



SAFETY & SECURITY COMMITTEE MINUTES

February 5, 2003

A meeting of the Safety & Security Committee was held on *Wednesday, February 5, 2003*, at 3:00 p.m., in RS-5.

A. Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 3:00 p.m.

B. Roll Call

Members Present Norma Bean (ex-officio), Eileen Bundoc, Max Cregar (ex-officio) Mike Ellis, Michael Finton, Katherine Gannett, Donna Greene, Toni Griffith, Kelley Hudson-MacIsaac, Ken Jay, Amador Soto, Don Thompson and Pam Webb (ex-officio)

Members Absent: Donna Baughn (ex-officio), Jayne Conway, Barbara Clay, Mike Ellis, Carol Gidner, Ed Groschwitz Pam Keinath, Steve Kirby, Pat Larmer (ex-officio), Mike Rourke (ex-officio) and Jim Stoney

Guests Present: Steve Keith (for Jim Stoney)

C. Minutes

The proceedings of the meeting of December 4, 2002 were approved (Jay/Keith).

D. Unfinished Business

1. Automated External Defibrillators (AEDs) – Kelley Hudson-MacIsaac

Kelley briefly shared that a meeting was held on Monday, December 9, 2002 in which Project Heartbeat provided a demonstration of the AEDs to *various members of the campus community*. *A few weeks after the presentation, Jayne, Kelley, and Pam met to discuss a proposal and it was from that meeting a decision was made to recommend to the Safety & Security Committee to wait to do a proposal due to the budget situation*. It was the recommendation of the Safety & Security Committee to table this item due to budget constraints.

E. Reports

1. Campus Police – Steve Keith

Steve briefly shared that a lot of students have been complaining to Campus Police about the right turn, by the triangle, from Comet Circle into LOT 9. This area is congested at various times during the day. Mike Ellis indicated that in the near future the triangle will be removed and the area will have a four-way stop sign erected. It is hoped that the two-way traffic proposal will eliminate the congested areas.

On a positive note, Steve reported that the Toy Drive was a huge success. Over 850 toys were collected.

Steve briefly shared that Campus Police has applied for a grant to implement a RAD System (Rape Aggressor Defense) here at Palomar College. RAD is a program of realistic self-defense tactics and techniques for women including awareness, prevention, risk reduction and risk avoidance.

2. Risk Management – Ken Jay

Security at the Education Centers has been brought forward. Issues are: costs involved and services provided.

Ken reported that the District has received a letter informing them of a new claim, for \$250,000, filed by a student who jumped, in August 2002, off the steps in front of the Bookstore injuring his leg (student was seen by Health Services). Mike Ellis indicated that a railing has been installed to prevent incidents like this from occurring in the future.

3. Workers Comp – Eileen Bundoc

Eileen reported the following:

- An employee walking on sidewalk near LOTS 1 and 2 got her foot caught up in a packing strip and fell.
- An employee walking near LOT 15 by the Theatre tripped on an uneven sidewalk and fell

4. Health Services – Pam Webb

Pam reported that Health Services received 19 emergency calls and of those calls 4 were reported to 911.

Pam reminded everyone that Health Services is sponsoring a blood drive at the San Marcos Campus located in LOT 11 next to Health Services and the E Building. Dates and times are as follows:

Wednesday, February 26, 2003, 9:00 a.m. to 2:30 p.m.

Thursday, February 27, 2003, 9:00 a.m. to 2:30 p.m.

Pam reminded everyone that Health Services is once again offering Breakaway – a smoking cessation program. All support and supplies in this program are free, including nicotine patches and gum. Prior to beginning the program a one-on-one appointment with the counselor is required. Call Health Services to schedule this appointment. Dates and times are as follows:

Series I: Mondays - 12:00 - 1:00 p.m. - March 3, 10, 17, 24, 31, and April 7 in Room TCB-3

Series II: Mondays - 7:30 - 8:30 p.m. - March 3, 10, 17, 24, 31, and April 7 in Room E-7

5. ASG

Amador briefly shared that a student had voiced a safety concern regarding the stop sign at the Transit Center – cars go fast, in the last aisle, and don't see the pedestrians. Student is afraid that someone is going to get hurt. It is the consensus of the Safety & Security Committee that all pedestrians use the walkway to the Theatre and not cross the roadway by the Transit Center.

6. EH&S – Kelley Hudson-MacIsaac/Don Thompson

Kelley briefly shared that the county inspection has been scheduled for Thursday, February 6, 2003. All areas on campus must be ready for the inspection.

Kelley also shared that the District received a non-formal complaint from Cal-OSHA regarding the following:

- Poor ventilation when using oil based paints
- Improper equipment supplied when in contact with asbestos
- Improper work practices when removing asbestos

Kelley will draft a letter of response to Cal-OSHA as follows:

- Oil paint is only used on doors and door jams throughout the campus. All rooms have mechanical ventilation and the majority of the rooms on campus have doors that open directly to the outdoors. The District painters work Thursday through Sunday. The District has a respiratory protection plan which is strictly followed.
- District employees are not authorized or required to work with asbestos. There is no friable asbestos left on campus – the only potential source left is old floor tiles and mastic. If presence of asbestos is confirmed, the District contracts a certified asbestos abatement company.

F. New Business

1. Comet Circle – Change to Two-Way Traffic

Mike Ellis briefly shared the Engineers proposal to convert the existing one-way Comet Circle to a two-way roadway from Mission Road in a clock-wise direction to LOT 4. Comet Circle Drive from LOT 4 south to Mission Road would remain unchanged as a one-way roadway in the northbound direction.

Conversion to a two-way roadway would promote vehicular access to the easterly portions of the campus without having to use Mission road. Additionally, the two-way conversion would provide a legal means for the existing cut-through traffic originating around LOT 12 to reach Borden Road.

Costs would be minimal and would include roadway re-striping, signing and the reconstruction of Comet Circle/Borden Road intersection.

The proposal is available in Kelley's Office for review by committee members.

G. Other Items

1. Campus Police Move

The Campus Police move has been suspended due to budget constraints.

H. Adjournment

There being no further business, the meeting was adjourned at 3:53 p.m.

The next scheduled meeting is March 5, 2003