

Emergency Operations Plan

Emergencies can occur at any time. In an effort to protect public safety and health, the college has developed an Emergency Operations Plan (EOP) to enhance preparedness and assist in protecting the college community.

Objectives of the EOP:

Provide clear and easy-to-follow guidelines for the most critical functions during an emergency response.

Organize the plan in a way that users can quickly determine their role and responsibilities.

Provide a basis for training staff, faculty and students.

Determine the decision process, the level of response, and extent of emergency control and coordination that should be activated when incidents occur.

Be prepared, not only to respond to an emergency, but also to handle a crisis in terms of student safety, media relations, risk management, and continuity of Barton's operations.

Opportunities:

Be proactive

Practicing for an emergency prior to an actual event.

Emergency exercises provide opportunities to train, practice response, review actions taken, and debrief in a non-emergency situation.

Allows for the reviewing, strengthening, and updating of the EOP.

Analyzing risks based on location and the college environment.

Challenges:

Training faculty, staff, and a changing student population.

Communication:

- Communicating to all areas of the campus (All interior locations, outside the buildings on the campus grounds, athletic fields, etc.)
- Communicating to students that are off campus.

- Communication to parents of students.
- Communication between the Emergency Response Team members.
- Communication with local Emergency responders.

Financial impact of upgrading communication systems (intercom, exterior speaker systems, text messaging, email, etc.), providing the necessary training, and providing the supplies necessary to prepare for an emergency.

Rural location and relatively small number of emergency responders.

Planning for the unknown.

This development of the Emergency Operations Plan is not intended to be the end of emergency planning. Campus preparedness, communications with emergency responders, and conducting emergency drills are as important as the plan itself.

Barton's Emergency Operations Plan can be found on the College website:

<http://www.bartonccc.edu/eop/EOPPlan.pdf>

Items to be addressed:

1. Training –

- a) **CPR/First Aid training has been provided for approximately 26 college employees.**
- b) **Active Shooter training has been provided for Security Officer staff and Criminal Justice staff in cooperation with Barton County Sheriffs' Office.**
- c) **Building Monitor and Emergency Response Team meetings will be scheduled prior to the Lockdown drill.**

2. Placing Emergency Kits in various locations throughout the campus –

- a) **Completed**

3. Emergency drills –

- a) **Fire and tornado drills have been completed and are scheduled on an annual basis.**

- b) A Lockdown drill will be scheduled during the month of December.**
- c) We would like to schedule an expanded Active Shooter training during the spring semester. Will be communicating with BCSO.**

4. Communication & meetings with emergency responders-

- a) Meetings with emergency responders as well as BCSO will be scheduled in an attempt to schedule campus wide Active shooter training for the spring semester.**

5. Emergency communication systems-

- a) Funds have been budgeted to complete the emergency communication system on campus. Staff have met with McClelland Sound and are currently reviewing their proposals and recommendations for the exterior notification system.**
- b) The text message notification system has been tested.**
- c) A new Emergency Response text message distribution list has been set up and tested.**
- d) There is an issue with one of the cell service providers that is still not working correct for their customers.**
- e) Equipment has been installed that will test the tornado sirens each week in conjunction with the city testing.**