none"> • Committee recommended that no changes be made to the Purpose and Function Statement. 	
<p>5. Availability for July and August 2012 Meeting</p>	<ul style="list-style-type: none"> • Committee proposed re-scheduling July and August meeting times. 	<p>July meeting re-scheduled to July 10th 9am-10:30am.</p> <p>August meeting canceled.</p> <p>Committee will reconvene on September 4th.</p>
<p>6. Title 8 Safety Items</p> <ul style="list-style-type: none"> • Review of Worker's Comp. Injuries - May 2012 	<ul style="list-style-type: none"> • Committee reviewed May 2012 injuries. 	<p>Committee suggested investigating following Worker's Comp issues:</p> <ul style="list-style-type: none"> • Has the process for the disposal of liquids on campus changed? • Location of scabies incidents • Metal rimmed basketball hoop at CDC to be investigated by J. Alcala
<p>7. Quarterly Site Inspection – Building 61</p>	<ul style="list-style-type: none"> • J. Alcala and J. Terreri led Committee on tour of Building 61. 	<p>J. Alcala will e-mail checklist to committee to complete and return to Alcala.</p> <p>Committee suggested the development of generic inspection list to allow routine inspections of buildings.</p>
<p>8. Future Agenda Items</p> <ul style="list-style-type: none"> • C-CERT Training • Inspection Checklists • Security Camera/ "Risk Control" Grant 	<ul style="list-style-type: none"> • ASCIP Representative discussed Grant available to obtain security cameras. • Grant needs a board policy in place, provides matching funds, and submission of proposal. 	<p>Committee will attempt to submit grant proposal by July 1, 2012.</p>

Health and Safety Committee
Group Memory

FUTURE MEETING DATES (9:00 – 10:30 a.m.)

July 10, 2012

September 4, 2012