



## Public Meeting Screening Policy

At the direction of the Chairwoman of the Board, SANDAG has opted to take additional measures to increase safety for attendees and participants in public meetings held onsite at the SANDAG offices and other locations. The screening procedure outlined below is primarily applicable to meetings of the Board of Directors. The procedure may also be used for certain Policy Advisory Committee (PAC) meetings when an increased safety risk has been assessed by the SANDAG Chief Executive Officer (CEO) and approved by the PAC Chair.

The purpose of the screening is to identify potential hazards and prevent restricted weapons or prohibited contraband from being brought into the meeting area. The authority to conduct the screening comes from section 171(b) of the California Penal Code “Weapons in Public Buildings and Meetings” (see below).

In addition to the screening procedure, SANDAG encourages all individuals to promptly report any suspicious activity or concerns to SANDAG staff, security personnel, or appropriate authorities. Maintaining a safe and secure environment is a shared responsibility.

### 1.0 SCREENING PROCEDURE

SANDAG Board members, Policy Advisory Committee (PAC) members, and SANDAG employees are considered authorized personnel for the purpose of this policy and are NOT subject to the screening procedures described in this policy.

- As authorized personnel, Board and PAC members, and SANDAG employees, must visibly display their SANDAG-issued photo ID badge. Board and PAC members may choose to wear the colored SANDAG lanyard; wearing the lanyard is required for employees. The lanyard and badge help to distinguish authorized personnel from other attendees at public meetings.

All members of the public, the staff of Board and PAC members, presenters, guests, vendors, and other individuals (collectively referred to as non-authorized individuals) who wish to enter the SANDAG Board Room or another area where the Board of Directors or a PAC meeting is being held must individually pass through a metal detector without triggering an alert that indicates the presence of a metal object, prior to entering the meeting area.

- If an alert indicating the presence of metal objects occurs while passing through the metal detector, SANDAG staff or security personnel will ask the individual to submit to a secondary screening using a handheld metal detector.
- A handheld metal detector may also be used in situations where further inspection is deemed reasonable and necessary by security personnel.

Non-authorized individuals will be asked to empty their pockets and place any objects, such as keys, phones, and personal items, into a designated bin for separate screening by SANDAG staff or security personnel.



All hand-carried purses, handbags, carry bags, backpacks, luggage, packages, strollers, etc. belonging to non-authorized individuals will be screened by hand by SANDAG staff or security personnel.

All electronic devices such as laptops, tablets, etc. shall be removed from cases and will be screened by hand by SANDAG staff or security personnel.

Non-authorized individuals who have been screened and subsequently leave the meeting area will be subject to rescreening.

SANDAG is committed to respecting the privacy of individuals during the screening process. All personal items and information will be handled with discretion and professionalism.

Trained security personnel will ensure the efficient and respectful operation of the screening process. Security personnel hired by SANDAG to support the safety of public meetings will participate in regular training, and will have credentials and experience relevant to the services they perform.

The requirement for non-authorized individuals to undergo the screening process shall be clearly indicated on meeting agendas and on signage at the entrance to the meeting area.

Non-authorized individuals who do not cooperate with the screening process or comply with directions provided by SANDAG staff or security personnel, may be denied entry to the meeting area.

All screening equipment and devices used by SANDAG have been determined to be harmless and do not represent a health hazard.

## 2.0 RESTRICTED ITEMS

The following list is illustrative of the types of items that non-authorized individuals are prohibited to carry into the Board Room and other defined areas where public meetings are held. The list is not all-inclusive and may change without notice and/or at the discretion of the Chair of the Board, the SANDAG CEO or designee, or security personnel.

- Weapons or sharp objects (e.g., firearms, knives, straight razors, ice picks, or scissors)
- Non-lethal devices (e.g., tasers, tear gas, pepper spray, stun guns, or toy or dummy weapons)
- Any item that may be deemed a deadly weapon
- Any other item identified in Penal Code 171(b)

SANDAG will not store or hold items for safekeeping on behalf of non-authorized individuals; prohibited items may be left elsewhere or disposed of prior to entering the meeting area.

SANDAG is not responsible for the safety or security of unattended bags, packages, etc. Should SANDAG staff or security personnel deem an unattended item to be a potential safety threat, appropriate action will be taken to remove the unattended item from the meeting vicinity.

Non-authorized individuals in possession of an EpiPen or insulin syringes must show a prescription or similar authorization. The quantity of medication must be reasonable for the anticipated length of attendance at the public meeting.

### 3.0 APPLICABLE LAW

Penal Code § 171(b) is the California statute that makes it a crime to bring or possess certain weapons in public buildings and meetings that are open to the public. The language of the code is as follows:

*PC Section 171(b): Any person who brings or possesses within any state or local public building or at any meeting required to be open to the public pursuant to Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of, or Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of, the Government Code, any of the following is guilty of a public offense punishable by imprisonment in a county jail for not more than one year, or in the state prison:*

- (1) Any firearm.*
- (2) Any deadly weapon described in Section 17235 or in any provision listed in Section 16590.*
- (3) Any knife with a blade length in excess of four inches, the blade of which is fixed or is capable of being fixed in an unguarded position by the use of one or two hands.*
- (4) Any unauthorized tear gas weapon.*
- (5) Any taser or stun gun as defined in Section 244.5.*
- (6) Any instrument that expels a metallic projectile, such as a BB or pellet, through the force of air pressure, CO2 pressure, or spring action, or any spot marker gun or paint gun.*

Policy approved by: Coleen Clementson, Chief Executive Officer  
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