



SAFETY & SECURITY COMMITTEE MINUTES

September 6, 2006

A meeting of the Safety & Security Committee was held on *Wednesday, September 6, 2006, at 2:00 p.m.*, in RS-5.

Call to Order

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

Roll Call

Members Present Norma Bean, Jayne Conway, Tony Cruz, Eric Duvall, Mike Ellis, Kelley Hudson-MacIsaac, Ken Jay, Pam Keinath, Karen Mifflin, Steve Perry and Dolores Silva

Members Absent: Melissa Bohl (ASG Rep), Mary Cassoni, Michael Finton, Katherine Gannett, Nancy Horio and Donna Renner

Ex-Officio Members Present: Don Thompson

Ex-Officio Members Absent: Lucy Nelson

A. Minutes – May 3, 2006

MSC Ellis/Jay 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 – Kelley Hudson-MacIsaac for Lucy Nelson

There were 10 claims filed in May and four were First Aid. There were 5 claims filed in June, and one was First Aid. There were two claims filed in July.

2. Campus Police – Tony Cruz

Tony Cruz reported on the relatively few incidents that occurred during the summer. He also reported on an incident that occurred at the Escondido Campus. The alarm went off in the Bookstore at the Escondido Center. Escondido Police responded armed. The major problem was that no one at the Escondido Center had a key to access that area, only Follett personnel had keys. Tony Cruz, Norma Bean, Bruce Bishop and Follett will meet to discuss a solution such as a Knox Box.

3. Risk Management

Ken reported that the summer was slow in this area also. The District did resolve the bleacher lawsuit for \$25,000 (the district's share).

4. **Health Services – Jayne Conway**
Jayne reported on the number of medical responses and various activities that Health Services engaged in this past summer such as AED update, smoking, and the dates of the September Blood Drive.
 5. **ASG**
There was no one present to provide a report.
 6. **Environmental Health & Safety – Kelley Hudson-MacIsaac**
Kelley reported on the various summer activities of the Environmental Health & Safety Department. NIMS' training was held for the designated emergency response management personnel. Building Coordinator kits have been assembled and distributed to the Instruction Office during emergency response training.
- C. **Action Items/Second Reading**
There were no action items.
- D. **First Reading**
1. **Cell Phone Usage while Driving District Vehicles**
Donna Renner proposed to revise the procedures for Driving District Vehicles to include a prohibition of cell phone use. All were in agreement that this was a good idea and should include driving carts. Donna will bring the revised procedures to the committee for review/ approval.
 2. **ADA Access – Borden Entrance Sidewalk**
Mike Ellis reported that a complaint had been received from a student in a wheelchair that uses the Borden Entrance sidewalk. There was no curb cut in the sidewalk. Mike's crews will be installing a curb cut.
 3. **Parking Lot 12 – Pedestrian Safety**
Don Thompson observed that the mix of pedestrians and cars in Lot 12 near the end of the B building is a concern. There is no official stop and cars do not always give the pedestrians the proper right of way.
 4. **Bees**
Mike Ellis reported that during the removal of 4 bee hives at the Theatre, one of the bee keepers was stung and the bees were abnormally aggressive. They were not Africanized. The removal of the hives may help with the yellow bee poop complaints from Parking Lot 2.
 5. **AED Update**
This was covered in Health Services Report.
 7. **Waste Container Fires**
Jayne reported that there appears to be an increase in waste container fires from cigarettes. Jayne continues to work with the students in hopes of creating a smoke free environment at Palomar.
- E. **Discussion/Other Items**
1. **Construction Updates**
 - A. **High Technology Laboratory Classroom Building / Soccer Field**
Mike Ellis reported on the number of projects the Facilities Department worked on during the summer. The High Tech Building (Natural Science) is scheduled for classes August 2007. The soccer field is progressing well.
 2. **Prevention of Communicable Disease (i.e. flu)**
Prevention of Communicable Disease (i.e. flu) - will be discussed next meeting

F. **Safety Concerns**

There was none to report.

G. **Adjournment**

There being no further business, the meeting was adjourned at 3:30 p.m.

Reminder: Next meeting is **scheduled** for
Wednesday, October 4, 2006, 2 p.m., Room RS-5