



SAFETY & SECURITY COMMITTEE MINUTES

April 6, 2016

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, April 6, 2016* was held in RS-5. Derrick Johnson called the meeting to order at 1:09 p.m.

ROLL CALL

Members Present: Chakkanakuzhi, DiMaggio, Harris, Hornsby, Johnson, MacNeil, Medel, Miller, Sena, Sterling, Studinka
Members Absent: Ashour, Dimmick, Finton, Heath, Miller, Silva
Ex-Officios: None
Ex-Officios Absent: De La Torre
Guests: Boguta-Reeve, Maines
Recorder: Reilly

A. MINUTES

1. Approval of Minutes of March, 2016

The minutes were approved as presented. Minutes are posted on the Palomar College Webpage as follows:
<http://www.palomar.edu/committees/safety>

B. INFORMATION ITEMS

1. Workers Comp

Yolande Reilly provided the following information for Victoria De La Torre for the month of March, 2016:

(5) Five employee incidents:

- Two reportable: (1) shoulder strain due to slip and fall (1) exposure to bodily fluids
- Three non-reportable: (1) splinter to hand (1) lower back strain (2) burnt thumb

2. Campus Police

DiMaggio reports that there have been no bike thefts since a camera was installed near the bike rack.

Maines reports that Campus Police participated in active shooter tactical training and first aid application at the Escondido Center, working together with Emergency Medical Education staff.

Maines reports that there will be Rape Aggression Defense (RAD) training held on three Fridays this month. All women on campus including students, staff and faculty will be able to attend. This class will be repeated again during the summer months.

Boguta-Reeve reports that April is Sexual Assault Prevention and Child Abuse Awareness month. She has several events planned this month with both student and faculty involvement.

3. Risk Management

No report.

4. Health Services

No report.

5. ASG

No representation.

6. **Environmental Health & Safety Office-Derrick Johnson**

Derrick reported on the following information for the month of March, 2016:

Emergency Preparedness:

A new repeater was installed at the Escondido Center so they can communicate with the San Marcos Campus during emergencies. The new emergency channel is 16.

Safety Issues:

At the South Educational Center, the parking garage elevators were taken out of service by the state inspector due to water intrusion. EH&S removed 1,500 gallons of water from the elevator vaults at the end of March. The Building Services Department is assessing how the water is entering into the vaults.

ERGO/ADA Accommodations:

ADA/Ergonomic assessments completed: (5) Five

Hazmat:

(5) Five medical waste shipments

(1) One non- hazardous waste shipment: pumped out clarifiers located at the "C" building. (Glass/ceramics)

C. **Action Item/Second Reading**

There was no report.

D. **Action Item/First Reading**

There was no report

E. **Discussion Items**

1. The next Safety and Security Working Group building inspection date will be on May 4th in the "MD" building.
2. Reprogramming of all campus radios was completed in order to improve communications for regular and emergency purposes.
3. An Emergency Operations Center (EOC)/Policy Group training is planned for July 15th. An evacuation drill is planned for the end of June in the NS building. The Escondido Center will have training in the summer,
4. The Wellness Center had a thorough cleaning of bird droppings last month. MSC Janitorial Company will be cleaning the area on a regular basis.
5. The IS Department is revising their procedures to include cord management when performing installations in order to prevent safety hazards.

F. **Safety Concerns**

1. MacNeil would like to know who to call during an evening class if a pregnant student requires assistance. Maines recommended calling Campus Police who will send an officer to escort students in need.
2. Hornsby has safety concerns regarding the "A" building construction project relating to asbestos, tripping hazards and possible ADA access issues. Johnson will assess the area and work with the Construction

Supervisor to correct the current issues. He recommends calling the Construction Supervisor if any other issues arise.

3. Studinka has concerns regarding through traffic using the first row of parking lot "9" as a thoroughfare instead of using the road. This is the area that the parents park to drop off their children. Johnson will assess the situation with Miller and make changes to improve the safety in that area.
4. Sena reports that he is working with EDCO due to a new law relating to the recycling of composting materials. Johnson reports that roll offs will need to be covered in case of rains, leading to runoff.
5. Sena reports that the Risk Management Department is looking into new student insurance alternatives.
6. Harris reports that a lot of students are smoking in front of a non-smoking sign. DiMaggio reports that they are enforcing the issue now, but there is no clean-up of cigarette butts. Johnson will discuss with the Facilities Department to clean up the area.
7. Hornsby mentioned that the Human Resources Department has a new webpage. The Workers Compensation Forms are not on the site. Studinka recommends adding the forms to the site to improve the reporting process so Supervisors also receive the report.

G. **Adjournment**

The meeting was adjourned at 1:46 p.m.

Reminder: Next meeting is scheduled for Wednesday, May 4, 2016, 1 p.m., Room RS-5