

EATON COUNTY BOARD OF COMMISSIONERS

MEMBERS

Tim Barnes
Blake Mulder
Terrance Augustine
Brandon Haskell
Jeanne Pearl-Wright
Trevor TJ Youngquist
Mark Mudry
Joseph Brehler



MEMBERS

Brian Droscha
Jacob Toomey
Scott Hansen
Brian Lautzenheiser
Jim Mott
Frank Holmes
Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/PUBLIC SAFETY COMMITTEE

THURSDAY, FEBRUARY 2, 2023, 4:00 P.M.

BOARD OF COMMISSIONERS' ROOM, COUNTY COURTHOUSE, CHARLOTTE

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Agenda Additions and Changes.
4. Approval of January 12, 2023 Minutes.
5. Limited Public Comment.
6. Sheriff's Office Update.
 - Hiring Request – Part-Time Corrections Deputy
7. Monthly Reports.
 - Reimbursement
 - Jail Census
 - Courthouse and Juvenile Security
8. Central Dispatch Update.
 - FTE Request – Public Safety Telecommunicator
9. Emergency Services Update.
10. Miscellaneous.
11. Limited Public Comment.
12. Adjournment.

A quorum of the Board of Commissioners may be present at this meeting.

PUBLIC SAFETY COMMITTEE

**THURSDAY, JANUARY 12, 2023
4:00 P.M.**

MINUTES

MEMBERS PRESENT: Chairman Commissioner Tim Barnes, Vice-Chairman Commissioner Brian Droscha, Commissioner Scott Hansen, Commissioner Mark Mudry, Commissioner Brandon Haskell, Commissioner Frank Holmes, and Commissioner Jacob Toomey

ALSO PRESENT: Chairman Jim Mott, Controller John Fuentes, Deputy Controller Connie Sobie, Sheriff Tom Reich, Undersheriff Jeff Cook, Chief Deputy Adam Morris, Captain Chris Kuhlman, Dispatch Director Kelly Cunningham, Deputy Director Francis D'Huyvetter, Emergency Services Manager Ryan Wilkinson, Telecommunicator Jessica Nunham, Community Corrections Coordinator Melanie Achenbach, Public Defender Tim Havis, and Jerri Nesbitt

The January 12, 2023, regular meeting of the Public Safety Committee was called to order at 4:00 p.m. by Chairman Commissioner Barnes.

The Pledge of Allegiance was given by all, led by Commissioner Mudry.

AGENDA ADDITIONS AND CHANGES

There were no additions or changes to the Agenda. Commissioner Haskell moved to approve the Agenda as presented. Vice-Chairman Commissioner Droscha seconded the motion. Motion carried unanimously.

LIMITED PUBLIC COMMENT

None.

SHERIFF'S OFFICE UPDATE

Sheriff Reich reported the highlights for the month of December, 2022. Two cadets have been selected to start in the next few weeks. There are two more applicants in the approval process.

Sheriff Reich discussed ride-alongs are available to Commissioners. Arrangements may be made by contacting Capt. Kuhlman.

CLERK HIRING REQUEST

Controller Fuentes reported that under the terms of Non-Supervisory union contract when an applicant is requesting to hire in at above the starting pay rate for a position, the bargaining unit may accommodate that request based on prior experience of the applicant, specific to terms of the contract. The determination is to be made by the Public Safety Committee. Sheriff Reich requested the candidate for Records Clerk begin at the two-year step of the Clerk salary schedule. Commissioner Haskell made a motion to approve the request. Commissioner Droscha seconded the motion. Motion carried unanimously.

MONTHLY REPORTS

Controller Fuentes provided information for the Committee regarding the Sheriff's Office reporting. Jail census averaged 41 percent, which is not uncommon during the holidays.

