


Emergency Planning and Response for Major Campus Incidents

Presented By:
Sgt. Jesus M. Villahermosa, Jr.
Pierce County Sheriff's Department
Tacoma, WA
(253) 381-0505



The opinions and views expressed in this course are solely those of Jesus M. Villahermosa, Jr. and no other entities or institutions. Crisis situations in and of themselves can be very volatile and dynamic. Every individual can and will make different choices depending on the situation and his or her training. The information presented today is given in the context of options employees may take during a given situation. It should not be construed as, nor is it meant to mandate, exact responses to exact situations.



Hearing on Security on America's Colleges Campuses

“ . . . colleges and universities defy easy answers for law-enforcement officials and first responders. Typically, these institutions contain many buildings and hundreds of students, teachers, staff, and visitors who are moving about freely and who, at larger institutions, are likely strangers to one another. Campus-safety officers confront the daunting challenge of defending campuses that are largely open to anyone who chooses to walk in, whether a troubled student with a gun or a terrorist with a suicide belt.”

Sen. Susan Collins (Rep-Maine), Ranking Member
Senate Homeland Security Committee



Homeland Security Vision Statement for Higher Education

“That all schools and universities are prepared to mitigate/prevent, respond to, and recover from all hazards, natural or man-made by having a comprehensive, all-hazards plan based on the key principles of emergency management to enhance school safety, to minimize disruption, and to ensure continuity of the learning environment.”

U.S. Department of Education Sector Specific Plan




Campus Law Enforcement Emergency Response Act of 2007 04/26/07

- ◆ Sen. Richard Durbin (D-IL) has introduced legislation that would require colleges and universities to do the following:
 - Develop and distribute policies for responding to law enforcement emergencies, including procedures for notifying students and employees about such emergencies. The term "law enforcement emergency" would include situations that occur on a college campus, that involve a law enforcement response and that pose a potential threat of continuing danger;
 - Report on statistics concerning the occurrence of such emergencies;
 - Test their law enforcement emergency response procedures at least annually; and
 - Provide notification to the campus community no later than 30 minutes after the discovery of a law enforcement emergency situation.
 - As of Jan. 27, 2008 this bill is still in the 1st step in the legislative process
 - (GovTrack.us. S. 1228--110th Congress (2007): Campus Law Enforcement Emergency Response Act of 2007, *GovTrack.us (database of federal legislation)*
<<http://www.govtrack.us/congress/bill.xpd?bill=s110-1228&tab=summary>> (accessed Jan 29, 2008)





Government Accountability Office Study on School Preparedness 05/17/07

- ◆ Of those with emergency plans 27% have never trained with emergency responders
- ◆ Only 29% train with “community partners” (hospitals & municipalities)
- ◆ 62% cite “a lack of equipment and expertise” as impediments to planning
- ◆ Colleges and Universities are not required to have an emergency plan
- ◆ 1/3 “experience challenges in communicating and coordinating with local first responders”




Lockdown: What Is It?

A lockdown is an established response plan implemented by an institution that is put into effect once there is a perceived or actual threat from an external or internal threat



Lockdown: What Is It?

- ◆ The area covered by a lockdown can be vast
- ◆ Vast does not mean it can't be locked down!
- ◆ Everyone must know the plan



Lockdown: What Is Its Purpose?



- The purpose of a lockdown is to secure students, staff and visitors into the nearest secured facility to minimize their exposure to a potential threat.
- This threat may be an external or internal threat.

Lockdown: What Is Its Purpose?



- ◆ A modified lockdown can be utilized when the threat is known to be outside the workplace building
- ◆ Doors stay locked and blinds shut but work continues as usual until an all clear is called



Lockdown: What Is Its Purpose?

- ◆ This type of lockdown can be called in to the institution by security personnel or someone in the law enforcement field



Lockdown: What Is Its Purpose?

Part of your lockdown plan may also include a partial or total evacuation of the facility if the threat is a mobile lethal threat



Lockdown: What Is Its Purpose?

Many of the victims of the worse case scenario school and workplace violence shootings have used this option to survive



Examples of When a Lockdown Might Occur



- ◆ Threats to staff/property
- ◆ Police in area looking for a crime suspect
- ◆ Violent crime near your workplace






Examples of When a Lockdown Might Occur

- ◆ Reported weapon in the workplace
- ◆ An active workplace shooting
- ◆ Your plan should cover the best and worse case scenario






Virginia Tech Report

- ◆ Lists more than 90 recommendations
- ◆ Set up systems to alert the campus to an emergency immediately
- ◆ The VTPD erred in not requesting that the Policy Group issue a campus-wide notification that two persons had been killed and that all students and staff should be cautious and alert.
- ◆ Install locks on all classroom doors



How Can Technology Simplify L/D Implementation?

