



**SAFETY ADVISORY COMMITTEE MEETING
FRIDAY, AUGUST 9, 2019 3:30 PM,
ATRIUM
MINUTES**

1. In Attendance, Establishment of Quorum, Call to order: (5 minutes)

In attendance: Dr. Bruce Tabor, Mr. Carl Ilig, Ms. Katie Hansen, Mr. Norman Comparini, Ms. Karen Fitzgerald, Ms. Alexandra Russo and Ms. Michele Morales

2. Review and approve the minutes of previous meeting(s): (5 minutes)

No minutes to approve.

3. Updates/Reports: (10 minutes)

- a. Update on 86th Legislature Laws relating to Safety: Dr. Bruce
 - i. AED/CPR Training update.
 - ii. Bleeding Station
 - iii. Trauma Station

Dr. Bruce updated on the AED/CPR training the staff will do. He talked about the bleeding station and the trauma station stating that we have until January 1, 2020 to get this in place. We will be using ESC Region XIII to get training on this.

- iv. All Committee Meetings must have agenda and open to the public

The protocol for public comments was discussed. We will determine when and how long at our next meeting. It was suggested that we add a resolution to vote on a secretary at the next safety committee meeting so he/she can sign the minutes.

- v. Regular Safety Drills
 - 1. Evacuation/Lockdown/Lockout/Shelter in Place/Weather



2. Evacuation Routes by community

Regular safety drills were discussed as well as updating all evacuation routes per classroom.

b. Calendar of Meetings Update: Ms. Katie Hansen

Calendar meetings were discussed and it was determined that the meeting would move from Tuesday to Mondays and the time from 3:30pm to 2pm. The dates for the next meetings are:

- Monday, October 21st, 2019 at 2pm
- Monday, December 2nd, 2019 at 2pm
- Monday, February 10th, 2020 at 2pm
- Monday, April 27th, 2020 at 2pm

c. Workshop update: Mr. Carl Ilig

Threat assessment workshop will be in Waco on August 22nd. Dr. Bruce and Carl will be attending and will be working on getting and Emergency plan in place.

4. Discussion and Action Items: (30 minutes)

- a. Discussion: Threat Assessment Analysis and Recommendations (sub-committee) September 15 Due Date

Committee voted to move the September 15th due date to September 30th. Bruce moved on the motion to change the due date to September 30th, Carl seconded and all approved.

The subcommittee was discussed and will be formed by Karen Fitzgerald, Norman Comparini and Alexandra Russo.

- b. Discussion: Emergency Operations Plan (EOP) analysis and Recommendation (sub-committee) September 22 Due Date



This discussion was tabled until the next Safety Committee meeting. First we need the threat assessment developed and then we can move on to the Emergency Operations Plan.

c. Policy 300.080 Review

The Policy 300.080 was reviewed.

d. Drop Off/Pick up overview

Dr. Bruce discussed the new system we will be using for our drop off and pick ups. We will be using CurbSmart. We need to determine how to use this system for early pickups, sick kiddos and doctor appointments. Drop off will be from 7:30am-7:55am.

5. Next Meeting (October 1, 2019)

The next meeting was moved from October 1st to October 21st at 2pm.

6. Adjourn

Carl moved to adjourn the meeting, Alexandra seconded and all approved. Meeting was adjourned at 4:18pm.