



SAFETY & SECURITY COMMITTEE MINUTES

September 5, 2012

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, September 5, 2012, at 1:00 p.m.*, was held in RS-5. John Emerson called the meeting to order at 1:02 p.m.

Roll Call

Members Present: Tony Cruz, John Emerson, Michael Finton, Lisa Hornsby, Kelley Hudson-MacIsaac, Carl Lofthouse, Jaime Moss, Marilee Nebelsick-Tagg and Donna Renner

Members Absent:

Jayne Conway, Anne Delgado, Pam Keinath, Tom Medel, and Dolores Silva

Ex-Officio Members Present:

Lucy Nelson

A. Minutes – May 2, 2012

MSC Nebelsick-Tagg/Moss to approve the May 5, 2012 meeting minutes. None opposed

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

B. Discussion/Information Items

I. Workers Comp

Lucy reported that for the period of May 1, 2012, through August 31, 2012, the following incidents were reported:

- Fifteen (15) workers' comp claims were processed which included
 - One (1) first aid
 - Seven (7) claims from the Facilities Department
 - Three (3) slips, trips and falls
 - Parking Lot
 - Lost balance and stepped in a hole
 - Classroom – Part-time Instructor tripped over a backpack laying on floor
 - One (1) continuous trauma

2. **Campus Police**

Tony Cruz reported that for the period of May 1, 2012, through August 31, 2012, the following incidents occurred:

Incident Count	Description	Incident Count	Description	Incident Count	Description
3	Accident Report	3	Arrest	0	Assault
0	Battery	0	Burglary	0	Criminal Threat
0	Domestic Violence	0	Drugs-marijuana	0	Drunk in Public
0	Forgery				
0	Fraud	15	Graffiti	7	Grand Theft
0	Harassment	0	Hit-and-Run	0	Impounded Vehicle
0	Indecent Exposure	6	Information Only	0	Lewd Conduct
4	Locker Burglary	0	Lost and Found	6	Lost District Keys
23	Medical Assists	0	No License		
0	Non-Injury Accidents	13	Petty Theft	0	Other: Foot Pursuit
0	Other: Found Narcotics	80	Other: Smoking Calls	60	Skateboarders
0	Recovered Stolen Vehicles	0	Robbery		
0	Stalking	0	Sexual Assault	0	Stolen Property
0	Stolen Vehicles	9	Student Code Violations	0	Suspicious Activity
0	Towed/Stored Vehicles	0	Traffic Accidents	5	Vandalisms
0	Vehicle Burglaries	0	Vehicle Vandalisms	0	Water Leak
0	Weapons Violation	0	Attempted/Threatening Suicide	0	Parole Hold

Tony reported that the District has asked Campus Police to help monitor the “no smoking policy.” Verbal warnings and student conduct policy violations are dispensed and then forwarded to Sherry Titus, Director of Student Affairs, for appropriate action.

Tony stated that after Campus Police’s first initial contact with a skateboarder they document the contact with Dispatch so that when Campus Police generates their second contact with the same individual they first verify with Dispatch that this individual has been contacted before. The students are then referred to Sherry for appropriate action.

Appropriate action could consist of:

- Warning (verbal and/or written)
- Reprimand
- Probation
- Restitution
- Community Service
- Suspension
- Expulsion

Donna briefly shared that Sherry has assigned student code of conduct violators to the Facilities Department for community service hours. Kelley inquired if we had any recent individuals and Donna replied, no.

Tony reported that Campus Police had sixty (60) contacts with skateboarders. Campus Police is especially vigilant since the incident that occurred last week where a skateboarder collided with an employee in the vicinity of the old auto shop. Student was speeding on the walkway; collided with the employee causing them to fly ten feet into a nearby fence. Kelley indicated that it is a good thing that the employee is not suing the District – that is a huge liability; what if a skateboarder hit another student or visitor – the liability would be tremendous.

Marilee asked if students could be cited and Tony replied yes; however this particular individual fled the accident site and could not be cited.

Tony indicated that Campus Police adheres to the District's policy which is a three-tier system with progressions-to-actions. The first incident involves warning the skateboarder; however sometimes you can't do that because some of the students are very disrespectful not only to Campus Police but to faculty and staff so the individual is cited immediately.

Kelley said that if we are really serious about curbing the skateboarding problem she recommended to Tony that he meet with his Vice-President and informs him that the progressions-to-action policy regarding skateboarders is not working. Jaime indicated that the same people are bringing skateboards every day. Tony doesn't dispute that; however he indicated that the current policy came from the Safety & Security Committee.

