



SAFETY & SECURITY COMMITTEE MINUTES

May 7, 2008

A meeting of the Safety & Security Committee was held on *Wednesday, May 7, 2008, at 2:00 p.m.*, in RS-5.

Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 2:05 p.m.

Roll Call

Members Present Paul Barboa, Theo Brockett, Tony Cruz, Mike Ellis, Michael Finton, Kelley Hudson-MacIsaac, Lucy Nelson, Donna Renner and Cindy Torgison

Members Absent: Jayne Conway, Ken Jay, Pam Keinath, Tom Medel, and Dolores Silva

Ex-Officio Members Present: John Emerson

Ex-Officio Members Absent: Katherine Gannett

Guests: Stephen Wilson, Campus Police
Randy Gallagher, Health Services
Yvette Martinez, Health Services

A. Minutes – April 2, 2008

MSC Ellis/Renner none opposed

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

B. Discussion/Information Items

1. Workers Comp

Lucy reported that during the month of April 2008, three claims were processed; one was a Facilities employee, one first aid and one CT

Michael Finton shared that several students in his classes are complaining about their backs; Kelley will evaluate their sitting areas.

2. **Campus Police**

Tony reported that during the month of January 2008, the following incidents occurred:

35	Graffiti's
2	Vandalisms
3	Vehicle burglaries
1	Alcohol
1	Grand theft
10	Petty thefts
13	Medical assists
4	Lost keys
4	Drug Arrest; Marijuana
4	Information reports
2	Disturbing the peace
5	Towed vehicles
1	Lost Person
2	Information Only
2	Traffic Accidents
1	Sexual Battery
1	Student Conduct Violation
1	Fraudulent Checks

3. **Risk Management**

No report.

4. **Health Services**

Health Services employees' distributed the April 2008 Emergency Response and Advanced First Aid Summary Report on behalf of Jayne Conway.

5. **ASG**

No report.

6. **Environmental Health & Safety**

Kelley reported that she and Tom Plotts recently met with President Deegan to discuss the Emergency Response Plan and their priorities.

a. **Emergency Response Plan Working Group**

No report.

C. **Action Item/Second Reading**1. **Yellow Caution Marks around Doorways**

Mike indicated that the Natural Science Building has a big issue with wheelchairs and asked the committee to postpone this action item until our next meeting on Wednesday, September 3, 2008.

Motion 1: Ellis/Emerson The motion carried.

D. First Reading**1. Student Union Building Electric Garage Doors Safety issue**

A report was received by the Environmental Health & Safety Office that a child was seen riding up on the electric garage doors.

Mike reported that the doors have a built-in sensor that senses anything in its path and stops the doors. Kelley will check with Marilyn Lunde and Sherry Titus and monitor the situation.

E. Discussion/Other Items**1. T-Building/9-11**

Kelley and John met with the Adjunct Faculty at the T-Building to go over procedural issues when reporting injuries. Meeting went well; however there are bigger issues to resolve with OSHA and will be addressed with Human Resources, Wilma Owens and ROP.

2. Construction Update

- a. Mike reported that during the dates of 5/24/08 through 6/23/08, fifty-six (56) projects will transpire in addition to the demolition of the CH/ES/LS & S Buildings.
- b. Mike reported that the placing of the modular buildings will start the week of May 27, 2008.
- c. The east side of Parking Lot 12 will be gutted and additional parking will be added prior to the start of the fall semester.
- d. A new parking lot will be added next to Minkoff Field with 120 new parking spaces will be created prior to the start of the fall semester.

F. Safety Concerns**1. Parking Lot 1**

Mike reported that he has noticed several vehicles cutting across the parking lots and has avoided getting hit at least two times. Employees and students are not following the aisles. Kelley will discuss this issue with Tony Cruz/Campus Police.

2. Parking Lot Fall

Lucy reported that an employee fell in one of the parking – no more specifics were provided.

3. Transit Center

Randy reported the employees that drive the DRC golf cart are flying through the Transit Center too quickly – Kelley will contact the department.

NCTD lets their buses idle and the fumes are overpowering – there is nothing the College can do about this issue.

4. Maintenance Cart Drivers driving their Carts while talking on their Cell Phones

Cindy reported that on several instances she has witnessed maintenance cart drivers talking on their cell phones while driving their carts.

G. Adjournment

There being no further business, the meeting was adjourned at 2:42 p.m.

Reminder: Next meeting is scheduled for
Wednesday, September 3, 2008, 2 p.m., Room RS-5