

Risk Management Meeting – All Divisions
Wednesday, September 14, 2022 – 2:30PM
Audit schedule – Dining Services / Feb, May, Aug, Nov
Audit schedule – Bookstore Services / Jan, Apr, Jul, Oct
NEW Audit schedule- Corporate Offices/ Jan, Apr, Jul, Oct
<https://www.csulb.edu/49er-shops-at-the-beach/risk-management>

1. COVID Activity
 - a. CDC Guidelines/Masks
 - b. Ongoing Process
 - i. All staff call outs/sick require a COVID Screening and HR clearances to return to work
2. Inspections and Audits
 - a. Updated Audit Forms
 - Department Manager – Signatures Required / Audit Ownership
 - b. Fire Marshal/Internal Walkthrough Review- Pending
3. Incidents/Safety Update
 - a. Accident Investigation
 - i. First Aid Kits
4. Emergency Evacuation Maps
 - a. Update Status
5. General Training
 - a. First 30 Days- HR
 - i. COVID Training /Acknowledgement Form
 - ii. N-95 Mask Training
 - iii. Sexual Harassment Training/Mgr Training
 - b. First 30 Days- Division
 - i. Divisional Training- Needs
 - ii. Food Handler Card Training/(Mgr Training ServeSafe for all FT Staff)
 - iii. RBS (Responsible Beverage Service via Department Alcohol Beverage Control)
 - c. Other Training
 - i. NEW – Customer Retail Safety – TBD
 - ii. PENDING- Bloodborne Pathogens Training – TBD
 - iii. PENDING- Allergen Training- TBD
6. Items to Watch
 - a. Business Continuity Plan
 - Updates – COVID
7. Action Items & Next Steps
 - a. Meeting Frequency
 - i. Next Meeting- October 12th @ 2:30pm