

**Mt. San Antonio College
Health and Safety Committee
Group Memory of May 2, 2017**

Committee Members:

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Dave Wilson | <input checked="" type="checkbox"/> Melonee Cruse | <input checked="" type="checkbox"/> Peter Gonzales | <input checked="" 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"/> Nicole Solis/Student Rep |
| <input checked="" type="checkbox"/> Donna Lee | <input type="checkbox"/> Joe Terreri | <input checked="" type="checkbox"/> Timothy Engle | <input checked="" type="checkbox"/> Duetta Langevin (Chair) |
| <input type="checkbox"/> Manuel Marquez | <input type="checkbox"/> Joe Jennum | <input type="checkbox"/> Ken McAlpin | |
| <input checked="" type="checkbox"/> Joanne Franco | <input checked="" type="checkbox"/> Bill Asher | <input checked="" type="checkbox"/> Sandi Horn | <input checked="" type="checkbox"/> Doris Torres (Notes) |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome/Introductions	No Changes	
3. Agenda Review	Update Name: Peter Gonzalez	Peter Gonzales
4. Review Group Memory – April 11, 2017	No changes	
5. Hazardous log form/update	Nothing to report in May	
6. Safety Quarterly Inspections update	Duetta – Working on final draft of quarterly inspections and has scheduled appointment to discuss further.	Duetta – Scheduled a meeting with committee for review on May 12, 2017

Health and Safety Committee
Group Memory

<p>7. Parking Lot Signs</p>	<p>Duetta – Signs with numbers will be added to parking lots</p> <p>Steve – What is the purpose for sign numbers on the signs?</p> <p>Duetta – Numbers on signs are to Identify location area and emergency calls</p>	<p>Duetta – Will have Roger provide survey on where signs should be placed.</p>
<p>8. Emergency Preparedness</p>	<p>Melonee – Is in the process of scheduling drill dates for summer and also for The Great Shake Out in October 19, 2017.</p> <p>Building evacuation drill, she looking at the theater arts complex in building 13.</p> <p>Building 9 are not instructional during the fall, she will try to get them involved during summer.</p> <p>In the fall The Great Shake Out is scheduled. Melonee would also like to present the Alertis desktop alert.</p> <p>This summer she wants implement Nims, and Sims training. Sims/Nims combination training class is available. If employed full time at Mt SAC, you are required to take introduction class through Sims 100 and Nims 700. If completed online it takes about 10 hours or more. The Sims/Nims combination takes approximately 8 hours only.</p> <p>Duetta – Sims/Nims program is this provided through FEMA?</p>	<p>Melonee – will reach out to Bill Eastman on the Alertis desktop on what the process would be in shutting off the alert system if activated.</p>

Health and Safety Committee
Group Memory

	<p>Melonee, FEMA does provide the training, but it is not handled online. Instructors are available for Mt SAC and could have the process completed in 1 day.</p> <p>Duetta - Would this be recommended for staff who has already taken the Sims/Nims training?</p> <p>Melonee – Once you have already taken the training, no need to retake this course again. You are able to go onto the FEMA website for student ID, and pull student picture. Pod also has record on file.</p> <p>Steve – Train the trainer also is provided, and can be completed within 4-5 hours.</p> <p>Melonee – Certs (Community Emergency Response Team) is coming up. Public Safety instructors are available to be used in small sections. There are more in house trainers to take part of the Cert program. Cert bags will be used as training tools.</p> <p>Duetta – What is the recommendation for emergency kits? It would be more than a first aid kit in each building. Just in case someone was isolated to the building.</p> <p>Melonee – Before we can provide the kit training that is needed. It is possible to have it in the building, If there has been no training, the building Marshall or Floor Captains need to respond. Cert training would be helpful.</p>	
--	--	--

