



# OASSN

OTTAWA AREA  
SECURE SCHOOLS NETWORK

# **Leslie Philipps**

Director of HR

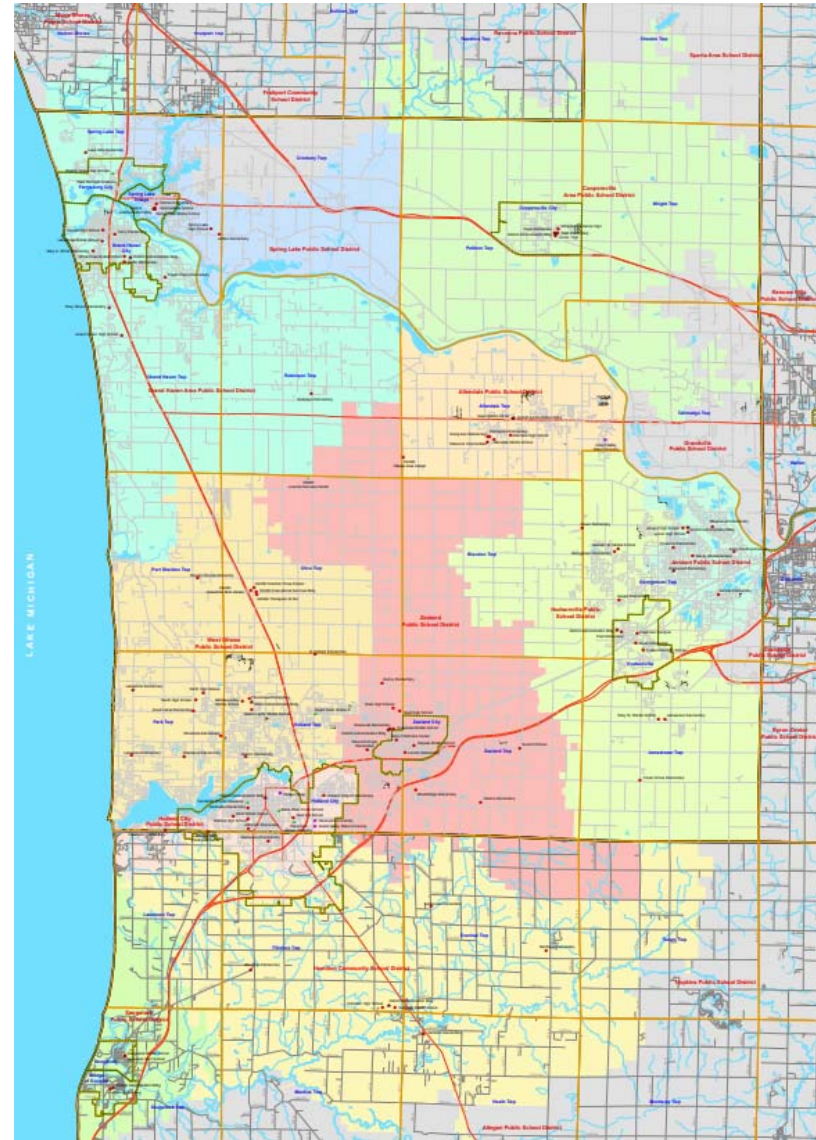
Jenison Public Schools





# OASSN

OTTAWA AREA  
SECURE SCHOOLS NETWORK



Allendale Public Schools  
Coopersville Area Public Schools  
Grand Haven Area Public Schools  
Hamilton Community Schools  
Holland Public Schools  
Hudsonville Public Schools  
Jenison Public Schools  
Saugatuck Public Schools  
Spring Lake Public Schools  
West Ottawa Public Schools  
Zeeland Public Schools  
Black River Public School  
West Michigan AAA  
Ottawa Area ISD

Allegan County Emergency Management  
Ottawa County Emergency Management



Holland Hospital  
North Ottawa Community Hospital EMS  
Ottawa Community Dept. of Public Health

Blendon Township Fire Department  
Grand Haven Township Fire/Rescue  
Holland Department of Public Safety  
Olive Township Fire Rescue  
Park Township Fire Department

### **2019 Fall Summit Participating Organizations**

Grand Haven Department of Public Safety  
Holland Department of Public Safety  
Allegan County Sheriff's Office  
Ottawa County Sheriff's Office  
Federal Bureau of Investigation



**The purpose of the OASSN is to bring together all relevant parties...**

**... to work toward regional-based solutions to common safety and security issues facing K-12 educational institutions.**

**Michael Rohwer**

Assistant Superintendent

Ottawa Area ISD





**Initial Responder Protocol**

**Incident Command System in Schools**

**OASSN Updates**

**Lunch (with Discussion Tables)**





OASSN Table Groups



I would like to discuss....

...mental health risk  
assessments used  
districts





**Initial Responder Protocol**

**Incident Command System in Schools**

**OASSN Updates**

**Lunch (with Discussion Tables)**



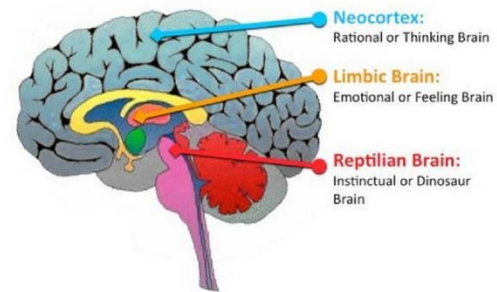
## Response

Start

### Controlled Response

- Rational Brain
- Following Procedures
- Command & Control Established

Recovery



## Response

Start

### Initial Response

- Reaction Brain
- Survival Mode
- Freeze – Fight – Flight or... Lead

### Controlled Response

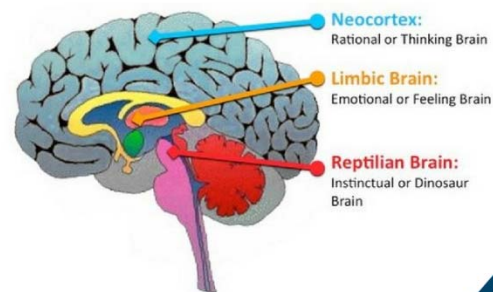
- Rational Brain
- Following Procedures
- Command & Control Established

Recovery



### Thesis:

With training, everyone can be an Initial Responder and command the situation until a controlled response is established.



# **Jason Pasatta**

Director of Innovation Services  
Ottawa Area ISD





# We created Empathy Maps and looked for commonalities . . .

ROLE: \_\_\_\_\_  
EVENT: \_\_\_\_\_

IN THIS EVENT, WHAT WOULD  
THIS PERSON **LIKELY**  
THINK, FEEL, SEE, SAY, AND DO?

IN THIS EVENT, WHAT WOULD  
**WE WANT** THIS PERSON TO  
THINK, FEEL, SEE, SAY, AND DO?



PHRASE

PHRASE

PRE-  
IMMEDIATE  
RESPONSE

THE ROLE

IMMEDIATE

PHRASE

PHRASE

RESPONSE

THE EVENT

PHRASE

PHRASE

POST-  
IMMEDIATE  
RESPONSE



... tested words/phrases against different scenarios.

PHRASE

PHRASE

PHRASE

ROLE



EVENT

#### WORDS/PHRASES

BEFORE DURING AFTER

TEST 1: ROLE: \_\_\_\_\_ EVENT: \_\_\_\_\_



NOTES: \_\_\_\_\_

TEST 2: ROLE: \_\_\_\_\_ EVENT: \_\_\_\_\_



NOTES: \_\_\_\_\_

TEST 3: ROLE: \_\_\_\_\_ EVENT: \_\_\_\_\_



NOTES: \_\_\_\_\_

TEST 4: ROLE: \_\_\_\_\_ EVENT: \_\_\_\_\_



NOTES: \_\_\_\_\_

TEST 5: ROLE: \_\_\_\_\_ EVENT: \_\_\_\_\_



NOTES: \_\_\_\_\_



20 SEPARATE  
ROLES



26 SEPARATE  
EVENTS

## WORDS/PHRASES:

COMMUNICATE - 32%

CAUTION - 15%

CALM - 11%

CARE - 8%

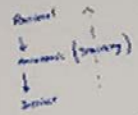


# Assess

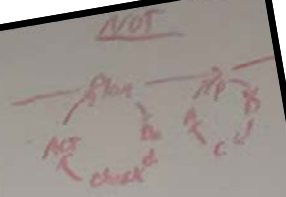
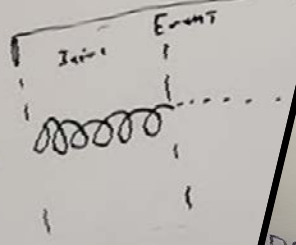
- What's going on?
- Who is in my care?
- What is my role?
- What are my resources/assets?
- What are my options?
- What time is available?

