

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
DISTRICT SAFETY & SECURITY SUB-COMMITTEE (DSSC)
MEETING MINUTES
Friday, October 4, 2024**

ATTENDEES:	ATTENDEES:	ABSENT:
Bolanos, Victor	Moore, Frankie	Taube, Rhonda
DeAnda, Julie	Caringella, Graciela	DiMemmo, Kristie
Hicks, Marie	Mark DiMaggio	Askar, Majd
Esqueda, Monica	Kevin Wurtz	Covarrubias, Araceli
Tu, Beiwei	Tracy Bennett	Collins, Michael
Arguelles, Rudy	Rosio Becerra	Norco Student Body President
Heim, Stefanie	Greg Ferrer	RCC Student Body President
Kazsuk, Tracy	Gonzalez, Evelyn	NC Student Body President

1. Call to Order and Agenda Approval

The meeting was called to order by Tu Beiwei at 10:00 AM. The agenda was presented for approval. J Marie moved to approve the agenda, and Heim Stefanie seconded the motion. The agenda was approved unanimously, with no additional items introduced.

2. Approval of Previous Meeting Minutes

The minutes from the September meeting were reviewed. No revisions or corrections were noted. J Marie moved to approve the minutes, with Heim Stefanie seconding the motion. The minutes were approved unanimously, except for Kevin Wurtz, Tracy Bennett, Rosio Becerra, and Greg Ferrer, who abstained. They were not present during the previous meeting.

3. Police Department Update

Interim Chief of Police Mark DiMaggio gave an overview of the current staffing status and community engagement activities. He noted that the Norco and Moreno Valley campuses each have a dedicated sergeant, while the Riverside Campus is in the process of filling a sergeant position after a recent retirement. DiMaggio highlighted that the police department is only down three officer positions district-wide, which are being covered through overtime to ensure 24/7 coverage. Riverside City College has two officers and a sergeant on duty during day shifts, ensuring consistent presence.

DiMaggio shared recent community initiatives, including the “Juice Box” event at the Child Care Center, where officers interacted with children and distributed police badge stickers. Another engagement, “Coffee with the Cops,” was held at Norco College in collaboration with the Sheriff’s Department to foster relationships with students and staff.

During the discussion, J Marie inquired about the overall police coverage across shifts and the assignment of officers at different campuses. DiMaggio explained that coverage includes backfilling through overtime. Victor Bolanos followed up with a question about the status of CSAs (Community Service Aides), and DiMaggio reported that five new CSAs had been hired, leaving only three positions unfilled.

4. Risk and Safety Assessment Program

Tu Beiwei introduced the Risk and Safety Assessment Program, a new district-wide initiative to improve program effectiveness by systematically assessing the safety and risk management programs. The program is designed to enhance accountability and transparency. The areas to be assessed will be determined based on risk level. Standardized checklists will be used during the assessments. An initial report will be issued for each assessment, allowing campuses to provide feedback before submitting the final report. This program will be formalized through written procedures, which will be presented for review at the next meeting. The program is scheduled to be fully implemented by the beginning of next year.

5. Workplace Violence Prevention Program

The committee discussed the Workplace Violence Prevention Program, which includes both a written policy and training modules required by Cal/OSHA. Victor Bolanos asked for clarification on how frequently employees will need to complete the training. Tu Beiwei confirmed that training is required annually, with initial training for all employees and yearly refreshers afterward.

Chief DiMaggio was asked to review the written program and provide feedback, particularly regarding police involvement in implementing it. J Marie withdrew her original motion to approve the program and moved to defer approval until Chief DiMaggio's review was complete. Evelyn Gonzalez seconded the motion, and no objections were raised. The program will be revisited at the November meeting.

6. Mental Health Emergency Response Procedures

A detailed discussion was held regarding the district's Mental Health Emergency Response Procedures. The current protocol for mental health emergencies involves the immediate involvement of police officers, who are trained in crisis intervention and assessing for individuals who pose a threat to themselves or others. In cases where an individual is deemed dangerous to themselves or others, officers can impose a 72-hour psychiatric hold (5150) in compliance with California law.

However, it was recognized that not all mental health situations require police intervention, mainly when there is no immediate threat of harm. Kevin Wurtz highlighted concerns about using police in situations involving students who may exhibit erratic or unusual behavior without posing a direct risk to others. He stated involving the police in such a situation proved to be counterproductive and traumatic for the student involved, mainly because standard protocol requires that individuals placed on a psychiatric hold be handcuffed and transported in a police

vehicle. Kevin suggested that crisis intervention teams or mental health professionals could better handle these situations.

Tu Beiwei emphasized the importance of having clear guidelines for faculty and staff on how to identify and respond to varying levels of mental health issues. While police intervention is necessary for situations involving imminent danger, the committee agreed that a tiered response would be more effective for handling mental health concerns that do not involve an immediate threat.

