



SAFETY & SECURITY COMMITTEE MINUTES

May 1, 2013

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, May 1, 2013, at 1:00 p.m.*, was held in RS-5. Chris Miller called the meeting to order at 1:02 p.m.

Roll Call

Members Present: Jayne Conway, Anne Delgado, Michael Finton, Joe Hilliard, Lisa Hornsby, Pam Keinath, Carl Lofthouse, Chris Miller, Marilee Nebelsick-Tagg, Eileen Poole, Donna Renner and Dolores Silva

Members Absent:

Tony Cruz, Tom Medel and Jaime Moss

Guest:

Vic So'oto

Ex-Officio Members Present:

Lucy Nelson and Ana Maria Wright

A. Minutes – April 3, 2013

MSC Silva/Hilliard approved the April 3, 2013 meeting minutes.

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

B. Discussion/Information Items

I. Workers Comp

Lucy Nelson reported, for the period of April 2013, the following incidents:

- Four (4) workers' comp claims were processed which included
 - Two (2) first aid
 - One (1) claims from the Facilities Department
 - One (1) claim was Non-industrial

2. **Campus Police**

Vic So'oto, on behalf of Tony Cruz, reported on the following incidents for the period of April 1, 2013 to April 28, 2013:

Incident Count	Description	Incident Count	Description	Incident Count	Description
	Accident Report	3	Arrest		Assault
I	Battery	I	Burglary		Criminal Threat
	Domestic Violence		Drugs-marijuana		Drunk in Public
	Forgery	10	Graffiti	2	Grand Theft
	Fraud		Hit-and-Run		Impounded Vehicle
	Harassment	9	Information Only		Lewd Conduct
	Indecent Exposure	I	Lost and Found	4	Lost District Keys
	Locker Burglary		No License		
II	Medical Assists	4	Petty Theft		Other: Foot Pursuit
	Non-Injury Accidents		Other: Smoking Calls		Possession of Knife on Campus
	Other: Found Narcotics		Skateboarders		
	Robbery		Sexual Assault		Stolen Property
	Stalking	9	Student Conduct Violations		Suspicious Activity
	Stolen/Recovered Vehicles		Traffic Accidents		Vandalisms
	Towed/Stored Vehicles		Vehicle Vandalisms		Water Leak
	Vehicle Burglaries		Attempted/Threatening Suicide		Parole Hold
	Weapons Violation		Stolen Plates		Impounded/Stored Vehicles

3. **Risk Management**

Eileen reported that two baseball balls flew into Mission Road last month; one ball hit a North County Transit Bus windshield and the other ball went through the open window of a car hitting the driver. North County Transit District has filed a claim against the District; however no claim has been submitted from the driver of the vehicle. Keenan & Associates, our District's insurer, has notified Risk Management that they may not pay the claims against the District because they have warned us about installing a net at the Baseball Fields previously. The reason the District has not installed a net has been the expense and the unavailability of a funding source.

Eileen reported on a separate issue involving our College Baseball Players. These individuals are climbing over the fence and running onto Mission Road to retrieve baseballs. Chris mentioned that we are very close to breaking ground for the new baseball field at the rear of the campus. Once construction begins, the field will take around nine (9) months to build.

4. **Health Services**

Jayne reported that Health Services has run out of Tuberculin (TB serum). The product is in short supply nationwide until at least the end of May 2013. Health Services has contacted other Community Clinics with no success.

Lisa asked if there are other facilities people can go to get tested for TB tests. She expressed concern about new employee hires. Human Resources can't hire anyone unless they have had their TB test. Jayne suggested that people request to be given the TB blood test (interferon-γ release assay aka IGRA); although Palomar College Health Services does not provide this test, Jayne indicated that the blood test is more accurate than the skin test. For those employees that have Kaiser Benefits, the TB blood test is free.

Health Services received notification by the County of San Diego, Health and Human Agency that two (2) meningitis cases have been reported near the border. This is important because our students are at a high risk if they have not been vaccinated. Meningitis can be either bacterial or viral. Jayne recommended that students obtain the Tdap (tetanus, diphtheria and pertussis) vaccine. Tetanus, Diphtheria are serious diseases and Pertussis (Whooping Cough) is very contagious and can cause prolonged, sometimes extreme, coughing. Lucy mentioned that the PPO (Preferred Provider Organization) does not cover adult immunization; therefore employees would have to pay out of pocket.

Health Services is also seeing a lot of students with allergies (headaches and burning eyes). Pollen counts can be checked by accessing the following website: www.zyrtec.com and inputting your zip-code.

