



SAFETY & SECURITY COMMITTEE **MINUTES**

April 2, 2008

A meeting of the Safety & Security Committee was held on *Wednesday, April 2, 2008, at 2:00 p.m.*, in RS-5.

Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 2:00 p.m.

Roll Call

Members Present Paul Barboa, Theo Brockett, Jayne Conway, Mike Ellis, Kelley Hudson-MacIsaac, Pam Keinath, and Donna Renner

Members Absent: Tony Cruz, Ken Jay, Tom Medel, Lucy Nelson, Pete Ordille, Dolores Silva and Cindy Torgison

Ex-Officio Members Present: John Emerson

Ex-Officio Members Absent: Katherine Gannett

Guests: Randy Gallagher

Kelley moved to suspend the agenda and approve the meeting minutes at a later time due to the absence of a quorum.

B. Discussion / Information Items

1. Workers Comp

Kelley reported on Lucy's behalf that during the month of March 2008, five claims were processed; one of which was a fall on some gravel outside of the Library and one involved a serious incident at the Wood Shop in the T-Building in which 9-1-1 was called while Campus Police and the Instructional Dean were present. Environmental Health & Safety and Health Services were neither called nor notified and as of today's date both departments are still waiting on a report involving this incident. Kelley will coordinate with the Director of Human Resources – Debbie Allen on the correct process involving these types of incidents.

2. Campus Police

No report.

3. Risk Management

No report.

4. Health Services – Jayne Conway

Jayne discussed the February 2008 Emergency Response and Advanced First Aid Summary Reports.

Highlights for the month of March 2008 included:

- ♦ AED reprogramming
- ♦ Student In Crisis Working Group is currently working on “legal issues” involving this process.

- ♦ Health Services is working with Tom Plotts, Chief of Police, to conduct a safety seminar at the next plenary session in fall of 2008.

5. **ASG**

Paul reported the Associated Student Government recently made a trip to Washington D.C. during spring break.

Paul reported that there was a healthy discussion at SPC regarding the smoking policy. ASG will bring the policy and procedures to the next meeting of SPC on April 15, 2008. Faculty and Classified Staff are against the policy as they feel it is part of their working conditions during their employment at the College.

6. **Environmental Health & Safety**

Kelley reported that John Emerson has been officially hired as her department's new Facilities & Environmental Technician.

John reported on the following activity for March 2008:

- ♦ Kelley and John provided four (4) service calls including one (1) work station evaluation.
- ♦ Keenan & Associates provided Forklift Training
- ♦ John oversaw one (1) indoor air quality evaluation and asbestos removal

a. **Emergency Response Plan Working Group**

Kelley shared that she and Tom Plotts recently met with the Faculty Senate to discuss the Emergency Response Plan including locksets and security cameras.

C. **Action Item/Second Reading**

1. **Sonic Shock Alarm for Equipment**

This item was dropped from the agenda – no further discussion is required.

Motion 1: Barbosa, Conway. To suspend the order of the day to discuss first Reading item D.1. Yellow Caution Marks around Doorways." The motion carried.

D. **First Reading**

1. **Yellow Caution Marks around Doorways**

Mike reported that many of the yellow caution markings around exterior campus doorways have faded. Before assigning the District maintenance painters to refresh these areas, Mike wanted to know if yellow caution markings are needed on interior doorways (this would not include carpeted areas).

Mike directed each member to take this request back to their constituents for their feedback/comments and bring back to our next meeting on Wednesday, May 7, 2008.

E. **Discussion/Other Items**

1. **Construction Update**

- a. Kelley reported that the abatement/demolition of the CH, ES, LS & S Buildings will take place in June 2008.
- b. Mike reported that the placing of the modular buildings in Parking Lot 2 will occur in summer of 2008 with the vending machines be located between the DOME and the O-Building.

2. **Security Cameras Working Group**

No report

3. **Parking Lots to NS Building Crosswalk Temporary Measures**

Mike reported that a purchase order has been issued to a Traffic Engineer for this area and the process will take approximately six months to complete.

Meanwhile, temporary signage will be posted directing individuals to utilize the existing nearby crosswalks.

Motion 2: Barbosa, Ellis. To resume the order of the day to discuss the Minutes of March 5, 2008. The motion carried.

A. **Minutes – March 5, 2008**

MSC Ellis/Conway none opposed

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

F. **Safety Concerns**

1. **Snack Shack Ramp**

Mike reported that the Snack Shack ramp has been repaired once again allowing wheelchaired students safe access to this area.

2. **Paramedic Students Safety Knives**

Michael reported that many of the students enrolled in the Paramedic Program carry safety knives as part of their duties with local fire departments. He asked if his students will be allowed to carry these items on campus or will it be considered a violation of the student code of conduct?

3. **Sunday Skateboarders at Escondido Center**

Michael reported that there are a lot of skateboarders at the Escondido Center on Sundays and wanted to know if the campus could be enclosing thus preventing the trespassers from accessing the campus.

Kelley indicated that she will look into this issue with the Escondido Center Educational Master Plan.

4. **Aramark requesting Security Cameras at Escondido Center**

Theo reported that she has been approached by Diane Lach, Director of Food Services for Aramark, to install security cameras at the Snack area at the Escondido Center to deter theft at lunchtime.

G. **Adjournment**

There being no further business, the meeting was adjourned at 3:07 p.m.

Reminder: Next meeting is scheduled for
Wednesday, May 7, 2008, 2 p.m., Room RS-5