

**Mt. San Antonio College
Health and Safety Committee
Group Memory of October 2, 2018**

Committee Members:

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| <input type="checkbox"/> Mike Williams | <input checked="" type="checkbox"/> Melonee Cruse | <input checked="" type="checkbox"/> Peter Gonzales | <input type="checkbox"/> Steve Shull |
| <input type="checkbox"/> Patricia Swint (Keenan) | <input checked="" type="checkbox"/> Marti Whitford | <input checked="" type="checkbox"/> Carlos Duarte | <input checked="" type="checkbox"/> Tatianna Alonso/Student Rep |
| <input checked="" type="checkbox"/> Donna Lee | <input type="checkbox"/> Sheila Wright | <input type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Duetta Langevin (Chair) |
| <input checked="" type="checkbox"/> Joanne Franco | <input checked="" type="checkbox"/> Joe Jennum | <input type="checkbox"/> Ken McAlpin | <input checked="" type="checkbox"/> Andie Solorzano (Notes) |
| | <input checked="" type="checkbox"/> Bill Asher | <input checked="" type="checkbox"/> Sandi Horn | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	Introduced New Student rep Tatianna Alonso	
2. Agenda Review	Reviewed	
3. Review Group Memory – September 4, 2018	Reviewed and Approved	Approved
4. Purpose and Function/ Committee Goals for PAC	The committee review the current Purpose and Function on the website. Discussed new goals and added #6 in the function section.	Update the purpose and function to submit to PAC It will be sent out to committee for final review before submitting for PAC.
5. WC Claims for June, July, August and September 2018 – Andie	Reviewed the WC claims for June, July and August with the committee. September WC Claims will be reviewed at the November committee meeting.	

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<p>6. Hazard Reports – Crossing Area by CDC, Update on 21 F</p>	<p>A hazard report was submitted by a student regarding the area at the CDC that they felt was a safety hazard for those crossing with their kids to get to the CDC. During the most recent safety inspection Duetta and Ignacio did look at the area and are making suggestions. This concern is an issue that Facilities is aware of and working on.</p> <p>Update - Cabinets were removed in the Access Department which were creating a hazard for walk way and exit.</p> <p>Update – Duetta will work on getting an update on 21 F with the ramp and it being a possible hazard with a wheel chair going down.</p>	<p>IIIB Bill Asher informed the committee that the safety concerns near the CDC are being addressed. Cross walks, signs and repainting of stripes are in process.</p> <p>ZeroStat ESD carpet is being ordered to resolve the issue of the electric shock for 21 F.</p>
<p>7. Emergency Management Updates – Melonee</p>	<p>Melonee discussed Emergency Preparedness week. October 9th is the emergency preparedness fair from 10am-2pm. We will have 11 vendors participating. The Evacuation Drill is scheduled for October 11th and the Evacuation plans have been revised.</p> <p>Melonee informed the committee that the district is currently looking into a new mass alert systems.</p> <p>The topic of evacuations chairs was brought up and discussed. Building 6 and 9E have no evacuation chairs. Duetta will work on possibly buying 2 chairs that are needed.</p>	<p>Evacuation Chairs were paid by Risk as a one-time fund in the past. Melonee will provide the company name to Duetta.</p>

<p>8. Biennial Review Drug Free – Environment & Drug Prevention Program 2018 – Marti</p>	<p>Marti discussed the Biennial review drug free – Environment & Drug prevention program for 2018 in which all employees and students are to receive annual notification. The program is posted on the Risk Website for review.</p> <p>Marti reviewed the AED program with the committee and provided the following information:</p> <ul style="list-style-type: none">• This program is in compliance with California Code Title 22 § 100041.• This program is coordinated by Marguerite Whitford, Director, Student Health Services and Dr. Peek, Medical Director, Student Health Services.• Los Angeles County Emergency Medical Services (EMS) Agency Service Provider Annual Report was completed and submitted March 2018.• Four new Cardiac Science G5 AEDs were purchased this year to replace aged-out AED units.• Training on the Cardiac Science G5 AED for the Kinesiology & Athletics Department was completed May 8, 2018 by the Student Health	<p>Two more AED’s will be purchased for vans that are used for field trips to remote areas. Training will be needed for those instructors leading these field trips.</p>
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	<p>Services RNs.</p> <ul style="list-style-type: none"> • Annual pre-maintenance checks was completed In August 2017 on all AEDs units. • No cardiac arrests to report this year • All AED’s in the next few years will be replaced with the G5. 	
9. Arrive Alive Tour	<p>Marti informed the committee of the Arrive Alive event that will take place on 11/27/18. This is a modular program. A simulator for texting while driving will be on campus for the event and others can observe while simulator is being used.</p>	<p>An invoice is needed to pay for event. Marti will look into it.</p>
10. Roundtable	<p>The smoking areas were brought up about areas that have been discussed in the past. Duetta will bring the smoking report/audit at the next meeting.</p> <p>The crossing area by the entrance of staff parking LOT B4 and B. There is no sidewalk for pedestrians and is dangerous when walking across. Duetta will go and look to make sure she understands where this is. Can discuss at next meeting.</p>	<p>IIIB</p>
11.		

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14. Future Action Items: Identification Badges-AP7121 First Aid Kits TB Exposure Standard Operating Procedures	Marti, Duetta and Grace Hansen are meeting to discuss the TB program.	An initial meeting did take place with Marti, Duetta and Grace. A second follow up meeting will be scheduled.

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

November 6, 2018

December 4, 2018