RISK MANAGEMENT

I. Program Cost

One method to assess the effectiveness of the University’s risk management program is to compare the annual cost of the program against the University’s budget over time.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>CSURMA Contributions and Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Workers’ Compensation Contribution</td>
<td>$2,742,731</td>
<td>$2,670,522</td>
<td>$2,246,086</td>
<td>$1,860,427</td>
<td>$1,820,928</td>
</tr>
<tr>
<td>General Liability Contribution</td>
<td>$487,265</td>
<td>$562,152</td>
<td>$547,790</td>
<td>$501,900</td>
<td>$459,568</td>
</tr>
<tr>
<td>General Liability Expenses</td>
<td>$189,113</td>
<td>$139,592</td>
<td>$329,288</td>
<td>$87,353</td>
<td>$79,416</td>
</tr>
<tr>
<td>IDL/NDI/UI Contribution</td>
<td>$405,468</td>
<td>$609,215</td>
<td>$536,042</td>
<td>$430,186</td>
<td>$404,895</td>
</tr>
<tr>
<td>Property</td>
<td>$257,123</td>
<td>$316,115</td>
<td>$372,348</td>
<td>$394,398</td>
<td>$484,037</td>
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<tr>
<td>AIME</td>
<td>$142,663</td>
<td>$124,544</td>
<td>$141,208</td>
<td>$151,924</td>
<td>$147,203</td>
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<tr>
<td>Auto Liability</td>
<td>$115,643</td>
<td>$88,849</td>
<td>$85,844</td>
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<td>$21,463</td>
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<tr>
<td>International Travel</td>
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<td>$16,533</td>
<td>$21,895</td>
<td>$14,000</td>
<td>$10,870</td>
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<tr>
<td>Student Professional Liability Insurance</td>
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<td>$13,423</td>
<td>$13,740</td>
<td>$13,740</td>
<td>$13,740</td>
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<tr>
<td>SAFECLIP</td>
<td>N/A</td>
<td>N/A</td>
<td>$21,273</td>
<td>$32,475</td>
<td>$32,475</td>
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<tr>
<td>Special Event</td>
<td>$4,049</td>
<td>$5,422</td>
<td>$4,752</td>
<td>$2,780</td>
<td>$4,886</td>
</tr>
<tr>
<td>Inland Marine</td>
<td>$2,448</td>
<td>$2,662</td>
<td>$2,745</td>
<td>$2,264</td>
<td>$2,129</td>
</tr>
<tr>
<td>Student Travel</td>
<td>$913</td>
<td>$913</td>
<td>$913</td>
<td>$913</td>
<td>$913</td>
</tr>
<tr>
<td><strong>Total CSURMA Contributions and Expenses</strong></td>
<td><strong>$4,359,770</strong></td>
<td><strong>$4,549,942</strong></td>
<td><strong>$4,323,924</strong></td>
<td><strong>$3,538,495</strong></td>
<td><strong>$3,482,523</strong></td>
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<tr>
<td>Administrative Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative (Salaries)</td>
<td>$189,393</td>
<td>$195,075</td>
<td>$213,741</td>
<td>$214,020</td>
<td>$182,912</td>
</tr>
<tr>
<td>Administrative (Expenses)</td>
<td>$7,351</td>
<td>$10,441</td>
<td>$4,310</td>
<td>$12,234</td>
<td>$10,626</td>
</tr>
<tr>
<td><strong>Total Administrative Costs</strong></td>
<td><strong>$196,744</strong></td>
<td><strong>$205,516</strong></td>
<td><strong>$218,051</strong></td>
<td><strong>$226,254</strong></td>
<td><strong>$193,538</strong></td>
</tr>
<tr>
<td><strong>Total Risk Management Costs</strong></td>
<td><strong>$4,556,514</strong></td>
<td><strong>$4,755,458</strong></td>
<td><strong>$4,541,975</strong></td>
<td><strong>$3,764,749</strong></td>
<td><strong>$3,676,061</strong></td>
</tr>
<tr>
<td>University Budget</td>
<td><strong>$279,072,604</strong></td>
<td><strong>$290,550,778</strong></td>
<td><strong>$328,437,226</strong></td>
<td><strong>$334,479,719</strong></td>
<td><strong>$315,015,592</strong></td>
</tr>
<tr>
<td><strong>Total RM Costs as a Percentage of the University Budget</strong></td>
<td><strong>1.63%</strong></td>
<td><strong>1.64%</strong></td>
<td><strong>1.38%</strong></td>
<td><strong>1.13%</strong></td>
<td><strong>1.17%</strong></td>
</tr>
</tbody>
</table>

