

**Mt. San Antonio College
Health and Safety Committee
Group Memory of January 8, 2013**

Committee Members:		
<input type="checkbox"/> Mark DiMaggio	<input checked="" type="checkbox"/> Sandy Samples	<input checked="" type="checkbox"/> Robert Montoya
<input type="checkbox"/> HR Vacancy	<input checked="" type="checkbox"/> Jim Alcalá	<input checked="" type="checkbox"/> Carlos Duarte
<input type="checkbox"/> Donna Lee	<input checked="" type="checkbox"/> Joe Terreri	<input checked="" type="checkbox"/> Timothy Engle
<input type="checkbox"/> Jack Tayag	<input checked="" type="checkbox"/> Joe Jennum	<input checked="" type="checkbox"/> Ken McAlpin
	<input type="checkbox"/> Bill Asher	<input checked="" type="checkbox"/> Karen Saldana (Chair)
		<input checked="" type="checkbox"/> Beth Quinlan (notes)
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	The Committee was joined for the Building 6 Inspection by Marlene Espina, Wendy Shen, Linda Small, and Laura Isamura.	None.
2. Agenda Review	<ul style="list-style-type: none"> None. 	Agenda approved as submitted.
3. Review Group Memory - November 6, 2012	<ul style="list-style-type: none"> Map of designated smoking areas will be e-mailed to the Committee. James Alcalá will email updated Chemical Inventory to Carlos Duarte, Anthony Kelly, Mark DiMaggio, Nicole Grisanti, and Mike Montoya. 	Memory from December 4, 2012 will be posted on the website.
4. Inspection of Building 6 (LTC and Library)	<ul style="list-style-type: none"> Committee completed inspection of Library. 	<p>Summary of Library and LTC Inspection to be compiled by J. Alcalá.</p> <p>J. Alcalá will return to Building 6 for further inspection.</p> <p>Necessary Work Orders for Building 6 will be created.</p>
5. Future Agenda Items		

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<ul style="list-style-type: none">• Facility Inspection-Bldg. 6 (January 8, 2013)• C-CERT Training• Inspection Checklists• Written Hazard Communication Plan• Written Ergonomics Plan	<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.)

March 5, 2013

April 2, 2013