



## ***SCHOOL SAFETY INFRASTRUCTURE COUNCIL***

### **MEETING MINUTES**

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Meeting Date: 11/07/2013

Meeting Location: DESPP Headquarters

Approval: 11/20/2013

Recorded By: Jason Crisco

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## 1 ATTENDANCE

Name	Title	Department/Location	Present
Donald J. DeFronzo	Commissioner	DAS	Y
Stefan Pryor	Commissioner	SDE	Y
William Shea	Deputy Commissioner	DESPP	Y
John Woodmansee	Education Consultant		Y
Richard E. Morris	Dir. Public Safety & Emergency		N
Frank J. Costello	Structural Engineer		N
Ronald Jakubowski	Former Asst. Superintendent of Schools for Operations and Facilities		Y
Steven Waznia	Firefighter		Y
Adam Byington	Police Officer		Y
Irene Roman	Public School teacher		Y

## 2 MEETING LOCATION

Building: DESPP Headquarters

Room: Meeting Room 348

## 3 MEETING START

Meeting Schedule Start: 5:30pm

Meeting Actual Start: 5:37pm

## 4 AGENDA

- Opening Remarks by Chair
  - Chairman DeFronzo began the meeting by welcoming all Council members and giving a brief overview of the agenda. The objective this evening is to review a draft report prepared by SSIC staff. The draft before is the most current of a few that were sent around internally among staff.
- Approval of October 17<sup>th</sup> Minutes
  - Chairman DeFronzo asked for a motion to approve the minutes from the previous meeting. A motion to approve the minutes was made by Commissioner Shea seconded by Ron Jakubowski. The minutes were approved with no corrections.
- Review of Draft Report Online
  - Chairman DeFronzo gave an overview of the general structure of the draft report. The report will include, but not limited to, an introduction, authorizing legislation, SSIC activities, SSIC findings, application of standards, potential

statutory changes and multiple appendices, which will be specific to certain areas. In addition, the final report may also include an appendix highlighting the School Security and Safety Plan Standards being developed by a group established by DESPP/DEMHS.

- An in-depth analysis of each component of the report was then given. Chairmen DeFronzo encouraged all Council members to comment and provide feedback as each component of the report is reviewed. Additional comments can be emailed to SSIC staff.
  1. Introduction: to include the overall legislative charge of the SSIC and Public Act 13-3 language specific to the SSIC.
  2. SSIC Activities: List of meetings, minutes, documentation presented to the Council, speakers and purpose of the report and where it came from. This section is likely to expand.
    - SSIC Activities broken up into two components:
    - Public Input and Information Gathering
    - Analysis and Report Writing
  3. Report to include references to the school security management plan and other parallel committees.
  4. The Preferred assessment tool will likely be the IRVS for Schools. The SSIC may also incorporate other comparable assessment tools. Language may also be included that would give the Commissioner of DAS discretion of choosing an assessment tool at a later date. Discussions to continue.
  5. SSIC Findings: “all hazards” approach, no current specific standards, local uniform assessments must be inclusive, four major goals of school security assessment and compliance (Deterrence, Detection, Delay and Response).
  6. Application of Standards: Mandatory Compliance Areas (fire and life safety codes etc), Critical Compliance Standards (critical elements identified by Council and Public Act 13-3) and Other Areas Subject to School Security Infrastructure Guidelines. Each of the three areas includes some of the 153 items identified in the Level of Protection section of Appendix F for the IRVS Primer (BIPS-07).
  7. Potential Statutory Changes
    - Waiver Authority, Freedom of Information Concerns, School and Security Infrastructure Funding. More items likely to be added.
    - FOI concerns were discussed at length. A follow up meeting including legal staff from DESPP and DAS is to take place before the next SSIC meeting.
  8. High performance standards?
- The Council discussed the need for a uniform assessment tool. Greater detail of the IRVS will be included in an appendix.
- Chairman DeFronzo reviewed the “Application of Standards” within the report, highlighting three major components:
  1. Mandatory Areas: Areas that already fall under current statute or building code. This includes fire and life safety codes.

2. Critical Compliance areas: This includes 7 critical items identified by PA 13-3, staff, testimony and others. In order for a school district to be eligible for reimbursement of a new school construction project, they must comply with these seven areas. Failure to comply would impact eligibility for funding. This isn't a simple yes or no process; the Council feels this is something that could be worked through with districts based on multiple scenarios.
    - Deputy Commissioner Shea emphasized an all hazards approach. We need to ensure that when schools come in as renovate new or new construction that they're looking at their perimeter, standoff distance etc. He also gave an example of a school in an urban setting that was built in the early 1930s and is located at the intersection of two streets. If the school were to renovate new, there a certain issues like standoff distance that they simply won't be able to address due to their location. He asked if it's the intent for the standards to ensure that school look at all aspects, despite the ability to change something. Chairman DeFronzo responded that the intent is for them to make an attempt to address the critical areas. We want to make sure schools and school districts are given as much flexibility as possible.
    - Chairman DeFronzo also mentioned the possibility of a waiver in the final report. As long as we see good faith in these school security assessments, they're shouldn't be any issues. Officer Byington added that "reasonable effort" should be demonstrated.
    - Other areas: The third component includes less critical areas, such as vandalism, gang related issues etc. This is currently being worked on by SSIC Staff. SSIC staff will most likely be using an updated version Appendix F from the IRVS Primer (BIPS-07) as reference for these "other" areas.
  3. Chairman DeFronzo then gave a brief overview of potential statutory changes.
    - Waiver Authority
    - FOI concerns were also addressed. This will be an ongoing discussion. Legal staff from DESPP, SDE, DAS and SSIC will be meeting soon to discuss FOI concerns with regard to school security assessments.
    - Alterations: Currently the state does not pay for the replacement of existing equipment. The Council is exploring possible options to remedy this. Statute could be amended to include these items. Another option could be to make the School Security Grant Program permanent and break it up into multiple components so that all areas are covered.
- Chairmen DeFronzo briefly discussed how the standards will be rolled out to architects and school officials..
  - SSIC staff then gave a brief overview of the Guidelines and Recommendations appendix.
  - The Council also briefly discussed minimum standards for the identified critical areas.

- The Council discussed the locking of doors internally for classrooms. The consensus among members is that this is something that needs to be addressed. Chairman DeFronzo suggested consistency among the various groups. The Sandy Hook Commission addresses this issue in their preliminary report.
  - The Council discussed consistency in signage and the identification of exterior doors through numbering system to aid in faster response by first responders.
  - Chairman DeFronzo then asked staff to briefly discuss the compliance piece of the standards and technical reference appendix. SSIC staff gave a brief overview of what's currently being worked on. This portion is still a work in progress.
  - Chairman DeFronzo hopes that more substantial draft will be ready by the next meeting, Wednesday, November 20th.
- Time, Date & Location of Next Meeting
    - Wednesday November 20<sup>th</sup>
    - 5:30pm to 7:30pm
    - DESPP Headquarters
  - Adjournment

## **5 MEETING END**

Meeting Schedule End: 7:30pm

Meeting Actual End: 7:35pm