

Campus Wide Health & Safety Committee Meeting Minutes
Date: 09.19.25

Time: 11:00 a.m. to 12:00 a.m.

Location: FM-119 Conference Room

Committee Chairs: Michael DeSalvio & Juan Macias

Minutes Prepared by: Lia Quintanilla

Topic	Speaker
Meeting called to order & Roll Call	Chair
Subcommittee Reports	Chair
Old Business/New Business	Chair
Open Forum	Open Discussion

1. Roll Call

Committee Members
Juan Macias - Attended
Dora Mejia- Absent
Beth Jaworski – Attended
Kristin Jackson- Absent
Alan Llavore - Attended
Mario Baeza – Absent
Ernesto Torres – Absent
Michael DeSalvio – Attended
Lynniece Warren – Attended
Jose Sanchez – Attended
Jorge Chillin – Attended
John Gutierrez – Attended
Albina Guerrero – Attended
Grace Munyiri - Attended
Herbert Johnson – Absent
Taylor Adams – Absent
Mike Rister – Attended
Rob Crim – Attended
Ross Williams – Attended

Jennifer Sorenson – Attended
Jenni Puccinelli – Attended
Gerard Au - Attended

2. **Call meeting to order by:** Michael DeSalvio (Chair) at 11:06AM

3. **Subcommittee Reports:**

- **Radiation Safety Committee Update:**

The Chair reported that the EHS Department has taken over the Radiation Safety Committee and is currently helping to maintain compliance. There is also a possibility that EHS may take over the Biosafety Committee in the future.

- **Facilities Management Committee Update:**

The Chair informed the committee that the Facilities Management Committee has been meeting regularly to address ongoing issues and concerns. A Microsoft Teams channel is being used to share presentations, agendas, and meeting minutes. An action log is also maintained, which tracks safety concerns, to-do items, and their current status.

4. **Old Business**

Old business Introductions and approval of Meeting Minutes

Minutes: N/A **Motion:** N/A **Second:** N/A **Oppositions:** N/A

Committee received meeting minutes but one recommendation for clarification was made, and updated minutes will be shared next committee meeting for approval.

The Chair reminded committee members that meeting minutes, presentations, and announcements are available in the Teams channels, with a dedicated channel for each safety committee.

5. **New Business**

- ***Safety Committee Charter:***

The Chair presented the Safety Committee Charter, outlining the structure and meeting schedules for each committee:

- **PDC Committee:** Meets twice a year (Fall and Spring)
- **Campus-Wide Health & Safety, Science Safety, and Art Safety Committees:** Meet three times a year (Fall, Winter, Spring)

- **Radiation Safety and Facilities Management Safety Committees:** Meet four times a year (Fall, Winter, Spring, Summer)

- **Radiation Safety Committee:**

The Chair informed the committee that EHS has officially taken over the Radiation Safety Committee. A Radiation Safety Officer (RSO) is currently supporting compliance efforts while Ben undergoes training for the role.

- Recent actions include contamination surveys, inventory verification, and waste containment review.
- The university is now in full compliance.
- A 5-year inspection is scheduled for **November**.
- The university has switched dosimetry badge providers from **Mirion** to **Radiation Detection Co. (RDC)**.

- **EHS Injuries Incidents & Injuries Overview:**

Jorge Chilling, Workers' Compensation Manager, presented a dashboard overview of injury data for 2025. Topics included:

- Total incidents and reports
- Risk and safety solution metrics
- Root cause analysis metrics
- Totals for open claims, reported injuries/incidents, and cases beyond first aid

Lynniece Warren emphasized the importance of managers actively following up on root cause investigations to help prevent recurrence. The Chair also highlighted the need to encourage employee participation in these investigations.

- **Return to Work Program:**

Jorge Chilin, Workers' Compensation Manager, reported an increase in injury reporting through the RSS website. He also reviewed the network of medical providers and distributed four surveys designed to gather feedback from staff and faculty involved in the workers' compensation process:

1. Initial Medical Provider Experience Survey
2. End-of-Year Workers' Compensation Adjuster Evaluation Survey
3. Workers' Compensation Program & Coordinator Evaluation Survey
4. Initial Transitional Return-to-Work Plan Survey

The purpose of these surveys is to collect meaningful feedback to improve services and support.

- A **Workers' Compensation Dashboard** is in development, which will allow visibility into injury reports and related metrics.
- Committee member **Jennifer Puccinelli** inquired about how feedback from medical providers would be used. Jorge explained that providers can be removed from the approved list based on feedback and scorecard evaluations.
- Committee member **Mike Rister** raised concerns about survey language, noting that many student employees may not understand workers' comp terminology. The Chair assured that the process and surveys would use accessible, clear language with detailed instructions to guide users step by step.

