



SAFETY & SECURITY COMMITTEE MINUTES

October 6, 2010

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, October 6, 2010, at 2:00 p.m.*, was held in RS-5. Kelley Hudson-MacIsaac called the meeting to order at 2:02 p.m.

Roll Call

Members Present: Lisa Bertotti, Brian Engleman, Tony Cruz, Michael Finton, Lisa Hornsby, Kelley Hudson-MacIsaac, Ken Jay, Pam Keinath, Jaime Moss, Marilee Nebelsick-Tagg, Donna Renner, Dolores Silva, Josh Simmons and Tom Medel

Members Absent: Jayne Conway and Brenda Wright

Ex-Officio Members Present: John Emerson and Lucy Nelson

Ex-Officio Member Absent: Katherine Gannett

A. Minutes – May 5, 2010
MSC Nebelsick-Tagg/Jay none opposed

The minutes of the meeting of May 5, 2010 were approved with the following corrections:

Item E1h, page 3, paragraph eight, sentence one: "help-up" changed to "held-up."

Item E2, page 3, paragraph nine, sentence one: "Kelley" changed to "Mike Ellis."

Item F2, page 4, paragraph two, sentence one: "has" changed to "have."

Item F3, page 4, paragraph three, sentence two: "permitting" changed to "permeating."

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

B. Discussion/Information Items

1. Workers Comp

Lucy reported that for the period of June 2010 through September 2010, 13 workers' comp claims were processed; three of which were First Aid, two of which were spills/falls and three were from the Facilities Department.

2. **Campus Police**

Tony Cruz reported that for the period of May 2010 through September 2010, the following incidents occurred:

Incident Count	Description	Incident Count	Description	Incident Count	Description
5	Arrests	0	Assault	0	Attempted Burglary
0	Drugs-marijuana	0	Felony Vandalism	0	Forgery
0	Fraud	0	Graffiti	1	Grand Theft
0	Harassment	0	Hit-and-Run	0	Impounded Vehicle
0	Indecent Exposure	0	Information Only	0	Lewd Conduct
0	Locker Burglary	0	Lost and Found	0	Lost District Keys
35	Medical Assists	9	No License	2	Non-Injury Accidents
3	Petty Theft	0	Sexual Battery	0	Stolen Property
0	Stolen Vehicles	13	Student Code Violations	2	Threat
0	Towed/Stored Vehicles	0	Traffic Accidents	23	Vandalisms
3	Vehicle Burglaries	4	Vehicle Vandalisms	0	Warrant (arrest)
0	Weapons Violation				

3. **Risk Management**

There was no report.

4. **Health Services**

There was no report.

5. **ASG**

There was no report.

6. **Environmental Health & Safety**

John reported on the following activities that occurred during the month of September 2010:

- Received and processed 28 service calls
- Oversaw two indoor air quality projects
- Wellness Center HVAC system down
- Library HVAC system down
- Obtained training to become Qualified Trainer/Evaluator for Forklift Training
 - ♦ All certified forklift drivers must be re-certified every three years
 - ♦ Keenan & Associates used to provide free Forklift Training to the District; however they now charge \$1300 per training session.

C. **Action Item/Second Reading**

None

D. **First Reading**

None

E. **Discussion/Other Items**

1. **Construction Update (Hudson-MacIsaac)**

a. **Health Sciences**

The new Health Sciences building opened successfully to fall 2010 classes on August 23, 2010.

- b. **Multidisciplinary Building**
The MD Building is scheduled for opening for spring 2011 classes. We are currently purchasing furniture and equipment with FF&E funds.
- c. **Industrial Technology Building**
The building is moving along and is scheduled to be completed in 2011.
- d. **Planetarium**
The Planetarium is moving along and is scheduled to be completed in 2011.
- e. **Howard Brubeck Educational Theatre**
Plans are currently in DSA (Division of the State Architect).
- f. **Humanities Building**
Plans are currently in DSA for review. Estimated start date, spring 2011.
- g. **San Marcos Campus Teachers Learning Center/P-North**
The Architects are in process of finishing the plans. We hope to bid this project and the Humanities Building at the same time.
- h. **Building B Demo**
The B-Building demo is scheduled for the beginning of 2011. The modular builders are leaving and several campus departments will be relocated to buildings in Redwood City (officially known as the "Swing Space" project).
- i. **Parking Lots 3 and 5**
This project is currently in the design stage; however we hope to start this project in summer 2011 with completion anticipated prior to the beginning of the fall 2011 semester.
- j. **ADA Comet Circle Intersection Project**
This project was required by DSA and encompasses the northwest and southwest corners of the roadway and pathways being modified all the way to the Transit Center.

Signals are needed for pedestrians and vehicle flow-through.
- k. **Placement of Skateboarding Signs**
Tony shared that it is hard for Campus Police to enforce the new regulations with regards to skateboarding on campus property.

Donna replied that due to the improper signage that was first created, she had to outsource the signage. Signage should be completed shortly.

2. **Natural Science Building Security**

Kelley reported that she hasn't heard anything regarding this item. This action item will be removed from the agenda until further information is brought forward by Candi.

F. **Safety Concerns**

1. **Power Outages**

Michael inquired if classes can still be held during a power outage. Ken replied that if the campus is being evacuated, the answer would be no.

2. **Potential Child Development Student**

Dolores reported that a potential student interested in the Child Development field was informed that she could not park in the visitor parking while meeting with her advisor and that she had to purchase a parking permit.

Tony recommended that Dolores contact Brian Engleman to make arrangements for parking.

3. **Child Development Center New Parking Lot Curb**

Pam expressed concern regarding the new 12" curb that was installed in Parking Lot 12. She asked if it could be painted yellow.

4. **Health Sciences Building, 2nd Floor Corridor**

Marilee reported that since the opening of the Health Sciences Building, students on the 2nd floor corridor waiting for classes are constantly sitting on the floor with their legs extended as there are no benches available. This action is creating a safety hazard as someone could easily trip and fall.

Kelley replied that she would have our Construction Manager look into the possibility of adding benches to one side of the corridor to alleviate this issue.

5. **KIOSK @ Main Entrance**

It was reported that vehicles are sitting waiting at the main entrance by the KIOSK to pickup students from students thus creating a hazardous situation.

6. **Main Sidewalk Lighting**

Tom reported that the lighting is coming on too late on the main sidewalk <Donna will notify the Facilities Maintenance Electricians>.

7. **800 Wing Restrooms Lock from the Inside**

Jaime reported that the new 800 wing restrooms can be locked from the inside.

G. **Adjournment**

There being no further business, the meeting was adjourned at 3:04 p.m.

Reminder: Next meeting is scheduled for
Wednesday, November 3, 2010, 2 p.m., Room RS-5