

**IDAHO SCHOOL SAFETY AND SECURITY ADVISORY BOARD
VIDEOCONFERENCE MEETING**

Wednesday - August 31, 2016 - 9:30 a.m. (MDT)

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian
1250 Ironwood Drive, Suite 220, Coeur d'Alene
2055 Garrett Way, Building 1, Suite 4, Pocatello**

***DRAFT MINUTES OF THE AUGUST 31, 2016 MEETING**

*NOTE: The following report is not a verbatim transcript of the discussions at the meeting,
But is intended to record the significant features of those discussions.*

Acting Chairman Brian Armes called the meeting to order at 9:36 a.m. (MDT)

Board Members Present:

Rep. Wendy Horman, Chairman
Matt Freeman, Vice-Chairman
Chad Huff
Jeff Gunter
John Ganske
Jeri Henley
Brad Richy
Matt McCarter
James Fry
David Gates
Matthew Handelman
Logan Easley

DBS Staff Members Present:

C. Kelly Pearce, Administrator
Patrick Grace, Deputy Attorney General
Fred Sisneros, Financial Manager
Brian Armes, IOSSS Program Manager
Bill Hatch, Public Information Officer
Larry Jeffres, Regional Manager, Region 1
Chris Jensen, Regional Manager, Region 3
Mike Munger, Southwest School Analyst
Mark Feddersen, North School Analyst
Guy Bliesner, East School Analyst
Kayla Harris-Baker, Administrative Assistant 1

Board Members Absent:

Sen. Marv Hagedorn

◆ **Approval of August 31, 2016 Agenda**

MOTION: Jeff Gunter made a motion to approve the agenda as presented. Wendy Horman seconded. All in favor, motion carried.

◆ **Election of Officers**

In accordance with Idaho Code § 33-5805, the Board shall elect a chairman.

MOTION: Matt Freeman made a to motion nominate Rep. Wendy Horman as Chairman. Jeri Henley seconded. All in favor, motion carried.

MOTION: Jeff Gunter made a motion to nominate Matt Freeman as Vice Chairman. Logan Easley seconded. All in favor, motion carried.

MOTION: Matt Freeman made a motion to delegate the Administrator of DBS as Secretary. Jeri Henley seconded. All in favor, motion carried.

MOTION: Jeff Gunter made a motion for the Chairman to serve a three-year term. Matt McCarter seconded. All in favor, motion carried.

◆ **Board Information**

The Deputy Attorney General (DAG) reviewed House Bill (HB) 514. Board Member McCarter questioned whether Idaho Code § 33-5803 would also include correctional institutions. The DAG stated he would look further into it and refer back to the Board Members at a later date. Board Member Easley questioned whether HB514 was focused on the brick and mortar pieces of educational facilities. The DAG disagreed; stating that Idaho Code § 33-5802 included the safety and security of students attending public education institutions. Board Chairwoman Horman asked if there was a provision for cyber security. There was a discussion. Chairwoman Horman agreed to discuss further at next board meeting after closer inspection.

ACTION: The DAG will research whether correctional institutions are included in Idaho Code §33-5803, informing the board at a later date.

ACTION: The topic Idaho Code § 33-5803 will be addressed as an informational item at the next regularly scheduled board meeting.

◆ **Program Manager Report**

Introduction to Staff - The Program Manager had all members of the Idaho Office of School Safety and Security (IOSSS) introduce themselves.

Office Website – The program website became operational on August 5, 2016. The Program Manager went through where to find information that is available. The website can be found at: <https://schoolsafety.dbs.idaho.gov/>.

‘See, Tell, Now!’ – The Public Information Officer went over the ‘See, Tell, Now!’ campaign. He discussed the news and media purchased for on-air coverage. He talked about the August 23, 2016 press release with First Lady Lori Otter at Cecil D. Andrus Elementary and the need for funding as well as the process for donating.

Security Awareness Instrument – The Program Manager explained the Security Awareness Instrument the analysts would be using during their time on school campuses. He showed the board members where the assessment was located on the internal network. He went over the different sections and questions that were on the assessment, showed how answering those questions populates an appropriate response and how that response will be sorted into the Executive Summary to be sent to the schools after the assessment. The DAG asked about how the assessment will be shared with the public. The Program Manager answered that the document will be sent to the administrators and that the administrators can distribute the assessment to their contacts as they see fit. Board Member Easley asked if the staff at the schools were going to be made aware of the analysts’ presence while they are doing

inspections. Analyst Bliesner answered that the findings will be only released to the site administrator and district administration. Chairwoman Horman discussed that the document will be only accessed by schools and the schools are free to use it as they see most efficient. Board Member Henley asked if board members could attend an assessment with the analysts. Administrator Pearce suggested the analysts would inform board members when they would be doing Assessments in their area. Board Member Richy discussed completed assessments being used for federal funding for schools for mitigation money.

ACTION: In the future, analysts will inform board members of when they will perform Assessments in their area.

Support Groups - Involvement – The Program Manager changed the topic from “Support Groups” to “Cooperative Groups”. He discussed how the Idaho Office of Emergency Management, formerly Homeland Security, has helped with the contacts for all of the emergency for each county. Board Member Richy discussed how the funding money was used in the last year, what it is generally used for and how it helps the schools. He also discussed how schools can apply for the funding. The Program Manager asked who the point of contact would be for the office to use. Board Member Richy supplied the point of contact. The Program Manager discussed meeting with Department of Environmental Quality (DEQ) about the lead in the water. DEQ’s plan is to provide bottles to test the amount of lead in the water. He talked about the help of the State Department of Education (SDE) on active shooters profiling. He discussed how active shooters exit strategy for their plans is suicide and how we’ve been working with SDE on suicide prevention within students. He discussed the funding of grant money for the office and schools.

Advisory Board Members, How to Engage – The Program Manager skipped this topic out of concern for time.

SRO Advisory – The Program Manager discussed Student Resource Officers (SRO), the training they receive and the National Association of School Resource Officers (NASRO). The IOSSS is working on creating an SRO Advisory Group.

University Advisory – The Program Manager discussed the statute and how it applies to universities. He talked about the differences in safety programs between the large and small campuses. He shared that the IOSSS office has reached out to college campuses, but has only corresponded with about half of the colleges in Idaho. His goal is to create a university group that would help with college campuses.

Building Devices – The Program Manager discussed reusing old first responder radios that can be reprogrammed for school use. He also stated that surplus radios would be cost effective for schools to use for communication between school buildings.

◆ **Administrator Report**

Financial Report - The Idaho School Safety and Security Advisory Board Fund, FY 2016 financial statement as of July 31, 2016, was reviewed.

Damage Prevention Board - The 2016 legislature approved a new 11-member board under the DBS titled *Damage Prevention Board*. The Board became effective July 1, 2016.

City of Meridian - Meridian is the ninth fastest growing city in the nation.

Construction Projects - New and/or existing projects are being built in the following cities: Fort Hall, Ketchum, Bellevue, Buhl and Blackfoot.

◆ **Adjournment**

MOTION: Wendy Horman made a motion to adjourn the meeting.

The meeting adjourned at 12:23 p.m. (MDT).

WENDY HORMAN, CHAIRWOMAN
IDAHO SCHOOL SAFETY AND
SECURITY ADVISORY BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

*These DRAFT minutes are subject to possible corrections and final approve by the Idaho School Safety and Security Advisory Board. 09/19/2016kh