

**Mt. San Antonio College  
Health and Safety Committee  
Group Memory of December 5, 2023**

**Committee Members:**

- |   |  |   |   |
|---|--|---|---|
| <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 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"/> Suzanne Vasquez (Notes) |
| <input 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 – November 7, 2023</b>	Reviewed and approved with one correction.	<b>Andie will post to the website.</b>
<b>4. WC Claims – November – Duetta</b>	Duetta reviewed the Worker’s Compensation Claims with the committee for November.	
<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 in Building 6. Duetta is looking to work with the PMs to make sure lighting is considered in future projects.</li> <li>Bill reported that the six lights that were out south of Building 6 have all been fixed. The dock lights at Building 6, have been upgraded to LED lights. Bill encouraged if there are any lighting issues to let his crew</li> </ul>	<b>IIIB</b>

Health and Safety Committee  
Group Memory

	<p>know first, then to submit a hazard report.</p> <ul style="list-style-type: none"> <li>• The west side ramp at Gateway has been reported as a hazard. Suggestions were given on how to reduce the hazard risk. A work order will be created to remove the trees that obstruct the area.</li> <li>• Parking Lot B, Building 4 was discussed. Suggestions were given to make this parking lot safer.</li> </ul>	
<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>• He was invited by Associated Students to give 1.5 hours of instruction on safety awareness. He provided a safety guide and informed the group of all monthly trainings that are available on campus.</li> <li>• Natural Science was given in-person safety training.</li> <li>• Sayeed submitted the ADA Plan</li> <li>• Regular trainings continue monthly.</li> <li>• Sayeed will attend CPR certification December 19<sup>th</sup> so he can provide training to individuals on Campus who need it.</li> <li>• Sharp Solutions and North State Environmental will be the two new vendors for hazardous waste</li> </ul>	<p><b>IB</b></p>
<p><b>7. Campus Safety Updates – November – Aubrey</b></p>	<p><b>Aubrey reported out:</b></p> <ul style="list-style-type: none"> <li>• The committee was informed of another scheduled walkout and protest in Bldg. 26 at 11 a.m. on 12/7/23. Participant numbers have dropped. Campus Safety is working with Human Resources about the right to display signage. A higher visibility to protect life and property has been implemented. Local agencies will be brought in if needed.</li> <li>• There have been reports of phishing scams</li> </ul>	<p><b>IIIB</b></p>

Health and Safety Committee  
Group Memory

	<p>targeting students. Anthony Moore and Chris Schroder are aware</p> <ul style="list-style-type: none"> <li>• Two reports of graffiti were reported</li> <li>• Pride had 9 signs stolen</li> <li>• Aubrey has a meeting with Lianne Osborne, DHH to discuss solutions to communicating better with DHH and non-English speaking persons</li> </ul>	
<p><b>8. Safety Spotlight</b></p>	<p>Patty discussed being cautious while using Christmas lights. Be aware and check the wiring when using Christmas lights. Do not use chairs as ladders. Some holiday dangers include:</p> <ul style="list-style-type: none"> <li>• Poinsettias: Poinsettias can be poisonous,</li> <li>• use a mask when spraying snow spray,</li> <li>• do not have open flames around Christmas trees.</li> </ul>	<p><b>IIIB</b></p>
<p><b>9. Department Updates</b></p>	<p><b>Shannon Carter:</b> Building 12 will need review. Cars entering and exiting.</p> <p><b>Sayed Wadud:</b> See Emergency Management Updates.</p> <p><b>Carlos Duarte:</b> suggested UBER gift cards for students with transportation issues after hours. Shannon recommended Carlos discuss this with Police and Campus Safety first.</p> <p><b>Aubrey Kellum:</b> See campus safety updates.</p> <p><b>Bill Asher:</b></p> <ul style="list-style-type: none"> <li>• informed committee of Fire alarm testing that will be conducted in the next month, an email will go out prior to testing</li> <li>• bollards have been installed in Gateway</li> <li>• The two work orders for November have been completed.</li> </ul>	<p><b>IIIB</b></p>

Health and Safety Committee  
Group Memory

	<ul style="list-style-type: none"><li>Discussed the solar lighting in the dirt parking lot south of Lot A. The solar lighting is not providing enough lighting. Recommended closing Parking Lot A.</li></ul> <p><b>Patricia Swint</b>-See safety spotlight</p>	
<b>10. Future Action Items</b>		

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

**January 9, 2024**

**February 6, 2024**

**March 5, 2024**