

**College of San Mateo
Safety Committee Meeting**

Agenda

Thursday, March 24, 2022

2:00 PM – 3:30 PM

ZOOM Meeting link:

<https://smccd.zoom.us/j/87007866723?pwd=dmhFSUJFZ1JGK2xNbIR5ZVM0bkc5dz09&from=addon>

Item #	Item	Lead (s)	Attachments	Time	Action
1.	Review and Approve Agenda	Micaela Ochoa	None	2 Min.	Action
2.	Review and Approve February 24, 2022 Meeting Minutes	Micaela Ochoa	Attached	3 Min.	Action
3.	Public Comment on non-Agenda Items	Committee Members & Guests	None	5-10 Min.	Information
4.	Approval of Changes to Bylaws Membership ▪ Change Member #7 Title FROM General Manager, SMAC Fitness Center TO Representative from SMAC Fitness Center	Micaela Ochoa	Attached	10 Min.	Action
5.	Approval of Representative from SMAC Fitness Center (contingent on approval of Agenda Item #4)	Micaela Ochoa	None	10 Min.	Action
6.	Report out on March 14, 2022 District Health and Safety Committee Meeting	Ben'Zara Minkin	None	30 Min.	Information
7.	Report from District-wide Health & Safety	Ray Hernandez Micaela Ochoa	None	5 Min.	Discussion and Feedback
8.	2022-23 Meeting Dates	Micaela Ochoa	Attached	2 Min.	Action
9.	April 28, 2022 meeting, Preliminary Agenda Items:	All	None	2 Min.	Information
10.	Round Table: Open for health and safety campus related questions, comments and/or concerns	All	None	5 Min.	Share
11.	Adjourn	Micaela Ochoa	None	1 Min.	Action

The Campus Safety Committee meeting schedule for FY 2021-22 is as follows:

2021	2022
Thursday, July 22 & 26	Thursday, January 27
Thursday, August 26	Thursday, February 24
Thursday, September 30	Thursday, March 24
Thursday, October 28	Thursday, April 28
Friday, November 19	Thursday, May 26
Friday, December 10	

CSM Safety Committee Website: <https://collegeofsanmateo.edu/emergency/safetycommittee.asp>

College of San Mateo

Safety Committee Meeting Summary

Thursday, February 24, 2022 2:00 PM – 3:30 PM

Members Present: Ben 'Zara Minkin, David Lau, Gloria D'Ambra, Jesenia Diaz, Micaela Ochoa, Rob Dean and Robert Gutierrez

Staff: Luz Román-Amaro

Guests present: see enclosed list

Micaela called the meeting to order at 2:07 PM.

Review and Approve Agenda

The CSM Safety Committee members present approved the agenda as presented with no requests for changes or modifications.

Review and Approve January 27, 2022 Meeting Minutes

The Committee reviewed the minutes from the January 27, 2022 meeting. The Committee Members present approved the minutes as presented.

Public Comment on Non-Agenda Items

Ben Zara Minkin asked for clarification about the role of committee members and support staff, and if they are aligned with SKY and CAN's.

Micaela communicated that the membership bylaws specify the role of the committee. They were reviewed in the Fall of 2021. Micaela screen shared the bylaws that were approved by the committee in Fall 2021. They bylaws specify that a representative from the office of emergency management was added to the membership. Skyline and Cañada had mentioned that they were planning to use CSM's bylaws as a model to present to their own committees.

Ben Zara commented that a clarification about the voting role of members at this committee level and at the district level would be helpful.

Micaela explained that the voting and reporting structure is specified in the bylaws. She explained that CSM's Safety Committee recommends and reports to IPC, a change that was made in the fall 2021. Previously, the reporting was directly to the President. However, the committee approved the change to report to IPC.

David Lau commented that the decision-making structure of the different committees have been discussed at other committee meetings. He suggested creating a list of similarities and/or differences. He mentioned it would help evaluate if we want more synchronization or if the partial synchronization with other committees is enough. He asked if our Safety Committee follows the Robert's Rules of Order.

Micaela responded that the Safety Committee does not fall under the brown act and the bylaws do not talk about the Robert's Rules of Order. [Quorum specifies 50% of members plus one].

Kurt Scholler commented that his position is Director of Community Fitness for the San Community College District and he is not the general manager for CSM's athletic center. He is willing to support CSM's Safety Committee if needed, but his

decision makings will be based on his role at the district level.

Micaela communicated that the committee will need to vote to make changes to the bylaws. Micaela will meet with Kurt separately to determine what changes need to be made and will bring the information to the Safety Committee meeting in March for a vote.

David Lau asked clarification about the testing requirements for unvaccinated faculty. (27:08)

Micaela responded that Ray Hernandez can provide clarification during his report later on the agenda.

No further comments or feedback were given on this item.

Report from Facilities

Robert Gutierrez provided the following updates:

Water Tank Project – expected completion will be in April.

Road Closures – there is a planned all-day road closure on March 4 due to a concrete pour for the water tank foundation. Robert will be sending a campus announcement.

Parking Lot Renaming – the installation of the permanent signs will be done during Spring break.

No questions were given on this item.

Report from Health & Safety

Ray provided an overview of the metrics for San Mateo County and shared a link to the CDC county view data page:

https://covid.cdc.gov/covid-data-tracker/#county-view?list_select_state=California&data-type=Risk&list_select_county=608

The data tracker shows that there was a rapid rise in transmission with Omicron, but there was also a rapid decline.

Ray communicated that even though most indoor mask mandates have been lifted around Bay Area Counties, the SMCCCD district has decided to continue with the mask mandate until further notice.

