

Date: 4/27/2022

Time: 8-9AM

**Location:
Zoom/Hybrid**

Facilitator: Pix Verendia

Scribe: Angie Perassolo

Agenda

1. Welcome Victor Garcia from Zone Maintenance and thank you for joining.
2. Safety & Values Share
 - Collaboration between the Grounds crew and Electricians regarding water shut off requests post events is needed to protect electrical equipment from getting wet when water gets turned back on. Irrigation can turn on water remotely, but we need to make sure the Electricians and Grounds cross reference work orders to avoid conflicts with electrical equipment being left in the area. **May we add verbiage on the work orders regarding this issue to avoid water damage to electrical equipment?**
 - Site-specific Health & Safety Plan template Q &A will take place on Wednesday, May 4 from 8-8:30AM. Please feel free to sign up. **Angie to send site-specific plan with minutes.**
3. Roundtable
 - There is currently an issue with Lyft and Uber evening pickups on Exposition, Jefferson, and Vermont. These drivers stop out of nowhere and cause traffic jams in the right-hand lanes. Pickups are especially heavy on Thursday evenings around 9:30PM. Close calls have been witnesses with potential accidents and students almost getting hit by these drivers. **Eric & Gary will reach out to Tony Mazza in Transportation and bring up this topic at the next Health & Safety meeting.**
 - Thank you! The lights on Hill Street and Flower are nice and bright where the roll up doors are located. Kudos to the team who made this happen.
 - Thank you REAM! REAM has been working hard to get 2022 summer permits for a scrambled crosswalk on Hoover and 22nd street which will be a big safety improvement. Hector is putting together paving plan for the crosswalk and signal modification. Communication will be coming soon within the next two months regarding this project.
 - Jose will be coordinating training sessions for cart and forklift safety within the next couple of weeks to certify employees for forklifts and carts. The Safety team will engage in a bigger campaign post Commencement.
 - Cart safety will be expanding to other departments by EH&S. Athletics, USC Events and Housing staff will receive this training.
 - Commencement Overview
 - Contractors will be asked not to schedule work onsite the Thurs and Fri prior to Commencement. **Gary will send a reminder to Contractors regarding this.**
 - All FPM employees driving forklifts for set up/break down have completed annual training. A majority of FMS teams will work afternoon shifts during this time.

4. Action Items

- Pix is currently working on approval to use the magnet prototype lawn mower after events. Mowers will help with finding metallic debris, but we will still need to visually look for zip ties and plastics left behind after events to avoid trip hazards. Town & Country will perform a walk through after events. Please reach out to Gary if you see any debris left after an event.
- Please keep an eye out on maxed out PTO for your employees. It is important that employees take needed time off to rest and recharge.
- Our committee will take a vote on our new proposed committee members to replace Manual Alvarez and Blake Griffith. More information to come.
 - Luis Corona FMS Trades
 - Juan Lezama and Victor Garcia will alternate monthly from Zone Maintenance.
- ZNI Building
 - Completed. The ladder has been relocated to another room to avoid hitting the ceiling sprinkler head.
- HSC Fixed Ladder Signage
 - Almost complete. Angie to work with Hector & Gary to install signs.
- LJS Walkway- Quote has been entered into Workday and Magdalen is working on the design
 - The rooftop pathway of the LJS rooftop was designed to be an exit and evacuation route. The surface is uneven and has an old wooden ramp that is very unsafe. Mailing Services is currently using the dumbwaiter elevator for delivering compressed cylinders to the building. To improve this pathway, CCD & FMS are working together with Espinoza on a design to improve this pathway. We expect this project to be completed by June 2022.
- Hot Work Permit Compliance
 - Most FPM Shops have an annual work permit which they are responsible for. Please remind shops that if there are any parameter change within the required permit, the permit must be revised to cover the work needed. **Action item: ask Supervisors to provide annual acting permits for record.**
- Fire Door Management- Partnership with Hazmat and Castlerock
 - There is a steady stream of fire doors that need replacement over time. Gary is working with Sergio Argueta from the Lock Shop to create a Work Order and master PO for Castlerock for door pick up, wrapping and disposal as needed.
 - Two storage locations have been identified to house 20 yards bins at both UPC and HSC to store the doors for pick up. Anthony Rodriguez from Hazmat will assist with getting proper disposal within 90 days for waste stream documentation and transporting. More info to come.

5. Hazardous Waste Matrix

- Battery recycling overview from 2020-2021.
- **Angie will share with the Committee.**

6. Cart Safety Training

- Train the trainer is currently being scheduled. More information to come.

7. Injury Report for April

For the next meeting-review the April and May injuries and discuss the preventative in more detail.

Attendees: Ana Zavaleta, Angela Christopher, Angie Perassolo, Bianca Gonzalez, Chris Toomey, Eric Johnson, Flo Ner, Gary Pons, Hector Puga, Jose Manrique, Laurie Stone, Mark Mosley, Pix Verendia, Rod Butterfield, Shane Daywalt, Wendy Kaszycki

Welcome: Victor Garcia

Absent: Eyver Contreras, Joe Back