



SAFETY & SECURITY COMMITTEE MEETING MINUTES

May 4, 2005

A meeting of the Safety & Security Committee was held on *Wednesday, April 6, 2005, at 2:00 p.m.*, in RS-5.

Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 2:04 p.m.

Roll Call

Members Present Norma Bean, Jayne Conway, Tony Cruz, Eric Duvall, Mike Ellis, Michael Finton, Katherine Gannett, Kelley Hudson-MacIsaac, Ken Jay, Donna Renner, and Don Thompson

Members Absent: Paul Charas, Brian Engleman, Nancy Horio, Pam Keinath, Karen Mifflin and Dolores Silva

Ex-Officio Members Present: Lucy Nelson and Pam Webb

A. Minutes – April 6, 2005

MSC Jay/Ellis None opposed.

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

B. Action Items/Second Reading

There were none to report.

C. Reports

1. Campus Police – Tony Cruz

Tony reported on the following that occurred during the month of April:

- There will be no parking enforcement during the intersession dates of May 23-June 18, 2005.
- Seven vandalisms (mostly graffiti) occurred in the Library restrooms, the main campus entrance and at a light post in Parking Lot 12.
- One petty theft: purse stolen from the Library.
- One vandalism: Vehicle knocked down staff parking sign – partial license plate was obtained.
- Grand Theft: A drafting table was taken was the IT Building.
- Assault with a Deadly Weapon: Father, attending Little League Game at Palomar's baseball fields, because enraged with Coach.
- Campus Police responded to one medical assist.
- Stolen vehicle: Lot 12; not yet recovered.

- Two arrests/outstanding warrants: one involved a drunken individual who was harassing students at the Transit Center. Officer responded and individual resisted arrest – Tony was called away from a meeting to assist. Officer was able to spray individual who was arrested. Individual had a rap sheet that totaled 83 pages with offenses ranging from assault to rape. The other arrest involved a student who came into Campus Police and filed a false police report supposedly involving a stolen vehicle. Campus Police ran the individual and the vehicle and discovered that individual had an outstanding warrant. Individual was arrested.
- There are a group of students who are involved in alteration of the college's parking permits. Tony will bring a sample of their work to our next meeting.

Kelley gave a brief update on the Campus Police Resource Task Force. This task force is conducting some fact finding and will make a recommendation to SPC in the fall. Kelley will keep Safety & Security committee members informed on the progress of the Task Force.

2. **Risk Management – Ken Jay**

Ken reported that there were two baseball strikes; one involving a bus with a visiting team and the other involved a car traveling on Mission Road.

Two rental vehicles were damaged; one involved a rental vehicle parked in our parking lot and the other involved a rental vehicle returned with damages (driver did not report incident to campus authorities).

A college employee, driving a district vehicle, backed into another vehicle, at an off-site location. Claim: \$2700. College employee already had a moving violation and it is the District's policy to deny driving privileges to these individuals. Division VP reversed decision and allowed this employee to drive.

3. **Workers Compensation – Lucy Nelson**

Lucy reported one accident involving a nursing student on rotation at the VA Hospital. Student stepped in an open floor drain and sprained ankle.

Lucy also reported that the District has started the first aid program and are in the process of transferring the funds (\$10,000). The first aid program entails the following process:

- One doctor's visit
- One follow-up visit
- No time off from work

Of the twenty-seven claims processed in the last year, twelve of these claims could have been processed through the first aid program. This program should significantly reduce costs. All billings are processed through Human Resources and do not go through Workers' Compensation. No procedures will change as far as Health Services is concerned.

4. **Health Services**

Jayne gave a brief update, to the committee, on the Health Services/Emergency/First Aid Summary Report which was distributed to committee members:

Health Services responded to the following number of emergencies, medical injuries and advanced first aid during the month of April 2005 (please note list is incomplete and does not reflect the appropriate numbers):

Emergency Response and Medical Injury/Advanced First Aid

	San Marcos Campus			Escondido Center			Total
	Students	Employees	Others	Students	Employees	Others	
Emergency Response	9			1			10
Med. Injury/Adv First Aid	1						1
Mental Health Crises	0						0
911 Calls	1						1

The Blood Drive for May started yesterday and will end on May 5th. It is being held from 9:00 a.m. to 2:30 p.m. in the Parking Lot 11 next to Health Services and the "E" Building.

Jayne, again, reported that the Physical Exams for Students have proven to be very successful.

Health Services is offering a Skin Screening Exam for Students (Free) and Employees (\$15), April 18-May 13, 2005. Any potential lesions found, patient will be sent to their own physician.

