Emergency Response and Evacuation Procedures Testing

UPDATE YOUR CONTACT INFORMATION FOR EKU EMERGENCY NOTIFICATIONS

1. Login to EKU Direct.
2. Select “Rave Mobile Safety – Emergency Notifications”.
3. Your EKU email address is already in the system. You can add up to 3 mobile numbers for text and/or voice messaging, and add up to two more email addresses.
This is a Scheduled Test
For Exercise Use Only

Throughout the University we schedule various tests of our Emergency Response and Evacuation Procedures. Tests may be announced or unannounced. Some tests are scheduled on a regular basis and others are scheduled upon request.

Information about Emergency Response and Evacuation Procedures is always available at http://www.emergency.eku.edu/

For Exercise Use Only:

This exercise and all exercise related documents and discussions are intended for EXERCISE USE ONLY. Materials should be safeguarded, handled, transmitted, and stored in accordance with appropriate security precautions.

Communications (verbal, written, and electronic)

should prominently include the phrases:

TEST EXERCISE MESSAGE, TEST EXERCISE, TEST MESSAGE, or TEST.
The EKU Police Department is open 24 hours a day. All Criminal Activity and Other Emergencies on the Richmond Campus should be reported immediately by dialing 911 from any campus telephone or, if by cell phone, (859) 622-1919 (we recommend programming this into speed dial). Non-emergency calls can be made by dialing (859) 622-1111 or (859) 624-2947. The hearing impaired may access the Department's TDD by calling (859) 622-6279.
Emergency Response and Evacuation Procedures

Assessment of Emergency Plans and Capabilities

Plans and Goals

http://www.emergency.eku.edu/
Emergency Response and Evacuation Procedures

Goals

You are responsible for protecting yourself.

You are responsible for protecting others in your care. Are you a teacher? Are you taking care of minors? Are people in your care, custody, and control? If so, you are responsible for protecting them.

You are responsible to account for others in your charge. Are you a director, manager, supervisor, or someone else responsible for employees? If so, you are responsible to account for them during an emergency.

You are responsible to do your part in business continuity.
1. Risks must be identified to determine Emergency Response Plans. Emergency Response identifies the steps required to respond immediately to an incident in order to safeguard life and, if safe to do so, limit damage to the site.

2. Crisis Management must be utilized to address people and environmental needs. Crisis Management sets out the actions needed to mitigate or reduce the sources, size and effect of a crisis, manage the impacts, aid recovery and exploit opportunities. It must include communications with all stakeholders and dealing effectively with the media.

3. Business Recovery must occur to maintain a competitive advantage. Business Recovery provides the capability to recover business activities before the impact of their loss causes irrecoverable damage and to restore an acceptable level of service to clients, customers, and other business partners.

(Cornish, 2011) (Dunlap, 2013)
Enhanced Shelter in Place (ESIP) Buildings:
Always be aware of where you are and what can happen to you. This is called situational awareness.

Be Informed: Learn what protective measures to take before, during, and after an emergency.

Make A Plan: Prepare, plan for, and stay informed about emergencies.

Build A Kit: A disaster supplies kit is a collection of basic items you may need in the event of an emergency.

Always look for ways out of every space you enter into. Also look for areas where you can take shelter.
OUTDOOR WARNING SIRENS

Test Siren
(1st Saturday and 3rd Wednesday of Every Month at 12:20PM)

Weather Siren
(Severe Thunderstorm Warning and Tornado Warning)

Chemical Siren
(Chemical Event at Blue Grass Army Depot)
(Other Chemical Related Community Event)
Evacuate or Shelter In Place?

In a dangerous, or potentially dangerous, situation, you must quickly determine the most reasonable way to protect your own life.

You should seek a safe environment, without endangering others, through evacuation or sheltering.