Health and Safety Committee
Group Memory

	<p>Marti – Nurses have Trauma kits, and all police officers have them and the department has been trained in active shooter trauma kit. The department does train the staff, public safety and other departments.</p> <p>Melonee – is planning a table top exercise for a full campus exercise with the community agency, sheriff departments, highway patrol, City of Diamond Bar, and City of Covina. These are all involved or impacted when we leave the campus. Also want to invite to table top public safety, student services, and other areas, to show what plan is being implemented</p> <p>Duetta – Melonee please notify Mike on table top exercise.</p>	<p>Melonee – will be notifying Mike on table top exercise.</p>
<p>9. Narcan</p>	<p>Marti – explained Narcan product. Narcan is an opioid antagonist. This is used for someone who has overdosed to reverse an opioid. Some colleges are encouraged to have Narcan on campus.</p> <p>Duetta – Does the legislation stating this needs to be on campus?</p> <p>Marti – No, this is something that is not needed for the campus. Standard of medical community, colleges are expected to have the ability to reverse the effect of an overdose of an opioid</p>	<p>Duetta – more research will be done with our carriers on Narcan to verify consensus. She will make a decision and get back to the committee if this is something is needed on campus.</p>

Health and Safety Committee
Group Memory

	<p>Duetta - What if this is available and we don't get to them on time and they still die?</p> <p>Marti – This is questionable. This is something that Mt SAC does not need to have on campus</p> <p>Duetta - How many registered nurses are on campus to administer this to? What if this is available</p> <p>Marti – All registered, and full time nurses on campus, and 3 part time, and the psician who are available can administer this to someone</p> <p>Marti – Providers of CPR training is encouraging to have Narcan on campus</p> <p>Duetta – Mt SAC needs to be educated on Narcan before we can make a final decision</p> <p>Duetta – If Narcan is something we want on campus, this should be addressed to Mike for approval. Marti what is your protocol for approval in Health Services?</p> <p>Marti – If it's already in place no approval is needed.</p> <p>Duetta – Policy and procedures should be in place.</p>	<p>Marti – Marti will put together all information documents on Narcan. Duetta – Will work with Marti on what that looks like.</p>
--	--	--

Health and Safety Committee
Group Memory

	<p>Nicole – What is the follow up procedure once someone overdoses, is there preventative measurement?</p> <p>Marti – Students that are unresponsive, Paramedics are called for assistance. There is really nothing we can do to help them. The hospital will not provide us with Hospital confidentiality information about the person. There are follow up calls to the person involved, but 70-80 percent do not call us back.</p> <p>Carlos – What is the policy for follow up on students that Overdose?</p> <p>Melonee – Is there incident report filed?</p> <p>Marti – Medical record, and Public Safety has one on file.</p>	
<p>10. Workers Compensation claims review – April Injuries</p>	<p>Duetta – discussed Workers Compensation Claims for April 2017</p> <p>Melonee – Is the health care industry pushing OSHA to implement in the work place regulation on health care workers? What type of training would the hospital or clinic do if this would be an issue for health care workers</p> <p>Duetta – Has not seen anything from ASCIP or Keenan on regulations. It could be possible something has been implemented internally with the clinical providers.</p>	

Health and Safety Committee
Group Memory

<p>11. Round Table</p>	<p>Steve – received email on Campus Security System and will forward email to Dave for review</p> <p>Duetta – Working with Bill and his crew on installation of Amber Box system. Email was sent to Audrey for review. Duetta has not yet heard out come from Audrey.</p> <p>Bill – Make sure IT is okay with Amber Box installation on wireless system</p> <p>Carlos – Fire safety issue, when there is loss of power, and why are we allowing students and faculty in the buildings. For instance building 80 power outage completed to the building and if there was a power outage, would the fire alarm go off?</p> <p>Bill – Small inverters are installed in the buildings and should last about 2 hours.</p> <p>Nicole – Building 80 had no electricity and staff was wondering why they needed to stay, since they were not able to work.</p> <p>Peter – Building 40 also had no electricity</p>	<p>Duetta – will schedule another Amber Box appointment to meet with Bill and IT on installation in 9E</p>

Health and Safety Committee
Group Memory

	Bill – Currently the Deans will make a decision if class should be in process or not. There is no policy on building standard	Duetta – Will work with Dave Wilson, and Bill Asher on a Standard Operating Policy for power outage. Meeting set for May 16, 2017
12. Future Action Items: Identification Badges-AP7121 First Aid Kits Emergency Kits Building Standard Manual		

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

June 6, 2017

July 11, 2017