- ◆ Automated  announcement
- ◆ Activated remotely or by switch
- ◆ Staff may activate if necessary
- ◆ Will eliminate the need for the P.A. to be “manned”.




How Can Technology Simplify L/D Implementation?

- ◆ The combination of three tones followed by the announcement repeatedly will eventually capture everyone’s attention
- ◆ Allows the lockdown announcement to continue for a pre-set time
 - Anyone trying to enter the school after the initial announcement will know what is happening
- ◆ Don’t be afraid to state that the police have been called and are en route to the school in your lockdown announcement
- ◆ Allows for everyone to start locking down immediately!
 - A true immediate notification system



Allows for everyone to start locking down immediately!

- ◆ Clear the lockdown the same way 
- ◆ This way staff knows the L/D was cleared as planned
 - Have a plan B, C, etc... in case your recording system fails!
- ◆ Start your roll call/accountability procedure




Considerations for a Lockdown Plan

What do you do if, during your lockdown plan, the fire alarm is activated?

If it is a real lockdown then it supercedes the fire drill unless smoke or fire is reported

Give an intruder description if possible



Other Planning Considerations: Building Designs

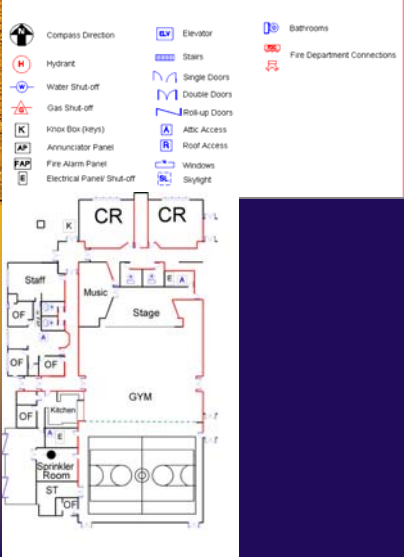



Other Planning Considerations: Police

- ◆ What is your local law enforcement agency's response time?
- ◆ Do they know the schools layout?
- ◆ Do they know your rally points?
- ◆ Do they know what your plan encompasses?
- ◆ Do they have an Incident Command System?
- ◆ Where will the police staging area be?
- ◆ Have you practiced your plan with them?





Other Planning Considerations: Police



Compass Direction	Elevator	Bathrooms
Hydrant	Stairs	Fire Department Connections
Water Shut-off	Single Doors	
Gas Shut-off	Double Doors	
Knox Box (keys)	Roll-up Doors	
Annunciator Panel	ABC Access	
Fire Alarm Panel	Roof Access	
Electrical Panel Shut-off	Windows	
	Skylight	

- ◆ Does your school have schematic plans of all of your buildings to give to law enforcement?
- ◆ Are the plans up to date?
- ◆ Are the room numbers on the schematics?
- ◆ Does it show all the locations of the fire and electrical panels?
- ◆ Does it show your camera locations?
- ◆ Review Yearly

Other Planning Considerations: Fire Department



- ◆ What is the Fire Department's response time?
- ◆ Do they know your plan?
- ◆ Do you have a Knox box at your school?
- ◆ Where will they stage?
- ◆ Do you have a landing zone designated for a helicopter?



Other Planning Considerations: Media

- ◆ Does your school have a TRAINED Public Information Officer?
- ◆ Try to coordinate any press releases with the Police Public Information Officer
- ◆ Do you have a staging area for the media?
- ◆ Do you have the ability to contact the FAA to restrict air space?
 - This could hinder the element of surprise for the police tactical teams
- ◆ Can family members be re-united with their students without interference from the media?
- ◆ **YOU MUST LEARN TO WORK WITH THE MEDIA!**



Other Planning Considerations: Parents

- ◆ Have a parent forum to advise them of your plan
- ◆ Send e-mails notifying them of your plan and solicit any input from them
- ◆ Be prepared to answer all “what if” questions remembering that you can’t plan for every situation
- ◆ Emphasize that your planning is a proactive measure to mitigate risk to their student

Other Planning Considerations: Parents



- ◆ Where will the parents meet pending resolution of the lockdown?
 - If a crisis
- ◆ Secondary Evacuation Rally Point
 - An alternate pre-determined site where parents will gather to receive information about their student

