

Safety Advisory Committee Minutes

11/18/20, 9-10 AM, [Zoom via app or web](#)

Attend: S.Castaneda, C.Glaser, M.Pasek, F.Cabuena, R.Puga, G.Mettifogo, M.Webb, R.Barron, K.Ford, R.Allard, S.Shearer, C.Truvillion, C.Jones, A.Calderon, D.Strong, M.Gurrea, N.Damania, D.Rosenthal, R.Wrest

Safety Advisory Committee 2020-21 Charge Review

Feedback due and review

Add Dean of Athletics

- Discussion about the safety needs of Athletics; Athletics uses various outdoor spaces and is unique in managing students, so representation from this area will be helpful to committee
- Rather have Associate Director of Athletics than Dean because Associate Director hands more of the operational aspects of Athletics
- Motion to add Associate Director of Athletics to charge; Second by M.Webb; Motion passes unanimously
- C.Glaser will send this to Senate for approval

Safety Handbook

Feedback due and review

Sent for accessibility this week

Review & Update Emergency Response Procedures

Reviewing and updating evacuation plans

Process For Reporting Safety Concerns

- [Submit Your Feedback](#) form updated on College Safety website
- Update wording on website to make it more clear that visitors can report a safety concern
- S.Shearer: How do we track this?
 - Update form to include disposition column
 - S.Castaneda & C.Glaser review for follow up

Great American Shake Out

Feedback from drill

Issue with one instructor that didn't want to participate in drill

- Communicate to your groups that participation is important and helps us mitigate liability
- M.Pasek: Need to speak to Dean of instructor that did not want to participate

Door to ICC was not able to be opened after lockdown procedures

- S.Castaneda is working with M&O to address this issue

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Dispatch center is not on power generator and ICC room has bad reception

- Campus Center Annex will have a better setup

No sound/alarm on STEM or MS buildings

- R.Puga: Johnson Controls has been contacted to address

Mobility Cart Route

Feedback due and review

Quick recap of cart route map

- M.Pasek: Will DSPS let their students know what the rules of the service are?
- C.Glaser: DSPS has been very accommodating and will make sure they address

Any that would like to drive around on the cart route, contact C.Glaser or S.Castaneda

- D.Rosenthal would like to join

Night Walk

D.Rosenthal, R.Puga, R.Allard, C.Truvillion, R.Barron, M.Webb, C.Jones, C.Truvillion to join

Set dates

- If there is any feedback for dates, let S.Castaneda know

AEDs

Unit for CDC has been requested

S.Shearer: Risk Management is going to do another assessment for AED placement

- Working with consultant to determine need

Need child pads for College Safety patrol units

S.Shearer will find out more info on training and report at next meeting

S.Castaneda will send list of AED locations to committee

Security Cameras

S.Castaneda working on an assessment for need

CSAs

Contact Officer Gonzalez for training

Active Shooter Drill (Tabled)

Active Shooter situation recently

Supporting documents can be found on the [Safety Advisory Committee webpage](#).

Remaining 2020-21 Meetings: 12/09/20, 01/13/21, 02/10/21, 03/10/21, 04/14/21, 05/12/20.

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- D.Rosenthal: Appreciative of the text and info she received to know not to come to campus
- C.Jones: Confusion with the “active shooter” terminology; Maybe make more clear in the narrative what is happening
- R.Barron: Would be nice to have College Safety barricade parking areas immediately so that we mitigate people from the public entering campus
- R.Barron: Suggestion to send ShoreTel alert for emergency situations
- R.Barron: Using red, yellow, and green light system in CDC to let staff know how to handle children during certain situations
- K.Ford: Possibly using PA system to notify people of lockdown
- K.Ford: Several students heard the gunshots because they were very nearby; think that calling it an “active shooter” situation was appropriate given proximity

Roundtable Updates

M&O

- Campus Center is scheduled for completion in Jan 2021
- LA building interior lighting complete
- Humanities landscaping complete

HR

- Title IX campus-wide training
 - A.Calderon would still be the investigator, but once investigation complete evidence needs to be turned over to an arbitration-type setting
 - Hoping by Jan 2021 there will be more info on the new process; Training will follow
- Additional clearance for CDC employees
 - CDC employees use Guardian for fingerprints; different than HR
 - A.Calderon: Would need to research who utilizes Guardian system to direct new CDC employees correctly

Food Services

- The authorized caterer for campus; New Campus Center conference center will be open to the public for events and new safety language for agreement will be submitted to committee for review

CDC

- Lockdown protocols now in place

Events

- No updates

College Safety

- Safety Manual in progress

Other