

DISTRICT SAFETY & SECURITY COMMITTEE (DSSC)

Inaugural Meeting Minutes

April 24, 2018

ATTENDEES	ABSENT		
Andy Aldasoro	Robert Gunzel		
Bart Doering	Cecilia Alvarado		
BJ Cain	Eugenia Vincent		
Evelyn Gonzalez	Frankie Moore		
Jeffrey Clark	Erin Spurbeck		
Jim Reeves	Gary Storer		
Justin Czerniak	Clara Velarde		
Marie Hicks	Chris Castillo		
Mark Hartley	Karen Flores		
Mark Sellick			
Mike Simmons			
Monica Esqueda			
Nathaniel Jones			
Pat Pyle			
Peggy Cartwright			
Raymond West			
Sean DiSalvio			
Sylvia Valentines			

- Meeting *called to order* by Mike Simmons at 1:05 p.m.
- Agenda Format – The committee agreed the format of the agenda and content were appropriate for the DSSC.
- Committee Member Update - Faculty committee members will reach out to the faculty association for representation from Riverside City College and Moreno Valley College.
- Committee Objectives Discussion – Committee generally agreed that the objectives of the DSSC will include, but not be limited to:
 - Enhanced emergency communications across the District and colleges.

- Identify, develop, and implement emergency best practices.
 - Increase efficiency of budgeting process to support safety and emergency operations.
 - Increase efficiency of deployment of safety initiatives.
 - Identify, recommend, and support the adoption of RCCD safety standards (training, equipment, etc.)
 - Complete the development of a District-wide Emergency Operations Plan and coordinate and calibrate the college-level EOP's.
 - Increase safety and security readiness and proficiency.
 - Collectively agree on primary safety issues and prioritize accordingly.
 - Increase effectiveness of the District's response to stakeholder concerns about safety.
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- Committee Logistics – Committee agreed to meet monthly until the group decides the initiatives undertaken are progressing well. Committee will identify alternative meeting space at the colleges for rotated meeting dates.
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- “Life Safety” Definition Discussion – Committee agreed “life safety” would be a primary consideration for the DSSC. Defining life safety was debated and two specific positions were identified. The positions were “protect stakeholders from imminent harm” and “support the provision of a quality standard of life for stakeholders.” No vote was taken to ratify either position as the group generally agreed both positions could be supported by the committee.
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- General Safety Recommendations - To support the aforementioned objectives (IV), the committee discussed ways to set the stage for safety early on by implementing several procedural changes:
 - Generate safety and preparedness communications to students, faculty, and staff, specifically related to available safety programs and processes at the beginning of every semester and intercession.
 - Perform large scale mass notification system tests at the beginning of semesters.
 - The safety committees at the colleges and the District will coordinate the drafting of the materials and the test schedules.
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- Emergency Operations Plan – The status of a District-wide Emergency Operations Plan was discussed. The colleges have various versions of an EOP in various states of completion. The District EOP is

incomplete. The colleges will provide their versions to Risk Management for review. The safety committees (District and Colleges) will work together to identify a common plan with college-specific annexes. Once the written plans are approved by shared governance (or the DSSC), the coordinators and District Safety Manager will develop the protocol for practical deployment of an Emergency Operations Center.

- BP/AP Police Response to Immigration Incursions – Committee was advised that a BP/AP draft to regulate the actions taken by RCCD police during ICE activities was ready for review and would be made available to the DSSC prior to 05/13. Committee will review BP/AP over the next 2-3 meetings, make changes, and approve a final product for submission to Chancellor’s Cabinet or DSPC.
- Emergency Communications Protocol – Risk Management, Safety & Police drafted a written emergency communications protocol to simplify the steps for District and college administrations to take to enhance timeliness and effectiveness. Committee will receive the draft document for review by 05/13 and will review over the next 1-2 meetings to revise and/or approve for submission to Chancellor’s Cabinet or DSPC.
- Police Policy Manual - Draft is currently being formatted and will be ready for review by June 2018.
- District Parking Committee – Discussion about the applicability of the parking committee mission resulted in a general agreement that the parking committee would not be included in the agenda or the mission for DSSC unless the issue of parking lot safety or other safety concerns was the basis of the discussion. Parking committee to be removed from future agendas.
- Door Lock Initiative and Board Policy Draft – An update on the installation of the devices was provided by the safety coordinators. It was recommended that a Board policy supporting mandatory locked door policy should be developed and approved. Debate over the need for a policy left the discussion unfinished. Will resume debate at the next meeting when more faculty are present to engage the issue.
- Active Shooter Training - Background on the current status of the training presentations was provided by Risk Management. Risk Management is working on a 4-part program that will include (1) shooter motivation, (2) preparedness and planning for an event, (3) surviving an event, and (4) recovering from an event. Risk Management will develop both a training program that can be formatted for online access and presentations that can be given onsite to increase awareness.

- Intra-District Mutual Aid Agreement - Background was provided by Risk Management. The committee generally agreed that unaffected colleges and District sites should be prepared to support a college or District site affected by an emergency or disaster. The committee will identify leadership, accountability, and timelines for the development of a proposal at the next meeting.
- Community College “Target Hardening” Initiatives Proposal – Risk Management is working on a proposal providing support for several initiatives designed to make it harder for an attack to occur in an open campus environment. Draft will be available for review in the next 60 days.
- Security System Upgrade Project – Risk Management confirmed the completion of two prior security project phases that (1) identified concerns with our security systems and (2) restored some of the systems to operational and inter-operational. The next phase will require the identification and adoption of security standards for equipment and best practices for procedures before equipment selection can begin. Risk Management to provide regular updates at future meetings.
- **Meeting Adjourned** at 3:00 pm