

# BEACH SHOPS

## Risk Management Meeting

Thursday February 26, 2026 – 3:00pm

[Risk Management | California State University Long Beach \(csulb.edu\)](https://www.csulb.edu/risk-management)

### Staff Present:

|                 |                |                  |
|-----------------|----------------|------------------|
| Eliana Diaz     | Jesse Avella   | Patrick Joyce    |
| Jason Eisenmann | Jenny Lew      | Sandra Ramirez   |
| Margie Ramirez  | Tom Collier    | Rico Ovalles     |
| Deanna Giles    | Rosa Hernandez | Andrew Cabrera   |
| Brian Alexander | Majid Zahedi   | Alix Hamidian    |
| Alfredo Macias  | Andrew Kerr    | Kristin Bonetati |

### Meeting Start Time at 3:01PM

#### 1. Incidents/Safety Updates

- Eliana: There have been 5 workplace injuries reported
  - 1 specific case lead to a major incident with the carts. Student was injured in transport and needed to medical attention.
    - ***Eliana went into details describing the event:***
    - It is important after our investigation to supply the carts with seatbelts to further added support and protection for anyone driving the carts
    - ***Moving forward:*** It is important to keep in mind staff will be responsible for checking off if the carts have functioning seatbelts for their safety when filling out the pre-inspection checklist

#### 2. Accident/Investigation Report Process

- Eliana brings to the attention that the incident reports are requiring a lot of Risk Management running back and forth. There has been a lack of information and mindfulness in the incident reports which can cause issues later on as documentation is processed.
  - Restructuring: Jesse will be in charge of following up with the incident and keeping documentation about what occurs. **Starting March 1, 2026**

#### 3. Facility/Safety Update

- Coming up in April, during the managers meeting Eliana: mentions they will not pull the manager off the floor to conduct the inspection, the managers are still responsible for making sure the workspaces are up to stand. Jesse will make sure to conduct these inspections
  - Notices will be sent out as for when Risk Management will conduct the inspections that way all departments know whats to come when the inspection is underway
- First-Aid signs have been installed and put in each kit to make sure all supplies that are required are in the cases in case of an emergency
  - PPE material has not been taken care of and it has brought to our attention that departments are not replacing or supplying the best PPE for employees, moving

forward it is the managers responsibility of each department to replace and clean and PPE equipment

- ***Patrick advises a 72 hour notice on the inspections for every department to allow for enough time to each managers***

#### **4. Evacuation Drill**

- February 27, 2026 at 10:30am the school will be conducting the the evacuation drill, reminder it is best to use the emergency exits in best practice
  - To also follow fire marshal procedures that the best habits are actually being followed. To help fire officials with entering in the case of an emergency, and everyone is following the proper procedures
    - Patrick mentions that if any issues arise with the evaucation routes to bring it to his attention. Tom's team will have Patrick reset the door by getting the key to the accounting department

#### **5. General Training**

- CPR/First Aid Training scheduled for March 13<sup>th</sup> there are about 5 employees who are able to get certified.
  - Works Compensation Documentation training 2026 is being continued. Eliana mentioned that there are still problems with filling out the forms properly and it is important that US management are aware of what to expect, It is important for managers to show up to 1 of these 2 trainings. Many are still using the wrong forms. There is a form after every meeting for everyone to print out and document that way it easily accessible for when managers are not present

#### **6. New Business**

- Continuing efforts on the Kitchen Equipment Training
- Moving forward with the powered industrial trucks such as the forklift and the powered pallet jack
- Alliant is willing to support and provide a staff training/walkthrough on any department we feel would be beneficial for staff and to improve safety overall

Next Scheduled meeting – May 28, 2026 @ 2pm

***Meeting End Time at 3:18PM***