

EOP PART 1 – Basic Plan

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Purpose

This EOP is designed for use by the entire college community. This EOP establishes standard operating guidelines, based on existing policies and procedures, for the response to an emergency impacting the College. This EOP describes the emergency management roles and responsibilities of the entire college community and provides a strategy to be prepared as possible for the most likely hazard events.

All Aim's employees (faculty-full time and adjunct, staff, work studies, etc.) should become familiar with the safety and emergency information found in this EOP. The measures outlined in this plan, together with common sense, are intended to prevent injury and to minimize property damage. During an emergency situation, all individuals (including those with a disability) are responsible for their own safety; however, every reasonable effort should be made to assist all personnel in seeking safety.

This EOP is designed to protect lives and property through effective use of college, local, state and federal resources. Since an emergency may be sudden and without warning, This EOP is intended to be flexible in order to accommodate contingencies of various types and magnitudes. This EOP does not limit the use of good judgment and common sense in matters not foreseen or covered by the elements of the plan.

Scope

This EOP outlines the mitigation/prevention, preparation, response and recovery actions of Aims personnel and the use of our resources for all-hazards that could negatively impact the College. This EOP incorporates the use of the National Incident Management System (NIMS) to facilitate interagency coordination between responding agencies and is consistent with the Weld County EOP, State of Colorado EOP, and National Response Framework. Aims continuously collaborate with local, state and federal emergency response agencies in the development, implementation and maintenance of this EOP.

Aims personnel and equipment will be utilized in accordance with the guidelines set forth in this plan to accomplish the following priorities in order of importance:

- Priority 1: Protection of Human Life
- Priority 2: Support of Health, Safety and Basic Care Services
- Priority 3: Protection of Aims Assets
- Priority 4: Maintenance of Critical Aims Services
- Priority 5: Assessment of Damages to Aims Campuses
- Priority 6: Restoration of Aims Operations

Record of Distribution

This EOP has been distributed as a hard copy to each member of Senior Management, Contracted Security/Law Enforcement, Facilities and Operations, the Aims Information/Call

Center, and the Director of Campus Safety & Security. Electronic version is available at www.Aims.edu.

Plan Assumptions

Emergency planning requires a commonly accepted set of assumed operational conditions that provide a foundation for establishing protocols and procedures. The standard practice is to base planning assumptions on the potential worst-case conditions. For Aims in general, a hazardous materials event or severe weather hazards such as Tornadoes, Flooding, or Lightning pose the most probable threat of emergency conditions. This EOP is predicated on a realistic approach to the challenges likely to be encountered during a major emergency. Hence, the following assumptions are made and should be used as general guidelines in such an event:

- An emergency may occur at any time of the day or night, weekend, or holiday, with little or no warning.
- Critical lifeline utilities may be interrupted, including water delivery, electrical power, natural gas, telephone communications, radio systems, cellular telephones, and information systems.
- The succession of events in an emergency are not predictable; therefore, published response plans, such as this EOP, should serve only as a guide and may require modifications in order to meet the requirements of a specific emergency.
- An emergency may be declared if information indicates that such conditions are developing or probable.
- All emergencies begin locally. Therefore, most emergencies impacting Aims will begin at the campus level.
- Major emergencies may become county or statewide. Therefore, it is necessary for Aims to prepare for and carry out emergency response and short-term recovery operations in conjunction with local, state, and federal emergency response agencies.
- Assistance from local, state, and federal emergency response agencies may not be immediately available. In addition, normal suppliers may not be able to deliver materials.
- Buildings, Major roads, overpasses, bridges, and local streets may be damaged.
- Damage may cause injuries and displacement of people. People may become stranded at the College, and conditions may be unsafe to travel off campus.
- Contact with families and households of the College community may be interrupted.
- Emergency conditions that affect campus will likely affect the surrounding community, potentially all of Weld and/or Larimer Counties.
- The College may not receive outside assistance in rapid damage assessment and will need to conduct its own situation analysis and deployment of onsite resources and management of emergency operations on campus, through the campus Incident Command Post while emergency conditions exist.
- Communication and exchange of information will be one of the highest priority operations for the District and Campus Incident Command Posts.

Plan Objectives

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Organization

- Provide guidelines for the most critical functions during an emergency response.
- Provide an easy-to-follow format in which members can quickly determine their roles, responsibilities, and primary tasks.
- Coordinates processes, actions and the exchange of critical information into an efficient and real-time overall response, in which all members have access to the emergency response process and know what is going on at the College.