Jayne thanked Chris and the facilities crew for the concrete replacement in front of the Health Center Building. This modification ensures that the building is now ADA (American with Disabilities Act) compliant. Jeff Bennett, Supervisor for Building Services had his staff paint "large red crosses" on the exterior of the building. This task ensures that students and staff have an easier time locating the Health Center.

The April 2013 Emergency Response Report was emailed to Donna whose staff uploaded to the Safety & Security Committee website: <http://www.palomar.edu/committees/safety/2013.htm/>

5. **ASG**

There was no report. Marilee asked Joe regarding his feelings on the skate board rack. Joe replied that it would be good to conduct a trial period with the installation of a skateboard rack on campus because he has witnessed near misses by skateboarders and walkers. With a skateboard rack, campus employees could recommend to skateboarders a location where they could secure their skateboards while on campus. Chris told Joe that if students complain about the lack of bike racks on campus to notify their representative on the Facilities Review Committee (FRC) and provide a location for installation.

6. **Environmental Health & Safety Office-Chris Miller**

Chris brought forth an item from the Facilities Review Committee regarding adding more bike racks on campus. The Facilities Office oversees the purchasing of bike racks on campus as needed.

Donna recently found a website on skateboard racks where students could lock up their skateboards while attending classes. Chris distributed a picture of this item to our committee. Chris presented the skateboard racks to the Facilities Review Committee who requested that he check with Campus Police. The Facilities Department has the funding to install one on a trial basis. The skateboard racks are as expensive as a bike rack. The committee has favorable comment about the skateboard rack. Dolores brought up that skateboards are a safety hazard in the classrooms as students can trip over them.

The position for Manager for Construction & Facilities Planning will close next week. Once the Manager for Construction & Facilities Planning has been filled, the Supervisor of Environmental Health & Safety will be advertised.

Chris updated the committee on the Mass Notification Pilot Program (talk-a-phone) in the parking lots. The District will be going out-to-bid on this project. One (1) Talk-a-phone will be installed in each parking lot: 3, 5, 9 and 12 by the fall semester. If someone must contact Campus Police they would depress the button on the phone, a blue light will flash and the call is connected immediately to Campus Police Dispatch.

In parking lot 9, the District will experiment with the mass notification feature on that particular tower to see how it works to integrate with the inform cast systems that were tested on campus. If the system works then it will be added to the Talk-a-phone in the other parking lots on campus. This is a currently a pilot program and ever component must be tested. In addition, to the above items, the Talk-a-phone includes a surveillance camera. Campus Police will be able to monitor these parking lots on screens in their facility. The camera can zoom close enough to get a visual of the person calling them.

There has been no work place accommodation received since our last meeting; however we are available to process one should it arise.

The hazard materials removal is on schedule. A consultant, Atkins North America, is helping the Environmental Health & Safety Office with the Stormwater permitting for the campus. Once the Supervisor for Environmental & Safety position is filled, the new supervisor will take over that role.

The tripped hazard at the Child Development Center that discussed at our last meeting was addressed by the Grounds Services area of the Facilities Department. A Facilities Work Request form was also created and processed to place large boulders in front of the Center because recently a car jumped the curb.

C. **Action Item/Second Reading**

There were no second reading items.

D. **First Reading**

There were no first reading items.

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

There was no report.

2. Mass Notification/Tony Cruz

There was no report.

3. Updated Batteries for the AED:

Jayne reported that Ron Perez provided Health Services with six (6) new batteries for the AEDs. Health Services will be working with Ron Perez and Debi Workman on AED training. More information will follow. A basic review of the AED's is available through the Health Services webpage: <http://www.palomar.edu/healthservices/Default.htm>

4. Update on the Evacuation Chairs Training

Donna reported on the Evacuation Chairs Training. The person that provided the free training is no longer with the company. The company provided a new contact person and she is willing to come out and give the free training. Donna needs to know when they want to do the training. Chris suggested getting DRC involved because there are some students that cannot be safely transfer from their motorized chair to the Evacuation Chairs.

F. Safety Concerns**1. Escondido Center Construction Concern**

Two non-students walked into the construction area and stepped on sheet metal that went through their shoes. Chris reported that this was brought up to the construction crews because of flat tires.

2. Escondido Charter School Students/Escondido Center

In the morning and afternoon, there are approximately 20-to-30 Charter School parents dropping off and picking up their students near the Escondido Center. A note will be sent to the school

3. San Marcos Campus Parking Lot I Fire Lane

Dolores expressed concern regarding vehicles stopping in the fire lane to drop students off for school. She is worried that vehicles will rear-end each other.

G. Adjournment

The meeting adjourned at 1:55 p.m.

Reminder: Next meeting is scheduled for
Wednesday, September 4, 2013, 1 p.m., Room RS-5