



# PREPARING THE PARLIAMENT



**KENNESAW STATE  
UNIVERSITY**

DEPARTMENT OF PUBLIC SAFETY  
AND UNIVERSITY POLICE  
*Office of Emergency Management*

COOP:  
FAQ Edition

April 2011  
Tornadoes

Right of  
Bang:  
Response

Flood  
Safety

National  
Dog Bite  
Prevention  
Week

Preparing the Parliament is a monthly production of the KSU Department of Public Safety, Office of Emergency Management. This publication is provided to prepare students, faculty, and staff to be ready for and respond to potential emergencies and disasters which may occur on our campuses.



# The Director's Desk

James Westbrook  
Director of Emergency Management

April is always an interesting month for us. The semester begins to wind down. Our students are gearing up for final exams and many are preparing to graduate. The trees and flowers across campus put forth their beautiful colors and our campus buzzes with the expectation of summer being just around the corner. April is also a month where we in the Office of Emergency Management are always on pins and needles.

You've heard of April showers, right? Well, April showers can turn into April tornadoes – such as what happened during the massive tornado outbreak across the southeastern United States in 2011. Georgia was impacted by 19 tornadoes as the storm system pushed through the state. So, we are always ready for severe weather as April tends to be one of the more active times of the year for strong and severe storms in our area.

April is also a month where many acts of violence have occurred that have garnered the nation's attention. The Oklahoma City Bombing (1995), Columbine (1999), and Virginia Tech (2007) all happened in April. Each of these events impacted how emergency management and emergency response to these types of incidents happens today. We learned valuable lessons from each of these incidents that we now use at Kennesaw State to try and keep our faculty, staff, and students safe each and every day.

So, if you see us across campus this month and we look a little more on edge than usual – never fear! It is just us coping with these April showers!

# CONTINUITY OF OPERATIONS PLANNING: FAQ EDITION

Christy Hendricks  
Continuity Planner

I am a little over a month into my new Continuity Planner position and I have been busy helping departments get their COOP plans started and/or updated. I have enjoyed meeting new people and helping them understand COOP, even at a basic level. We want to make it as easy as possible for you because we know you are busy! What I love about the Owl Ready platform is that it is built for the novice user. The system guides you step by step and has helpful tips on each page. Let's look at some Frequently Asked Questions:

## **How long does it take to create a continuity plan?**

Think of this as a one- to three-month project. Longer time frames do not produce better plans. Most of the time, there will be "white space" while waiting for meetings to happen and for people to come to agreements on priorities and action items. The number of actual staff hours required is surprisingly small because the Owl Ready Continuity Planning tool uses a "fill in the blank" process. Virtually no time is spent learning how to do a continuity plan -- simply fill in the blanks and your plan is done.

## **How detailed and complete does our plan need to be?**

The Owl Ready Continuity Planning tool will prompt you for the appropriate level of detail, and most of those details will be things that your group easily knows or can figure out. Be brief: most questions are best answered with one-to-several sentences or bullets.

## **How often should we update these plans?**

Plans should be updated whenever there is a major change in your unit, e.g. a new application or position is used to support a critical function. In the absence of any major changes, you should review and update your plan annually.

## **What should I do once my plan is complete?**

Once your plan is complete, senior management from your unit should keep a printed copy at their homes and at least one printed copy should be kept in a safe place at the office. It is also a good idea to keep an electronic PDF version of your plan saved on your unit's section of the Shard Drive. It is important to mark your plan as "complete" or "annually reviewed."

## **What will my department gain from developing a continuity plan?**

Your department will gain two important things from going through this process:

1. The critical functions of the department and the resources required to support those functions will be documented.
2. Your department will have a list of 'action items' to work on over the next year until you update your plan again. These action items will be a list of things that can be done to improve your ability to continue operating in the event of a disaster. Those that require funding can be used to make decisions about year-end spending and budget development for the next fiscal year.



# REFLECTING ON THE APRIL 2011 SUPER OUTBREAK TORNADOES

In April of 2011, one of the largest and deadliest tornado outbreaks occurred, majorly impacting the Southern, Midwestern, and Eastern United States. During this period, there were a total of 360 tornadoes, with ratings up to EF5, causing over 300+ deaths and 100+ injuries.

