



SAFETY & SECURITY COMMITTEE MINUTES

March 6, 2024

A meeting of the Safety & Security Committee was held on March 6, 2024. The meeting was called to order at 1:32 p.m. by the Environmental Health & Safety, Risk Management Manager, Derrick Johnson.

Roll Call

Members Present: Derrick Johnson, Chris Miller, Chris Moore, Tom Medel, Patrick Savaiano, Jennifer Finn, Ruth Barnaba, Monica Diego Schmidt, Wendy Corbin, Kimberlee Ahinger, Michael Finton, Tamara Holthaus, Ann Jensen, Tracy Fung

Members Absent: Christine Winterle, Dan Lynds, Rachel Thompson, Mike Dimmick, Ryan Williams, Safiya Swearingen, Elizabeth Cervantes

Guests: Reagan Barnum- (ASG)

Recorder(s): Allison Tyra and Victoria de la Torre

Welcome

We welcomed a new committee member, Elizabeth Cervantes from the Disability Resource Center.

Approval of Minutes:

The minutes from February 7, 2024, were approved. Minutes are posted on the Palomar College website: [Current – Safety and Security Committee \(palomar.edu\)](https://www.palomar.edu/safety-security-committee)

Discussion/Information Items

1. Workers' Compensation:
No injuries to report. (Corbin)
2. Campus Police:
Waiting for confirmation on the repair of the emergency phone outside of the EME department at the Escondido Center. (Moore)
3. Risk Management:
4. The creation of a new safety training program is underway for all new employees to take as part of their on-boarding process. Curriculum development for the training modules has begun. Once the first draft is prepared, it will be vetted through Human Resources. The training modules will then be assigned to the employee through their immediate supervisor. EH&S/Risk Management will be working with Information Services and Human Resources to remedy a few technical glitches found with supervisor of record designations between the P3D portal and PS.

Recently, a new legislation was released, SB-553 Workplace Violence Prevention Plan (WVPP). It requires all employers to establish a workplace violence prevention plan by July 1, 2024. Campus Police, EH&S/Risk Management, and Human Resources will be meeting to discuss and develop the WVPP. (de la Torre)

5. Health Services:
Student Health Services reported 3 student urgent care visits in February of 2024. Behavioral Health & Counseling Services treated 7 students in February of 2024. One urgent care visit resulted in transporting the student to the local hospital. We thank campus police for their help with this student. (Savaiano)
6. Associated Student Government:
No report.
7. Environmental Health & Safety:
 - a. For February, there were 17 ergonomic assessments, consultations, and installations. There were 14 hazardous waste materials shipments from all campus locations.
 - b. The EH&S team has prioritized Emergency Building Evacuation Plans throughout the district for 2024. We are working closely with Building Administrators to develop and/or finalize the Team Rosters so practice drills can be scheduled. We conducted the first practice drill for the M&O and A Building the week before. Everything went very smoothly, and each drill was completed within 60 minutes. The EH&S team will continue to meet with leaders in every building and establish practice drills.

Other Items

1. There was unplanned power outage by SDG&E yesterday, March 5, 2024, at the main campus. This triggered a calm and organized response from our Emergency Operations Team. The section chiefs worked quickly to ascertain safety issues and apply effective solutions. The power was restored after approximately 30 minutes. Discussion was held regarding various safety scenarios during a power outage.
2. Panic button request forms for an employee's workstation is under development. It will be an online form and the Information Services representative has finished a few pages already. We will be meeting again next month to continue this project and report back to the committee.
3. Update on the emergency alert outdoor system near the ECE Lab School: The Facilities team has installed the new pole for the speaker system and Information Services will be installing the new speakers soon. This project is in the final stages.
4. The police department has worked diligently with various constituent groups on campus to address safety concerns at the Student Union. Two new cameras around the Student Union building have been installed which give campus police an improved perspective and security monitoring of that area.

Safety Concerns

1. Employees who park in Lot #8 have noticed many vehicles speeding and/or running the stop sign along Comet Circle. This is a safety concern as there are many students and employees walking in the area and using the crosswalk. Chief Moore recognized the validity of this concern and will post an officer in the area, especially during high traffic times in the morning and at the end of the workday.
2. EH&S and Risk Management received an email from Dean Salas regarding a safety issue that occurred when a distressed student who fled campus police ran into the DSPS building. Afterwards, employees in the Disability Resource Center contacted Dean Salas with concerns for their personal

safety as their workstations are forward facing and may be lacking security measures. This issue is being examined and discussed amongst the department, EH&S, campus police and Facilities. A safety review of the DRC building is scheduled for April 3, 2024.

Adjournment

The meeting was adjourned at 2:26 p.m.

Reminder: Next meeting is scheduled for April 3, 2024, at 1:30 p.m. via Teams