

**MINUTES OF THE MAY 7, 2018
SAFE AND HEALTHY SCHOOLS
COMMISSION MEETING**

May 7, 2018

1. Opening Items

1.01 Call to Order

The meeting of the Safe and Healthy Schools Commission was called to order at 2:02 p.m. at the Washoe County School District Central Administration Building, 425 East Ninth Street, Reno, Nevada.

1.02 Roll Call

Chair Lisa Ruggerio and Commission Members Darin Balaam, Charlene Bybee, Jeff Frame, Amber Joiner, Mia Mansfield, Manuel Mederos, Jim Nadeau, Diane Nicolet, and Misty Vaughan Allen were present. Commission Members Tyler Johnson, Michael Munda, Scot Munns, and Marci Burke were absent from the meeting.

1.03 Pledge of Allegiance

David Lasic, Chief of Staff, led the meeting in the Pledge of Allegiance.

1.04 Public Comment

There was no public comment at this time.

1.05 Action to Adopt the Agenda

It was moved by Commissioner Nadeau and seconded by Commissioner Balaam that **the Safe and Healthy Schools Commission approves the agenda, with the removal of Item 3.05 and with the movement of Item 3.06 to be heard after Item 3.01.** The result of the vote was Unanimous: Pass (Yea: Misty Vaughan Allen, Darin Balaam, Charlene Bybee, Jeff Frame, Amber Joiner, Mia Mansfield, Manuel Mederos, Jim Nadeau, Diane Nicolet, and Lisa Ruggerio). Final Resolution: Motion Carries

2. Updates

2.01 Chair Report

Chair Ruggerio provided the Safe and Healthy Schools Commission with information related to events and meetings in the community and District relevant to the Commission.

2.02 Student Representative Update

This item was not heard at this time.

3. Items for Presentation, Discussion, Information and/or Action

3.01 Review of applications from Scott Benton, Shelly Costello, and Richard L. Jay for recommendation to the Board of Trustees for possible membership in the At-Large seat on the Safe and Healthy Schools Commission

David Lasic, Chief of Staff, reviewed the application process used by the District when seeking committee members. Two of the applicants were at the meeting and he recommended the Commission hear from the applicants if that was their desire.

Scott Benton and Shelly Costello provided remarks to the Commission on why they were interested in serving on the committee. The Commission held a discussion on the qualifications of the applicants.

It was moved by Commissioner Vaughan Allen and seconded by Commissioner Joiner that **the Safe and Healthy Schools Commission recommend to the Board of Trustees that Scott Benton be appointed to the Commission.** The result of the vote was Unanimous. Pass (Yea: Misty Vaughan Allen, Darin Balaam, Charlene Bybee, Jeff Frame, Amber Joiner, Mia Mansfield, Manuel Mederos, Michael Munda, Scot Munns, Jim Nadeau, Diane Nicolet, and Lisa Ruggerio). Final Resolution: Motion Carries

3.06 Recommendation to the Board of Trustees and Superintendent to award Request for Proposal, District-wide Visitor Management System, to LobbyGuard Solutions, LLC for a 5-year contract for a total amount of \$390,300

Victoria Plants, Buyer, and Monica Schuerr-Howden, Assistant Purchasing Supervisor, presented the Request for Proposal (RFP) to the Commission. Ms. Plants described the RFP process and evaluation criteria. Six companies submitted proposals and three finalists were selected. The three finalists were LobbyGuard Solutions, LLC, Ident-A-Kid, and Raptor Technologies. LobbyGuard Solutions scored the highest and was the vendor recommended by staff. The five-year contract would cost \$390,300.

David Lasic, Chief of Staff, clarified that the amount included a check-in kiosk for each school, which included a camera and scanner. Staff was currently seeking grant funding for the cost of the equipment, which was about \$135,000.

Jason Trevino, Chief of School Police, said that an electronic Visitor's Management System would serve as a first line of defense in the buildings. It was an accurate system that would allow schools to track who was in the building and when. It also eliminated human error from having paper logs.

