



SAFETY & SECURITY COMMITTEE

MINUTES

September 4, 2024

A meeting of the Safety & Security Committee was held on September 4, 2024. The meeting was called to order at 1:30 p.m. by the Environmental Health & Safety, Risk Management Manager, Derrick Johnson.

Roll Call

Members Present: Derrick Johnson, Chris Moore, Tom Medel, Ryan Williams, Monica Diego Schmidt, Sarah Adams, Michael Finton, Kimberlee Ahinger, Tamara Holthaus, Ann Jensen, Veronica Sadowski, Elizabeth Cervantes, Tracy Fung, Robert Sedillo, Valerie White

Members Absent: Chris Miller, Christine Winterle, Mike Dimmick, Safiya Swearingen, Dan Lynds, Rachel Thompson, Dan MacNeil

Guests: Dayna Schwab

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

Welcome

Approval of Minutes:

The minutes from May 1, 2024, were approved. Minutes are posted on the Palomar College website: [Current – Safety and Security Committee \(palomar.edu\)](#)

Discussion/Information Items

1. Workers' Compensation:
No report.
2. Campus Police:
Two new police officers have been hired. The new cameras outside of the Performing Arts Center have been installed as well as new cameras at the football and softball stadiums.
3. Risk Management:
 - a. District P&L Claims Review – This will be a monthly update, or as new claims are reported. Currently there has been one theft claim submitted for date of loss 6/30/2024. The theft was from the Fire Academy Santar location. Loss: 10 chain saws and 3 circular saws, totaling a cost of \$10,000. This is Fire Academy's second theft in the past 6-8 months. However, the December/January theft was not reported to Risk Management (RM). Theft was similar – connex box was broken into. After learning of the June theft, RM with Campus Police conducted a Risk Assessment and made both structural and process recommendations to improve the safety of their property.
 - b. New Student-Athlete Insurance Plan – Effective August 1, 2024, the student-athlete accident medical insurance policy was renewed with a new company – Crum and Forster. This accident insurance plan covers students and athletes as a secondary medical plan should they have an accidental injury while on a Palomar College campus. Claim form and benefits sheet are located on the [RM website](#) under Forms.
 - c. Workplace Violence Prevention Plan (WVPP) – developed the training and collaborating with Professional Development to have it added to Palomar's P3D Portal for employee access.
 - d. Football field – Keenan, insurance carrier, came out to assess the area and had them assess the goal posts for height clearance, bleacher's rail height (after a concern was submitted to EHS), and sharp edges on some of the benches. Areas mentioned were cleared – bench corners were smoothed, and rail height are within the 42-

inch specification. However, as added protection and because there was a concern, RM is working with Creative Services to add “Do not lean, sit, or climb” signs on the back side of the home side of the football press box.

- e. Hazardous Material Inventory (HMI) – As a recommendation at a past S&S meeting, coordinated the approval of the HMI agreement and currently coordinating the inventory inspection dates. The HMI will be conducted over a two-week period in late January when there is minimal impact on staff and students. (de la Torre)

4. Health Services:

From March until August, there were 7 student Health visits with one referral to the emergency room. For that same period, there were 3 student mental health visits with one referral to the person’s health care provider.

5. Associated Student Government:

No report.

6. Environmental Health & Safety:

- a. The building emergency evacuation project is making good progress. We have evacuated half of the buildings across the district. More building evacuation practice drills are scheduled in September and October.
- b. San Diego Project HeartBeat conducted the 1-hour CPR & AED training session during Flex Week, and it was a huge success. We had 41 employees attend. We have received more requests for additional training. EH&S will move forward with an interest list from those who have already participated in an emergency evacuation drill for the CPR & AED certification training.
- c. A concern was brought forward to EH&S about conducting Welding classes in the S-3 storage facility behind the T Building. The initial concern was the high temperature inside of the space. EH&S is currently collecting data and researching OSHA, fire building codes and liability guidelines to ensure the space is safe to have students and staff inside this environment. We will report back to the committee next month on the situation.
- d. We have a Lockdown Drill scheduled for September 12th. There will be one alert message at 10:30am and a second alert message at 7:00pm. All employees are expected to participate. Staff should test lockdown buttons in their classrooms or work areas.
- e. The anticipated Fire Alarm & Sprinkler System contract and bid process has been delayed. We have been out of compliance with inspections for almost one year. EH&S is working with Contracts to write the new bid for services.

Safety Concerns

- a. The Performing Art Center staff brought a few safety concerns to our attention. During events on Friday evenings, Saturdays and Sundays, there is very little support available. A few weeks prior, there was a fire alarm that was triggered during a performance and the procedure to silence the alarm took over 30 minutes. Improvement is needed on communication between PAC, Facilities and Campus Police departments prior to performance or events in the PAC as well as additional support staff for the event.

Adjournment

The meeting was adjourned at 2:14 p.m.

Reminder: Next meeting is scheduled for October 2, 2024, at 1:30 p.m. via Teams