

## Implementation Plan for updating the Emergency Response Plan (November 18, 2014)

The Implementation Plan consists of the following Four phases:

Phase 1: Identification of Emergency Personnel assignments in buildings.

Phase 2: Training - Provide training for building emergency personnel.

Phase 3: Drill – Conduct drills at “selected” building locations.

Phase 4: Resource Assessment – determine emergency supply needs.

### Current Status

Phase	Task	Method/Plan	Target Date	Completion Date
PHASE I	Continue to update & identify emergency evacuation personnel			
	Building Manager updates	<ul style="list-style-type: none"> <li>Draft memo to Building Managers to request updated lists on a regular basis.</li> </ul>	Prior to December Holiday Break	
	ICS Audit – Personnel updates	<ul style="list-style-type: none"> <li>Provided West Coast Consulting with EOC/ICS personnel list.</li> <li>Provided West Coast Consulting with existing training records of ICS Personnel that have taken ICS 100, 200 and ICS 700 Training (53 trained, not including Public Safety)</li> </ul>	11/18/14	11/17/14
	ICS Personnel updates	<ul style="list-style-type: none"> <li>Review existing ICS personnel list (120 as of 11/18/14, not including Public Safety)</li> <li>Select additional personnel based on department/program population and ICS Team needs.</li> </ul>	On Going	
PHASE II	Select Training Dates			
	Emergency Drill -Training Dates	<ul style="list-style-type: none"> <li>Met with Karen Saldana to select training dates for Spring Term                             <ul style="list-style-type: none"> <li>Week of March 9, 2015</li> <li>Week of March 16, 2015</li> </ul> </li> </ul>	11/17/14	11/18/14
	ICS Training Records	<ul style="list-style-type: none"> <li>Reviewed Mt. SAC ICS Training Records (2007-2008). 2010-2009</li> <li>Provided West Coast Consulting with ICS data to determine College needs.</li> </ul>	11/15/14	11/18/14
PHASE III	Conduct Drills			
		<ul style="list-style-type: none"> <li>Select Buildings Locations for next drill                             <ul style="list-style-type: none"> <li>Quadrants Concept</li> <li>Building Identification</li> </ul> </li> <li>Large Area, many buildings and occupants.</li> <li>Access to Evacuation Areas (Construction considerations)</li> </ul>	11/17/14	11/18/14
		<ul style="list-style-type: none"> <li>Draft Email-communications will be sent on a schedule prior to drill.</li> </ul>	TBA	
PHASE IV	Resource Assessment			
		<ul style="list-style-type: none"> <li>The Health Center has obtained three storage sheds to strategically place medical supplies on campus.</li> </ul>	9/1/14	12/31/14
		<ul style="list-style-type: none"> <li>Assessment tools are being reviewed</li> </ul>	On going	12/31/14