

**Vermont School Crisis Planning Team Meeting**  
**Department of Public Safety, State Emergency Operations Center**  
**Waterbury, VT**

**January 9, 2018 Meeting Notes**

**Attendees:**

Barbara Bloom, School Counselor Association  
Emily Harris, Vermont Emergency Management  
Rob Evans, Agency of Education  
SGT Lucas Hall, Vermont State Police  
Leo Nadeau, Public Representative  
Deanna Ryerson, Howard Center representing

Department of Mental Health

**On the phone:**

Stephen Earley, Senior Advisor to VSCPT  
Sharonlee Trefry, VDH - School Nurses

**Introductions, acceptance of December 5, 2017 meeting notes – Rob Evans**

Leo Nadeau made a motion to accept the meeting notes from the December 5<sup>th</sup> meeting as written. Sharonlee Trefry seconded the motion. Meeting notes were unanimously accepted.

**Reorganization of School Crisis Planning Team – Rob Evans**

Steve Earley recently moved out of state and is trying to balance a busy schedule, so he has decided to step down as Chair and become a non-voting Senior Advisor to the Vermont School Crisis Planning Team. Steve has been the chair of this team for 11 years and has volunteered countless hours to increasing safety in Vermont schools. The entire team expressed appreciation for his leadership and dedication.

“When people work together and don’t care about taking credit, you can get a lot done.” -Steve Earley

Moving forward, Rob will take on the role of the Chair and Emily will remain the Vice Chair. These roles will alternate on an annual basis.

*Action: Rob will work with the Secretary and Commissioner behind the scenes to see if there are any actions needed for this reorganization.*

**Updates from the Field – Rob Evans & Emily Harris**

**Conference Survey Results**

- Participants were required to fill out a survey before they could receive their professional training credits, so we received back 146 responses.
- The results indicate that it is important to let individuals hear from their peer groups about significant events that occur throughout the year.

- The results indicate a strong desire for Moving Beyond the Traditional Lockdown and Prevention of Violence & Verbal De-escalation training.
  - Rob is developing the Moving Beyond the Traditional Lockdown Training for summer delivery.
  - When Barb was serving in schools she took a Life Space and Crisis Intervention (LSCI) 1-2 day training that discussed assessing and addressing the situation. This might still be an option for individuals to attend.
- *Action: Rob Evans will send out a survey summary document to the Vermont School Crisis Planning Team and it will be added to the website.*

#### **Semi-Annual Newsletter**

- The second installment of the School Safety Center's semi-annual newsletter has gone out in the weekly field memo and is available on the website.
- The next newsletter should highlight a professional organization that is represented on the team and discuss what that organization does for school safety.
- Deanna expressed an interest in sharing this with the broader school community including parents.
- *Action: Team members should consider if their organization would like to be the highlighted in the next installment of the School Safety Center Newsletter.*
- *Action: Rob will send the newsletter out through the Principals and Superintendents Associations.*
- *Action: Members of the School Crisis Planning Team will share this document with their organizations.*

#### **Opioid Training Video**

- This is an awareness video about opioids, including what do you do if you find needles and information about NARCAN.
- *Action: Dan, Kari Hancock & Sharonlee will be working on this.*

#### **First Aid Training Video**

- At the conference, Leo heard from some individuals that they wanted more information about tourniquets.
- *ACTION: Dan, Kari Hancock & Sharonlee will be meeting on January 24<sup>th</sup> to begin work on first aid resources for schools, including discussing tourniquets.*

#### **Moving Beyond the Traditional Lockdown Presentation**

- Rob has been developing a presentation in conjunction with Vermont State Police.
- The desire is to deliver it to the Principals and Superintendents Associations this summer, and then those individuals could take the training back to their staff.
- *Action: Slide 2 – Modify to Lockdown and Lockout (vs. Lockdown and lockdown)*
- *Action: Slide 2 – add directive after each command*
- *Action: Send draft presentation to VSCPT*
- *Action: Let Rob know if you have additional ideas for delivery.*

#### **Guest presentation - Leadership in Police Organizations School Safety Presentation - SGT Lucas Hall**

The Safer Schools Initiative (SSI) is an effort for Vermont State Police to be proactive in preventing critical incidents in school. Generally, Vermont State Police enter a school it is in response to a negative event which creates a negative association, but by reaching out and having a presence in

the school ahead of time it can create a positive association.

Through the SSI, Vermont State Police Officers will become familiar with each school and visit each school at least annually to assess where improvements can be made to increase safety. If the school is primarily served by another Law Enforcement agency, Vermont State Police will invite that agency to participate in a joint school tour. During the tour, officers will fill out a check list – and that checklist will be used to create a summative report that documents what was seen on the tour and what areas for improvement exist, both immediately and in the long term. It is unknown if this summative report is protected from Freedom of Information Act requests.

This is designed to be very brief for the occasional visit from an officer – it is not designed to go into the level of detail that VSBIT does.

Door locks: The best practice is that all doors are locked, so once they are closed you know they are locked. The idea is to put as many barriers as possible between students and an intruder. Deadbolts should not be used because they prohibit egress.

Suggestions from the team:

- Consistency is the key to this:
  - What Vermont State Police is saying needs to be consistent with what EMS, Fire, AOE, VSBIT, and other agencies are saying. This team can help with that standardization.
  - Everyone that is using this checklist should receive the same training to ensure consistency in delivery. VSP may utilize their annual Risk Training for Officers to provide this training.
- Under the “Friendly Reminders” section, consider including the actual exercise requirements.
- Keep using plain language to ensure everyone can understand it.
- National Preparedness Month (September) might be a good time to encourage this.
- Make sure the School Safety Center link on the checklist is also included in the summative report.

*Action: The presentation and checklist will be sent out to the VSCPT. At the next few meetings, we will discuss this with chiefs/sheriffs/fire/EMS/VSBIT and make sure that there is a good game plan in the next few months.*

**Acceptable/Responsible Use policy – Rob Evans**

School Boards Association is still working on this.

**School Insurance Document Discussion/Approval – Rob Evans**

Mark is having further conversations about this.

*Action: Discuss this document at the March School Crisis Planning Team meeting.*

**Parking Lot – Rob Evans**

- Secondary Door Locks (Bill Brown) – barricading and other things that aren't meeting fire code.

**Next Meeting/Adjournment – Rob Evans**

The next meeting will be held on Tuesday, March 13<sup>th</sup> 1pm in SEOC.

Leo made a motion to adjourn. Barb seconded the motion. Adjournment was unanimously accepted.