Jayne briefly shared that President Deegan will be providing \$17,000 from his own budget to purchase AEDs for the campus. Personnel from the following departments will receive the initial training on the usage of these machines:

- Athletics
- Campus Police
- Escondido Center
- Health Services
- Student Affairs
- Theatre
- Wellness Center

Kelley briefly described a recent incident that occurred at Grossmont College where a student died in class. Student's family has filed a \$1.4 million dollar lawsuit against the District.

5. **ASG**

There was none to report.

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

Kelley gave a brief update, to the committee, on the Environmental Health & Safety report for April 2005:

- The Facilities Office received 30 safety calls
- Don was dispatched to retrieve, and dispose of, a cloth chair with urine. Student who utilized chair tested positive for Hepatitis C. Chair was disassembled and red-bagged for disposal. It was recommended that Don be trained in blood pathogens.
- Jose Hernandez, Counseling Services, requested ergo evaluation for all the counselors in his department.
- Lab pack will be processed on 5/20/05.

Kelley distributed copies of the Quarterly Reports on Staff Incidents (which includes student workers) and the Quarterly Reports on Student Incidents. The summary outlined the following:

Quarterly Report on Student Incidents - Number of Incidents

Department	July-Sept 2004	Oct-Dec 2004	Jan-March 2005	April-June 2005	Total
PE	6	11	3	4	24
Parking Lots	6	2	9	2	19
Outside (other than parking lots)	6	5	6	3	20
Welding	3	1	1		5
Art	3	6	5		14
Child Care Center	3	1		1	5
College for Kids Program	2				2
Math	3		1		4
Life Sciences	2	2	4		8
Cabinet & Furniture Technology	1	2	1	1	5
Student Union	1				1
Business Education	1				1
Auto Shop	1	1	1		3
Performing Arts – Dance	1	4	1	1	7
Performing Arts – Theatre	1	1		1	3
Cheerleading		2		1	3
Nursing Education		2			2
Snack Shack		2			2
Earth Sciences		1	1		2
Physics & Engineering		1	1		2
ASL					0
Escondido Center			1		1
Design & Consumer Education (Fashion)			1		1
English			1		1
Chemistry			1		1

Types of Injuries

Types of Injuries	July-Sept 2004	Oct-Dec 2004	Jan-March 2005	April-June 2005	Total
Cut	13	14	7	1	35
Burns	3	1	5		9
Fall (walking, running)	4	2	5	1	12
Fall (sitting)	2				2
Insect Bite	6		1		7
Hives	1	1			2
Physical Activity	10	10	6	5	31
Bumped into Something	1	1	1		3
Twisted Ankle	1			3	4
Bruise	1			1	2
Foreign Object/Splinter	0	1	2	3	6
Violence		2	1	1	4
Needle-stick		2			2
Allergic reaction			3		3
Slammed door			2		2
Fainted			1		1
Hazardous Mtls			1		1

D. **New Business – First Reading**

There was none to report.

E. **DISCUSSION/OTHER ITEMS**

1. **Vehicle Safety Program**

No new discussion – will keep this item on agenda until research is completed.

2. **End-of-Year Report**

There was none to report.

F. **Safety Concerns**

1. **San Marcos Campus – Student Union Stairwell**

Norma reported that last Thursday, April 28th, the heel of her shoe got caught on the metal stairs.

2. **Escondido Center – Ambulance Relocation, Newspaper Racks and Five-Star Market**

Michael reported that the ambulance has been relocated to a good spot at the Escondido Center but that he has witnessed several cars whip around the corner too quickly impeding drivers' views; Campus Police to evaluate.

Michael also reported that he has noticed that the vendor that utilizes the newspaper racks literally drives up onto the sidewalk.

Michael also reported that he observed large trucks parking in the lane thus blocking traffic; mute point since Market will be gone in June 2005.

3. **San Marcos Campus – A Building**

Ken reported seeing a large raccoon in the garden area at the A Building. Raccoon has lived in the area for years. Grounds Services will set a trap.

4. **San Marcos Campus – Art Department/Vending Machines**

Don reported that he observed a circle of rocks that have been placed at the top of the stairs near the vending machines at the “C” Building patio area. Circle of rocks are 5 to 6 feet in diameter and the area is definitely considered a trip hazard. Kelley will walk down and check out this area tomorrow (Thursday, April 7th).

5. **San Marcos Campus – Painted Curbs**

Katherine reported that everytime it rains, the painted curbs, located throughout the campus, become extremely slippery.

6. **San Marcos Campus – A Building/ESL Classroom**

Mike reported that an ESL instructor, in Room A-11, was constantly re-arranging chairs (by stacking them) preventing ADA access and blocking the fire exits.

H. **Adjournment**

There being no further business, the meeting was adjourned at 2:48 p.m.

Reminder: Next meeting scheduled for
Wednesday, September 7, 2005, 2 p.m., Room RS-5