



SAFETY & SECURITY COMMITTEE MINUTES

May 6, 2009

A meeting of the Safety & Security Committee was held on *Wednesday, May 6, 2009, at 2:00 p.m.*, in RS-5.

Call to Order

Mike Ellis called the meeting to order at 2:02 p.m.

Roll Call

Members Present Monique Alegre, Theo Brockett, Mike Ellis, Michael Finton, Bruce Fried, Ken Jay, Pam Keinath, Sue Mayfield (designated representative for Jayne Conway), Tom Medel, Donna Renner, and Cynthia Torgison

Members Absent: Debbie Allen, Jayne Conway, Kelley Hudson-MacIsaac, Pam Keinath, Martha Ruiz-Alvarez and Dolores Silva

Ex-Officio Members Present: John Emerson and Katherine Gannett

Guests: Jaime Moss, Escondido Center
Vic So'oto, Campus Police

A. Minutes – April 1, 2009
MSC Jay/Renner none opposed

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

B. Discussion/Information Items

1. Workers Comp

Monique reported that in April 2009, twelve claims were processed; three of which were First Aid, six of which were Facilities employees.

2. Campus Police

Vic So'oto reported that during the month of April 2009, the following incidents occurred:

10	Graffiti's	2	Stolen Vehicles
1	Locker Burglary	1	Towed Vehicle
2	Harassments	6	Medical Assists
3	Student Code Violations	2	Arrests (drug/alcohol)
1	Information Only	1	Lost District Key
1	Threat	1	Fraud

3. Risk Management

Ken reported that during the month of April 2009, there were two claims filed for flying baseballs damaging vehicles on Mission Road.

4. **Health Services**

Sue read the Emergency Response and Advanced First Aid Summary Report for April 2009. Once Jayne approves the report, a copy will be sent to Donna for posting on the Safety & Security Committee website.

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

5. **ASG**

No report.

6. **Environmental Health & Safety**

John reported on the following activity that occurred during the month of April 2009:

- Installed eight (8) ergonomics
- Installed three (3) monitor arms

The San Marcos Campus received two, unannounced inspections during this month one of which involved the Swimming Pool (no infractions were received).

C. **Action Item/Second Reading**

1. **LOT 11 – Permanent Removal of Hedges @ Comet Circle**

Cindy and Sue both commented that the visibility appears to be much better now that the hedges were trimmed; however they would like to see that the hedges are cut down to three feet so that students walking on the sidewalk parallel to Comet Circle and Lot 11 could be seen by drivers.

D. **First Reading**

1. **Lack of Campus Police Coverage at the Escondido Center**

Theo expressed concern about the lack of Campus Police coverage at the Escondido Center. It is imperative that an Officer be on-duty especially after 6:00 p.m. when there are only two staff members on duty in the main center.

It was noted that the Strategic Planning Council is looking at Campus Police's role and funding sources and the issue regarding the lack of coverage at the Escondido Center may be resolved through this process.

MSC (Brockett/Fried) to move to second reading – none opposed

Make a recommendation to the Finance & Administrative Services Planning Council regarding the safety of students, faculty and staff at the Escondido Center.

"The District's Safety & Security Committee recommends the staffing levels for the Campus Police Department have continuous coverage for a Police Officer at the Escondido Center whenever classes are in session."

This recommendation will be forwarded to F&ASPC for information, discussion and possible action.

MSC (Fried/Brockett)

2. **Escondido Center - Surveillance Camera for Workforce & Community Development/Brockett**

Teri Safraneck, Workforce & Community Development, has requested that a surveillance camera be installed in the Main Entrance and Lobby areas at the Escondido Center and in Lot 1 by the 800 wing (there are surveillance camera currently located in Lots 2 and 3).

Mike reported that this type of request could not be covered by Prop M funds; however it could be covered under the Facilities Master Plan.

This request should be brought forward to the Facilities Review Committee along with the quote obtained from American Surveillance.

E. **Discussion/Other Items**

1. **Construction Update**

a. **Multi-disciplinary Building (MIB)/Building S (Health Sciences)**

Mike reported that the underground utilities, concrete pour and steel will be ongoing throughout the summer months.

The District's insurance representative has been very pleased with the reports provided by the District's DSA Inspectors.

b. **Dogs on Campus**

No report.

F. **Safety Concerns**

1. **Dog in Vehicle**

Officer So'oto reported that a citation was issued recently to an individual who left a dog inside their car – Fine issued was \$950.

2. **LOT 12 via Perimeter Road between Buildings T & CDA**

Sue reported one of her co-workers, Maria, expressed concern with the tall hedge at Building CDA creating a blind spot with vehicles. Drivers cannot see anyone until they are right on-top of a situation (parked food/maintenance cart).

3. **Library Crosswalk across from LOT 5**

Katherine reported that the crosswalk students utilize to cross over from Parking Lot 5 has a lot of cracks and she is concerned for the disabled students that utilize canes.

4. **Escondido Center Security Concerns**

Jaime reiterated security concerns at the Escondido Center Campus especially the building that hosts Workforce & Community Services which is isolated from the rest of the campus community.

He requested that Campus Police provide him with the statistics on the gang invested neighborhood that surrounds their campus.

He shared that Officer Monica Forrest, Campus Police, will be conducting a class on safety at their site.

G. **Adjournment**

There being no further business, the meeting was adjourned at 2:32 p.m.

Reminder: Next meeting is scheduled for
Wednesday, September 2, 2009, 2 p.m., Room RS-5