

**Mt. San Antonio College
Health and Safety Committee
Group Memory of April 2, 2024**

Committee Members:

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| <input type="checkbox"/> Aubrey Kellum | <input checked="" type="checkbox"/> Sayeed Wadud | <input checked="" type="checkbox"/> Peter Tayag | <input checked="" type="checkbox"/> Jamie Solis |
| <input type="checkbox"/> Patricia Swint (Keenan) | <input type="checkbox"/> Connie Kunkler | <input checked="" type="checkbox"/> Carlos Duarte | <input type="checkbox"/> Ryan Tan/Student Rep |
| <input checked="" type="checkbox"/> Donna Lee | <input checked="" type="checkbox"/> Joe Jennum | <input checked="" type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Duetta Wasson (Chair) |
| <input checked="" type="checkbox"/> Elizabeth Jauregui | <input checked="" type="checkbox"/> Bill Asher | <input checked="" type="checkbox"/> Ray Mosack | <input type="checkbox"/> Suzanne Vasquez (Notes) |
| <input checked="" type="checkbox"/> Irma Arvizu | | | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions		
2. Agenda Review	Reviewed.	
3. Review Group Memory – March 5, 2024	Reviewed and approved with one correction.	Andie will post to the website.
4. WC Claims – March –Andie	Duetta reviewed the Worker’s Compensation Claim with the committee for March.	
5. Hazard Reports / Employee Safety Suggestion-New & Updates	<p>3 Hazard Reports were reported.</p> <p>Campus Safety received a call that a baggie with a white substance was found in Building 410, in an all-gender restroom. How do we dispose of the substance? Question on having Narcan on hand, on campus.</p> <p>Parking Lot E-4 relocated a dumpster no work order was made.</p> <p>Shannon reported that by Building 69 and Transit Center,</p>	<p>IIIB</p> <p>All Aye- to approve campus safety carrying Narcan</p> <p>Sayeed will provide guidelines/steps to dispose of drugs.</p> <p>The Committee asked/recommended covering outlets or removing outlets from the transit center.</p>

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	<p>the shrubbery behind transit restrooms, the transients are finding shelter. A work order was submitted for grounds to remove shrubs. Keypads were put in restrooms by the transit center. Students complained no restrooms accessible at the transit center. Also, people are lingering at the outlet banks by the seating at the transit center. The committee discussed covering or removing outlets.</p> <p>Shannon reported that gateway parking-crossing the street to Building 28, needs to be assessed. Recommended to add signage. Shannon is asking for the Committee to assess what signage is needed. This topic will be brought back to the committee to discuss. Peter suggested building a stairwell off the bridge.</p>	
<p>6. California Shake Out – Sayeed and Shannon</p>	<p>Sayeed reported: The Great Shake Out will be a campus-wide drill on October 17, 2024. A campus notification will be sent out, no fire alarms will be used. Sayeed will also work on conducting a drill for the graveyard staff.</p>	
<p>7. Campus Safety Updates</p>	<p>No campus safety updates. Aubrey did not attend.</p>	<p>IIIB</p>
<p>8. Safety Spotlight - April</p>	<p>Duetta shared: Ladder Safety and Strategies to help students with anxiety and health. Solar eclipse event on April 8th at the Planetarium. Wasp and Hornet safety will be handled by grounds.</p>	<p>IIIB</p>

<p>9. Department Updates</p>	<p>Duetta reported: The Workplace Violence Plan and will put together a timeline for training. Managers meeting will have a small training and how to report Workplace Violence. She is sending out a survey to all employees to determine the highest exposure to Workplace Violence. Annual training will be given for high-risk exposure. Duetta is getting quotes on evacuation chairs.</p> <p>Jamie reported: no report.</p> <p>Tim Engle reported: students with disabilities do not feel safe on campus. Sayeed suggested curriculum include an SOP showing requirements for students.</p> <p>Ray Mosak reported: April 18th Fire Extinguisher Training 10:00-11:30 am</p> <p>Sayeed reported: The Managers' universal waste presentation will be coming up soon. Sayeed will provide a date at the next meeting. Sayeed conducted a fire drill for Building 40. Reunification will be a different drill. Sayeed has new software to help work on evacuation routes. Sayeed has received two quotes for Assembly Area signs, waiting for quotes on poles for signs. Sayeed plans to do two evacuation drills a month. LA County Fire Inspections have been scheduled in all the food areas.</p> <p>Liz reported: there has been an uptake in students reporting complaints. Seems like mental issues are the main concern. De-escalation training is suggested, the next training will be in August. Shannon suggested twice a year for the training is recommend training for employees.</p>	<p>IIIB</p> <p>Shannon recommended speaking with Morris about access control.</p>
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	<p>Donna Lee reported: – fume hoods have been updated. Control Has not been given back to campus.</p> <p>Shannon reported: nothing to report.</p> <p>Peter reported: Building 69, doors open in classrooms. The welding lab door is being held open with a piece of metal. Suggested sending email to Deans. Training for the bees and wasps?? The Custodial team would like training for handling bees and wasps. Afternoons when grounds are gone and for swing shift.</p> <p>Carlos reported: sat in for a two-hour threat assessment training. Attended START team training. The training was geared towards the health center.</p> <p>Bill reported: Hardware and Access control standards? Will there be lockdown buttons in buildings? Waiting on the final decision. Received 60-foot boom and was able to fix pool with it. Issues with expansion joints not lying flat become a trip hazard throughout the Pedestrian bridge. Continuing to fix exterior lighting around campus. Met with There have been rain leaks due to the rain.</p> <p>Joe Jennum: was recognized for receiving Director of the Year. No updates to report.</p> <p>Irma reported: That Bruce Carleton has retired. Dean Bailey will be handling the position. Fruit tree sale April 8-26, 2024.</p>	
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10. Future Action Items		IIIB

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

July 2, 2024

August 6, 2024

September 3, 2024