



U.S. Department of Education (ED)
Office of Safe and Drug-Free Schools (OSDFS)
Readiness and Emergency Management for Schools (REMS)



FY 2010 Initial Grantee Meeting ♦ Santa Monica, CA ♦ December 8 – 9, 2010

Plenary Session

ONE GRANTEE'S STORY: DEVELOPING AN EMERGENCY MANAGEMENT PLAN FROM START TO FINISH

Susan Graves

Safety Coordinator/REMS Project Director,
Lincoln County School District (OR)

SUSAN GRAVES has served the Lincoln County School District (LCSD) as Safety Coordinator since 2001. She oversees all aspects of emergency preparedness and management for 21 public schools/facilities that serve more than 5,500 students and 500 staff. Lincoln County, Oregon comprises nearly 1,000 square miles of rural area, 60 of which hug the Pacific Ocean, with several distinct regions and local cultures. As a result, Ms. Graves routinely coordinates safety services with eight government authorities, seven law-enforcement agencies, eight fire districts, six emergency service agencies, three ambulance companies, and two hospital districts. Her work frequently involves multi-agency, full-scale training exercises and trainings for school administration, staff, students, and community groups. Ms. Graves has also produced several training videos and publications on a variety of safety-related topics, including work on tsunamis published by the Oregon Department of Geology and Mineral Industries.

Ms. Graves is an accomplished grant writer, securing well over \$1 million in funding for LCSD programs over the years. Her successful grants include a *Readiness & Emergency Management for Schools* grant (U.S. Department of Education), two *Emergency Response Crisis Management* grants (U.S. Department of Education) and five *COPS Secure our Schools* grants (U.S. Department of Justice). Ms. Graves has served as Project Director for all of these initiatives. She has also been a grant reader/peer reviewer for the U.S. Department of Education's Office of Safe and Drug-Free Schools.

Ms. Graves serves on the Oregon Tsunami Advisory Council, the Lincoln County Local Public Safety Coordinating Council, and the Oregon Coast Beach Safety Committee. She is trained in many aspects of emergency management, including the National Incident



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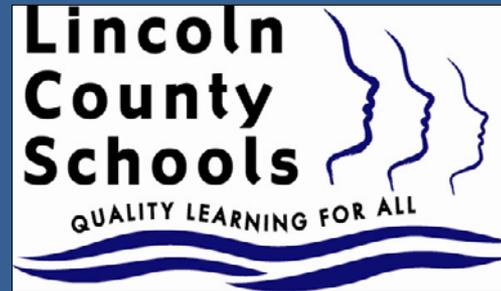
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Management System, Post-Earthquake Safety Evaluation of Buildings and Red Cross Shelter Operations and Management, and holds a national COBRA Certification in decontamination. Ms. Graves also conducts trainings for local Community Emergency Response Teams (CERT) and is a licensed Amateur Radio Operator. She appears frequently on local radio shows and has been a featured speaker for a national FEMA and American Red Cross webcast. She has also received several awards honoring her professional achievements.

Prior to her work as Safety Coordinator, Ms. Graves served as a human resources manager in private industry. She holds a B.A. in Organizational Management.

