



**SAFETY COMMITTEE MEETING MINUTES**

**Thursday, April 25, 2024**

**Via Zoom**

**Regular Meeting: 2:30 p.m. – 4:00 p.m.**

**Approved**

**Members and Resource Staff present:**

John Cuevas, Casey Fortier, Chialin Hsieh, Ben’Zara Minkin, Paul Naas, Karen Pinkham, Ludmila Prisecar, Megan Rodriguez Antone, Michele Rudovsky, Jessica Silver-Sharp, Graham Sheardown, Nathan Staples, Jason Wendt.

**Members and Resource Staff absent:** Tony Burrola, Vince Garcia, Yesenia Haro, Max Hartman, Bettina Lee, Kim Lopez, Ingrid Melgoza, Manuel Alejandro Pérez, Grey Sanderson, Brian Tupper.

**Guests and others present:** Mary Chries Concha Thia, Rose Marie Mendoza Morrison.

AGENDA ITEM	CONTENT
<b>Welcome and Establish Quorum</b>	Quorum was established at 2:33 p.m.
<b>Review and Approve the Consent Agenda</b>	ACTION: A motion to approve the draft consent agenda and the March 14, 2024 draft meeting minutes was made by Paul Nass and seconded by Casey Fortier. Motion passed.
<b>Board Policy 2.34 Computer and Network Use (District ID Cards and Directory Photo</b>	Draft Administrative Procedure 2.34 regarding district ID cards and directory photos has been reviewed by President Lopez, the Equity and Antiracism Planning Council (EAPC) Workgroup and the District Antiracism Council. Jessica Silver-Sharp said there are good conversations taking place at the college and throughout the district. There will be an update after May 1.
<b>Reports and Updates</b>	<p><b>Public Safety:</b> Jason Wendt reported the following:</p> <p><u>Duress Button Update:</u> Testing on the duress buttons continues throughout the district and some issues were discovered. They want to make sure each button is reporting properly and accurately. John Doctor is coordinating the project and they are finding systems that they did not know were installed. Damaged duress buttons are being repaired and batteries replaced. The work at Cañada College is completed, but Skyline and CSM still need to be verified. Once that is done, the system will be turned on and the campuses will be notified.</p> <p>The EAPC work group toured Cañada’s Public Safety Department and Public Safety instructed EAPC members on different topics and answered questions. One of EAPC’s workshops is to build better community with Public Safety, which is why they did the tour.</p> <p><u>ACAMS System:</u> VPAS Prisecar talked about the process of unlocking doors, particularly those on the ACAMS system, noting that different doors have different codes. She would like to see new employees receive training information once they get their employee badges.</p>

	<p><b>Facilities:</b> Karen Pinkham said the campus is being prepared for the May 25<sup>th</sup> Commencement. There is a lot of detailing and campus beautification being done. They are changing out all of the flowers around the amphitheater in preparation for Commencement and other events that will be held in that area.</p> <p><b>Emergency Preparedness Office:</b> Ben’Zara Minkin reported the following:</p> <p>Lockdown Drills were held across the district and Cañada’s drill was on April 10. Ben’Zara was on the Cañada campus in Building 1 during the drill. He noted that Building 1 is difficult because of the usage and occupancy and it is hard to find places to hide. He said they brought people into one of the common areas to talk about the drill.</p> <p><u>Gaps:</u> Community members and new students who are not yet in Banner need to be able to opt in to receive emergency notifications and Ben’Zara suggested putting up posters with the information. He said they were able to enroll more than 100 people who were in Building 1 that day. Once people received the notification, they were told how the district and law enforcement would respond to the event, as well as how they would need to react depending upon their location on campus. Several people wanted to enroll in the other two campuses and Ben’Zara was able to help them. He said the time spent was very educational and helped prepare people for the drills.</p> <p>Ben’Zara and his team are working with Public Safety to expand the scope to multiple locations on campus when drills are taking place. They will also work on pre-planning the drills with the Department of Public Safety.</p> <p>Districtwide, there are gaps with the colleges’ PA systems as well as with people not receiving notifications on their phones. He noted that the PA system at Cañada failed, so the drill was ineffective. The PA system at Skyline previously failed and it worked fine after their system was repaired.</p> <p>VP Prisecar said she could hear the alert in her office. She received feedback that identified issues as well as things that went well and she forwarded that information to Jason and Ben’Zara.</p>
<p><b>Parking on the Loop Road Across from Baseball Field (Karen Pinkham and Jason Wendt)</b></p>	<p>Karen Pinkham reported the following:</p> <ul style="list-style-type: none"> <li>• Facilities has installed stop signs with flashing lights to alert drivers on the Loop Road across from Building 1.</li> <li>• There is no longer parking on the Loop Road between Lot 6 and Building 1 and the curbs are now painted red. She has not heard complaints about stopping the parking along the Loop Road. People have told the grounds crew that they feel safer. They may decide to extend the painting farther down the road toward the entrance.</li> <li>• Facilities changed the size of the speed limit signs and have purchased additional signs. A larger one-way sign is being installed by the Lot 6 extension. They also plan to install a sign with a No Left Turn symbol in hopes that it will stop people from going up the hill the wrong way.</li> <li>• Cañada has hired BKF traffic experts and they will be making recommendations on installing speed tables, speed bumps, speed dots, and other traffic calming measures as soon as the purchase order is issued.</li> <li>• Lights are turned on in Lot 6 now for safety and Public Safety is now opening the gate to expedite cars leaving Lot 6. They are hoping that cars will exit through the</li> </ul>