## Determine ...

- Objectives
- Plan of Action



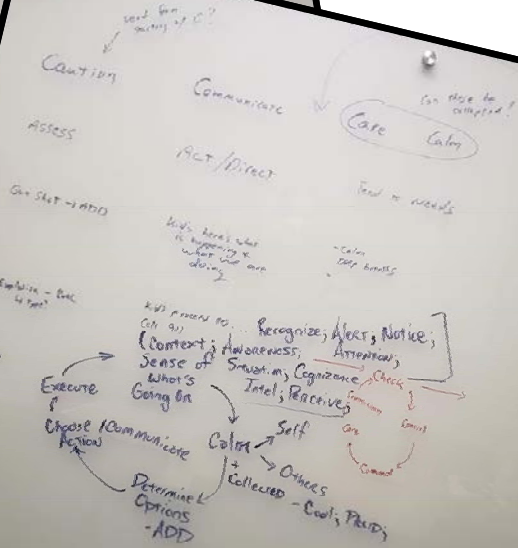
Do ...  
• ACT



Standard Response from NOT

- Lock Out
- Lock Down
- Secure
- Place

Check?



# NIMS - Incident Command System (POST)

■ = ASE initial response

## Priorities

1. Life Safety ✓
2. Incident Stabilization ✓
3. Property/Environmental Considerations
4. Organizational Priorities

## Objectives

Broad descriptions of desired outcomes

- Minimize potential casualties for those in my care

## Taken to bring about outcomes

- id (Move to safe haven)
- ing (deny access to victims)
- ehnd (him or us)

## Activities/steps used to take actions

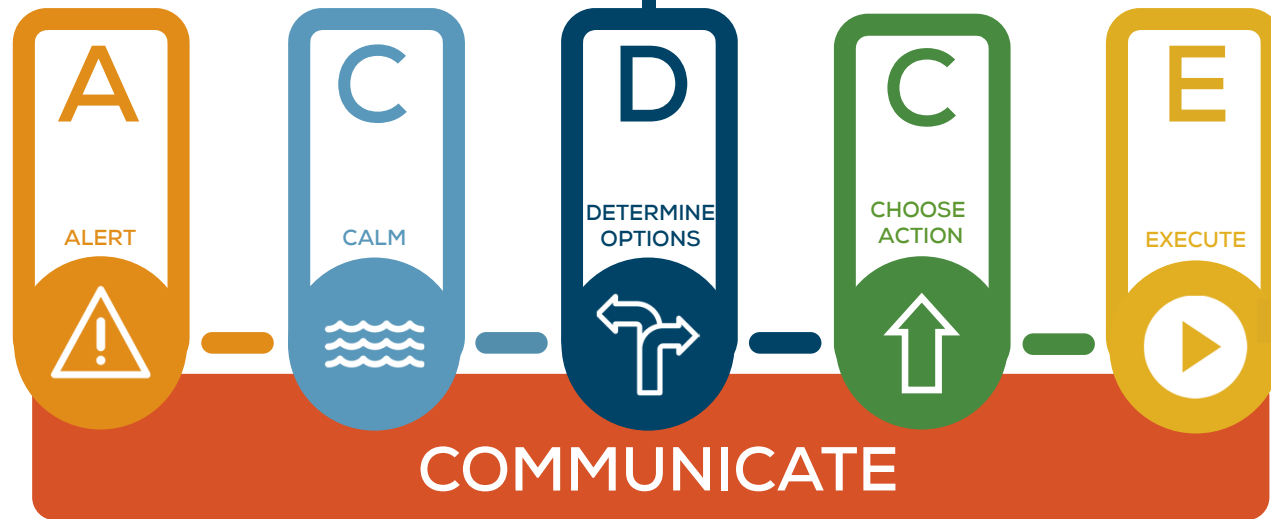
- A<sub>1</sub> Check, Turn off lights
- A<sub>2</sub> Line up next to door ready to flee if breached
- D<sub>1</sub> - Lock Doors
- D<sub>2</sub> - Move Desks
- D<sub>3</sub> - Grab Scissors
- D<sub>4</sub> - line up near to door w/ back to door

## INITIAL RESPONDER: ACDC - E Protocol



# INITIAL RESPONDER: ACDC - E Protocol

DEPENDS ON SITUATION: Active Shooter, Chemical Spill, etc.



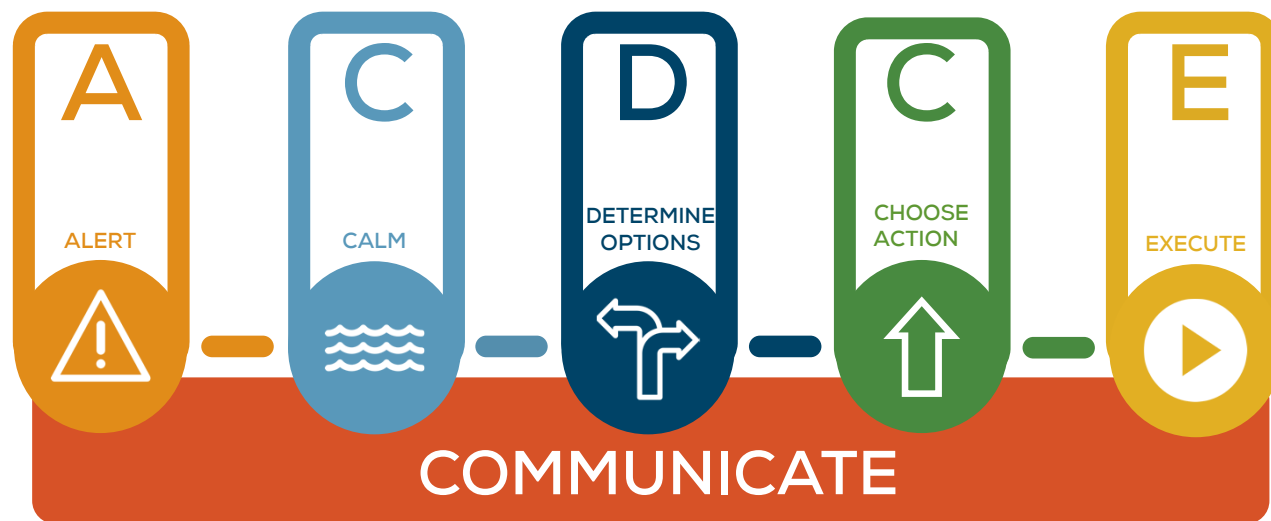
(Be cautious, observant, and assess the situation)

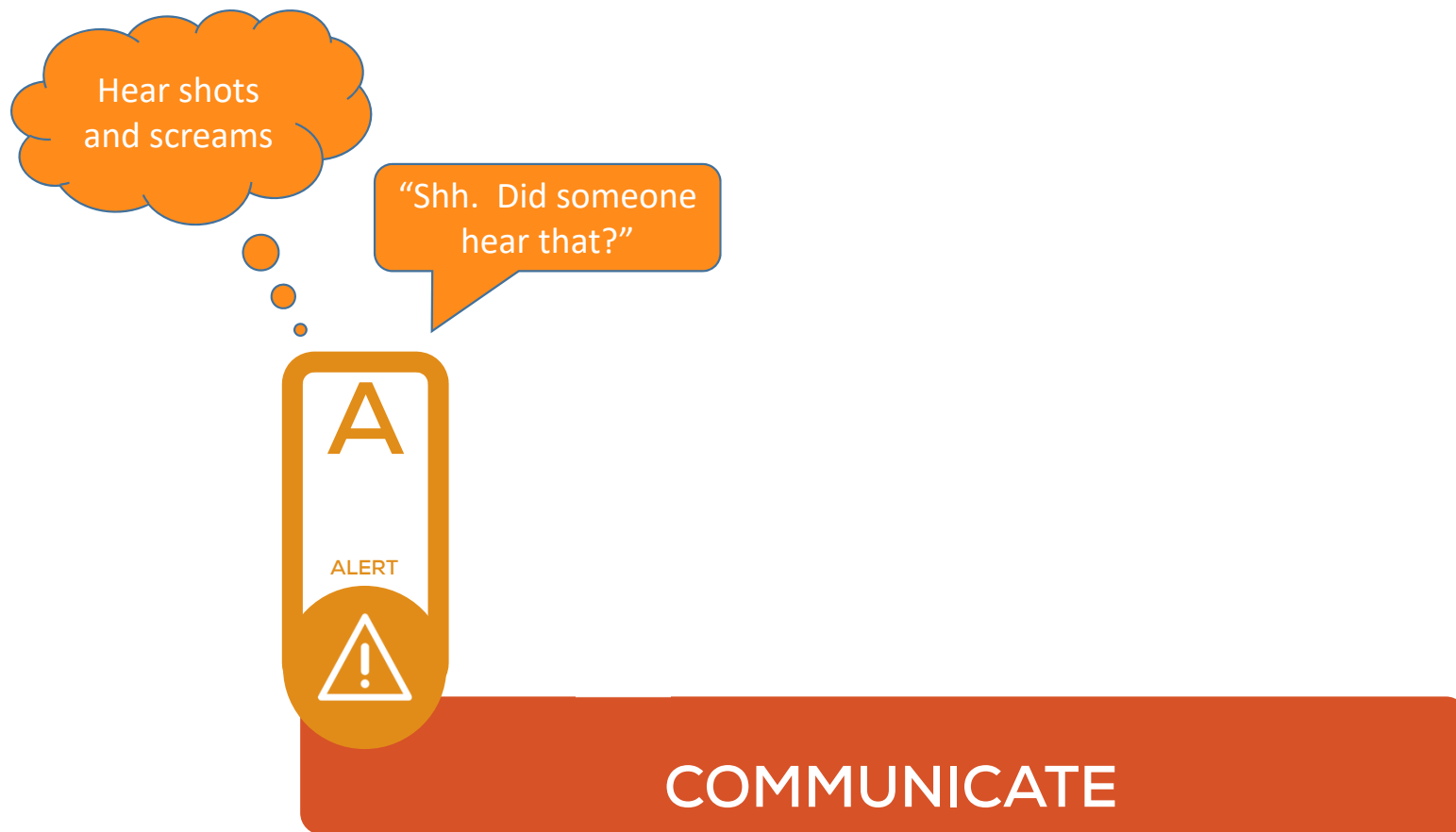
(Calm yourself and others)

