



SCHOOL SAFETY INFRASTRUCTURE COUNCIL

MEETING MINUTES

Meeting Date: 11/20/2013

Meeting Location: DESPP Headquarters

Approval: DRAFT

Recorded By: Jason Crisco

1 ATTENDANCE

| Name | Title | Department/Location | Present |
|--------------------|--|---------------------|---------|
| Donald J. DeFronzo | Commissioner | DAS | Y |
| Stefan Pryor | Commissioner | SDE | N |
| William Shea | Deputy Commissioner | DESPP | Y |
| John Woodmansee | Education Consultant | | Y |
| Richard E. Morris | Dir. Public Safety & Emergency | | Y |
| Frank J. Costello | Structural Engineer | | N |
| Ronald Jakubowski | Former Asst. Superintendent of Schools for Operations and Facilities | | Y |
| Steven Waznia | Firefighter | | N |
| 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: 5:43pm

4 AGENDA

- Opening Remarks by Chair
 - Deputy Commissioner Shea opened the meeting. He informed the Council that Commissioner DeFronzo would be running a few minutes late. Deputy Commissioner Shea announced that the self registry for school security firms is now live on the DESPP website. Firms can register online via the website. The list is simply a resource and not an endorsement of firms by the agency.
- Approval of November 7th Minutes
 - Deputy Commissioner Shea asked for a motion to approve the minutes from the previous meeting. A motion to approve the minutes was made by Ron Jakubowski and seconded by John Woodmansee. The minutes were approved with minor corrections.
- Washington DC Trip Overview
 - Deputy Commissioner Shea gave a brief overview of the SSIC's trip to Washington DC. He was impressed with the overall support and attendance of

the event and the presence of Governor Malloy and Acting Secretary Beers. He asked that SSIC staff distribute three documents concerning school safety prepared by the U.S. Department of Education. These documents will be emailed to all Council members. He suggested that SSIC members should take the time to review these documents. Deputy Commissioner Shea then asked each Council member and staff who attended the two day event to give brief comments.

- John Woodmansee gave a brief overview of his experience on the trip.
 - Irene Roman mentioned that she was very pleased that other groups across the country are taking school safety seriously. She was very pleased with the progress made by the Katy Independent School District (ISD) of Texas.
 - Ron Jakubowski commented that the local, state and federal connections made during the trip were one of the most rewarding results. He commended the U.S. Department of Homeland Security Science and Technology Division's initiative, but expressed interest in how the U.S. Department of Education will be involved moving forward.
 - SSIC staff who attended then commented on the overall trip.
 - Deputy Commissioner Shea welcomed Commissioner DeFronzo to the meeting and turned the floor over to him.
 - Chairmen DeFronzo then gave his perspective on the visit to DC. He echoed a few of the comments by other Council members, stating that it was a successful trip. He felt DHS seemed very responsive to the event and was encouraged by the progress already made. He mentioned that it's now clear that the IRVS for Schools will not be ready by January of 2014, but more like mid 2014. In the interim the SSIC will need to recommend an alternative school assessment and design tool. This may be the National Clearing House for Educational Facilities (NCEF) checklist, which is already required for the School Security Competitive Grant Program.
 - Deputy Commissioner Shea suggested that another letter be sent to Governor as follow-up and that it may be a good idea to reach out to CT's federal delegation. SSIC staff is currently working on a draft letter.
 - Chairman DeFronzo mentioned that Katy ISD's congressman is the chair of the U.S. Committee on Homeland Security. Michigan, who also participated in the workgroup, has representation on the committee. It is the understanding that both will be contacting their Federal representatives requesting their support for the IRVS for Schools.
 - Chairman DeFronzo mentioned that DHS is still running on a tight budget and that funding for the IRVS School Project may take longer than anticipated. The SSIC will explore the recommendation of the NCEF checklist until the IRVS project is complete.
 - SSIC staff suggested that links to the NCEF checklist be made readily available on the State Department of Education and Department of Administrative Services website.
- Draft Report Update
 - Chairman DeFronzo gave a brief overview of an updated version of the SSIC draft report. He asked that Council members take time to review the report

- before the next meeting. Any comments, suggestions or changes can be sent to SSIC staff.
- School Planning Advisory Council was briefly discussed.
 - The SSIC briefly discussed overall costs of the infrastructure standards on new construction and retrofit as new. The expansion and/or extension of the School Security Grant Program, was also discussed with regard to the inclusion of smaller projects. CT's Chapter 173 statutes may need to be modified.
 - Dick Morris asked if we've addressed two-way radio communications in the standards. He gave an example of a school that was recently built, which didn't have a backup generator. It was discovered that two-way radio system wouldn't work in the event of a power failure because they weren't powerful enough to reach across the school. SSIC staff mentioned that these concerns are addressed in the standards.
 - SSIC staff then gave an overview of the nine critical areas identified in the infrastructure standards. There were originally seven, but the list has expanded based on further research and feedback.
 - Detective Grieder made a suggestion with regard to blast resistance. Changes will be sent to SSIC staff.
 - SSIC staff mentioned that the standards will be reviewed by the state building inspector to ensure compliance.
 - Chairman DeFronzo mentioned that the nine identified critical areas will be listed in the draft report. The standards, which will be an appendix to the report, will include greater detail on each identified area.
 - SSIC staff gave an update on the Technical Compliance Guidelines (other areas) appendix, which is a working document. The actual guidelines will not be included in the final report. The framework for the guidelines may be included as an appendix. This is still being discussed.
 - Chairman DeFronzo mentioned that the game plan is to have a substantive report ready soon. The draft report and standards will need some cleaning up, but will be sent out to the Council soon for review. The SSIC hopes to have a completed draft by second week in December. Chairman DeFronzo asked all members to carefully review all documentation sent to them.
 - It was decided that the SSIC will not be meeting the week of November 25 to give the members enough time to review all documents sent out by staff. Chairman DeFronzo mentioned that will need to meet at least one final time review and approval the standards before sending them on to the legislature.
 - Dick Morris asked for an explanation of the approval process. Chairman DeFronzo replied that the Council will need to approve the standards, once approved; the standards will be passed by the Governor's office and then the legislature. Legislative committees of cognizance will most likely hold hearings on the approved hearings. It would be helpful for Council members to make themselves available for these hearings.
 - The SSIC agreed to meet on Tuesday, December 3.
 - Updated standards and the IRVS/NCEF appendix will be sent out to all Council members for review early next week. SSIC staff will be preparing these documents for release.

- Time, Date & Location of Next Meeting
 - Tuesday December 3rd
 - Time to be determined
 - DESPP Headquarters, Middletown

- Adjournment

5 MEETING END

Meeting Schedule End: 7:30pm

Meeting Actual End: 7:05pm