



SAN MATEO COUNTY  
**COMMUNITY**  
 COLLEGE DISTRICT

# Meeting Agenda

2016 Public Safety Services Study Committee

Date:	Start:	End:	Next Meeting	Next Time
March 21, 2016	1pm	2pm	April 4, 2016	1pm

Purpose:	Location:
Monthly Meeting to review best practices for Public Safety at all 3 Colleges	Sequoia Conference Room

Attendees:
Kathy Blackwood, SMCCCD Executive Vice Chancellor José D. Nuñez, SMCCCD Facilities & Public Safety Michelle Marquez, CAN VP Admin Services Sue Harrison, SMCCCD Director of General Services Karen Pinkham, SMCCCD Project Manager II Bill Woods, SMCCCD Director of Public Safety Rob Dean, CSM Chief Public Safety Officer Tom Maloney, Emergency Preparedness Consultant Carina Warne, SMCCCD Facilities & Public Safety

Jan Roecks, CSM VP Admin Services Amory Cariadus, SKY Director of Student Development Rupinder Bajwa, BOT Student Trustee
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Item	Description	Action by	First Noted	OPN/CLO
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**NEW BUSINESS**

2.0	Introductions for new Committee Members		3/21/16	OPN
	Revisit Item #1.7 Website			

**OLD BUSINESS**

1.2	<b>Discuss RFP Procurement and Roll Out</b> <ul style="list-style-type: none"> <li>- Maloney drafting RFP/Scope of Work (best value). He has a list of potential vendors to send the RFP to. SH will send us the list. Not all vendors on the list should be Police related.</li> <li>- We want someone who has done this type of study before.</li> <li>- SH will advertised the RFP in Sacramento</li> <li>- SH distributed RFP guidelines. The Committee will determine Evaluation Criteria.</li> <li>- A sub committee was formed to develop the RFP: BW, RD, SH, TM and KPink.</li> </ul>		3/7/16	OPN
1.3	<b>Overall Project Time Line (see updated time line doc)</b> <ul style="list-style-type: none"> <li>- Study Deadline is 11/30/16</li> </ul>		3/7/16	OPN

	- BOT 12/14/16			
1.4	<b>Campus Involvement (Set the Dates)</b> <ul style="list-style-type: none"> <li>- Open Forums in September</li> <li>- 2-4 per campus</li> <li>- Open to the public</li> <li>- Advertise in Daily Journal / Media source</li> </ul>		3/7/16	OPN
1.5	<b>Communications to Campus Community</b> <ul style="list-style-type: none"> <li>- Need to communicate DW: Purpose, Who is involved, How they are involved</li> <li>- KB will reach out to our media consultant to draft a canned statement for communication</li> </ul>	ALL	3/7/16	OPN
1.6	<b>Brainstorming Questions for the Study</b> <ul style="list-style-type: none"> <li>- CA CCDs: 113 Colleges, 72 Districts</li> <li>- How many are armed?</li> <li>- How many contract with local PD?</li> <li>- How often does SMCCCD have armed officers on campus? Patrol, Trainers @ Regional PS Center, etc.</li> <li>- Cost? Need to be able to present to BOT the cost.</li> </ul>	ALL	3/7/16	OPN
1.7	<b>Website</b> <ul style="list-style-type: none"> <li>- Same as Presidential Search Committee website</li> <li>- Give feedback/opinions, etc.</li> </ul>	ALL	3/7/16	OPN