Communications and Information Management

- Establishes central points of communications both for receipt and transmission of urgent information and messages.
- Identifying official points of contact for the College during emergencies when normal channels are interrupted.
- Provides 24-hour comprehensive communication services for voice, data and operational systems.
- Provides a basis for training staff and organizations in emergency response management.

Decision Making

- Determining the level of response and extent of emergency control and coordination that should be activated when incidents occur, through a clear decision process.

Response Operations

- Utilizing College resources to implement a comprehensive and efficient emergency management response structure.
- Continuously preparing a proactive emergency response management action plan, for the possibilities and eventualities of emerging incidents.

Recovery Operations

- Transitioning response operations over to normal day-to-day management processes.
- Supporting business continuity plans and processes, as needed, during restoration phases.
- Providing documentation and information support to the FEMA disaster assistance program.

College General Profile: Aims Community College is a public, fully accredited, two-year college with multiple campuses in Northern Colorado. The 175-acre main campus has been centered in

Greeley for over 45 years with satellite campuses in Ft. Lupton, Loveland and Windsor.

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Greeley Campus / 5401 W. 20th Street, Greeley, CO 80634

As the main location of Aims Community College, the Greeley campus is home to 14 buildings, including the Allied Health and Sciences Building and newly renovated Westview Building. Students can apply, register for classes, meet with advisors, and get information

Loveland Campus / 104 E. Fourth Street, Loveland, CO 80538

The Aims Loveland campus is located in downtown Loveland. They are a full service satellite campus offering a comprehensive, education with personal attention that helps students succeed.

Fort Lupton Campus / 260 College Avenue, Fort Lupton, CO 80621

The Aims Fort Lupton campus is located one and one-half miles east of downtown Fort Lupton. They offer general education courses so students can earn an Associate's Degree, or sign up for classes in the Nurse Aide (NA) program. They also offer degrees and certificates in Agriculture Business, Agriculture Production, Oil and Gas Technologies, Welding, Animal Science, and Carpentry.

Aims has expanded the Fort Lupton location with a new state-of-the-art building that houses our new programs in Agriculture Business and Agriculture Production, the new Oil and Gas program, as well as Welding. They are a full-service campus, so students don't have to worry about traveling to another location to register for classes, talk to someone about financial aid, meet with an advisor, pay a bill or purchase books.

Windsor Campus / 1120 South Gate Drive, Windsor, CO. 80550

The Aims Automotive & Technology Center opened January 2010 as a state-of-the-art technology and education center located near I-25 and US-34. This brand new, centrally located 45,000-square-foot facility offers convenient drive times from the major population areas of Northern Colorado. The new Public Safety Institute (PSI) opened in January 2016 and houses the Criminal Justice, Emergency Medical Services, Fire Science, and Medical Assisting programs that offer students new opportunities in one central location.

Aims Flight Training Center / Greeley-Weld County Airport

Aims Community College Aviation Department has degree programs in Airplane, Helicopter, and Air Traffic Control. Located at the Greeley-Weld County Airport, 656 Ed Beegles lane, Greeley, CO 80631

Aims Online Campus / <http://www.aims.edu/online/>

Students have the option of taking courses through the Aims Online Campus. These classes are conducted over the Internet using web-based course sites

