DO YOU KNOW WHAT TO DO?
CAMPUS EMERGENCY PREPAREDNESS
Eric Queller, Emergency Preparedness Specialist
THINK + PREPARE + ACT
TAKE TIME TO KNOW YOUR HAZARDS AND ROLE.
Types of Emergency Events

• Notice Incidents
  • Events that allow us time to plan and prepare in advance, such as weather-related occurrences.

• No-Notice Incidents
  • Events that are spontaneous and unplanned, such as utility interruptions, fire or mass-casualty situations.
Weather Hazards

• In North Texas
  an average year has:
  • 258 severe thunderstorm events (large hail, damaging winds)
  • 68 flash flood events
  • 12 tornadoes
Local Hazards

- Industrial Chemicals
- Biological
- Nuclear/Radiological
- Transportation of Hazardous Materials
- Household Chemicals
- Epidemics/Pandemics
- Active Threat
- Terrorism
- 9-1-1 Emergency / Medical Emergency
- Building Fires

MSU Ready
PREPARE. PLAN. STAY INFORMED.
Remember, MSU Texas is still operating under emergency status and all employees are considered essential.

Discuss your role during a notice incident and to whom to report with your supervisor.

Update your personal information and emergency contact information in Banner.

Make plans for your personal obligations.

Arrange for direct deposit of paycheck if not already in place.

Have emergency preparedness discussions with other staff and students.
Employees Responsibilities – In an Emergency

- Monitor MSU Communications before, during, and after an emergency and obey all instructions.
- Perform duties as assigned by your supervisor.
- Provide emergency directive to students, faculty, and visitors.
Student Information & Responsibilities

- All students are automatically enrolled in MSU Alert and are strongly encouraged to download the MSU Safety App.
- Students are asked annually to self identify if they might need assistance evacuating the campus.
- Students are provided emergency preparedness information during the fall and spring semesters.
- All instructions - Including class cancellation, student release, evacuation and work/class resumption - will be communicated through MSU Alerts, media, and MSU Texas Website and Social Media.

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THINK + PREPARE + ACT

A LITTLE PREPARATION CAN MAKE ALL THE DIFFERENCE
Get Ready

• Emergency Supply Kit.
• Create a Family Communications Plan.
• Caring for Those with Functional Needs.
• Planning for Pets.
• Register for Local Alerts
• Purchase a NOAA All-Hazards Radio
Emergency Kit

- Water
  - One gallon of water per person per day for at least 3 days.
- Food
  - At least a 3-day supply of non-perishable food.
- Can Opener
  - For food.
- Flashlight
  - And extra batteries.
- First Aid Kit
  - For medical emergencies.
- Whistle
  - To signal for help.
Emergency Kit

• Dust Mask
  – To help filter contaminated air.

• Plastic Sheeting
  – And duct tape to shelter-in-place.

• Radio
  – Battery-powered or hand crank radio and NOAA Weather Radio with tone alert and extra batteries for both.

• Personal Sanitation
  – Moist towelette, garbage bags and plastic ties.

• Wrench or Pliers
  – To turn of utilities.

• Local Maps
  – For navigation.

• Cash
  – In case ATMs are down or something prevents the use of credit/debit cards.

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EMERGENCY NOTIFICATION

- **MSU Alert**
  - Registered Number - Text Message.
  - All MSUTexas.edu Emails.
  - Registered Personal Emails.
  - Desktop Take Over.

- **Website**
  - MSUTexas.edu alert banner.

- **Social Media**
  - Facebook
    - MSU Texas
  - Twitter
    - @MSUTexas

- **News Media**
  - TV
    - Local News Channels
  - Radio
    - Local Channels

- **Local Alerts**
  - Wichita Falls OEM
    - CodeRED
    - WEAs
THINK + PREPARE + ACT

YOU ARE YOUR OWN BEST PROTECTION
LIGHTNING SAFETY

• If you hear thunder, you are close enough to be struck by lightning—find safe shelter immediately.

• Move to a sturdy building and stay away from the windows (don’t take shelter in a shed, under isolated trees or in a convertible vehicle).

• If a sturdy shelter is not available, get inside a hardtop vehicle and keep the windows up.

When Thunder Roars, Go Indoors!

STOP all activities.
Seek shelter in a substantial building or hard-topped vehicle.
Wait 30 minutes after storm to resume activities.

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www.msutexas.edu/msuready
HAIL SAFETY

- During a storm, seek shelter. Hail of any size can be dangerous when pelted in high winds.
- Surfaces may become slick, so use caution if you’re outside.
- Don’t stand under glass.
TORNADO SAFETY

• Watch
  – Conditions are favorable for the development of thunderstorms capable of producing tornados.
    ▪ Stay Informed
    ▪ Know where to take shelter.

• Warning
  – A thunderstorm capable of producing a tornado is imminent.
    ▪ TAKE SHELTER NOW!

