



SCHOOL SAFETY INFRASTRUCTURE COUNCIL

MEETING MINUTES

Meeting Date: [03/08/2016](#)

Meeting Location: [State Office Building, Room 532](#)

Approval: [DRAFT](#)

Recorded By: [Jason Crisco](#)

1 ATTENDANCE

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

2 MEETING LOCATION

Building: State Office Building, Room 532

3 MEETING START

Meeting Schedule Start: 1:00 PM

Meeting Actual Start: 1:10 PM

4 AGENDA

- Opening Remarks by Chair
 - Chairman Currey thanked Council members and staff for their work and feedback on Appendix E (Handbook), which was previously called the Technical Compliance Manual. The intent of today's meeting is to approve the Handbook and adopt changes based on internal and external feedback.
- Approval of June 10, 2015 Minutes
 - Chairman Currey asked for a motion to approve the minutes from the previous meeting. A motion to approve the minutes was made by Deputy Commissioner Shea and seconded by John Woodmansee. The minutes were approved with no changes.
- Staff Presentations of Appendix E (Handbook) changes and Council feedback
 - SSIC Staff began with an overview of changes to the "Handbook" from the previous iteration.
 - **Changes Include:**
 - Information from appendices integrated into the commentary of the criteria.
 - "Suggested Resources" section created.
 - Provides a summary of applicable references to the specific criteria.

- Allowed for the deletion of confusing appendices, eliminated redundancy and reduced the total number of pages from 361 to 244.
 - Bookmarks added to the pdf version of the Handbook to make it easier to look up sections and appendices.
 - A new appendix was created (Appendix II) outlining the interaction between the safety criteria and infrastructure features.
 - For each individual Infrastructure Feature (IF), a list of the relevant criteria that impact those criteria is provided.
 - A workflow diagram (Appendix III) was created outlining the school security program process.
- Staff then moved into comments and feedback provided by Council members.
- **Questions by Council members and answers (in red) by staff include:**
- There used to be a section regarding the design of gyms and auditoriums that are used as emergency shelters. ICC 500 standard for storm shelters was required. Was this section eliminated?
 - The ICC standard for storm shelters was removed from the criteria as it was thought to be too costly and would not apply to all schools. Reference to the ICC 500 standard remains in the SSIC Report on page 14, stating that “If a new or renovate as new school facility is being constructed with the intent that the facility be used as an emergency shelter, the design of the designated area that is to serve as an emergency shelter should be in compliance with the ICC/NSSA Standard for the Design and Construction of Storm Shelters.
 - Section 3.4 requires “Athletic areas and multipurpose fields at elementary school buildings contain a physical protective barrier to control access and protect the area.” What about other schools such as high schools? Was this for elementary schools only?
 - The requirement was meant for elementary schools only. Section 3.6 provides similar criteria for MS and HS, but the criterion is not a requirement, it is a consideration.
 - Section 4.5 requires “All new buildings to have approved radio coverage for first responders...” Was this section intended for “renovate as new” facilities as well?
 - Yes. The section has been revised accordingly.
 - Section 5.11 & 5.55: Section 5.11 requires the main entrance assembly to be bullet and blast resistant. Section 5.55 suggests that window systems be bullet and blast resistant, and refers to Section 5.11 for recommended resources. The standard criterion referenced in the Handbook for bullet resistance is UL4. Does UL4 mean a UL 752 level 4 rating? If so then this is unclear and should be clarified.
 - The term “UL4” was intended to reference UL 752 Level 4. Level 4 provides resistance to high powered hunting rifles with a muzzle of energy ranging from 2580-3120 ft. /lbs. Section 5.11 was revised

to clarify this issue. Section 5.55 refers back to section 5.11; no additional change is necessary.

- There is no standard criterion for blast resistance. I would suggest giving the specific minimum standard such as using ASTM F-2248-03, with a charge of 220 lbs. of TNT, at a standoff distance of 150 feet.
 - The consultant recommended that the charge weight and standoff distance be set by the school district through a threat and risk assessment process. We recommend that language be added to the Handbook directing the district to the threat and risk assessment process to establish blast resistance.
- Section 5.19 refers to hardening walls in foyers and public entries. The minimum level of compliance for masonry block thickness is listed as 4". The block should be a minimum of 8" thick. 4" block would provide little protection.
 - This section was revised to include a minimum of 8" thick masonry block. In the "Suggested Resources," of this criterion, reference is made to PDC-TR 06-08 which provides suggested response limits for both masonry and reinforced concrete that can be used to design the walls.
- Section 6.20 states that "if classrooms are equipped with a sidelight, the glazing should be penetration resistant. I think the glazing should be bullet resistive to UL 752 level 4. I also think the doors should have some level of hardening."
 - The level of resistance for interior doors and glass was discussed at length at Council meetings. The Council recommended that interior doors and windows be penetration resistant. The general consensus of the Council was to concentrate efforts to keep an intruder out of the building by first enhancing security at the property line and entry points of the school facility (1st Layer of Defense); hardening the primary entrances to the building (2nd Layer of Defense); security enhancements within the building, separating visitor entrances and community areas from the student population, securing the classroom corridors and the classrooms themselves (3rd Layer of Defense)
- Approval of Final Draft of Appendix E (Handbook)
 - Chairman Currey asked for a motion to approve Appendix E "Handbook" with the agreed upon changes, a motion to approve was made by John Woodmansee and seconded by Frank Costello.
- Time, Date & Location of Next Meeting
 - It was suggested that the Council reconvene in late October. A specific date/time would be decided at a later date.
- Adjournment
 - Chairman Currey adjourned the meeting.

5 MEETING END

Meeting Schedule End: 3:00 PM

Meeting Actual End: 2:35 PM