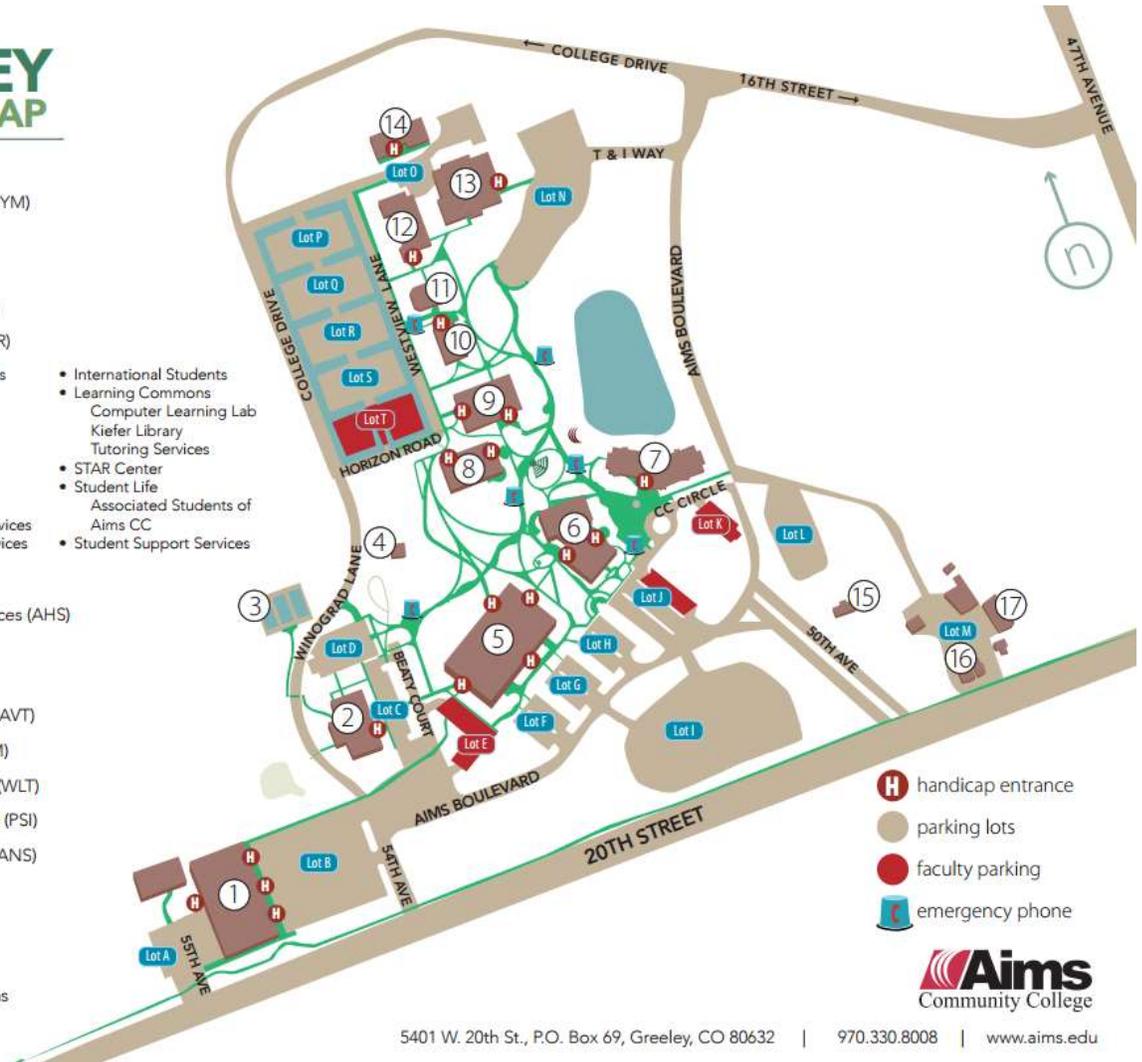
Map of Aims Greeley Campus

GREELEY CAMPUSMAP

- ① Cornerstone (CNST)
- ② Physical Education (GYM)
- ③ Tennis Courts
- ④ Gazebo
- ⑤ Ed Beaty Hall (EDBH)
- ⑥ College Center (CCTR)

- Admissions & Records
- Advising
- Assessment
- Associated Students
- Bookstore
- Campus Bistro
- Career Services
- Cashier
- Dean for Student Services
- Disability Access Services
- Financial Aid
- International Students
- Learning Commons
- Computer Learning Lab
- Kiefer Library
- Tutoring Services
- STAR Center
- Student Life
- Associated Students of Aims CC
- Student Support Services

- ⑦ Allied Health & Sciences (AHS)
- ⑧ Horizon (HRZN)
- ⑨ Westview (WSTV)
- ⑩ Aviation Technology (AVT)
- ⑪ Flight Simulator (FSIM)
- ⑫ Welding Technology (WLT)
- ⑬ Public Safety Institute (PSI)
- ⑭ Mildred S. Hansen (HANS)
- ⑮ Guest House
- ⑯ Purchasing
- Central Receiving
- ⑰ Facilities & Operations



5401 W. 20th St., P.O. Box 69, Greeley, CO 80632 | 970.330.8008 | www.aims.edu

Local Response Agencies

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LIFE-THREATENING EMERGENCY NUMBERS : DIAL 9-1-1

