

BEACH SHOPS

Risk Management Meeting

Thursday May 28, 2026 – 3:00pm

[Risk Management | California State University Long Beach \(csulb.edu\)](https://riskmanagement.csulb.edu)

Staff Present:

Eliana Diaz	Aly Levy	Patrick Joyce
Jason Eisenmann	Jenny Lew	Sandra Ramirez
Margie Ramirez	Tom Collier	Cynthia Rosas-Hernandez
Lily Lopez	Andrew Cabrera	Majid Zahedi
Amanda Townsend	Alfredo Macias	Kenneth Bowen
Kristin Bonetati		

Meeting Start Time at 3:01PM

1. Incidents/Safety Updates

- Eliana: There have been 11 workplace incidents reported.
 - As this number is higher for this point in the year, it was suggested that more trainings can be sent out to maintain safety and assure that employees are using safe practices to avoid injury.

2. Facility/Office Inspections

- Due to downsizing in the Risk Management department, they were unable to complete the April audit, but Eliana assures that we are still in compliance and will move forward with the October Audit.
- Eliana mentions that with an updated schedule, they will not be pulling the managers off the floor to complete the inspections. Instead, notices will be sent out as for when Risk Management will conduct the inspections that way management can be prepared ahead of time without interruptions.
 - **Please note:** that adjustments should be made throughout the year as opposed to just before the walkthrough to ensure the safety of everyone.

3. Driver Policy Program

- **Updated:** requirements for staff who do not complete the recertification training on time. If the employee does not complete expected training by the required date, they will be revoked from the program and the manager will need to resubmit a request for authorized driver status.
- **Added:** new language that requires documents that have expired without temporary documents to be submitted on time to remain in compliance. A revocation form must be submitted in order to officially remove an employee from the program, along with the employee's certification card.
- Risk management is working to convert the driver forms digitally as opposed to bringing the documents in physically. Once formalized, they will announce the launch when ready.

4. General Training

- **First Aid/CPR/AED Training – June 4th**
 - The training has now been rescheduled 3 times due to staff not completing the online portion on time. If the link assigned has been clicked on, the link has been burned and the training will be paid for. Therefore, it is important to complete the training ahead of the scheduled hands-on portion as to not waste the link. If staff is in a position where this training is required, please complete both parts to remain in compliance.
- **Recertifications 2026**
 - Aly reported that Risk Management is on target for recertification trainings for the month of May. Both Bloodborne Pathogens and Anti-Harassment recertification trainings are up-to-date for the month but are waiting on a couple employees to complete their April trainings.
 - Looking ahead, there are a few who need to complete the Anti-harassment and Workplace Violence trainings for the month of June.
- **Worker's Compensation Documentations Training 2026**
 - Usually an annual training for those that have been promoted into a management or leadership position, as a guide or reminder of the processes required in a leadership role.
- **Power Industrial Truck Safety Training – June 2026**
 - ***New training being launched*** will cover the compliance requirements that come with the use of a forklift and powered pallet jack. However, not all locations will be impacted.
 - ***Forklift recertification*** is approaching in early June. If a department is impacted, Risk Management will be reaching out to notify of the upcoming meetings and training requirements.

5. New Business

- **Food Handlers/Allergens/Managers Food Safety Cert./RBS**
 - As of June, Risk Management is officially taking over these trainings. Formally tracking the process from day 1 of training. The certifications will be sent to managers so they can have it in their binders in case of audits.
- **Kitchen Equipment Training – In Progress**
 - Re-picking up the project with the assistance of Risk Management student assistant to finish putting together training videos.
- **Heat Illness Prevention Plan – 2026**
 - This training will be to assure that employees are safe when it comes to events that occur in the summer as more and more are moved to campus; such as commencement.
- **Alliant Risk Assessment**
 - Rosa is working to make sure that an assessment is taking place for when it comes to risk and safety in our work areas. This project will be coming up in the Spring. More to come.

Next Scheduled meeting – August 28, 2026

Meeting End Time at 3:20PM