

**College of San Mateo
Campus Safety Committee Meeting Summary
November 21, 2019
2:30 -3:30 PM
B10-401**

Members in Attendance: Ben Zara Minkin, Viji Raman, Emily Barrack, Michele Rudovsky, Gloria D’Ambra, Chuck LaMere, Micaela Ochoa, Jane Wong

Guests: Yen Tran, Vince Garcia

Micaela Ochoa began the meeting by welcoming everyone, and reviewed the agenda.

The meeting summary from October 24, 2019 CSM Campus Safety Committee meeting was reviewed and approved.

Provide Debrief on PG&E Power Shut-off from October 28, 2019

Ben provided an abbreviated summary of the District’s response to the PG&E emergency power shutoffs, also known as the public safety power shutoffs (PSPS) events, from October and November 2019. Ben reported that some information still needs to be shared with the Interim Chancellor and Vice Chancellor before it can be reported publicly. Ben is scheduled to meet with the Interim Chancellor and Vice Chancellor next week and will hopefully be able to provide more information afterwards.

Ben reported that Michele Rudovsky did an amazing job managing the operations and planning sections of the Emergency Operations Center (EOC) during the event.

The following gaps have been identified:

Business continuity: At the District level, there needs to be a discussion about who takes over roles in the event that an employee is no longer with the District. There also needs to be discussions around what to do in situations where an employee’s location is not available for use and whether or not employees will be compensated during that time. At the College level, there needs to be discussion as to what happens if the campus is unavailable for extended periods of time. Does instruction continue at another location or utilizing other methods? Whether or not students will be able to transfer their credits/units will need to be explored. Memorandums of understanding (MOUs) will need to be explored to address these and other issues ahead of time.

Internal systems: Review is still ongoing. Ben will provide updates after discussions with the District executive leadership group.

Alert Message Provider: Regroup’s platform was found to be unreliable. In testing after the event, the alert message failed to send 16 times. This was the same system that showed delays during the Great ShakeOut Earthquake drill. The District is exploring other systems that are more robust.

EAS System – Building 5 and Building 33

Chuck La Mere provided an update on the EAS system in B5 that was reported not to be working during the Great ShakeOut Drill in October 2019. After troubleshooting the issue, it was discovered that one of the amplifiers had inadvertently been unplugged. The situation has been rectified.

For B33, Child Development Center, the speakers have been tested and rewired. The EAS messages can now be heard internally and externally around the building.

CSM-CDC (Child Development Center) Gate

Ben reported that a new gate with an alarm panel was installed at the CDC to provide additional security.

Update on Vaping on Campus and Next Steps

Micaela presented this for discussion at the District level safety meeting. Skyline College also reported experiencing the same issue. The Colleges and the District are looking at implementing a comprehensive signage campaign. This item will remain on the agenda for further updates as they are available.

Concerns Regarding Cigarette Smoking

Michele Rudovsky provided a history of the smoking areas at CSM and how they were developed. There is particular concern about the area near Building 17, across the West Perimeter Road. The smoking area was originally in the Socrates Lot (Lot #4), but it was moved across the street due to the parking lot's proximity to the buildings. A water bud urn was placed on a cement patch to help reduce the number of cigarette buds thrown on the ground. However, this arrangement did not fully solve the problem as the West Perimeter Road is narrow and the strong winds coming over the hills blows the smoke back towards Buildings 14, 15, 16, and 17.

Viji asked if folks are informed as to where they can and cannot smoke. Michele stated that smokers can be advised to relocate to another parking lot, such as the one adjacent to Building 2 (Lot #3, DaVinci).

Ben reminded the group that the District is considering moving towards a completely smoke-free campuses. If the policy change does go through, informational signage will need to be posted to help enforce the change. Micaela stated there will also need to take place at the District level and the College level. There will also need to be consistency across the three campuses, which is why we are waiting for the possible change to the existing Board policy.

Emergency Video:

Ben mentioned that scripts for the emergency videos have been sent out. The team is targeting March 2020 to film the videos. Ben will share the scripts with Micaela. She will bring them to the Deans meeting and the PIO meeting.

Ben asked Micaela to work with him on scheduling the next round of Building Captain training sessions.

Canceling for December Meeting

Given that December is a busy time for everyone, the group made the decision to cancel the December meeting. The group will reconvene in the spring.

Meeting adjourned at 2:26PM

Next meeting date: TBD

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