

**Ohlone College**  
**IIPP Employee Workplace Safety Committee Agenda**  
**July 24, 2014**  
**Room 7104 + NC1317**  
**1:00 PM – 2:00 PM**

DRAFT

**Agenda Topics**

- ◆ **Call To Order by Chair/Co-Chair – Zingsheim/Martinez**  
Call meeting to order, introduce guests, agenda changes
- ◆ **Review and approve minutes**
- ◆ **Roll Call**
- ◆ **Old Business**
  - Reports of matters held over from last meeting, if any
  - Tailgate meetings – follow up – suggestions for resources
- ◆ **Accident/Near Misses Report/Anonymous Safety Hot line/Emails**
  - Brief summary of number and type of incidents reported since last meeting.
  - Discuss severe or potentially severe cases including action to be taken or suggested to minimize exposure.
  - Discuss any problem trends.
  - Evaluate effectiveness of supervisor's investigations/prevention efforts.
  - Read anonymous safety suggestions/reports.
- ◆ **Reports**
  - Update on Alameda County Inspection and response to violation
  - Hazardous Waste Generator Training and HMBP Training on July 15<sup>th</sup>
  - Update on Heat and Illness Program/Training (has Stan reviewed it and provided feedback; when can committee members review it)?
- ◆ **New Business**
  - Safety issues in your work area
- ◆ **Miscellaneous**

◆ **Next Meeting Date**

- a. Confirm the next meeting date for the committee

◆ **Adjournment**