



SAFETY & SECURITY COMMITTEE MINUTES

February 6, 2013

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, February 6, 2013, at 1:00 p.m.*, was held in RS-5. Chris Miller called the meeting to order at 1:03 p.m.

Roll Call

Members Present: Jayne Conway, Tony Cruz, Anne Delgado, Michael Finton, Pam Keinath, Carl Lofthouse, Tom Medel, Chris Miller, Jaime Moss, Marilee Nebelsick-Tagg, Eileen Poole, Donna Renner and Dolores Silva

Members Absent:

Joe Hilliard and Lisa Hornsby

Ex-Officio Members Absent:

Lucy Nelson

Ex-Officio Members Present:

Ana Maria Wright

A. Minutes – September 5, 2012

MSC Moss/Nebelsick-Tagg to approve the September 5, 2012 meeting minutes. None opposed

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

B. Discussion/Information Items

I. Workers Comp

Donna reported, on behalf of Lucy Nelson, for the period of October 1, 2012, through January 31, 2013, the following incidents were reported:

- Ten (10) workers' comp claims were processed which included
 - One (1) first aid
 - Five (5) claims from the Facilities Department
 - One (1) Trip/Fall
 - One (1) continuous trauma

2. **Campus Police**

Tony Cruz reported for the period of October 1, 2012, through January 31, 2013, the following incidents occurred:

Incident Count	Description	Incident Count	Description	Incident Count	Description
	Accident Report		Arrest		Assault
1	Battery	5	Burglary		Criminal Threat
	Domestic Violence		Drugs-marijuana		Drunk in Public
	Forgery				
	Fraud	22	Graffiti	3	Grand Theft
	Harassment		Hit-and-Run		Impounded Vehicle
	Indecent Exposure	9	Information Only		Lewd Conduct
	Locker Burglary	2	Lost and Found	3	Lost District Keys
18	Medical Assists		No License		
	Non-Injury Accidents	7	Petty Theft		Other: Foot Pursuit
	Other: Found Narcotics		Other: Smoking Calls	2	Possession of Knife on Campus
	Robbery		Skateboarders		
	Stalking		Sexual Assault		Stolen Property
3	Stolen/Recovered Vehicles	8	Student Conduct Violations		Suspicious Activity
	Towed/Stored Vehicles		Traffic Accidents		Vandalisms
	Vehicle Burglaries	2	Vehicle Vandalisms		Water Leak
	Weapons Violation		Attempted/Threatening Suicide		Parole Hold

3. **Risk Management**

There was no report.

4. **Health Services**

Jayne recommended that everyone sign up for one of the professional development workshops facilitated by Karen Boguta/Campus Police.

Workshop Titles:

- Police Dispatch: What you need to know when calling the police
- Campus Security Authority Training (CSA): First Time

5. **ASG (no member present)**

There was no report.

6. Environmental Health & Safety Office

Chris reported that for the period of May 1, 2012, through August 31, 2012, the following activities occurred:

- John Emerson resigned on 1/31/2013. Facilities Department personnel are overseeing all environmental and safety requests on a case-by-case basis.
- An outside consultant is working with Ron Perez and Chris Miller on the District's Emergency Operations Plan.
- Mass Notification Pilot Program
- Ergo Evaluations are being processed on a case-by-case basis.
- On 2/6/2013, we managed an Indoor Air Quality issue at the Escondido Center.
- Processed lab packs

C. Action Item/Second Reading

There were no second reading action items.

D. First Reading

There were no first reading items originally.

MSC Cruz/Conway

E. Discussion/Other Items**1. Construction Updates/Chris Miller**

There was no report.

2. Mass Notification/Tony Cruz

The mass notification system is almost ready to go out to bid. Campus Police will be conducting testing of the InformaCast emergency notification system during the week of spring break (March 25-28, 2013).

F. Safety Concerns**1. Arrest Report**

Chris reported briefly on the homeless individual that was recently arrested on the San Marcos Campus. Individual had threatened one of our night custodians with a knife.

2. San Marcos Campus Restrooms

Chris reported that it has been a long-standing policy for campus restrooms to be open 24 hours a day/seven days a week. The Executive Administration is reviewing that policy as the homeless are now camping out in our restrooms (sleeping, doing laundry and stealing supplies). It has been proposed to install electronic locksets which would be locked at 10:15 p.m., nightly and re-opened at 6:15 a.m. in the morning.

3. Escondido Center Lighting

Tom reported that on Tuesday night, February 5th, the lights were out by the blue fencing surrounding the construction site. Campus staff had to utilize flashlights to assist students through the area

4. Health Services Building Interior Benches

Marilee inquired as to the status of the purchase of interior benches for the Health Services Building <Donna to follow-up with Dan Sourbeer>

5. Elevators & Fire Alarms

Dolores shared that at a staff meeting in her building (MD) this morning, an ADA from a department wanted to know if the elevators are operational while the fire alarm is on <Donna to follow-up and respond back to user>

The answer is yes they are operational. The only time they are not is when a sensor within the elevator is triggered by smoke and then the doors will not open when the button is pushed. However, individuals should evacuate the building by alerting everyone and directing them to the nearest exit (stairs). Do not use the Elevators.

7. Evacuation Chairs Training

Members inquired as to the status of additional evacuation chair training <Donna to follow-up with organization>. *As of 3/4/2013, no response has been received.*

G. Adjournment

The meeting adjourned at 2:55 p.m.

Reminder: Next meeting is **scheduled** for
Wednesday, March 6, 2013, **1 p.m.**, Room RS-5