

**BROOKESMITH INDEPENDENT SCHOOL DISTRICT  
SAFETY AND SECURITY COMMITTEE MINUTES ~ AUGUST 27, 2022**

**Board Members:** Terry Been, Chairman, Steve Mickelson, Bob Contreras,  
Rena Allgood, Kyle Admire, Cheryl Crawford, Tonya Mendieta, Dearl Hardy, Ned Jennings,  
Sterling Dube, Lucretia Long, Barbie Jennings

**Call to order, Establish a Quorum: 8:17 AM**

- a. Roll call, Members Present/Members Absent, Establish a Quorum
- b. Members absent: Tonya Mendieta, Sterling Dube, Lucretia Long
- c. Visitors present: James Holdar, Brownwood P.D.

**Explanation of purpose of meeting - Followup From August 19, 2022**

**Review progress on tasks from previous meeting on 8/19/2022**

- 1. All members received a copy of the Multi-Hazard Operations Plan.**  
*\*\* Some amendments are needed. Look at again once complete.*
- 2. Review, create or amend the Active Threat Plan.**  
*\*\* ALICE plan is preferred. Mr. Admire is very familiar with this program.*  
*\*\* All drills should be made simple and uniform. No need in taking extra steps that are not needed (i.e. stopping to lock or unlock doors; stopping to make sure lights are on or off; stopping to pick up a backpack with paperwork inside.*  
*\*\* Have pre-determined place that everyone is supposed to meet after leaving the building*  
*\*\* New communication source will need to be purchased. (walkie-talkies). Mr. Hardy stated, "in his experience, Motorola is the best brand to use." We currently have 10 radios. New units will be purchased and we will continue to use the older models as well. Mr. Holdar suggested that it might be beneficial for the District to purchase a small type cell phone to use as well. District would need to purchase a data plan.*  
*\*\* Heart of Texas Cowboy Church will be the designated area to use as a family reunification site.*
- 3. Create procedure to train all employees/substitutes on district and campus safety procedures.**  
*\*\* All training completed in group setting on campus. Discussion to have intruder training during inservice next summer.*
- 4. Schedule mandatory drills for the 22-23 school year.**  
*\*\* Schedule attached*
- 5. Create evaluation protocol for drills.**  
*\*\* Google form created. There was a lot of Staff/Teacher feedback on fire drill held on 8/26/22. Teachers need to evaluate all drills and report to Mr. Admire. Staff needs training on current fire system that notifies all areas of the school for drills. The Ag Department as well as the field house/weight room will probably need bells installed.*

**6. Train all Threat Assessment Team Members.**

*\*\* Training will be held at the Region 15 Service Center in San Angelo on 9/8/22. You can also take a course online.*

**7. Review and update access control procedures.**

*\*\* Item tabled until a later date.*

**8. Create a form to document exterior door checks.**

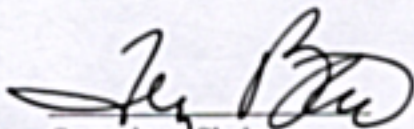
*\*\* A Google form has been created to be used by any Staff member who will be completing weekly door checks.*

**9. Stop It Anonymous Reporting System**

*\*\* Program will be taught in all Middle School and High School classes.*

**Schedule next Committee Meeting: Wednesday, September 14, 2022 @ 2:00 PM**

Adjourn: 10:02 AM

  
Committee Chairman