



**GCCCD Vision, Mission and Value Statement**

*Vision: Transforming lives through learning.*

**Mission:** Provide outstanding learning opportunities that prepare students to meet community needs and future challenges of a complex, global society.

**Value Statement:** Cultivate a student-centered culture of excellence, trust, stewardship, and service.

**Public Safety and Emergency Preparedness Council**

**October 19th, 2016, Meeting Minutes  
8:30am @ Grossmont Building 60 Room 206**

		Members Present		<input checked="" type="checkbox"/>
<b>Chair:</b> Director-Campus and Parking Services (CAPS)	<b>Nicole Conklin</b>	<input checked="" type="checkbox"/>		
Associate Dean-Student Affairs – Cuyamaca	Lauren Vaknin	<input type="checkbox"/>	Academic Senate Representative – CC	Alicia Munoz
Associate Dean-Student Affairs-Grossmont	Sara Varghese	<input checked="" type="checkbox"/>	Academic Senate Representative – GC	Tate Hurvitz
GCCCD/ Sheriff's Office Sergeant	Sgt. Munzenmaier	<input checked="" type="checkbox"/>	Classified Senate Representative	Elaine Adlam
GCCCD/Sheriff's Office Deputy	Deputy on duty at site – alternate GC, CC	<input type="checkbox"/>	Director-Facilities Planning, Dev. & Maintenance	Randy Clark
CAPS Specialist	Specialist on duty at site – alternate GC, CC	<input checked="" type="checkbox"/>	Director-Campus Facilities – CC	Bruce Farnham
Cuyamaca EPC Representative Chair or Co-Chair	Sahar Abushaban	<input type="checkbox"/>	Director-Campus Facilities – GC	Ken Emmons
Grossmont EPC Representative Chair or Co-Chair	Jeff Lehman	<input type="checkbox"/>	Director- Communications and Public Information	Anne Krueger
District Services Representative AT Large	Ron Adams	<input type="checkbox"/>		
Extended Cabinet Rep	Lorenze Legaspi	<input checked="" type="checkbox"/>		
Student Representatives	Djonee Holmes	<input checked="" type="checkbox"/>	Recorder: CAPS	Vanessa Porras
	Tanuja Adigopula	<input checked="" type="checkbox"/>	Administrative Support	<input checked="" type="checkbox"/>

<b>1. Bring your EPC Binders for updated information!</b>	
2. Annual Security Report Update	<p>Nicole began discussing the Annual Security Report. She mentioned that the report is available online in the Public Safety website.</p> <p>The report is longer than last year (67 pages) and it includes all new requirements.</p> <p>Anne offered to help with photographs for the future Annual Security Reports.</p> <p>A Clery requirement is that a crime log of the district be updated every 48</p>

	<p>hours. A copy of crime long can be obtained at CAPS Office.</p> <p>The ASR is required by law under the Clery Act. Violation of requirements may result in heavy fines during an audit.</p>
<p>3. EV Station Updates and Survey Results</p>	<p>Randy and Nicole have been working on EV stations for both Grossmont and Cuyamaca College. The process to obtain EV stations is lengthy and it will be better to wait to get them until after January 2017 when the new EV station models come out.</p> <p>SDG&amp;E has a grant that provides EV stations for free but you must qualify.</p> <p>Nicole and Randy have been looking at different companies as well as working with the Sustainability Committee for ideas, suggestions, planning and other details.</p>
<p>4. Annual Safety Inspections</p>	<p>Sue Rearic joined the council meeting.</p> <p>Randy, Loren, Bruce, Ken and Nicole have been working on a checklist that can be used for annual safety inspections.</p> <p>While working on creating the checklists, they used checklists that other colleges and universities have in place, such as UC Riverside.</p> <p>A council member mentioned that the Districts insurance company (ASCIP) will provide safety audits and report to the colleges what needs to be fixed.</p> <p>Lorenze suggested that it would be a good idea for the other staff/faculty not in the council to look at the checklist draft and make suggestions on anything that should be added or edited.</p> <p>Nicole and Randy will send lists and draft to other faculty/staff to obtain suggestions.</p> <p>Nicole will make sure that members of academic senate are emailed this information.</p>
<p>5. Citing Smokers</p>	<p>The CAPS Lead was able to find information in the Ed Code that the District is able to cite smokers as a governing body.</p> <p>The Ed Code states that funds obtained from citing smokers would go to CAPS Department, a smoking</p>

	<p>cessation program and several other programs.</p> <p>Elaine mentioned that Health Services has a smoking cessation program that is not as intense as the American Lung Association.</p> <p>Questions arose regarding the process for citing smokers.</p> <p>CAPS would ask students for the picture ID and give a warning. The second time the student was caught smoking, the student would receive a \$25 citation. The third time the student was caught smoking, the student would receive a \$50 citation. The fines would go through the Cashiers Office, creating a hold on the students account until the citation is paid.</p> <p>Students would also be reported to student affairs.</p> <p>Sara mentioned that students that are reported smoking a second time, receive a letter of academic integrity for smoking and a hold is placed on their account until they go speak to Student Affairs.</p> <p>Sergeant Munzenmaier mentioned that if a CAPS Specialist asks for picture ID and student refuses, a deputy can be called.</p> <p>Council members discussed the possibility of having signage in different languages that say “no smoking.”</p> <p>Sergeant Munzenmaier mentioned that it would be a good idea to ask instructors to mention that GCCCD is a smoke free campus at the beginning of each semester.</p> <p>Nicole will present the information to facilities committees.</p> <p>Ken, Sue, Bruce and Djonee will work with Nicole on drafting information.</p>
6. BP/AP 3500	See agenda item number 5.
Additions to the Agenda:	<p>The Great California ShakeOut  Nicole announced that the District has obtained a participation certificate in the Great California ShakeOut.  Anne mentioned that there will be a text message that will be sent a few minutes before 10:20am informing people of the ShakeOut.</p>

	<p>The PA systems will not be used as a test this year. Randy has obtained a proposal on a PA System and is working with Purchasing Department.</p>
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