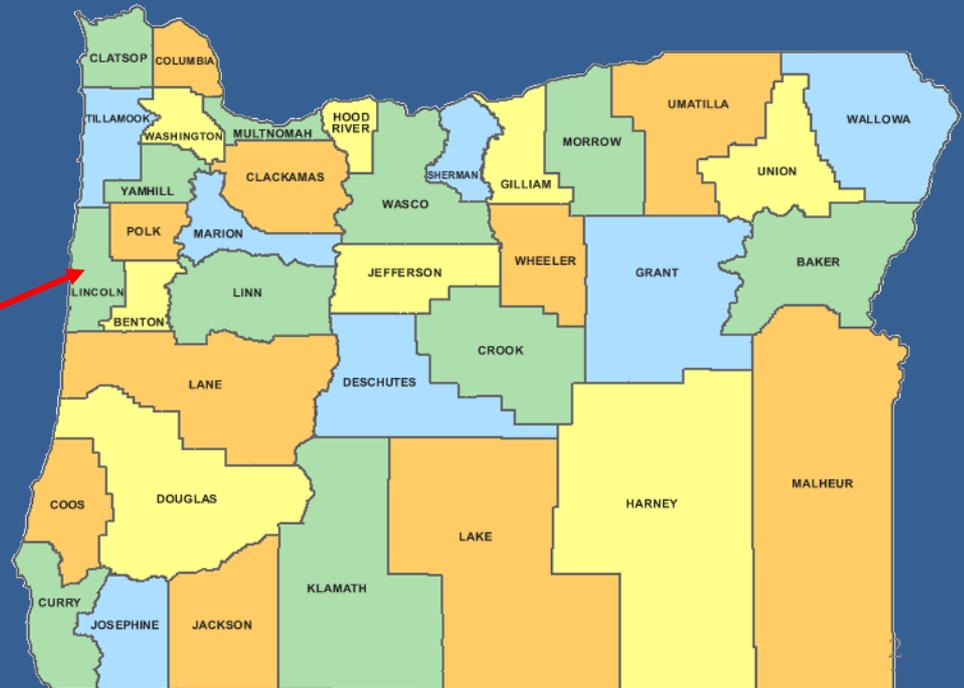
One Grantee's Story



Developing an
Emergency Management Plan
from Start to Finish

The Beautiful Oregon Coast

- Lincoln County
- Rural, 992 Sq Miles
- 60 miles along the Pacific Ocean
- 25 Schools & Facilities
- 5500 students, 500+ staff



Community Partners

- 9 City Governments
- 5 Police Agencies
- 2 Coast Guard Stations
- 8 Fire Districts
- 3 Dispatch Centers (911)
- 6 Emergency Service Agencies
- 3 Ambulance Companies
- 2 Hospitals
- Newspapers/Radio/Businesses



Building Security

- Limited Access
- Signage
- Visitor Sign-In

- ID Badges
 - Staff
 - Volunteers
 - Visitors/Parents

SAFETY ALERT

**All visitors and parents
MUST sign in at the
office and wear a
badge.
Thank you.**

AVISO de SEGURIDAD

**Todos los visitantes y
padres DEBEN firmar en
la oficina y llevar una
identificación de
visitante.
Gracias.**

Emergency Plan

- Assessment
- Draft Plan
- Community Partners Role
- Revise Plan
- Test Plan



SAFE Team

Video



School Drills

- **District-wide Drill Schedule**
 - Fire/Evacuation
 - Earthquake
 - Lockdown
- **Community Partners**
- **Debrief**
- **Evaluation Form**

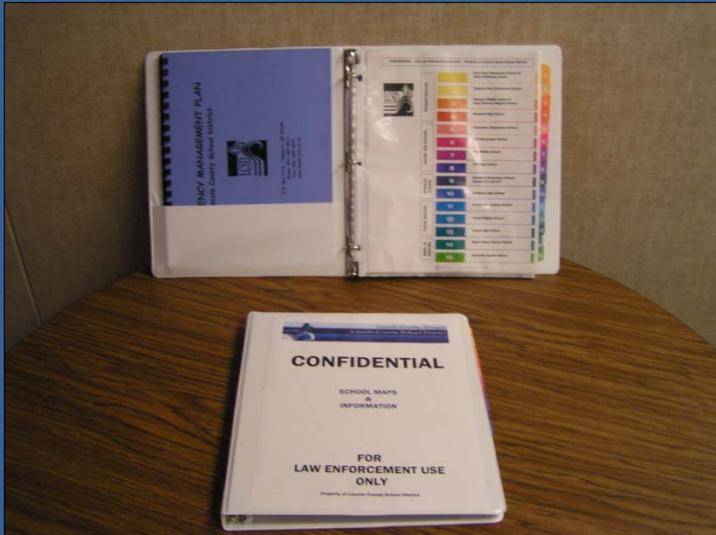


Multi-Agency Exercises

- Active Shooter
- Explosive Devices
- Hazardous Materials
- Earthquake
- Tsunami
- Bus Accident



First Responder Information



- Floor Plans
- Campus Layout
- Aerials
- Utility Shutoff Info
- Communications
 - Two-way Radio Frequencies



