

**Mt. San Antonio College
Health and Safety Committee
Group Memory of April 5, 2016**

Committee Members:

- | | | | |
|---|--|--|---|
| <input checked="" type="checkbox"/> Dave Wilson | <input checked="" type="checkbox"/> Marti Whitford | <input checked="" type="checkbox"/> Peter Gonzalez | <input checked="" type="checkbox"/> Beth Sullivan (notes) |
| <input checked="" type="checkbox"/> Aneca Nyuda (Student) | <input checked="" type="checkbox"/> Melonee Cruse | <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 type="checkbox"/> Manuel Marquez | <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Ken McAlpin | |
| | <input type="checkbox"/> Bill Asher | <input type="checkbox"/> Patricia Swint | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	<ul style="list-style-type: none"> • The Committee welcomed Mark Fernandez, CSEA representative, to discuss the campus evacuation. 	None.
2. Agenda Review	<ul style="list-style-type: none"> • None. 	Agenda approved.
3. Review Group Memory - March 1, 2016	<ul style="list-style-type: none"> • None. 	<p>No changes to memory.</p> <p>Memory from March 1, 2016 approved as submitted and will be posted to the website.</p>
4. Dill Summary	<ul style="list-style-type: none"> • The Committee reviewed the March 17, 2016 evacuation drill summary. 	<p>Zone Y building evacuation was held on March 17, 2016. Two drills were conducted at 10:50 am and 7:30 pm. On March 29, an evening drill was held with the custodial crew.</p> <p>The objectives of the drill were to test the ENS, activate the EOC and improve communications. The Emergency</p>

		<p>Notification System was activated. The EOC was activated and a tabletop exercise was completed.</p> <p>Strengths: ENS was effective and timely. EOC staff received notification and 11 people showed up to the EOC. Evacuation was completed within 15 minutes. LAFD was impressed at the speed and efficiency of the drill. Response teams used radios properly and talked clearly with ICP. The building managers preferred using Event Services radios. The evening drill went smoothly.</p> <p>An action plan has been identified to address communication issues.</p>
<p>5. Campus Evacuation Summary</p>	<ul style="list-style-type: none"> • The Committee reviewed the campus evacuation on March 24, 2016. 	<p>The campus evacuation on March 24, 2016 due to a bomb hoax identified several key issues that the campus is currently facing. Crowd and traffic control is imperative. Issues arose at the CDC regarding the ENS and that the campus was evacuation but the CDC was in lock-down.</p> <p>An action plan has been identified to address traffic and communication issues.</p>

Health and Safety Committee
Group Memory

6. EOC Update	<ul style="list-style-type: none">• The Committee discussed updates on the EOC.	Technology has been improved in the CDC.
7. Title 8 Safety Items a. Review of Worker’s Compensation Injuries-March 2016. b. Hazard Report Log	<ul style="list-style-type: none">• The Committee reviewed the Hazard Log.• The Worker’s Compensation Log was reviewed.	None. None.

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

FUTURE MEETING DATES (9:00 – 10:30 a.m.)
May 3, 2016