Lisa indicated that classified employees have progressive discipline; however she hadn't heard that the students do. Tony indicated it is not progressive discipline it is progressive action. Lisa would like to hear from Sherry Titus on how the process for student discipline evolves.

John wants to know if there is a city ordinance on skateboarding and Tony replied, yes.

Kelley said that if we need to reverse the decision – our recommendation would be to just skip the niceties and go straight to the citations and Tony agreed. Campus Police would prefer to issue tickets. Tony said that we have to comply with the District's policy. Jaime indicated that this isn't District policy – Kelley stated that this is a procedural type of thing.

John asked the committee if they would like to discuss skateboarding at our next meeting and everyone concurred. Item will be added to the agenda.

Tony indicated that Lisa brought up a good point; perhaps we should have Sherry Titus come to a meeting and explain the process. Committee members indicated no, as her procedures don't have anything to do with ours.

Tony indicated that each semester a new crop of students arrives and it is the task of Campus Police to re-educate; Marilee indicated we don't re-educate on a new group of drivers – Tony is not disagreeing with committee members – that is the procedure. Tony indicated that his direction from his superiors is to be more diligent.

John indicated that he canvassed the campus yesterday and found twelve “no-skateboarding” signs and one sign that had been removed by the front of the campus (Comet Circle at the Softball Field). John created a map of the sign’s locations. The signs are fairly strategically located; although John indicated that he didn’t find all of them nor did he have the opportunity to talk with the Facilities employees who originally hung the signage two years ago. Skateboarding information is provided in the college catalog and the class schedule.

Michael indicated that Emergency Medical Education has a code-of-conduct form they provide to the paramedics’ students. The student’s read the form and signs the paper so they are aware of the procedures. Something similar could be created for students who skateboard on campus.

Jaime indicated that there are Community Service Officers (CSOs) stationed at the front of the campus during the first two weeks of school and he is sure they are informing the students to get off their skateboards. Tony replied that CSOs cannot technically make contact with a student that could potentially be irate as Campus Police doesn’t want to put them into a situation so the CSO instead relays information to the dispatcher. John then asked what happens if they get into a situation with a vehicle driver that just received a ticket, Tony replied that the CSO calls a police officer. John was surprised to find out that a CSO can write a ticket for a vehicle stop; however they can’t write a ticket for a skateboarder. Tony said they can stop a skateboarder and engage with them they just can’t write a ticket – they must call for an officer with a description, etc.

John indicated again stated that we should review this policy. Tony’s recommendation is to issue citations and at the same time submit that request to Sherry Titus for action as she feels/deems appropriate. Jaime indicated that he is confused about Tony’s comments – if someone receives a ticket for speeding they don’t go to Sherry Titus. Tony said that skateboarding on campus is an ordinance – it is not specific in the California Vehicle Code or Penal Code. Ordinances are basically the lowest level of incidents – when Tony researched skateboarding it is San Marcos Ordinance .24 applies to our college – we are using that to cite these skateboarders.

Lucy reported that the employee who was struck by the skateboarder filed a workers comp claim and the employee has been seen medically with follow-up visits including physical therapy and so far has missed two days of work.

Kelley asked Tony what other community colleges do to enforce their no-smoking policies. K-12 successfully enforce “no-smoking” at their campuses.

Tony indicated that MiraCosta College – they have the same designation as Palomar College – campus-free, smoke-free, tobacco-free campus. The only difference between Palomar and MiraCosta College is they allow people to smoke in the parking lots.

Dayna shared that she spoke to a representative recently from a college in Orange County and they let their students smoke in the parking lots and provide ash containers for their usage; however they actually write tickets on campus for violators.

Tony indicated that when we provided our recommendation, it went through the avenue for approval; first to the Student Services Planning Council. Kelley asked Tony if they could discuss it at SSPC because there are a lot of complaints about smoking on campus; perhaps we need to reconsider – let individuals smoke in the parking lots.

Tony said that the smoking issue was orchestrated by Health Services. Kelley indicated that Health Services isn't here today and we all know who the telephone calls and nasty emails – Tony and herself. Tony said maybe we should make a lateral recommendation to SPC (Strategic Planning Council). Lucy said that smoking as nasty as it is neither a safety nor a security issue so this issue doesn't even belong here. Kelley indicated to Tony that she and he could talk about this off-line. Tony indicated that he wished we had a smoking policy similar to MiraCosta Colleges because they are happy there.

3. **Risk Management (no member)**

There was no report.

4. **Health Services**

There was no report.

5. **ASG (no member)**

There was no report.