(Determine and assess actions that you and others might take)

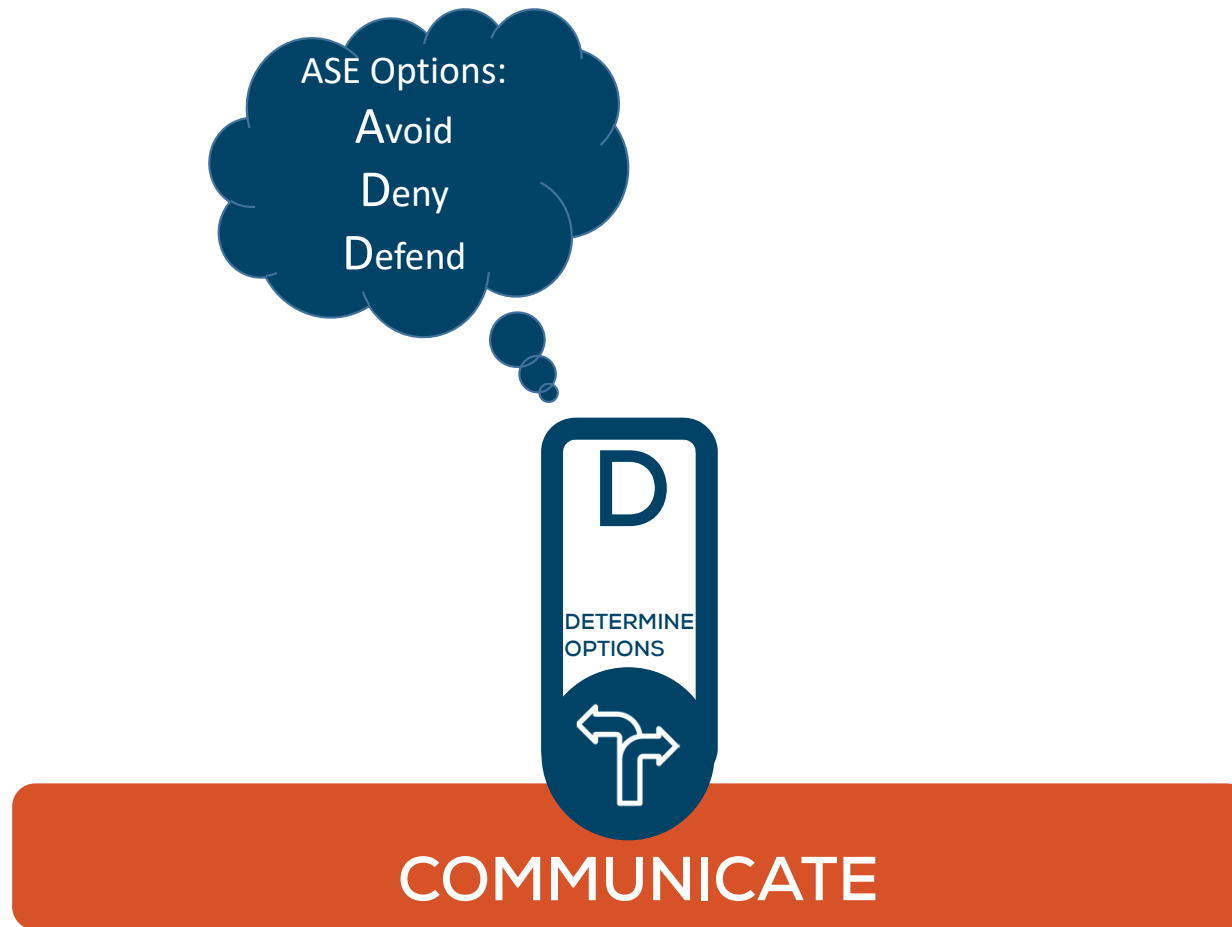
(Select a course of action)

(Do the action)













Ready, 3-2-1 "Go!"

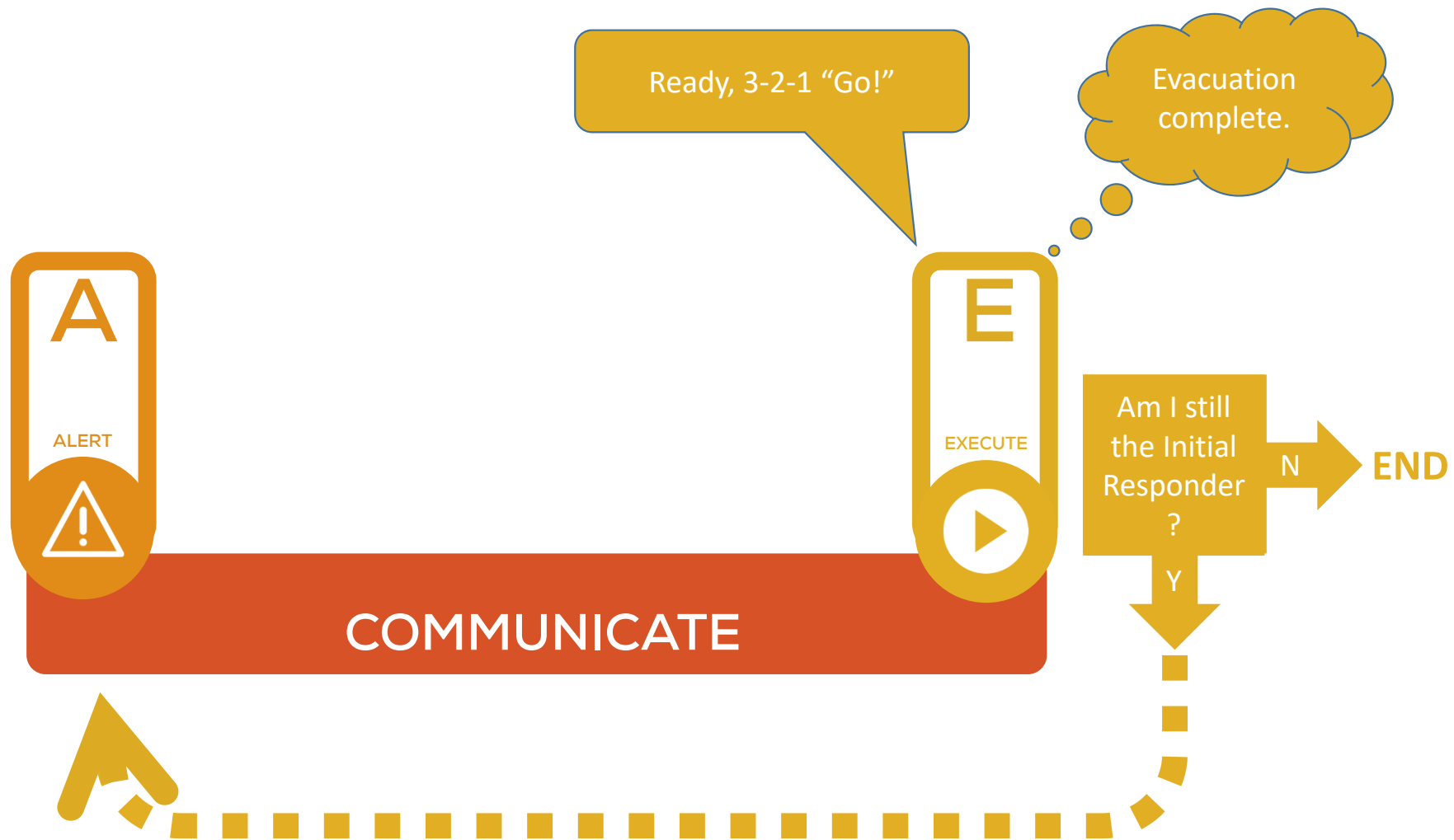
Evacuation  
complete.

