

Health & Safety Committee Meeting

Minutes – 04/13/2009

Members Present: Charlie Ng, Marty Licerio, Judy Giacona, Rosemarie Hansen-Barnes, Jim Hansen, Mike Strong, Miriam Williams, Pierre Galvez, Cheryl Burge, Patrick Fite

Members Absent: June Yamamoto, Kathy Crow, Marty Licerio, Brian Wong

1. Minutes from 3/23/09 – approved

Old Business

2. Pierre thinks the smoking policy has exited the District Assembly and it is now elsewhere at the district, he will check on its status. He will also check with the EMS department regarding the location of the AED purchased by the Health & Safety Committee.
3. Jim has purchased the equipment to make labels for the phones and he will bring a sample to the next meeting.
4. Mike has the rescue chairs in his office and will be providing training in LR309 next week to the police, M&O, custodians and library staff. After the training the video will be sent to Amalia Perez at the district and Glen Kluck will put it on the web to make it available for further training.
5. Judy passed out a copy of the webpage that Kristi Simonson & Jennifer Gross is developing. Charlie recommended the name be changed to Health & Environmental Safety. Judy will let Jennifer know this along with Charlie recommends. Charlie will start to put the various plans on the website. He requested that committee members read the plans and make corrections, if necessary, and e-mail him their suggestions.
6. Judy will change the wording on the Hazard Alert Form - first paragraph to "Hazards that post a life-threatening danger must be reported immediately to the campus police at 909-389-3276.

New Business

7. Cheryl Burge, our newest member, will bring illness & injury reports for review as they occur. She said that CHC had very few so it isn't necessary to do it on a schedule.
8. Charlie discussed the inspection checklist that he sent to everyone via e-mail and that was also disseminated to every member attending the meeting. Jim, Pierre and Miriam will review the list and bring it back to the next meeting for recommendations on inspection time-lines. They were instructed to use the book "OSHA Inspections Preparation & Response" for a reference. Judy gave her copy to Rose and Charlie had an extra copy to give to Cheryl. Judy will check with old members to find additional books for current members without a book.
9. Rosemarie Hansen-Barnes was elected as the new chair person for the committee. Congratulations Rose.
10. The next meeting will be April 27, 2009

