

College of San Mateo
Safety Committee Meeting
 Agenda
 Thursday, February 23, 2023
 2:00 PM – 3:30 PM

ZOOM Meeting link:

<https://smccd.zoom.us/j/82805419234?pwd=SFJsdFB0Wm5qUmdSemJ2VUVPOXJWZz09>

Meeting ID: 828 0541 9234

Passcode: 394614

Item #	Item	Lead (s)	Attachments	Time	Action
1.	Review and Approve Agenda	Anthony Djedi	None	2 Min.	Action
2.	Review and Approve: <ul style="list-style-type: none"> • January 26, 2023 Meeting Minutes 	Anthony Djedi	Attached	5 Min.	Action
3.	Public Comment on Non-Agenda Items	Committee Members & Guests	None	5 Min.	Share
4.	Reports and Updates: <ul style="list-style-type: none"> • Facilities Update • Public Safety Update • Health and Wellness Update 	Robert Gutierrez Brian Tupper Dr. Jennifer Yang	None	20 Min.	Information
5.	Rotation Model/Designation of a Co-Chair	Anthony Djedi	None	10 Min.	Action
6.	Preliminary Agenda Items for March 23, 2023 Meeting	All	None	5 Min.	Share
7.	Round Table: Open for health and safety campus related questions, comments and/or concerns	All	None	5 Min.	Share
8.	Adjourn	Anthony Djedi	None	1 Min.	Action

The Campus Safety Committee meeting schedule for FY 2022-23 is as follows:

2022	2023
Thursday, July 28	Thursday, January 26
Thursday, August 25	Thursday, February 23
Thursday, September 22	Thursday, March 23
Thursday, October 27	Thursday, April 27
Thursday, November 17*	Thursday, May 25
Thursday, December 15*	Thursday, June 22

*Moved to the 3rd Thursday due to a holiday.

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

College of San Mateo

Safety Committee Meeting Summary

Thursday, January 26, 2023, 2:00 PM – 3:30 PM

Members Present: Anthony Djedi, Ben Zara Minkin, Brian Tupper, David Lau, Dr. Jennifer Yang, Gloria D’Ambra, Jesenia Diaz and Robert Gutierrez.

Staff: Luz Román-Amaro

Guests present: see enclosed list.

Anthony Djedi called the meeting to order at 2:05PM.

Review and Approve Agenda

Anthony presented the agenda to the committee members and guests present.

Review and Approve:

- December 15, 2022 minutes

The minutes from the December 15, 2022 meeting were approved as presented.

Public Comment on Non-Agenda Items

Anthony mentioned that the agenda was created before the events in Half Moon Bay happened and opened up the floor for comments.

Ben Zara communicated that he has been working in strengthening the trainings and emergency procedures. He is also soliciting dates from the different campuses for the lockdown barricade drills this spring semester. He clarified that the Lockdown and Barricade strategy is not necessarily accurate, the best strategy is to run, but if you are not able to run, then you follow run, hide and fight curriculum. To support this strategy the district has:

- Purchased \$40K in advanced bleeding control kits that will go in every AED cabinet.
- Training all building captains in advance bleeding control.
- Purchased combat application tourniquets for every kit
- Standardized all First Aid Kits district wide

The goal is standardized training at regular intervals to have staff prepared in case of a violent attack.

Link to Emergency Preparedness Resources: <https://smccd.edu/publicsafety/emergencypreparedness.php>

Brian Tupper confirmed that his team is already trained and prepared to respond in case of a real event.

Dr. Yang reminded the committee that we should also look into the mental aspects of these type of situations. She is going to try to reach out to individuals and do well checks on a more regular basis.

Anthony reported that the new counseling facilities in Building 5 will be state of the art and each room will have a panic button installed.

Reports and Updates

- **Facilities Report**

Robert Gutierrez expressed his gratitude to his facilities team, Public Safety team and the Office of Emergency Management team for their hard work and collaboration during the past winter storms. He also provided a report about the preparation that was done prior to the storms, some of the damages caused and the repairs that were done.

Robert asked Dr. Yang how long the County is going to keep the testing site at the lower lot. Dr. Yang responded that CSM's testing site will continue past February.

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

Future Meeting Format

Anthony communicated that for the last couple of years the focus of the Safety Committee meeting has been on Covid. He suggested to include in the new agenda format the following discussion items:

- Public Safety Report
- Faculty Concerns
- Public Health Report

Anthony open the discussion for a new meeting format.

