

Ohlone College
Workplace Safety Committee Agenda
August 28, 2014
Room 7104 + NC1317
1:00 PM – 2:00 PM

Agenda Topics

- ◆ **Call To Order by Chair/Co-Chair – Zingsheim/Martinez**
Call meeting to order, introduce guests, agenda changes
- ◆ **Sign-in/Roll Call**
- ◆ **Review and approve minutes from July 2014 meeting**
- ◆ **Old Business**
 - Anonymous suggestions received and resolved
 - Tailgate meetings? Are they happening?
- ◆ **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 and other safety suggestions/reports.
- ◆ **Reports**
 - Update on Alameda County Inspection and response to violation
 - Tracking of training and how to access
- ◆ **New Business**
 - Overall Safety Plan
 - Schedule a longer Safety Meeting for training: Inspection Training
 - New email for Safety @ Ohlone
 - Heat and Illness Program
 - New lighting on both campuses
 - SEO in Newark?
- ◆ **Miscellaneous**

◆ **Next Meeting Date**

- a. Confirm the next meeting date for the committee

◆ **Adjournment**