

SSSC Meeting Minutes

Call to Order	Committee	Date of Meeting
11:01 am by Dr. Eboni Ceasar (Co-Chair)	School Safety and Security	October 23, 2025
Adjournment	Recorder	Date of Next Meeting
12:21 pm by Dr. Eboni Ceasar (Co-Chair)	Dr. Autumn Leal	February 18, 2026

In Attendance	Dr. Eboni Ceasar Co-Chair	Dr. Katie Tackett Co-Chair	Dr. Michael Caudill UTHS Superintendent	Dr. Autumn Leal UTCSS Assistant Superintendent
	Dr. Lara Wilder UTES Principal	Dr. William Lasher UTES Management Board	Kathy Armenta UT-UCS Advisory Board	Dr. Jennifer Maedgen UT-UCS Advisory Board
	Dr. Cinthia Salinas UTHS Management Board	Starla Simmons UTHS Management Board	Megan Phillips UT Emergency Management	Joyce Jurado Parent
	Gary Freeman Methodist Children's Home	Mary King UTUCS Teacher	Thelma Herrera UTES Teacher	Dr. Janina Roberts UTCSS Director of Special Programs
	Ryan Baldwin UT College of Education	Caris Vollentine UTCSS Operations	Alec Villalobos UTPD	Andrea Menchaca UTCSS Social Worker
	Bob Micks UT PK-12 Human Resources			
Not In Attendance	Dr. Melissa Chavez Associate Vice President	Dr. Nicole Whetstone UTCSS Superintendent	Jenny Davis UT PK-12 Director of Finance	Derek Trabon UT Emergency Management
	Rae Ann Banda Parent	Barry Bacom UTHS Special Programs Director	Jessica Loreda-Carrizales Parent	
Guests	Romi Nadato UTCSS Social Work Intern	Helen Heustess UTCSS Social Work Intern		

TOPIC	DISCUSSION/RECOMMENDATIONS/CONCLUSIONS	ACTION & OUTCOMES
Announcements/Committee Purpose	- A quorum was confirmed and the meeting was brought to order by Dr. Ceasar at 11:01 am; Meeting recorded on Zoom. - Introductions – Dr. Janina Roberts, UTCSS Special Programs Director, was introduced as the newest member of the committee - The purpose of the committee is to participate in the development and implementation of the emergency operation plans (for both districts) and to provide input into campus safety planning and the security audits.	N/A

	- The district has established a School Safety and Security Committee with members with expertise, to the greatest extent possible, in all categories listed in §37.109(a-1). - The committee reviewed the applicable changes to the Texas Open Meetings Act, including the requirement that all committee members attending virtually must keep their cameras on for the duration of the meeting.	
TODAY'S ITEMS	DISCUSSION/RECOMMENDATIONS/CONCLUSIONS	ACTION & OUTCOMES
Citizen Comments	There are no requests for citizen comments or submissions to the School Safety Internet Comment Portal to review.	N/A
Action Items for Consideration by Consent	- A motion was made by Ms. Armenta and a second motion was made by Dr. Maedgen to approve the following: - Minutes from the meeting held on July 17, 2025 - All present (see roster) were in agreement and there were no nays and no one abstained from voting. The motion passed.	All motions passed
TODAY'S ITEMS	DISCUSSION/RECOMMENDATIONS/CONCLUSIONS	ACTION & OUTCOMES
Executive Closed Session	- A Closed Session was held to discuss the results of the District Vulnerability Assessment completed by TEA on September 4, 2025. - Legal Justification: Section 551.089 of the Texas Open Meeting Act (Deliberation Regarding Security Devices or Security Audits; Closed Meeting) specifies that topics related to security, safety audits, or potential vulnerabilities must be discussed in closed session. The meeting will return to open session for any and all votes. - The committee reviewed the results of the DVA, including the corrective actions required by TEA: - A District Vulnerability Assessment is an in-depth audit of all safety and security policy, procedure, and documentation completed by Texas Education Agency. There are ten areas of focus and a detailed rubric that examines both district and campus areas of safety and security protocol. - Overall, the district performance was satisfactory, with only six corrective actions required. - The contents of the corrective actions were reviewed by the committee but the results are not public information and are not subject to any open	The committee will review the DVA final outcomes, including the completion of the remaining corrective actions, during the next meeting (February 18, 2026)