Dr. Yang offered to give an update about Public Health at today's meeting. She communicated due to the recent event in Half Moon Bay, the Wellness Center is going to offer:

- A virtual group grief session at 4PM on 1/26 hosted by Personal counselors.
- Drop-in counseling sessions for staff with Makiko Ueda on 2/1 from 2:30PM-3:30PM.

She reported that recently there was an outbreak of a type of stomach illness. There a still seeing cases of Covid and influenza and confirmed that County health will not be offering more Covid vaccines pop-up clinics.

Brian Tupper reported that the calls that Public Safety receives are primarily related to mental health. On those calls, the focus of Public Safety is to provide the students with the resources that they need. There were some crimes committed during the winter break by people not related to the College. He is willing to provide a Public Safety update at the Monthly Safety Committee meetings.

Dr. Yang inquired if the campus has a system for reporting any concerns about a student's behavior.

David Lau responded that we do have disciplinary procedures in place, but recommended to call Public Safety if there is an incident.

Brian Tupper clarified that if there is an immediate threat; staff must dial 911. If there are concerns about a possible threat; faculty or staff need to contact their supervisors. Brian added that before the pandemic, each campus had a threat assessment team. The Threat Assessment Team was composed by the Campus President, the Vice President of Student Services, the Vice President of Administrative Services, the Director of Public Safety and a Personal Counselor. Post-Pandemic, the campuses currently do not have threat assessment teams. Brian is going to reach out to Michele Rudovsky to reestablish the teams in every campus.

Anthony communicated that as part of the new meeting format, the agenda will include a Public Health update, Public Safety update and a General Instructional update.

Rotation Model; Designation of a Co-Chair

Anthony reminded committee members that at the last meeting they discussed the designation of a Co-Chair and a rotation model for the appointment of the Co-Chair. He suggested various rotation models and open the floor for discussion.

Jesenia Diaz commented that she agrees with any rotation model approved by the committee.

David Lau proposed to give committee members time to evaluate the information presented and bring back this item for action at the next Safety Committee meeting.

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

2023-2024 Meeting Schedule

Anthony presented the tentative 2023-2024 meeting schedule and asked committee members for approval. The 2023-2024 meeting schedule was approved as presented.

Preliminary Agenda Items for February 23, 2023:

- Public Health Update
- Public Safety Update
- Facilities Update
- Rotation Model; Designation of a Co-Chair (Action item)
- Mental Health Awareness & Policies
- Installation of Sidewalks – Water Tank area

Round Table:

Dr. Yang asked if there was going to be an increased presence of Public Safety Officers on Campus. Brian Tupper responded that they have two officers on duty, a supervisor and a traffic enforcement officer on every shift.

David Lau commented that he would like to broaden the discussion about Mental Health Awareness and establishing campus policies. He suggested to bring this topic for discussion at the next meeting.

Anthony suggested to invite some of our campus ambassadors to the next meeting.

Brian Tupper communicated that it would be a great idea to add mental health resources and emergency procedures on the as part of the orientation on the first day of class.

Anthony communicated that he received a few questions regarding the lack of sidewalks in the area around the water tank and suggested to add this topic to the next agenda.

No more comments, questions or feedback were offered on this item.

Meeting adjourned at 3:20PM.

Attendees (alpha order by first name):

Anthony Djedi	Jesenia Diaz
Ben Zara Minkin	Luz Román-Amaro
Brian Tupper	Robert Gutierrez
David Lau	Stephanie Martinez
Dr. Jennifer Yang	Vince Garcia
Gloria D'Amra	Yung Nguyen

2023-2024 Safety Committee Meeting Schedule

4th Thursday of every month, 2PM-3:30PM

July	7/27
August	8/25
Sept	9/22
Oct	10/27
Nov*	11/17
Dec*	12/15
Jan	1/26
Feb	2/23
Mar	3/22
Apr	4/26
May*	5/17
June	6/28

*Meeting scheduled on the 3rd Thursday due to a Holiday (Thanksgiving, Winter Break & Commencement).

2023 Fall Flex Days: 8/14/23, 8/15/23 & 10/11/23

2024 Spring Flex Days: 1/11/24, 1/12/24 & 4/18/24