



SAFETY & SECURITY COMMITTEE MINUTES

November 1, 2006

A meeting of the Safety & Security Committee was held on *Wednesday, November 1, 2006, at 2:00 p.m.*, in RS-5.

Call to Order

Kelley Hudson-MacIsaac, chairperson, called the meeting to order at 2:02 p.m.

Roll Call

Members Present Norma Bean, Jayne Conway, Tony Cruz, Tanisha De La Torre, Mike Ellis, Michael Finton, Kelley Hudson-MacIsaac, Ken Jay, Pam Keinath, Tom Medel, Karen Mifflin, Steve Perry, Donna Renner and Dolores Silva

Members Absent: Nancy Horio

Ex-Officio Members Present: Lucy Nelson and Don Thompson

Guests: Michelle Eichelberger, President, Phi Theta Kappa/Vice-President, ASG and Elizabeth Trujillo, Vista Community Clinic

A. Minutes – October 4, 2006

MS Word meeting minutes file document was too large to send via email thus committee members did not have sufficient time to peruse distributed copies to approve said minutes. Meeting minutes will be approved at December 6th meeting.

B. Discussion/Information Items

1. **Workers Comp – Lucy Nelson**

Lucy reported that during the month of October 2006, there were eight workers' comp claims – two of which were Facilities employees (one Custodial Services employee and one Building Services employee) encompassing the following:

- One (1) acute trauma
- One (1) needle stick
- Three (3) sprains
- One (1) rash
- Two (1) Back-to-Back inquires – this particular employee has already been counseled.

2. **Campus Police – Tony Cruz**

Tony reported that the following activities have occurred since our last meeting:

- Seven (7) petty thefts
 - Tennis Court: bicycle stolen
 - Parking Lot D1: purse stolen from vehicle
 - Recovered bicycle at Building-GJ
 - Building-CT: cell phone
 - Classroom P-31: pain medication stolen
 - Parking Lot 12: recycling materials stolen
 - Escondido Center: Textbooks stolen
- Grand Theft: Five (5) books stolen – presently following up on leads
- Two vandalisms: graffiti

- Burglary: Cut padlocks on lockers to steal books and art supplies
- Parking Lot 9: IPOD, Golf Clubs, Tools and Vehicle stolen
- Parking Lot 5/HTLC: Cut fence and locks to access Contractor's Storage Shed – stole approximately six boxes of copper fittings worth \$30,000. Campus Police believes job was done by construction worker – prints taken
- Parking Lot 3 – burglary
- Transit Center: Assault – male suspect missed bus at Escondido Center – had mother drive him to San Marcos Campus – assault bus driver – suspect arrested.
- Parking Lot 14 @ Mission Road – Drunken driver took out fencing and posts – San Diego Sheriffs arrested individual who had no license and insurance.
- Parking Lot 3 @ East Comet Circle – Female student took out fence above Swimming Pool. Female driver was in left lane when male driver, in pickup truck, tried to merge – female driver tried to race other driver causing female driver to lose control.

Kelley requested that Campus Police contact the liaison officer at San Marcos Middle School regarding the young students who cut through our campus.

It was reported that there was a recent shooting incident that occurred near the Escondido Center which is surrounded by gang turf.

Dolores reported that a VCR was stolen from Classroom A-18. Item was taken sometime between Friday, October 27th, and Monday, October 30th. This is the second VCR stolen from this secured classroom. Police report has been filed.

3. **Risk Management**

A student has filed a claim against the District for failing to provide guards on power equipment which badly injured his hand.

Kelley indicated that her office could send out a campus-wide email regarding power equipment accident safeguarding but she feels it should come from the VP level.

Ken reported that the Department had the protective guards removed from the table saw as certain cuts cannot be made with the guard-in-place; protective guard would have prevented the student's injury.

Don reported that the Environmental Health & Safety Office has a DVD subscription of safety videos and recommends that we publish the list so campus departments could view them at their convenience.

Kelley recommended that we make a checklist, similar to our Forklift compliance checklist, which employee can walk through shop and ensure that tools have met the necessary requirements. Norma recommended that this system be made a directive especially on the SWACC reports and are distributed to the VPs, Dean, Directors, etc.

Karen recommended that Instructor's execute the special cut instead of a student. Kelley indicated that some instructor's will state "but we have always done it that way." That type of thinking essentially harms the District when in fact we need to help people not get hurt.

