

## LISPAN NETWORK MEETING MINUTES 02/26/16

Hello Everyone,

Thank you to School Psychologist Danielle Demola and the entire Smithtown PPS staff for graciously hosting our network meeting this month.

Please join us in welcoming the Bayport Blue Point School District to the LISPAN network.

Please also join us in welcoming three new Steering Committee members: Debbie Caputo (who presented at our very first steering committee meeting this past October on Youth Mental Health First Aid), Neil Klatsky (Social Worker, Longwood), and Seb Saylor (School Psychologist, Bayport-Blue Point)

1. This month's meeting featured a presentation by Suffolk County Police Department Community Response Bureau Officer Nancy Warde, who gave an overview of the police department's role in responding to a school crisis. Officer Warde began by asking us to compare the number of fire drills we run each year to the number of other emergency drills, and encouraging many more of the latter. At the request of a district, SCPD will assist in arranging for such drills. We viewed the FBI video "Run- Hide-Fight", which is available for viewing by your teams at [FBI.org](http://FBI.org).

Officer Warde described the Suffolk County SAVE Hotline, a dedicated phone line which may be installed in multiple locations in a school at moderate cost which actually overrides the 911 system. This system is designed to bring an immediate, maximal police response for violent incidents. A book was recommended for our teams entitled, "Newtown, an American Tragedy" by Matthew Lysiac.

Officer Warde's contact information: PO Nancy Ward, Community Response Bureau, SCPD, 30 Yaphank Avenue, Yaphank NY 11980.  
Office Phone (631) 852-6109 Cell (631) 833-5023 E-mail: [Warde3@optonline.net](mailto:Warde3@optonline.net)

2. We reviewed the step-by-step crisis response procedures for LISPAN deployment:

Superintendent initiates a request for live crisis assistance to any of four LISPAN Steering Committee members

Superintendent designates an in-district crisis lead point person who will coordinate the efforts of all mental health responders

LISPAN lead collects information about the crisis, including the number of volunteers being requested  
LISPAN lead informs other network Superintendents via e-mail and phone, determines the number of staff to be released, who the network volunteers are, and collects their contact information

LISPAN lead contacts network mental health volunteers and provides them with the name and contact information for the in-district point person

LISPAN volunteers review the PREPaRE tasks which may be requested upon arrival

LISPAN volunteers report to the crisis district point person and are deployed for various PREPaRE tasks

LISPAN volunteers complete a daily written report of tasks performed and check out with the district point person at days end

Point person determines needs for the next day and communicates with LISPAN lead

LISPAN lead communicates again with crisis district Superintendent and network Superintendents and schedules the next days volunteers

Upon conclusion of LISPAN involvement, volunteers debrief with district point person

3. The Suffolk County School Psychology Directory is near completion. Please view it at [www.suffolkpsych.org](http://www.suffolkpsych.org) and click on the fourth link on the left side of the page. Nassau County does not maintain such a directory at this time. This is a public document for use by any crisis team.

4. The entire LISPAN family extends a heartfelt "Congratulations" to Commack School Psychology Dr.

John Kelly on being named President-elect of NASP for the 2016-2017 school year. Many of us have worked with John in his various School Psychology and child mental health advocacy roles over the years. We wish him a successful and productive Presidency in 2017-2018.

5. The Putnam Northern Westchester BOCES, LISPAN's mentor, is offering PREPaRE Workshop 2 in April. See the attachment for details, and call Neil Boyle at with any questions at (914) 248-2352.

Western Suffolk BOCES is planning to offer PREPaRE workshops 1 and 2 next summer or fall...details to follow.

It is completion of PREPaRE workshop 2 by at least one school district crisis team member which is required for LISPAN membership.

6. The attached FBI/ Department of Homeland Security Bomb Threat Guidelines should be reviewed by your crisis teams and secretarial staff. Bomb drills using these guidelines are strongly recommended.

7. Registration is now open for our next LISPAN network meeting on Friday, March 18th in the Herricks School District. We will be hosting the Nassau and Suffolk County leads for the FEMA/NYS Office of Emergency Management. They will be reviewing what has been learned from Superstorm Sandy and how school crisis teams can better prepare themselves with this knowledge. Details attached.

8. Please share our web site address with your administrators, colleagues, and parents: [www.lispan.org](http://www.lispan.org). Check back frequently as this will be updated monthly.

9. Other attachments:

Joint Commission on Accreditation of Hospitals (JCAH) Suicide Intervention Guidelines

Western Suffolk BOCES workshop on Mindfulness Meditation for Educators 03/21/16

A YouTube video on Empathy: The Human Connection to Patient Care. For all crisis teams, this is what it is all about ...

Respectfully submitted,

Anthony Pantaleno, P h.D.  
Coordinator, LISPAN