



SAFETY & SECURITY COMMITTEE MINUTES

February 1, 2012

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, February 1, 2012, at 1:00 p.m.*, was held in RS-5. John Emerson called the meeting to order at 1:02 p.m.

Roll Call

Members Present: Tony Cruz, Anne Delgado, John Emerson, Michael Finton, Lisa Hornsby, Kelley Hudson-MacIsaac, Pam Keinath, Carl Lofthouse, Tom Medel, Jaime Moss, Marilee Nebelsick-Tagg, Donna Renner and Dolores Silva

Members Absent:

Lisa Bertotti, Jayne Conway and Ken Jay

Ex-Officio Members Present:

Lucy Nelson

Ex-Officio Members Absent:

Katherine Gannett

Guests:

Dayna Schwab

A. Minutes – September 7, 2011 and October 5, 2011

MSC Nebelsick-Tagg/Moss to approve the September 7, 2011 and October 5, 2011 meeting minutes as corrected.

Minutes are posted on the Palomar College webpage as follows:
<http://www.palomar.edu/committees/safety>

B. Discussion/Information Items

I. Workers Comp

Lucy reported that for the month of November 2011, eight (8) workers' comp claims were processed which included five first-aid, one claim from Facilities and two involved spills and falls (F Building and JAVA City both had wet floors).

Lucy reported that for the months of December 1, 2011 through January 31, 2012, three (3) workers' comp claims were processed which included one first-aid, one claim from Facilities and two involved spills and falls (Art Department individual tripped over a piece of equipment).

2. **Campus Police**

Tony Cruz reported that for the months of October 1, 2011 through January 30, 2012, the following incidents occurred:

Incident Count	Description	Incident Count	Description	Incident Count	Description
0	Accident Report	0	Arrest	0	Assault
0	Battery	2	Burglary	0	Criminal Threat
1	Domestic Violence	0	Drugs-marijuana	0	Forgery
0	Fraud	20	Graffiti	2	Grand Theft
0	Harassment	0	Hit-and-Run	0	Impounded Vehicle
0	Indecent Exposure	10	Information Only	0	Lewd Conduct
2	Locker Burglary	0	Lost and Found	11	Lost District Keys
16	Medical Assists	8	Missing/Lost Property	0	No License
0	Non-Injury Accidents	12	Petty Theft	0	Other: Foot Pursuit
0	Other: Found Narcotics	0	Other: Smoking Calls	0	Skateboarders
2	Recovered Stolen Vehicles	1	Sexual Assault	0	Stolen Property
0	Stolen Vehicles	14	Student Code Violations	0	Suspicious Activity
1	Towed/Stored Vehicles	0	Traffic Accidents	3	Vandalisms
1	Vehicle Burglaries	4	Vehicle Vandalisms	0	Water Leak
0	Weapons Violation	1	Attempted/Threatening Suicide	1	Parole Hold
1	Drunk in Public				

Tony reported that Campus Police will be vigilante with individual smokers as several faculty and staff have been belligerent toward people smoking on campus.

Student conduct code violations can be issued to students for violating the no smoking policy or Campus Police could level a \$260 fine to all campus offenders which would include faculty and staff.

Kelley reported that prior to the no smoking policy being activated on campus; the employees in the Facilities Department removed all campus smoking urns. Now campus smokers are throwing their cigarette butts all over campus and expecting Facilities to pick-up and dispose of these items. The Facilities Department is not budgeted for this type of task.

Toxin-filled cigarette butts can work their way into our waterways through campus storm drains which is illegal and the District could be fined.

3. **Risk Management**

No report.

4. **Health Services**

No report.

5. **ASG**

An ASG representative has not yet been assigned to our Committee.

6. **Environmental Health & Safety**

John reported that for the months of October 1, 2011 through January 30, 2012, the following activities occurred:

- 65 ergo installations
- 3 ADA Accommodations were addressed
- 3 IAQs were addressed
- 1 lab pack was processed on 12/16/2011
- C Building clarifiers were emptied on 12/15/2011

Emergency Response Workgroup/Miscellaneous

Kelley reported that the District has agreed to provide funding to purchase six satellite phones and twenty portable radios.

