DRAFT

Fitchburg State University

Minutes

Board of Trustees Operations and Safety Committee

Operations and Safety Committee Meeting

Date and Time
Wednesday October 14, 2026 at 11:00 AM

Location
This is a virtual meeting and it will be livestreamed.

Public Live Stream:
https://www.fitchburgstate.edu/live

Committee Members Present
J. Byrne (remote), L. Barrieau (remote), S. Rodriguez (remote)

Committee Members Absent
M. Fiorentino, Jr., S. King-Goodwin

Ex Officio Members Present
D. Hodge (remote)

Guests Present
David Weiss (remote), Franca Barricelli (remote), Jannette McMenamy (remote), K. Lundgren (remote), M. Bruun (remote), Matt Burke (remote), Matt Lechter (remote), Michael Cloutier (remote), Pam McCafferty (remote), Stacey Luster (remote), Stefan Dodd (remote), Tim St. John (remote), Travis Chambers (remote)

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

S. Rodriguez called a meeting of the Operations and Safety Committee of Fitchburg State University to order on Wednesday Oct 14, 2026 at 11:01 AM.

C. Approve Minutes

L. Barrieau made a motion to approve the minutes from 3/24/2026 Operations and Safety Committee Meeting on 03-24-26.
J. Byrne seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

S. King-Goodwin	Absent
L. Barrieau	Aye
J. Byrne	Aye
M. Fiorentino, Jr.	Absent
S. Rodriguez	Aye

II. Operations and Safety

A. Technology Update

- Welcomed Espi Esperant as the new Director of Technology to the team.
- Computer Lab Addition: A new computer lab in Percival with 30 seats and 25 computers was added to assist the Business Department.
- Gemini Pro Rollout: Gemini Pro was rolled out in June to staff, faculty, and students.
- Athletics Ticketing: Streamlined Athletic event operations using Purple Pass for cashless, simplified purchasing and scanning.
- Authentication Updates: Phasing out SMS multi-factor authentication in favor of passkeys.
- Security Audit: Completed annual payment card security audit with zero findings.
- Title II Compliance: Currently at 87% compliance on the Learning Management System ahead of the April 2027 deadline.
- Questions were raised regarding passkeys; Stefan Dodd will send additional information to the Board of Trustees.

B. Campus Safety

- UPD Staffing: Currently operating at 88.5% capacity with 3 vacancies (2 patrol officers, 1 dispatcher). A conditional offer has been extended for the dispatcher position.

- Promotions & Personnel Transitions: Andrew Lamarche promoted to Deputy Chief; Emily Quiles transitioned to Detective Patrolman; Tara Prosser hired as Administrative Assistant replacing Nicole Arcangeli who transferred to Procurement.
- Alexander Milner (Dispatcher) attending academy with expected January graduation; Angelina Chan joining next week as Patrolman.
- Emergency Preparedness: Established a reunification program in partnership with the city (held two tabletop exercises). Hosted active shooter training response at McKay involving police, fire, EMS, and UPD.
- Comfort Dog: Comfort dog Zara completed training and is attending campus and community events.
- Residence Hall Security: Collaboration ongoing among T. St. John, S. Dodd, T. Chambers, and M. Cloutier to enhance security and reintroduce front desk staffing.
- Clery Act Report: Annual Clery Report issued October 1; full reports covering CY2025 data will be distributed at the full Board meeting on October 29.
- Fleet Update: Took delivery of 5 new vehicles with 4 more on the way (including a 15-passenger van).

C. Capital Planning and Maintenance Update

- Updates were provided regarding summer projects and ongoing capital improvements with about 20 projects completed and in progress:
- Conlon Comm Media Renovation: Major $4.7M gut renovation of film/video facilities including classrooms, labs high-tech studios. Specialized lighting and paint were used to ensure facility meets needs of today and future students.
- Athletic Facilities: Completed baseball field updates, gym scoreboard replacement, turf maintenance.
- Infrastructure Maintenance: In housing we upgraded Town House 3 & 7 with boiler replacement, at the central powerplant plant inspections and tuning as well as steam pipe insulations took place.
- McKay C- HVAC control board replacement took place
- Facilities Operations: Maintainer team completed deep cleaning and floor waxing across campus.
- Future Funding: McKay and Conlon Fine Arts projects are earmarked for Bright Act funding upon release.

D. Closing Remarks

President Donna Hodge

- Updates on behind-the-scenes projects, including recycling, EV chargers, and solar initiatives.
- Reporting & Information Sharing: Discussion was held regarding talking points and reporting mechanisms (posters, signage) around campus safety and self-awareness. President Hodge emphasized the importance of public safety involvement and ongoing communication.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:09 PM.

Respectfully Submitted,
S. Rodriguez

B. Closing Remarks