Emergency Supplies

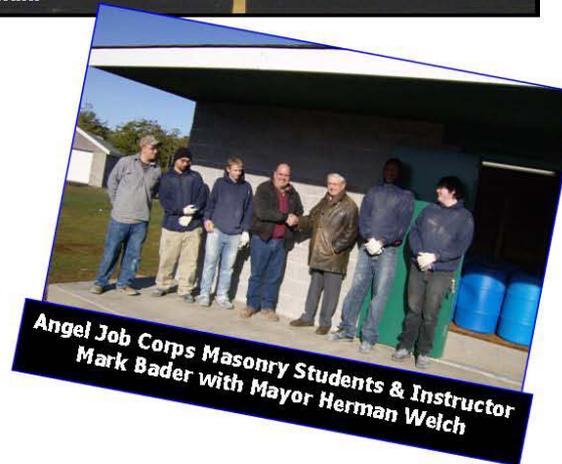
- Go-Kit
- Stay-Kit
- Disaster Supplies
 - Search & Rescue Kit
 - Trauma Medical Kit
 - Satellite Phones
 - Sheltering Supplies



Emergency Supplies Storage Building At Crestview Heights School (Waldport)



Twenty five 55-gallon Water Barrels with a 5-year shelf-life water purifier provided by an *Emergency Response Crisis Management Grant* from the US Department of Education's Office of Safe & Drug-Free Schools.



LCSD January 2008 sg



Waldport High School Industrial Arts Students (wood shop), under the direction of Teacher Dave Wirick, built & installed the heavy-duty shelving.

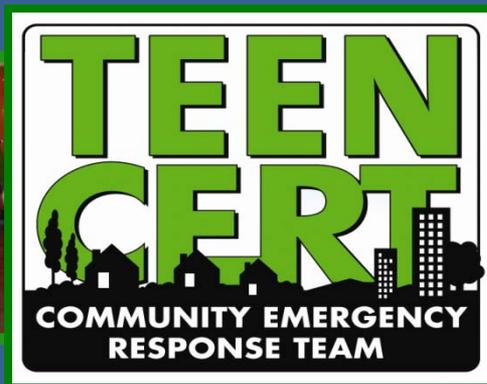
Incident-Specific Protocols

- Bus & Field Trip Emergency
- Medical Emergency
- Fire
- Earthquake ~ Tsunami
- Severe Weather
- Chemical Spill
- Child Abuse Reporting
- Sexual Assault
- Kidnapping ~ Missing Student
- Threat of Violence
- Fights
- Weapons
- Dangerous Person
- Student Demonstration ~ Riot
- Shooting ~ Stabbing
- Bomb Threat
- Hostage



Medical Emergency Video



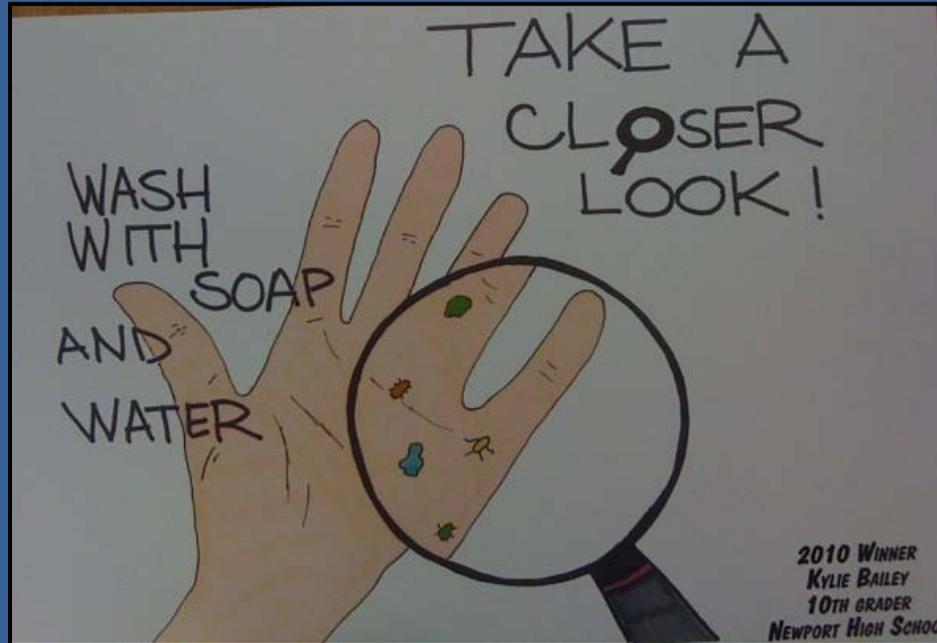
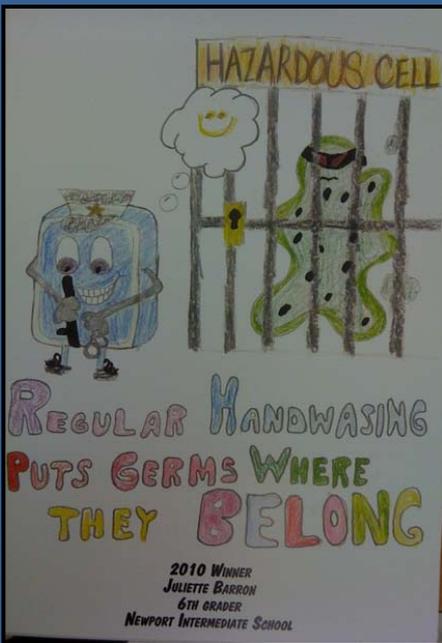