TACO WATCH  VS  TACO WARNING

MSU Ready
TORNADO SAFETY

**ALERT:** If you received an MSU Alert or a Wireless Emergency Alert from the National Weather Service read all the information.

**TAKE:** Grab your phone, keys, university ID, and wear close-toed shoes.

**Move:** Go to a Severe Weather Refuge Area in your building, if available. Stay away from windows and exterior walls. Move to the lowest level and most interior part of that building.
PREPARE NOW
Learn what to do in the event of severe weather.
- Know where the Severe Weather Refuge Areas in the building are located.
- Understand the difference between a “watch” vs “warning.”
- Learn how to use the NOAA weather radio.

WATCH... BE WEATHER AWARE
A Tornado Watch has been issued.
- Unlock and unblock doors to all Severe Weather Refuge Areas.
- Continue to monitor the NOAA weather radio and related announcements.

WARNING... TAKE ACTION
A Tornado Warning has been issued for Wichita Falls.
- Alert: If you received an MSU Alert or a Wireless Emergency Alert from the National Weather Service read all the information.
- Take your phone, keys, ID, and wear closed-toed shoes.
- Go to a Severe Weather Refuge Area in your building. Stay away from windows and exterior walls. Move to the lowest level and most interior part of that building.
FLOOD SAFETY

• **Never** drive through flooded roadways in case the roadbed is no longer intact.
• If your vehicle stalls, leave it immediately and seek higher ground.
• Be cautious at night when it’s harder to recognize flood dangers.
**WINTER STORM**

- **Stay Informed.**
  For MSU Texas closure information, visit MSUTexas.edu, the MSU Texas Twitter, Facebook, Instagram pages, or call (940) 397-4000.

- **Use Caution.**
  Be careful if walking or driving during or after a snow or ice storm.

- **Be Aware.**
  Roads and sidewalks could have black ice, use caution. Also be aware of tree branches that could break when under extra pressure from ice and snow.

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**MSU Ready**

PREPARE. PLAN. STAY INFORMED.
• When a **fire alarm sounds**, **evacuate** to a designated safe area. Do not Assume all alarms - **fire, smoke, and carbon monoxide** - are real.
• DO NOT re-enter a building until declared safe by emergency personnel.
• Test closed doors for heat with the back of your hand or forearm on the lower and upper part of the door. If hot or warm, do not open and find an alternate route.
• If your clothes catch fire, stop, drop, and roll.
• If you cannot leave your area, close the door, stay low to the floor, and hang a white or light-colored cloth outside the window.
R. A. C. E.

**Rescue:** Assist anyone in immediate danger and help get them to a safe area as fast as possible.

**Alarm:** Alert others by activating the building’s fire alarm. Contact 9-1-1 to report the location of the fire.

**Contain:** Confine the fire as much as possible by closing doors and windows behind you during evacuation.

**Extinguish:** Only attempt to put out the fire if it’s small, you have the proper equipment, and if it’s safe to do so.
P. A. S. S.

**Pull** the fire extinguisher pin.

**Aim** the fire extinguisher at the base of the fire.

**Squeeze** the fire extinguisher level.

**Sweep** from side to side.
IF YOU BECOME AWARE OF A THREAT OF VIOLENCE, NOTIFY MSU POLICE AT (940) 397-4239 OR CALL 9-1-1 IMMEDIATELY.
ACTIVE SHOOTER – RUN

- Leave your belongings behind and leave.
- Help others escape, but don’t let them slow you down.
- Warn and prevent individuals from entering an area where the shooter may be.
- Call 9-1-1 when you are safe and describe the shooter, location, and weapons.
ACTIVE SHOOTER – HIDE

• Get out of the shooter’s view and stay quiet.
• Lock and block doors, close blinds, and turn off lights/electronic devices.
• Stay in place until law enforcement gives you the all-clear.
• Your hiding place should be out of the shooter’s view and provide protection if shots are fired.
• Commit to your actions and act as aggressively as possible against the shooter.
• Recruit others to ambush the shooter with makeshift weapons like chairs, fire extinguishers, etc.
• Throw items to distract and disarm the shooter.
• Get the weapon away from the shooter.
ACTIVE SHOOTER – POLICE

• They will pass the injured people when arriving on the scene.
• Don’t interrupt Law Enforcement efforts or run to them for help.
• Everyone is treated as a suspect until the situation is safe.
• Be prepared for forceful and loud commands. Don’t present yourself as a threat. Keep your hands open and up with nothing in your hands.
• Once the scene is safe first responders will assess the injured.
BOMB THREAT

- Record: Take down call ID number/location if possible.
- Evacuate: Leave the area and encourage others to do so as well.
- Do NOT activate the fire alarm
- Close the area, preserve the scene, and be aware of the possibility of more devices.
- Situation Awareness: Make a visual check of the area, noting anything that looks out of place.

