

Active Shooter Hazard Annex

Mitigation:

1. Minimize/Prevent the damage done by an active shooter
 - a. Train personnel in exercising their options during an attack
 - i. Run
 1. Leave personal belongings
 2. Visualize escape routes including accessible routes.
 3. Avoid elevators
 4. Take others, but don't wait due to inaction of others
 5. Call 911 when safe
 6. Let somebody know where you are
 - ii. Hide
 1. Lock/Barricade doors
 2. Close blinds & turn off lights
 3. Remain silent & Silence electronic devices
 4. Attempt silent communication with first responders
 5. Hide along wall closest to exit, but out of view to provide ambush if needed
 6. Remain until given all-clear
 - iii. Fight
 1. Aggressive, forceful action with the intent to seriously incapacitate with items such as furniture, fire extinguishers, etc
 - iv. What to expect from first responders
 1. Priority is to locate and stop threat. ALL other concerns are secondary.
 2. Present open hands to responding officers
 - b. Use the campus threat assessment process to assist in the identification of potential perpetrators.
 - c. Train with local law enforcement and emergency medical services to increase familiarity with the campus layout, and to formulate a rapid ingress plan
 - d. Establish a facilities information repository that includes keys and building information

Response:

2. Minimize damage during the event
 - a. Activate emergency notification system via the communication plan to inform college community of threat
 - i. Run, hide, fight
 - ii. Stay off campus if enroute
 - b. Facilitate access to facilities repository
 - c. Follow direction of law enforcement and fire
 - d. When threat removed sound all-clear
 - i. How and who?

Recovery:

- e. Open the EOC
- f. Close campus? If so, how long? [President or designee]
- g. Resource rally (Need people to perform assessment) [Operations]
 - i. Facilities gathers at location in front of student center
 - ii. All employees with a radio participate. Additional volunteers as needed.

- iii. [Check-in using check-in form](#)
- h. [Campus evacuation](#)
 - i. Vehicles or no vehicles?
 - ii. Foot
 - iii. Special needs
 - iv. Who has keys to bollards on pedestrian walkway?
 - v. Alternate MTS stop
 - vi. Special needs transport to alternate MTS locations
 - vii. Special needs transport to re-unification
- i. Facility assessment [Facilities. Sweep teams w/ communication]
 - i. Injured personnel
 - ii. Structural issues
 - iii. Cleaning/Hazmat
 - iv. Furniture
 - v. What functions will be prevented from continuing?
 - vi. Secure buildings once cleared
- j. Personnel assessment [Who?]
 - i. Physical
 - ii. Emotional
 - iii. Interruptions of attendance (will everybody be able to start work again?)
- k. Re-unification [Operations. Need at least one manager with communications]
 - i. CDC [Check their plan]
 - ii. Gen population
 - 1. Fresh and Easy parking lot (MOU?)
 - 2. Stand at pedestrian walkway to log students?
 - 3. Signs
 - 4. Security
 - iii. Notification of locations for pick-up
 - 1. Appropriate channels
- l. Traffic control [CAPS and LE. Who makes decision regarding traffic flow?]
 - i. Restrict inbound non-emergency traffic
 - ii. Close out-bound traffic?
 - iii. How facilitate vehicle evacuation?
- m. Facilities recovery [Facilities]
 - i. Cleaning & repair (Open POs?)
 - ii. Relocation (Cuyamaca, trailers, other locations? Can be complicated if a lab or other specialty space)
- n. Crisis counseling/mental health
 - i. On-campus practitioners
 - ii. Off-campus referrals
- o. Continued communication throughout recovery period (probably days)
- p. Media management
 - i. Staging location
 - ii. Prepared statements and where they will be made
 - iii. Press conference location (GG? Problem...also the EOC)