CENTRAL DISPATCH UPDATE

Central Dispatch Director Cunningham provided a brief explanation of the Central Dispatch Monthly Report. She indicated there are two Telecommunicators in training and one current vacancy. Director Cunningham discussed that on January 10, 2023, at approximately 3:18 PM, Eaton County Central Dispatch lost connectivity to the 9-1-1 phone network. This outage affected most 9-1-1 centers in Michigan because the majority of 9-1-1 centers utilize a single internet service provider for 9-1-1 network services. This caused Eaton County 9-1-1 calls to be routed to Ingham County 9-1-1 for a short period of time. Once the service provider isolated the network issue, Eaton County 9-1-1 calls were routed back to Eaton County's 9-1-1 Center. January 11th, 2023, at approximately 10:30 am, the network repairs were completed, and the network was back to normal operations. A vendor outage report will be forthcoming.

Telecommunicator Supervisor Jessica Nunham was introduced. Ms. Nunham has been employed with Central Dispatch for 10 years and is a co-leader for the Public Relations team which schedules Central Dispatch personnel attendance at parades and events. Director Cunningham reviewed the 2022 Annual Central Dispatch report which will be provided via email to the Board of Commissioners.

EMERGENCY SERVICES UPDATE

Emergency Services Manager Wilkinson reported on goals for 2023, including review of the Emergency Operations Plan, a Memorandum of Understanding with Calhoun to send alerts across their borders, and upcoming training focusing on large scale operations. Exercise requirements have been completed for this fiscal year. Mr. Wilkinson will meet with Chairman Mott and Controller Sobie regarding Public Act 390 focusing on expectations for the Emergency Operations Center procedures.

MISCELLANEOUS

Chairman Commissioner Barnes welcomed new Commissioners and Committee Members Scott Hansen, Frank Holmes, and Jacob Toomey. He discussed meeting with Sheriff Reich in order to receive updates regarding retention and recruitment goals and assistance.

LIMITED PUBLIC COMMENT

None.

ADJOURNMENT

Chairman Commissioner Barnes adjourned the meeting at 4:39 p.m.

The next regularly scheduled meeting of the Public Safety Committee will be held February 2, 2023, at 4:00 p.m. in the Board of Commissioners Room located at the Eaton County Courthouse, 1045 Independence Blvd., Charlotte, MI 48813

Commissioner Timothy Barnes
Chairperson, Public Safety Committee

County of Eaton - Action Request



Date of Request: 02/08/2023

Committee: Public Safety Committee

Requesting Department: Sheriff's Office

Submitted By: Sheriff Reich

Agenda Item: #6. Sheriff's Office Update - Hiring Request

Proposed Date Going to
Board of Commissioners: 02/15/2023

Action Requested:

Recommend to Ways and Means Committee to rehire retired Sheriff Deputy Ryan Wright to work part-time, up to 1,560 hours, in the Eaton County Jail.

Summary of Request:

The Sheriff's Office continues to experience hiring challenges of Corrections Deputies and Road Deputies due to statewide and nationwide shortages. After retirement, Ryan Wright returned to the Sheriff's Office to work security at the Youth Facility. He has expressed interest in assisting the Sheriff's Office in staffing the jail on a temporary part-time basis.

The Controller's Office will work with legal counsel and the union to prepare a letter of understanding

