

DISTRICT SAFETY & SECURITY COMMITTEE
MEETING MINUTES-AMENDED 8/9/18
 Wednesday June 27, 2018
 CAADO RM #309

ATTENDEES	ABSENT		
Mike Simmons	Bart Doering		
Nathaniel Jones	Cecilia Alvarado		
Elizabeth Kazsuk	Eugenia Vincent		
Peggy Cartwright	Mark Sellick		
Andy Aldasoro	Justin Czerniak		
Mark Hartley	J. Marie Hicks		
Rhonda Taube	Chip West		
Erin Spurbeck	James Reeves		
BJ Cain	Jeff Clark		
Monica Esqueda	Gary Storer		
Sylvia Valentines	Clara Velarde		
Robert Gunzel	Chris Castillo		
Patrick Pyle	Karen Flores		
Evelyn Gonzalez			
Robert Schmidt			
Frankie Moore			
Sean DiSalvio			

- **Meeting called to order by Mike Simmons at 1:04 p.m.**

- **CONSENT CALENDAR**

- DSSC May 23, 2018 Minutes were approved, motion by Robert Gunzel, seconded by Evelyn Gonzalez and four abstentions.
- DSSC June 27, 2018 Agenda was approved, motion by Evelyn Gonzalez and seconded by Mark Hartley.

- **DISCUSSION/ACTION ITEMS**

- Committee Member Update
 - Rhonda Taube will be representing Riverside's Faculty Association. Student government representatives will be added to September's Agenda.

- Emergency Communications Protocol Flip Chart
 - Mike Simmons will send the draft as is to the Chancellor's cabinet.

- Classroom Active Shooter Preparedness and Response Document
 - Rhonda Taube would like to include labs and suggested un-bolding words in the document. The Faculty Association will send the final document to the faculty. It was suggested to identify officers taking part in the presentation and present on flex days.

- Door Lock Initiative and Board Policy Draft Discussion
 - Mark Hartley will coordinate the production of multiple mini videos that would include lock block, earthquake, fire, general evacuation and active shooter instructions/procedures. Videos will be 60-90 seconds long and will be presented back-to-back and separate in order to upload on social media. Riverside City College, Moreno Valley College and CAADO will coordinate with Norco College to draft scripts for the various videos. Installation updates: Riverside City College will be complete before fall semester, Moreno Valley College is complete and Norco College is working on double doors.

- **INFORMATION/DISCUSSION ITEMS**
 - BP/AP Regarding Police Response to Immigration Incursions

- A revised draft will be emailed and presented at July's DSSC meeting.

- Police Policy Manual Discussion
 - Draft is complete and will be reviewed by DSSC in sections. Disclosure to the public will be case by case in order to secure procedures within policies.

- Semester Safety Briefings (students, faculty, and staff)
 - Communications are suggested to be delivered on the syllabus, TA and web advisor. Risk Management will include a policy statement referencing BP 3530, prohibiting firearms or other weapons on District property. DSSC will vet content and set a completion goal before spring 2019.

- Active Shooter Training
 - Association of Community College Trustees (ACCT) presentation will be a 4 part modular system including (1) What (2) Prepare (3) Happening and (4) Resiliency. Presentation will be shown to DSSC in advance. It was suggested to video tape training with the assistance of Distance Education.

- Intra-District Mutual Aid Agreement
 - Mike Simmons drafted an MOU with outside organizations and will send out sometime in September-October.

- Community College "Target Hardening" Initiatives Proposal

- Draft is in process, it will include (1) Security by Design and (2) handling large crowds. Draft will be sent to Police, Strategic Communications and DSSC Safety Coordinators.

- Security System Upgrade Project
 - Will be taken off agenda for now.

- One Button Lock Out Initiative
 - Target is to maintain current equipment and to fix small items. Currently only Chip West and Janelle Wortman have access to make changes at Riverside City College. Current software has the capabilities to lock key card access when buildings lock down. Mike Simmons recommends the coordinators identify areas of concern and to move up priority list, DSSC agrees.

- District Safety Communication Discussion
 - Create awareness by adding 2-3 sentence tips on digital/social media. Strategic Communications will assist safety coordinators.

- Add: Videos for entire District – not college/site specific (reference III. d.)
 - Lock block, earthquake, fire, active shooter, general evacuation and rave application: open doors, escort and vehicle jumps.

- Next DSSC Committee Meeting – July 25, 2018 at 2:00 p.m.

- **Meeting Adjourned at 2:38 p.m.**