John Emerson reported that the County of San Diego has approximately \$25,000 in free equipment including a cargo container with electricity and a generator that Palomar College hopes to obtain for use here on the San Marcos Campus. Items will be stored at the Facilities/Hazardous Waste Site.

Kelley reported that Joe Newmyer informed her that an additional \$20,000 has been made available that could be applied toward the purchase of previously requested and approved safety equipment, or even other SPFFs (Strategic Planning Funds) approved safety projects.

Other EHS News

John reported that the annual SWACC Inspection begins mid-February and involves all District sites.

John indicated that the District, contractors and sub-contractors must adhere to the SWPPP (storm water pollution management plan). As a result, the City of San Marcos is constantly monitoring our system for pollutants. The District has a spill prevention control and countermeasure (SPCC) plan as required by the San Diego County Department of Environmental Health. Kelley reported that the District works directly with the State of California on these types of matters.

C. **Action Item/Second Reading**

There were no second reading action items.

D. **First Reading**

There were no first reading items

E. Discussion/Other Items**I. Construction Updates/Kelley Hudson-MacIsaac****a. Industrial Technology Center**

The Industrial Technology Center opened for classes on Tuesday, January 17, 2012. Grand opening is scheduled for Friday, March 2, 2012, at 1:00 p.m.

b. Planetarium

The Planetarium is scheduled to open this month (February 2012).

c. 12kV Project

The High Voltage Electrical System Upgrade is approximately 80% complete. The contractor has seven more buildings to complete. The work will be scheduled during spring and summer of 2012.

d. Fire Alarm System

The Fire Alarm System Upgrade is approximately 99% complete with final training expected by the end of March 2012.

e. Humanities & TLC (Teaching Learning Center) Projects

A Blasting company set off a controlled blast at the Humanities Building Construction Site the weekend of December 9-10, 2011.

The Humanities site will permanently close the left lane of Comet Circle until the start of the fall 2012 semester for safety reasons.

f. T-Building Renovation

The T-Building Renovation Project is currently in the bidding process. Construction is slated to begin in April of 2012.

g. Escondido Center Reimaging Project

Construction documents are currently in DSA (Division of the State Architect) for plan review. Construction is expected to begin in summer of 2012.

h. South Education Center

The District has engaged a consultant to assist us with South Education Center Status approval.

i. Parking Lots 3 and 5

Parking Lots 3 and 5 will add an additional 200 spaces for students. Plans are currently in DSA (Division of the State Architect).

j. Arboretum, Baseball Fields and Child Development Center

- The plans for the Arboretum trail and irrigation systems have been approved by DSA and we are currently waiting environmental clearances.
- The construction plans for the Baseball Fields were approved by DSA. We are currently waiting for agency approval of the Resource Management Plan.
- The District is currently going through the permitting processing for the Child Development Center.

2. Role & Product of Safety & Security Committee

John distributed handouts outlining the role and product of the Safety and Security Committee.

John also directed committee members to the District's IIPP (Injury Illness Prevention Plan) located on the Facilities Department website: <http://www.palomar.edu/facilities/LeftNav/EnvironmentalHealthAndSafety.html>. This plan is required by CAL-OSHA.

3. **Loss Analysis**

John reported that the Environmental Health & Safety Office works closely with Keenan & Associates regarding effective safety/risk management services which include injury prevention, claim reduction, employee training, environmental, and Cal/OSHA compliance needs.

John also directed committee members to aid in self-guided inspections of buildings, classrooms, offices and surrounding areas especially regarding slips, trips and falls. Committee members can email their findings to the "Facilities Office" <mail to: facilitiesoffice@palomar.edu> .

4. **EOP Working Group Update**

John reported that the State of California Chancellor's Office will be sending a representative to Palomar College, this month, to meet with the EOP (Emergency Operating Procedures) Working Group.

F. **Safety Concerns**

I. **Library: Animal Compliance/Katherine Gannett**

Katherine reported that a student recently brought a German Shepard into the Library which began barking disturbing staff and students alike. She wanted to know the District's policy regarding animals on campus.

Kelley directed her to contact Lisa Hornsby in Human Resources (reference BP3580).

G. **Adjournment**

Reminder: Next meeting is **scheduled** for
Wednesday, March 7, 2012, 1 p.m., **Room TCB-3**