

CPUC Leadership Team SPECIAL Meeting
February 06, 2022

Present for this Zoom-enabled meeting: Rev Dawn Rolke, Linda Arklie, Don Young, Blake Forbes, Shanon Stewart, Allison Bloomer, Glenn Harrison

Regrets: Richard Baschak

Guest SME's (subject matter experts): John McNairnay, Wayne Arklie, Mike Diehl, Cindy Kraus

Call to order 1:00 p.m.

1. Agenda: Discussion of security and physical improvement options for CPUC's building
2. Dawn centered the group.
3. Cindy explained the capabilities of the installed doorbell camera, and an interior camera that is installed at the back stairs leading to the kitchen. She showed the split screen on her phone that alerts her to movement near those two cameras. Cindy can remotely speak to the person who had pushed a doorbell. Cindy was asked for further suggestions on equipment that would increase security for herself, other staff or renters in the building.
 - a. Discussion about brands, types of cameras, power requirements, subscription requirements and options.
 - b. Discussion identified the benefits of installing a self-monitoring security system. They include safety, information and hospitality. Entry can be seen remotely when away from the building.
 - c. The current two cameras are Blink brand, so we would expand the system using this brand.
4. Mike shared another option for security: a system of outdoor and indoor hardwired cameras and a monitoring station. This system was donated to CPUC.
 - a. Benefits: it was donated and contains approximately 12 cameras.
 - b. Issues: it needs to be hard-wired, which includes running wires throughout the building. It requires 120 voltage. It is meant to be a monitored system with a console that is viewed from one stationary location.
 - c. LT felt that this system would take longer to install, with some expense and perhaps less effectiveness.
 - d. Installation of a couple of these cameras, not live, could act as a deterrent.

5. Regarding all security systems, we discussed the need for privacy and security of personal information. We would need to inform building users that video monitoring is taking place. Camera field of view (outdoor cameras) would need to respect neighbours.

6. Motion:

Moved by Don Young, seconded by Linda Arklie, that Cindy Kraus purchase the following additional cameras to add to the Blink “sync” system:

- i. **2 doorbells (back door and side mobility door)**
- ii. **1 indoor camera 120v power** iii. **2 indoor battery cameras.**

CARRIED.

7. John McNairnay shared his research at Fort Garry UC regarding their door locking policies and security systems. Because of our extensive list of renters, their monitored alarm system will not work for us.

8. John presented information on a Keyless door lock system (CARDAC Integrated Security). John shared their quote: approximately \$8000.

- a. Benefits: renters and building users would be issued a key fob, or card, that would track anyone entering the building. Doors would remain locked. They would be opened only by a greeter.
- b. This may present problems for parents collecting children after programs.
- c. We were reminded of the problem with our current key entry system: too many keys outstanding; we have lost track of some keys. Suggestion: that we change the outside door cylinders and begin re-issuing new keys.
- d. Related suggestion: install a keypad for controlled entry to the kitchen.

9. Further discussion on keys and entry systems was deferred until the next regular LT meeting (Feb 17th, 2022).

10. Additional security improvements: new Panic Door hardware for the East mobility door (already ordered). This hardware will prevent that door from being left unlocked.

Shanon Stewart, Chair

Don Young, Recording Secretary