



SAFETY & SECURITY COMMITTEE MINUTES

September 11, 2002

A meeting of the Safety & Security Committee was held on *Thursday, September 11, 2002*, at 3 p.m., in RS-5.

A. Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 3:05 p.m.

B. Roll Call

Members Present Jayne Conway, Max Cregar (ex-officio) Michael Finton, Kelley Hudson-MacIsaac, Ken Jay and Don Thompson

Members Absent: Cynthia Anfinson, Donna Baughn (ex-officio), Norma Bean (ex-officio), Eileen Bundoc, Barbara Clay, Mike Ellis, Carol Gidner, Jo Anne Giese, Donna Greene (ex-officio), Toni Griffith, Ed Groschwitz, Eamon Kavanagh, Steve Kirby, Pat Larmer (ex-officio), Mike Rourke (ex-officio), Jim Stoney and Pam Webb (ex-officio)

Guests Present: Glynda Knighten

C. Minutes

There were no minutes to approve.

D. Unfinished Business

1. Automated External Defibrillators (AEDs)

Jayne briefly shared that Michael Finton and her had met and had forwarded their meeting notes to Ken Jay for his input regarding this product. It is Jayne's dream that these AEDs will be available at the main campus and at each of our centers. Ken said that if district does not provide these units there would be no potential liability to the district. However, if we do provide these units, liability will occur if the devices are used incorrectly. Training will be imperative. Jayne recommended that if we can provide these units that the district should partner with the San Marcos Fire Department and with Project Heart². It was noted that all California Community Colleges have these units on their campuses. Following a brief discussion, it was the consensus of the Safety & Security Committee to direct Jayne and Michael to get their committee together, demo the proposed product, draft a proposal together and bring back the finished product to this committee for approval. ⁱ.

² Project Heart has one main goal: to save lives through early defibrillation. San Diego Project Heart objective is to make Automatic External defibrillators (AED) as accessible as fire extinguishers throughout our community.

E. Reports

1. Campus Police – Jim Stoney

There was no report.

2. Risk Management – Ken Jay

No major incidents have been reported on campus. His office received one injury report regarding a student who jumped over the brick wall by the Bookstore. Kelley informed everyone that the area in question has been railed off to prevent any further incidents.

3. Workers Comp – Donna Baughn

There was no report.

4. Health Services – Jayne Conway

Jayne reported that during the first week of classes, Health Services saw approximately 250 students a day.

A new flyer was distributed campus-wide (and via the internet) informing students and staff of the available services offered by Health Services.
<<http://www.palomar.edu/healthservices>>

Health Services is sponsoring the "Breakaway" Free stop smoking program at the Escondido Center. "Breakaway" is a creative program developed by North County Health Services. It is open to all students, staff or their families. All support and supplies in this program are FREE including the nicotine patches and gum. Dates and Times are as follows:

Series I: Thursdays 3:00 p.m. to 4:00 p.m.
October 31, November 7, 14, 21, December 5, 12
Room EC501 – Escondido Center

Health Services is also sponsoring a blood drive at the San Marcos Campus. Dates and Times are as follows:

Wednesday, September 25, 2002, 9:00 a.m. to 2:00 p.m.
Thursday, September 26, 2002, 9:00 a.m. to 2:30 p.m.

The last blood drive was highly successfully resulting in a great addition to our Palomar College Blood Fund which is available to all students and staff in time of need.

Health Services will be providing "Flu Shots" for students and staff by appointment only. Costs will be \$10 for students and \$15 for staff while supplies last.

Jayne informed everyone that the Physician is on duty all day Wednesday. She also stated that when the nurses are unavailable at the Escondido Center, all calls are forwarded to Health Services on the San Marcos Campus.

5. EH&S – Don Thompson

Don reported that mats have been purchased for the showers in the Wellness Center. Don also reported that there have been two incidents recently with cooking oil spills (not considered hazardous waste) both caused by the local waste management company's truck. Aramark (Pat Barrett) has assured our department that they will be replacing the existing container with a new square, easy-pump container by Friday, September 13, 2002. It was suggested that the container be moved to a new location.