Notes: “CSURMA” stands for “California State University Risk Management Authority.” “University Budget” represents the baseline budget for the University’s operating fund and does not include construction costs and other miscellaneous expenses. Student professional liability insurance was offered for the first time in 2006-07; SAFECLIP, a liability insurance program for students completing academic coursework off campus, was offered for the first time in 2007-08.
A cost of risk at or below 2% is an industry standard for better than average performance. In 2009-10, total risk managements costs fell by $88,688. This represents the third consecutive reduction in annual costs. When considering the approximately $30,000 saved by sharing a Workers’ Compensation Manager with CSU Dominguez Hills, total costs fell by approximately $120,000. The percentage of the University’s budget allocated to risk management equaled 1.17%, the second lowest level since at least 2002-03. The small increase in total risk management costs as a percentage of the University’s budget from 2008-09 to 2009-10 was due to a more than $18,000,000 reduction in the University’s budget.

Another way to measure the effectiveness of the University’s risk management efforts is to compare the percentage decrease/increase of certain campus risk management costs against the System average. In 2009-10, the University’s risk pool contributions for CSURMA’s Workers’ Compensation, general liability (including two new liability programs), automobile liability, property, IDL/NDI/UI and AIME programs decreased by 1.3% while the average increase across the System was 0.5%.

These positive results are due in large part to a 2.1% reduction in the University’s Workers’ Compensation program costs and a decrease of 8.1% in the University’s general liability program costs. These results would have been more positive if the University’s percentage of Systemwide payroll had not increased again in 2009-10. The University’s Workers’ Compensation and general liability program costs are directly impacted by the size of the University’s annual payroll relative to the Systemwide payroll. Generally speaking, if a decrease in the University’s payroll for any given year is less than the System decrease for that year, these costs will increase, all other things being equal. If a decrease in the University’s payroll is greater than the System average for that year, these costs will decrease, all other things being equal.

II. Threats Facing the University

A key risk management function is to anticipate and identify risks that could negatively impact the University’s strategic mission; reputation; day-to-day operations; compliance with applicable laws and regulations; and financial resources. Set forth below are the threats risk management staff believe most likely could have a negative impact on one or more of the five areas listed above. This list is based on a review of the University’s loss history, as well as current insurance and litigation trends.

- Declining State financial support
- Reduced employment
- Compliance with federal and state laws and regulations prohibiting harassment, discrimination and retaliation, and promoting access for individuals with disabilities and women
- Information security
• Sustainability requirements and expectations
• Grant management
• Student mental health issues such as suicide prevention and drug/alcohol use
• Domestic automobile travel
• Construction project management
• Off-campus, experience-based, learning activities
• International travel and programs

III. Workplace Liability

One of the primary reasons why the Office of University Risk Management was created was to address and reduce workplace liability. During the 2009-10 academic year, for the first time since the creation of this unit a staff position was allocated to develop programs specifically to limit the University’s liability in this area. The initial focus of this position was to review the University’s new orientation programs and to develop a training program for MPPs and Department Chairs. Despite staffing changes that slowed progress, the revised orientation and training will likely be implemented by fall 2011.
ENVIRONMENTAL HEALTH & INSTRUCTIONAL SAFETY

Environmental Health and Instructional Safety (EH&IS) is charged with the integration of safety into the university community and its programs. EH&IS supports the university's mission through partnership, guidance, consultation, technical assistance, and education to promote health, safety, and the facilitation of regulatory compliance.