E

EXECUTE



COMMUNICATE



## INITIAL RESPONDER: ACDC - E Protocol



**Michael Rohwer**

Assistant Superintendent

Ottawa Area ISD





Let's

Practice

### Initial Responder Practice Worksheet

A	C	D	C	E
A	C	D	C	E
A	C	D	C	E



## Initial Responder Practice Worksheet

A	C	D	C	E
<p>Does (main rec'n) Tada and Prada which &amp; thank. Much &amp; fast 100 Yet but &amp; 1000 Must be some the 100 - 100</p>	<p>Does (main rec'n) Tada and Prada which &amp; thank. Much &amp; fast 100 Yet but &amp; 1000 Must be some the 100 - 100</p>	<p>Does (main rec'n) Tada and Prada which &amp; thank. Much &amp; fast 100 Yet but &amp; 1000 Must be some the 100 - 100</p>	<p>Does (main rec'n) Tada and Prada which &amp; thank. Much &amp; fast 100 Yet but &amp; 1000 Must be some the 100 - 100</p>	<p>Does (main rec'n) Tada and Prada which &amp; thank. Much &amp; fast 100 Yet but &amp; 1000 Must be some the 100 - 100</p>

First Loop



## Initial Responder Practice Worksheet

<b>A</b> <i>Does (main rec'n)  Tarda and Prada  which &amp; thank.  Much &amp; have 100  yet but &amp; 1000  Must be something  ... ..</i>	<b>C</b> <i>Does (main rec'n)  Tarda and Prada  which &amp; thank.  Much &amp; have 100  yet but &amp; 1000  Must be something  ... ..</i>	<b>D</b> <i>Does (main rec'n)  Tarda and Prada  which &amp; thank.  Much &amp; have 100  yet but &amp; 1000  Must be something  ... ..</i>	<b>C</b> <i>Does (main rec'n)  Tarda and Prada  which &amp; thank.  Much &amp; have 100  yet but &amp; 1000  Must be something  ... ..</i>	<b>E</b> <i>Does (main rec'n)  Tarda and Prada  which &amp; thank.  Much &amp; have 100  yet but &amp; 1000  Must be something  ... ..</i>
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Second Loop



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Let's

Practice

## Initial Responder







Let's

Practice

### Initial Responder Practice Worksheet

A	C	D	C	E
A	C	D	C	E
A	C	D	C	E









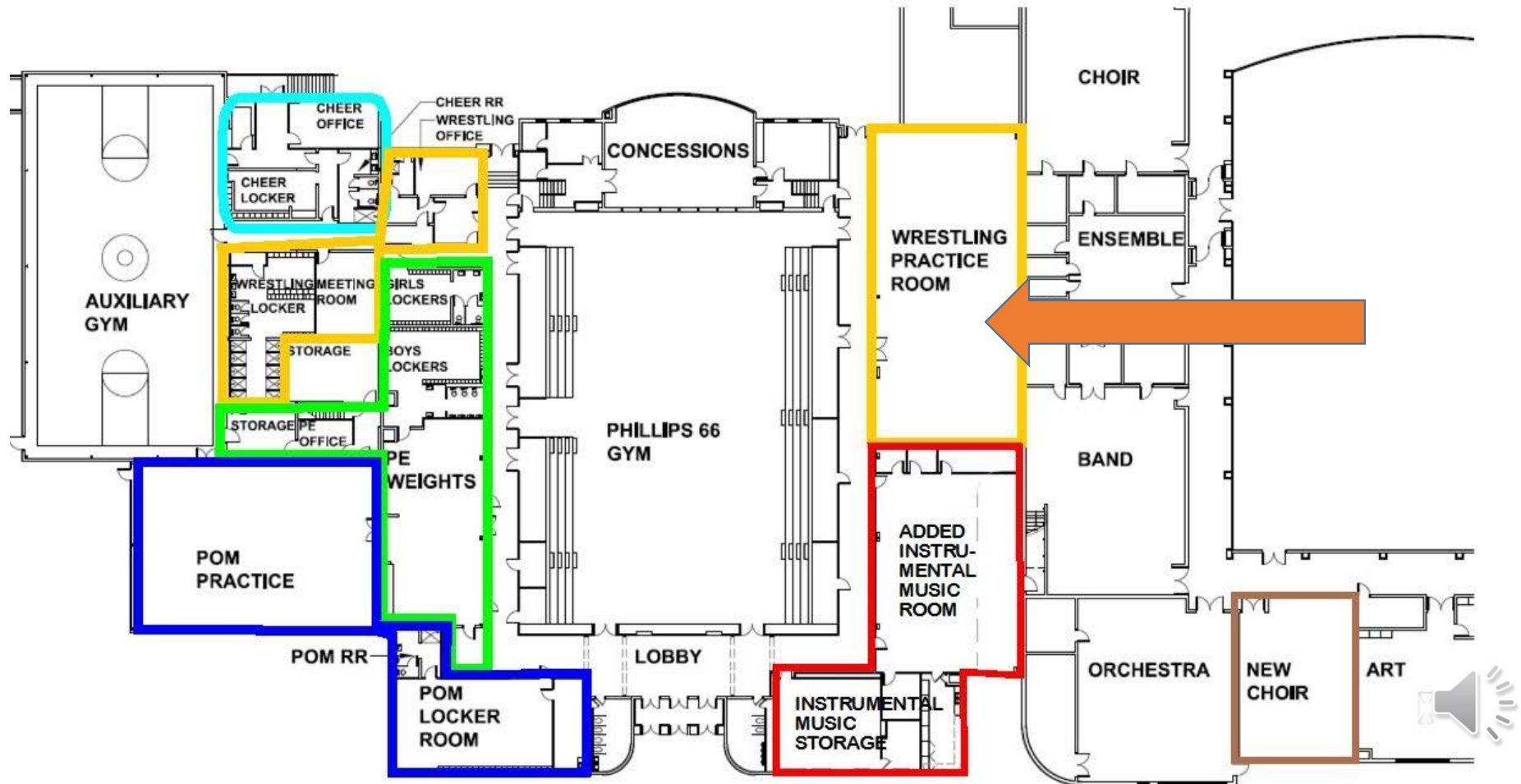
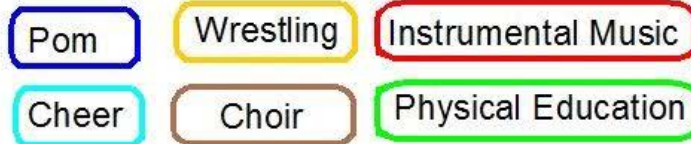








**Phillips Field House &  
Fine Arts Center  
Renovations via  
2016 Bond Issue**







10-15 seconds

A

C

D

C

E

COMMUNICATE

Initial Responder Practice Worksheet

A	C	D	C	E
A	C	D	C	E
A	C	D	C	E

60 seconds



90 seconds







## Initial Responder Practice Worksheet

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First Loop











## Initial Responder Practice Worksheet

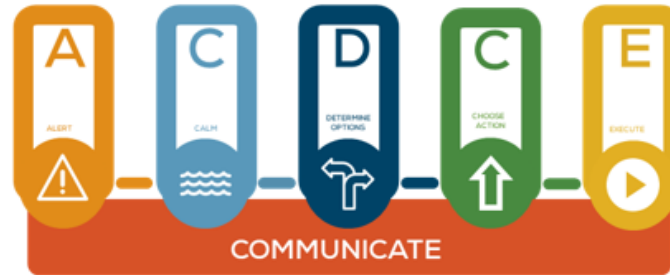
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Second Loop