4. **Health Services – Jayne Conway**

Jayne reported that there were a total of 67 Emergency Response and Advanced First Aid for the month of October 2006. Thirty-one students and Twenty-five employees were seen.

Health Services has flu shots available for students and employees. The vaccine was switched in September 2006.

Jayne also reported that Health Services has seen a lot of patients with strep throat and the next AED meeting will be schedule sometime after November 8, 2006.

Jayne introduced Michelle Eichelberger, President of Phi Theta Kappa and ASG, and Elizabeth Trujillo of Vista Community Clinic.

Jayne reported that Phi Theta Kappa and Health Services are providing two events from the Tobacco Education Committees. Phi Theta Kappa and ASG are leading the "Clean up the Butts on Campus" on Monday, November 11-13, 2006, with CASH prizes for the winners. This project, in cooperation with the Vista Community Clinic, will help clean up all the cigarette butts on campus. Refer to flyer below:

Help put **TOXIC** waste

According to the Ocean Conservancy, cigarette butt litter accounts for one in every five items collected during cleanups, making it the most prevalent form of litter on earth.



There are over 176,000,000 pounds of discarded cigarette butts in the United States each year.



Over 4.5 trillion cigarettes are littered worldwide each year. They are the most littered item in the world
www.cigarettelitter.org



In it's place



CASH PRIZES AWARDED!!!!

Kick Butt @ the Campus Clean Up

**Monday, November 13th
11:30 a.m. - 1:30 p.m.**



Brought to you by Phi Theta Kappa (760) 744-1150 x 2594
Palomar College Health Services (760) 744-1150 x 2380 &
Vista Community Clinic's Tobacco Program (760) 407-1220 x 165



On Thursday, November 16th, Health Services and the Tobacco Education Committee in partnership with the Vista Community Clinic will provide "The Great American Smokeout." Smokers are encouraged to stop smoking for one day. A variety of education pieces will be provided to help educate the hazards of second-hand smoke. Resources will be provided for smoking cessation programs for continued help. Refer to flyer below:

The Great American Smoke Out

What does it take to participate? Just you. There's nothing to join or buy or sign up for. You simply commit to quit for one day. You can do that, right?

Thursday November 16th, 2006

About 87% of lung cancer deaths are caused by smoking

Cigarette smoking accounts for at least 30% of all cancer deaths

Tobacco smoke contains over 4,000 chemical compounds. More than 60 of these are known or suspected to cause cancer

Cigarettes kill more Americans than alcohol, car accidents, suicide, AIDS, homicide, and illegal drugs combined

Tobacco has damaging effects on women's reproductive health

Secondhand smoke causes premature death and disease in children and in adults who do not smoke

Each year, about 438,000 people die in the US from tobacco use

Smoking is a major cause of heart disease, aneurysms, bronchitis, emphysema, and stroke

Smoking is associated with reduced fertility and a higher risk of miscarriage for women

In 2000, about 8.6 million people were suffering from at least one chronic disease due to current or former smoking

Information from the American Cancer Society Website www.cancer.org

To Quit smoking, call 1-800-NO-BUTTS

WHY QUIT

Brought to you by: **Phi Theta Kappa (760) 744-1150 X 2594, Palomar College**

Health Services (760) 744-1150 X 2380 & Vista Community Clinic's

Tobacco Program (760) 407-1220 X165



Health Services is encouraging all students and employees to participate. "Quit Kits" will be provided for those participating who will commit to quit smoking for the day. Latest research shows that breast cancer can be caused by second-hand smoke.

Michelle read a "Draft" of the proposal to make Palomar College and its extension campuses smoke-free:

Whereas a large sample of the student body was polled regarding smoking on campus, and

Whereas the results of the poll have indicated a strong support among the students for a smoke-free environment at Palomar College and

Whereas second-hand smoke is a verified and serious public health hazard, and

Whereas cigarette litter has become an increasing presence on campus affecting the cleanliness of our campus, and

Where there have been fires started on campus because of improper handling of cigarettes, a serious concern for the well being of our campus and student body.

Let it be resolved that the Associated Students of Palomar College, the official representatives of all students at Palomar College and acting in the best interest of the safety and health of all students, request the Governing Board to make all areas of Palomar College a smoke free environment. Palomar College is committed to student success and we believe our health and safety are a necessity to ensure that success.

