



LAWRENCE COUNTY CAREER AND TECHNICAL CENTER

750 Phelps Way, New Castle, PA 16101-5099 ♦ 724-658-3583 Fax 724-658-4753 ♦ www.lcvt.tec.pa.us

Safety/Crisis Response Team Minutes January 18, 2018

I. LCCTC Crisis Response Team

Call to order by Ms. Cwynar, School Nurse @ 1:37p.

Call to order by Michael Milanovich, Principal @ _____.

II. Roll Call of Members

| | | | |
|------------------|---------------|--------------------|--------------|
| Mary Ann Cwynar | <u> x </u> | Kirby Kegal | <u> x </u> |
| Leonard Rich | <u> </u> | Michael Milanovich | <u> x </u> |
| Vince Pavia | <u> x </u> | Pete Montini | <u> x </u> |
| George Dudich | <u> x </u> | PJ Shaffer | <u> x </u> |
| Morgan Lynch | <u> x </u> | Janine Mangino | <u> x </u> |
| Resource Officer | <u> x </u> | John Goebel | <u> x </u> |
| Mary Kosek | <u> </u> | | |

III. Visitors/Speakers

IV. Review of Last Minutes

V. Approval of Previous Minutes

Motion by Mr. Milanovich Seconded by Mr. Montini

Vote all Abstentions none

VI. Discussion of Unfinished Business

A. Reports on Matters Held Over from Last Meeting

- a. Safety walk through-vocational area complete. Mr. Dudich will reviewed the walk through report. Many staff have appliances in their classrooms that must be removed. All finding to be corrected. Mr. Rich to notify staff.

ALICE Training-Review? In-service? New hires? Mr. Milanovich will discuss with Mr. Rich to train all staff at an inservice. Mr. Milanovich is a trainer. Mohawk having an ALICE training, Mr. Rich will discuss with Mr. Lietera. Update-still planning, J. Crum is available to assist with training. Mohawks training is Feb 8 & 9 from 8a-4p

- b. Kirby to update crisis number list/staff list



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- c. Suggestions/Brain storm –meeting ideas, changes, improvements?

Crisis Response Suggestions

B. Discussion of New Business

- a. Review of crisis topics revised by each committee member. Ms. Cwynar and Officer Preisel will finalize and type.
- b. Mr. Montini requested hand sanitizer dispenser for shops. Mr. Dudich has dispensers and will install.

C. Report on crisis/safety incidents:

- a. Kirby Kegel-fell

A. Post incident analysis-evaluate the plans effectiveness

- ♦ What was the crisis? No injury
- ♦ What conditions contributed to the crisis? Heel got stuck in sidewalk crease during fire drill
Why did the conditions exist?
- ♦ What can be done to mitigate another such incident Committee reports: Possibly purchase a cart for her to carry student records instead of carrying a box.

Subcommittee formation/Roles

D. Suggestion box:

- A. Discussion of submitted suggestions.
- B. Assignment of suggestions for action.
- E. Miscellaneous: Drills-Need to plan. Look at each type of drill and discuss plan of team/when to meet in SAR
 - A. Weather related
 - B. Fire- -
 - a. Fire drills—TBA



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- i. Review of fire drill hall assignments
 1. Cwynar-Lobby
 2. Priesel-Gym/RT
 3. Dudich-D wing
 4. Pavia-E wing
 5. Montni-F wing
 6. Goebel-G wing
 7. Lynch-Academic wing
- ii. Mr. Pavia will check with PN director Betty Tilia to obtain their testing dates so that future fire drills will not interrupt.

C. Intruder-lock down

D. Medical/Mental emergency

Announcement of next meeting date. February 15, 2018

F. Adjournment. 2:25p

Motion by Mr. Montini Seconded by Mrs. Mangino

Vote all Abstentions none