	<p>Lower Lot 6 to keep some of the traffic away from Upper lot (where the charging stations are located) to reduce cars exiting near the pedestrian crosswalk.</p> <ul style="list-style-type: none"> <li>VP Prisecar is concerned about pedestrians and thinks the pedestrian walkway should extend through the parking lot so pedestrians have a path to get to the lower lot. Karen would like VP Prisecar to bring that suggestion forward when the meeting with the traffic experts is held.</li> </ul>
<b>Accessibility and Safety Concerns Submitted by the Students (Vice President Ludmila Prisecar)</b>	<p>Students submitted a list of safety and accessibility concerns, which was posted in the March Safety Committee meeting minutes. <b>The concerns were addressed and the questions and answers will be posted as part of the March meeting minutes on the website.</b> VP Prisecar replied to the students and provided the feedback separately.</p> <p><b>Ludmila, can you please send me the questions and your answers so I can post them on the website?</b></p>
<b>May 16, 2024 Preliminary Agenda Items</b>	<ul style="list-style-type: none"> <li>Review and approve April 25, 2024 meeting minutes.</li> <li>Reports and Updates</li> <li>Other</li> </ul> <p>VP Prisecar is unable to attend the May 16 Safety Committee Meeting and some of the committee members are also unable to attend. After discussion, the May 16 meeting is canceled, but if something comes up, the committee will communicate by email.</p>
<b>Round Table</b>	<ul style="list-style-type: none"> <li>Paul Naas said a lot of students are parking in Lot 8, which is a faculty/staff only lot. He asked if Public Safety is going through the lot regularly and issuing citations. <ul style="list-style-type: none"> <li>Jason Wendt asked Paul to call ext. 7000 from his office phone to let the dispatcher know and also identify the parking lot number.</li> </ul> </li> <li>Rosie Mendoza Morrison is noticing that drivers are not stopping at the upper stop signs between Buildings 3 and 5, but are rolling through them all the way to the last stop sign by the Building 1 entrance. <ul style="list-style-type: none"> <li>Jason Wendt said the information is important, but Public Safety does not have the authority to do a traffic stop. He said parking a Public Safety vehicle in the area may help.</li> </ul> </li> </ul>
<b>Meeting Dates for Fall 2024</b>	<p>Fall Safety Committee Meetings will be held from 2:30-4:00pm on the following dates:</p> <ul style="list-style-type: none"> <li>Thursday, September 26, 2024</li> <li>Thursday, October 24, 2024</li> <li>Thursday, November 21, 2024</li> <li>Thursday, December 12, 2024</li> </ul> <p>Linda Bertellotti will send meeting invitations.</p>
<b>ADJOURNMENT</b>	<p><b>ACTION:</b> A motion to adjourn the Safety Committee Meeting was made by Casey Fortier and seconded by John Cuevas. Motion passed.</p> <p>Meeting adjourned at 3:13 p.m.</p>