Representatives from Norco College, including Greg Ferrer and Rosio Becerra, explained the campus's approach to mental health crises. At Norco, faculty are encouraged to report concerns for behavioral issues through Maxient, the district's reporting system, while also contacting the campus CARE team. Norco's partnership with Riverside University Health System's (RUHS) crisis counselors allows on-site mental health evaluations, which can de-escalate situations without police involvement. The crisis counselors are trained to assess mental health concerns and, when necessary, transport individuals for further care without the use of police resources. This reduces the risk of unnecessary trauma and ensures that students receive appropriate mental health support.

Chief DiMaggio acknowledged that while police officers are trained to handle mental health crises, they may not always be the best first responders for non-violent mental health issues. He supported the idea of increased collaboration between campus police, CARE teams, and county crisis counselors, stating that the goal should be to provide the least intrusive intervention while ensuring safety.

Tracy Bennett from Moreno Valley College noted that her campus has also implemented similar procedures, using the SAFE team to manage mental health concerns. The SAFE/CARES teams across campuses are multidisciplinary, including members from health services, campus police, counseling services, and student affairs. These teams are designed to provide a comprehensive response to student concerns and to address mental health issues early before they escalate into crises.

The discussion then turned to the importance of standardizing mental health response procedures across all campuses. Clear, consistent protocols that outline when and how faculty should report concerns, who should be involved in the response, and how various departments (including campus police, health services, and CARE teams) should coordinate their efforts are needed. Monica Esqueda pointed out the need for more educational campaigns to ensure faculty and staff are aware of the available resources and procedures for handling mental health emergencies.

Kevin Wurtz also raised the issue of threat assessment training for CARE teams and faculty, which would help staff more accurately assess when a situation requires immediate intervention. He mentioned that training is available for conducting threat assessments to evaluate whether someone poses a danger to themselves or others. The committee agreed that funding and planning for this type of training should be explored further.

The committee agreed to move forward with formalizing a tiered mental health response system that incorporates both police and non-police interventions based on the severity of the situation. The mental health response process will be standardized across all campuses, with ongoing collaboration between CARE teams, crisis counselors, and campus police. A working group will draft the protocols and report at the December meeting.

7. Injury Illness Prevention Program (IIPP) Update

Monica Esqueda provided an update on the Injury Illness Prevention Program (IIPP). Each campus will have a customizable IIPP template tailored to their specific circumstances. For example, programs like welding and auto tech at Riverside City College require more specialized safety measures than other areas.

Safety inspection forms have been updated and will be available through Microsoft Teams to streamline the process. Monica emphasized that campuses should take greater ownership of their safety programs, using the district's templates as a baseline while going above minimum requirements where necessary.

8. Department Emergency Action Plans (DEAP)

Monica Esqueda announced the upcoming update to the Department Emergency Action Plans (DEAP). Managers will receive the updated forms in the coming weeks and will be given three to four weeks to complete them. The process has been simplified based on feedback from last year, making it easier for managers to fill out. Each VP will be responsible for ensuring that all departments under their supervision complete the plans. Monica will also hold office hours to assist managers with questions or need help completing the forms.

9. Business Continuity Planning

Tu Beiwei introduced the upcoming Business Continuity Planning initiative, which focuses on identifying essential functions and maintaining minimal operational levels during emergencies. The plan will help the district prioritize critical functions during disruptions, such as those caused by natural disasters or other emergencies. This initiative will roll out in the second half of the fiscal year, with more details to be discussed at the next meeting in December.

10. Building and Floor Captain Programs

Monica Esqueda discussed efforts to align the Building and Floor Captain Programs across all campuses. The goal is to standardize roles and responsibilities so emergency response procedures are consistent districtwide. While some differences will remain based on the unique needs of each campus, safety representatives will collaborate to identify best practices and ensure greater consistency in emergency protocols.

11. Training Program Improvements

Monica Esqueda presented improvements to the district's training programs, specifically the learning management platform transition from Target Solutions to the Vision Resource Center (VRC). The VRC will consolidate risk management, safety, and HR training into a single platform accessible via single sign-on. This new platform will also automatically update employee records and training requirements, streamlining the training process and reducing manual work. Managers can view their team's progress on required training directly through the VRC. Additionally, training modules will be shorter and more focused, with most taking 10-15 minutes to complete. The transition to the VRC is expected to be completed by January, which is the time for the new training cycle. Victor Bolanos motioned to proceed with the change, seconded by Marie Hicks. The change was unanimously approved.

13. Adjournment and Next Meeting

Tu Beiwei adjourned the meeting at 11:35 a.m. The next meeting is scheduled for November 1, 2024.