North Colorado Medical Center	970-352-4121 (emergency 350-6366)
Medical Center of the Rockies	970-624-2500 (Trauma center) 624-4160
Weld County Sheriff's Office	970-356-4015
Greeley/Weld County 9-1-1 Center	970-350-9600
Loveland Police Dispatch	970-667-2151
Ft. Lupton Police	303-857-4011

Hazard Analysis / Threat Assessment

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All Aims Community College campus locations reside within the jurisdiction of Weld County or Larimer County. The Colorado Division of Homeland Security & Emergency Management (DHSEM) is responsible for coordinating all statewide emergency management efforts. Likewise, the Weld County and Larimer County Office of Emergency Management (OEM) prepares and implements the respective County emergency management efforts and periodically conducts exercises to test county and municipal emergency response capabilities.

The below hazard analysis information for natural disasters and human-caused disasters was extracted from the State and County EOPs.

Threat assessments are part of the mitigation strategy. The below list contains some of the potential emergency and/or disaster situations Aims Community College addresses in emergency management planning, operations, and training. The list is not all-inclusive.

Fire Emergencies

- Minor / Major Fire
- Explosions

Medical Emergencies

- Pandemic Outbreak
- Personal Injury
- Death or Homicide
- Mass Casualties

Hazardous Material

- Hazardous Material Release
- Chemical/Bio/Radiation/Spill Exposure

Evacuation / Shelter In-Place

- Planned Events
- Shelter-In-Place

Terrorism

- National / Local Level Terrorism

Weather Emergencies

- Flooding
- Tornado
- Winter Storm
- Severe Thunderstorm

Building Systems

- Telephone / Telecom Failure
- Data Network outage
- Utility Outage

Threat of Violence

- Bomb Threat
- Campus Violence
- Vandalism
- Hostage Situation

Interpersonal Emergencies

- Sexual Assault
- Relationship Violence / Stalking
- Missing Student
- Suicide

Natural Disasters

Tornadoes

Tornadoes are a common threat to those who live along the Front Range and on the Eastern plains of Colorado but tornadoes have occurred in nearly all counties of the State.

The effect of damaging tornadoes is increasing as more people and businesses are locating in threatened areas. April through October is considered the tornado season, with May and June as the greatest risk months.

Flooding

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Flooding (flash and riverine) is the single greatest potential hazard to property in Colorado. Colorado averages 20+ floods each year. Riverine flooding, caused by rapid snowmelt, usually occurs in May and June. The Western Slope region often experiences riverine flooding in fall months of September and October due to seasonal heavy thunderstorm activities. Flash flooding, usually caused by heavy, stationary thunderstorms, most often occurs in the spring and early summer months (the fall months for southwestern Colorado). Damage potential is greatest along the river basins in the inter-mountain areas and the floodplains along the Front Range. Areas in and below land burned by wildfire have an increased risk of flooding.

Earthquakes

Colorado is rated in the United States Geologic Survey National Earthquake Hazard Map as having a low to moderate earthquake risk. However, several significant earthquakes have occurred, including a magnitude 6.6 near Estes Park in 1882. Additionally, it is important to know that 90 potentially active faults have been identified to date, with a potential maximum credible earthquake as high as magnitude 7.5.

Severe weather

Winter storms in Colorado are occasionally severe enough to overwhelm snow removal efforts, transportation, utilities, livestock management, and business and commercial activities. All of Colorado is vulnerable to storms of disaster proportions. Urban areas, especially those along the Front Range with large populations, are more vulnerable because of larger, more complex, and interdependent services and utilities.

Colorado is one of the most lightning-prone areas in the United States. In fact, lightning alone kills more people annually in Colorado than all other weather hazards combined. Severe thunderstorms and lightning strikes are traditionally responsible for the most frequent damage in Weld County. Windstorm damage resulting from downbursts and squall lines frequently knocks down trees and power lines. On rare occasions, lightning strikes are responsible for triggering wild land fires, damaging electrical transformers, and causing roof damage.

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Human Caused Emergencies/Disasters

Hazardous Materials Incidents

County's residents are vulnerable to the harmful effects of either the accidental or intentional release of hazardous materials. Large volumes of hazardous materials are routinely transported to, from and through the county by railroad, highway, air, water, and pipeline.

Within Weld County, there are a number of private, fixed, and mobile facilities that produce, use, and store, hazardous materials. Weld County routinely performs a hazardous materials hazard analysis of all identified Facilities that are delineated in the Super Fund Amendments and Reauthorization Act (SARA) Title III.