The concept of seeking shelter is to provide protection from an outside atmosphere or condition that may be immediately dangerous to life, health, or safety.
Emergency Response and Evacuation Procedures

Drills

Test of Procedural Operations
Emergency Response and Evacuation Procedures

Hazardous Materials (Small Scale) (Community Wide)
Hazardous Materials (Small):
Stop what you are doing.
Evacuate the area.
Secure the location.
Isolate exposed individuals for decontamination, evaluation, and treatment. Call 911 for help.
Shut down relevant utilities and room HVAC (heating, ventilation, and air conditioning).
Hazardous Materials (Large): Know Your Zones:
2E is EKU Richmond North of the Bypass
2D is EKU Richmond South of the Bypass
1C is Meadowbrook Farm
3D is the Madison | Central Kentucky Regional Airport
Go to an Enhanced Shelter in Place (ESIP) Building
Alumni Coliseum, Combs Building, Model Gym,
Perkins Building, Thompson Hall, University Building,
and Whitlock Building.
Listen to the radio.
WEKU 88.9 FM, WCYO 100.7 FM, WLFX 106.7 FM,
WCBR 1110 AM, and WEKY 1340 AM.
Protective Action Decisions (PADs) are issued by the Madison County Emergency Management Agency (EMA)
Eastern Kentucky University is primarily located in Zone 2E and Zone 2D

EMA issues PADs that may include:
Shelter-In-Place (SIP) (Until the immediate danger passes)
Evacuation (If there is enough time before the danger arrives)
Relocation (When it is safe to come out of Sheltering-In-Place)

Shelter In Place

Move all personnel into the protected area when notified that a hazardous event has occurred. Please assist special needs individuals to the shelter areas. Manually close and latch all perimeter doors and windows. Start the ESIP protection system by pushing the red start button on the face of the control panel. Keep all doors and windows closed and remain in the protected area until notified that the hazard has been cleared. After being notified that the hazard has been cleared, stop the ESIP protection system by pushing the red start button again. Perimeter doors may now be opened. Exit outside. Personnel may be directed to relocate out of the affected area.
Emergency Response and Evacuation Procedures
Earthquake

http://www.youtube.com/watch?v=nANnUNauD1c
Emergency Response and Evacuation Procedures

Active Shooter

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically through the use of firearms.

Victims are selected at random.
The event is unpredictable and evolves quickly.
Law enforcement is usually required to end an active shooter situation.

There is no, one right answer, about how to protect yourself.

You must quickly determine the most reasonable way to protect your own life.

When we think about Active Violence/Shooter(s),
we tend to group the general population into one of two categories.

Group 1: Those being Confronted With Active Violence/Shooter(s)

Group 2: Those who are Away From the Active Violence/Shooter(s)

The following slides present options for both groups to consider.
Targeted Violence Attacks

Watch Out For Each Other
If You See Something or Know Something
Say Something
Contact University Police at 9-1-1 or 859-622-1111
Report Tips at http://police.eku.edu/eku-tip-reporting

- Secure-In-Place
  - Secure Your Hiding Place
  - Lock or Barricade Doors and Windows
  - Take Cover
  - Silence Electronics
- Wait For Updates

Attacker

Targets

Others

Responders

Run
Hide
Fight

Call 9-1-1

PUBLIC SAFETY
# Emergency Response and Evacuation Procedures

## Active Shooter

**HOW TO RESPOND**

### WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

1. **Evacuate**
   - Have an escape route and plan in mind
   - Leave your belongings behind
   - Keep your hands visible

2. **Hide Out**
   - Hide in an area out of the active shooter’s view
   - Block entry to your hiding place and lock the doors
   - Silence your cell phone and/or pager

3. **Take Action**
   - As a last resort and only when your life is in imminent danger
   - Attempt to incapacitate the active shooter
   - Act with physical aggression and throw items at the active shooter

**CALL 911 WHEN IT IS SAFE TO DO SO**

**HOW TO RESPOND**

### WHEN LAW ENFORCEMENT ARRIVES

- Remain calm and follow officers’ instructions
- Put down any items in your hands (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid quick movements toward officers such as attempting to hold on to them for safety
- Avoid pointing, screaming or yelling
- Do not stop to ask officers for help or direction when evacuating

