



SAN MATEO COUNTY
COMMUNITY
 COLLEGE DISTRICT

Meeting Agenda

2016 Public Safety Services Study Committee

Date:	Start:	End:	Next Meeting	Next Time
March 7, 2016	1pm	2pm	March 21, 2016	1pm

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

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

Item	Description	Action by	First Noted	OPN/ CLO
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NEW BUSINESS				
1.0	Intro Bill Woods, Director of Public Safety	JN	3/7/16	OPN
1.1	Confirm Committee Make up Suggestions: <ul style="list-style-type: none"> - Committee Name “2016 Public Safety Services Study Committee” - Add 1 Representative from each campus: SKY Amory Cariadus, CSM Jan Roecks, Student Trustee Rupinder Bajwa 		3/7/16	OPN
1.2	Discuss RFP Procurement and Roll Out <ul style="list-style-type: none"> - 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. - We want someone who has done this type of study before. - SH will advertised the RFP in Sacramento - SH distributed RFP guidelines. The Committee will determine Evaluation Criteria. - A sub committee was formed to develop the RFP: BW, RD, SH, TM and KPink. 		3/7/16	OPN

1.3	Overall Project Time Line (see time line doc) - Study Deadline is 11/30/16 - BOT 12/14/16		3/7/16	OPN
1.4	Campus Involvement (Set the Dates) - Open Forums in September - 2-4 per campus - Open to the public - Advertise in Daily Journal / Media source		3/7/16	OPN
1.5	Communications to Campus Community - Need to communicate DW: Purpose, Who is involved, How they are involved - KB will reach out to our media consultant to draft a canned statement for communication	ALL	3/7/16	OPN
1.6	Brainstorming Questions for the Study - CA CCDs: 113 Colleges, 72 Districts - How many are armed? - How many contract with local PD? - How often does SMCCCD have armed officers on campus? Patrol, Trainers @ Regional PS Center, etc. - Cost? Need to be able to present to BOT the cost.	ALL	3/7/16	OPN
1.7	Website - Same as Presidential Search Committee website - Give feedback/opinions, etc.	ALL	3/7/16	OPN
OLD BUSINESS				