**Chief’s Advisory Board Meeting Minutes**

**March 26,2025**

***In Attendance:*** Professor Gardiner, ASI Chief Diversity and Inclusion Officer Andrea Ramirez Rivera, Professor Greg Brown, Sergeant Chris Brown, Chief Anthony Frisbee, Associate Dean Kiran George, Facilities Coordinator/Administrative Analyst VJ Kuan-Roberts, Executive Director Patience Bryant, Assistant Vice President Cecil Chik

1. ***Call to Order/ Approve Minutes –*** Meeting was called to order at 2:33.
2. ***CAB Survey –***

Professor Gardiner provided an update on the survey, which is set to close on April 7th, and requested the Chief send out a reminder to faculty. So far, there have been a total of 1,732 responses—878 from non-students and 854 from students—yielding an overall response rate of approximately 10%. Most response categories appear to be on target. Professor Gardiner also distributed a sample of approximately 250 respondent comments. Chief Frisbee expressed interest in reviewing the full survey results. Sergeant Brown raised a concern about whether some individuals may be attempting to undermine the survey. Assistant Vice President Chik shared that the personalized link prohibits respondents from completing the survey more than once. The group also discussed strategies for effectively communicating both with the campus community about the campus survey.

The Chief introduced Lieutenant Cruz Alday to the board. Lieutenant Alday shared his background and explained his motivation for joining the CSUF Police Department. He expressed his desire to contribute to and collaborate with the existing initiatives already in place on campus.

The Chief discussed the various grants the department has been working on. Professor Gardiner suggested that when the survey results are released, they should be accompanied by infographics and include information about grant funding received, as well as the programs sponsored by the police department.

1. **Campus Safety Forum –**

The Police Department will begin advertising the *Campus Safety Forum* next week, and Chief Frisbee asked board members to share the information with individuals they would like to see attend. Tables will be arranged along the edges of the venue, each hosted by different groups providing information and support. The board discussed potential prompts to engage the community at these tables, such as “What do you know the police do on campus?” and “How do you want to be communicated with?” It was recommended to use QR codes for attendees to complete a post-event survey.

ASI Chief Diversity and Inclusion Officer Rivera requested a way to verify attendees are submitting their QR codes and surveys. Assistant Vice President Chik proposed providing an update on the UPD and revisit feedback on holistic safety since it has been in place for two years. Assistant Vice President Chik also suggested using the event to highlight upcoming UPD programs and discuss emergency procedures, especially regarding individuals with disabilities.

Facilities Coordinator/Administrative Analyst Kuan-Roberts recommended installing signage to guide people with disabilities on where to wait for assistance during emergencies.

Lastly, the Chief announced that Emergency Management & Continuity Manager Abby Holmen, will be leaving her job at CSUF. The Chief provided an update on efforts to ensure continuity and mentioned plans to collaborate with Emergency Preparedness and Continuity Coordinator Eric Dalton and Emergency Management and Continuity Intern Margie Jimenez moving forward.

1. ***Invite Outside Guests CAB meeting April 23rd -***

The April 23rd CAB meeting will be designated as “Invite a Friend Day.” Assistant Vice President Chik asked the purpose of inviting guests to the next CAB meeting. Chief Frisbee clarified it is intended to be an informative opportunity—not only for the campus community but also for potential future board members. Looking ahead to next year, Chief Frisbee mentioned the possibility of involving members from the broader community in addition to the annual safety forum.

ASI Chief Diversity and Inclusion Officer Rivera proposed the idea of organizing a town hall-style event where specific populations can participate. However, Facilities Coordinator/Administrative Analyst Kuan-Roberts emphasized the importance of continuing to prioritize the campus community before expanding outreach to external groups.

1. **Round Table** –

N/A

1. **Adjournment** – The meeting was adjourned at 3:37 p.m. The next CAB meeting is scheduled for Wednesday, April 23rd from 2:30 p.m.– 3:30 p.m.