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BOMB THREAT CHECKLIST

Date of Call: _________ Callers Voice: Male | Female
Time of Call: _________ Callers Age: _________

Questions to Ask:
1. When is the bomb going to explode: _____________
2. Where is the bomb: ___________________________
3. What does the bomb look like: __________________
4. What will cause it to explode: __________________
5. What kind of bomb is it: _________________________
6. Did you place the bomb: _________________________
7. Why: ________________________________________
8. Where are you calling from: _______________________

Threat Language:
___ Well-spoken (educated)
___ Incoherent
___ Taped
___ Foreign

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Suspicious or Unattended?

Criminals or terrorists sometimes conceal improvised explosive devices (IEDs) in backpacks, suitcases, or common items.

Use this process to safely determine if an item is a serious threat or just unattended.

Is it HOT?

**Hidden**
- Placed out of sight
- Appears purposely concealed

**Obviously suspicious**
- Unexplainable wires or electronics
- Bomb-like components

**not Typical**
- Out of place for the location
- Potentially related to a threat

* Use R.A.I.N. (Continue to other side)
  - YES (Suspicious)
  - NO (Unattended)
* Treat with caution
* Try to determine the owner
* Report to an authority
If an item is suspicious you should:

| R   | Recognize the Indicators of a Suspected Explosive Device
|-----|---------------------------------------------------------|
| A   | Avoid the Area
| I   | Isolate the Suspected Item
| N   | Notify Appropriate Emergency Services

If you **see something, say something**

REPORT SUSPICIOUS ITEMS. Contact local law enforcement or 9-1-1 in case of emergency.
HAZARDOUS MATERIALS – Personal

- **Asked to evacuate:**
  - Do so immediately. Follow the Campus Evacuation Guide. Stay Informed on evacuation routes, temp shelters, and procedures.

- **Caught Outside:**
  - Stay upstream, uphill, and upwind. In general, try to go at least a half mile from the danger area. Do not walk, touch, or inhale any spilled agents. If possible, cover your mouth with a cloth or mask while leaving the area.

- **Asked to Shelter-In-Place:**
  - Close and lock all exterior doors and windows. Close vents, fireplaces, dampers, and as many interior doors as possible. Turn off air conditioners & ventilation system. Seal gaps under & around doorways, windows, AC units, vents and exhaust fans, with a wet towel, plastic sheeting, duct tape.
General Sheltering Instructions.
MSU PD and Emergency Management staff will initiate a Shelter-In-Place order.

• Ensure all appropriate persons are inside the building or rooms. If possible, account for all persons in your area.

• Close doors and windows, if possible.

• Keep all persons away from exposed windows and doors.

• All persons should remain in the secured area until an “all clear” is declared by emergency personnel.
SHELTER-IN-PLACE

• Severe Weather
  – Go to the lowest level of the building, if possible.
  – Stay away from windows and exterior walls.
  – Go to interior rooms, hallways, or severe-weather refuge areas.

• Hazmat
  – Bring people and inside.
  – Close and lock all exterior doors and windows.
  – Close vents, fireplaces, dampers, and as many interior doors as possible.
  – Turn off air conditioners and ventilation system.
  – Seal gaps under & around doorways, windows, AC units, vents and exhaust fans, with a wet towel, plastic sheeting, duct tape.

• Lockdown
  – If you can’t evacuate, cover and hide. Find a place to hide out of view of the attacker.
  – Lock and block doors. If possible, put a solid object/barrier between yourself and the threat.
  – Close blinds and turn off lights.
  – Turn off all phones and electronic devices.
  – Keep silent and wait until the “all-clear” is given by emergency personnel.
• **Stay Informed.**
  Listen to local news and University officials to stay updated on the ongoing situation.

• **Stay Calm.**
  Control your emotions, take a deep breath, then proceed to alert others in your immediate area that a campus evacuation has been declared.

• **Take.**
  Gather personal belongings that you will need for the immediate future.

• **Follow Emergency Personnel.**
  Listen to university officials and follow their guidance. Watch for hazards and damages. Stay away from campus until the "all-clear" is given.
MEDICAL EMERGENCY

• Make sure the area is safe to approach.
• Check for responsiveness.
• If the victim says they do not want help. Stop....
• You are not held liable for any assistance rendered under the Texas Good Samaritan law.

• Alert
  – Immediately contact 9-1-1 and relay the following information: Nature of injury or illness, location, identity of the victim, suspected cause of the injury or illness.

• Aid
  – AED
  – Stop the Bleed
RESOURCES

MSU Texas Office of Risk and Safety Management
www.msutexas.edu/police/msuready

Texas Division of Emergency Management (TDEM)
www.tdem.texas.gov

Federal Emergency Management Agency (FEMA)

Department of Homeland Security
www.dhs.gov

Wichita Falls Office of Emergency Preparedness
THINK + PREPARE + ACT
TOGETHER WE ARE BUILDING A DISASTER RESILIENT UNIVERSITY

Eric Queller, Emergency Preparedness Specialist
(940) 397-8993 | Eric.Queller@MSUTexas.edu

Tim Beaman, Risk and Safety Manager
(940) 397-4032 | Tim.Beaman@MSUTexas.edu