

**S S S C Meeting Minutes**

<b>Call to Order Online</b>	<b>Committee</b>	<b>Date of Meeting</b>
10:31am by Kal Kallison	School Safety and Security	Monday, June 27, 2022
<b>Adjournment</b>	<b>Recorder</b>	<b>Date of Next Meeting</b>
12:00pm	Kathleen Daniels	October 6, 2022

<b>Not Attendance</b>	Sherry Field	Starla Simmons	Thelma Herrera		
	Jennifer Maedgen	Laura Davis			
	Scott Gray				

TOPIC	DISCUSSION/RECOMMENDATIONS/CONCLUSIONS	ACTION & OUTCOMES
Announcements/Quick Items	<ul style="list-style-type: none"> <li>Meeting was brought to order by Kal Kallison at 10:31 AM; Meeting recorded</li> <li>Introductions of Committee                             <ul style="list-style-type: none"> <li>Dr. Autumn Leal introduced with a short welcome</li> <li>Special Guest Dr. Melissa Chavez introduced with a short welcome</li> <li>Committee members made a short introduction</li> </ul> </li> <li>Committee Purpose reviewed</li> </ul>	
<b>TODAY'S ITEMS</b>	<b>DISCUSSION/RECOMMENDATIONS/CONCLUSIONS</b>	<b>ACTION &amp; OUTCOMES</b>
Citizen Comments	<ul style="list-style-type: none"> <li>No comments submitted</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Action Items for Consideration by Consent	<ul style="list-style-type: none"> <li>Lily Dominguez motioned to approve minutes from February 15. MM second.</li> <li>Yes:11- No: 0</li> </ul>	
Action Items	<ul style="list-style-type: none"> <li>10:49 AM moved to closed session. Recording was paused.</li> <li>Updates to Emergency Operations Plan Appendix 20. The code phrase for emergency was shared. Dr. Chavez asked if this covers policy for removal and Dr. Leal confirmed Appendix 20 does contain the policy.</li> <li>Anonymous Reporting link has been added to both district websites. This is tied to behavior threat assessments. Dr. Chavez will the community be alerted about the anonymous reporting. Discussion started on best way to get this link out. Ms. Dominguez shared in Principal Chat and with parents through Class Dojo. Ms. Murray shared concerns of how the link will be utilized at locked residential campuses. Dr. Chavez suggested parent handbook and start of the year training. Ms. Daniels suggested posters being created.</li> <li>Dr. Leal discussed the Incident Command System. Noted not correlated to our district chain of command. Recommendation is Dr. Leal is the Incident</li> </ul>	<ul style="list-style-type: none"> <li>Share anonymous reporting info with all staff and parents.</li> </ul>



	<p>Commander due to her safety background. Upon arrival of 1st Responders this role will be handed over to First Responder who arrives on site (most likely will be UTPD or Austin Police Department). Dr. Chavez has agreed to be the Public Information Officer. Dr. Whetstone agreed to Liaison Officer. Ms. Daniels agreed to Safety Officer. The roles of Planning and Logistics should the crisis go for multiple hours or days. Ms Dominguez agreed to Logistic role. Discussion: Kal Kallison commented about chain of command with a reflection to the Uvalde. How would Chain of Command work in scenario the Incident Commander is not working in the best interest of the children. Officer Daniels responded that if it is an active shooter the officer is going in. Dr. Kallison clarified that 1<sup>st</sup> officer on scene is the commander. Officer Daniels noted training is to stop the killing at all cost so no time think and have to react. Mr. Robb noted that when a higher ranking officer arrives they will takeover so officer can enter. He clarified that UTCSS chain of command is commanding the school response to the incident. It is separate to the responder commander. Ms. Montoya asked who would be the second person if Dr. Leal not on campus. Recommended a secondary and tertiary be added this chart. Mr. Kallison suggested to defer to UTCSS staff. Dr. Calbow agreed.</p> <ul style="list-style-type: none"> <li>• Cybersecurity Annex: Dr. Leal shared the UT Chain of Command</li> <li>• Reunification Plan: Dr. Leal reviewed the reunification plan purpose and updates. A tabletop exercise will be needed for UTCSS. Ms Ingram asked if Ms. Montoya will still be in this role and Dr. Leal clarified that these roles are based on skill set. Ms. Montoya agreed to her role. Ms. Murray asked about off-site campuses. Dr. Leal clarified that the campus SSSP team should review location options. Ms. Murray said this was in place through BTA Team and if Dr. Leal would like this information. Dr. Leal said she would like to receive this information for UTCSS EOP. Officer Daniels pointed out during exercise that each member needs to role-play each role so everyone understands. Communicable Disease Annex: Dr. Leal reviewed updates. She explained how UTCSS works with health departments. No questions.</li> <li>• Active Threat Annex: Dr. Leal reviewed this new document. It was written with UT Elementary since this is the one site we own and manage. We will support partner locations as needed. Ms. Domingez asked if UTPD has access to the front gate. Officer Daniels will verify but does believe UTPD does have the gates. Ms. Montoya mentioned which key would be needed. Ms. Ingram shared concern about what if the incident is outside. Two-way radio system is being purchased. The current paging notification system was explained.</li> <li>• Psychological Annex: Dr. Leal reviewed this new document</li> <li>• Audit Recommendations reviewed progress by Ms. Daniels. Dr. Leal reviewed the entrance camera system. Ms Ingram asked how long for installation. It is currently in the business office for approve to start the contract. Ms. Montoya asked how does the camera system work in regards to how long are they are</li> </ul>	
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	<p>on camera. Dr. Leal will look into this. Dr. Kallison applauded the staff for reviewing the audit items and following up on them.</p> <ul style="list-style-type: none"> <li>• Required Training: Ms. Daniels reviewed the required training for Psychological First Aid</li> </ul>	
<p>Reports</p>	<ul style="list-style-type: none"> <li>• Dr. Leal shared our current state of the district. COVID program updates were shared.</li> </ul>	
<p>Discussion Items/Adjournment</p>	<ul style="list-style-type: none"> <li>• Dr. Kallison called open session at 11:44am.</li> <li>• JR motion to approve the plan and EC seconded the approval. 11 Yes 0 No</li> <li>• Active Annex SI motion for approval MM second the approval 11 Yes 0 No</li> <li>• Psychological Annex: EC Motion JR second the approval 11 Yes 0 No</li> <li>• Meeting Adjourned at 11:48 AM</li> </ul>	

