

**KVCC Public Safety**  
**Advisory Committee Minutes**  
**11/9/2023 @1100 hrs.**

- Introductions
  - Russ Panico, Megan Ostek, Karen Rivard, Aaron Williams, Sean Gordon- Present
  - Denise Miller and Talwar Jagat could not attend due to conflicts
- No minutes from prior meeting due to Covid
  - Director Gordon advised group he was unable to locate any past minutes from last administration. Aaron asked if there was any past unfinished business that committee was working on. Russ and Megan are only holdovers, and they could not recall. Russ stated he could look at old minutes to see if there was anything we were working on prior as he may have some old minutes. Acknowledged have not had meetings in several years due to COVID and other campus issues.
- Committee introduced each other
- No use of force or officer complaints from the last year to report
- Discussed Active Violence Training being done by Director Gordon
  - Request by committee members to continue practical and/or tabletop scenarios for active violence. Director Gordon voiced some concerns presented to him about not causing undue trauma to some faculty/staff by conducting practical training. Suggested voluntary dates or conduct at Summit so that people attending want to be there. Also discussed school making this mandatory, but more to come.
  - Director Gordon advised he was creating Situational Awareness training for front office staff which includes safety tips, dealing with difficult persons with de-escalation and some tips for bomb threats and other items of safety.
  - Conducted AED, Tourniquet and CPR Training Fall Summit- Mox
    - Director Gordon provided update
  - Director Gordon provided update on obtaining Epi-pens for TTC, AWH. Committee brought up concern for BHLC and FIC due to food prep and stinging insects on site. Director Gordon expressed obstacles to obtaining, storage issues and training that would be needed.
  - Reviewing Health and Safety Procedures, updating outdated links, working with HR on training platform and ID divisions effected

- Director Gordon provided update on this process, reviewing and ID areas needing the training
- Apex Officer VR system delivery
  - Director Gordon explained how VR trainer works, why it is important and how we would be training officers and Cadets. Karen confirmed this training for her cadets. Megan suggested offering this as a Summit option for other to sign up for.
- New AED in Pool
  - Director Gordon discussed this. Took opportunity to talk about Narcan at Public Safety, let everyone know that Public Safety Officers are CPR trained and first aid, and that each AED device has bag for basic first aid and a tourniquet.
- On Boarding for New Director- Reviewing policies, meet with area leaders
  - Director Gordon advised he is actively reviewing Public Safety Policies and Procedures, it a long process due to other responsibilities.
- Employee Update- Discussed Below
  - Gary Latham, Nicole Cheadle, Audrey Pearson Hired PSO
    - Still looking for Part Timers, Filling 1 Full Time
  - Tim Campbell, Todd Weston Retired
  - Multiple Resignations, and Dari Surya, Jean Mupupuni, Isaac Sullivan, Ben Stowe Hired Security
- Discussed the CIT (Crisis Intervention Team) Team Program and Mental Health co-response with social worker.
  - Director Gordon provided details on how this works, new mental health urgent care on 400 W. Kalamazoo.
  - PSO Latham currently getting trained, PSO Cheadle is already trained. Try to get additional officers trained as training opens up. Training provided free by KDPS every year.
- Director Gordon provided update/request to provide public safety related tips or updates in the KV Focus. Group discusses potential ideas, like fire safety, lockout/Jumpstart services provided by public safety, general safety tips like distracted driving or no use of cellphones while driving. Group was tasked with providing any idea to Director Gordon so that they can be included monthly to Marketing.
  - There was a discussion on why we are unable to provide our own social media accounts to get same/similar information out. Director Gordon will continue to advocate.

- **Committee Member Comments**
  - Aaron asked if we could make it mandatory for every student to have a KVCC ID. All members agreed and we discussed why this important (Safety, FERPA, testing etc.). Director Gordon advised that he has been advocating for this in his short time here. Suggestions were given that we could lock students out of registering for classes unless ID is on file.
    - Also suggested that we ask students to get an ID, provide reason for why it is important and include it in the upcoming Student newsletter.
- **Next Meeting Date and Time TBD**
  - Group agreed about meeting again in March/April with ability to re-call for emergency meeting if needed. Director Gordon will work on setting up meeting notification.