	records requests. - The district has already completed, submitted, and confirmed three of the six corrective actions with TEA - The remaining three corrective actions will be completed within the deadlines set by TEA.	
Action Items for Consideration	- Committee returned to open session to complete a public vote on presenting the Full Report from the UTES District Vulnerability Assessment to the UTES Management Board on October 28, 2025: - A motion was made by Ms. Armenta and a second motion was made by Dr. Maedgen to approve the submission of the District Vulnerability Assessment Full Report and results to the UTES Management Board. - All present (see roster) were in agreement and there were no nays and no one abstained from voting. The motion passed. - Dr. Ceasar requested a motion to discuss the Breeching Tools & Ballistic Shield Requirement from the most recent legislative session. The motion for discussion was brought by Ryan Baldwin and seconded by Dr. Katie Tackett. - Caris Vollentine presented information on the new requirement from the 89th Session of the Texas Legislature that requires all school campuses to have a door breeching tool and a ballistic shield kept on site. - UTES and UTHS are in compliance with this requirement. UTPD has provided the required equipment and has agreed to be responsible for the upkeep. - UT-UCS will require a good cause exception to this requirement because the district does not own, lease, rent, or control any of our school sites. We cannot require our facility partners to purchase or house this equipment. It would also be difficult to coordinate the location of the equipment with local law enforcement because we do not have control of storage or maintenance protocols with our partner facilities. - Dr. Ceasar called for a vote to approve the good cause exception. Mr. Baldwin called for the motion and Ms. Mary King seconded. All present (see roster) were in agreement and there were no nays and no one abstained from voting. The motion passed and a good cause exception will be kept on record for the UT-UCS Breeching Tool/Ballistic Shield requirement.	All motions passed

Reports and Discussion Items	• Dr. Michael Caudill presented on the safety requirements for UT High School. Since the district is considered a “Special Purpose District” by the state, many of the safety and security items required of standard districts are waived for UTHS. • Megan Phillips presented information on the University of Texas Security and Emergency Management Office, including the on-going duties and current initiatives of the department. • Dr. Autumn Leal & Caris Vollentine presented updates on the following compliance topics: • Overview of policies and procedures related to compliance and documentation • District compliance on routine submissions of safety & security policy and audit reports to the Texas School Safety Center (TxSSC). • Campus compliance updates for UTES and UTUCS schools • Andrea Menchaca provided the Student Wellness and Mental Health report, including highlighting programs including staff training sessions, the Masters of Social Work interns, and the SEL curriculum offered at UTES & UT-UCS • Next committee February 18, 2025 at 11:00am This will be a hybrid (in person and zoom) meeting.	
Additional Notes	• Documentation of the meeting’s contents, including both an audio and visual recording of the meeting, are maintained in accordance with the Chapter 551, Government Code [the Texas Open Meetings Act]. • This meeting was open to the public and an opportunity to make public comments at the meeting was provided. Additionally, a public Safety & Security Internet Comment Portal has been developed and is advertised on the district webpage. Any comments submitted will be reviewed and discussed at each meeting, in accordance with Tex. Educ. Code § 37.109(d). • This committee participates in the development and implementation of the district’s emergency plans by ensuring they are consistent with the EOP [TEC 37.109(b)(1)]. • Members of the committee provide periodic updates to the school boards and administrations for all three districts to give updates on the EOP/safety measures and plans according to best practices of Texas Education Agency and the Texas School Safety Center (TSSC) [TEC37.2091]. • The committee participates in the development and implementation of the districts’ emergency operations plans by ensuring they are consistent with the	

	districts' EOPs and reflect the campuses, facilities, or support services that need to exist [TEC 37.109(b)(1)]. • The committee has reviewed each report submitted to the Texas School Safety Center to ensure accurate and complete information regarding each campus and facility owned and controlled by UT-Austin, each support service, and follows criteria established by the Texas School Safety Center [TEC 37.109(b)(4)]. • The committee supplies the campus, facility or support services information required for the districts for completion of safety and security audits, safety and security audit reports, or any other report required to be submitted to the TSSC EOP [TEC 37.109(b)(3)]. • The committee consults with local law enforcement agencies on how to increase their presence near district campuses [TEC 37.109(b)(5)]. • The committee selects where the bleeding control stations are to be placed in the schools, ensuring they are in easily accessible areas [TEC 38.030(a) and (b)(2) and (c)].	
Adjournment	• The meeting Adjourned at 12:21 pm by Dr. Ceasar	
Meeting Recording	• A recording of the meeting is available.	

