

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
DISTRICT SAFETY & SECURITY COMMITTEE (DSSC)**

MEETING AGENDA

Friday March 29, 2019 | 9:00 a.m. to 10:30 a.m.

Riverside City College - Kane CAK 224

Conference Call-in Number: (646) 876-9923 | Conference ID Number: 913 916 6360

Committee Members

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

● **CALL TO ORDER**

● **CONSENT CALENDAR**

- Approval of minutes from the December 7, 2018 DSSC meeting.
- Approval of the agenda for the March 29, 2019 DSSC meeting.

DSSC Agenda and Minutes Documents Link:

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=COMMIT)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=COMMIT](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=COMMIT)

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=COMMIT)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=COMMIT](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=COMMIT)

- **DISCUSSION/ACTION ITEMS**

- Riverside City College Permanent Bollard Proposal

- The committee will discuss the proposed installation of semi-permanent (removable) traffic control bollards on the RCC campus. The committee will vote to determine if the DSSC will support the proposal.

- District Injury & Illness Prevention Program (I&IPP)

- Committee will discuss and vote to move the I&IPP forward to the District Strategic Planning Committee (DSPC) and/or Chancellor's Cabinet for adoption and implement of the District industrial safety program known as the Injury & Illness Prevention Program (I&IPP).

Injury & Illness Prevention Program (I&IPP) Documents Link:

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=IN)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=IN](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=IN)

- Police Procedural Manual Discussion

- Michael Simmons to discuss the path of review for the newly revised Police Procedure Manual. Review procedure segmented into easily reviewable sections starting with **USE OF FORCE** and **VEHICLE PURSUITS**. The RCCD Police Department will request a recommendation from the DSSC to move these two procedures to District Strategic Planning Council for an adoption recommendation.

Police Procedures Manual Documents Link:

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=PC)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=PC](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=PC)

- **INFORMATION/DISCUSSION ITEMS**

- Alarm System / Camera Systems / Siren Voice Readiness Update

- Safety Coordinators will be asked to provide a status on the maintenance and readiness of the security systems at their respective colleges.

- NEW DSSC Committee Document Warehouse Center (Microsoft Teams)

- Group will discuss the new repository and identify positive aspects and remedial needs with the process for reviewing and approving committee documents. Will also discuss the allotted time for review and recommendations before a default timeline is assigned to the initiative.

- Mass Notification System Activations / Communications

- Monica Esqueda to identify scheduled exercise, training, and drill dates for each of the colleges for the 2019-2020 fiscal year. Committee to discuss the messaging, drills, timeline for communications, etc. related to the mass notification system.

- Committee Strategic Plan Discussion

- Committee to discuss the charter and strategic direction of the group. RMSP to introduce the proposed development of a strategic risk management plan to identify the long term and short term safety and security programs for the District and Colleges.

DSSC Charter Document Link: https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=C

- Safety Training Discussion

- Committee to discuss online availability of safety training and recommendations to the District regarding our compliance with OSHA mandates.

- Drone / UAV Discussion

- Risk Management proposes the development of a formal camera use policy that encompasses body cameras for police, unmanned aerial vehicles (UAV), security camera systems, etc. The proposed policy would be submitted to the DSSC for review and recommendation to move forward to the District Strategic Planning Council (DSPC).

- RCC Barrier Status

- Discussion to determine the status of the plan for the installation of permanent barriers.

- Police Dispatch Status Discussion

- Discussion on status of new RPD Dispatch agreement. Debrief and discussion on the costs and services memorandum shared with the group prior to the meeting.

RPD/RCCD Dispatch Services Documents Link:

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=PC)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=PC](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=PC)

- Incident Communications Protocol

- Document is available in the document warehouse for review by committee members. Absent revisions, deletions, or additions by committee members, document will move forward to Chancellor's Cabinet and/or the District Strategic Planning Council for recommendation to adopt. Peggy Cartwright to update the committee.

Risk Management, Safety & Police Incident Comm. Protocol Link:

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=IN)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=IN](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=IN)

- Active Shooter Training

- The four-part Active Shooter presentation was a success at the October 2018 ACCT Conference. Michael Simmons to share the excerpts of the presentation and white paper with the committee. JPA is standing by to transform the presentation into a training class.

ACCT Presentation and White Paper Link:

[https://teams.microsoft.com/_#/files/General?](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=AC)

[threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=AC](https://teams.microsoft.com/_#/files/General?threadId=19%3A96a9d2f55ca74b4ca962019e01b7b24f%40thread.skype&ctx=channel&context=AC)

- 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. Michael Simmons to update the committee.

- One Button Lock Out Initiative

- Update to be provided by the Safety Coordinators on the implementation of the project at the colleges and the District Office.

- New Business Roundtable Discussion

- **ADJOURN.**