



Meeting Agenda

District Managers Health and Safety Committee (DMHSC)

Date:	Start:	End:	Next Meeting:	Next Time:	Location:	
September 9, 2026 (Rescheduled)	1:00 pm	2:00 pm	December 7, 2026	2:00-3:00 pm	Zoom – See Calendar Invite	
Purpose:			Central Repository Folder:			
District Managers Health and Safety Committee (DMHSC) Meeting Agenda #66			\\appserv2\Districtwide Safety Committee			
Attendees:						
	Barrick, Emily – (CSM) Cassidy, Paul – (SKY) Colin, Cherie – (SKY) Demissie, Yoseph – (Dist) Garcia Vince – (Dist) Glenn, Debra – (SKY) Gutierrez, Robert – (Dist) McLain, David – (Dist) Melgoza, Ingrid – (Dist)(On-leave) Minkin, Ben’Zara – (Dist) Pinkham, Karen – (CAN)			Prisecar, Ludmila - (CAN) Ramirez, Gerardo – (CSM) Reyes, Thommy – (Dist) Rodriguez Antone, Megan – (CAN) Rudovsky, Michele – (CSM) (Chairperson) Tordesillas, Dennis – (Dist) Vangele, Jim – (SKY) Warne, Maxwell – (SKY) Wendt, Jason – (CAN) Wong, Rene – (CSM) Yoch, Owen – (CSM)		
Item	Description			Action by	First Noted	OPN/ CLO
NEW BUSINESS / Items of Importance						
	District Employee Emergency Preparedness Training - High-impact drills, exercises, and realistic training events SOP - Violent Intruder Drill (September 14th)			BZM	9/2/26	
	PSPS forecast and Air Quality Index update AQI Quick Review			BZM	9/2/26	
66.0	COOP (Continuity of Operations Plan) template			BZM	9/2/26	
	Campus Health and Safety Committees Updates			VPAs		Ongoing

	Round Table			Ongoing
RECURRING ITEMS				
	Emergency Action Plan (EAP)	BZM		Ongoing
	Districtwide Building Captains Plan	BZM		Ongoing
	District Employee Emergency Preparedness Training See New Business section	BZM		Ongoing
	PSPS forecast and Air Quality Index update See New Business section	BZM		Ongoing
OLD BUSINESS				
65.0	Crisis Response Model Recommendation 6/8/26: CSM Public Safety, CSM Counseling, and District Office of Emergency Management will collaborate to create a districtwide comprehensive plan on how to handle critical incidents on campus.	GR	5/21/26	OPN
65.1	Simulations and Training Exercises 6/8/26: -A districtwide standard operating procedure for conducting life safety drills is being drafted. -When completed the document will be presented by Michele and Ben to the chancellor for approval.	GR	6/1/26	OPN
65.2	LHMP (Local Hazard Mitigation Plan) Update and communication plan for SMCCCD 6/8/26: The District Office of Emergency Management, in collaboration with every campus Public Information Office, are soliciting community feedback for the draft 2026 Local Hazard Mitigation Plan by the County of San Mateo Office of Emergency Management. An online draft has been made available for review. The public comment period is from May 15 to June 15.	BZM	6/1/26	OPN

65.3	Update on Public Safety Rebranding Chancellor 6/8/26: -The Public Safety Department is being modified to an all-hazards model. SMCCCD is hiring a consultant to determine if such a model is suitable for the district. -Chancellor Moreno and Executive Vice Chancellor Storti will be meeting with Public Safety Department staff. The overarching goal is to provide optimal safety to students, staff, and visitors in all campuses. -At the June 24 Board meeting, the vacant Director of Public Safety position will be reclassified to a new position called Director of Risk Management, Security and Emergency Operations. Chancellor Moreno and Executive Vice Chancellor Storti will lead the hiring process. The new director will initially report to Chancellor Moreno. After the transitional period, Michele Rudovsky will take over as direct supervisor. -The Public Safety Department will continue developing standard operating procedures during the transitional period.	MM		
63.1	Evacuation Maps 3/2/26: -BZM met with Facilities Managers to assess assembly areas. -Cañada is adding an assembly area near B7. -Skyline revised its campus map. Ben'Zara will connect with Cherie. -Facilities Planning project coordinators Lisa Roecks and Virna Rodas de Moran have been assigned to update evac maps. Updated maps will be posted physically and online when completed.	BZM/ Facilities Mgrs.	12/1/25	OPN
62.0	Integration of Management into the Building Captain Program Expanding the definition of Building Captains to include requiring all management staff to receive training, or at least have minimal training to support our campuses during emergencies. What is status of this recommendation with District leadership?	GR/BZM	6/1/26 8/25/25	OPN
61.1	SMCCCD Power Outage Annex Draft 2025 review 6/2/25: -Annex plans specifically address hazards that pose a significant risk to a location. -The Power Outage Annex plan is updated continuously, and BZM discussed the Preparation and Response sections which have been updated recently. -The Planned Power Outage (PSPS and/or District Initiated) section was also discussed and recently added. All planned power outages require a Level II response with activation of the campus Crisis Action Team. -Next steps are the plan will be sent out to DMHSC members for review and feedback. BZM will compile all edits and update. The finalized draft will be presented to DMHSC members at the September meeting for approval, and will be forwarded to the District Office Executive Leadership for formal approval.	BZM	3/4/25	OPN

61.0	SMCCCD Safety Plan Approval Process 6/2/25: -Discussed drafting a safety plan, reviewing the plan with the Chief of Maintenance and Operations, initiating a college level review and Districtwide review. -Public Safety guidelines will be reviewed by every campus Health and Safety Committee followed by the District Managers Health and Safety Committee. -Standardization is key but the unique traits of each campus should be recognized and incorporated in the plans. -It was suggested that the finalized plan, as well as safety procedures, should be posted on the District Portal Downloads. The Downloads webpage should always be updated. Sharepoint will be utilized as repository. -The SMCCCD Safety Plan Approval Process document will be emailed to DMHSC members for review.	BZM	3/4/25	OPN
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: • Publish policy on SMCCCD website. • Use QR codes. • Add to Facilities Rental contract. • Add message on campus entrance LED board (CSM and SKY). • Install signage in parking lots. Signs should include information about privacy and liability. Other consideration(s): • Drone operator(s) may not be on campus grounds.	MRA	12/2/24	OPN
59.0	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) <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.	MR	11/25/24	OPN

	-SKY is exploring the possibility of utilizing cell phones instead of DBs when cell reception on campus is improved.			
57.0	Workplace Violence Prevention Plan (WVPP) View plan . For feedback email wvpreport@smcccd.edu .	MR	5/28/24	OPN