

## AHSBC Security Subcommittee Meeting

11/2/2021 – 2:00 PM – 2:50 PM

### Meeting Minutes

#### Attendees:

Liz Homan, Bill McCarthy, Cindy Sheridan-Curran, Arlington HS

Rob Ferola, AHS Facilities

Patricia Sheppard, Patrick Libby, TOA IT

Bryan White, School Resource Officer, TOA Police

Kevin Kelley, Ryan Melly (Primary), Arlington Fire

Lori Cowles, HMFH

Tom Murphy, Mike Kerwin, Vanderweil

Sy Nguyen, Jim Burrows, Victoria Clifford, Skanska

John LaMarre, Consigli

#### Minutes:

- Kevin Kelley, Arlington Fire, asked that Ryan Melly be added as the primary contact for the project.
- Goal of the meeting is to review the security system and the active shooter system.
- **Security in the New Building**
  - Cameras
    - HMFH noted that camera placement for the new building interior and exterior had been thoroughly reviewed with the school administration.
    - Exterior cameras have a mask not to capture adjacent residences.
    - Is there a central security office?
      - The welcome desk will house the security monitors and controls to review footage.
    - Bill McCarthy asked if the new system would tie into the existing building security cloud-based system. And will the new system be remotely accessible?
      - Vanderweil to confirm if the existing system will be accessible at the new Phase 1 welcome desk.
      - Vanderweil to confirm if the new cameras allow remote access.
    - Liz asked how long we keep footage active.
      - Pat Libby answered that the existing system saves up to 30 days of footage by default.
      - Vanderweil to confirm what the new system default setting is.
  - Card Access
    - Bill McCarty requested training on the card reader software
      - Consigli confirmed this would be a part of the Owner Training scheduled a month to two weeks before turnover.
    - Bill to provide an all-access card in a secure location for Arlington and Police and Fire.
  - Duress Buttons

- Who does the duress button contact?
      - Arlington Police Dispatch
    - Located at all community entrances
    - Silent alarm system
    - Does the system give an alert to administrators if a Duress Button is activated?
      - Vanderwiel to confirm.
  - Intercom Systems
    - Will be controlled by the Admin Offices
    - The system is able to be isolated by wing for responding to emergencies
    - Intercom speakers are in every classroom
    - Is there software available to make announcements on the intercom through a cell phone?
      - Vanderwiel to confirm
    - Arlington Fire cautioned that protocols need to be put in place for emergency announcements made remotely by cell phone.
  - Motion Detection
    - Who receives a motion detection alert?
      - Assume it is the American Alarm dispatch center, then AA alerts Arlington Police.
    - Does the existing school have motion detection alerts?
      - Bill McCarthy notes that there are in some space, but not all
- Active Shooter Detection / Active Shooter Protocol & Procedure
  - Active Shooter detection was decided at grade level in the new building corridors.
  - What does active shoot detection do?
    - detectors on the walls that are programmed to alert to gunshots only. Alerts notify Arlington Police immediately.
  - Who monitors active shooter detection?
    - Vanderwiel to confirm.
  - Provider to supply a module to the Arlington Police Department
  - Liz asked about reaching out to Minuteman and Winthrop on how they onboarded Staff and set up protocols in implementing their Active Shooter systems.
    - *Post meeting note: Winthrop did not end up having an active shooter detection system.*
  - Liz Homan will work with Staff to adjust protocols ahead of the February Phase 1 turnover.
  - Owner training will be provided for active shooter detection software.
- **Security During Phase 1 Transition**
  - Arlington Fire offered to do more than mandatory fire drills for AHS
    - Bill to schedule with the fire department
  - Consigli to provide a training schedule in advance to Phase 1 turnover. Training will be held a month to two weeks before turnover.
  - Consigli explained there is a lot to capture with the Phase 1 trainings, and they will schedule refresher training as Phases 2 and 3 come online.
  - Bill McCarthy to share a list of school staff and stakeholders to be included in upcoming trainings.

- **Security During Phase 2 Construction**
  - During Phase 2 – will the American Alarm cameras be moved? Consigli to coordinate with Bill.
  - Bill McCarthy mentioned he would be presenting the Phase 2 Logistics animation with Staff this week. Skanska confirmed the animation would be shared with the SBC later that night as well.
  
- **New Business**
  - No new business

**Meeting Adjourned 2:50 PM**

**Recorded by: Victoria Clifford, Skanska**