



## Safety Committee Meeting

### Minutes

Thursday, January 29, 2026

2:30 PM – 4:00 PM

ZOOM Meeting link: <https://smccd.zoom.us/j/83317684229>

**Members and Resource Staff present:** Ludmila Prisecar, Karen Pinkham, Megan Rodriguez-Antone, Nathan Staples, Danielle Pelletier, Roz Young, Rance Bobo, Ben’Zara Minkin, Paul Naas, Max Hartman, Grey Sanderson, Jason Wendt, Vince Garcia

**Members and Resource Staff absent:** Tony Burrola, Chanel Meanor, DeVon Scott, John Cuevas, Michele Rudovsky

**Guests:** none

Item #	Item	Lead (s)	Time	Action
1.	<b><u>Welcome</u></b> Establish Quorum	Ludmila Prisecar	4 minutes	Quorum
<p>At the prior meeting, the option of having an in person location in addition to a virtual meeting option was agreed upon. The meeting began by confirming that that no attendees were present in person for this meeting, and the session proceeded virtually. Ludmila explained that accommodations would be made for in-person attendees at future meetings if applicable.</p> <p>Ludmila formally called the meeting to order and stated that the agenda had been posted on the website. She noted that the website had been updated to improve access to agendas and meeting minutes. Ludmila extended New Year’s greetings to the group, noting that this was the first meeting of 2026 and acknowledging the busy start of the academic semester. Quorum had been established, there were no new members in attendance, and no introductions were required.</p>				
2.	<b><u>Consent Agenda:</u></b> All items on the consent agenda may, by unanimous vote of the members present, be approved by one motion after allowing the members to ask questions about a particular item. Before a motion to approve the consent agenda, any member, interested student, community member, or staff member may request that an item be removed from the Consent agenda to be discussed in the order listed after approval of the remaining items on the consent agenda. <ul style="list-style-type: none"> <li>• January 29, 2026 Meeting Agenda</li> <li>• <a href="#">November 20, 2025 Meeting Minutes</a></li> </ul>	Ludmila Prisecar	5 minutes	Action

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The meeting proceeded to the consent agenda, which included review of the January 29, 2026 meeting agenda and the November 20, 2025 meeting minutes. Ludmila noted that the December meeting had been canceled due to a lack of urgent items and the timing at the end of the semester, during final exams. The agenda and prior minutes were displayed, and attendees confirmed they had reviewed the materials. A motion was made by Danielle Pelletier and seconded by Megan Rodriguez Antone to approve the January 29, 2026 meeting agenda and the November 20, 2025 meeting minutes. Present committee members voted, and the motion passed, formally approving the agenda and meeting minutes.

<b><u>Regular Agenda</u></b>				
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3.	<b>Public Safety Reports and Updates</b> <ul style="list-style-type: none"> <li>How to contact us?</li> </ul> Website: <a href="https://smccd.edu/publicsafety/index.php">https://smccd.edu/publicsafety/index.php</a>	Jason Wendt	7 minutes	Information Discussion Feedback
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The meeting moved to Public Safety reports and updates, with Jason Wendt providing an overview. He reminded attendees of the importance of using the Public Safety main phone number rather than personal contacts, emphasizing that calling the centralized number allowed for faster and more effective response. Jason noted that personal text messages could be missed if his phone ringer was off, reinforcing the need to use the official contact number. He shared that several projects were underway but still in early stages and would be reported on at a future meeting. It was noted that Michelle was unable to attend due to a scheduling conflict, and Ludmila indicated she would provide updates on Michelle’s items as needed. Jason clarified the appropriate phone numbers to use both on and off campus, and the group discussed the benefit of saving Public Safety contact information in their phones, including the possibility of sharing a digital contact card.

4.	<b>Facilities Reports and Updates</b> <ul style="list-style-type: none"> <li>How to contact us?</li> </ul> Website: <a href="https://canadacollege.edu/adminservices/facilities.php">https://canadacollege.edu/adminservices/facilities.php</a> <ul style="list-style-type: none"> <li>Tennis Court Parking</li> <li>Asphalt Repair Update</li> <li>Winter Break Weather Update</li> </ul>	Karen Pinkham	15 minutes	Information Discussion Feedback
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The meeting continued with Facilities reports and updates presented by Karen Pinkham. She first reported that previously discussed asphalt repairs had been completed successfully, including repairs behind Building 9 and along the Loop Road, and noted that this action item could be closed. Karen then addressed ongoing parking and safety concerns near the tennis and pickleball courts, explaining that increased usage had led to unsafe roadside parking. A parking consultant had been engaged, and a plan was developed and approved by Cabinet to safely add 12 parking spaces along the Loop Road. The plan included new signage, striping, road markings, speed stencils, and traffic-calming measures, which would be implemented in-house during off-hours, with a goal of completion by the end of February. Karen clarified that clearer signage would allow Public Safety to enforce parking regulations appropriately once the work was completed. Additional discussion addressed current enforcement limitations due to unclear signage and safety concerns for

pedestrians. Karen also responded to questions about potholes and asphalt conditions, noting that several areas were on Facilities’ radar and that additional repairs and potential resurfacing projects were being evaluated. She concluded with an update on winter storm impacts, reporting minimal damage to campus infrastructure, no power outages, and the loss of a single light pole due to high winds and added signage weight. Replacement parts had been ordered, and the pole was expected to be restored soon.