Michelle distributed packets to committee members encompassing the following:

- Palomar College Smoke-Free Campus Survey Results (60% of the students surveyed are in favor of a 100% smoke-free campus).
- Ten Things you should know about Secondhand Smoke
- Palomar College and Secondhand Smoke
- California Youth Advocacy Network Fact Sheet#1: Young Adults and the Tobacco Industry (18-24 year olds have the highest smoking prevalence of any age group at 23.6%).
- California Youth Advocacy Network Fact Sheet#3: Young Adults at Colleges and Universities (nearly half of all college students – 46% have used tobacco products in the last year).
- Public Health Institute/Technical Assistance Legal Center: There is no Constitutional Right to Smoke
- Santa Rosa Junior College is a smoke-free campus environment as of August 1, 2006.

Michelle is requesting support from the Safety & Security Committee on making Palomar College a smoke-free campus. Kelley directed each representative to take back to their constituents Michelle's proposal and bring responses back to the next meeting of the Safety & Security Committee on Wednesday, December 6th, for a second reading. Elizabeth, Vista Community Clinic, briefly shared that Mesa College is also a smoke-free campus. She indicated that her organization can provide signage.

5. **ASG**

There was no one present to provide a report.

6. **Environmental Health & Safety – Kelley Hudson-MacIsaac**

Kelley reported on the following activities:

- Five work stations evaluations were processed.
- Forklift training was provided to 13 employees. John Tortarolo, Human Resources, was able to obtain this training for free.
- NIMS Training was provided to the Emergency Response Team
- Don coordinated the Hazardous Substance Removal from the Chemistry Building. Funding (\$20,000) was provided by a Block Grant/

C. **Action Items/Second Reading**

1. **Cell Phone Usage while Driving District Vehicles**

The committee approved the banning of cellular telephones while driving District vehicles including golf and utility carts. This includes answering the phone while driving, taking pictures, text-messaging and surfing the web.

MSC Jay/Bean none opposed

Kelley directed Donna to distribute the procedures to the campus community via a general information email.

2. **Annual Implementation Plan**

Kelley distributed a copy of the 2005-2006 Annual Implementation Plan for Safety & Security Improvements. Kelley reported that she will distribute a progress report this month which will encompass the following:

- NIMS training
- Escondido Center
- Building Coordinator Identification
- Updating procedures for Emergency Response
- Pandemic Plan
- Comprehensive Plan
- Table-top Exercises

Kelley asked committee members to email her any ideas/concerns. Kelley briefly shared that her office has a video copy of CSU – Northridge Academic Aftershocks. It is available for viewing in the Facilities Conference Room.

D. **First Reading**

1. **Exit at Avenida Azul/City of San Marcos Proposal/Recommendation**

The City of San Marcos received numerous complaints from nearby residents to eliminate the stop signs at Avenida Azul. The City of San Marcos' Engineering Department will be removing the stop signs, re-installing the yield sign and re-striping the area that meets Parking Lot 12. Kelley met with the City Engineer and several residents who requested that Palomar College install a speed bump along with a raised medium for landscaping. We are still waiting to receive something in writing from the City of San Marcos.

E. **Discussion/Other Items**

1. **Construction Updates**

There was nothing to report.

2. **Prevention of Communicable Disease (i.e. flu)**

Jayne recommended using Purell Hand Sanitizer as germs are found throughout the workplace environment. Purell helps fight the spread of germs as germs are passed from person to person every touch.

F. Safety Concerns**1. Escondido Center/Emergency Medical Education Program**

Michael is purchasing a "Sim Man"¹ for \$40,000 and is concerned about its security at the Escondido Center. Kelley will send request on Facilities Improvement Plan to Mike Ellis.

2. Parking Lot 1

Tanisha reported that Parking Lot 1 is not well lit at night

3. D Building Music Complex

It was recently discovered that students were using several music classrooms after 10 p.m. at night. Students were found in these locations at midnight and at 1:00 a.m.

4. Escondido Center – Child Care Center

Pam reported that the hedges surrounding the Escondido Center Child Care Center block visibility. Norma replied that landscaping is provided in-house.

G. Adjournment

There being no further business, the meeting was adjourned at 3:39 p.m.

Reminder: Next meeting is **scheduled** for
Wednesday, February 7, 2007, 2 p.m., Room RS-5

¹ SimMan is a portable and advanced patient simulator for team training. SimMan has realistic anatomy and clinical functionality. SimMan provides simulation-based education to challenge and test ... students' clinical and decision-making skills during realistic patient care scenarios. SimMan includes well-proven software and an interactive technologically advanced manikin allowing learners to practice the emergency treatment of patients.