



SAFETY & SECURITY COMMITTEE MINUTES
May 4, 2016

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, May 4, 2016* was held in RS-5. Derrick Johnson called the meeting to order at 1:09 p.m.

ROLL CALL

Members Present: DiMaggio, Dimmick, Finton, Harris, Heath, Hornsby, Johnson, MacNeil, Medel, Miller, Wick
Members Absent: Ashour, Chakkanakuzhi, Silva, Sterling, Studinka
Ex-Officios: De La Torre
Ex-Officios Absent: De La Torre
Guests: Boguta-Reeve
Recorder: Reilly

A. MINUTES

1. **Approval of Minutes of April, 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**

Victoria De La Torre provided the following information for the month of April, 2016:

(7) Seven employee incidents:

- o Four reportable: (2) fractured finger (1) ankle sprain (1) right elbow strain
- o Three non-reportable: (1) first aid-cut on leg (1) cut hand (1) bruise on arm

2. **Campus Police**

DiMaggio reports that there have been two vending machines vandalized, and three were broken into with contents stolen. Those opened have an estimated damage of \$1,200 to \$1,500 per machine. He is planning on adding a task force and installing cameras that will perform surveillance of the areas.

Boguta-Reeve reports that campus police will be adding a new advanced Rape Aggression Defense (RAD) class with dates TBD.

3. **Risk Management**

Chris Wick provided the following information for the month of April, 2016:

- o (3) Slips and falls

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 April, 2016:

Fire Prevention Program:

Installed (16) portable fire extinguishers at the South Educational Center.

Replaced (1) fire extinguisher in the cafeteria at the San Marcos Campus.

Campus Police, the EH&S Department and the San Marcos Fire Department performed a walkthrough of the "NS" building in preparation for the fire drill that will be conducted on June 30, 2016. A potential concern relating to Fire Department access was identified on the north side of the building. Miller will provide access with an addition of a lockable gate.

Air Quality:

Palomar College received a Notice of Violation (NOV) from the Air Pollution Control District in regards to the "A" building remodeling project. The EH&S Department responded with a letter and supporting documents proving that Palomar College did not commit any infractions that would result in a regulatory violation. Palomar College was dismissed of any wrongdoing by the Air Pollution Control District.

ERGO/ADA Accommodations:

ADA/Ergonomic assessments completed: (2) Assessments were performed in April.

Hazmat:

(4) Four medical waste shipments were picked up in April.

Storm Water:

The EH&S Department identified that the temporary parking lot project was started prior to obtaining a Storm Water Pollution Prevention Plan (SWPPP) construction permit from the Regional Water Quality Control Board. The EH&S Department filed a request to obtain a SWPPP construction permit from the Regional Water Quality Control Board to assure compliance with state regulations.

C. Action Item/Second Reading

There was no report.

D. Action Item/First Reading

There was no report

E. Discussion Items

1. Through traffic safety concerns in lot 9 near the new Early Childhood Education Lab School: Johnson reports that stop signs have been added and the area is being assessed for the installation of speed bumps. Miller reports that quotes have been obtained for a "Push-to-walk" button at the crosswalk and he is working with a contractor for the installation of that system.
2. "A" building construction update: Johnson reports that the asbestos abatement is complete. There will be some additional asbestos abatement in the area of "A-5" in the next phase of construction. Hornsby reports that the gates that attach to the "ST" building and outside of the "A" building near the cashiers office have openings in them that students are coming through. Students are also locking their bikes to the bars attached to the fence at the "A" building. Johnson will discuss with the Construction Supervisor and resolve the issues.

3. Boguta-Reeve discussed concerns about the path from the “MD” and Admissions buildings for people who require the use of wheelchairs. Miller suggested marking the path. Johnson will work with the Facilities Department to assess marking the areas and sending out a notification throughout the campus.

F. **Safety Concerns**

1. Harris would like to have a procedure developed when people drop off donations at buildings due to an incident that occurred at the ceramics building. Johnson will work with the Dean of the ceramics building to assess current procedures.
2. Medel reports drivers of vehicles have an obstructed view exiting lot 4 due to plant overgrowth. Miller will have the overgrowth of foliage cleared.
3. MacNeil asked how onsite injuries are evaluated. Johnson reports that EH&S investigates injuries. The EH&S and Human Resources Department work with the colleges insurance carrier to provide trainings for injury prevention and to decrease the number of injury occurrences.
4. Heath reports there will be increased road traffic due to hauling of dirt from the old baseball field. This will be occurring in the temporary parking area of lots 1 and 2 through May 13th. Johnson would like a plan developed with the construction company working on the project for safety and traffic control.

G. **Adjournment**

The meeting was adjourned at 1:45 p.m.

Reminder: Next meeting is scheduled for Wednesday, September 7, 2016, 1 p.m., Room RS-5
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