6. **Environmental Health & Safety Office**

John reported that for the period of May 1, 2012, through August 31, 2012, the following activities occurred:

- Kelley and John presented the Emergency Operations Plan to the Governing Board at their May 8, 2012, meeting.
- The County donated a cargo box filled with \$27,000 worth of gear
- Satellite Phones were purchased
- Extra Portable Radios were purchased
- Currently working on obtaining mass notification towers across campus (infrastructure in-place; Information Services is currently working on interfacing issues).
- 27 ergo installation requests were received; 15 evaluations are existing
- Four (4) IAQs (Indoor Air Quality) were received
- Two (2) employee accommodations requests were received
- EHS assisted with an environmental review at the Wellness Fitness Center
- We are currently working with the San Marcos Fire Department to schedule a “table top training exercise” here at the San Marcos campus for some-Administration type personnel.
 - Two years ago we did scenario training with the San Marcos Fire Department, the Department of Environmental Health San Diego County, and Camp Pendleton Incident Response Team.
 - This year Tony was the lead on coordinating the training with North County Law Enforcement Agencies.
 - Now we want to focus on Palomar College coordinating the table-top training exercises. We hope by next summer we will be able to schedule a joint-training exercise with the off-campus agencies.
- Processed lab packs
- Coordinated T Building hazardous waste removal
- Certified a “crane” at the new ITC Building

- Storm water management – all annual reports are in and certified by the state.
 - We did some same projects around campus.
- Fixed three (3) safety items
- Brought Swimming Pool up to compliance with the Americans with Disabilities Act

C. Action Item/Second Reading

There were no second reading action items.

D. First Reading

There were no first reading items

E. Discussion/Other Items

I. Construction Updates/Kelley Hudson-MacIsaac

a. Humanities, TLC (Teaching Learning Center), the Theatre and the T-Building

Everything is coming along well. The Theatre will open in April 2013 and the other three projects should be completed by August 2013.

b. West Comet Circle Parking Lot

Over the summer, the District purchased the property behind the Chevron gas station. The property was converted into a temporary parking lot for all the construction workers who are no longer parking in students' lots. This lot opened in August 2012.

c. Parking Permit Machines

We also worked with Campus Police on installing six new parking permit machines which take credit cards. We had to do a little bit of trenching and electrical work to make that happen.

d. Escondido Center Reimaging Project

We are out-to-bid on the Escondido Center Project. The bid closes on October 5, 2012. It center will remain open this semester; however in the summer of 2013, the whole campus will be closed with re-opening scheduled for August 2013.

e. South Education Center

We are designing the South Education Center. We have finished design development. We anticipate going to DSA in December 2012 or January 2013. Construction should begin on this project in summer 2013.

f. Child Development Center

We also will be beginning construction on the Child Development Center. We are finishing up design development on this project also.

g. Athletics/Kinesiology Complex

We will be working with an Architect on the design of the Athletics/Kinesiology Complex. The planning and programming of this project will begin later this month.

2. **Active Shooter Training Episode**

Tony briefly reported that on July 17th and 18th, Campus Police held an “active shooter training” on the San Marcos Campus. Agencies involved included our own Campus Police, the Sheriff’s Department, all the North County Police Agencies (Escondido, Oceanside, and Carlsbad), and Border Patrol, Park Rangers, MiraCosta College and CSU San Marcos police agencies. Overall over 150 officers participated in the training.

The training consisted of two scenarios; one was an active shooter running around the “O” Building. We are developing a new concept to train our people because of what is happening in Iran/Iraq – it is called bounding – so we tested our ability in how we bound ourselves together when attacking the shooter and the exercise went really well.

In the old days you would take the gun and you would run towards the shooter and a lot of officers would get shot. Now there is a concept where you lead-in-bounds – you cover, go behind a car – it is a systematic way with a team – coordinates their movements and in the end – the goal is to get that shooter.

The second scenario was on the north side and that was a barricaded hostage situation where you are at the end and the suspect has the hostage so what do you do – do you shoot them or do you negotiate – you can elect to have a negotiator come in and talk with the suspect or if you are a good shot – then bam.

It was really interesting. Our police officers went through the cycle about eleven times and Tony was really amazed that they had that drive and really wanted to get well-versed in how we respond.

Everything went really well with the pre-planning and coordination of this event. Tony wants to exercise in the future – demonstrators and protestors.

F. **Safety Concerns**

There were none reported.

G. **Adjournment**

The meeting adjourned at 2:55 p.m.

Reminder: Next meeting is **scheduled** for
Wednesday, October 3, 2012, 1 p.m., Room RS-5