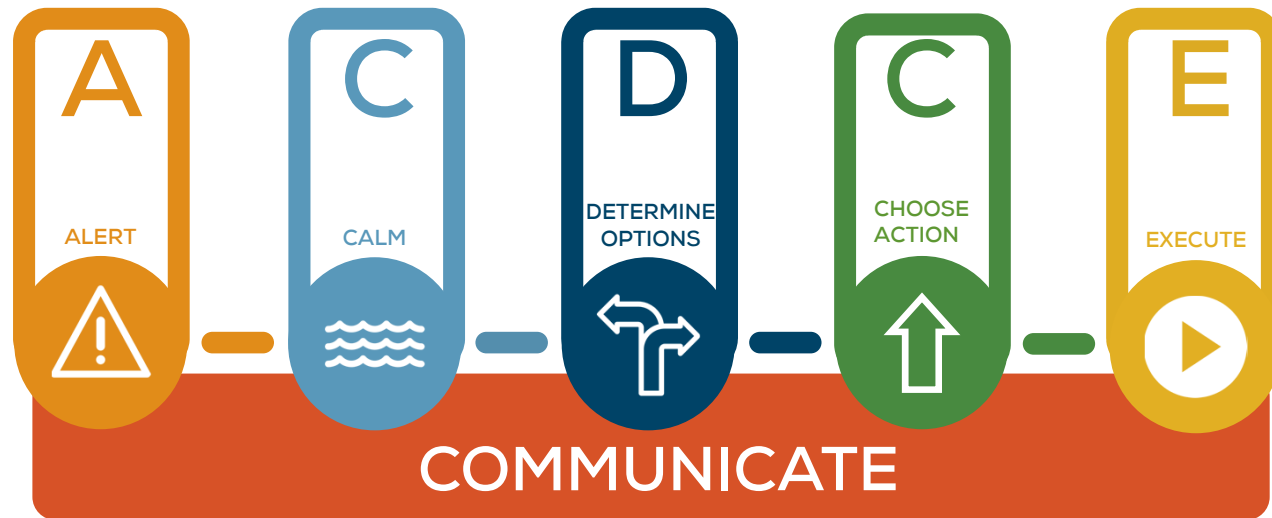


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## Workshops

April 17, 1pm – 3pm @ OAISD ESB

April 23, 9am – 11am @ OAISD ESB

[oassn.org](http://oassn.org)







AC⚡DCE





**Initial Responder Protocol**

**Incident Command System in Schools**

**OASSN Updates**

**Lunch (with Discussion Tables)**







This is a LARGE tabletop exercise with a particular purpose...

... who's in control?





## Basketball Event TTX

### Worksheet 1

### Side 1

In what capacity are you at the high school basketball game?

My Headspace

Exercise Notes





## Basketball Event TTX

Worksheet 1

Side 1

In what capacity are you at the high school basketball game?

My Headspace

Exercise Notes



In what capacity are you at the high school basketball game?



Asst. Coach





- Judgement Free Zone
- Total Openness
- Accept the Assumptions
- Stay in the Moment
- Go With What You Know
- Share the Air











In what capacity are you at the high school basketball game?
My Headspace
Exercise Notes



In "My Headspace" ...  
What are you thinking?



My Headspace



## Basketball Event TTX

### Worksheet 1

### Side 1

In what capacity are you at the high school basketball game?

My Headspace

Exercise Notes



## Discussion

How would your school handle this?

## First Responders

Hang back on this conversation.  
(unless you typically would be present at the game)

15 Minutes

Quickly jot down  
some personal  
reflections on what  
you just experienced.

**Basketball Event TTX**  
**Worksheet 1** **Side 2**  
**Personal Reflections**

What do I want to remember from this exercise?

What questions do I have?  
(new thoughts, points of confusion, unknown terms)

What do I want to take back to my organization?



## **Nick Bonstell**

Director

Ottawa County

Emergency Management

## **Scott Corbin**

Director

Allegan County

Emergency Management





## **Incident Command System for Schools**

**ICS**





# What is ICS

- Standardized, on-scene, all-hazards incident management concept
- Enables a coordinated response between multiple organizations
- Establishes common processes and common language for management of resources
- Allows for integration within a common organizational structure





# ICS Concepts

- Organizational Structure (Chain of Command)
- Span of Control
- Accountability of Resources (Occupants as Well)
- Multi-Agency Communication
- Common Terminology





# Incident or Event?





# Incident Commander





# Incident Commander

- Can stay calm during emergency situations
- Can “size-up” the situation and make rapid decision- (right or wrong)
- Communicate clear directions and lead a team
- Be flexible to change if current operations are not working





