

DEPARTMENT OF INDUSTRIAL RELATIONS

**Office of the Director**

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In Person and Via Video/Audio Conference

**In Attendance:****DIR:**

Mark Chekal, DIR Policy Advisor  
Steve Arrendondo, Division of Labor Standards  
Enforcement, Labor Commissioner's Office  
Suzanne Honor-Vangerov, Division of Workers'  
Compensation  
Victor Copelan, Division of Occupational Safety and  
Health  
Ted Richards, Division of Workers' Compensation

Christopher Bouvier, ABM  
Donna Jones, Department of General Services  
Erin Glenn, Civil Rights Department  
Jora Trang, Worksafe  
Laurie Sewell, Servicon  
Luis Fuentes, SEIU-USWW  
Matthew Hargrove, CA Business Properties  
Association & BOMA  
Monica Zambrano, Building Partnerships  
Nestor Castillo, UC Berkeley Labor Occupational  
Health Program  
Patricia Cuevas, Individual Janitorial Worker  
Patricia Harris, UCSF  
Stephen Bao, Northwest Center for Occupational  
Health and Safety  
Suzanne Teran, UC Berkeley Labor Occupational  
Health Program  
Yardena Aaron, MCTF

**Presenters:**

Matthew Juchniewicz, Sacramento City Unified School  
District  
Tia Koonse, UCLA  
Brian Justie, UCLA

**Committee Members:**

Alfredo Lahud, Individual Janitorial Worker  
Carisa Harris, UCSF Center on Occupational and  
Environmental Health

**• Welcome**

Mark Chekal, Policy Advisor, Office of the Director

- Opening Remarks from Mark Chekal
- Committee member roll call
- Quorum established

**• Report on June 20 meeting outcomes, Tia Koonse, UCLA**

- i. Reports back on questions discussed during breakouts
- ii. Discusses data sources, access to information and existing gaps
- iii. Surveys, interviews and focus groups to be employed
- iv. Seeks input on scope and methodology
- v. Goal today is to generate questions and identify data needs, sample size and methodology

- **Presentation: Matthew Juchniewicz, Sacramento City Unified School District**
  - i. Discussion of standards used to measure janitorial work
    1. Staffing ratios
    2. Various international, federal and state formulas to guide staffing and work
    3. How should formulas be used? What inputs should be included? Tools? Team vs individual cleaning?
- **Presentation: Stephen Bao, Northwest Center for Occupational Safety and Health**
  - i. Most recent production rate study in Washington State
    1. Defines problem as understanding janitorial workloads
    2. Ergonomics: balancing workload and physical capacity
    3. Reviews workload calculator focused on office cleaning that takes job plan inputs such as tasks, location, activities, tools, duration and work areas
    - 4.
- **Gallery Walk facilitated by Mark Chekal, Brian Justie, Erin Glenn and Suzanne Teran**
  - i. Members break into three groups and visit three stations to facilitate collective ownership of research and help with data gathering
    1. Ergonomic risks/production ratios
    2. Wage theft/collective bargaining
    3. Covid/demographic impacts
- **Next meeting agenda discussed**
- **Meeting logistics/travel reimbursements**
- **Public Comment**

Three members of the public, all janitorial workers, discussed concerns, including:

  - Physical toll of janitorial work
  - Need to enhance quality of life for workers
  - Role of the state in providing a fair and safe working environment
  - Necessity of the state building trust with workers
  - Emotional workload is just as important to understand as physical
  - Desire to improve working conditions
- **Adjournment**