



SAFETY & SECURITY COMMITTEE MINUTES

May 2, 2007

A meeting of the Safety & Security Committee was held on *Wednesday, May 2, 2007, at 2:00 p.m.*, in RS-5.

Call to Order

Mike Ellis called the meeting to order at 2:08 p.m.

Roll Call

Members Present Norma Bean, Jayne Conway, Tony Cruz, Mike Ellis, Michael Finton, Tom Medel, Karen Mifflin, Lucy Nelson (for Horio) and Donna Renner

Members Absent: Tanisha De La Torre, Kelley Hudson-MacIsaac, Ken Jay, Pam Keinath, and Dolores Silva

Ex-Officio Members Present: Katherine Gannett, Lucy Nelson (see above) and Don Thompson

A. Minutes – April 4, 2007

There was no quorum present for the April 4, 2007 meeting.

B. Discussion/Information Items

1. **Workers Comp – Lucy Nelson**

Lucy reported that during the month of April 2007, five claims; one of which was a Facilities employee and two were first-aid.

2. **Campus Police – Tony Cruz**

Tony reported that during the month of April 2007, the following incidents occurred:

- ♦ Eight (8) vandalisms/graffiti
- ♦ Six (6) thefts
- ♦ One (1) stolen vehicle/recovered
- ♦ One (1) 415 disturbance call
- ♦ Five (5) student conduct violations
- ♦ Seven (7) medical assists
- ♦ One (1) lost key

3. **Risk Management**

There was no one present to provide a report.

4. **Health Services – Jayne Conway**

Jayne discussed the April 2007 Emergency Response and Advanced First Aid Summary



HEALTH SERVICES

May 2, 2007

TO: Joseph Madrigal, Assistant Superintendent, Vice President, Student Services

FROM: M. Jayne Conway, R.N., M.S.N., Director, Health Services

SUBJECT: Emergency Response and Advanced First Aid Summary Report

Health Services responded to the following number of emergencies, and advanced first aid for **April 2007**.

Emergency Response and Advanced First Aid

	San Marcos Campus				Escondido Center			
	Student	Employee	Other		Student	Employee	Other	TOTAL
Emergency Response on Campus	7	2	0		0	0	0	9
Emergency Response Health Services	12	2	1		0	0	0	16
Advanced First Aid Health Services	15	6	0		0	1	0	22
Medical Injury Reports	12	5	0		0	0	0	17
Psychological Health Crises	2	0	0		0	0	0	2
Referred Directly to MD	8	2	1		0	0	0	11
911 to Hospital	2	1	0		0	0	0	3

Please see the attached copy of the 2006 – 2007 Emergency Response and Advanced First Aid Monthly Reports for the month of April.

CC: John Tortarolo
Bonnie Dowd

Jayne asked for feedback on the summary outlook reports from members.

Jayne reported the following upcoming events:

- ♦ May's Blood Drive started yesterday, May 1st with the event concluding on Friday, May 4th.
- ♦ "Skin Cancer Screening" will be available this month and is open to all students and employees.

Health Services is short two (2) employees on their nursing staff.

Jayne walked the campus with Tony Cruz and Mike Ellis to discuss the proposed designated smoking areas signage. Proposal is being brought forward to the Facilities Review Committee's next meeting on May 10th. Estimated signage cost is \$3,000.

5. **ASG**

There was no one present to provide a report.

6. **Environmental Health & Safety – Kelley Hudson-MacIsaac/Don Thompson**

Don reported on the following activities:

- He and Kelley provided twelve ergonomic work station evaluations to various areas campus-wide.
- Natural Science Building occupancy load map completed.
- Waste inventory/lab packs will be picked up after finals.
- Romic Environmental will be moving chemicals and specimens from the Chemistry Department and transporting them to the Natural Science Building.
- Air Pollution Control District Inspector made an unscheduled visit to check out the District's and Contractor's generators.
- Floor samples have been taken at the F-Building.
- Tom Plotts, Chief of Campus Police, is currently in the process of reviewing the District's Emergency Preparation Plan as new regulations have recently been implemented. Tom has met with Norma at the Escondido Center and will meet with Kelley shortly.

Mike, Kelley and Tom Plotts will meet to see if any of the Prop M funds are available for security.

D. **First Reading**

There were no first reading items.

E. **Discussions/Other Items**

1. **Construction Updates – Kelley Hudson-MacIsaac**

a. **Natural Sciences Building**

The moving company came out for the bid walk-through for buildings CH, ES and LS to the Natural Science Building.

Parking Lots 5 and 12 will accommodate the various trucks accessing the building.

b. **S-Building Renovation**

Building will be closed to everyone except Dental Assisting.

F. **Safety Concerns**1. **Library Front Steps**

Katherine reported that the front concrete steps, leading up to the President's Office, is deteriorating.

2. **Parking Lot 12**

Karen reported that several large trash containers have been moved onto the pedestrian sidewalk blocking access to the students.

3. **Terrorist Attacks**

Michael briefly discussed a recent one-week seminar he attended which was paid for through the Department of Homeland Security.

4. **Pandemic Flu**

Jayne reported that the Department of Homeland Security's National Strategy for the Pandemic Flu outlines the coordinated federal government's efforts to prevent and prepare for the avian and pandemic flu.

5. **Minkoff Field**

Tom reported that he has seen young children running around Minkoff Field unsupervised. All outside organizations must abide by Palomar College rules.

G. **Adjournment**

There being no further business, the meeting was adjourned at 2:55 p.m.

Reminder: Next meeting is **scheduled** for
Wednesday, September 5, 2007, 2 p.m., Room RS-5