The following list includes the areas of major responsibility and does not include the broad range of topics under each category.

- Biological Safety
- Emergency Preparedness
- Indoor Air Quality
- Ergonomics
- Environmental Compliance (air, water, soil, sanitary sewer)
- Environmental Health/Sanitation (food/pool safety)
- Environmental/Safety Internships
- Exposure Investigations
- Hazard Communication
- Hazardous Materials/Waste
- Incident/Emergency Response
- Industrial Hygiene
- Injury and Illness Prevention
- Fire and Life Safety/Fire Prevention
- Laboratory Safety
- Laser Safety
- Learning Management System
- Radiation Safety
- Safety Inspections
- Safety Training
- Spill Control/Prevention

I. Mission

EH&IS strives to complete our mission within the University community by:

- Providing services that promote health, safety and environmental responsibility through informing, empowering and alerting members of the University community of their responsibility to make their environment as safe as it can be.
- Developing, disseminating and applying health, safety and environmental programs using state-of-the-art technologies and innovative ideas.
- Serving as a consultant on health and safety issues to all University departments and individuals.
- Attracting and retaining high quality and dedicated staff by providing professional development opportunities in an environment that allows each individual to contribute to highest potential, through empowering and recognizing outstanding achievements.
- Striving to incorporate quality, trust, and respect in all safety programs.
II. Organization

EH&IS reports to the Executive Director of Human Resource Services. The University Risk Manager leads the organization. There are six safety professionals, one administrative assistant, and three student assistants. See the following organizational chart.

Environmental Health and Instructional Safety is divided into two areas – Safety Programs and Services and Environmental Management.

III. Safety Programs and Services

The Safety Programs and Services function of EH&IS addresses various aspects of environmental health and occupational safety in order to promote a safe environment for the entire campus community. Responsibilities range from enforcement of State environmental health regulations and CSU policies to consultative activities for faculty, staff, and students. Important tools used to promote safety include inspections, training, personal assessments, plans review, and safety communication.

A. Inspections

Safety Inspection Programs involve retail food facility, swimming pools, and Injury and Illness Prevention Program (IIPP) inspections. The Orange County Health Care Agency
(OCHCA) has delegated responsibility for food facility and swimming pools regulatory inspections to EH&IS to enforce the California Health and Safety Code as local health departments do in the surrounding Orange County region. The IIPP inspections help campus to comply with Title 8 of the California Code of Regulations which requires an employer to conduct inspections to prevent occupational injuries and illnesses.

1. Retail Food Facilities

Throughout the fiscal year the Food Inspections Program conducted 27 total inspections for 24 retail food facilities during fiscal year 2008-09 and identified 92 deficiencies. In FY 2007-08, there were 25 inspections for 22 facilities with 86 deficiencies identified.

The CSUF retail food facilities include:
- 8 restaurants
- 5 pre-packaged food marts
- 3 mobile food facilities
- 4 temporary food facilities
- 2 catering facilities

Inspection reports are listed at [http://ehis.fullerton.edu/FoodInspectionReports/](http://ehis.fullerton.edu/FoodInspectionReports/)

The Food Inspections Program has been enrolled in the Food and Drug Administration (FDA) Voluntary National Retail Food Regulatory Program Standards. The Program Standards will create metrics for comparison with other jurisdictions and for tracking performance over time.

2. Department Safety Coordinator Inspections

The safety program has 104 Department Safety Coordinators who act as liaisons with the EH&IS Office. They are responsible for annual department safety inspection. During the past year, 38 DSC inspectors found 131 deficiencies. In 2008 56 DSC found 364 deficiencies.