The committee expressed some concern regarding the wall between the Racquetball Courts and Food Services. Max recommended that perhaps a wrought iron fence could be installed (similar to the AA/ST Building) to prevent students from jumping off the wall on to the asphalt below.

Kelley will follow-up with Aramark/Food Services regarding moving the oil container and trash containers from their present location to another location behind some fencing. She will make her recommendations to the Facilities Master Planning Committee.

F. New Business

1. Borden Entrance – Kelley Hudson-MacIsaac

Kelley briefly shared that the narrow lane on Borden Road is becoming safety hazard. People tend to drive extremely fast on this road. Kelley indicated that she is not aware of how many accidents have occurred in this section of Borden Road. The City of San Marcos will not pay for the road to be widened and there is not room for a left-turn lane. It is the college's hope that future housing developments will pay for the road to be made wider. The High Tech Building will greatly impact Comet Circle so Borden Road will need to be more accessible to everyone. It was proposed that Kelley or Jerry Patton draft a letter to the City of San Marcos Public Works Department regarding this issue.

2. Construction Zone – Kelley Hudson-MacIsaac

Kelley asked the committee if anyone had heard any concerns regarding the construction zone (there were none). One of the committee members did pass a remark regarding the port-a-potty in the triangle area of LOTS 1 and 2. Kelley indicated that it was to be there only for a short while. Kelley shared that there are weekly construction meetings held regarding the Student Center and that they will be starting the footings this week.

Kelley reported that Katherine Gannett had notified her office that one of her employees had been bitten on the leg inside the Library. The employee went to the doctor and the doctor informed the employee that it was probably construction related.

2. Environmental Concerns – Agnes Wood McNeil

There was no report.

3. Safety Inspections - Kelley Hudson-MacIsaac

Kelley briefly informed the committee that we need to start doing safety inspections of the campus departments/buildings. Kelley distributed campus maps to those members present asking them to choose an area they would like to inspect. Kelley also indicated that she and Don would be available to accompany members on their safety inspections if they so desired.

G. OTHER ITEMS

1. High-Tech Science Building

College personnel are currently reviewing the 90% completed construction documents with the 100% completed construction documents due on campus, October 1, 2002. The documents will take approximately six months to go through DSA and the Chancellors' Office and we hope to award a bid prior to June 2003. The funding source for the pedestrian walkway from the parking lot to the second floor of the Science Building is unknown at this point in time.

There is a Facilities Master Plan being developed so we can go to the voters for a bond. We are hoping that the bond will pass as safety is a good selling point.

2. Java City

Kelley shared briefly with the committee that she had received a report that the coffee that is served by Java City is so hot that people cannot hold the cup. Don will follow-up with Food Services. A member of the committee asked if we should conduct safety inspections in Food Services. Kelley responded by telling the committee that these inspections are conducted by the County.

3. Car Vandalisms

Michael briefly shared that there has been an outbreak of car vandalisms, at the Escondido Center, recently during broad daylight. It is imperative that people should not leave valuables in their cars. Parking lots are basically shopping centers for thieves. The committee feels that the CSO's need to be more visible (it was noted that they have been since the vandalisms have occurred).

4. Escondido Center Smoking Issue

Since the installation of nice tables and chairs near the 600 wing at the Escondido Center there has been many complaints lodged with the administration regarding students smoking and the staff at the Escondido Center wants to know if it is possible to designate smoking areas. Kelley responded that this request is not possible but that signage can be installed indicating the area is a non-smoking area. Requests for smoking signage should be emailed to Kelley who will bring this request forward to the Facilities Master Planning Committee.

H. Adjournment

There being no further business, the meeting was adjourned at 4:00 p.m.

ⁱ AEDs: are portable devices that analyze the heart's rhythm and, if necessary, allow a rescuer to deliver an electric shock to a victim of Sudden Cardiac Arrest (SCA). This shock, called defibrillation, may halt the rapid and chaotic heart activity of Sudden Cardiac Arrest, and help the heart to re-establish an effective rhythm of its own. A victim's chances of survival are reduced 7-10 percent with every minute that passes. However, cardiac arrest can be reversed in most victims if it is treated within a few minutes. A victim not defibrillated in approximately 8-10 minutes has virtually no chance of survival.