

Rancho Santiago Community College District (RSCCD)
2323 North Broadway, Room #114
Santa Ana, California

BOARD SAFETY & SECURITY COMMITTEE MEETING

Wednesday, October 2, 2019

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 5:17 p.m. by Ms. Claudia Alvarez. Other member present: Mr. Phillip Yarbrough. Ms. Nelida Mendoza arrived at the time noted.

Staff present: Lieutenant Scott Baker, Ms. Jean Estevez, Ms. Debra Gerard, Ms. Tracie Green, Mr. Peter Hardash, Sergeant Monte Huotari, Dr. Jeffrey Lamb, Mr. Marvin Martinez, Lieutenant Manny Pacheco, Mr. Enrique Perez, Mr. Roy Shahbazian, Interim Chief Mike Toledo, Ms. Brin Wall, Sergeant Raymond Wert, and Ms. Anita Lucarelli as record keeper.

Guests present: Ms. Karen Kalil and Mr. Ruben Smith.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Mr. Martinez.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Ms. Mendoza and seconded by Ms. Alvarez to approve the minutes of the meeting held February 6, 2019. The motion carried with the following vote: Aye – Ms. Alvarez and Mr. Yarbrough.

Ms. Mendoza arrived at this time.

2.0 GENERAL

2.1 Review of Process for Addressing Safety Incidents/Crisis Management

A. Internal Process:

1. Victims (Safe Reporting/Resources/Communication)
2. RSCCD Community
 - a. Establishing Communication Protocol (Board/Chancellor/College Presidents/Adult Education Center Directors/Student, Staff, Faculty Leadership)
 - b. Roles/Assignments

2.0 **GENERAL** (cont.)

2.1 Review of Process for Addressing Safety Incidents/Crisis Management (cont.)

3. Perpetrator (Internal/External)
4. Mitigation and Prevention Measures

B. External Process:

1. Communication and Cooperation with Respective Safety/Law Enforcement Agencies
2. Media Statements

The committee reviewed the internal and external processes for addressing safety incidents/crisis management presented by staff. After discussion, the committee indicated it was pleased with how the alleged assault was handled but asked that communications with the board occur in a timely manner; preferably before board members hear about it in the media. Ms. Alvarez asked for a follow-up report on timely communications to the board to be provided at the next Board Safety and Security Committee meeting. (For the record: Alleged sexual assault occurred on Feb. 14, 2019; was reported on July 12, 2019, with little details on respondent; and respondent was arrested on September 23, 2019.)

The committee asked Dr. Lamb to check on a schedule for Middle College High School (MCHS) students. The chancellor indicated that the college and district should be able to know where the MCHS students are at all times and he plans to contact the Santa Ana Unified School District (SAUSD) Superintendent to address this concern.

The committee indicated the board doesn't need to know about every crime committed on campus, but a protocol regarding the types of crimes reported to the chancellor and in turn, reported to the board right away, should be established and any sexual assault on a minor should be included in this protocol.

Ms. Alvarez asked if there was anything the board needed to do to improve its policies. Mr. Martinez indicated that he plans to review the board policies and discuss with Mr. John Hanna if there is a need to update any board policies.

Ms. Alvarez asked that the Memo of Understandings with SAUSD be reviewed to ensure the district is protected.

2.2 Discussion of Rancho Santiago Community College District, Santa Ana Unified School District (SAUSD) and Orange Unified School District Joint Communications and Joint Safety Plans on Incidents Impacting Joint Constituencies; and Prevention Efforts

The committee discussed this item during Item 2.1. Ms. Mendoza asked that a joint meeting occur with SAUSD Board of Directors and RSCCD Board of Trustees to discuss safety plans and prevention efforts.

2.3 Update on Administration of Justice/Criminal Justice Degree Pathway

Dr. Lamb provided an update on the Administration of Justice/Criminal Justice degree pathway. Committee members received clarification on data from Dr. Lamb.

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

Mr. Toledo provided an update on the implementation plan of Public Safety Task Force security recommendations.

2.5 Review on Progress of Training of Officers and Campus Personnel Training

Mr. Hardash and Mr. Toledo provided the progress of training of officers and campus personnel training.

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

Mr. Toledo provided an update on the installation and completion timeline of new safety emergency phones district-wide.

2.7 Review of 2019 Annual Campus Security Report (Clery Act)

The committee reviewed an overview of the annual campus security report and received clarification on the data from Mr. Hardash, Ms. Estevez, and Mr. Toledo.

2.8 Proposal of Future Agenda Items

During review of Item 2.1 (Process for Addressing Safety Incidents/Crisis Management), the committee asked that a follow-up report on timely communications be provided at the next Board Safety & Security Committee meeting.

3.0 ADJOURNMENT

Chairperson Alvarez declared this meeting adjourned at 7:02 p.m.