**Safety Advisory Committee – RRCC Meeting Notes December 3, 2021**

Members of the Committee (those present are highlighted)

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| LEA Director | Robert Thomas |
| BIT | Yvanna Corella |
| HR | Jacqui Oakley |
| Diversity Council | Kevin Stiffler |
| Faculty (3) | Gayle Crane\*, Kyle Kelly\*, Chris Zaleski\* |
| Adjunct (1) | Janessa Jacobs |
| Classified (1) | Bobby Asher |
| ATP (1) | Stacy Roe |
| Access Services | Jean Kelly |
| Veteran’s | Zach Frazier |
| International Student Services | Linda Yazdani |
| Police Chief | Sean Dugan |
| Sargent | Anthony Schaller |
| Police Services Manager | Loretta Tafoya |
| Behavior Health | Katie Parsons |
| Ex Dir DE & I | Yet to be determined |
| Students (3) | Eddie Flores, James King, Aidan Malensek |

**SAC LEADERSHIP**

Loretta Tafoya started the meeting by informing the committee that due to her commitments and her professional development working on a PhD, she invited Jacqui Oakley to help her and Chris with chair responsibilities.

The current chairs recommend an official election for chair(s) to be held in the new year or a vote to leave the current leadership team in place for 1 year.

**PERMANENT MEETING TIME**

Because everyone’s schedule may change in Spring 2022, we’ll put out a new calendar survey to determine a regular meeting time for each month. Please be on the look out for this survey.

**PROCESS TO MAKE RECOMMENDATIONS FROM SAC**

We are unsure of the process to make recommendations or enact changes. The chairs will be meeting with President Haney to determine if recommendations are made directly to Collaboration Council to then be approved and then sent to ELT or what the process is. We will seek clarification and let the committee know. Some members were concerned if the process is long and bureaucratic that this committee would not be as useful and membership may drop.

ELT needs to have trust in the people placed on this committee.

**WEBSITE UPDATE**

Jacqui reported that she spoke to Ben in marketing and they have not yet created our website. We discussed what might be on that website, such as meeting minutes, a list of committee members, a place for the RRCC community to voice concerns pertinent to our work, and monthly police stats.

Until the website is created, it was recommended by the committee that stats of police incidents be reported on a monthly basis on the RRCC PD website. Loretta will do this each month. Members asked if the stats could be broken down by campus and Loretta said yes.

**SURVEY**

Jacqui spoke to Derrick about the survey. He can create it using Survey Monkey and get it sent out to folks. There were many comments made on the shared document. We still need to update some of the wording and get a final draft out to everyone. We do not know if the Collaboration Committee or any other committees (such as D&I) would need to comment before it is sent out.

We would like to send it out to the entire RRCC campus at the beginning of the Spring 2022 semester.

**BIT TEAM/PROCESS**

Last meeting began the discussion about problems with the BIT process that may affect campus safety and students. The conversation continued with examples of where the process could be better.

Katie informed us that in the health clinic, there is talk about adding a wellness coordinator for administrative activities. Katie thinks that this person should be on the BIT team and clinicians should not be on it as it may be a conflict since the clinicians are the ones doing the intervening.

Katie and Chief Dugan talked about a Care team and that some campuses have this and we do not have this. Who is handling issues like accessibility or gender/race microaggressions? Would a Care team be able to help with these less urgent safety concerns? A care team could offer long term follow-up when necessary.

There was talk about looking into student advocates to help students with support if they are a victim.

Members provided examples of when the submitter never received confirmation that someone was handling the matter submitted. They get an auto generated response, but they do not know if the issue was dealt with or fell through the cracks. Chief Dugan reported that Linda Comeaux used to send out these messages but believes with her retirement, no one may be doing it anymore.

It was reported that the school has an MOU with the Blue Bench for any sex assaulted related matter for the student to be offered services if we don’t have anyone on staff to provide it.

Sgt. Schaller reported that the Jefferson County Victim Services has contracted with Blue Bench and this relationship is just with the police. It was reported that there is an MOU with the Blue Bench for any sex assaulted related matter for the student to be offered services if we don’t have anyone on staff to provide it. Katie clarified that this is only with the police department.

There was continued conversation about issues relating to no place where microagressions, racial discrimination, matters dealing with LGBTQ and others can be reported and therefore there is no place to make change.

The committee wants to make a recommendation that the BIT process and the BIT team membership be evaluated and changes implemented to better deal with: transparency on who is getting reports/what will happen; who should be on the team; a response that the matter is being handled; additional concerns be added; and a care team considered. There is also a concern that at some point in time someone may want to make a report about someone on the BIT team and they do not know who is on the team and there should be a better/alternative place to make this report so that the team member does not see it.