The supercell thunderstorms that created severe tornadoes and devastated Tuscaloosa, Alabama swept across central and north Georgia from the afternoon of April 27th to the early morning of April 28th. Here are some recollections of the event from our Emergency Managers:



Wayne  
Randle

I was anxious to get back to Atlanta after some post-Katrina meetings in Biloxi. I received a "Flash Report" for storms in Alabama. "Bad. Much Damage. Divert to Tuscaloosa, Alabama with haste."

Arriving in Tuscaloosa Alabama in the afternoon, I was amazed. Having responded to hundreds of storms, floods, hurricanes and man-made disasters, I thought I had seen it all. I was not prepared for the devastation which was Tuscaloosa. I had never seen an entire mall flattened. While the University of Alabama campus sheltered and was spared significant damage and injury, the students and staff felt the toll to their community.

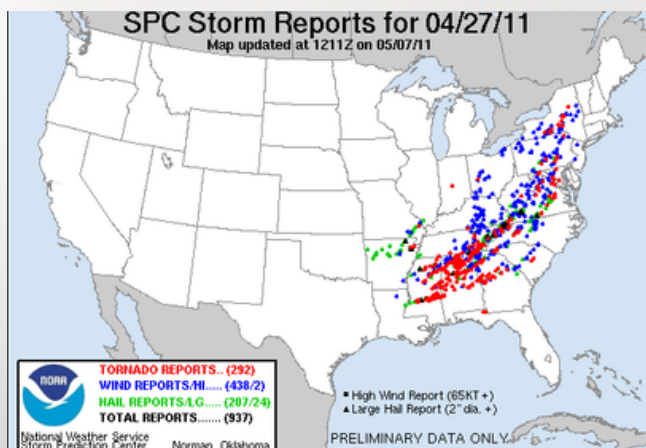
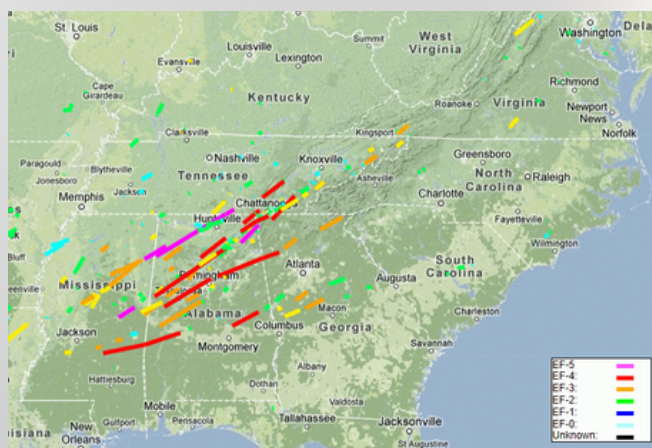
I was standing in a hallway in my home ready to take shelter from the storms and watching the radar as tornado after tornado ripped through central and north Georgia the night of April 27. That following morning, I got a phone call at 4am telling me to report to Meriwether County – a school was hit by one of the tornadoes and I was to go view the damage for myself and report back on the situation.

When I arrived at Mountain View Elementary, I was just thankful students were not present when the storm struck. There was debris and damage everywhere.

Overall, I worked in Meriwether, Spalding, Lamar, Troup, Monroe, Polk, and Bartow Counties over the next month – spending 29 straight days away from home. This event will always have a special place in my heart because I met my wife in Griffin while working this event!



James  
Westbrook



Know where to go in a storm. Locate tornado safe areas in your building. Prepare to move to the lowest floor in the center of a building away from windows and doors. Tornadoes are dangerous and devastating. Taking immediate action can save your life.

# Upcoming Training Opportunities

April

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**4** CPR/AED Basic Life Support  
Norton Hall Police Precinct Conference Room | 12:30PM-3PM

**23** Classroom Preparedness  
Bagwell Education Building | 11AM-12PM

**25** CPR/AED Basic Life Support  
Chastain Pointe Suite 312 | 9AM-11:30PM

**25** Until Help Arrives  
Bagwell Education Building | 12:30PM-3:30PM

**All courses are free for  
KSU students, faculty,  
and staff!**

[Register here!](#)

# RIGHT OF BANG

Wayne Randle  
Emergency Management Coordinator

Last month we identified “Left of Bang” as the time prior to an incident which would require a response. This is the period when we mitigate incident-causing maladies, make response plans, train, and exercise. “Bang” represents an emergency – it’s time to respond. Too late, at this point, to prepare.

