

**Mt. San Antonio College
Health and Safety Committee
Group Memory of March 3, 2015**

Committee Members:		
<input type="checkbox"/> Dave Wilson <input checked="" type="checkbox"/> Lorraine Jones <input checked="" type="checkbox"/> Donna Lee <input type="checkbox"/> Manuel Marquez	<input checked="" type="checkbox"/> Marti Whitford <input checked="" type="checkbox"/> Jim Alcala <input checked="" type="checkbox"/> Joe Terreri <input checked="" type="checkbox"/> Joe Jennum <input checked="" type="checkbox"/> Bill Asher	<input checked="" type="checkbox"/> Peter Gonzalez <input checked="" type="checkbox"/> Carlos Duarte <input checked="" type="checkbox"/> Timothy Engle <input type="checkbox"/> Ken McAlpin <input checked="" type="checkbox"/> Karen Saldana
<input checked="" type="checkbox"/> Beth Quinlan <input type="checkbox"/> Steve Shull		
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> The Committee welcomed Gary Nellesen. 	None.
2. Agenda Review	<ul style="list-style-type: none"> #9: Smoking Ban Update 	None. Agenda approved as submitted.
3. Review Group Memory - February 3, 2015	<ul style="list-style-type: none"> #5: "Carlos Duarte asked that Health and Safety be included as observers in the EOC drill on March 17, 2015. #6: "Parking lot stabilizer and phone is on order." 	Changes made to memory. Memory from February 3, 2015 will be posted on the website.
4. Facilities Plan Update and Interior Door lock project – G. Nellesen	<ul style="list-style-type: none"> Gary Nellesen provided the Committee with an update on the current and upcoming construction projects and the interior door locking project. 	Doors that were previously upgraded and should not have been have been returned to their original hardware. Panic bars are lockable with a key. 450 doors have been completed. This includes most classroom doors and classrooms with panic bars. The Committee discussed with Gary Nellesen returning to a Building Security Key Committee that can define how to key new building projects on campus. There is currently no policy in place for key issuance and no assistance provided with the current programmed key system. The College is moving forward with

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		<p>Measure RR funding which includes about \$345 million and 207 planned projects including the Student Success Center and the new Food Services building. Construction on the new parking structure is beginning. The new Business building will begin construction in April and the new athletic complex will begin construction this summer.</p>
<p>5. Behavioral Intervention and Wellness Team – T. Engle</p>	<ul style="list-style-type: none"> • Tim Engle provided the Committee an update on the Behavioral Intervention and Wellness Team. 	<p>The team meets monthly to review cases and discuss campus happenings. The team has received 20-30 referrals. The team is previewing a tracking system that will help make information readily accessible.</p>
<p>6. Disaster Planning PowerPoint – M. Whitford</p>	<ul style="list-style-type: none"> • Marti Whitford provided the Committee a PowerPoint highlighting the three Disaster Bins on campus. 	<p>PowerPoint was sent to Risk Management. PowerPoint will be placed online on the Emergency Preparedness website.</p> <p>The PowerPoint highlighted the inside organization of the bins on campus. An inventory of supplies is provided in each bin.</p>
<p>7. Emergency Preparedness Update – Alcala</p>	<ul style="list-style-type: none"> • Jim Alcala provided the Committee an update on the upcoming disaster drill on March 17, 2015 	<p>March 10, 2015 will be evacuation chair train-the-trainer training. Stacey Gutierrez will send a reminder about the training.</p> <p>March 17, 2015 will be the emergency drill. The EOC will have an activation drill and will be a four part, two hour, event. Building evacuations will also be held in buildings on campus.</p>

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8. Title 8 Safety Items a. Review of Worker's Compensation Injuries-February 2015 b. Hazard Report Log	<ul style="list-style-type: none">• The Committee will discuss at the April 2015 meeting.	None.
9. Smoking Ban Update	<ul style="list-style-type: none">• The Committee will discuss at the April 2015 meeting.	None.

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

FUTURE MEETING DATES (9:00 – 10:30 a.m.)
April 7, 2015