<https://www.smcgov.org/cmo/news/eleven-bay-area-health-officers-lift-most-indoor-mask-mandates-february-16>

The state will be providing guidelines regarding mask mandate for K-12 schools and childcare.

Ray provided information regarding Governor Newsom's SMARTER Plan Pandemic Response:

<https://www.gov.ca.gov/2022/02/17/governor-newsom-unveils-smarter-plan-charting-californias-path-forward-on-nation-leading-pandemic-response/>

He expressed that as we move from pandemic to endemic, vaccinations continue to be the number one strategy in the state and the county. The SMCCD district continues its campaign for vaccinations and there are conversations about boosters, but it is most likely that a booster requirement for students will not happen until Summer or Fall.

Ray communicated that in his experience there will be cyclical needs for continue Covid-19 vaccination.

Dr. Yang provided an update about children 5-11 age range, Latinx, black and pacific islander population. These communities are being hit the hardest due to low vaccination rates. The Health Center wants to provide information and support to those groups and also to protect as many people as possible.

Ray reported that antigen test kits were distributed to employees at the beginning of the month and as of today antigen test kits are available to students in all the bookstores.

Rob Dean confirmed that there is a supply of KN95s and Antigen test kits available in strategic places.

Ray announced that Covid testing services have expanded with Covid Clinics. You don't need an appointment, but advanced registration is required. The availability of services will scale up or down based on the demand.

<https://smccd.edu/return-to-campus/testing.php>

Ray responded to David Lau's question about weekly Covid testing for people who have exemptions. The program specialists at each college work with individuals to schedule the weekly testing appointment.

Dr. Yang expressed that whatever we can do in our community to disseminate vaccination information will really help.

Micaela offered to bring this information to cabinet and get the word out to our student community.

Krystal Duncan expressed that we should talk to students to find out why people are not getting vaccinated and then we can address the issues. Fact finding before problem solving is very important.

David Lau offered to go to the Academic Senate to advocate for vaccination and agreed that a student panel on vaccination is a good idea.

Micaela supports the idea of a panel to discuss the reasons why people are or not getting vaccinated, and could also bring it to IPC.

No further comments, questions or feedback were given on this item.

Report from Public Safety

Micaela informed the members of the committee and guests that there will not be a report from Public Safety.

Tentative 22-23 Meeting Dates

Micaela communicated that this is the same meeting calendar that was presented and recommended at the previous safety Committee meeting. The Committee was scheduled to vote on it at the February meeting, but it was decided to give committee members more time to consider the tentative calendar and take-action at next meeting in March.

No further comments or feedback given on this item.

March 24, 2022 meeting, Preliminary Agenda Items:

- Panel on Vaccination
- 22-23 Safety Committee Meeting Dates (action item)

No further comments, feedback or questions were given on this item.

Round Table

Ben 'Zara Minkin offered the following updates:

- The Public Safety Office will conduct Monthly Emergency Radio Testing starting March 14. If you have an emergency radio, it needs to be turned on during the day.

-The Building Captain handbook and training are being revised and revitalized. The new training will include bleeding control measures. More information will be forthcoming.

Vince Garcia communicated that our emergency communication platform (RAVE) has a new multilingual setting (60 languages). You can select your preferred language through Banner. Vince will be testing this setting before they roll it out.

No further comments, updates or feedback offered on this item.

Meeting adjourn at 3:09PM

Attendees (alpha order by first name):

Ben 'Zara Minkin	Kurt Scholler
Cheryl Navarrete	Linda Ma
David Chin	Luz Román-Amaro
David Lau	Micaela Ochoa
David McLain	Michelle Castillo
Dr. Jennifer Yang	Michelle Schneider
Gloria D'Ambra	Ray Hernandez
Helia Ying	Rob Dean
Huda Shuhaiber	Robert Gutierrez
Jesenia Diaz	Vince Garcia
Krystal Duncan	Virna Rodas

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Safety Committee

Purpose	To help ensure the safety of the college's students, faculty, staff, administrators, and visitors and to develop plans for major disasters and emergencies
Functions	<ol style="list-style-type: none"> 1. Promotes a safe institutional environment for staff and students 2. Works with District staff to coordinate plans for major disasters 3. Monitors Emergency Website 4. Conducts monthly campus safety meetings for students, faculty, classified professionals, administrators, and campus community
Recommends to	Institutional Planning Committee
Chair selection	Chair is selected from within committee
Membership	<ol style="list-style-type: none"> 1. Vice President of Administrative Services 2. SMCCCD Director of Public Safety 3. Public Safety Captain 4. Director of Health Services 5. Representative from Office of Emergency Management 6. Facilities Operations Manager 7. General Manager, Representative from SMAC Fitness Center 8. Two faculty at-large 9. Two CSEA classified staff at-large 10. Two AFSME classified staff at-large 11. One student
Term Limits	Two years
Staff	Executive Assistant, Vice President of Administrative Services
Quorum	50% of members plus one
Brown Act	No
Accreditation Standards/ Institutional Priorities	BP 2.28 BP 8.13 Accreditation Standard III.B.1

Approved: October 28, 2021

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2022-2023 Safety Committee Meeting Schedule

Occurs on the 4th Thursday of every month, 2pm-3:30pm

*Moved to the 3rd Thursday due to a Holiday

Meeting Dates

July 28, 2022

August 25, 2022

September 22, 2022

October 27, 2022

November 17, 2022*

December 15, 2022*

January 26, 2023

February 23, 2023

March 23, 2023

April 27, 2023

May 25, 2023

June 22, 2023