



SAFETY & SECURITY COMMITTEE MINUTES
February 1, 2017

A regular meeting of the Palomar College Safety & Security Committee scheduled for Wednesday, February 1, 2017 was held in RS-5. Derrick Johnson called the meeting to order at 1:10 p.m.

ROLL CALL

Members Present: Ashour, DiMaggio, Dimmick, Finton, Harris, Hebert, Johnson, MacNeil, Miller, Sterling, Studinka
Members Absent: Badel, Heath, Medel, Wick
Ex-Officios: De la Torre
Ex-Officios Absent: None
Guests: Chris Moore
Recorder: Sadie Gropen

A. MINUTES

1. Approval of Minutes of December 7, 2016

The minutes were approved as presented. Minutes are posted on the Palomar College website as follows:

<https://www2.palomar.edu/pages/safetyandsecurity/minutes-and-agendas/current/>

B. INFORMATION ITEMS

1. Workers' Comp

De La Torre reviewed a Workers' Comp report for the months of December 2016 and January 2017. **(Exhibit B1)**

De La Torre also reported on HR's new process of reporting injuries – Company Nurse. Now the injured employee can call the toll-free 24/7 number and reference the college, and the nurse will triage and refer to an outside source, as needed. They will also be responsible for reporting injuries to De La Torre, but it is still the responsibility of the supervisor and the employee still need to continue filling out the supervisor's report and the DWC1 report. She requested the Committee to spread information among employees regarding the new system.

2. Campus Police

DiMaggio reported that parking lots have been filling up, but there are no major complaints.

Moore described a sexual assault incident that occurred on the campus parking lot of CSU San Marcos and that Laura Gropen will be sending out safety tips to Palomar College emails.

3. Risk Management

No report – Wick was absent.

4. Health Services (Exhibit B4):

Harris mentioned the hematoma of the head as reported by De La Torre, and her response to the

5. **ASG**

No report – Badel was absent.

6. **Environmental Health & Safety Office (Exhibit B6):**

Johnson reported on the Environmental Health & Safety Office Monthly Progress Report for December 2016 and January 2017.

C. **ACTION ITEM/SECOND READING**

No report.

D. **ACTION ITEM/FIRST READING**

No report.

E. **DISCUSSION ITEMS**

1. **Security Cameras – Theater Parking Lot and Health Services Center– Miller**

Miller described that Facilities has been sharing information regarding security cameras through shared governance in case anybody wanted to voice their concern. There are two separate areas of Palomar College where Facilities is looking to add security cameras. The first area Lot 15 by the Theatre, due to incidents in which homeless people have caused disturbances in the Theatre. The second area that is in Health Services at the Escondido Center, the San Marcos campus, and the new Behavioral Health clinic at San Marcos clinic, as recommended by Campus Police. The cameras in these buildings would be placed at the main hallway towards the back of the clinic.

F. **SAFETY CONCERNS**

1. Studinka had concerns regarding the flow of traffic outside of the Early Childhood Education Lab School (ECE-LS). DiMaggio reported that Campus Police has been patrolling that area and Miller indicated that there is signage informing traffic to move slowly through that particular area. He added that once construction occurs for the athletic fields, there will be a road that goes around the ECE-LS, so there won't be any through traffic and there will be parking in the front of the building. Depending on the phasing of the construction, there is the possibility of phasing the infrastructure prior to the construction of the athletic facilities, among other options.

Hebert later mentioned the possibility of temporarily adding flags to either side of the crosswalk where whoever was crossing would take the flag, walk across the crosswalk with the flag and place it on the other side.

Studinka also advocated for keeping the cones that were put in place during the first week of the semester as a way to separate the two lanes in the intersection as comment circle turns into Borden Road.

Studinka had a question regarding refrigerators in the ECE-LS. She had been advised to not have wheels on the refrigerators due to it being a safety hazard, but this makes it difficult to maneuver them. Johnson and Miller will look at the refrigerators and then decide if adding wheels would be a hazard.

2. Sterling mentioned a concern regarding people who are speeding through the stop sign outside of Facilities. Johnson responded that Campus Police patrols that area. Sterling also mentioned a concern regarding Lots 1 and 2 where people have been using the parking lots as a drop-off area and congesting the parking lot. Moore responded that there is no established pick-up and drop-off area on campus. He continued that there are police officers who are in the kiosk directing people in the lots, as well.
3. DiMaggio mentioned a discussion regarding the placement of verbiage/signage in the elevators in the Humanities Building to direct people what to do in the elevator in case of an emergency. Johnson said he will research what is currently in place on campus and will respond accordingly.

Moore added that there was an inquiry regarding Facilities workers who were on the roof. Considering the possibility of active shooters on campus, Moore asked whether there are going to be changes made in order to distinguish Facilities workers from people who are not allowed to be there. Johnson and Miller responded that they are working on getting safety vests for Facilities workers tentatively by the end of this year.

4. MacNeil asked if the emergency buttons in the elevator are centralized and where they go to. Johnson responded that when pushed, the emergency button goes directly to Palomar College's elevator vendor, Otis.
5. Finton praised the correction of the uneven and cracked concrete in the sidewalk outside of the NS-building. Johnson added that this correction was in response to a campus-wide evaluation of areas that could result in slips, trips and falls as reported by Keenan and Associates.
6. Dimmick mentioned that I.S. is replacing all of the cameras in the Escondido Center to make it more similar to the system at the San Marcos campus.
7. Johnson had a safety concern regarding the Behavioral Health center that will be in the NB-Building. His concern is regarding the door that is in between the Behavioral Health center offices and the Environmental Health and Safety Offices acting as an emergency exit. Johnson continued that the concern is if there is a dangerous incident in which somebody from the Behavioral Health center has to exit into the other room, the inhabitants of the other room only have one exit point, and there is the possibility that the other people will be trapped in the room in a dangerous situation. Harris responded that this would rarely occur and that the people who work in the clinic are trained to respond to these type of situations. Miller suggested that Harris and Johnson discuss this concern with Campus Police and develop different scenarios that could occur and the different possible responses.

G. ADJOURNMENT

The meeting was adjourned at 1:59 p.m.

Reminder: Next meeting is scheduled for March Wednesday 1, 2017, 1 p.m., Room RS-5