



SAFETY & SECURITY COMMITTEE MINUTES

October 7, 2015

A regular meeting of the Palomar College Safety & Security Committee scheduled for *Wednesday, October 7, 2015* was held in RS-5. Derrick Johnson called the meeting to order at 1:11 p.m.

ROLL CALL

Members Present: Ashour, Chakkanakuzh, Finton, Harris, Hornsby, Johnson, MacNeil, Miller, Sena, Sterling
Members Absent: DiMaggio, Dimmick, Heath, Medel, Silva, Studinka
Ex-Officios: De La Torre
Ex-Officios Absent: None
Guests: Wick, Corbin
Recorder: Reilly

A. MINUTES

1. Approval of Minutes of September 2, 2015

The minutes were approved as presented. Minutes are posted on the Palomar College Webpage as follows:

<http://www.palomar.edu/committees/safety>

B. DISCUSSION/INFORMATION ITEMS

1. Workers Comp

Victoria De La Torre provided the following information for the month of September, 2015:

(5) Five employee incidents:

- Three reportable: (2)shoulder/(1)hand strains
 - One was from Custodial Services
 - One was from Building Services
 - One was from Performing Arts
- Two non-reportable: miscellaneous with no medical treatment sought

2. Campus Police

No representation.

3. Risk Management

Wick provided the following information for the month of September, 2015:

(9) Nine student incidents

- Two bee stings
- Three slip and falls
- One compressed finger
- One twisted ankle
- One nosebleed
- One lightheaded/dizzy

4. Health Services

There was no report.

5. ASG

No representation.

6. Environmental Health & Safety Office-Derrick Johnson

Derrick reported on the following information for the month of September:

Safety Issues:

- Escondido mold issue TLC ceiling area – air samples taken. Vendor is scheduled to clean mold.
- Escondido room 807 – Building Services department is projected to complete the corrective actions to repair flooring and address water drainage issue by the end of October.

ERGO/ADA Accommodations:

- (7) ADA/ergonomic assessments completed
- (1) pending ADA/ergonomic assessment

Air Quality (APCD):

- All air quality test results performed during September in the Humanities building, classrooms H-108, H-112 & H-321 and exterior of the building indicate normal conditions. There will be no recommendations for improvement.
- EH&S will conduct air sampling for mold at the following locations:
 - 1. Pool Area room SW-16. The Custodial department has been cleaning the area.
 - 2. 3C Media campus satellite area due to old water damage.

Storm water:

- North Education Center - outstanding issues with who maintains swales and filter inserts along Horse Creek Ranch Road. EH&S is currently addressing this issue with San Diego County Regulator and the County Transportation department.

Hazmat:

- (1) Asbestos shipment at "LRC Project"
- (5) Medical Waste Shipments:
 - Four at San Marcos Campus
 - One at Escondido Center

C. Action Item/Second Reading

- 1. Plan for NS/Library walkway/fire lane area safety concern:
MSC (Ashour/Hornsby) to approve the request. The motion was carried by unanimous vote.

D. Action Item/First Reading

- 1. Plan for NS/Library walkway/fire lane area safety concern:
 - Add a 3rd bollard in the area to prevent cars and vendors from passing through-pending
 - Stencil the area in front of bollards to say "Emergency Vehicles Only"-complete
 - Stencil other areas (cross walk by RS bldg. and PAC) with the same verbiage-pendingMSC (Miller/Johnson) to move this item to action/second reading. The motion was carried by unanimous vote.

E. Discussion Items

- 1. Personal electrical items in office spaces (i.e. space heaters, microwaves, toaster ovens, coffee pots):
There was a smoke alarm that was activated last week due to someone leaving on a coffee pot overnight. There have been other incidents that were fire risks as well. Sena recommends developing district standards for procurement and operation of appliances. Ashour will check to see if there is a policy on space heater usage. She suggests having V.P. Perez bring it to the Executive Cabinet meeting.
- 2. Santar Place and 3C Media – Relocation of staff from both campus satellite locations due to the possibility of mold at 3C Media site and exhaust fumes at Santar Place:

Johnson suggests renting a storage area at Santar Place to house our equipment, and rent the location when needed. Hornsby recommends working with V.P. Sourbeer to discuss relocating the classes back to our campus. Miller requests keeping this as a discussion item until the situation is resolved.

F. **Safety Concerns**

1. Harris would like an update on a generator for the Health Services department. Johnson reports that a work order has been created for the Facilities department to install one. The college is also discussing generators for the Escondido and South Ed campuses
2. MacNiel would like to know the appropriate procedure to fill out the medical injury reports for students. Wick reports that the instructor should fill out the form with the student present to make sure the description of the injury is accurate. These forms are currently on the EH&S webpage. Johnson has requested that these forms be moved to the Risk Management or Health Services website.
3. Chakkanakuzhi reports NS 259 is still too hot despite repairs. Miller will send staff out to rectify the situation.
4. Chakkanakuzhi that the student traffic is very heavy in the area of Las Posas and Comet Circle during rush hour. It is difficult for cars to pass with students crossing in various directions and not always using the crosswalks. Miller and Johnson will assess the area for a "Push to Cross" button or other traffic crossing signage.
5. Reilly concerned about trash in the Facilities area. Miller reports that Facilities is working on increasing the cleanup

G. **Adjournment**

The meeting adjourned at 2:22 p.m.

Reminder: Next meeting is scheduled for Wednesday, November 4, 2015, 1 p.m., Room RS-5
--