- **Injury Illness Prevention Program:**

The Chair announced that the updated **Injury and Illness Prevention Program (IIPP)** is now available on the EHS website.

- The IIPP outlines procedures for hazard reporting and mitigation strategies to help reduce workplace injuries.
- New injury reporting procedures have been implemented, based on employee feedback, and include an integrated **root cause analysis** process to reduce the risk of future incidents.

- **Safety Bulletin:**

The Chair distributed handouts of the latest **Safety Bulletin**, highlighting the importance of avoiding unapproved wall penetration.

- Such actions can pose potential **asbestos or lead exposure risks**, or breach **fire-rated walls**, leading to **non-compliance with fire marshal regulations**.
- Departments needing to penetrate walls in any campus building must **contact both Facilities and the EHS Department** before proceeding.

- **Committee Membership:**

- The Chair expressed interest in finalizing the official list of committee members and asked attendees to review the current list to identify any missing names.
- **Jennifer Sorenson** suggested expanding the committee to include broader representation, specifically from the **Faculty Senate, student body, and all bargaining units**. The Chair agreed with this recommendation and proposed adding a representative from the **Office of Research**.
- The Chair recommended implementing a procedure for alternate members, allowing them to attend meetings and vote on behalf of absent members to ensure consistent representation.
- **Jennifer Sorenson** further noted that the current composition of the committee is primarily MPPs, and raised the question of whether the group should aim for a more balanced

structure, similar to other safety committees, which typically include 50% staff and 50% MPPs. In response, the Chair clarified that such a balance is not necessary for this particular committee

- ***Student Training:***

The Chair informed the committee that he is currently collaborating with faculty to develop additional training materials for students. The process begins with meetings with departmental chairs to identify specific hazards present in each course or classroom environment. Based on these findings, tailored training modules will be created and made available to students through their Canvas accounts.

Upon completion of the training, students will be required to acknowledge their understanding of the risks and hazards associated with their classes by signing an acknowledgment form. This process is designed to ensure that all students receive appropriate and course-specific safety training.

6. Open Forum

- ***Safety Concerns Reporting:***

The Chair informed the committee of a new procedure for reporting health and safety concerns. Under this new system, any member of the CSUSB community can report a concern by scanning a QR code provided on handouts. The report can be submitted anonymously, if desired.

Once submitted, the concern is automatically added to a public dashboard, which is accessible to all members of the university community, including union representatives.

To support ease of access, the Environmental Health & Safety (EHS) department is currently printing wallet-sized cards featuring the QR code for wide distribution.

- ***Parking Services Update:***

Grace Munyiri provided an update regarding the increasing use of scooters on campus. She noted several safety concerns, including students riding without helmets and using or parking scooters **inside buildings**, which poses both **safety hazards** and risks of **property damage** (e.g., to floors and carpets).

Grace encouraged committee members to **engage in conversations** when witnessing unsafe behavior and to help **spread the safety message**: scooters should **not be used indoors** and must be **parked at designated bike racks**.

During the discussion, committee members noted that many scooters appear to be issued through the **Athletics Department**. It was suggested that the university consider:

- Ensuring that helmets are provided when scooters are issued
- Exploring the possibility of requiring **safety training** through Athletics for individuals using scooters

Additionally, **Mike Rister** raised the news that students may be exploring the option of renting scooters from an external company for use on campus. He was advised that, should this proceed, **Facilities Management** must be contacted to coordinate and ensure safety and compliance.

Grace also reminded the committee that anyone operating **golf carts on campus** must hold a **Defensive Driver Card**. She brought samples of the cards to share with the group.

- *Student Health Update:*

Beth Jaworski reported an increase in **COVID-19 cases**. However, the Student Health Center will no longer receive free COVID-19 tests from the California Department of Public Health. Starting next week, students can only get one **free at-home COVID test kit** if they have an **appointment** and show **COVID symptoms**. Otherwise, tests must be purchased for about **\$3** each. Since tests are taken at home, students are responsible for reporting their results.

Regarding **staff COVID cases**, the chair emphasized that standard procedures should continue to be followed. Staff who believe they contracted COVID at work can file an **injury report**.

A committee member asked about **flu shots**, and **Beth** confirmed that the Health Center recently received flu vaccines. They will be administered there, and a health fair is planned soon.

7. Adjournment

No additional items were brought to the committee, and the meeting was adjourned at 11:59am by Michael DeSalvio.