



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

**January 18th, 2017, Meeting Minutes
8:30am @ Grossmont Building 60 Room 207**

		Members Present		<input type="checkbox"/>
Chair: Director-Campus and Parking Services (CAPS)	Nicole Conklin	<input checked="" type="checkbox"/>		
Associate Dean-Student Affairs – Cuyamaca	Lauren Vaknin	<input checked="" type="checkbox"/>	Academic Senate Representative – CC	Alicia Munoz
Associate Dean-Student Affairs-Grossmont	Sara Varghese	<input type="checkbox"/>	Academic Senate Representative – GC	Tate Hurvitz
GCCCD/ Sheriff's Office Sergeant	Sgt. Munzenmaier	<input 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	Ken Emmons
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 Teresa Greenhalgh	<input type="checkbox"/>	Director-Campus Facilities – GC	Interim
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 checked="" type="checkbox"/>		
Extended Cabinet Rep Student Representatives	Lorenze Legaspi Djonee Holmes Tanuja Adigopula	<input type="checkbox"/>	Recorder: CAPS Administrative Support	Vanessa Porras
		<input type="checkbox"/>		
		<input type="checkbox"/>		

1. MHFA Training	Nicole informed the council that a total of 92 people have taken Mental Health First Aid training Districtwide, and another training is scheduled for March 29 th .
2. Crime Prevention Through Environmental Design Reports	Two crime prevention through environmental design (CPTED) specialists were brought to both Grossmont and Cuyamaca campuses to make

	<p>recommendations regarding crime prevention.</p> <p>After evaluating both campuses, the crime prevention specialists recommended that a few trees be cut and that shrubbery be trimmed.</p> <p>It was also recommended that's lights be replaced in dark areas, and that "No Trespassing" signs be posted at each campus entrance.</p> <p>A council member suggested that this information be announced on the next newsletter. Council agreed.</p> <p>A council member asked if there was any charge to have the crime prevention specialists evaluate the campus. Nicole stated that the evaluation was free of charge.</p>
<p>3. AP/BP 3501 and 3505 first read</p>	<p><u>AP 3501</u></p> <p>Wording was added were it is stated that CAPS personnel will ask people for a photo ID.</p> <p>Council agrees that the information on the AP looks good.</p> <p>A member suggested that verbiage should be added stating that visitors should call CAPS Office after hours to notify that they will be on campus. Council agreed.</p> <p><u>BP 3505</u></p> <p>A few edit suggestions were made by Anne.</p> <p>Nicole mentioned that the District must have a COOP plan that must be signed and approved by both college presidents stating that there is an emergency plan in place.</p>
<p>4. Smoking Signage in other languages</p>	<p>Last meeting, the council recommended that "No Smoking" signs be created in different</p>

	<p>languages and posted around campus.</p> <p>Signs were created in Spanish, Farsi, Arabic, and Mandarin.</p> <p>A council member suggested that a sign be created in Japanese.</p> <p>Signs are to be posted where there is a high concentration of smoking.</p> <p>Council agreed.</p>
<p>5. Smoking Citation Updates</p>	<p>A proposal has been created that will allow eligible district personnel cite for smoking.</p> <p>Several details must be figured out before it can be sent for approval.</p> <p>A council member suggested that verbiage be added to the proposal stating that ID's will be asked to anyone who is smoking on campus.</p> <p>Subject tabled for meeting next month.</p>
<p>6. Annual Classroom Safety Inspections</p>	<p>Nicole informed the council that during winter break, CAPS personnel went into every single classroom to check that phones were operational and make sure that every classroom had an updated quick reference guide.</p> <p>Both Grossmont and Cuyamaca College classrooms were checked.</p> <p>There was a very minimal list of classrooms that had phones which were not operational. A work order has been submitted and IS has begun repair work on them.</p> <p>Nicole mentioned that these checks will be done yearly.</p> <p>Anne suggested that this be added to newsletter and Lauren agreed.</p>
<p>Additions to the Agenda:</p>	<ul style="list-style-type: none"> • <u>Health and Safety Inspection List</u>

Nicole informed the council that a Health and Safety Inspection checklist has been drafted. After the draft is finalized and approved by a small work group, the intent of the check list is to send it to all administrators so they can communicate with their staff on what changes need to be made so the building can be in compliance with ASCIP regulations.

Council members suggested that it would be a good idea if building marshals help administrators with recommendations to stay in compliance.

Nicole will take suggestions from council members and will create a new draft and bring it to the next meeting.

- Coffee with the Community

Nicole asked the council how they would feel if there was another “Coffee with the Community” held.

Nicole stated that it would be held sometime towards the end of Spring semester.

The council agreed that it is a good way to have the campus community and public to communicate with the sheriff deputies on campus.

- Newsletter

Nicole presented a draft of the next newsletter.

She asked that council members provide her with feedback.

Nicole stated she included information on the newsletter that is not easily accessible to people so staff members/faculty can be informed.

	<p>Council members agreed that good information is listed on the newsletter and asked that she include the classroom inspections.</p>
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