



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

**November 14, 2018, Meeting Minutes
10:30am- Noon @ Cuyamaca Building I, Room 104**

Chair: Nicole Conklin, Director of Public Safety	x	Academic Senate Rep – CC: Kim Dudzik	
Associate Dean of Student Affairs- CC: Lauren Vaknin	x	Academic Senate Rep- GC: Tate Hurvitz	
Associate Dean of Student Affairs- GC: Sara Varghese	x	Classified Senate Representative: Elaine Adlam	
GCCCD/ Sheriff’s Office Sergeant: Ale Gathings	x	Director-Facilities Planning, Dev. & Maintenance: Ken Emmons	x
GCCCD/Sheriff’s Office Deputy: F. Passaloqua	x	Director-Campus Facilities – CC: Fred Gonzalez	x
CAPS Specialist on duty at site		Extended Cabinet Rep: Bill McGreevy	x
Cuyamaca EPC Representative Chair or Co-Chair: Sahar Abushaban	x	Director-Campus Facilities – GC: Loren Holmquist	x
Grossmont EPC Representative Chair or Co-Chair: Jeff Lehman		Director-Communications and Public Information: Anne Krueger	
District Services Representative At Large: Ron Adams		Recorder: Gaby Garcia	x
Student Rep CC: Shaymaa Alwaka @gmail.com	x	Student Rep GC:	
Guests: Bryan Merrill			

<p>1. IT Presenting VOIP Phone Capabilities</p>	<p>Bryan gave a brief over view of the new VOIP phone system which included an explanation of one of the biggest problems we have with the current system; 911 hang up calls. When 911 is dialed from the current system the 911 dispatcher cannot see the exact phone number from where the call is being made: the phone number that shows up is the general college number. Without an accurate number the call cannot be traced to a specific location, nor can the operator call back if the call is disconnected. With the new phone system this problem will be eliminated, as the operator will have</p>
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	<p>the ability to see the exact number from where the call is made. Al, asked if dialing out would require adding a 9 before dialing 911 and Bryan explained either option will work. Bryan also, mentioned with the VOIP update the current phones will be replaced with new ones. Sahar, added that a training for all staff will be set in place before the new system is operational. Bryan anticipates the new system being ready by April 30th, 2019.</p>
<p>2. Operating Procedure Update- Lost and Found</p>	<p>Nicole shared Operating Procedures from 1992 that have not been updated since then. She shared the updated Operating Procedures for Lost and Found that were implemented approximately 5 years ago, she said OP's have been working nicely since then. Wording adjustments were made to the document by the committee before Nicole sends the final copy to the Chancellors Cabinet for approval.</p>
<p>3. Seizure action plan- Sara V.</p>	<p>Sara explained to the committee that in her last Dean's meeting, staff members voiced their concerns about not having a Seizure Action Plan in place. She was then asked to bring the concern to our council meeting.</p> <p>Nicole informed the committee that no much can be done for someone suffering from a Seizure and should an emergency occur, 911 will need to be called immediately to get paramedics on scene as soon as possible. Al, added that very little can be done by bystanders, however, making sure the area is cleared of anything that can harm the person further is possibly the best way to help.</p> <p>Nicole, explained the different trainings she is certified to teach and has been teaching at both campuses. Some of those include: First Aid</p>

	<p>(covers seizures), Fire Safety, Emergency Preparedness, Building Marshal Training, Active Threat, etc. Nicole created a brochure with the different training she offers and plans on sharing with all the departments at both campus. Nicole, asked if a Seizure Action Plane should be set in place? The committee agreed that it is not necessary since it's already part of the free First Aid training.</p>
<p>4. Panic Buttons Update and Review</p>	<p>Nicole shared the document she created, explaining why more panic buttons will not be installed. Sahar asked how the delivery of this document will go out to staff? Nicole, explained the document does not necessarily need to be delivered to everyone as there are only a handful of buttons currently active. Al, suggested to have all staff follow the same procedure as with any other emergency by calling 911. The buttons are only a false sense of security and should be removed as they are found.</p> <p>Ken, explained that many of this panic buttons were installed without prior authorization, nor was a map created with the specific locations of said panic buttons.</p> <p>The committee recommends all panic buttons be removed as they are found.</p>
<p>5. Solar Panel Proposal Update</p>	<p>Ken, is scheduling a meeting with VP's to talk about the quotes and which option is most beneficial for both campuses. Next month he will share with the committee what was discussed during the meeting.</p>
<p>6. Classroom Door Locks- Update on Plan</p>	<p>Ken, explained that a key latch is not an ADA issue as you can always exit the room. He feels sticking to the latch will be safer should an emergency occur. Loren and the rest of the committee also like the idea of leaving the District Standards for Prop V project with the interior latch</p>

	<p>to lock the classroom doors. Ken, explained that Prop R was never addressed, these classrooms do not have a latch or a key, meanwhile, Sahar, was under the impression that we would retrofit the prop R classrooms.</p> <p>Between both campuses we have a total of 376 doors to upgrade, 200 at Grossmont College and 176 at Cuyamaca College.</p> <p>Sahar asked if it was decided to have both campuses use the same key brand. Ken is going to bring up the matter to another committee and will update us in January.</p> <p>Finally, Ken gave details about the latch upgrade having to be done overnight, as this is the only time when it will least impact students, staff and faculty.</p>
7. Blue Light Call Boxes	<p>Ken mentioned the proposal to investigate every single aspect of the new Blue Light Call Boxes system will cost approximately \$34K, making this one of the cheapest quotes obtained. Once the assessment is done, the results are given to GAFCON to prepare Public bid documents before it goes to bidding and have the work started after that.</p>
Guests:	