5.	<b>Emergency Preparedness Office</b> <ul style="list-style-type: none"> <li>• How to contact us?</li> </ul> Website: <a href="https://smccd.edu/emergency-management/">https://smccd.edu/emergency-management/</a> <ul style="list-style-type: none"> <li>• Radio Safety Channel Review</li> <li>• Spring 2026 Building Captain Training</li> <li>• Spring 2026 Violent Intruder Drill Changes</li> <li>• Evacuation Map Update</li> </ul>	Ben’Zara Minkin and Vince Garcia	10 minutes	Information Discussion Feedback
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The meeting moved to the Emergency Preparedness Office update, presented by Ben’Zara Minkin. He reported that the district had fully transitioned from analog to digital radios, with all old analog radios removed from service while retaining an auxiliary analog channel for redundancy. A key change included the creation of a dedicated campus safety radio channel for Public Safety, intended to reduce congestion during large-scale incidents and district-wide drills, while building captains were advised to continue using the district safety channel monitored by dispatch.

Ben’Zara also announced changes to the Spring 2026 violent intruder drills, noting that all campuses would now conduct the drills simultaneously on February 24, with sessions at 10:45 a.m. and 6:15 p.m., and that advance and reminder notifications would be distributed district-wide. He provided an update on evacuation maps, explaining that new artwork had been submitted to Web Services and that corrections to emergency assembly area signage were being identified and would be presented once funding and timelines were confirmed. Finally, Ben’Zara shared updates on the building captain program, including makeup training sessions scheduled for April 16–17 during Flex Days, plans to expand participation, and efforts to transition much of the training content to a remote format to reduce the time burden on participants while maintaining required in-person components such as CPR and hands-on exercises.

6.	<b>Meeting Etiquette</b> <a href="#">Additional feedback received</a>	Ludmila Prisecar	10 minutes	Information Discussion Feedback
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The meeting proceeded to agenda item six regarding meeting etiquette. Ludmila noted that the topic had remained open on the agenda and that prior comments had already been addressed. She explained that the finalized meeting etiquette document was available via a link on the website for reference, particularly for new members. Ludmila closed the agenda item, stating that any additional feedback could be submitted to her or Alessandra or added directly as comments to the document for future consideration.

7.	<b>Workplace Violence Prevention Plan</b> <ul style="list-style-type: none"> <li>• Committee Member to provide feedback</li> </ul>	All	10 minutes	Information Discussion Feedback
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The meeting moved to agenda item seven, an ongoing item concerning the Workplace Violence Prevention Plan. Ludmila explained that this agenda item remained open to collect feedback, which would be forwarded

to Michele Rudovsky and Julie Johnson. She invited participants to share any comments during the meeting or to submit feedback directly to the district. No comments or questions were raised.

8.	<a href="#"><u>District Managers Health and Safety Committee</u></a> December 1, 2025 Meeting Update	Michele Rudovsky	10 minutes	Information Discussion Feedback
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The meeting proceeded to agenda item eight, which provided an update from the District Managers' Health and Safety Committee in Michele's absence. Ludmila reviewed key items from the December 1 meeting and noted that the agenda, summary, and video recording were available on the district website. She reported that discussions included the ongoing integration of managers into the building captain program to strengthen emergency response capacity, as well as updates on COVID-related requirements. Ludmila shared that OSHA COVID requirements were scheduled to end on February 3, 2026, after which the district would no longer provide COVID test kits or masks. This prompted discussion and clarification regarding the disposal of expired test kits and masks, with Jason explaining that expired tests should not be relied upon and could be disposed of without special procedures, while unused masks did not need to be returned. Ludmila also noted that Facilities was collecting expired hand sanitizer for proper disposal and advised submitting work orders for expired dispensers. Additionally, she summarized a district-wide decision to standardize evacuation map postings across all college websites, ensuring consistency and completeness, and noted that work on this project was ongoing. She concluded by stating that district health and safety committee updates had been shared through a roundtable discussion and reminded participants where to access detailed meeting records and recordings for further information.

9.	<b>February 19, 2026, Preliminary Agenda Items</b> <ul style="list-style-type: none"> <li>• Reports and Updates etc</li> </ul>	All	5 minutes	Information Discussion Feedback
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The meeting then moved to agenda item nine, which covered preliminary agenda items for the upcoming meeting. Ludmila explained that this was an ongoing item for topics that had not yet been discussed but that committee members may be interested in highlighting for a future meeting. She encouraged participants to submit any items or suggestions to her and Alessandra, so they could bring them to the next meeting for discussion.

10.	<b>Round Table</b> Open for health and safety campus-related questions, comments, and concerns	All	5 minutes	Share
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During the roundtable, Ludmila opened the floor for participants to share or discuss additional items. Danielle Pelletier raised concerns about a nationwide student rally in solidarity with Minneapolis and asked about campus safety and protocols in case federal authorities, such as ICE, were to appear. Ludmila and Jason Wendt clarified that peaceful student protests were permitted and that the district had resources and protocols in place, emphasizing that campus staff did not have law enforcement authority and should avoid confrontation while maintaining safety and documenting incidents. Rance Bobo reinforced the importance of staying safe and not engaging directly with any forceful authorities. Max Hartman reflected on the unprecedented nature of the situation, expressing gratitude for the opportunity to work with students and staff in fostering education and community, despite challenging circumstances. The meeting concluded with Ludmila reminding participants of the next meeting on February 19, 2026, and thanking everyone for their contributions and commitment to campus safety.

11.	<b>Adjourn</b>	Ludmila Prisecar	1 minute	By Acclamation
Meeting adjourned at 3:31pm. The next meeting of the semester is scheduled to be held on February 19, 2026.				

<b>Upcoming Safety Committee Meetings: Spring 2026 Semester</b>		
February 19, 2026	Thursday	2:30 PM-4:00 PM
March 19, 2026	Thursday	2:30 PM-4:00 PM
April 30, 2026	Thursday	2:30 PM-4:00 PM
May 21, 2026	Thursday	2:30 PM-4:00 PM

[CAN Safety Committee Website](#)