

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of September 2, 2014**

<b>Committee Members:</b>		
<input type="checkbox"/> Art DeLaCruz	<input type="checkbox"/> Marti Whitford	<input checked="" type="checkbox"/> Peter Gonzalez
<input checked="" type="checkbox"/> Lorraine Jones	<input checked="" type="checkbox"/> Jim Alcala	<input checked="" type="checkbox"/> Carlos Duarte
<input checked="" type="checkbox"/> Donna Lee	<input checked="" type="checkbox"/> Joe Terreri	<input checked="" type="checkbox"/> Timothy Engle
<input checked="" type="checkbox"/> Peter Gonzalez	<input checked="" type="checkbox"/> Joe Jennum	<input type="checkbox"/> Ken McAlpin
<input type="checkbox"/> Manuel Marquez	<input checked="" type="checkbox"/> Bill Asher	<input type="checkbox"/> Karen Saldana (Chair)
<input checked="" type="checkbox"/> Beth Quinlan (Notes)		<input checked="" type="checkbox"/> Steve Shull
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	<ul style="list-style-type: none"> <li>The Committee welcomed Mike Montoya to discuss the Violence Against Women Act.</li> <li>James Alcala chaired the meeting in Karen Saldana's absence.</li> </ul>	<b>None.</b>
<b>2. Agenda Review</b>	<ul style="list-style-type: none"> <li>#8 – Campus Lock Project Update</li> <li>#9 – Update on Lot M</li> <li>#10 – Student Representative for the Committee</li> </ul>	<p><b>Changes will be made to the Agenda.</b></p> <p><b>Agenda approved as submitted.</b></p>
<b>3. Review Group Memory - August 5, 2014</b>	<ul style="list-style-type: none"> <li>None</li> </ul>	<p><b>Memory approved as submitted.</b></p> <p><b>Memory from August 5, 2014 will be posted on the website.</b></p>
<b>4. Violence Against Women Act update – M. Montoya</b>	<ul style="list-style-type: none"> <li>Mike Montoya provided the Committee an update on the Violence Against Women Act.</li> </ul>	<p><b>Violence Against Women Act (VAWA) is a law that covers sexual assault at educational institutions. VAWA provides reporting and training mandates.</b></p> <p><b>As of October 1, 2014, all mandates must be addressed from VAWA and Campus Safety. Public Safety needs campus-wide involvement in providing a “good faith effort” to work towards fulfilling all mandates.</b></p> <p><b>Mike Montoya has requested more</b></p>

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		individuals to provide assistance with this process. Mike Montoya discussed creating a Task Force to work on fulfilling training mandates and changing board policy to reflect necessary requirements.
<b>5. ACCJC Standard Gap Analysis</b>	<ul style="list-style-type: none"> <li>The Committee reviewed the current ACCJC Standard Gap Analysis for the Health and Safety Committee.</li> </ul>	<p>The Committee reviewed what had been added to the Gap Analysis spreadsheet. The Committee added additional items to the spreadsheet to reflect the various standards that the Committee functions within.</p> <p>Joe Jennum will make additions to the Gap Analysis and email to Beth Quinlan.</p>
<b>6. Emergency Preparedness Week – Fall 2014</b>	<ul style="list-style-type: none"> <li>The Committee discussed the upcoming Emergency Preparedness Week.</li> </ul>	<p>The Committee will email their availability to assist with Emergency Preparedness Week to Beth Quinlan.</p> <p>Stacey Gutierrez provided an update that attendance is low and has requested encouragement to faculty and students to attend the POD offerings.</p>
<b>7. Title 8 Safety Items</b> a. Review of Worker’s Compensation Injuries-August 2014 b. Hazard Report Log	<ul style="list-style-type: none"> <li>The Committee reviewed the Worker’s Compensation log from August 2014.</li> <li>The Committee reviewed the Hazard Report Log.</li> </ul>	<p>None.</p> <p>None.</p>
<b>8. Lock Project Update</b>	<ul style="list-style-type: none"> <li>The Committee discussed the Campus Lock Project.</li> </ul>	<p>Communication regarding the progress of the lock project has been low.</p> <p>The Committee requested that Roger Sneed come to the October meeting to provide an update on the project.</p>
<b>9. Update on Lot M</b>	<ul style="list-style-type: none"> <li>The Committee discussed an update on Lot M.</li> </ul>	<p>Lot M is now open and lighting has been provided by Tilden Coil.</p> <p>There are currently no emergency notification systems in Lot M. Caryn</p>

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		<p><b>Cowin will inquire about emergency systems.</b></p> <p><b>The Committee requested that Gary Gidcumb provide an update at the October meeting.</b></p>
<p><b>10. Student Representative</b></p>	<ul style="list-style-type: none"> <li>The Committee discussed having a student representative attend all future meetings.</li> </ul>	<p><b>A student representative will be added to the Committee roster.</b></p>
<p><b>11. Housekeeping</b></p> <ul style="list-style-type: none"> <li><b>ACCJC New Standard Gap Analysis</b></li> <li><b>Disaster Bins</b></li> <li><b>Update of strobe/alarm in Bldg. 4</b></li> <li><b>Grounds Job Shadowing</b></li> <li><b>CERT Training</b></li> <li><b>Policies and Procedures Update</b> <ul style="list-style-type: none"> <li>AP 6750</li> <li>BP/AP 3550</li> <li>AP 3510</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>None.</li> </ul>	<p><b>None.</b></p>
<p><b>10. Future Agenda Items</b></p> <ul style="list-style-type: none"> <li><b>C-Cert Training</b></li> <li><b>Inspection Checklists</b></li> <li><b>Written Hazard Communication Plan</b></li> <li><b>Written Ergonomics Plan</b></li> <li><b>Respiratory Protection Plan</b></li> <li><b>NFPA Diamonds</b></li> </ul>	<ul style="list-style-type: none"> <li>None.</li> </ul>	<p><b>None.</b></p>

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

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

10/2/14