3. Injury and Illness Prevention Plan (IIPP) Inspections

EH&IS conducts IIPP inspections in addition to those conducted by the DSC Program. These range from asbestos inspections and review of occupancy loads after a construction project to job safety analysis inspections of high hazard areas in Physical Plant and inspections for specific IIPP programs such as the Lockout/Tag out and Hazardous Energy Protection Program. EHIS conducted 124 IIPP inspections throughout fiscal year 2008-09.
B. Safety Training

EH&IS coordinates a campus-wide learning management system called LearnerWeb (aka Employee Training Center). This program is used for sign-up of class enrollment, training database, and is used to launch online classes. The following information reflects the amount of training conducted during the calendar year.

<table>
<thead>
<tr>
<th></th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor Led Courses</td>
<td>132</td>
<td>109</td>
</tr>
<tr>
<td>Total Attendees</td>
<td>1467</td>
<td>1082</td>
</tr>
<tr>
<td>Training Hours</td>
<td>1918</td>
<td>1690</td>
</tr>
<tr>
<td>Total Persons</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taking Online Training</td>
<td>440</td>
<td>444</td>
</tr>
</tbody>
</table>

C. Communication

The IIPP requires that employers provide some method of safety communication. EH&IS distributed the electronic newsletter, Safety Watch, as the primary form of safety communication with the campus community. 16 Safety Watch newsletters were published in 2009. EH&IS also issues campus wide safety emails, posts emergency messages on the campus website, and chairs the campus-wide safety committee as other forms of safety communication.

D. Ergonomics

28 ergonomic evaluations were conducted during the past year.

E. Medical Monitoring Program

EH&IS administers the Medical Monitoring Program, which is required by law for people with certain hazardous exposures including asbestos workers, painters with possible lead exposure, and those working with excessive noise. We currently have 100 employees in the medical monitoring program.

F. Occupational Injury and Illness Data

EH&IS strives to reduce the rate of total injuries and illnesses (incidents) on campus, especially those related to the workplace. Risk Management and EH&IS track annual workplace incidents and safety performance. EH&IS uses the data to calculate incident rates* to compare with other workplaces. CSUF performed better than other campuses during the 2008 calendar year with an incidents rate of 1.41 compared with the overall
Cal State incidents rate of 2.16 and the national colleges and universities incidents rate of 2.5 in 2007, the latest data available.

*The incident rate is the number of occupational injuries & illnesses per 100 employees.

EH&IS also reviews other injury and illness data to help prioritize safety initiatives and to assess safety performance. Several data sources exist including Cal-OSHA recordable injuries, Cal-OSHA reportable injuries, total injuries, and worker’s compensation claims. Cal-OSHA requires that employers post a log of injuries meeting certain criteria, and these totaled 40 during the calendar year. Cal-OSHA also requires that employers report serious injuries immediately, but CSUF experienced no reportable injuries during the year. 88 worker’s compensation claims occurred during the year. And, 122 injuries occurred that were reported but many of which did not meet the criteria of a worker’s compensation claim or the injury log. Many of these are first aid only or injuries of minimal severity.

<table>
<thead>
<tr>
<th></th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSUF Incidents</td>
<td>50</td>
<td>50</td>
<td>40</td>
<td>48</td>
<td>41</td>
<td>40</td>
</tr>
<tr>
<td>Days Away from Work</td>
<td>464</td>
<td>326</td>
<td>223</td>
<td>827</td>
<td>502</td>
<td>17</td>
</tr>
<tr>
<td>CSUF Incidents Rate (IR)</td>
<td>1.90</td>
<td>1.94</td>
<td>1.57</td>
<td>1.74</td>
<td>1.42</td>
<td>1.41</td>
</tr>
<tr>
<td>CSU IR</td>
<td>1.94</td>
<td>2.57</td>
<td>2.49</td>
<td>2.16</td>
<td>2.02</td>
<td>2.16</td>
</tr>
<tr>
<td>Calif. Educ. Svcs. IR</td>
<td>3.20</td>
<td>3.10</td>
<td>2.40</td>
<td>2.80</td>
<td>2.30</td>
<td>2.90*</td>
</tr>
<tr>
<td>National Universities IR</td>
<td>2.70</td>
<td>2.80</td>
<td>2.70</td>
<td>2.50</td>
<td>2.60</td>
<td>2.40</td>
</tr>
</tbody>
</table>

*In 2008 California, consistent with National data, created a sub-category for colleges, universities, and professional schools.

