Meeting Notes for October 1, 2026

Skyline College Health, Safety, and Emergency Preparedness Committee (HSEPC) Meeting

After establishing a quorum, the committee approved both the meeting agenda and the previous month's meeting notes. Melissa Komadina was confirmed as a voting member representing SPWD during Lindsay Ayotte's absence.

The first major update came from the Health Center. Emily Risk reported that the annual Health Fair would take place on October 14 from 10:00 a.m. to 2:00 p.m., with 28 confirmed vendors. She highlighted that free flu shots were available immediately and would continue to be offered during the event to students, employees, and community members. She also announced a blood drive scheduled for November 11 from 10:00 a.m. to 3:00 p.m., with signups available during the Health Fair.

Facilities Manager Max Warne provided a comprehensive facilities update. To improve reliability of electric vehicle charging stations, his team now conducts daily inspections. A wiring problem is affecting a newer ChargePoint charger in Lot G, but a nearby Schneider Electric charger remains operational while repairs are underway. He also addressed lighting concerns, explaining that emergency lighting systems in Building 1 restrooms meet code requirements and that additional emergency lighting would be installed in the theater green room. Facilities will evaluate dark areas around campus and develop solutions, particularly near Lot T and Shelton Lane. Planned projects include replacing the Building 6 chiller during winter break and constructing a new boiler plant in Lot D, replacing the aging boiler facility inside Building 1. The new system will include three boilers and backup-power capability to maintain hot water circulation during outages.

A discussion followed regarding emergency lighting in dark interior corridors, particularly between Buildings 7 and 8. Max Warne encouraged employees to identify problematic locations so Facilities can assess and prioritize improvements.

Public Safety updates were delivered by Thommy Reyes, who recently assumed day-shift leadership responsibilities, along with Brandon Becerra and J Vangele. Public Safety emphasized continued visibility, foot and vehicle patrols, community engagement, and proactive building checks. Officers reported improved relationships with students, who are increasingly approaching them for assistance and conversation. Parking enforcement has improved due to clearer signage, although additional staff-parking signs are still needed in Lot M. Public Safety also highlighted close coordination with Facilities in addressing campus hazards and maintenance concerns.

Committee members discussed emergency response procedures, particularly around 911 calls. Nadia Tariq raised concerns after a recent medical incident in which paramedics responded without Public Safety's knowledge because the caller used a personal cell phone. J Vangele clarified that unlike district office phones, personal cell phones do not automatically notify Public Safety when 911 is called. He stressed that people should call 911 first during emergencies and then notify Public Safety when safe to do so. The committee agreed there is a need for broader educational messaging on this distinction. Additional discussion covered the district's ongoing migration from the Mitel phone system to Zoom Phone, which is expected to provide improved reliability and functionality by January 2027.

Emergency Preparedness Coordinator Ben Zara Minkin reviewed the recent violent intruder drill, which was generally successful. He explained that duplicate emergency audio messages resulted from a technical issue under investigation. He also previewed the Great ShakeOut earthquake drill scheduled for October 15 at 10:45 a.m., outlining evacuation procedures, assembly-area expectations, reporting responsibilities for building captains, and methods for accounting for occupants. Participants were advised to prioritize evacuation safety, document individuals who refuse to comply, and avoid delaying evacuation efforts by arguing with noncompliant occupants.

Ben Zara Minkin also discussed preparations for an anticipated strong El Niño season. Facilities teams are evaluating flood preparedness measures, including sump pumps, generators, windows, seals, and tree hazards. Crisis Action Teams are updating emergency contact lists and continuity plans, while Public Safety personnel are reviewing storm-related equipment and safety procedures. Employees and students were encouraged to prepare their own homes and emergency kits using resources available through San Mateo County emergency preparedness programs.

The committee then elected officers. With no other nominations submitted, Paul Cassidy was unanimously re-elected as committee chair and thanked members for their confidence and support.

Additional business included announcing a Building 2 safety orientation scheduled for October 29, reviewing vacancies in the Building Captain Program, and discussing safety concerns related to youth sports activities near the athletic fields and parking areas. Public Safety agreed to work with facilities-use staff and increase monitoring to address traffic and pedestrian safety concerns. Finally, Facilities and Public Safety provided an update on the campus Distributed Antenna System (DAS) project, which is expected to significantly improve indoor cell phone coverage and communication capabilities by early 2027.

The meeting concluded with appreciation for the committee's collaborative efforts to strengthen campus health, safety, emergency preparedness, and communication systems across Skyline College.