If Resolution requested, is a draft included? ☐ Yes ☐ No

Fiscal Impact

Total Cost: _____ Included in current budget: ☐ Yes ☐ No ☐ N/A

If not included in current budget, provide funding source

General Fund: _____

Special Revenue Fund: _____

New Activity: _____

Grant: _____

Other Funding Source: _____

Supporting Documentation Attached: ☐ Yes ☐ No

Administrative Review

☒ Recommended

☐ Not Recommended

☐ Without Recommendation

Committee Action

Approved and referred to: _____

Denied ☐

No Action ☐

Other: _____

JAIL BOARDING					
<i>Fiscal Year</i> 2022-2023		JANUARY 2023			
PAYEE	REVENUE ACCOUNT	ANNUAL BUDGET	MONTHLY BILLED	YTD BILLED	YTD COLLECTED
PAROLE VIOLATORS	MDOC HOUSING	\$75,000.00	\$2,730.00	\$6,090.00	\$3,605.00
DIVERTED FELONS	MDOC HOUSING	\$300,000.00	\$27,335.00	\$93,380.00	\$65,400.00
WRAP PROGAM	MDOC HOUSING	\$400,000.00	\$22,365.00	\$102,015.00	\$0.00
TOTAL BOARDING		\$775,000.00	\$52,430.00	\$201,485.00	\$69,005.00
GENERAL FUND					
INDIVIDUALS	SENTENCED INMATES	CURRENT BUDGET	MONTHLY BILLED	YTD BILLED	YTD COLLECTED
	HOUSING	\$20,000.00	\$26,480.00	\$209,497.00	\$7,732.27
	OUIL IMPAIRED	\$15,000.00	\$0.00	\$9,792.00	\$6,797.23
	FALSE ALARMS	\$10,000.00	\$1,165.00	\$2,485.00	\$2,706.85
	ABAN. VEHICLES	\$4,500.00	\$6,000.00	\$10,370.00	\$1,109.96
	INMATE MEDICAL	\$1,500.00	\$1,486.57	\$6,230.12	\$81.56
TOTALS		\$51,000.00	\$35,131.57	\$238,374.12	\$18,427.87

JAIL COUNT SUMMARY

Jan-23

Day	Building Total	Eaton County Pop.	Female Inmates	MDOC	WRAP	% of Capacity	% of Eaton County Pop
1	161	140	27	4	17	43%	87%
2	163	142	26	4	17	44%	87%
3	165	144	25	4	17	44%	87%
4	160	138	26	5	17	43%	86%
5	165	143	28	5	17	44%	86%
6	163	139	27	7	17	44%	85%
7	170	145	28	8	17	45%	85%
8	172	147	27	8	17	46%	85%
9	171	146	25	8	17	46%	85%
10	168	143	27	8	17	45%	85%
11	173	148	24	8	17	46%	85%
12	166	145	26	5	16	44%	87%
13	167	145	27	6	16	45%	87%
14	171	146	30	9	16	46%	85%
15	170	145	30	9	16	45%	85%
16	167	142	27	9	16	45%	85%
17	169	144	26	9	16	45%	85%
18	162	138	27	9	15	43%	85%
19	162	138	28	9	15	43%	85%
20	165	139	27	10	16	44%	84%
21	160	133	24	11	16	43%	83%
22	166	139	24	11	16	44%	83%
23	177	150	23	11	16	47%	84%
24	163	138	23	10	15	44%	84%
25	161	138	25	9	14	43%	85%
26	156	137	26	4	15	42%	88%
27	157	136	25	6	15	42%	86%
28	155	137	26	3	15	41%	88%
29	158	140	26	3	15	42%	88%
30	163	145	25	3	15	44%	89%
31	157	138	27	4	15	42%	88%

TOTAL		812	219	496	44%	37%
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Bldg Total	5103
Avg/Day	165

Eaton Cty. Total	4237
Avg/Day	137

Housing Total	219
Avg/Day	7

Female Total	812
Avg/Day	26

Court Security Screening Monthly Report 2022

	People Screened	People Not Screened	Guns Confiscated/ Returned	Knives Confiscated/ Returned	Chemical Agents	Other
January	4,320	1,550	0	46	14	48
February			0	0	0	0
March			0	0	0	0
April			0	0	0	0
May			0	0	0	0
June			0	0	0	0
July			0	0	0	0
August			0	0	0	0
September			0	0	0	0
October			0	0	0	0
November			0	0	0	0
December			0	0	0	0
Totals	4,320	1,550	0	46	14	48

Juvenile Court Security Screening Monthly Report 2023

	People Screened	People Not Screened	Guns Confiscated/ Returned	Knives Confiscated/ Returned	Chemical Agents	Other
January	1,890	0	0	1	0	1
February		0	0	0	0	0
March		0	0	0	0	0
April		0	0	0	0	0
May		0	0	0	0	0
June		0	0	0	0	0
July		0	0	0	0	0
August		0	0	0	0	0
September		0	0	0	0	0
October		0	0	0	0	0
November		0	0	0	0	0
December		0	0	0	0	0
Totals	1,890	0	0	1	0	1

