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