**INFORMATION**

- **YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR**
  - Location of the active shooter
  - Number of shooters
  - Physical description of shooters
  - Number and type of weapons held by shooters
  - Number of potential victims at the location

**Links**

- [Official DHS website](http://www.dhs.gov/video/options-consideration-active-shooter-preparedness-video)
- [YouTube video](https://www.youtube.com/watch?v=9Z9zkU~FLQ)
Emergency Response and Evacuation Procedures

Active Shooter

Individuals Confronted with Active Violence/Shooter(s):
Quickly determine the most reasonable way to protect your own life.

- Evacuate.
  - Have an escape route and plan in mind.
  - Leave your belongings behind.
  - Keep your hands visible.

- Hide out.
  - Hide in an area out of the active shooter’s view.
  - Block entry to your hiding place and lock or barricade the doors.
  - Silence electronic devices.

- Take action.
  - As a last resort and only when your life is in imminent danger.
  - Attempt to incapacitate the active shooter.
  - Act with physical aggression and throw items at the active shooter.

- Call 911 when it is safe to do so.
Emergency Response and Evacuation Procedures
Active Shooter

Individuals Away From the Active Violence/Shooter(s):

- Take shelter.
- Secure doors.
- Take cover.
- Emergency personnel responding.
- Avoid campus.

- Secure In Place - Hide Out:
  - Secure your hiding place by locking or barricading doors and windows.
  - Conceal yourself and take cover.
  - Silence electronic devices.
Generally speaking, during an armed intruder event, we like to use the expressions “Shelter in Place”, “Secure in Place”, or “Take Shelter in a Secure Place”, rather than “Lockdown”.

In the typical University environment, buildings are open to the public during regular business hours, doors are made of glass, and someone would have to be assigned to go and lock the doors. For safety, if we cannot evacuate, we look for small, interior, securable spaces to hide out in.
When a tornado warning is issued, everyone move to the tornado shelter areas indicated on the floor plan. Remain in the shelter areas until an all clear is issued or until all wind and noise subside. Please assist people with special needs to the shelter areas. If available, bring flashlights, jackets, blankets, and wear hard shoes.

Tornado Warning = A Tornado has been sighted or indicated by weather radar. Take Shelter Immediately.

D = Downstairs: Get to the lowest level you can, a basement if you have one, or just the ground floor.

U = Under: Get under something sturdy like a heavy table or staircase to protect yourself from flying objects. Protect your head.

C = Center: Go to the center part of a permanent structure. Put as many walls as you can between you and the outside. In the middle of the building is a good choice.

K = Keep Away: Keep away from exterior doors and windows, which can be sources of flying glass and debris.

Residents are urged to listen to local radio stations for information. Local Emergency Alert System radio stations include:

- WCBR 1110 AM
- WEKY 1340 AM
- WIRV 1550 AM
- WEKU 88.9 FM, WCYO 100.7 FM, WLFX 106.7 FM
During a Tornado Warning, you should go to the lowest level, interior core, of a permanent structure. You might then use the Drop, Cover, and Hold On strategy.

During an Active Violence/Shooter Event: If you cannot evacuate, you should look for small, interior, securable spaces, to hide out in. Generally, we believe, this is more important than the security of the perimeter doors to your facility. That is not to say that it is wrong if you choose to secure your perimeter doors, but we cannot promise that will happen. Again, we believe that if you cannot evacuate the area of potential danger, you should look for small, interior, securable spaces, to hide out in.
Additionally, locking the perimeter doors of your facility may leave other innocents “out in the cold” and a determined attacker may still force their way into your building.

