



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 October 18, 2017

I. LCCTC Crisis Response Team

Call to order by Ms. Cwynar, School Nurse @ 1:36p.

Call to order by Michael Milanovich, Principal @ _____.

II. Roll Call of Members

Mary Ann Cwynar	<u> x </u>	Kirby Kegel	<u> x </u>
Leonard Rich	<u> x </u>	Michael Milanovich	<u> x </u>
Vince Pavia	<u> </u>	Pete Montini	<u> x </u>
George Dudich	<u> x </u>	PJ Shaffer	<u> x </u>
Morgan Lynch	<u> </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 J. Mangino Seconded by P. Montini

Vote all Abstentions none

VI. Discussion of Unfinished Business

A. Reports on Matters Held Over from Last Meeting

- a. Safety walk through corrections from last year are almost complete. Current school year walk through to begin soon.

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. Awaiting inservice calendar. Review with staff at inservice. New employees will be trained by Mr. Milanovich.

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



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- c. Red Emergency Binders-Maryann will send an email to staff to identify missing binders. Co-op room? Gym Class? All binders have been located.
- d. Suggestions/Brain storm –meeting ideas, changes, improvements?

Crisis Response Suggestions

B. Discussion of New Business

- a. Mr. Milanovich will send out an email reminding staff to close doors during drills.
- b. Fire drills—TBA
 - 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
- c. Radio check/walkie talkies-per Mr. Rich, we need to do a better job of carrying radios.
- d. Fire extinguishers are inspected every summer per Mr. Dudich
- e. Discussion of Table top drills at crisis meeting.
- f. Weather related drills discussed and will start in the spring.
- g. Discussed labeling exterior doors and windows for emergency responders.
- h. Also, label interior doors and halls
- i. Review emergency flip charts and revise as needed.

C. Report on crisis incidents:



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A. Post incident analysis-evaluate the plans effectiveness

♦ What was the crisis?

♦ What conditions contributed to the crisis?

Why did the conditions exist?

♦ What can be done to mitigate another such incident Committee reports:

A. 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- -

C. Intruder-lock down

D. Medical/Mental emergency

Announcement of next meeting date. November 16, 2017

F. Adjournment. 2:15

Motion by G. Dudich Seconded by PJ Shaffer

Vote all Abstentions none