

District Safety & Security Committee (DSSC)

Meeting Minutes

Date: May 1, 2026

Time: 10:00 AM

Location: Zoom

Attendance

Name	Role/Title	Attendance
Frankie Moore	Academic Senate Representative (MVC)	Y
Marie Hicks	Academic Senate Representative (Norco)	N
Rudy Arguelles	Academic Senate Representative (RCC)	N
Monica Esqueda	Acting Director of Risk / Safety & Emergency Manager	Y
Mark DiMaggio	Chief of Police	N
Julie DeAnda	Classified Professional Representative (District)	Y
Evelyn Gonzalez	Classified Professional Representative (MVC)	Y
Jared Storar	Classified Professional Representative (Norco)	Y
Stephanie Heim	Classified Professional Representative (RCC)	N
Greg Ferrer	Director, DSPS (Norco)	Y
Graciela Caringella	Director, Employee & Labor Relations	N
Susanne Ma	Director, IT Infrastructure & Systems	Y
Tracy Kazsuk	Faculty Association Representative (MVC)	Y
Araceli Covarrubias	Faculty Association Representative (Norco)	Y
Rhonda Taube	Faculty Association Representative (RCC)	N
Mary Rankin	Mental Health Services Supervisor (RCC)	Y
President, ASMVC	Student Representative (MVC)	N
President, ASNCC	Student Representative (Norco)	N
President, ASRCC	Student Representative (RCC)	N
Majd Askar	Vice President Business Services (MVC)	N
Michael Collins	Vice President Business Services (Norco)	Y
Elia Blount	Vice President Business Services (RCC)	N

I. Call to Order

The meeting was called to order at 10:01 AM by Monica Esqueda. Initial quorum was not met, so agenda items were adjusted until sufficient members joined.

II. Approval of Minutes (March 20, 2026)

Approval was delayed due to lack of quorum. Once quorum was established, Evelyn Gonzalez motioned to approve the minutes, and Jared Storar seconded. The minutes were approved without revisions.

III. Committee Composition

Monica Esqueda reviewed the composition of the committee, outlining permanent members and term-based representatives. Permanent positions include Risk Management, Chief of Police, Employee Relations, and Vice Presidents of Business Services. Two-year terms apply to Classified Professionals, Academic Senate, and Faculty Association representatives, while student representatives serve one-year terms.

It was noted that current two-year terms will expire at the June meeting. Monica will coordinate with respective groups to ensure new appointments or renewals are submitted. Clarification was provided that faculty representatives must be appointed through the Academic Senate.

IV. Risk Management Initiatives

A. Work Order System

A new Risk Management work order system has been implemented in collaboration with IT, Police, Facilities, and VPBS and their team. This system allows employees to report safety concerns, request ergonomic assessments, request emergency preparedness walkthroughs, and submit general risk-related inquiries. The system routes requests to appropriate departments and will expand based on usage trends.

B. Safety Trainings (Cal-OSHA)

Cal-OSHA training completion rates have significantly improved following implementation of automated reminders through the Vision Resource Center. Training completion increased across all employee groups. Trainings are concise (approximately 1 hour total) and are required for all new hires within 90 days. Supervisors are notified if employees fall behind. The trainings are essential for preventing workplace injuries and maintaining compliance.

C. Department Emergency Action Plans (DEAPs)

Many departments remain unfamiliar with Emergency Action Plans. Monica provided an overview, emphasizing that each department must maintain a plan that includes emergency contacts, evacuation procedures, communication methods, and staff roles. Plans are reviewed annually, rolled out in the summer, and due in early November. Completed plans are stored in accessible emergency folders and reviewed with staff.

D. Safety Audits & Technology

A mobile-based system is now used for safety audits, after-action reports, and investigations. This tool allows real-time documentation, photo uploads, and tracking of corrective actions. The goal is proactive identification and mitigation of hazards before they escalate into incidents.

V. College Safety Initiatives

A districtwide initiative was discussed to bring NABITA threat assessment training to campus. This training will standardize risk assessment practices across CARE teams and improve coordination. The proposed timing is mid-to-late June, following commencement, and may be open to broader campus participation. The training is expected to span two full days.

VI. Moreno Valley Evacuation Discussion (After-Action)

An after-action discussion was held regarding the recent evacuation. Key challenges included delays in student pickup, particularly for Middle College and Early Childhood Education programs. Improvements are being developed to enhance emergency contact procedures and expedite evacuations for dependent populations.

The incident escalated rapidly, moving from normal conditions to evacuation without warning stages. Communication delays occurred due to cellular network congestion. Despite these challenges, the Emergency Operations Center (EOC) was activated quickly and functioned effectively.

VII. Future Agenda Items

No future agenda items were formally proposed.

VIII. Upcoming Meeting

The next meeting is scheduled for June 5, 2026 at 10:00 AM.

IX. Adjournment

The meeting was adjourned. Monica noted that meetings will remain concise moving forward.