

**Risk Management Meeting – All Divisions  
Wednesday, September 20, 2023 – 1:00PM**

**Audit schedule**

**Dining Services / April & October**

**Bookstore Services / April & October**

**Corporate Offices/ April & October**

**<https://www.csulb.edu/49er-shops-at-the-beach/risk-management>**

1. COVID Activity
  - a. Spike in COVID cases
  - b. CDC Guidelines
    - Masks/COVID Tests
  
2. Inspections and Audits
  - a. Audit Forms – New Process
    - DocuSign
    - Associate Director Approval
  
3. Incidents/Safety Update
  - Customer/Vendor
  - Employees
  
4. EHS - Health & Safety Data Request
  - a. Documentation for calendar years 2021 and 2022.
  - b. SDS Sheets
  - c. PPE
  - d. New Staff Employee Training
  
5. General Training
  - a. Fall Semester
    - 1hr./2hr. Sexual Harassment Training
    - Ergonomics Training
    - Forklift Training
  
6. New Business
  - a. Bloodborne Pathogens
  
7. Action Items & Next Steps
  - a. Meeting Frequency
    - i. Next Meeting- March 14<sup>th</sup> @ 2:30pm