SAU 41 Health & Safety Team

Meeting Minutes

June 13, 2023

3:30 p.m.

Via Zoom

Attendance: Kelly Seeley, Dan Molinari, Carrie Marsh, Jen Dubois, Adam Kushmerek, Jen Govostes(Hollis Fire), Amanda Inman, Stephanie Sayer, Dave Coffey, Lance Finamore, Deane Navaroli, Rick Bergeron, Carol Tyler, Candi Fowler, Charlene Lavery, Rick Todd, Heather Hoefs, Caitlin Carmelleni, Patrick West, Paula Izbicki, Jessica Cue, Patricia Bouley, Diana Ledoux

1. **Meeting Dates for 2023-24 School Year via Zoom (for now) – Dan**
    - **Oct:** 10/10/23
    - **Jan:** 1/9/24
    - **Apr:** 4/9/24
    - **Jun:** 6/11/24

2. **SAU-Wide Radio System Update - Kelly**
    - The COPS SVPP grant application has been submitted
        - *This grant has been applied for. Currently waiting on response, no timeframe was provided for a response.*
        - *Radios will be put in the budget for FY25*
    - Giant "Thank you" to: Deane, Dave, Rick B and Rick T

3. **Table Top Response Plans – Dan-***Reviewed by each building by Administrator*
    - Building Level Safety Teams:
        - ✓ Complete Plan of Action
        - ✓ Report in June-What is on each school's plan of action
            - *When calling 911-you must say you are calling from Brookline, NH or Hollis, NH, often calls are routed through Massachusetts.*
            - *Panic buttons in both CSDA and RMMS need to be fixed and are currently not working*
            - *Panic buttons at HUES and HPS are working*

4. **Avoid, Deny and Defend-Rick Bergeron – Need Locations - Kelly**
    - June 20th Training Logistics (date confirmed):
        - HBMS – 10-noon: Quigley/Barnett - Library
        - HBHS – 9:30-11:30 and 12:30-2:30: Bergeron - Auditorium
        - HPS – 9:30-11:30: Kushmerek – HUES Cafeteria
        - HUES – 12:30-2:30: Kushmerek – HUES Cafeteria
        - CSDA & RMMS (joint training) – 1-3: Quigley/Barnett – CSDA Gym

5. **Reunification Drill-Dan**
    - RMMS Reunification Drill
        - *video form reunification drill was viewed*
            - Report on how things went
            - Lessons learned
    - FY24-Each School Does a Full Drill
        - The SAU will be scheduling dates during the summer
    - Resources:
        - Watch the RMMS Spring drill when available
        - Involve SAU and Other Schools
        - HSEM reunification links from the REMS TA website. The first one is a 45 minute webinar. A good introductory to reunification for school staff: PREPARING TO REUNIFY STUDENTS WITH FAMILIES AND GUARDIANS BEFORE, DURING, AND AFTER A SCHOOL EMERGENCY
          REMS TA Center Website (ed.gov)

        - Reunification Resources
          Family Reunification | Topic-Specific Resources | Readiness and Emergency Management for Schools Technical Assistance Center (ed.gov)

6. **Training Possibilities - Patrick**
    - November PD Day
        - Stop the Bleed –*training @HBMS next week*
        - Psychological First Aid (DHHS)
    - HSEM-Threat Assessment Training-3 hr intro training (see attached)
        - Discussion: Should we do this in FY24? If so, who should attend?
        - Target audience: Those who play a role in identifying threats of observable behaviors that may concern others
        - Are any first responders interested in attending?

7. **Crowd Manager Training Status - Kelly**
    - Seven staff members that were identified to take the training still need to take it – Kelly will email them and copy the principals/supervisor
    - Coaches & Volunteers – Do they need to take the training?
    - ***At the elementary level, crowd training is not needed for coaches/volunteers, they are not alone in the building.***
    - ***Grades 7-12 coaches should have training***

8. **Surprise Drills - Dan**
    - Concept: The SAU names a surprise "event" for each school one time during the year that involves a drill and emergency response

- Town first responders participate – can this be a surprise for them too?
- Discussion
- ***First responders do not support surprise drills (surprise to the Town), too much risk and too much confusion for their departments.***
- ***They could support surprise drills for the schools if they had at least 1-hour notice in order to put first responders on notice about the drill.***

9. EOP Work Session for Principals – Thursday 6/22, 10:30, HBMS Library - Patrick

10. Final FY23 Drills and Building Health & Safety Meetings – Dan

School	Monthly Safety Meetings	# of Evacuation Drills out of 6	Drop Cover Hold	Reverse Evacuation	SCAN	Secure Campus	Lock Down	Shelter in Place	Clear Hallways
CSDA	5	6		1	1	1	1	1	1 unplanned
HBHS	8	4			1		3		1 planned
HBMS	8	7		2	1		3	1	1 planned 5 unplanned
HPS	5	3		1/gr level	1	1	1		many over 10
HUES	3	5		1/gr level	1		3		2
RMMS	9	7	1	1		1	1	1	1 planned, 3 unplanned

Group Norms:

Begin/End on time, One person speaks at a time, Stay on topic/agenda, All points of view will be heard and respected, Presume positive intent