IV. Environmental Management

Environmental Health and Instructional Safety provides specialized services in the area of environmental management in order to protect the environment and comply with federal,
state and local regulations. Programs include air quality management, hazardous waste management, and soil and water pollution prevention.

A. Air Quality

The Air Quality program assists the campus in air pollution prevention and provides compliance assistance on South Coast Air Quality Management District (AQMD and other Clean Air Act laws and regulations. Program activities include sampling outdoor air, gathering meteorological data, responding to releases, assisting with SCAQMD Permit to Operate, and developing regulatory programs and informational guidelines. During the past year, EH&IS

1. Submitted two AQMD permit for emergency generators at University Police and Housing; permitting of the four Housing boilers.
2. Submitted one permit to construct/operate for the Tri-Generation Plant and four boiler permits.
3. Managed the Public Notice for University Police and the Tri-Generation Plant due to their proximity of a K-12 school.

Other air quality projects included:

1. Annual Air Emissions Report
2. Large Spark Ignition Source Reduction Notification
3. Small Spark Reduction Notification
4. Freon Usage
5. California Air Resources Board Off-Road Vehicle Identification
6. Emergency Internal Combustion Engine Notification (Rule 1472)
7. Developed Engine Idling standards due in 2010
8. Fugitive Dust Emissions Mitigation program for Design and Construction

B. Soil and Water Quality

This Program is responsible for preventing contamination of soil and ground water by control of hazardous material spills and underground storage tanks. Storm water runoff and sewer discharge guidelines help prevent contamination of our waterways and oceans.

During the past year, EH&IS

1. Submitted Sanitary Sewer Overflow reports to the State Water Resources Board
2. Developed and implemented two more phases of the Sanitary Sewer Management Program
3. Reviewed four Storm Water Pollution Prevention Plans
4. Updated the Campus Storm Water Management Plan
5. Implemented a water sampling program in Central Plant
6. Directed the excavation of contaminated soil from the Parking Structure elevator piping following a leak of approximately fifty to sixty gallons of hydraulic fluid

C. Hazardous Materials Management

The CSUF Hazardous Materials Management Program helps to ensure the proper storage, handling, and disposal of chemical, medical, and radioactive waste produced on campus.

1. Chemical Safety (Chemical Hygiene)

EH&IS provides resources, training and consultation to the university to ensure the safe handling, transport, use, collection, storage, and disposal of chemicals generated by teaching, research or administrative support activities. During the past year, EH&IS conducted 80 Laboratory Safety inspections in the Sciences and 38 Studio Safety inspections in the Arts and two inspections in Engineering.

2. Biosafety

Biohazards are biological agents or substances present in the work environment that may present a hazard to the health and well-being of the worker and the campus community. Biological agents include infectious and parasitic agents, noninfectious microorganisms (fungi, yeast, and algae), plants and animals that cause occupational disease. CSUF is currently a Biosafety Lab 1 requiring minimal overview. There were no Biosafety inspections conducted over the past year.

3. Radiation Safety

Radioactive materials are important tools in research and educational activities. CSUF has a Broad Scope B license granted by the California Department of Health Services. The University is permitted to receive, possess, store, use, transfer, import, and dispose of radioactive material and radiation producing devices. Over the past year, four drums of radioisotope waste materials were shipped off campus for disposal. In addition, a 400 Curie radioisotope irradiator was shipped offsite to the Department of Energy.

4. Laser Safety

The use of lasers is becoming increasingly widespread in all walks of life, especially in education and research. Lasers can present a variety of potentially serious hazards. Laser radiation can cause injury to the eyes and the skin. Lethal
electrical and fire hazards can also be present with high-powered lasers. Hazardous chemicals may also be used in conjunction with lasers.

