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

### **MEETING MINUTES**

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Meeting Date: 06/10/2015

Meeting Location: State Office Building

Approval: 03/08/2016

Recorded By: Jason Crisco

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## 1 ATTENDANCE

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

## 2 MEETING LOCATION

Building: State Office Building

Room: 532

## 3 MEETING START

Meeting Schedule Start: 1:00pm

Meeting Actual Start: 1:05pm

## 4 AGENDA

- Opening Remarks by Chair
  - Chairman Currey introduced herself and congratulated the Council on their accomplishments related to school safety infrastructure over the last few years. She is looking forward to working with the Council on continuing their work. The intent of today's meeting is to provide the Council with an update on the Technical Compliance Manual and Reference Index (Appendix E) that is being worked on by consultants and SSIC staff.
- Approval of May 20, 2014 Minutes
  - Chairman Currey asked for a motion to approve the minutes from the previous meeting. A motion to approve the minutes was made by Ronald Jakubowski and seconded by John Woodmansee. The minutes were approved with no changes.
- Introduction of Council Members
  - Chairman Currey asked for each member to introduce themselves for the record. The Council has two new members, one being Chairman Currey and the other

Officer Michael DiCocco who is replacing Officer Adam Byington as School Resource Officer.

- Introduction of Staff Members
  - Chairman Currey asked for each staff member to introduce themselves and give a brief overview their role with the Council.
  
- Legislative Update
  - Staff member Jenna Padula gave a brief legislative update. Legislation this year included the addition of an architect to the Council and a change from the word “standard” in Public Act 13-3 to “criteria. The word change is an attempt to clarify the existing language. Neither was implemented as some agency bills were not acted on before the close of this year’s regular session. It is anticipated that these changes will be made during an upcoming special session.
  - Chairman Currey asked the Council for a voice vote on the change from “standard” to “criteria”. The Council voted in approval for this change.
  
- Staff/Consultant Presentation and Council Discussion
  - Staff member Craig Russell gave a brief overview of the SSIC and it’ legislative charge. He discussed how Appendix A and E remain “living” documents per Public Act 13-3 and subject to review and updates by the Council each year.
  - Craig Russell then introduced consultants Erich Baumgartner and Christine Shepard of Weidlinger Associates, Inc. Both have been working extensively on the Technical Compliance Manual (TCM) and Resource Index (RI).
  - Erich and Christine proceeded to give a more in-depth overview of the TCM/RI. The TCM/RI is designed to assist school districts, engineers, architects and other interested parties meet the standards in Appendix A. The TCM/R, as with Appendix A, are for physical infrastructure elements only, not operational and procedural items. Christine Shepard walked the Council through the TCM/RI process and how each relates to Appendix A. She also gave an explanation of the RI and its different levels of protection.
  - Following the consultant presentation, the Council then moved into Council discussion of the TCM/RI
  
- Council Q&A and Discussion
  - John Woodmansee asked what the numbering system was across the top of the Reference Index (RI). Staff indicated that those numbers will removed in the next version of the TCM/RI.
  - Craig Russell commented that other DAS staff, including DAS’s Chief State Architect, building and code officials, fire marshals and others will also continue to review and provide feedback on the TCM/RI. The process so far has been mostly internal, but soon will be open to others for review.
  - Ronald Jakubowski asked if facilities operations personal at schools will be included in future reviews.
  - Chairman Currey mentioned that the document has not yet been reviewed by outside groups, but would most certainly include facilities personal in the process. Chairman Currey would like to get multiple reviews on the TCM/RI before she feels comfortable releasing the document to the public.

- John Woodmansee commented that the Technical Compliance Manual was easily understood after some review and complimented the consultants/staff on their efforts.
  - Craig Russell indicated that the RI will require additional work and feedback before release.
  - Chairman Currey asked for any additional comments. None were given.
  - Chairman Currey indicated that she would like to see the TCM/RI approved and released by September. She asked that Council members plan on meeting sometime in mid-September to complete this task. She asked that Council members please provide feedback as soon as possible to staff member Jason Crisco so that we can continue moving through this process.
- Time, Date & Location of Next Meeting
    - Mid-September with location and time to be determined.
  - Adjournment
    - Chairman Currey asked for a motion to adjourn. A motion was made by Ronald Jakubowski and seconded by Deputy Commissioner Shea.

## **5 MEETING END**

Meeting Schedule End: 3:00pm

Meeting Actual End: 2:35PM