



Meeting Minutes

District Managers Health and Safety Committee (DMHSC)

Date:	Start:	End:	Next Meeting:	Next Time:	Location:
March 3, 2025	2:00 pm	3:00 pm	June 2, 2025	2:00-3:00 pm	Zoom – See Calendar Invite

Purpose:	Central Repository Folder:
District Managers Health and Safety Committee (DMHSC) Meeting Agenda #60	\\appserv2\Districtwide Safety Committee

Attendees:	
X Barrick, Emily – (CSM) X Colin, Cherie – (SKY) X Dean, Rob – (CSM) Demissie, Yoseph – (Dist) X Flores, Eddie – (CSM) X Garcia Vince – (Dist) (On-leave) X Gutierrez, Robert – (Dist) McLain, David – (Dist) Melgoza, Ingrid – (Dist)(On-leave) Minkin, Ben’Zara – (Dist) X Morello, Jr., Joe - (SKY) X Pinkham, Karen – (CAN)	X Prisecar, Ludmila - (CAN) X Ramirez, Gerardo – (CSM) X Reyes, Thommy – (Dist) X Rodriguez Antone, Megan – (CAN) X Rudovsky, Michele – (CSM) X Tordesillas, Dennis – (Dist) Tupper, Brian – (Dist) (Chairperson)(On-leave) X Vangele, Jim – (SKY) X Warne, Maxwell – (SKY) X Jason Wendt – (CAN) X Yoch, Owen – (CSM)

Item	Description	Action by	First Noted	OPN/ CLO
------	-------------	-----------	-------------	-------------

NEW BUSINESS / Items of Importance				
---	--	--	--	--

60.0	Drone Usage on Campus 3/3/25: - Board Policy 8.49 states drone usage over SMCCCD must be approved by the District. CAN reported that drone usage have occurred many times over its campus without permission. -An informational campaign comprised of the following was discussed: <ul style="list-style-type: none"> • Publish policy on SMCCCD website. • Use QR codes. • Add to Facilities Rental contract. • Add message on campus entrance LED board (CSM and SKY). 	MRA	12/2/24	OPN
-------------	--	------------	----------------	------------

	<ul style="list-style-type: none"> • Install signage in parking lots. Signs should include information about privacy and liability. <p>Other consideration(s):</p> <ul style="list-style-type: none"> • Drone operator(s) may not be on campus grounds. 			
	<p>Campus Health and Safety Committees Updates 3/3/25:</p> <p><u>CSM</u></p> <ul style="list-style-type: none"> -Enhanced safety on campus by creating open communication with constituents. Spoke to Associated Students, and will be speaking to Academic and Classified Senates. -Created a repository of information for campus safety. Published in newsletter, and will make available on website. -Coordinating Violent Intruder drill with Office of Emergency Preparedness. -Installing Title IX poster Stop Sexual Violence in bathrooms. <p><u>SKY</u></p> <ul style="list-style-type: none"> -Violent Intruder drill scheduled on March 4. -Tested EAS on March 2. No issues. -Will be conducting CPR/AED/First Aid training on Flex Day, March 17. <p><u>CAN</u></p> <ul style="list-style-type: none"> -Issued new parking permits. Website updated. -Fostering good collaboration with DPS. Campus signage being updated to include Public Safety information and installing <i>Available Support Services</i> signs for classrooms. -Would like to install Title IX poster Stop Sexual Violence in bathrooms. CSM to send template to CAN. -Violent Intruder Drill: <ul style="list-style-type: none"> • Scheduling drill in April • Piloting concealment drapes in B13. <p><u>DW</u></p> <ul style="list-style-type: none"> -Name of Lockdown/Barricade drill changed to Violent Intruder to match Run-Hide-and Fight principle/strategy. 	VPAs		Ongoing
	<p>Round Table 3/3/25:</p> <p>It was recommended that Districtwide employees should be required to wear ID badges at all times. A supplement card containing QR codes of emergency procedures may be added to employee badges. MR to discuss with executive leadership.</p> <p>RD invited to join San Mateo County Threat Assessment group.</p>			

RECURRING ITEMS				
	Emergency Action Plan (EAP) 3/3/25: (MR) The Office of Emergency Preparedness continue to strengthen and finalize.	BZM		Ongoing
	Districtwide Building Captains Plan 3/3/25: (MR) Training will be reduced to two-days. Developing a course in online format to utilize for virtual training.	BZM		Ongoing
	District Employee Emergency Preparedness Training 3/3/25: (MR) Conducting Lockdown/Barricade drill at Skyline on 3/4.	BZM		Ongoing
	PSPS forecast and Air Quality Index update 3/3/25: No update	BZM		Ongoing
	COVID-19 Recovery Plan and Safety Procedures 3/3/25: No update	MR		Ongoing
OLD BUSINESS				
59.0	<p>Criteria for the locations of duress buttons 12/2/24: -Michele explained how duress buttons (DB) work, and its criteria for location installation. DBs are for calling back-up support only. DPS will respond to alerts cautiously. Staff are encouraged to call 911 when dealing with emergencies. John Doctor will analyze current DB locations to make sure there is consistency throughout the District. (Edited 3/12/25)</p> <p><u>Feedback from SKY</u> -Stressed importance of examining criteria for location installation whether it be public or private. Concerned for safety of DPS PSOs responding to alerts, and possible delay of emergency services when 911 should have been called. MR explained DBs are installed in staff/private locations only. Jim Vangele explained staff have been advised to always call 911 for medical emergencies. -SKY is exploring the possibility of utilizing cell phones instead of DBs when cell reception on campus is improved.</p> <p>3/3/25: Item not discussed</p>	MR	11/25	OPN
57.0	<p>Workplace Violence Prevention Plan (WVPP) 3/3/25: -CAN had multiple discussions with constituents and will be providing feedback to HR. -HR reached out to Unions for feedback.</p>	MR	5/28/24	OPN

	-Feedback can be emailed to Julie Johnson and MR at wvpreport@smccd.edu .			
52.0	Dogs on Leash Law 3/3/25: Signage installed on all campuses. SKY reported signs are effective.	MR (BT)	3/3/23	OPN