V. Challenges

A. The Safety Trainer position is vacant and will remain so until budgets improve. Training duties have been disbursed among existing employees reducing time needed for other duties.

B. The Radiation Safety Officer position has been vacated and duties have been dispersed to others in the Environmental Management area. In addition, a consulting company was hired to assist in the transition.

C. After 15+ years, the State Fire Marshal’s Office began conducting Title 19 inspections of all university buildings. The inspections, report paperwork, and follow-up inspections are extremely time-consuming.

D. Many complex regulations have recently passed and regulatory agencies are focusing more on enforcement. Swimming pools now require modifications based on federal regulations; the State has established new requirements for restaurants regarding menu labeling and trans-fats; and AQMD has hired inspectors specifically to improve their enforcement capabilities. This trend shows signs of accelerating rather than waning, especially as regulatory agencies can bring in revenue by charging for inspections and fining for infractions.

E. The January 2009 death of a UCLA lab worker has resulted in numerous recommendations for improvements in lab safety. Implementation of these recommendations is unpopular.

VI. Reportable Incidents / Events:

- **January 5/Cooling Towers**  Sulfuric acid spill at the Cooling Towers. Pneumatic valve on the sulfuric acid tank leaked 800 gallons. Most was contained, but 5 gallons went to the storm drain. Cleaned up by North State and EHS personnel. **Cost: $8000**

- **March 20/Corporation Yard** 50 gallons of hydraulic fluid leaked from a Civil Engineering hydraulic press stored in the Corporation Yard and accidentally dumped into a roll-off bin for disposal. **Cost: $15,000**

- **May 5/Housing**  Students fighting at Housing caused a large blood spill. Cleaned by EH&IS and Housing custodial staff. **Cost: insignificant**

- **May 5/Dan Black Hall 184**  Student exposed to a leaking fluorine gas tank. No long term exposure and no immediate costs. Cost to correct the unsafe condition is **$25,000**. A project to correct this condition was approved for 2010.

- **May 23/Parking Structure 2**  Leak of approximately 60 gallons of hydraulic fluid from the State College Parking Structure elevators. Hired Teracon, Inc. to direct the excavation of contaminated soil from the leak’s locations. Reports were submitted by Teracon on behalf of the campus to Orange County Environmental Health Department.
Decontamination acknowledged as adequate with little danger of contamination to existing groundwater. The site was backfilled and the elevators placed back in service. **Cost $140,000**

- **July/McCarthy Hall 254 water issue.** Reports of bad tasting and smelling water in 254. Occupants believe they are being affected. Water analysis showed no contamination. However, the water they were using was laboratory water which does not have anti-siphon protection.

- **August 21/Dan Black Hall 254** Lab oven caught fire due to faulty element inside the oven releasing smoke. **Cost: oven discarded.**

- **August 21/Arboretum** During the week of 8/21/09, Arboretum staff began the removal of the flooring of the Nature Center (next to the restrooms). The floor was covered with carpet over 12x12 beige tiles. As the carpet was pulled up, the tile came with it. The work was halted and on 8/24, EH&IS was called to check whether it might be asbestos. Samples were taken for the tile and mastic—the lab results came back positive for both. Physical Plant was called in to complete the removal. **Cost: $5000**

- **September 11/Cooling Towers** Sulfuric Acid spray. Seal on a pump maintained by the University to pump acid into the cooling system failed and caused the acid to spray out. The airborne acid stream left the caged area containing the acid tank and hit a contractor employee who was working on a light in the general vicinity of the acid. **Cost: $5000 plus potential liability and Workers’ Comp. costs.**

- **November 3/Dan Black Hall 149** Lab fire started by either an electrical outlet or cord. Caught a mineral bath on fire, causing damage to equipment and adjacent wall and door. **Cost: $8000**

- **December 9/Dan Black Hall loading dock.** Liquid Nitrogen tank valve froze after opening causing a high pressure gas leak. **Cost: unknown amount of liquid nitrogen lost.**

- **December 17/Education Classroom** Faculty and staff on the 6th floor reported a cluster of auto-immune illnesses and allergies claiming environmental factors were responsible. Testing of the area is ongoing.

