**Chief’s Advisory Board Meeting Minutes**

**April 23, 2025**

***In Attendance:*** Professor Gardiner, ASI Chief Diversity and Inclusion Officer Andrea Ramirez Rivera, Professor Greg Brown, Chief Anthony Frisbee, Associate Dean Kiran George, Executive Director Patience Bryant, Assistant Vice President Cecil Chik, Janet Hyder, Associate VP Sonja Daniels

1. ***Call to Order/ Approve Minutes –*** Meeting was called to order at 2:35 p.m. Minutes approved. Introductions were made and Chief Frisbee explained the purpose of the Chief’s Advisory Board to the guests. Board members introduced themselves to the guests.
2. ***Introduction of Guests -*** Professor Shimazu, Asian American Studies, students in attendance were Steven/Psych major, Evelyn/Human Service major, Perez/Psyhcology, Thomas/Psychology, Denise/Public Health, Ahmed from ASI/2nd year bio major.
3. **Recap of Campus Safety Forum –** The Chief discussed several key themes raised during the Safety forum. A major topic was ADA compliance, along with updates to the blue light emergency system and improvements in emergency management, including drills, timely notices, and the importance of intentionally sharing accurate information. Safety and communication strategies were also highlighted.

The topic of medical aids was discussed, specifically whether and how to inform the campus leadership about medical incidents, and how to share this information more effectively. It was suggested that the Building Marshal Program could play a larger role in enhancing communication. The Building Marshal Program is a volunteer initiative open to staff, faculty, and full-time employees. One suggestion was to create a visual chart of Building Marshals, possibly with photos, to help identify them more easily.

Chief Frisbee invited input from the group about the Safety forum. Board members felt the forum was well attended, and guests appreciated the opportunity to participate. There was positive community feedback, and table discussions were productive. Attendees appreciated meeting members of the University Police Department (UPD), and many were attending the forum for the first time. Attendance was strong.

The Chief also provided a brief overview of upcoming events, noting that UPD will maintain a visible presence throughout. There are currently no known safety concerns or threats.

1. ***Final #’s Updates CAB Survey –*** The CAB Survey concluded with a total of 1,776 responses—880 from students and 896 from non-students. A report detailing the results is expected to be released in June.

A dataset was generated from respondents who indicated they are willing to be contacted for further engagement beyond the survey. The question was raised whether CAB would like to reach out to these individuals to participate in focus groups. The general consensus was yes, but any such efforts should be organized separately from CAB meetings and potentially scheduled for Fall 2025. Professor Gardiner asked the board members to begin considering what questions they would want to explore in these focus groups. Assistant Vice President Chik suggested offering different engagement options based on individual preferences. The Chief recommended waiting to see how many people are in the contactable group before making any decisions.

1. **Date for 1st meeting of new semester Aug or September** – The first meeting of the new school year will be scheduled for September.
2. ***CAB Meeting Scheduled 4th Wednesday of Month Continue or Change –*** *The board agreed to keep the current schedule for CAB meetings.*
3. ***Round Table -*** *NA*
4. **Adjournment** – The meeting was adjourned at 3:37 p.m. The next meeting will be scheduled for Wednesday, September 24, 2025.