

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of November 7, 2023**

**Committee Members:**

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|---|--|---|---|
| <input type="checkbox"/> Mike Williams                      | <input checked="" type="checkbox"/> Sayeed Wadud   | <input type="checkbox"/> Peter Gonzales           |   |
| <input checked="" type="checkbox"/> Patricia Swint (Keenan) | <input checked="" 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 type="checkbox"/> Elizabeth Jauregui                 | <input checked="" type="checkbox"/> Bill Asher     | <input checked="" type="checkbox"/> Ray Mosack    | <input checked="" type="checkbox"/> Andie Solorzano (Notes) |
| <input checked="" type="checkbox"/> Irma Arvizu             |  |   |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>		
<b>2. Agenda Review</b>	Reviewed.	
<b>3. Review Group Memory – October 3, 2023</b>	Reviewed and approved with one correction.	<b>Andie will post to the website.</b>
<b>4. WC Claims – October –Andie</b>	Andie reviewed the Worker’s Compensation Claims with the committee for October.	
<b>5. Hazard Reports Updates</b>	<p><b>The committee reviewed the following Hazard Reports:</b></p> <ul style="list-style-type: none"> <li>• The committee reviewed the lighting concerns and issues that have come up in the last few months. 9D and 12 have lighting has been upgraded. Southeast side of Bldg. 410 was a controller problem and has been corrected. The electricians received training, so we won’t have to wait for the 3<sup>rd</sup> party for fixes or issues. We have added 8 solar parking lot lights in A5</li> </ul>	<b>IIIB</b>

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	<p>and the back side of 69. New lights at the dock of 6 have been added. Three LED lights on the west side of 9A have been added. 26 fixture orders have been placed. Will be installed once all equipment arrives. The Lots near Bldg. 77,78, 79 have been updated. The lighting in 1A was reviewed and made some updates. Duetta did an audit with lights and the Farm currently discussing options. We will work on temporary fixes until the PM starts. Discussed pathways that students take. Duetta and Patricia will go look at the area and maintenance. Discussed utilizing Student workers.</p>	
<p><b>6. Emergency Management &amp; Environmental Safety Updates – Sayeed</b></p>	<p><b>Sayeed reported out:</b></p> <ul style="list-style-type: none"> <li>• Discussed the safety forum and we are now getting lots of calls coming in. Doing trainings for the different areas that are reaching out. Topics for this training is Evac, emergency preparedness and Emergency Notifications. Dept have been asking for lockdown trainings.</li> <li>• There continues to be issues with the hazardous waste pick-ups. Currently finalizing the RFP process and hoping for the new vendor by February.</li> <li>• Currently working on 1A with the asbestos concern.</li> <li>• Regular trainings continue monthly.</li> <li>• Working on ordering/suppling first aid kits and stop the bleed kits for specific buildings.</li> <li>• The Police &amp; Campus Safety vehicles will have trauma kits on them.</li> <li>• Sayeed will be getting CPR certified in December so</li> </ul>	<p><b>IIIB</b></p>

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	<p>he can provide training to individuals on Campus who need it.</p> <ul style="list-style-type: none"> <li>• Rescheduling the EOC training and pending a date.</li> <li>• Reviewed the doorway in building 410 on the third-floor balcony as it is a trip hazard.</li> <li>• Reviewed Bldg. 410 kitchen.</li> <li>• Reviewed Bldg. 410 uneven thres-hold</li> </ul>	
<p><b>7. Campus Safety Updates – October – Aubrey</b></p>	<p><b>Aubrey reported out:</b></p> <ul style="list-style-type: none"> <li>• The committee was informed of a scheduled walk out and protest in bldg. 26 at 11am on 11/9/23. The Protest last week was over all peaceful with no major issues. There are trainings taking place with staff in Campus Safety regarding de-escalation with these types of protests. Partnering with Jamie and Health Services if they are needed.</li> <li>• There have been two homeless incident reports.</li> <li>• Advised to please report any incidents to Police &amp; Campus Safety as soon as they happen.</li> <li>• The campus has large events that take place and we have reached out to a Security Vendor to provide assessments and staff for these different types of events to make sure we have the right number of staff. Campus needs to work on Event Action plans with the parties involved in the event.</li> </ul>	<p><b>IIIB</b></p>
<p><b>8. Safety Spotlight</b></p>	<p>Patricia shared with the committee that the Holidays are coming up. To review ladder safety with any decorating on campus and at home. It's darker earlier so make sure we are prepared.</p>	<p><b>IIIB</b></p>

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<p><b>9. Department Updates</b></p>	<p><b>Shannon Carter:</b> Discussed creating a Health &amp; Safety Budget to help prioritize projects and correcting safety hazards on campus. The Safety Ambassador Program will be in Bldg. 26 on the ground level. Classrooms and have a safety office will be created. They will be visible and available to campus. They will be supplemented to Campus Safety. They will be CPR trained. They will be Identifiable wearing a vest. Shannon is looking into the Federal Work Study. The ambassadors will learn basic sign language to help assist.</p> <p><b>Donna Lee:</b> No update.</p> <p><b>Sayed Wadud:</b> See Emergency Management Updates.</p> <p><b>Carlos Duarte:</b> Requested an update on La Puente Rd near bldg. 2. Some recommendations will be shared with Police &amp; Campus Safety. Requested an update on Night Custodial Radios. 20 radios are ready to be disbursed. We are waiting on the new space in 410 before handing them out. Moving them by December 1 is the goal. Day Time crew needs to ask manager if they are needing anything additional. They should have enough to use at this time.</p> <p><b>Irma Arvizu:</b> Reviewed Farm Day with the committee. There was about 4,000 people in attendance. They will need more help next year. It was all volunteered time. Connie offered to help with a first aid tent.</p> <p><b>Jamie Solis:</b> Health Services is still in 9E. Seth Meyers is no longer with the college. Health Services is hosting Smoke Free Booths Wednesday and Thursday in front of Bldg. 410. Currently providing smoking cessation materials.</p>	<p><b>IIIB</b></p>
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	<p><b>Aubrey Kellum:</b> See campus safety updates. Suggested the campus explore digital signs for different languages with signage and information needed to be provided. Student Press asked about public records on campus.</p> <p><b>Joe Jennum:</b> The Kiosk on Bonita can be removed if needed. Champion has been noted as a hot Spot as being uncomfortable with people hanging out and being cat called or approached. Initiate each season with Code of Conduct. They are working with Police &amp; Campus Safety for large events.</p> <p><b>Bill Asher:</b> Informed the committee about the Southeast corner of Gateway parking that has a nice opening that people are driving out of and it's not a driveway. They are looking to add permanent bollards. Currently they have put up signs. Duetta will look to see if she has a report of the smoking signs on campus. An individual approached Bill about the elevators and the permits. Bill is working on getting them updated. It was out of the campus' control.</p> <p><b>Connie Kunkler:</b> Faculty is feeling a bit better since the September incident and they had a guest speaker come into their meeting on de-escalation.</p> <p><b>Patricia Swint-</b> Reminder to be mindful with the access of the student workers on equipment or gators. What is the key control process.</p>	
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<b>10. Future Action Items</b>		
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**FUTURE MEETING DATES (9:00 – 10:30 a.m.)**

**November 7, 2023**

**December 5, 2023**