Commissioner Mederos asked how undocumented people, who may not have state issued identification, would be able to visit the schools. Chief Trevino stated that the system would allow for manual entry, so if a visitor had a different type of identification that was not scanned it could be entered manually.

Commissioners asked additional questions about the costs and logistics of the program. Mr. Lasic stated that the equipment was specific to LobbyGuard and that the contract was for five years, so after five years the District could re-evaluate whether to stay with the vendor or use a different program. He added that the equipment allowed people to enter in their information and it would print out a "sticky" visitor badge that they could wear while in the building. If there were evening events at the school, he stated that those would be open to the public and it would not be necessary to have individuals sign in.

It was moved by Commissioner Bybee and seconded by Commissioner Mederos that **the Safe and Healthy Schools Commission recommends to the Board of Trustees and Superintendent the award for Request for Proposal, District-wide Visitor Management System, to LobbyGuard Solutions, LLC for a 5-year contract for a total amount of \$390,300.** The result of the vote was Unanimous: Pass (Yea: Misty Vaughan Allen, Darin Balaam, Charlene Bybee, Jeff Frame, Amber Joiner, Mia Mansfield, Manuel Mederos, Michael Munda, Scot Munns, Jim Nadeau, Diane Nicolet, and Lisa Ruggerio). Final Resolution: Motion Carries

3.02 Discussion on the outcomes of the April 27, 2018 Community Safety Forum, including but not limited to turn-out, discussion topics, location, and possible changes to the format for future safety forums

Irene Payne, Chief Communications and Community Engagement Officer, and Coleen DeLong, School Stakeholder Specialist, presented on the Community Safety Forum. Ms. DeLong stated that there were 32 attendees, which was higher attendance than any of the previous events. Communications staff accepted online questions and received 31 questions from the community prior to the event. There were six breakout groups that were determined by the Commissioners based on the Safety Audit. Each session was well-attended and people were engaged.

Commissioners stated that the forum was a success and shared ideas for the future, including adding a keynote speaker and purchasing easels for the breakout groups. They congratulated and thanked the Communications Department for their hard work putting together the forum.

3.04 Presentation on the mental health services and school safety support provided to students, families, and staff in the Washoe County School District by School Social Workers

Katherine Loudon, Coordinator of Counseling Services, presented to the Commission on mental health services in the District. She gave some background information on the state of mental health and access to care in Nevada and introduced school social workers Claudia Amaya, Katy Hoops, Beth Schroeder, and Jose Parra.

Mr. Parra spoke about the importance of school social workers and how they worked with students to make sure their basic needs were met. Ms. Schroeder gave a history of school social work and talked about the ethical standards and guidelines for school social workers. She spoke about how they connected the community with the school, acted as advocates for families, and used evidence-based practices. Mr. Parra added that they provided services to school personnel and also helped with family engagement. Ms. Schroeder spoke about how they worked with families during home visits to come up with goals for the student and to make outside referrals. She also spoke about Safe Voice, a state hotline that student could call to report safety incidents. Ms. Loudon added that the School Social Work program was largely funded with grant money.

Superintendent Davis commended the work that the Counseling Department and the social workers were doing. Commissioners thanked the social workers for their presentation and acknowledged the importance of their work.

3.03 Informational update on school safety and security projects at school facilities, to include but not limited to door lock hardware, single-point-entry, and secure perimeter fencing

This item was tabled until the next meeting.

2. Updates

2.03 Community Recognitions

James Andrews was recognized for efforts to make schools safer with single-point-entry.

4. Closing Items

4.01 Public Comment

There was no public comment at this time.

4.02 Next Meeting Announcement

The next meeting of the Safe and Healthy Schools Commission would be held on Monday, June 4, 2018, at 2:00 p.m. at the Central Administration Building.

4.03 Adjourn Meeting

There being no further business to come before the members of the Commission, Chair Ruggiero declared the meeting adjourned at 4:01 p.m.

Lisa Ruggiero, Chair