

**College of San Mateo
Campus Safety Committee Meeting Summary
September 28, 2019
2:30 -3:30 PM
B10-401**

Members in Attendance: Emily Barrick, Gloria D’Ambra, Cynthia James, Chuck La Mere, Ben Zara Minkin, Micaela Ochoa, Viji Raman, Michele Rudovsky, Elnora Kelly Tayag, Enna Trevathan, Jane Wong, Owen Yoch

Absent: Robert Dean, Beth LaRochelle, Rich Rojo, Diana Thomas, William Woods

Guest: Tracey Gilfether, Heidi Pereira, Yen Tran

Student Representative: Ariana Davarpanah

Micaela Ochoa began the meeting by welcoming everyone to the Campus Safety Meeting, and asked people to introduce themselves.

The agenda and the Campus Safety Committee meeting summary from February 28th were reviewed and approved. Additional discussion item #8, Vaping on Campus, was added to the agenda.

Update on Safety and Emergency Preparedness District-wide Initiatives

Ben provided an update on building captain trainings throughout the District. He explained that the initial training was successful with 156 participants districtwide. The 3-day training included fire extinguisher use, CPR/First Aid/AED, active assailant, utility control, and radio communications. The trained building captains will put their training into action at the October 17 Great Shake-Out drill. Ben will be providing the building captains/supervisors with radio dispatch instructions. In the past, we didn’t have a central dispatcher which caused radio communication to be chaotic. The high volume of radio messages coming in was overwhelming. Now that we have a centralized dispatcher, the communication component should be much smoother. This will also be put into practice during the October 17 Great Shake-Out drill. All building captains are getting a metal disk that goes on their ID badge that will serve as an identifier for the rest of the campus.

Campus Map

Ben reported that the Campus Evacuation Map, which is different than the regular campus map, has been revised by Robert Gutierrez. The evacuation map will be displayed at locations of egress in each building, by the elevators, and in stairwells. The Emergency Services Information posters, which are also being updated, will provide emergency information for a high-level emergency.

Campus Safety Videos will be produced by an external professional consultant. The videos will include information on Public Safety services on campus, emergency services information, active shooter response, and lockdown/barricade procedures.

AlertU

Ben stated that the AlertU system has replaced the AlertMe system that the District used in the past. With the new system, we are able to upload student contact information directly from Banner. The new system can send announcements via text messages, email, and telephone calls. Messages can also appear on network computers and via the EAS. Employees have been added to the system based on their working location, but they may add themselves to multiple sites by going online. There is also a software platform that provides for remote emergency operation.

Yen Tran inquired about UHF (Ultra High Frequency) radios for the new building captains. Ben stated that this was discussed at the District Emergency Preparedness meeting and it was suggested that the campuses need to provide funding for new radios.

Ben reported that over 300 survey responses came in after the lockdown/barricade drill earlier this semester. Ben will share responses regarding difficulty hearing the EAS with Chuck La Mere.

Sergeant Owen Yoch mentioned that, “DPS (District Public Safety) is in the process of creating spreadsheets of all emergency systems such as Duress Alarms, Intrusion Alarms, Courtesy Phones, AED Alarms, and other safety systems at all campuses and using these tools to determine that each safety system has proper maintenance and operability. In addition, this allows us to be able to assign personnel on a quarterly basis, to conduct checks of all these systems to assure a high state of systems readiness.”

Vaping on Campus

There have been reports of vaping on campus, including vaping inside campus buildings. District policy prohibits smoking within 20 feet of any building. Since vaping is new, there was a question as to whether the policy applies. As it applies to students, violation of the policy would be a violation of the student code of conduct. Micaela will bring the issue to Cabinet for further discussion.

Committee Priorities for 2019-2020

The group discussed priorities for the 2019-2020 academic year. The following topics were identified:

- Recruitment of more building captains.
- Educating employees to let them know that they are disaster service workers and they are required to report for duty in the event of a disaster (California Government Code Section 3100). This should also be integrated into the District orientation for new employees.

- Preventing the usage of skateboards on campus, including signage. Public Safety can ask skateboarders to leave or not to use the skateboard on campus, but this is not generally pursued any further.
- Animals on campus: there are currently no written rules regarding animals on campus.

Meeting adjourned at 3:34 PM

Next meeting on October 24, 2019
2:30 – 3:30 PM
B10-401 (City View Conference Room)