

**BOARD SAFETY & SECURITY COMMITTEE MEETING**

**Tuesday, July 17, 2018**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 5:02 p.m. by Ms. Claudia Alvarez. Other member present: Mr. Phillip Yarbrough.

Staff present: Lieutenant Scott Baker, Chief Toni Bland, Ms. Sylvia Gordon, Ms. Katherine Gutierrez, Mr. Peter Hardash, Ms. Sheryl Martin, Lieutenant Manny Pacheco, Mr. Enrique Perez, Dr. Raúl Rodríguez, and Ms. Anita Lucarelli as record keeper.

Guests present: Mr. Matthew Phutisatayakul.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Chief Bland.

1.3 Public Comment

Ms. Gordon, Ms. Gutierrez, Ms. Martin, and Mr. Phutisatayakul spoke regarding a recent incident with a safety officer at Santa Ana College.

1.4 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the minutes of the meeting held November 29, 2017. The motion carried with the following vote: Aye – Ms. Alvarez and Mr. Yarbrough.

**2.0 GENERAL**

2.1 Update on Implementation Plan of Public Safety Task Force Security Recommendations

The committee reviewed an update on the implementation plan of the Public Safety Task Force Security recommendations. Chief Bland and Lt. Baker explained a summary of the accomplishments to date and the plan for continued success. Discussion ensued. Ms. Alvarez informed Chief Bland of a NALEO (National Association of Latino Elected and Appointed Officials) conference on emergency preparedness and response management to be held in Florida on September 14-15, 2018; Chief Bland indicated interest in RSCCD Safety & Security staff attending the conference and will obtain the necessary information from the chancellor.

**2.0**    **GENERAL** (cont.)

2.2    Review of Sexual Harassment Reporting Procedures and Compliance with Title IX

The committee reviewed the sexual harassment reporting and compliance with Title IX documentation by Chief Bland. Ms. Alvarez asked if the victim has resources available for assistance. Chief Bland said there are numerous resources listed in the Clery report which is published and available to the victim and others. In addition, Chief Bland indicated there were counselors available through the Employee Assistance Program and it is hopeful in the future that there will be outside counselors available for additional assistance to the victim.

2.3    Review of Training Requirement Compliance for Armed Safety Personnel (post-certified) and Associated Costs

The committee reviewed the training requirements and associated costs with the extensive training. Lt. Baker indicated the district keeps a record of all RSCCD officers' training.

2.4    Update on Installation and Completion Timeline of New Safety Phones District-wide

Chief Bland provided an update on the installation and completion timeline of new safety phones district-wide. The district is currently in the planning stages. It is hopeful the project will go out to bid on September 3, 2018; be approved at the October 15, 2018, board meeting; notice to proceed on October 29, 2018; and the project completion is estimated to be February 28, 2019.

2.5    Update on City Hall's Addressing of Safety Concerns at Centennial Education Center (CEC) Noted by District, Including Lighting

Mr. Hardash provided an update on the safety concerns at CEC and the correspondence by the City of Santa Ana. The chancellor noted that he had an upcoming meeting with the City Manager and plans to discuss the issue with him. Ms. Alvarez asked that safety issues at all RSCCD facilities be added to the next Board Safety & Security Committee agenda.

Mr. Hardash read the following from correspondence received from Mr. Ron Ono, Administrative Services Manager at City of Santa Ana, in response to the lighting being repaired at CEC:

*“ I've been pushing CDA and PWA on the funding to be released by HUD and the release of the RFP to retain an electrical engineer to prepare plans. Even though City Council has approved the CDBG funds to be used for Centennial Lighting, HUD still needs to approve the environmental. CDA staff is trying to expedite the HUD approval and PWA is holding the RFP until the environmental and HUD release is approved. I understand this is a safety concern and I have explained the situation to CDA and PWA so they can communicate the concern to expedite the approval. I will keep you in the loop and provide a schedule once HUD approves the environmental.”*

**2.0 GENERAL (cont.)**

2.5 Update on City Hall's Addressing of Safety Concerns at Centennial Education Center (CEC) Noted by District, Including Lighting (cont.)

Discussion ensued. Ms. Alvarez asked that the excerpt from Mr. Ono's email be included in the minutes.

2.6 Overview of Clery Report for Current Reporting Period

Chief Bland provided an overview of the Clery Report for the current reporting period. It was noted that Liquor Law Violations, Drug Law Violations, and Illegal Weapons Possessions appear twice in the report – once under Arrests and once under Referrals (two different categories). Discussion ensued.

2.7 Proposal of Future Agenda Items

The committee asked that the following items be included on the next Board Safety & Security Committee agenda:

- Update on safety issues at all RSCCD facilities
- How does the district get the message out to the victims of sexual harassment and Title IX for resources available to them for assistance?
- Update on Cyber Security and Malware in Emails
- Update on Emergency Preparedness

**3.0 ADJOURNMENT**

Chairperson Alvarez declared this meeting adjourned at 6:10 p.m.

Minutes Approved: February 6, 2019