Command Staff

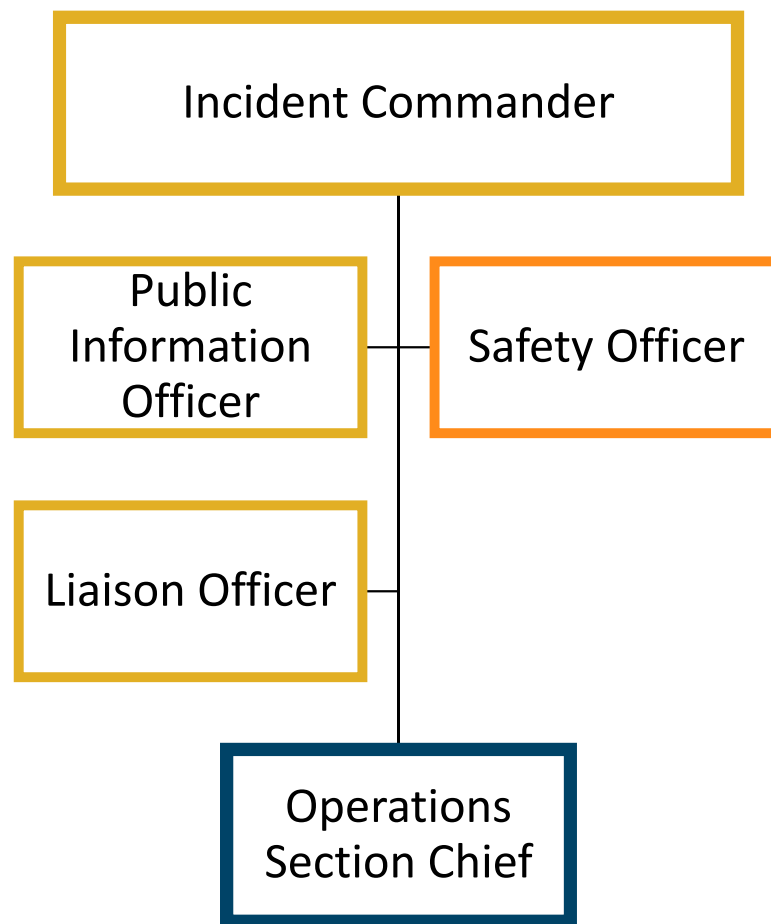
Incident Commander

Public  
Information  
Officer

Safety Officer

Liaison Officer

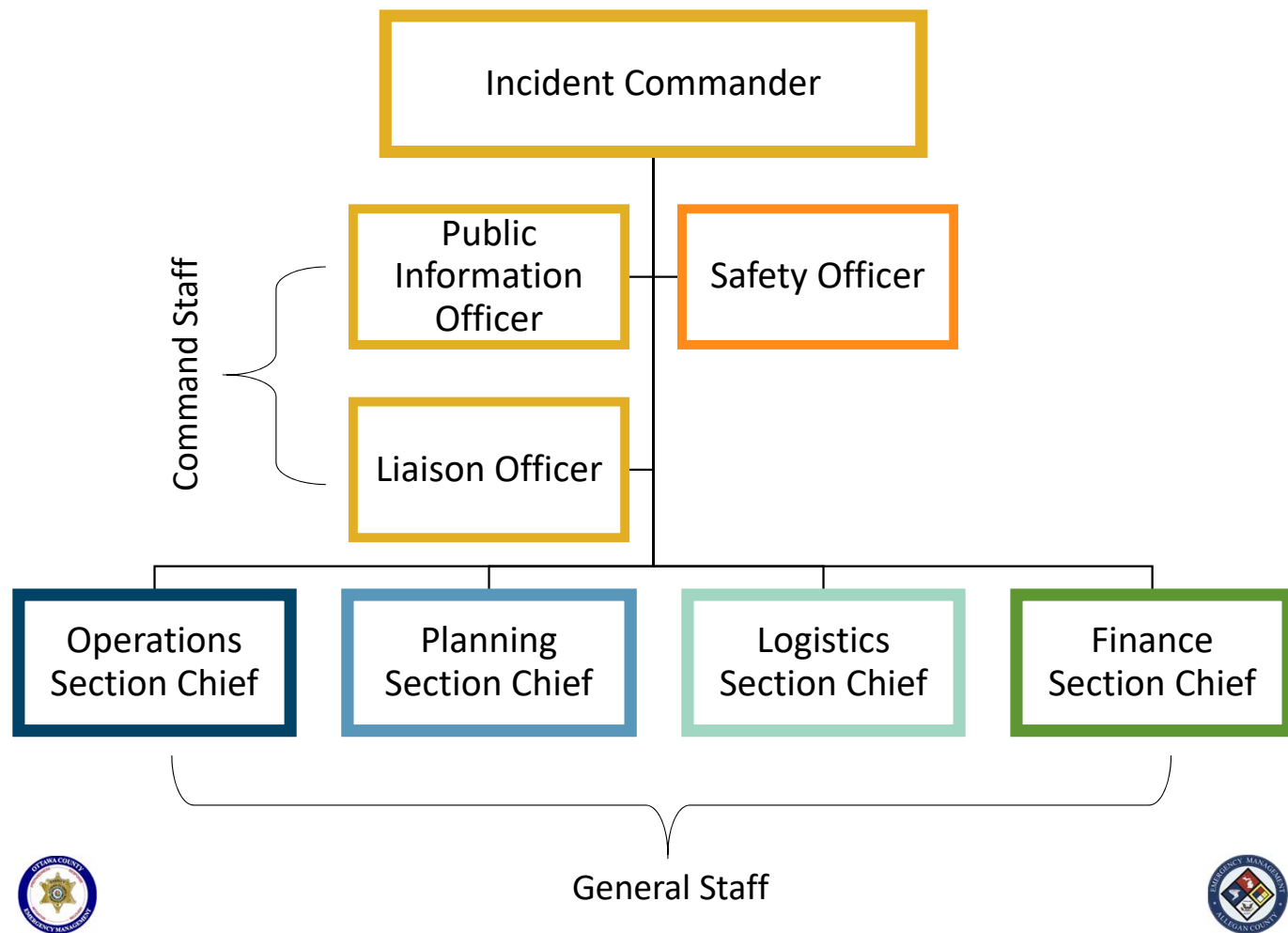




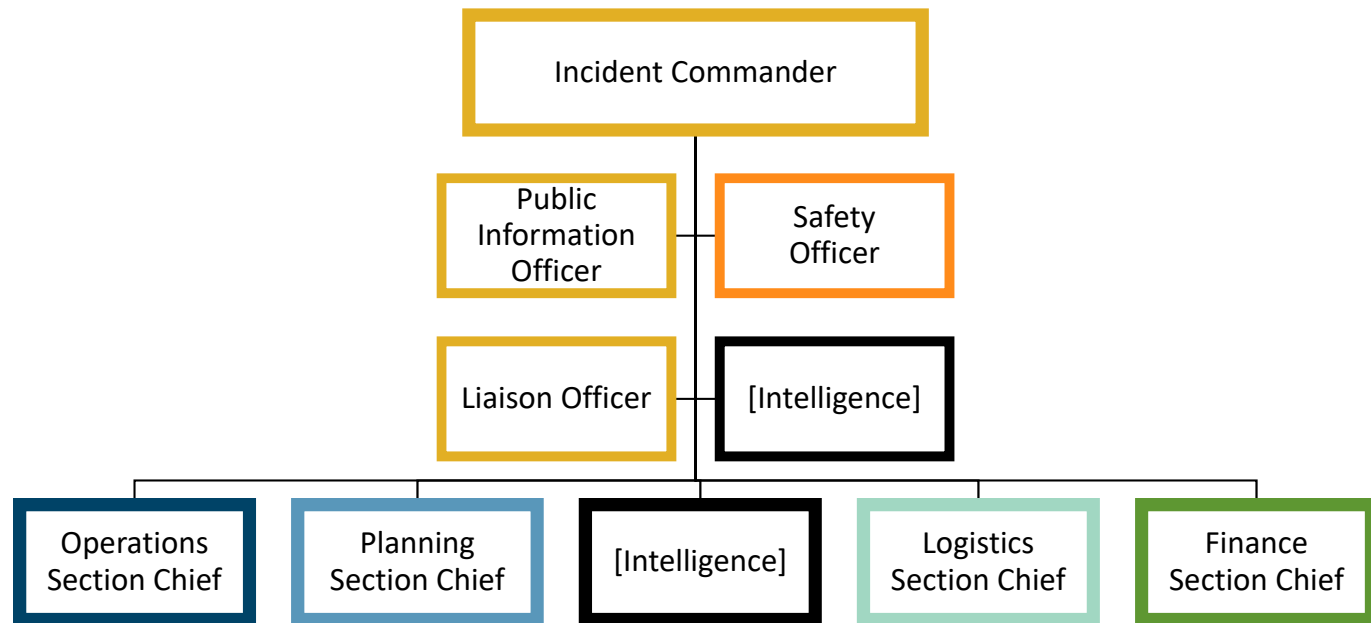


Support to Operations





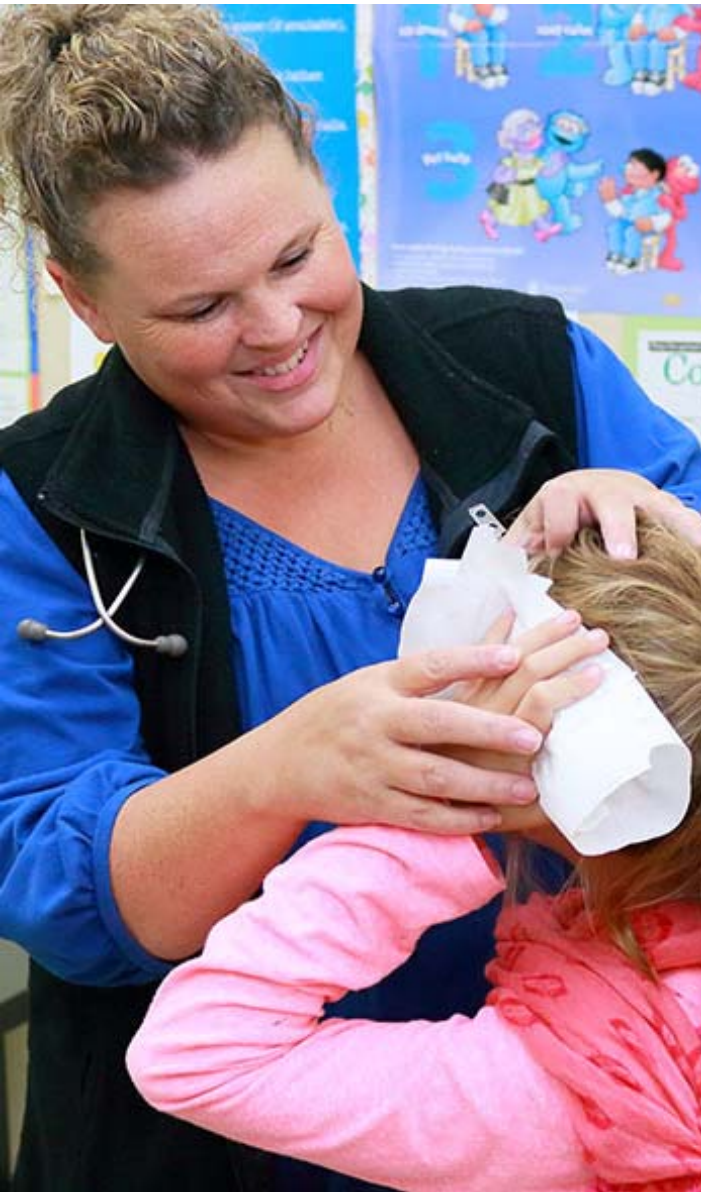






# Examples

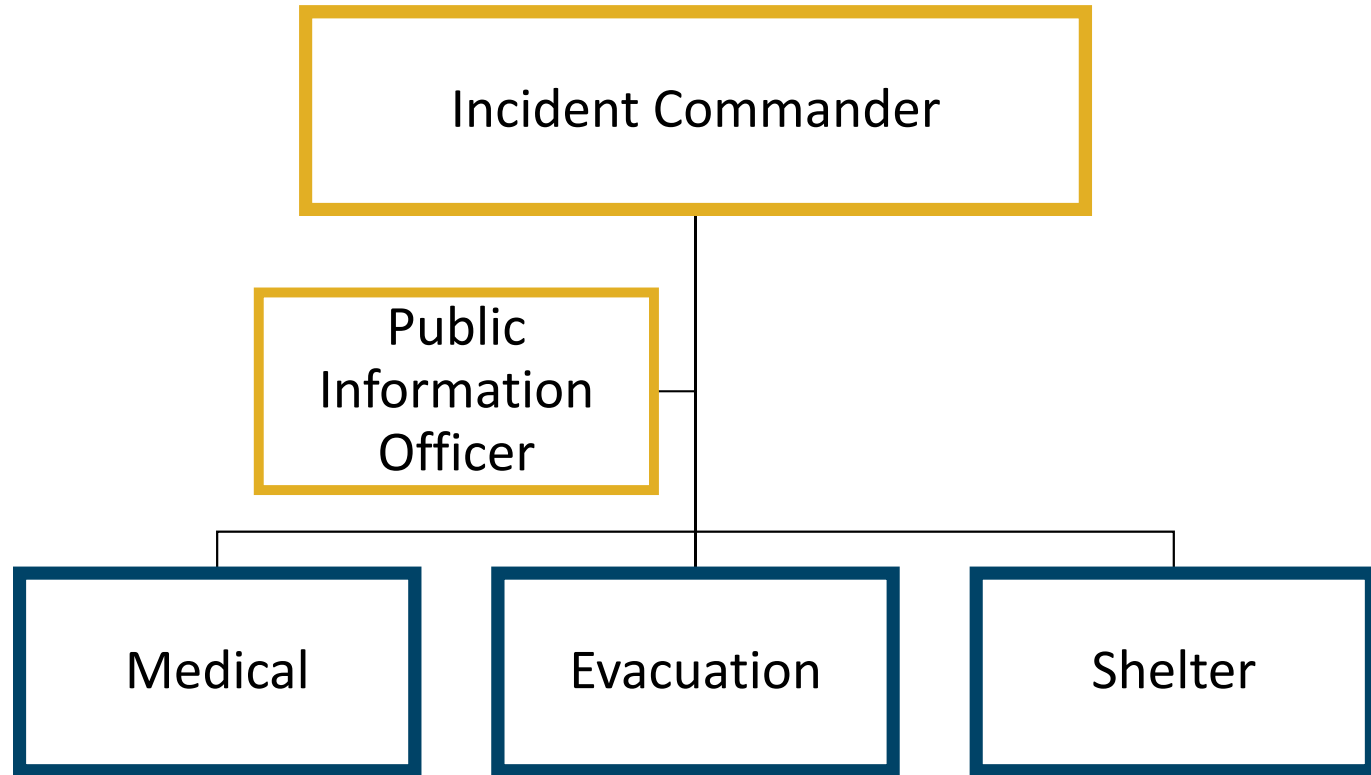


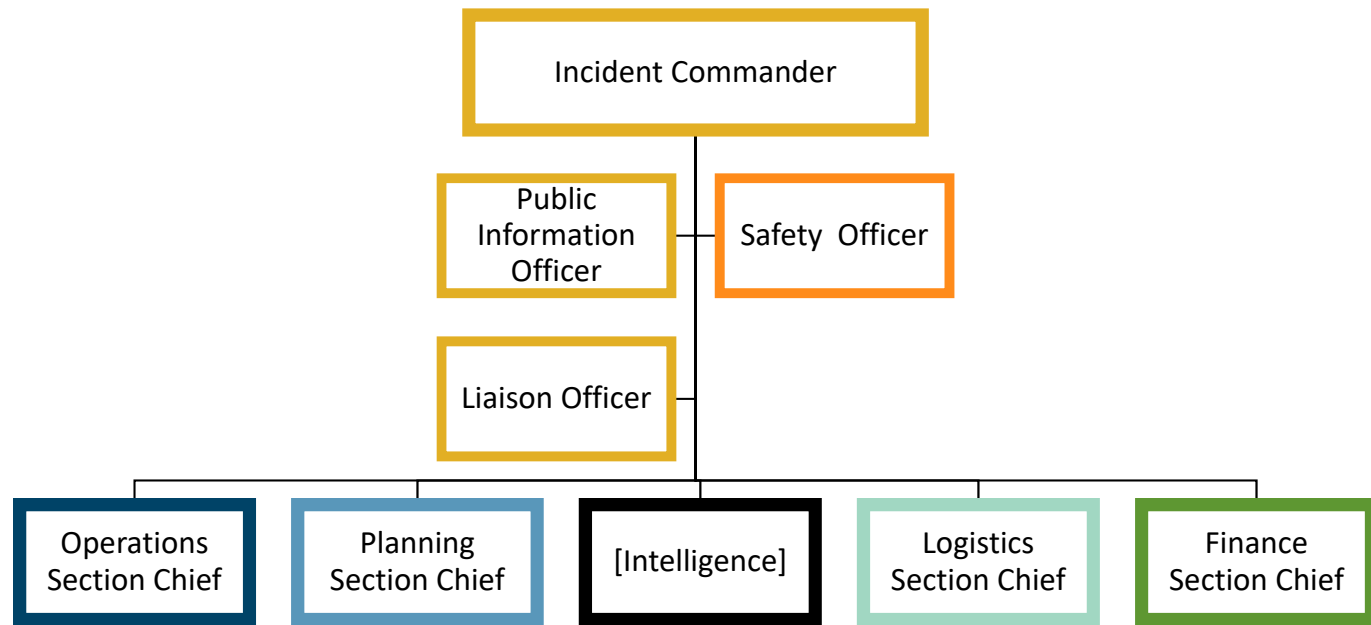


Incident Commander  
(Principal)

Operations  
(School Nurse)











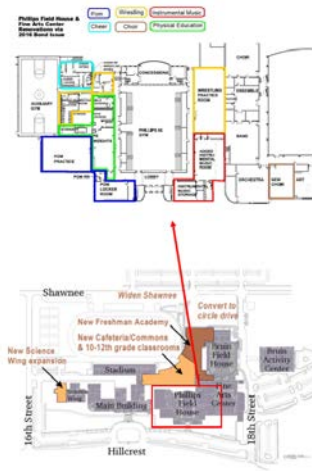
Next Up:

Basketball TTX  
Take 2





## ICS Organizational Chart



Let's

Practice









A blurred background image showing a group of people in a meeting or discussion. A man in a dark suit is in the foreground, looking down. Other people are visible in the background, some looking towards the camera and others looking away.

## Discussion

How would your school handle this?

## First Responders

Assist the discussion as appropriate.

20 Minutes





## Discussion

How would your school handle this?

## First Responders

You are in play!

Respond to the scenario.

Another  
20 Minutes





## **Incident Command System for Schools**

**ICS**





# Operational Considerations

- How to conduct a “Size Up” of the incident or event
- Liaison with Emergency Responders
- Emergency Operations Planning
- ICS in Event Planning and Exercise
- Resources for the “Next Steps” of Training





# Size-Up

- SITUATIONAL AWARENESS
- What has occurred?
- What is the current status of the emergency?
- Is there anyone injured or trapped?
- What resources do we need?
- Does the emergency fall within my scope of training?





# Emergency Responders

- Who is the Incident Commander?
- Where is the Incident Command Post?
- How do I effectively Liaison with the IC?
- What communication tools do they use?
- What resources will I need?





