CHABOT-LAS POSITAS | Community College District

Emergency Management Plans & Goals

Jim Yoke: Manager, Emergency Preparedness & Workplace Safety

Emergency Management Introduction

- All hazards approach

- Incident management development

- Planning

- Training

- Drills & Exercises

- Acquire, store, and teach people how to use supplies and equipment supported by Measure A

The Emergency Management Cycle

- Prepare
  - Plan – 20% of total effort
  - Train – 30% of total effort
  - Drill & Exercise – 50% of total effort
- Mitigate
  - Plans and projects
  - Often mandatory in order to receive state and federal disaster funds
- Respond – must have good relationships with partners
- Recover – can take years and requires expertise

Preparedness Goals:

- Preparedness at our District differs from a city or county
  - Post incident here, people leave if possible, and if needed
  - Post incident in the community, people are either at home or they're trying to get there
  - They don't leave unless they're evacuated
  - In that case, our colleges become useful to the community and our preparedness efforts will need to be ready for this
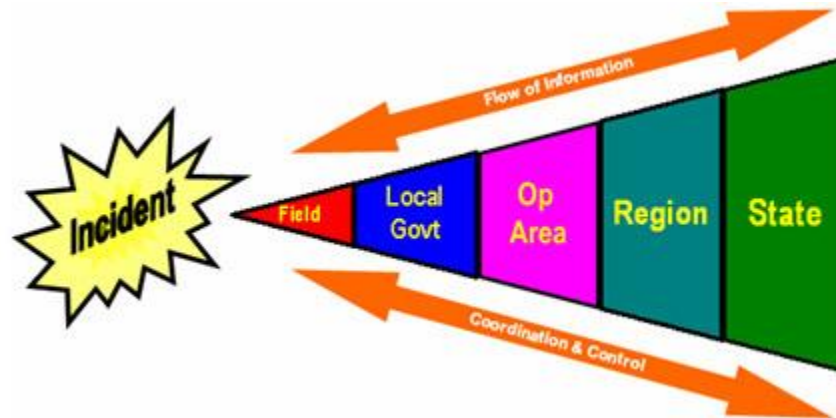
Emergency Operations Center (EOC) Development

- What is an EOC?
- The difference between field command and EOC management
- Field support is organized, communications and coordination with a city and County are established, media interactions are managed, and jurisdictional issues are addressed

EOC Development (cont.)

- The CLPCCD does not have an EOC
- Fortunately, the District building is a terrific facility
- The colleges will need "mini-EOCs"
- Think of college specific incidents vs larger incidents

Success Depends On The Incident Command System (ICS)

- Command (field) or Management (EOC)
- Operations – "the doers"
- Planning – "the thinkers"
- Logistics – "the getters"
- Finance – everything has to be paid for in the end
- *People need to be assigned roles three deep, they need to be trained on those roles, they need practice doing their jobs, and they need the necessary supplies.*

Everbridge Alert & Warning System

- Students are in our database automatically – they can choose to opt out during enrollment
- Faculty and staff opt in to the system – this will be a perpetual recruitment process
- Vendors need to be re-entered into the system annually
- An annual calendar will schedule testing, purging, and outreach
- Emergency alerts go out via text, voice, and email
- The system is online and can be used now

Planning – The Foundation

- Plans are crucial – they describe:
  - Who you are
  - What your jurisdiction is
  - What your risks are
  - How you will mitigate those risks (if possible)
  - How you will respond to and recover from incidents caused by those risks
  - Who is responsible for filling various roles
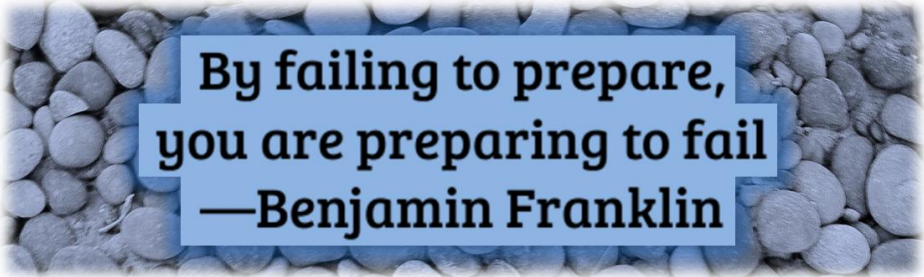 - What supplies and equipment you will use to get work done

