



SAFETY & SECURITY COMMITTEE MINUTES

February 1, 2006

A meeting of the Safety & Security Committee was held on *Wednesday, February 1, 2006, at 2:00 p.m.*, in RS-5.

Call to Order

Mike Ellis, Interim Chair, called the meeting to order at 2:02 p.m.

Roll Call

Members Present Tony Cruz, Mary Cassoni, Mike Ellis, Michael Finton, Nancy Horio, Ken Jay, Pam Keinath, Karen Mifflin, Donna Renner and Don Thompson

Members Absent: Norma Bean, Jayne Conway, Eric Duvall, Katherine Gannett, Kelley Hudson-MacIsaac, Neill Kovrig and Dolores Silva

Ex-Officio Members Present: Lucy Nelson and Pam Webb

A. Minutes – December 7, 2005

MSC Jay/Cruz None opposed.

Minutes are posted on the Palomar College web page as follows:
<http://www.palomar.edu/committees.htm>.

B. Discussion/Information Items

1. **Workers Comp – Lucy Nelson**

Lucy reported that during the month of December 2005, there was one workers' comp claim (first aid/Facilities employee) but during the month of January 2006, there were five workers' comp claims; three of which were Facilities employees.

Mike asked Nancy and Lucy if they had contacted Keenan & Associates about providing one-on-one training for the Facilities employees who are repeat offenders (workers' comp claims). Nancy indicated that they had not yet contacted Keenan but they would do so soon.

Nancy reported that the new Vice-President for Human Resources is very familiar with the "Return-to-Work Program" and Lucy indicated that their office hopes to start this program soon.

2. **Campus Police – Tony Cruz**

Tony reported the following activities that have occurred since our last meeting:

- Two petty thefts
- One grand theft (stolen IPOD from vehicle)
- Five burglaries (three vehicles, one classroom, one office)
- Five vandalisms/Escondido Center (graffiti)
- One stolen vehicle (student)
- One Hit-and-Run
- Three traffic collisions (all students with no injuries)
- One reckless driving incident/cited
- One incident involving drug paraphernalia/marijuana

- One medical assist involved a student, leaving a Sunday Dance Class, who tripped on the sidewalk outside of the O-Building. Student has filed a claim for medical reimbursement against the District.

3. **Risk Management – Ken Jay**

Ken reported on his recent attendance at an insurance conference. The conference dealt mainly with ADA compliance¹ Ken indicated that our insurance company is very worried about compliance to this act.

Ken commended that he is sure that everyone in today's meeting has heard that the entire business community of Julian, California has been threatened with ADA lawsuits by a San Diego attorney². Julian merchants have been served notice to pay up or be sued. This type of tactic has been epidemic in San Diego County and across the nation.

Committee members discussed ADA Compliance for the District. Mike Ellis shared that several areas on campus are not compliant including the following:

- HBET Control Room
- HBET Restrooms
- HBET Aisles
- HBET Auditorium Seating
- AA/ST Staff Building – even though we have an ADA ramp there should be an elevator installed by the front entrance stairwell.

Mike reported that we have a long history of compliance with the Americans with Disabilities Act. Don Thompson is presently working on mapping campus room setups and once that project is completed it will be posted in all classrooms, including laboratories and the Instruction Office.

Another issue that was brought up during the insurance conference was college employees using their own personal vehicles for college business. At the conference, a recent incident was brought forward about an employee who hit a pedestrian while on school business. Claim was filed against the school for \$3 million dollars. Districts could be held liable when employees are using their cars for District or college purposes. In reality, employees using their own cars for college business should be obligated for damage to their car and liability for injury/damage sustained by third parties. The District's insurance is secondary to the vehicle owner's insurance.

4. **Health Services – Pam Webb**

Pam gave a brief update, to the committee, on the Health Services/Emergency/First Aid Summary Report for January 2006:

Health Services responded to the following number of emergencies, medical injuries and advanced first aid:

- 8 students/0 employees on the San Marcos Campus; 0 students/0 employees on the Escondido Center Campus for emergency response, 1 of which was a 9-1-1 call.
- 9 students/0 employees, 0 students/0 employees on the Escondido Center Campus for advanced first aid.

Pam reported that the Nursing staff is short-handed at the present time.

¹ Americans with Disabilities Act <http://www.usdoj.gov/crt/ada/adahom1.htm>

² http://www.nctimes.com/articles/2005/12/18/news/top_stories/23_24_0412_17_05.txt

Upcoming events:

- The next Blood Drive will be held on February 21, 22 and 23, 2006 from 9:30 a.m. to 2:30 p.m. in Parking Lot 11.
- Free HIV Testing will be held on Monday, February 6, 2006.

5. **ASG**

There was none to report.

