

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

Committee Members:

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|---|---|---|---|
| <input checked="" type="checkbox"/> Dave Wilson | <input checked="" type="checkbox"/> Marti Whitford | <input type="checkbox"/> Peter Gonzalez | <input checked="" type="checkbox"/> Beth Quinlan |
| <input type="checkbox"/> Lorraine Jones | <input checked="" type="checkbox"/> Melonee Cruse (notes) | <input checked="" type="checkbox"/> Carlos Duarte | <input checked="" type="checkbox"/> Steve Shull |
| <input checked="" type="checkbox"/> Donna Lee | <input checked="" type="checkbox"/> Joe Terreri | <input checked="" type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Alysia Lukito, Student |
| <input type="checkbox"/> Justin Ott | <input type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Ken McAlpin | <input checked="" type="checkbox"/> Patricia Swint - Keenan |
| | <input type="checkbox"/> Bill Asher | <input checked="" type="checkbox"/> Karen Saldana | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> • None. 	None.
2. Agenda Review	<ul style="list-style-type: none"> • None. 	Agenda approved as submitted.
3. Review Group Memory - October 6, 2015	<ul style="list-style-type: none"> • The Committee reviewed the Memory. 	<p>Memory approved as submitted.</p> <p>Memory from September 2015 will be posted on the website.</p>
4. Farm Complex Safety Walk	<ul style="list-style-type: none"> • The committee discussed the Farm safety walk. 	<p>Marti Whitford is working with Matt Pawlak to schedule first aid classes for staff. This will be an ongoing project. She also mentioned there has been an increase in the use of eyewash solution requests. Melonee will follow up on the status of the eyewash stations.</p> <p>Caryn Cowin is the Farm project manager and will attend a meeting to update committee on Farm projects.</p> <p>Tim Engle asked about shade – not only for the animals but also for the workers. Melonee Cruse will review the Farm safety training to ensure Heat Illness Prevention plans are in place. Karen discussed two recent Farm safety</p>

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		<p>inspections. Steve Schull and his fire prevention instructor conducted a hazardous materials safety walk. He is prioritizing the report and will have it available at our next meeting. There was also a Farm walk with Fire Chief Paul Blession and Captain Wilson. The purpose of the walk was for the Fire Chief to determine emergency response considerations. No report was generated.</p>
<p>5. Safety/Emergency Services Update – M. Cruse</p>	<ul style="list-style-type: none"> • Melonee provided an update to the Committee. 	<p>Melonee reported on:</p> <p>(1) a follow up to an Employee Safety Suggestion/Report of Hazard. The suggestion was for additional location signage in parking lots. After viewing parking lot signs it was determined that new, larger location signs are needed. This is a safety issue and important for dispatch, DSPS and local responders.</p> <p>(2) The need to develop an Emergency Operation Plan task force. The task force will review the current emergency operations plan and help develop missing plan elements.</p> <p>(3) The Injury Illness Prevention Program is being updated and will be discussed in upcoming meetings.</p>

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<p>6.. Title 8 Safety Items</p> <ul style="list-style-type: none"> • Worker's Compensation Injuries -9/2015 • Hazard Report Log 	<ul style="list-style-type: none"> • None. 	<p>None.</p>
<p>7. Housekeeping</p>	<ul style="list-style-type: none"> • The Committee provided updates on housekeeping issues. 	<p>Marti Whitford reported that BP 3550 has been approved.</p> <p>Marti reported Public Health issued 300 flu shots during the recent Health Fair. There are 125 shots available. Karen suggested Mt SAC consider hosting a POD – Point of Distribution. PODs are issued during epidemics and serve the community.</p>

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

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