# Emergency Operations Plans

- Integrating ICS concepts into the EOP's under Command and Control
- Think about facilities and best practices for door numbering, etc.
- Think about your communications systems
- What future training would you like “Key Personnel” to have?



# Event Planning and Exercise

- Integrating ICS concepts into your current planned events.
- Complete documentation of the event using an Incident Action Plan.
- Communicate with your responders any large event planning.
- It's a great first step to getting personnel to utilize the components of the system.





# Training Recommendations





# Executive Leadership

Position Examples:

*Superintendent*

*Principal*

- **G-402 Incident Command System  
Overview for Executives/ Senior Officials**
- **IS-700 NIMS: An Introduction**







# General Staff

Position Examples:

*Nurse and Health Official*

*Counselors, Psychologists*

*Bus Drivers*

*Educators*

*Coaches*

- **IS-100: Introduction to ICS**
- **IS-700 NIMS: An Introduction**





# Command Staff

Position Examples:

*Public Information Officer*

*Safety Officer*

*Liaison Officer*

*School Resource Officer*

- **IS-100: Introduction to ICS**
- **IS-200: ICS for Single Resource and Initial Actions**
- **IS-700 NIMS: An Introduction**
- **IS-800: National Response Framework**





## CONTACT INFORMATION

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**Ottawa County Emergency Management**  
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**Scott Corbin, Director**  
**Allegan County Emergency Management**  
[scorbin@allegancounty.org](mailto:scorbin@allegancounty.org)



**Andy Ingall**

Superintendent

Grand Haven Area Public Schools





### ICS in Schools Reflections

What "Lessons Learned" did I have today?
I wonder....
Action steps when I get back...



