Mitigating Risks At Your Events - Who To Call And When

March 5, 2019

UC San Diego Events Council Meeting
Welcome
Jill Townsend, Executive Director, Special Events and Protocol

Housing • Dining • Hospitality
Jackie Campbell, Associate Director, Hospitality and Conference Services
Jason Alessio, Catering Event Coordinator, UC San Diego Catering

Panel Discussion moderated by Adrianne McCraw
Charles Strickland, Campus Fire Marshal, Environmental Health & Safety
Jeff Eisert, Water and Food Safety Manager, Environmental Health & Safety
Edie Mitchell, Director of Risk Management, Environmental Health & Safety
Anthony Tran, Director, University Events Office

Q&A
HOSPITALITY AND CONFERENCE SERVICES

Experience
UC San Diego
Hospitality and Conference Services
UC SAN DIEGO CATERING

You're Invited!

UC SAN DIEGO
Catering
SHOWCASE

Join UC San Diego Catering Chefs and Event Coordinators as they debut fresh, seasonal, and customizable menus!

Tuesday, March 12, 2019
1 to 4pm | The Great Hall

RSVP by March 5 to catering@ucsd.edu

The all new UC San Diego Catering is proud to align with campus in its diversity, innovation, and commitment to achieving zero waste.

We're looking forward to working with you!

UC San Diego
HOUSING - DINING - HOSPITALITY
Catering Services
UC San Diego Catering New Website and Menu

Chef Josie

I chose these favorite items because I am inspired by my Filipino heritage, my travels across Asia, and my love for fresh, seasonal vegetables that provide different textures and crunch with every bite!

- Grilled Asparagus w/ Seasoned Panko Breadcrumbs, Anchovy Fillets, Caesar Dressing and Shaved Parmesan Cheese
- Avocado and Shiitake Mushroom Spring Rolls
- Bao Bun Station
Mitigating Risks at Your Events
Who to Call and When
PANEL INTRODUCTIONS

➢ Edie Mitchell
   Director of Risk Management

➢ Charles Strickland
   Campus Fire Marshal

➢ Jeff Eisert
   Water and Food Safety Manager

➢ Anthony Tran
   Director of University Events Office
When should an event coordinator call the Fire Marshal?
What are some blind spots we should consider when serving food to the public?
What are some best practices for mitigating risks and how have you worked with Risk Management to make your events safe?
MITIGATING RISKS AT YOUR EVENT

What are some online resources we can use when planning an event on campus?
Risk Management: Special Events

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Learn how to anticipate and manage health, safety and liability risks associated with special events.

**On campus events**

- [Special Events Safety Checklist Tool](#) (PDF)
- [Fire Permit for Special Events](#) (PDF)
- [Temporary Food Facilities](#)

**Off-campus events and field trips**

Use resources below to plan field trips or other off-campus special events.

- [Planning Special Events Off-Campus](#)
- [Field Operational Planner](#)

Contact [Risk Management](#), (858) 534-2454.
What is one takeaway you would like to share with the group?
Questions?