

CRISIS COORDINATOR COMMUNIQUE

NEW CRISIS COORDINATOR BASE STATION

On July 1st, the KSU Department of Public Safety Communications Center began utilizing a new desktop base station to monitor radio transmissions on the EMERGENCY talkgroup on a 24 hour a day, seven day a week basis. The EMERGENCY talkgroup is on the same radio system utilized by the Crisis Coordinators and provides Crisis Coordinators and other KSU employees the ability to contact the Public Safety Communications Center direct via two-way radio to report emergencies or other situations needing a response by police, fire and or emergency medical services. This additional two-way radio should prove to be highly beneficial to KSU operations in a number of ways from the original request being received to recovery from an incident. More information and training will be forthcoming to Crisis Coordinators over the next few weeks on the proper way to utilize two-way radios on the EMERGENCY talkgroup to summon help, coordinate the response and recover from the incident.

The **Crisis Coordinator Communique** is here to provide monthly communication concerning KSU Crisis Coordination, upcoming training, and emergency and safety tips.

CRISIS COORDINATOR RADIO COMMUNICATION PROCEDURES

In an attempt to improve emergency communication between the Kennesaw State University Department of Public Safety, Office of Emergency Management and the Crisis Coordinators on both KSU campuses, a desktop UHF radio has been installed in the KSU DPS Communications Center. This desktop radio will provide direct radio communication between the Crisis Coordinators and KSU's communications officers.

To allow for the best transfer of information, the following procedures should be followed regarding radio communication with the KSU DPS Communications Center:

1. When a situation arises that requires communication with KSU's Communications Center, ensure your radio is on the EMERGENCY channel (this is an "all-call" channel that will alert anyone with a digital radio on campus, so use only when necessary)
2. Key up the radio, count silently to two (this is to provide enough time for the radio to make a connection to the repeater system) then speak calmly and clearly while holding the radio 2-3 inches from your mouth to ensure no over modulation occurs
3. When speaking, identify yourself then identify who you are trying to reach
 - a. For example, "Bill in Kennesaw Campus Student Center to KSU dispatch"
4. Provide the Communications Center with the pertinent information regarding the situation while keeping the information concise
5. Provide any updates to the Communications Center as the situation changes. Continued on pg. 2



Department of Public Safety
Office of Emergency Management

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SOCIAL MEDIA

Situations that would need to be reported to the Communications Center include, but are not limited to:

- Medical emergencies
 - Fire alarms or actual fires
 - Hazardous material spills
 - Acts of violence
 - Explosions
 - Information regarding an ongoing emergency
 - Crime in Progress (such as theft of vehicle, fight, etc)
- Remember, the Communication Center will be very busy answering phones, entering data in the computer systems and directing first responders to the emergency incident. Please stay on the radio and be patient. Please contact the Emergency Management Coordinator for your campus if you have any radio issues.

UPCOMING TRAINING – KENNESAW

Crisis Coordinator Training

7/8, 10:00a.m. - 3:00p.m. (will break for lunch),
Clendenin 1009

Crisis Coordinator Training

8/4, 9:00a.m. - 1:00p.m., Social Science 2023

Crisis Coordinator Training

9/15, 12:30p.m. - 4:30p.m., Clendenin 1009

October, November and December dates are TBA

CPR Training

7/22, 9a.m. - 1p.m., Clendenin 1009

CPR Training

8/25, 1p.m. - 5p.m., Clendenin 1009

Register for classes on OwlTrain!

IMPORTANT DATES

Crisis Coordinator Quarterly Meetings

8/11, 1:00p.m. - 3:00p.m., Stillwell Theater

11/19, 1:00p.m. - 3:00p.m., Prillaman 1105

Siren Test

Every first Wednesday of the month at noon.

Radio Check

Every first Wednesday of the month at 10:00a.m.

Anyone with an analog radio will be getting a new digital radio within the next month as part of our radio system upgrades.

UPCOMING TRAINING – MARIETTA

Crisis Coordinator Training

7/14, 1:00p.m. - 5:00p.m.

Ballroom B - Joe Mack Wilson Student Center

Register by emailing James Westbrook-jwestbr9@kennesaw.edu

CPR/AED Training

7/21, 1:00p.m. - 5:00p.m.

Ballroom B - Joe Mack Wilson Student Center

Register for class on OwlTrain

Coming Soon!

Crowd Control and Traffic
Management Class

Is this class for you?

August 11, from 8am-Noon

Stillwell Theater -

Kennesaw Campus



BE PREPARED WHEN LIGHTNING STRIKES

Lightning strikes the United States about 25 million times a year. Although most lightning occurs in the summer, people can be struck at any time of year. Lightning kills an average of 49 people in the United States each year, and hundreds more are severely injured.

Lightning: What You Need to Know

- NO PLACE outside is safe when thunderstorms are in the area!!
- If you hear thunder, lightning is close enough to strike you.
- When you hear thunder, immediately move to safe shelter: a substantial building with electricity or plumbing or an enclosed, metal-topped vehicle with windows up.
- Stay in safe shelter at least 30 minutes after you hear the last sound of thunder.

Indoor Lightning Safety

- Stay off corded phones, computers and other electrical equipment that put you in direct contact with electricity.
- Avoid plumbing, including sinks, baths and faucets.
- Stay away from windows and doors, and stay off porches.
- Do not lie on concrete floors, and do not lean against concrete walls.

Last Resort Outdoor Risk Reduction Tips

If you are caught outside with no safe shelter anywhere nearby the following actions may reduce your risk:

- Immediately get off elevated areas such as hills, mountain ridges or peaks
- Never lie flat on the ground
- Never shelter under an isolated tree
- Never use a cliff or rocky overhang for shelter
- Immediately get out and away from ponds, lakes and other bodies of water
- Stay away from objects that conduct electricity

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