



SAFETY & SECURITY COMMITTEE MINUTES

December 3, 2008

A meeting of the Safety & Security Committee was held on *Wednesday, December 3, 2008, at 2:00 p.m.*, in RS-5.

Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 2:01 p.m.

Roll Call

Members Present Debbie Allen, Jayne Conway, Tony Cruz, Mike Ellis, Michael Finton, Bruce Fried, Kelley Hudson-MacIsaac, Ken Jay, Pam Keinath, Sue Mayfield (designated representative for Jayne Conway), Tom Medel, Lucy Nelson, Martha Ruiz-Alvarez, Donna Renner and Dolores Silva

Members Absent: Brockett; one faculty position vacant

Ex-Officio Members Present: John Emerson

Ex-Officio Member Absent: Katherine Gannett

A. Minutes – November 5, 2008

MSC Jay/Cruz 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

Debbie reported that in November 2008, three (3) claims were processed of which one was a Facilities employee – no first aid.

2. Campus Police

Tony Cruz reported that during the month of November 2008, the following incidents occurred:

7	Graffiti's
2	Vandalisms
2	Petty Thefts
1	Grand Theft
1	Weapons Offense (arrest)
1	Drug Arrests
3	Student Conduct Violations
1	Identify Theft
5	Lost District Key
2	Burglaries
1	Information Only
1	Property Damage
3	Vehicles/No licenses
12	Medical Assists

3. **Risk Management**

Ken briefly discussed how the Payphone business is dying. Most of the phones are in disarray – most of them are out-of-order or at best, poor quality and service providers can no longer acquire parts to fix these items. It was recommended that the District remove the remaining payphones from campus.

Any potential criminal actions and any emergency (including medical and fire emergencies) can be reported directly to Campus Police from any of the blue courtesy phones located through campus.

It was recommended that each member take back this proposal to their constituents for comments/concerns and be brought back to our next meeting on Wednesday, February 4, 2009.

4. **Health Services**

Jayne Conway reported that her office has reviewed the Emergency Procedures Guide for First Aid.

Sue reported that Health Services has been fielding multiple calls for non-emergency assistance which should in fact be routed through Campus Police by campus employees.

Kelley will send out an email to the campus community and also contact The Telescope regarding this issue? Jayne Conway will provide wording for email.

5. **ASG**

Martha reported that the ASG is happy that the Facilities Department will provide the signage for the Designated Smoking areas.

Martha will discuss the payphone inquiry with Marilyn Lunde, Office of Student Affairs.

6. **Environmental Health & Safety**

John reported on the following activity that occurred during November 2008:

- Provided HEPA Tutoring at the Escondido Center.
- Provided two (2) ergonomic evaluations
- Repaired trip hazard (grates) outside of C-7

John briefly shared that he is working on the Storm Water Regulations.

C. **Action Item/Second Reading**

1. **Disabled Parking Spaces/LOT 2 Tire Stops**

John reported that the District Architect, LPA, Inc., and District DSA Inspector, Kent Shafer, approved the moving of the blue ADA concrete tire stops and applying white reflective tape on top.

D. **First Reading**

1. No agenda item.

E. Discussion/Other Items**1. Construction Update****a. Multi-disciplinary Building (MIB)**

The contractor/grader is on board and has signed the District's paperwork. Blasting is expected to start sometime during the Holiday Break.

C.W. Driver has scheduled several outside laborers to paint the sound wall (tunnel) at the B-Building on Friday, December 12th.

The committee discussed implementing a construction traffic plan similar to that which was in place during the construction phase of the Natural Science Building. This plan should be implemented prior to the start of the spring semester.

b. Health Sciences

The bid closes for the Health Sciences Building on Monday, December 15th. Construction is anticipated to begin in April 2009.

If there are any concerns regarding these two projects, please contact either Kelley <mailto: kmacisaac@palomar.edu> or Chris Miller <mailto: cmiller@palomar.edu>.

F. Safety Concerns**1. Skateboarders Popularity Increasing Campus-Wide**

Tony reported that the popularity of skateboarding on the San Marcos Campus has been increasing and Campus Police needs to have the ability to cite these individuals; however his department has been instructed just to warn these individuals and not enforce citations.

Ken reported that skateboard injuries are a real concern and in one case a family recently sued citing negligence over the death of their son.

Kelley indicated that long ADA ramps especially attract skateboarders. It is recommended that this issue be forwarded to ASPC and SPC. Mike recommended that we make this request a "first reading" at our next meeting.

2. Modular Builders Area Yellow Tire Stops

Tony reported that the yellow tire stops located within the Modular Building area is causing confusion with visitors who park their vehicles at those locations as they think the area is visitor parking. Kelley and John will meet with our DSA Inspector to discuss this request.

3. LOT 1 – Two Large Big Rigs

Tony reported that when he arrived on campus this morning, he found two large big rigs parking in LOT 1 and wanted to know why Facilities had not notified him. Tony was informed that these big rigs were working with Athletics and had nothing to do with Facilities.

4. LOT 1 – Vehicles Waiting for Students

Debbie expressed concern about vehicles waiting in LOT 1 to pickup students from school. These individuals sit in their vehicles with the motor running which could cause someone walking through the lot to be injured.

5. **Escondido Center / Assault**

Michael Finton reported that Debbie Workman was concerned about a recent incident (assault) that occurred in the area surrounding the Escondido Center.

Tony assured everyone that Campus Police would take a report on the incident and that the District Attorney would decide if charges would be filed.

6. **Escondido Center / Enclosed Fencing**

Michael Finton also reported that Debbie Workman would like to investigate the possibility of installing a fence surrounding the Escondido Center.

Mike Ellis replied that Debbie should ask to have that inquiry placed on the Facilities Review Committee agenda.

7. **Comet Circle @ LOT 12**

Martha reported that she witnessed a pedestrian hit by a vehicle approximately three weeks ago and the driver took off immediately following the incident.

G. **Adjournment**

There being no further business, the meeting was adjourned at 2:59 p.m.

Reminder: Next meeting is scheduled for
Wednesday, February 4, 2009, 2 p.m., Room RS-5