County of Eaton - Action Request



Date of Request: 01/31/2023

Committee: Public Safety Committee

Requesting Department: Central Dispatch

Submitted By: Kelley Cunningham

Agenda Item: FTE Request - Public Safety Telecommunicator

Proposed Date Going to
Board of Commissioners: 02/15/2023

Action Requested:

Recommend to Ways and Means the position request and associated budget adjustment.

Summary of Request:

I am requesting to add an additional Public Safety Telecommunicator Position. As the complexity and criticality of calls are increasing, it is crucial to be able to maintain adequate staffing levels. As additional PST would permit each shift to have four (4) PST and one (1) supervisor.

The training for the PST position can take anywhere from six (6) to nine (9) months of one-on-one training. If staffing levels decrease and/or a PST is on leave, many times, minimum staffing levels have to be filled with overtime to fill a shift vacancy for many months at a time.

The PST Supervisors are working supervisors who help cover positions for PST breaks and if staffing levels fall to two (2) PST. This makes it challenging for the PST Supervisors to perform all of their supervisory duties while also working as a PST position.

Furthermore, the decrease in Public Safety resources, such as Law Enforcement, Emergency Medical Services, and Fire personnel, has left a burden on Eaton County Central Dispatch staff, requiring longer call times and juggling of resources.

Lastly, the PST job is very demanding, dealing with constant bursts of adrenaline as they receive calls from panic-stricken individuals for up to 12 hours a day. Ensuring PST have time off without worrying about being forced in to cover a shift vacancy is vital for their personal well-being.

If Resolution requested, is a draft included? ☐ Yes ☐ No

Fiscal Impact

Total Cost: _____ Included in current budget: ☐ Yes ☐ No ☐ N/A

If not included in current budget, provide funding source

General Fund: _____

Special Revenue Fund: _____

New Activity: _____

Grant: _____

Other Funding Source: _____

Supporting Documentation Attached: ☐ Yes ☐ No

Administrative Review

☐ Recommended

☐ Not Recommended

☐ Without Recommendation

Committee Action

Approved and referred to: _____

Denied ☐

No Action ☐

Other: _____



Eaton County Central Dispatch

911 Courthouse Dr. | Charlotte MI 48813
Phone: 517-543-4913 | Fax: 517-543-3036

Kelley Flynn, *Director*
Francis D'Huyvetter, *Deputy Director*

Monthly Report: January 2023

Monthly Statistics:

- 10,214 Total Telephone Calls
 - 3,729 on Emergency Lines
 - 6,494 on Non-Emergency Lines
- 22 Text-to-911 sessions
- 7,255 Incidents
 - 5,190 Law Enforcement
 - 1,393 EMS
 - 672 Fire
- 6 Addresses Issued
- 7 Radio Support Tickets

Training & Exercises:

- All telecommunicators and supervisors completed emergency medical dispatch (EMD) training virtually on features in ProQA, the software that is utilized for EMD.
- Telecommunicator Neirink attended Communications Training Officer School in Calhoun County.
- Supervisor Carranco attended the LEAD training put on by Charlotte Rising. This is a four-month-long leadership training program designed for residents or employees of Eaton County who are interested in developing or strengthening their leadership skills.
- Supervisor Thacker, Telecommunicator Kelley, and Telecommunicator Shaw attended the *Be the Difference Conference & Expo* in Myrtle Beach, South Carolina.

Technology and Radios:

- Computer-Aided Dispatch (CAD) demonstrations are completed. A plan to visit PSAPs utilizing the different vendor products is being developed.