Parent Notifications



- ◆ Crisis phone update line
- ◆ Internet web page notification
- ◆ Auto text messaging
 - Via PDA
 - Via cell phones
- ◆ Parents would sign up for these services through the University or College
- ◆ Institutions would release their contact numbers through the media during the crisis



Other Planning Considerations: Students

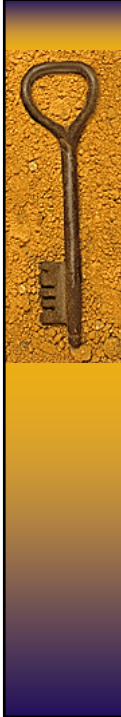
- ◆ Prepare the students with a lockdown explanation video
- ◆ Offer student training sessions so that accurate information can be presented regarding your plan
- ◆ Use student observers during the lockdown drill
- ◆ Empower the students with their participation!




Other Planning Considerations: Mutual Aid Agreement

- ◆ A formal agreement reached between the institution and outside businesses, other schools, churches, etc., before an event, where the school is allowed to evacuate their student population and staff into during a major emergency.

Staff Responsibilities During a Lockdown

- 
- ◆ **Step out of the classroom and into the hallways to gather students/guests**
 - If safe to do so
 - ◆ **Direct people into your classroom as you are locking the door**
 - ◆ **Shut the door and cover the door window if you have one**
 - ◆ **Cover or close all exterior windows**
 - Some have a different philosophy about this

Staff Responsibilities During a Lockdown


- 
- ◆ **Get everyone in the room to the door wall side sitting or lying down**
 - ◆ **Lights on or off...your choice**
 - ◆ **Keep everyone quiet!**
 - ◆ **Do not take your phones off the hook**
 - ◆ **Leave computers plugged in**
 - ◆ **Who secures the building doors?**
 - staff nearest the door
 - Custodian

Staff Responsibilities During a Lockdown

- ◆ **Student Roster**
 - Silent roll call
 - Send in if possible via your computer to the designated office/When safe to do so
 - If a modified lockdown is in place you can take roll as usual/doors stay locked and windows stay covered
 - Remember. You won't have the regular group of students in your classroom!
- ◆ **Staff must practice the drill**
 - Repetitiousness causes de-sensitization



Duck and Cover?






Duck and Cover?

- ◆ Taught in the 50's for earthquakes and the atomic bomb
- ◆ Common denominator in shooting rampages
- ◆ People who duck and cover near the shooter are at greater risk of dying
 - Where did most of the victims get killed in the Columbine massacre?



Duck and Cover?



- ◆ How many stories at VT of students who went into the duck and cover position?
- ◆ People who run stand a greater chance of getting away from the shooter
 - 90% of Columbine's population evacuated

Reality Checks: Running




- ◆ Moving quickly on foot
- ◆ Has been used in almost every Active Killer situation by victims
- ◆ Typically used by those nearest the shooter
- ◆ Don't run in a straight line!
- ◆ Warn others of the impending danger
 - The power of the Voice!
- ◆ Call 911 when able

Reality Check: Hiding




- ◆ The activity of keeping something secret
- ◆ Works better if the bad guy doesn't see you as you are hiding
- ◆ Remember that hiding doesn't mean bulletproof
 - Cover vs. Concealment
- ◆ If you choose this option you have to be quiet



Reality Check: Playing Dead

- ◆ **Appearing to not be alive**
- ◆ **The most famous story of this technique working was Craig Scott in the library at Columbine High School**
- ◆ **No guarantee it will work**
- ◆ **Tough to play dead during a crisis situation**
 - **Breathing**
 - **Startle reflex**



Reality Check: Speaking

- ◆ **Capable of Involving Speech**
- ◆ **Used in Paducah, KY by a student**
- ◆ **Used in Moses Lake, WA by a teacher**
- ◆ **If the shooter is talking and not shooting you are having a good day!**
- ◆ **Know when to talk and when not to**

Reality Check: Fighting

- ◆ To engage in battle or in single combat; attempt to defend oneself against or to subdue, defeat, or destroy an adversary
- ◆ Should be used as a last resort if you are not confident of your skills
- ◆ Should be used if you are trapped in the room with the Active Killer
 - The last thing they expect is for you to fight back
- ◆ The heroes are already on scene




Rules to Live By According to Jesus

- ◆ It is better to have a plan and not need it than to need a plan and not have it
- ◆ Maximize school safety by not falling into a complacent mindset or the “I never thought it would happen to me” mentality



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