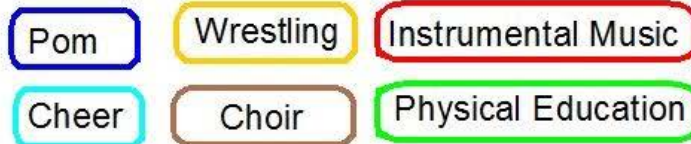
### Organization Reflections



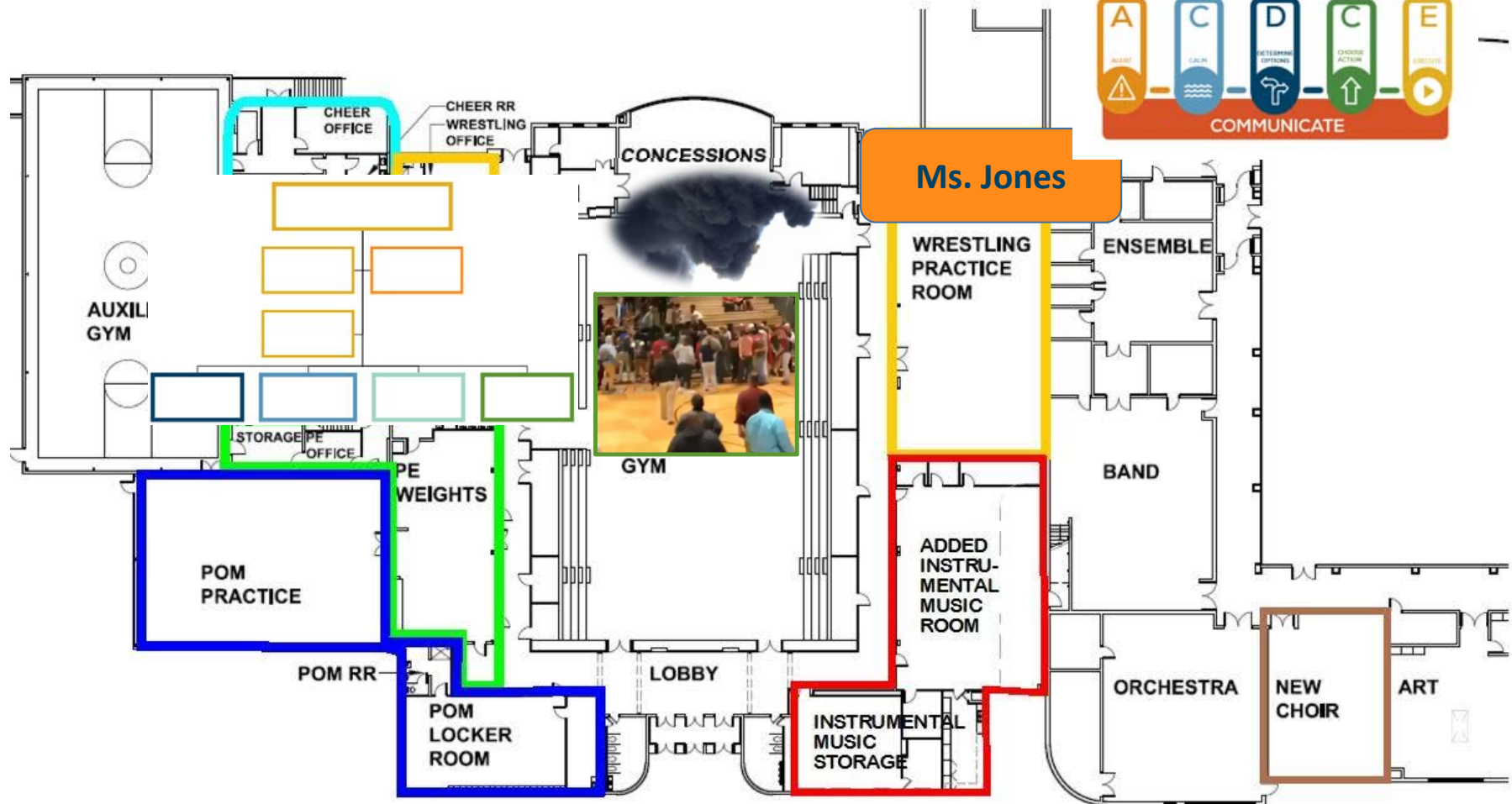




**Phillips Field House &  
Fine Arts Center  
Renovations via  
2016 Bond Issue**



**Initial Responder**







**Initial Responder Protocol**

**Incident Command System in Schools**

**OASSN Updates**

**Lunch (with Discussion Tables)**





**The purpose of the OASSN is to bring together all relevant parties...**

**... to work toward regional-based solutions to common safety and security issues facing K-12 educational institutions.**



## Goals

- To learn the operational mission and cultures of each organization
- To promote a culture of “regional school safety” and foster a “community of practice”
- Leverage the total region to pursue grants and other opportunities
- To coordinate emergency response components
- To improve planning, building and systems design, etc. to better prevent incidents and to promote quick resolution



# Collaboration Groups



Physical &  
Mental Health



Facilities



Transportation



Planning & Training



Policy & Legal



Public Information



Information Tech &  
Communication Systems



## Collaboration Groups

Name: \_\_\_\_\_

Email: \_\_\_\_\_


  L    Physical &  
Mental Health

  P    Policy & Legal

        Facilities

  N    Public Information

        Transportation

        Information Tech &  
Communication Systems

  P    Planning & Training

L = Lead  
P = Participant  
N = Need Info



## OASSN Fall SUMMIT

### September 26, 2019

#### After the Adrenaline...

As we think of active assailants, large fires, and other major incidents, it is tempting to think of the event “ending” when the shooting stops or the flames are extinguished. In many cases, however, this activity is just the beginning of the total event timeline as recovery efforts commence and the district tries to transition to a “new norm.”

The OASSN 2019 Fall Summit will focus on these recovery issues including student/parent reunification, victim support, grieving, and other efforts. Please save the date for this important component of school safety and security planning.

Location: Ottawa County Fillmore Administration Building,  
12220 Fillmore St. #310, West Olive, MI 49460

**You may RSVP at [OASSN.org](http://OASSN.org)**

For questions please contact [gmulder@oaisd.org](mailto:gmulder@oaisd.org)

#### ATTENTION

SUPERINTENDENTS

EMS

FACILITY DIRECTORS

EMERGENCY PLANNERS

PRINCIPALS

FIRE DEPARTMENTS

POLICE

HUMAN RESOURCES

SHERIFF

TECHNOLOGY  
DIRECTORS

OTHER FIRST  
RESPONDERS

OTHERS INVOLVED  
WITH SCHOOL  
SECURITY

**8:00 AM– 11:30 AM**

(OPTIONAL LUNCH AFTERWARDS)

# oassn.org



[Events](#) [Special Interest Groups](#) [Becoming Involved](#) [Resources](#) [Media](#) [About](#)

## A Collaborative Approach to School Safety & Security

In the Ottawa Area ISD region, there are many entities – from law enforcement to emergency services to schools themselves – that have an overlapping interest in keeping students safe. The purpose of the “Ottawa Area Secure Schools Network” is to bring together all relevant parties to work toward regional-based solutions to common safety and security issues facing K-12 education.



### Upcoming Events



[OASSN Home](#) [Events](#) [Resources](#)

#### Resources

#### General Resources

##### Initial Responder ACDC-E Protocol

- [Initial Responder ACDC-E Protocol \(PDF\)](#)
- [Initial Responder ACDC-E Protocol \(PowerPoint\)](#)
- [Initial Responder ACDC-E Protocol\\_11x17 Ledger \(PDF\)](#)
- [Initial Responder ACDC-E Protocol\\_30x42 Poster \(PDF\)](#)

#### Event Resources

[Spring 2019 Summit](#)



[OASSN Home](#) [Events](#) [Resources](#) [Becoming Involved](#)

#### Collaboration Groups



##### Physical & Mental Health

[Read more](#)



##### Planning & Training

[Read more](#)



##### Facilities

[Read more](#)



##### Policy & Legal

[Read more](#)

### OASSN Forum: Navigating Safety Commission Reports

am

Michigan School Safety Task Force  
commendations of the School Safety  
it is shaping policy at...





# OASSN

OTTAWA AREA  
SECURE SCHOOLS NETWORK

## **Chris Tinney**

Captain of Fire Operations  
Holland Dept. of Public Safety





#### **OASSN Advisory Team**

- Derek Christensen – Ottawa County Sheriff's Office
- Tom DeGraaf – Zeeland Public Schools
- Derek Gerencer – Ottawa County Sheriff's Office
- Tom Gerencer – Grand Haven Twp. Fire & Rescue
- Andy Ingall – Grand Haven Area Public Schools
- Joe Knapp – Allegan County Sheriff's Office
- Carmen Kucinich – Federal Bureau of Investigation
- Larry Matzen – Holland Dept. of Public Safety
- Gail Mulder – OASSN Logistics (OAISD)
- Michael Rohwer – Ottawa Area ISD

#### **And...**

- Jason Pasatta – Ottawa Area ISD
- Nick Bonstell – OC Emergency Management
- Scott Corbin – AL Emergency Management
- Chris Saddler – OC Emergency Management
- Gail Mulder – OASSN Logistics (OAISD)

### Summit Feedback

How was your Summit experience?

What might we do to improve your experience?

What points of confusion might we clarify for you?

What would you like to see in future Summits?



**OASSN**



### Summit Feedback (cont.)

#### Promotional Quote

If you are willing, it is very useful to have a bank of quotes from Summit participants.

Please consider providing a quote for one or both of these prompts.

I found the OASSN 2019 Spring Summit useful because:

I support the continued growth of the OASSN because:

#### Optional

Name:

Title:

Email:

Phone:

**Thank You!**



**OASSN**

## Lunch Instructions



**Conference Room F**  
(take a left out the door)



**BIRDS of a FEATHER**  
**Main Conference Room**  
(that's here)





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# OASSN

OTTAWA AREA  
SECURE SCHOOLS NETWORK



**OASSN**  
OTTAWA AREA  
SECURE SCHOOLS NETWORK



BIRDS of a FEATHER

- Security Structures At Schools – Table 1
- How to educate parents ahead of time to minimize chaos in an event – Table 4
- Educating bus/transportation staff on emergency practices – Table 8
- Ways to work with school staff to develop proficiency in ICS Concepts – Table 12