Plans That Are Coming

- Building Evacuation Plans with Temporary Evacuation Points (TEPs)
- **Emergency Operations Plans (EOPs) – Three of them**
- College Emergency Response Team (CERT) Operations Plans
- Continuity of Operations Plans (COOP)
- Emergency Operations Center (EOC) Manuals with Standard Operating Procedures
- Mass Care Plans

More Plans

- Point of Dispensing Plans
- Point of Distribution Plans
- Warehouse Plans
- Emergency Volunteer Center (EVC) Plans
- Local Hazard Mitigation Plans (LHMP)
- *Some of these documents are strictly District or College documents, but some are collaborative with the County and with our three cities.*

By failing to prepare, you are preparing to fail —Benjamin Franklin

Disaster Service Worker Status

- By California law, all public employees are Disaster Service Workers (DSWs)
- What does this mean for our employees?
  - All employees must be prepared to respond to their workplace during an incident
  - All employees must communicate with their supervisor after an incident to receive instructions
  - This will take some time so that their supervisor will know what instructions to give

Training

- There are two kinds of training
  - Plan related
    - For these, plans must be completed first
    - This is where people will learn what their jobs are in an incident and how they'll get tasks accomplished
  - Non-plan related
    - Skills based training (i.e. First Aid & CPR)
    - These can begin as soon as possible and they stand alone
    - Skill based training will be given year round, with an emphasis on the summer months

What Training Can Be Expected?

- First Aid & CPR
- Disaster Home Preparedness (DHP) – _this will be presented at LPC on its April 3 Flex Day_
- College Emergency Response Team (CERT)
- NIMS – SEMS – ICS
- EOP and other CLPCCD plan training
- Section specific training
- Critical Incident Stress Management (CISM) training

Emergency Action & Response Planning & Training

- Plans have been completed
- Implementation is underway at both campuses
- Documents will be placed in every classroom by the end of May
- Training has been given to many CLPCCD employees
- More training will be given this school year

Updated Active Shooter Video Project

- An older version of an active shooter training video is being replaced.

- The script for a new video has been completed.

- Filming for a new video will be produced by Sujoy Sarkar at the Chabot Cable TV Station in March and April.

- The finished product will be ready by the end of May.

Supplies & Equipment

- This falls into two categories:
  - Supplies needed to carry out response tasks: This is referred to as a "Go-Kit"
  - Disaster kits for personal survival
- Both types will be purchased and in place by the end of May at the District Office
- The two colleges already have some supplies and equipment, and the inventories at those locations will be updated and replenished by the end of May also

Drills & Exercises

- Think of these as steps up a staircase, or as a natural progression as the knowledge and skill of personnel increases:

> • Full-Scale Exercises
>
> • Functional Exercises
>
> • Drills
>
> • Tabletop Exercises

- Seminars & Workshops

Working With Partners & Surrounding Communities

- State of California
  - Emergency Medical Services Agency
  - Medical Reserve Corps
- Alameda County
  - Emergency Managers Association
  - Mass Care & Shelter Committee
  - Yellow Command: Annual Dept. of Homeland Security exercise organized in the Bay Area – we have been invited to participate by the County and the City of Livermore

Working With Partners & Surrounding Communities (cont.)

- Cities
  - Ensure that our plans are compatible
  - Mass Care & Shelter
  - PODs (both kinds)
- American Red Cross
  - Emergency Sheltering
- Hayward Radio Club
- Livermore Amateur Radio Klub (LARK)

Security Master Plan

- This is a stand alone project that will improve campus safety and security

- An assessment of existing facilities, systems, and policies has been finished.

- The plan will include building and Site Security Design Guidelines, Assistance in Equipment Manufacturer Selection, and policies for future training.

Security Master Plan Schedule

- The Security Master Plan draft will be delivered by the District's consultant by mid-March.

- Kevin Woods of Catalyst Consulting Group has been working with us to produce this product.

- Staff will review the draft in March and April.

- The finished product will be brought to the Board for approval in May.

What The Security Master Plan Will Accomplish

- Operational Security
- Architectural & Physical Security (i.e. lighting)
- Technological Systems (i.e., Talk-A-Phone call boxes at the two campuses)
- Surveillance
- Parking and traffic security
- Campus Security Command & Control with Standard Operating Procedures (SOPs)

The Ultimate Goal

- The ultimate goal is readiness. In that condition people will know:
  - What to do
  - With whom
  - Where to do it
  - And with what supplies & equipment
- Lastly, preparedness never ends. Nobody can ever claim to be finished. But, upon achieving readiness, the job will be to maintain it on an ongoing basis.