There was a discussion that the BIT team could/should have members that include Accessibility, DEI, Veterans, International, the Wellness Coordinator. Or, these individuals could be on the Care team.

Eddie (a student member) stated that the school is not being transparent about COVID numbers regarding reported cases. He stated that an instructor said that due to the numbers he may consider moving to remote. Students were concerned and did not know the actual numbers and if they should be concerned or not. Chairs will contact Michelle as only employees (non-student) are receiving notifications currently.

And, as discussed last time, Trauma Informed Care training needs to be provided to BIT team members and others who may be involved in interventions.

**SAFETY CONCERNS**

Members wanted to talk about cellphone connectivity on campus as the lack thereof presents an issue for safety. The chief acknowledged this is a concern. Members also discussed how the lighting in certain areas is a safety concern, especially on the trail. Chief Dugan and Sgt. Schaller reported that they chase a lot of individuals who are experiencing homeless from the trail and one was arrested this week. In order to be more proactive and preventive, RRCC should address lighting and cell phone service. With the recent school shooting, it is on the mind of individuals that if you are inside the building you most likely cannot connect to cell phone service to contact the police. Several members said “this is disturbing to me.”

Loretta mentioned that she believes she was informed that there may be an elimination of the landline phones in offices and other areas, not the classrooms. The Chief mentioned that all phones on campus have a silent panic button. Many did not know this was a thing. The members believed this is an issue that should be brought to the attention of ELT.

Members mentioned that many students do not know where the police department is located, especially since their move. It was suggested to do some marketing with the TVs or possibly the posters hanging around campus about the police department. The chief said he would work with marketing to create some signage/tv info screen messaging.

Members asked about outdoor phones and if there are any plans to get them installed. Chief Dugan said most campuses are getting rid of these phones for many reasons. Chris mentioned that his discussion with Chief Jokerst of CU Boulder revealed that she removed all of these outdoor phones because they were only used for false alarms. She has opted for using smartphone apps. Loretta reported that we have access to an app from a current vendor for free. It would allow people to contact the police dispatcher. The committee wants to test this technology and see if we should make a recommendation for adoption. A demo will be arranged for next semester.

**RITE ACADEMY**

The committee talked about the RITE academy training and how it appeared beneficial to the police and to any public facing employee. We are interested in finding out if we can host this train-the-trainer along with other agencies so that it could be offered on a regular basis on campus. Just like other training, we would like to get some signage to put on our door that we went through this training. Chief Dugan liked the training and was in full support. Loretta said they have been trying to find similar training with no luck.

We would like to make a recommendation that we host this training at RRCC next year.

**MEETING WITH CU BOULDER CHIEF OF POLICE**

Chris met with CU Boulder Police Chief Doreen Jokerst who has had an accountability team and advisory council for over a year now. She shared that they got their body worn camera policy approved by the ACLU and believes she is the only department to do so. She recommended that we do this for transparency and would provide guidance and a copy of their policy for consideration.

Chief Dugan reported that the body worn cameras were not mandated by the state for campus police, but it was important for this school to have them. We got a grant to cover part of the cost and they will be deployed next year.

Eddie mentioned that training is very important for law enforcement. Chief Dugan agreed and mentioned several national events by police that training could have helped.

Chief Jokerst informed Chris that she has students (carefully selected and trained) to be on the hiring committee for new police officers for transparency and citizen input.

A meeting with Chief Jokerst will be set up next semester for her to share some of her experiences.

**Next meeting: TBD for Spring 2022**

**RECOMMENDATIONS FROM the SAFETY ADVISORY COMMITTEE**

1. **COVID reported cases should be shared with students.**
2. **RRCC should invest in hosting a train-the-trainer RITE Academy course and open it up to other agencies to help with the costs. All RRCC Campus police officers should go through the participant training and it also be offered on campus each semester for those who are interested from faculty, staff, and students.**
3. **The BIT team and process should be re-evaluated.** 
   1. **All team members should attend Trauma-Informed training.**
   2. **A response that the matter is being handled should be issued to all those who submit.**
   3. **A determination of who should be on the BIT team should be reexamined.**
   4. **A Care Team should be implemented to help with long term support and non-urgent safety concerns.**
4. **The lack of Cell Phone service on the Lakewood RRCC campus is a disturbing safety concern. Efforts should be made to allow anyone on campus to access cell phone service to call 911 or report any emergencies, in light of school shootings and other incidents.**
5. **An evaluation into proper lighting on areas of the campus should occur, especially since it gets dark out early for part of the year and cell phone service is lacking.**
6. **Landline phones should not be eliminated, unless there is a suitable alternative, since they offer a silent panic alarm.**
7. **Police calls for service statistics be listed on the RRCC website for transparency.**