Operations:

- There is currently two (2) Telecommunicator in the training program.
- There is (1) applicant in the background phase of the hiring process.
- Deputy Director D'Huyvetter & Director Cunningham held a Telecommunicator meeting. In attendance were Eaton County Sheriff's Office, Captain Rob Block, Eaton County Emergency Manager Ryan Wilkinson, Windsor Fire Chief Phillip Miller, and Windsor Assistant Fire Chief Bill Fabijancic, who spoke about their departments and had the opportunity to answer Telecommunicators' questions.

Outreach:

- Deputy Director D'Huyvetter taught Michigan's Public Safety Communications System End-User training to new Eaton County public safety personnel from various agencies.
- Director Cunningham trained Maple Valley staff members on utilizing RAVE Panic Button.
- Director Cunningham attend the Grand Ledge Public Schools Emergency Operations Plan (EOP) planning meeting.

- Director Cunningham attend the Bellevue Community Schools Emergency Operations Plan (EOP) planning meeting.

Rave Report:

Inbound 911 Calls	3,755
User-Initiated Tickets	16
Safety Profile Pops	85
Guardian Profile Pops	1
Tickets With Chat	229
Tickets With Chat Response	34
Tickets With Video Sharing	0
Notes Added	0
Tickets with Notes Available	14
Tickets with RapidSOS Location	2,748
Tickets with RapidSOS Data	1,341
Facility Profile Pops	167
Panic Button Activity	15
Safety Profiles Created	32
Facility Profiles Created And Approved	0
Pending Approvals	2
Total Safety Profiles Created	11,080
Total Facility Profiles Created And Approved	77

Yours Truly,



Kelley Cunningham
Director

Eaton County Central Dispatch

Total Calls For Service

January 2023				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,393	19.2%	1,393	19.2%
Fire	672	9.3%	672	9.3%
Police	5,190	71.5%	5,190	71.5%
Total Calls	7,255	100.0%	7,255	100.0%

Eaton County Central Dispatch

EMS Calls For Service

January 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	72	5.2%	72	5.2%
Delta Twp. EMS	488	35.0%	488	35.0%
Eaton Area EMS	523	37.5%	523	37.5%
Grand Ledge EMS	169	12.1%	169	12.1%
Vermontville EMS	15	1.1%	15	1.1%
Windsor Twp. EMS	93	6.7%	93	6.7%
Outside Agencies* <i>DLHE, LIFE, LTEM, NEMS</i>	33	2.4%	33	2.4%
Total EMS Calls	1,393	100.0%	1,393	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Fire Calls For Service

January 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	18	2.7%	18	2.7%
Benton Twp Fire	16	2.4%	16	2.4%
Charlotte Fire	65	9.7%	65	9.7%
Delta Fire	262	39.0%	262	39.0%
Eaton Rapids City	57	8.5%	57	8.5%
Eaton Rapids Twp.	56	8.3%	56	8.3%
Grand Ledge Fire	57	8.5%	57	8.5%
Hamlin Twp Fire	15	2.2%	15	2.2%
Olivet Fire	19	2.8%	19	2.8%
Roxand Twp. Fire	11	1.6%	11	1.6%
Sunfield Fire	19	2.8%	19	2.8%
Vermontville Fire	11	1.6%	11	1.6%
Windsor Fire	57	8.5%	57	8.5%
Outside Agencies*	9	1.3%	9	1.3%
<i>LTFD, MNGO</i>				
Total Fire Calls	672	100.0%	672	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Police Calls For Service

January 2023				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	40	0.8%	40	0.8%
Charlotte Police	591	11.4%	591	11.4%
Eaton County Sheriff	2,791	53.8%	2,791	53.8%
<i>Delta</i>	1,661	32.0%	1,661	32.0%
<i>Out County</i>	961	18.5%	961	18.5%
<i>Animal Control</i>	169	3.3%	169	3.3%
		0.0%		0.0%
Eaton Rapids Police	286	5.5%	286	5.5%
Grand Ledge Police	422	8.1%	422	8.1%
Michigan State Police	831	16.0%	831	16.0%
Olivet Police	30	0.6%	30	0.6%
Pottersville Police	188	3.6%	188	3.6%
Outside Agencies*	11	0.2%	11	0.2%
<i>DNR, ME</i>				
Total Police Calls	5,190	100.0%	5,190	100.0%

