

DISTRICT SAFETY & SECURITY COMMITTEE

MEETING AGENDA

Wednesday July 25, 2018 | 1:00 p.m. TO 3:00 p.m.

RCC Digital Library | Room #409

Committee Members

Michael Simmons	Director, Risk Management, Safety & Police Services (Chair)	
Robert Gunzel	Chief, District Police Department	
Monica Esqueda	Manager, Safety & Emergency Preparedness	
Patrick Pyle	General Counsel	
Peggy Cartwright	Associate Vice Chancellor, Strategic Communications	
Bart Doering	Facilities Planning Department	
TBD	Student Discipline Officer	(Riverside City College)
Mark Hartley	Student Discipline Officer	(Norco College)
Eugenia Vincent	Student Discipline Officer	(Moreno Valley College)
Dr. Mark Sellick	Academic Senate Representative	(Riverside City College)
Frankie Moore	Academic Senate Representative	(Moreno Valley College)
Erin Spurbeck	Academic Senate Representative	(Norco College)
BJ Cain	Coordinator, Safety & Emergency Planning	(Moreno Valley College)
Sean DiSalvio	Coordinator, Safety & Emergency Planning	(Riverside City College)
Justin Czerniak	Coordinator, Safety & Emergency Planning	(Norco College)
Dr. Rhonda Taube	Faculty Association Representative	(Riverside City College)
Tracy Kazsuk	Faculty Association Representative	(Moreno Valley College)
J. Marie Hicks	Faculty Association Representative	(Norco College)
Dr. Chip West	Vice President, Business Services	(Riverside City College)
Michael Collins	Vice President, Business Services	(Norco College)
Dr. Nathaniel Jones	Vice President, Business Services	(Moreno Valley College)
Jeff Clark	Classified Staff Association Representative	(Riverside City College)
Andy Aldasoro	Classified Staff Association Representative	(Norco College)
Evelyn Gonzalez	Classified Staff Association Representative	(Moreno Valley College)
TBD	Classified Staff Association Representative	(District Office)
TBD	Student Government Representative	(Riverside City College)
TBD	Student Government Representative	(Norco College)
TBD	Student Government Representative	(Moreno Valley College)

AGENDA

- **CALL TO ORDER**

- **CONSENT CALENDAR**

- Approval of minutes from the June 27, 2018 DSSC meeting.
- Approval of the agenda for the July 25, 2018 DSSC meeting.

- **DISCUSSION/ACTION ITEMS**

- Classroom Active Shooter Preparedness and Response Document
 - Faculty association feedback from Dr. Taube to include with recommendations for bold changes and the inclusion of labs in the document. Possible vote to send the document to Chancellor's Cabinet or DSPC (TBD) for review and approval to implement District-wide.

- **INFORMATION/DISCUSSION ITEMS**

- Committee Member Update
 - Committee will require student representation at the start of the new semester. Committee members with responsibility to identify student representatives to provide approximate date for notification to the committee chair.
 - Risk Management approached the CSEA President to identify a temporary substitute for Gary Storer until he returns. Awaiting response.

- Risk Management requested a replacement for Cecilia Alvarado in the role of RCC Student Discipline Officer to the committee. Awaiting response from Dr. FeRita Carter.

- Shared Governance Work Flow Chart and Approval Tracking Document
 - Risk Management to present a graphic representation of a proposed work flow chart for approval for approval of all committee safety and security initiatives and discuss revisions, additions, or deletions with the committee. Includes an approval tracking document and an initiative charter detailing the purpose, scope, etc. for the initiative to streamline the process.

- Door Lock Initiative and Board Policy Draft Discussion
 - Update provided by the individual College Safety Coordinators. Update from Mark Hartley on the development of the videos to support the notifications to all stakeholders. Will include discussion about video development for other areas of threat, i.e., earthquake, fire, etc.

- Emergency Communications Protocol Flip Chart
 - Update on the development of the Communications Protocol Flip Chart to be provided by the District Risk Management Department.

- BP/AP Regarding Police Response to Immigration Incursions
 - Discussion to confirm committee's receipt of the drafted document and identify a proposed date for final reading with the group prior to submission to Chancellor's Cabinet or DSPC.

- Police Policy Manual Discussion

- Update to be provided by Sylvia Valentines of the RCCD Police Department.

- Semester Safety Briefings (students, faculty, and staff)
 - Risk Management provided the weapons free zone statement to the DSSC for review. Discussion needed to confirm transfer of the policy statement in support of BP3530 to the faculty association and introduction of the statement to the CSEA. Committee to assign leadership, accountability, and timelines for the development of all briefings to students and staff.

- Active Shooter Training
 - Risk Management to provide an update on the development of a 4-part training and presentation program.

- Community College “Target Hardening” Initiatives Proposal
 - Risk Management to provide an update on the development of a “Target Hardening” Initiative. The initiative is designed to generate discussion and direction from the Chancellor and the DSSC related to recommended actions RCCD can take to make the colleges and District office harder to attack.

- One Button Lock Out Initiative
 - Update provided by the Safety Coordinators on the development of a list of areas of concern and a priority list to identify project structure.

- District Safety Communication Discussion – Digital Media

- Safety Coordinators to update committee on the potential to implement a digital media takeover in the event of an emergency and/or deliver “quick” messages regarding safety and security using this medium across the District.

- **ADJOURN**