

Risk Management Meeting – All Divisions
Wednesday, July 21, 2021 – 2:00PM
Audit schedule – Dining Services / Feb, May, Aug, Nov
Audit schedule – Bookstore Services / Jan, Apr, Jul, Oct
NEW Audit schedule- Corporate Offices/Jul
<https://www.csulb.edu/49er-shops-at-the-beach/risk-management>

1. COVID Activity
 - a. Staff Questions on CDC Guidelines/Masks/Travel/Exposure (Rosa/Eliana)
 - b. Updates

2. Inspections and Audits
 - a. COVID Monthly Inspections Update (Clint)
 - i. NEW Corporate Offices Beginning in August
 1. Pending Training/Launch
 - b. IIPP- Location Inspections Audit (Clint)
 - i. Responsibility of Department Managers
 - ii. Audit and Documenting Corrections
 - iii. Corporate offices will be aligned with the Bookstore audit schedule beginning in July
 - c. Submitting Facilities/Maintenance Requests
 - i. Context and details are required to begin work order (who, what, when, where, why, how)

3. Accident Investigation Update (Eliana)

4. Forklift Training Update (Eliana)
 - a. Succeed Management
 - b. Hands on Practical Training – George Alfaro

5. Action Items & Next Steps (Eliana)
 - a. Next Meeting- September 8th