Eaton County 911 Phone Calls Received in 2023			
Month	911	Non-emergency	Total Calls
January	3,720	6,494	10,214
February			-
March			-
April			-
May			-
June			-
July			-
August			-
September			-
October			-
November			-
December			-
TOTAL	3,720	6,494	10,214

Eaton County New Builds

Date Issued	Certificate #	New Address	City	Zip Code	Permit Type
January 13, 2023	2023-1	6082 E SAGINAW HWY	GRAND LEDGE	48837	ACCESSORY BUILDING
January 17, 2023	2023-2	901 CHESTER ST	EATON RAPIDS	48827	NEW BUILD
January 25, 2023	2023-3	2331 S MICHIGAN RD	EATON RAPIDS	48827	MOBILE HOME
January 31, 2023	2023-4	5927 CURTIS RD	NASHVILLE	49073	NEW BUILD
January 31, 2023	2023-5	4813 W MT HOPE HWY	MULLIKEN	48861	NEW BUILD
January 31, 2023	2023-6	350 S MARKETPLACE BLVD	LANSING	48917	COMMERCIAL

County of Eaton - Action Request



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Requesting Department: Central Dispatch

Submitted By: Kelley Cunningham

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Special Revenue Fund: _____

New Activity: _____

Grant: _____

Other Funding Source: _____

Supporting Documentation Attached: ☐ Yes ☐ No

Administrative Review

☐ Recommended

☐ Not Recommended

☐ Without Recommendation

Committee Action

Approved and referred to: _____

Denied ☐

No Action ☐

Other: _____

PUBLIC SAFETY COMMITTEE REPORT

Thursday, February 2, 2023



Public Safety Committee

Planning

Tri-County Hazard Mitigation Plan (FEMA Review) Emergency Operations Plan (August 2023)

Emergency Support Function (ESF) #12 - Agriculture and Natural Resources

Comprehensive Emergency Management Plans (Goal of August 2023)

Grand Ledge Public Schools

Bellevue Community Schools

Training

Quarter 1 2023

January 18, 2023 - Incident Command System (ICS)/Emergency
Operations Center (EOC) Interface) (23 participants)

February 7-9, 2023 - ICS 300 - Intermediate ICS for Expanding Incidents

March 13-14, 2023 - ICS 400 - Advanced ICS - Complex Incidents

March 21-22, 2023 - Public Information in an All-Hazards Incident

Exercise - Twenty-minute tabletops held at Charlotte Public Schools for their Professional Development Day

The Purpose was Threefold:

1. Increase awareness and develop an if-then mindset for all school staff.
2. Determine if current district and building policy, procedure and practice is adequate to the incident in the exercise.
3. Facilitate the updating of District and school policy and procedure for the types of incidents that may occur at Charlotte Public Schools.



SHELTER IN PLACE
FOR AN OUTSIDE THREAT OR INCIDENT NEARBY

- EXTERIOR DOORS AND WINDOWS CLOSED AND LOCKED
- STUDENTS & STAFF MAY MOVE THROUGHOUT THE BUILDING
- NO ONE ALLOWED IN OR OUT OF THE BUILDING
- ALL OUTSIDE ACTIVITIES ARE CANCELED



LOCKDOWN
FOR AN IMMEDIATE THREAT

- EXTERIOR DOORS AND WINDOWS CLOSED AND LOCKED
- LOCKING DEVICES IN PLACE
- MOVE TO HARD CORNER – STAY LOW AND AWAY FROM WINDOWS AND DOORS
- NO MOVEMENT WITHIN THE BUILDING
- ALL WINDOWS ARE COVERED
- LIGHTS ARE TURNED OFF
- CELLPHONES AND OTHER ELECTRONICS ARE SILENCED
- NO TALKING– COMPLETE SILENCE

RUN. HIDE. FIGHT.