- Disaster Preparedness
- Light Fire Suppression
- Disaster Medical
- Light Search & Rescue
- Disaster Psychology
- CERT Organization
- Terrorism



Infectious Disease Plan

- Student Ownership
- Enrichment Lessons



Special Evacuation Plans Video



Crisis Recovery Team

- 4-Part Video
 - Administrator Role
 - Classroom Strategies
 - The Care Room
 - The Memory Activity



Family Reunification

- Communications
- Off-Campus Relocation Sites
- Staff & Parent Training Videos



LINCOLN COUNTY SCHOOL DISTRICT SCHOOL EMERGENCY CARD FOR PARENTS

~ Keep this in your wallet or carry at all times. ~

When a school emergency has occurred, you can get critical information by doing the following:

- Call the LCSD 24-Hour Info. Line, 265-4437
- Visit www.lincoln.k12.or.us
- Listen to radio station 'FM 102.7', KYTE
(Designated Emergency Access Station, Lincoln County)

Be a Good Partner



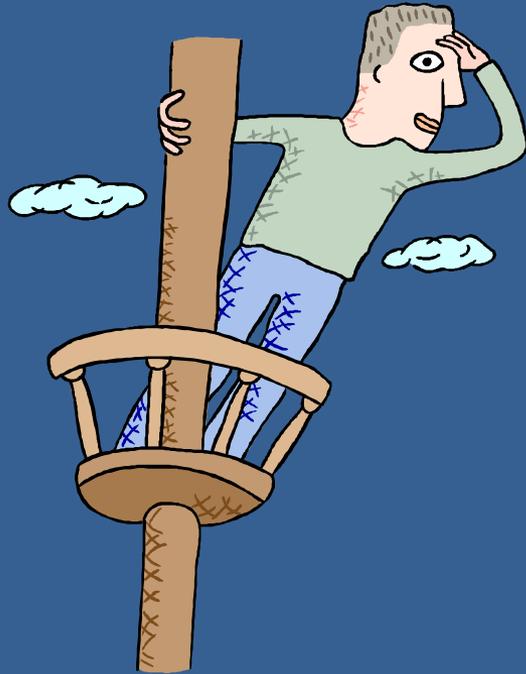
- **Partners have Goals, too!**
- **Contribute**
- **Communicate**
- **Acknowledge, Appreciate**

Be Helpful

- The Little Things Matter
- People are Busy
- Make Life Easier
- Build People Up



Be Visionary



- Goals/Needs/Wants
- Grant Opportunities
- Leverage Resources
- Think Sustainability

Be Patient

- Change
- Buy-In
- Institutionalization
- Building Relationships



Be Ready

- **Plant Seeds**
- **Take Advantage of Real-World Events**
- **Window of Opportunity**
- **Seize the Moment**



Thank you!

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