



***SCHOOL SAFETY INFRASTRUCTURE COUNCIL***  
**MEETING MINUTES**

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Meeting Date: [5/20/2014](#)

Meeting Location: [Legislative Office Building](#)

Approval: [DRAFT](#)

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
Pasquale J. Salemi	Deputy Commissioner	DCS	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		Y
Ronald Jakubowski	Former Asst. Superintendent of Schools for Operations and Facilities		N
Steven Waznia	Firefighter		Y
Adam Byington	Police Officer		Y
Irene Roman	Public School teacher		Y

## 2 MEETING LOCATION

Building: Legislative Office Building, Hartford CT

Room: 2A

## 3 MEETING START

Meeting Schedule Start: 1:00pm

Meeting Actual Start: 1:05pm

## 4 AGENDA

- Opening Remarks by Chair
  - Chairman DeFronzo welcomed everyone to the School Safety Infrastructure Council (SSIC) special meeting. Council members were asked to introduce themselves for the record. Chairman DeFronzo indicated that the Connecticut Network (CTN) would be both recording and live streaming the event. Chairman DeFronzo gave a brief overview of the agenda and an explanation of the main purpose for convening today. The SSIC report, since its release, has been subjected to further review by legislators, local school officials, architects, security professionals and members of the general public. As a result of these comments, SSIC staff has revised the report for consideration and approval by Council members.
- Approval of December 3<sup>rd</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 Deputy

Commissioner Shea and seconded by Steve Waznia. The minutes were approved with no changes.

- Legislative Update
  - Jenna Padula, SSIC Staff and DCS Staff Attorney, gave a brief legislative update on language that passed this year concerning the SSIC. All language passed was contained in Public Act 14-90 (Sections 2, 3 & 4), which was recently signed by the Governor.
    1. Section 2 adds another member to the Council—a licensed building official appointed by the Governor. (Effective upon passage)
    2. Section 3 allows the Commissioner of Administrative Services to “waive any of the provisions of the school safety infrastructure standards if the commissioner determines that the application demonstrates that the applicant has made a good faith effort to address such standards and that compliance ... would be infeasible, unreasonable or excessively expensive.” (Effective July 1)
    3. Section 4 allows the Commissioner of Administrative Services to require districts to use the designated risk assessment tool to conduct a risk assessment of a proposed school facility and allows the Commissioner to accept an alternative assessment tool if he deems it comparable. (Effective July 1)
  
- Public Comment
  - Chairman DeFronzo, prior to opening up the meeting to public comment, read an email he had received from a Ms. Katie Gregory of Weston, CT. Ms Gregory has expressed concern with regard to the “Shared Space” language within the SSIC report. In particular, Ms. Gregory is concerned about the use of a local school facility within Weston, CT. Chairman DeFronzo commented that the state is not responsible for the funding of structures that are not school facilities and cannot prohibit a local municipality from using a school facility for shared space or mixed use purposes.
  - John Warren of DEMHS introduced himself and three durational employees who will be responsible for reviewing school emergency and security plans.
  - Diane Harp Jones, American Institute of Architects Connecticut, thanked the Council for allowing them to be part of this process. Although they did not have the opportunity to review the changes prior to today’s meeting, they would greatly appreciate being part of the process moving forward.
  
- Review of Proposed Changes to SSIC Report
  - Craig Russell, SSIC staff and DCS Director of School & State Construction Support Services, gave an in-depth overview of each of the “proposed changes” to the SSIC report. The changes are broken down into 3 major categories: Significant Changes, Technical Changes and Minor Revisions. Changes were based upon substantial feedback from state legislators, architects, engineers and others.
  - Craig Russell introduced David Barkin, CT’s Chief State Architect, and Bill Abbot, State Fire Marshall, who helped to review the “proposed changes” to Appendix A.

- Craig Russell proceeded to give an in-depth review of each of the proposed changes. Council members were provided a document that highlighted all additions in yellow; line strikes reflecting deletions and explanation of changes in red text.
- *Comments of note concerning significant changes are listed below. For more information on the SSIC "proposed changes", please visit [www.das.ct.gov/ssic](http://www.das.ct.gov/ssic). A revised draft version of Appendix A has been made available that includes these changes.*
  1. **Technical Compliance Manual (TCM)** on page 4 of Appendix A, language added for clarification on the intent of the Manual (Appendix E), which remains a work in progress. Chairman DeFronzo commented that since the TCM is not yet available, this language and other language revised throughout Appendix A, provides greater flexibility until the TCM is completed. Expected completion date for the TCM is sometime in early 2015.
  2. **School Safety Infrastructure Standard Waiver** (Page 4), new language included in AAC School Authorization of State Grant Commitments for School Building Projects, SB 475, File #577, which was approved by the legislature on 5/6/14 and recently signed by the Governor.
  3. **5.12 (new addition) & 5.53 (new addition)**, new language added to address glazing in areas of high traffic, areas of high risk and primary entrance ways. Chairman DeFronzo asked if this remains a minimum requirement that districts must address. Craig Russell explained that it does. Chairman DeFronzo commented that this was an attempt to grant greater flexibility to a school district and that this would be something that could be reviewed by the state for compliance. Craig Russell explained that this language was an attempt to clarify glazing in certain areas. The word "minimum" with regard to glass was not defined and thus removed. Level of resistance etc will be defined in the TCM.
  4. **5.47 (new 5.43) Exterior Door Numbering System**, a door numbering system cannot be defined until completion of construction documents. Some unique configurations may require an alternate numbering system. A uniform numbering system was desired, but not possible given various school designs.
  5. **6.16 & 6.17 (Combined into new 6.13) - Classroom Doors**, standards combined for clarification purposes. TCM to define levels of tamper resistance.
- An overview of "Items Moved from Minimum Requirements to Consideration", which is a subcategory of significant changes was given by Craig Russell. These changes include items that were moved due to site constraints.
- Craig Russell then gave an overview of the two remaining categories, "Technical Changes" and "Minor Revisions". The minor revisions category includes three sub categories, "Changes Made for Clarification Purposes", "Changes Eliminating Redundancy" and "Changes to Ensure Consistent Use of Reference and Terminology". Technical revisions include changes regarding fire and life safety codes, specific standards and other code compliance items. The minor revisions category includes changes that eliminate standards that are considered maintenance or operational in nature or may be too restrictive as a result of site limitations.
- Deputy Commissioner Shea asked for clarification with regard to specific distances given in the report. SSIC staff will need to gather further information before responding.

- Deputy Commissioner Shea asked for further clarification regarding 8.4 & 8.9. Craig Russell responded that these are two separate components. Emergency generation (8.9) was moved to consideration because not all schools serve as emergency shelters. Emergency generation is only required if a school has designated space as a shelter. Backup generation (8.4) is required in order to be compliant with fire and life safety codes, which is why it's under a minimum standard to be met.
  - John Woodmansee commented that 1.16 was operational in nature. Staff determined that "be properly maintained" should be removed from 1.16 in order to remove the operational component.
  - Chairman DeFronzo stated that the Council will be accepting comments from interested parties and members for the next 7-10 days. This should allow enough time for SSIC staff to make the appropriate changes prior to the July 1 effective date. The Council will most likely reconvene in January or early 2015 to discuss the Technical Compliance Manual once it's complete.
  - The Council may meet earlier dependent on when a consultant is selected to finish the Technical Compliance Manual.
- Time, Date & Location of Next Meeting
    - To be determined
  
  - Adjournment

## 5 MEETING END

Meeting Schedule End: 4:00pm

Meeting Actual End: 3:05