

CRISIS MANAGEMENT COMMITTEE

Minutes

April 8, 2024; TTC 4370

Present: S. Gordon, D. Alexander, P. Eagan, B. Lueth; V. Warkoczeski

Absent: A. Hilliard; A. Snead

Minutes from 11.29.23 were approved with corrections; motion by Dannie; support from Brian.

Dannie will follow up with Dr. Washington re: additional committee member

PILLARS FOR ACTION, SPECIAL MEETING 11.29.23

• COMMUNICATION

- RAVE/Alert Notification
 - Discussion re: utilizing the RAVE system for emergency incidents
- Emergency Guide Review – Lockdown Procedures
 - Procedure already included in guide and 1-page quick-reference sheet posted in every room.
- Flow Chart
 - Discussion re: ability to create and maintain effective document
 - Where would it live?
 - Issues with including in Guide Book
- Communication Modalities
 - RAVE
 - ALERTUS
 - On all forward-facing computers
 - Discussion re: development of decision tree for telephone notifications
 - Per Dannie, Dr. Washington to provide direction whether to move forward

• COMMAND

- Incident Command Structure
 - Per discussion, Area Leader process is sufficient
 - “Incident Commander” outlined in Crisis Management Notebook
 - Per Dannie, custodial team can assist with sweeps
- Communication Cards
 - Need to determine “critical;” when appropriate to use
 - Will develop card
 - Front/Back (Employee [Guardian]/Student)
 - Aaron Hilliard to provide information re: Guardian contact information
 - Gryphon contact information available

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- **TRAINING**
 - Annual Training – Critical Incidents
 - Will vary based on situation
 - Area Leader
 - To be offered
 - Location Specific
- **OTHER**
 - Technical Support
 - WiFi Phone Upgrade
 - Significant cost
 - Outdoor coverage significantly enhanced
 - Grant submitted

“BIT” BEHAVIORAL INTERVENTION TRAINING

- **Red Card Procedure**
 - Need to define “red card”
 - ? immediate harm to self/others
 - ? Involvement of licensed counselor
 - ? any documentation
 - Dannie to contact Cathy Colella

NEW BUSINESS/UPDATES

- **Active Violence Sessions**
 - Active Shooter
 - Several completed since November meeting
 - Collective Department training more effective/efficient v. “open” sessions
 - “Round table” sessions (response to scenario) also provided
 - Situational Awareness offered for front desks
 - Available and pertinent to all areas
 - Videos for online training in process
- **Area Leader Training**
 - Updating lists
 - Several Area Leaders in each department/area
 - Area-specific radios to be distributed
 - Training in development; hope to offer end of the month
 - Cabinet to receive Area Leader Training also
- **AWH Alarm Systems Modification/Upgrades**
 - Enhancing alarm audible levels
 - Remote lockdown capability from TTC now functional college-wide
 - Completed by 6.30

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- Security Camera Update
 - Replacing cameras (Hanwa)
 - Significantly increased functionality/enhancements
 - Coverage at Cosmetology/Barbering will be consistent with rest of campuses
 - Concern re: cash receipts
 - Brian/Paige to follow up
- CRG (Critical Incident Mapping app)
 - State mandated/ dollars appropriated by state
 - Shares access maps with area first responders to facilitate internal room locations
 - Will have ability to update as physical plant changes
- ALERTUS Update
 - Emergency button on all forward-facing computers and others in specific areas
 - Discussion re: installing on all computers
 - Sean to follow up w/Aaron Snead/Joel Larson re; update at next meeting
 - Discussion re: individuals who use personal laptops v. college laptops
 - Per Dannie, place info in newsletters encouraging use of college laptops to receive current/timely information
 - Education needed re: individuals following up w/immediate phone call to Public Safety re: details of emergency
 - Discussion re:
 - integrating RAVE notifications w/ALERTUS notifications
 - Would notify all computers re: emergency situations (active shooter, lock down, etc.)
 - Per group needs further discussion
 - Integrating with digital displays for hearing impaired

Other

- See Something/Say Something
 - Discussion re: resurrecting awareness
 - Newsletters
 - Digital displays
 - Events: VibeFest; Get It Done, etc.

With no further business, the meeting was adjourned.