Generally speaking, the term “Lockdown” is fine for the Pre K and K-12 environment. But for the University environment as a whole, we believe it sends a message that someone is coming to secure the perimeter of your building, and that may send a message that individuals can be passive about their safety. We want to avoid such implications, and encourage individuals to take responsibility for their own personal safety. Therefore, Public Safety Officials will try to send out the most current and relevant information known about the situation, so that people can tend to their individual safety needs, while emergency responders concentrate on addressing the danger and making the situation safe.

Our Model Laboratory and Burrier Schools have separate “Lockdown” procedures that will be implemented when the need arises.
If a person enters your building with a weapon:
• Immediately Evacuate the Building.

If a person is seen outdoors with a weapon:
• Seek Shelter in the nearest Unsecured Building or Leave the Area.

Warn others in the area, help others if you are able, and try to remain calm.

Protect yourself. Hide out, by seeking shelter, and taking cover, in a secure place within a building.

Generally speaking, and outside of the Pre-K or K-12 Environment, unless you can do so quickly and easily, without exposing yourself to the danger, do not worry about locking the perimeter doors of your building.

Consider that other innocents might try to seek refuge inside your building. You should look for small, interior, securable, spaces to hide out in. And, if you are away from the area involved, stay away.
Emergency Response and Evacuation Procedures

Tornado

http://www.youtube.com/watch?v=uE66ganofRO&feature=youtu.be

http://www.youtube.com/watch?v=_5TtIfyotrc&feature=youtu.be

http://www.youtube.com/watch?v=UQ94ESZulA8&feature=youtu.be
Emergency Response and Evacuation Procedures

Tornado

Tornado Warning:

- D.U.C.K.
- Go **Down** to the lowest level.
- Get **Under** something sturdy.
- Go to the **Center** of a permanent structure.
- Keep away from exterior doors and windows.
Emergency Response and Evacuation Procedures

Tornado

Review Appropriate Floor Plans

http://emergency.eku.edu/building-emergency-action-plans
Emergency Response and Evacuation Procedures

Fire

http://ehsrmi.eku.edu/
http://www.youtube.com/watch?v=tbPKVMpEA6M
http://www.youtube.com/watch?v=C9KSFRq4rXA
Emergency Response and Evacuation Procedures

Fire

Fire or Fire Alarm:
- Evacuate the area.
- Alert others on your way out.
- Activate the alarm if it is not already sounding.
- Call 911 for help.
- Have a plan.
  Know your ways out of every occupied space.
Emergency Response and Evacuation Procedures

Fire

Review Appropriate Floor Plans

http://emergency.eku.edu/building-emergency-action-plans
Emergency Response and Evacuation Procedures

Exercise

Coordination of First Responders
CALLING for HELP

- 911 From a Campus Telephone
- 859-622-1111 or 859-624-2947 From a Cell Phone
- Program It On Speed Dial
- Telephone Alarm
  Handset Off the Phone > Dial 911 > Leave the Line Open
- EKU Public Safety
  will be Sent to HELP and Coordinate First Responders

Madison County 911 Center:
Non-Emergency 859-624-4776
Coordination of First Responders

EKU Public Safety responds to the call, assesses the situation, takes appropriate action, and coordinates the response of other first responders. We do this, to some extent, nearly every day.
Emergency Response and Evacuation Procedures

Follow-Through Activity
Survey or Interview
Emergency Response and Evacuation Procedures

Evaluation of Emergency Plans and Capabilities

Have we met our goals?
Thank You

Do YOU have LiveSafe?
Download it now in Google Play or the Apple App Store.
2. Register with your phone number or email. Be sure to verify your information.
3. Search for “Eastern Kentucky University” and select it as your school. You’re set!

SAFETY STARTS WITH YOU
Download “LiveSafe” from Google Play or the Apple App Store.

UPDATE YOUR CONTACT INFORMATION FOR EKU EMERGENCY NOTIFICATIONS
1. Login to EKU Direct.
2. Select “Rave Mobile Safety – Emergency Notifications”.
3. Your EKU email address is already in the system. You can add up to 3 mobile numbers for text and/or voice messaging, and add up to two more email addresses.