### VII. Accomplishments

#### A. Safety Programs and Services

1. Analyzed user needs and worked with Admin/Finance IT group to ensure the successful completion of the upgrade of the Learning Management System known as Learner Web/Employee Training Center.

2. Received the CSU Quality Improvement Award Team of the Year Award for developing a System-wide Environmental Health and Safety Customer Satisfaction Survey and developing an improvement plan based on the responses.
3. Developed a partnership with Digital 2000 – an online safety training developer. Digital 2000 is using the campus as a backdrop for campus specific training courses. The campus will get unlimited access to these training programs.

4. Completed a baseline assessment for the USFDA Program Standards which enables us to track food safety performance over time and which will help us to compare our performance to other jurisdictions. A food security plan and template was also developed and provided to Campus Dining Services as a foundation for their food security system.

5. Developed an online food safety program for student groups who have BBQ and other food events. Student groups hold over 200 events per year.

6. Completed the installation of Knox Boxes on all buildings to provide access to building keys by the Fullerton Fire Department.

7. Facilitated emergency response by conducting campus tours and in-depth orientation to McCarthy Hall and Dan Black Hall for the Fullerton Fire Department responders/engine companies.

8. Assisted departments in implementing State Fire Marshal Title 19 inspection findings.

9. Developed an Electrical Safety program as required by the Chancellor’s Office and new electrical codes to improve safety while working on live electrical systems.

10. Revised Contractor Safety guidelines used as part of the bid package and added information to help general contractors pre-screen their sub-contractors for safety performance.

11. Conducted two Campus Emergency Response Team training classes.

B. Environmental Management

1. Bid and awarded our own Hazardous Waste Disposal contract.

2. Began consolidating and bulking our own hazardous waste saving close to $100,000 in waste disposal costs.

3. Replaced the charcoal and HEPA filters in Dan Black Hall saving the campus $20,000 in contractor labor costs.

4. Led the CSU in developing a state-wide contract for online Material Safety Datasheets. We saved each campus approximately $4000 each.


6. Standardized protocols for fume hoods and Biosafety cabinets.

7. Worked with the Department of Nursing to develop procedures for reducing costs for non-contaminated sharps i.e. reuse of sharps containers containing non-hazardous liquids.

8. Assisted departments in the implementing State Fire Marshal Title 19 inspection findings.

9. Implemented a new laboratory safety training program.
10. Reuse of coffee cans to contain solid wastes, dead batteries, etc from laboratories and other facilities.

VIII. Initiatives

A. Safety Programs and Services

1. Launch Digital 2000 online safety training programs.
2. Involvement in the Commencement Committee to eliminate many of the fire and life safety issues surrounding previous commencements.
3. Become more involved in the Theater Department. Develop and implement a Theater Department Safety Program.
4. Develop an incident response filing system.
5. Co-host, with Risk Management, an ergonomic assessment training session system-wide.
6. Improve relations with the College of Engineering/Computer Science.
7. Come to an agreement with the Fullerton Fire Department on building signage and the use of bollards.

B. Environmental Management

1. Work with consultants and the Air Quality Management District to exempt Dan Black Hall from requiring HEPA filters on the radioisotope exhaust fans.
2. Implement the Laser Safety Program
3. Implement a downsized Radiation Safety Program.
4. Further expand the Laboratory Safety training program to provide specific, hands-on safety training for the faculty, staff, and students.
5. Develop a program for onsite decaying of some radioactive materials to reduce disposal costs.
6. Revise laboratory door signs to be more informative for those entering the lab.
7. Become active in the development of a Biosafety Committee.
8. Encourage convening of a Natural Sciences and Mathematics Safety Committee.
9. Encourage the continuation of an Art Safety Committee.
10. Implement a new chemical inventory program.