“Bang” occurs: it is important in an event to listen carefully to the specific information provided so your response will fit the event.

“Bang” occurs. Response starts. Plans are activated, responders respond, and adrenaline starts flowing like champagne after the Super Bowl. What does this look like at Kennesaw State University? Who does what?

Call is received for whatever the emergency is. Immediately, notifications begin – Police, Office of Emergency Management, Senior University Officials, and nearby response partners are all notified. KSU Police respond. KSU Officers are trained on proper procedures to address emergency events. Our officers are dedicated to the task of keeping all of us safe.

OEM also responds and provides coordination and supports police operations on scene. This could be providing counsel, situational awareness, and even specific resources. The “Incident Command System” starts. Police and OEM officials gather on scene to assure a coordinated response, assuring information is disseminated properly, resources are provided, and people stay safe. Incident Command provides situational awareness to University leadership.

A robust public information system sends coordinated information to students, staff, and faculty regarding specific actions to take. For example, if “stay in place” order is issued, please follow it. Leaving your location during a stay in place order is dangerous. Leaving safe shelter puts you in danger. Stay put and wait. When danger is mitigated, an “all clear” message will likewise be disseminated. Normal activity can then be resumed.

What are the “takeaways” from this narrative? While no plan is perfect and no training can address every situation or guarantee you will never be affected by crime, natural disaster, or other event, there are plans in place. Trained professional personnel are ready to respond when, and if, Kennesaw State University goes “Right of Bang.”



**See something? Say something! Call KSU PD on extension 6666 or 470-578-6666.**  
**Interested in becoming an OEM Crisis Coordinator? Contact us at [oem@kennesaw.edu](mailto:oem@kennesaw.edu).**



# FLOOD SAFETY

Jamie Case  
Emergency Management Specialist

“April showers bring May flowers.”

As April arrives and Spring is in full swing, we must remember that April showers can also bring a significant amount of rainfall. Heavy rains can cause flooding, so it is important to know your risks and how to best prepare.

Flooding is a temporary overflow of water onto land that is normally dry. It can develop slowly or quickly. Flash floods can happen with no warning. Floods are the most common natural disaster in the United States.

## Causes

- Rain
- Snow
- Coastal storms
- Storm surges
- Overflows of dams

## Impacts

- Power outages
- Flooded roadways
- Damage buildings
- Create landslides
- Disrupt transportation

## Watch vs. Warning



A flood **WATCH** means a flood is possible.



A flood **WARNING** means flooding is already occurring or will occur soon.

## How to Stay Safe

### Know Your Risk

- Learn about the types of flooding
- Reach out to local emergency management for advice
- Know your home and work's flood risk.



Pay attention to authorities for information and instructions.



Do not drive through flood waters, except in emergency.



Avoid wading in floodwater.



Stay off bridges over fast-moving water.



Be aware of risk of electrocution.

Determine best protection during a flood:



Evacuate if told to do so.



Move to higher ground.



Stay where you are.



# NATIONAL DOG BITE PREVENTION WEEK:

## April 7–13, 2024

Dog bites pose a serious health risk to our communities and society. More than 4.5 million people are bitten by dogs each year in the United States, and more than 800,000 receive medical attention for dog bites, according to the U.S. Centers for Disease Control (CDC). At least half of those bitten are children.

Visit the [American Veterinary Medical Association](#) website for more information on dog bite prevention!

### **Bitten or scratched by a dog, cat, or other mammal?**

Think rabies! Rabies is a fatal but preventable viral disease. It can spread to people and pets if they are bitten or scratched by a rabid animal. Rabies can be spread by any mammal: dogs, cats, bats, raccoons, foxes, etc. Rabies can be prevented by vaccinating pets, staying away from wildlife, reporting an animal bite/scratch to your local animal control, and seeking medical care after potential exposures before symptoms start.

For more information on the rabies virus and vaccine, visit the [CDC](#) website!

Visit the [Cobb & Douglas Public Health](#) website for information on reporting and monitoring animal bites/rabies.



**COBB & DOUGLAS  
PUBLIC HEALTH**





# Meet the Team!



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## **Download LiveSafe**

The free LiveSafe app provides students, faculty, and staff with a direct connection to campus police so that everyone can easily communicate all of their safety needs. Its easy-to-use features help you stay safe every day and enable us to provide better protection for you.

