

Emergency Management Quarterly Report

Sayeed Wadud-Environmental Safety and Emergency Manager

Duetta Wasson – Director of Risk and Safety Management

Accomplishments:

1. First group of Building evacuation training for the Marshall and Floor Captains in-person training ended on August. Second group of the 2 training sessions per month will begin on October.
2. Conducting separate training session with individual building Marshalls and Floor Captains who belongs to different division. The purpose of this to enhance coordination with various Marshalls and Floor captains to make the evacuation procedures as smooth as possible.
3. Beginning of October we are starting the monthly Emergency Management 101 in-person training session. This will be one session per month.
4. Currently we are conducting several in-person training sessions for different divisions on Surviving an Active Assailant Incident via Keenan.
 - September 23, 2022 Maintenance & Operation and Facilities and Planning. 10am to 12pm and 5pm to 7pm. **Attendance: 70**
 - September 30, 2022 Admin Services – All departments (except Facilities & Planning and Maintenance & Operations) 10am to 11:30am. Instruction Office Staff: 2pm to 3:30pm. **Attendance: 20**
 - October 6, 2022 Managers Monthly meeting. **Attendance: 70**
 - October 7, 2022 10am to 11:30am and 2pm to 3:30pm. **Attendance: 33**

Total Attendance: 193
5. September 7, 2022 we had meeting with Cal-Poly Police and emergency management department. The purpose of this meeting to over each organization's current Emergency Management & Preparedness activities and how can we assist each other in event of any emergency. MT.SAC Police and Campus Safety department personnel also attended the meeting.
6. We are getting prepared for various activities for the October Emergency Preparedness Month.
7. Working with MT.SAC Design and Construction team in regards to Fire and ADA compliance code.
8. We are working with the emergency policy sub-group to update our current Emergency Action Plan, Emergency Operation Center, Emergency Response Team, and Crisis Management Team documents. Ongoing.
9. Currently working with Maintenance department to resolve three violations cited by LA County Department of works. So far we have addressed two out of three violation and working on the violation.
10. Recently completed and submitted Control of Ethylene Oxide and Chlorofluorocarbon Emissions from Sterilization or Fumigation Processes (PAR 1405) survey form to AQMD.
11. Frist draft of Laboratory Safety Program has been submitted for review.
12. Working with DEA in regarding the registration to purchase Iodine.
13. Identified and established communication with the inspector of the LA County Fire Prevention department, who oversees the Walnut area (AHJ).

14. Regular routine daily inspections are conducted on campus to identify any and all hazardous situations. As hazards are identified they are addressed with the appropriate division to bring resolution to the hazard.

Pending Projects:

1. Hazard Communication Program and training: 75% completed
2. Updates to the Emergency Operations Plan with the new ERT Team members – ongoing project to update the plans.

COVID-19:

1. We are still continuing with the distribution of various PPE across campus.