

Risk Management Meeting – All Divisions
Wednesday, March 16, 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. Staff Questions on CDC Guidelines/Masks/Travel/Exposure
 - b. Vaccination Exceptions
2. Inspections and Audits
 - a. Updated Audit Forms
 - Department Manager – Signatures Required / Audit Ownership
 - b. Fire Marshal/Internal Walkthrough - TBD
3. Incidents/Safety Update
 - a. MOMS Forms
 - b. Accident Investigation
 - Proper PPE
 - Disciplinary Actions
4. Emergency Evacuation Maps
 - a. Update Status
5. General Training
 - a. COVID Training /Acknowledgement Form
 - b. N-95 Mask Training
 - c. NEW – Customer Retail Safety – TBD
6. Items to Watch
 - a. Business Continuity Plan
 - Updates – COVID
 - b. Vendor Roll Call
7. Action Items & Next Steps
 - a. Meeting Frequency
 - i. Next Meeting- April 13th @ 2:30pm