6. **Environmental Health & Safety – Don Thompson**

Don reported on the following activities:

- The asbestos removal project for buildings B, O and P was successfully completed during the holiday/semester break.
- Four work stations evaluations were processed.
- The EHS Office is purchasing multi-colored vests for the District's Emergency Plan Organization.

C. **Action Items/Second Reading**1. **BES-1/BES-6 Trip Hazards**

Mike reported that he and Kelley had not yet met with the Behavioral Sciences, Audio Visual and Information Services to discuss the Safety & Security Committee's recommendations³.

D. **First Reading**1. **Use of Epi-Pen**

Ken reported that Sara Thompson, Dean, the Math, the Natural; the Health Sciences had contacted him regarding the administering of Epi-Pens⁴ by faculty members to students having a severe allergic emergency (a.k.a. Anaphylaxis⁵).

Anaphylaxis is commonly triggered by:

- Bee, wasp, hornet, yellow jacket and fire ant stings
- Foods, including peanuts and other nuts, milk, eggs, fish, shellfish and some food additives
- Medications, including antibiotics (penicillin), seizure medications, muscle relaxants, aspirin, and others.
- Latex, found in elastic waistbands, kitchen cleaning gloves, balloons, and other household items
- In rare cases, exercise can cause anaphylaxis

Committee members expressed concern about the liability issues involved. Ken hinted that if something went wrong after the faculty member administered the Epi-pen to the individual; the faculty member would be personally liable. Michael recommended that we do not take on this task unless Palomar College employees are provided training in administering the Epi-Pens.

³ Reference Safety & Security Committee Meeting Minutes December 7, 2005

⁴ Epi-Pen is an auto-injector that administers epinephrine—and epinephrine is the definitive emergency treatment for severe allergic reactions. These reactions, called [anaphylaxis](#), can become fatal within minutes if untreated.

⁵ Anaphylaxis is an allergic emergency. It is a rapid, severe allergic reaction that occurs when a person is exposed to an allergen (an allergy-causing substance). When the allergen enters the bloodstream the body releases chemicals to "protect" itself from the allergen. These chemicals can cause dangerous symptoms, including breathing difficulty, swelling, dizziness, shock, and even death.

Pam Keinath, Lucy and Don asked if the Good Samaritan Act⁶ would apply in this incident. People are rarely sued for helping in an emergency, but the existence of the Good Samaritan Laws does not mean that someone cannot be sued. The Good Samaritan Law imposes no duty on a civilian to provide aid to an injured person; however, once a person voluntarily assists someone, he/she becomes liable under the law for any injury that results from the failure to act as an ordinary reasonably prudent person would have acted under the same or similar circumstances.

Committee members asked how this request came-about. Pam Webb replied that the student probably informed his/her instructor about his/her allergen.

Best action would be to call 9-1-1 and Health Services.

This item will be brought forward to our next meeting on Wednesday, March 1, 2006.

2. Emergency Evacuation Map

Don reported that Jo Anne Giese, Administrative Services, contacted him recently to report that the emergency evacuation map, blueprint size, located in her office is out-of-date. Don is presently working to update the map in color and with Thomas Brothers Grids. Evacuation areas will be highlighted in "red."

E. Discussion/Other Items

1. Construction Updates

The concrete replacement for the corner of Mission Road and Comet Circle (by the baseball fields) could not be completed as the City of San Marcos would not issue the District a permit since the San Diego Gas & Electric boxes were deemed visibly in the way.

Thus the District was able to have the concrete contractor extend the sidewalk from Comet Circle at Parking Lot 9 to Borden Road. The concrete walkway was completed at Parking Lot 2.

Mike reported that the contractor has finished five of six classrooms at the Escondido Center North Wing Remodel Project.

The roofing projects were all completed on time during the holiday/semester break.

2. Prevention of Communicable Disease (i.e. flu)

This item was tabled until our next meeting on Wednesday, March 1, 2006.

F. Safety Concerns

1. Escondido Center 600 Wing Restroom

Michael reported that the light switch for the 600 wing restroom is located on the outside of the restroom in the hallway and asked if it was possible to relocate the switch to inside the restroom; Mike Ellis concurred.

2. Classroom B-3 – Doorstop

Mary asked if a doorstop could be installed at the bottom of the door in Classroom B-3. Mike replied that due to the Americans with Disabilities Act, we are not allowed to have doorstops installed but he informed her that she could utilize a wedge device.

⁶ Reference: <http://medi-smart.com/gslaw.htm>

G. Adjournment

There being no further business, the meeting was adjourned at 3:21 p.m.

Reminder: Next meeting **re-scheduled** for
Wednesday, **March 8**, 2006, 2 p.m., Room RS-5