

Grayson County College District Emergency Operations Plan



*Grayson County College
Campus Police
6101 Grayson Drive
Denison, Texas 75020-8299
(903) 463-8619*

POLICY AND PROCEDURE

NBR. 33

SUBJECT: Grayson County College District Emergency Operations Plan

DATE: August 20, 2008

- 1.1** An emergency is not something that can be predicted, but is something that can be managed by following proper procedures. This plan is intended to be used as a practical outline of what to do in the event of an emergency. Please keep in mind that it would be impossible to provide direction for each and every possible emergency situation. This plan is a general guide on what should be done to help resolve an emergency, but is not an all-inclusive guide. There are times when a person would have to exercise independent judgment, using their best knowledge and training to help resolve the circumstances surrounding them.
- 1.2** An emergency is defined as a situation where there is the imminent possibility for the loss of life, serious bodily injury to a person and/or the loss or destruction of property.
- 1.3** Before an emergency occurs, know the location of telephones in or near your building and how they may be accessed. Become familiar with the location of fire extinguishers and fire alarm pull stations and know how to use them.
- 1.4** **EMERGENCY CLOSURE PLAN** - In the event of an extreme campus emergency, all business operations of the college will cease at the affected campus with that campus declared closed. The affected campus moves into an emergency operations mode with all employees and students being released, excepting members of the college Emergency Management Team (EMT). This team reports to the designated meeting place as identified in the college Emergency Operations Plan for the purpose of establishing an incident command structure for the campus. A public announcement is made through the Incident Commander notifying campus members and the community of campus closure and the on-going emergency operations that are in place. All available campus peace officers will report to the affected campus with all campus buildings and facilities being completely secured as time and safety will permit. A decision regarding re-opening of the campus will be made by the college president.

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2.1 Emergency Phone Number

Police/Fire/EMS 911
(Main campus phones require the person to dial 9 for an outside line to access 911)

2.2 Non-Emergency Numbers

Campus Police Office	903-463-8619 or ext 8619
Airport Dispatcher	903-786-9841
Campus Police Pager	903-415-5444
Grayson County Sheriff Dispatch (for Campus Police)	903-893-4388

2.3 Community Resource Numbers

Animal Control	903-465-2422
Child Abuse Hotline	1-800-252-5400
Family & Protective Services	903-892-0580
Grayson County's Environmental Protection Officer	903-893-4388
Grayson County Health Department	903-465-2878
Grayson County Mental Health Crisis Hotline	903-957-4701
Grayson County Shelter	903-465-6041
Grayson County Women's Crisis Hotline	903-893-5615
Poison Control	1-800-448-4663
Rape and Crisis Hotline	903-893-5615
Suicide Prevention (National)	1-800-784-2433
Texoma Medical Center	903-416-4000
Texoma Council on Alcohol & Drug Abuse	903-892-9911
Texas Dept. of Human Services	903-892-0581
United Way of Grayson County	903-893-1920
Wilson N. Jones Hospital	903-870-4611

3.0 ASSAULT/SEXUAL ASSAULT

3.1 Contact the Campus Police immediately and activate EMS if injuries are apparent. If the injured student or employee has identified an emergency contact person in admissions records, contact that person with the information (if approved by the injured party).

3.2 If a sexual assault has occurred, protect the victim's identity and do not allow the media to interview the victim.

3.3 Contact a college licensed professional counselor (LPC) or a rape crisis center counselor for assistance to the victim.

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- 3.4 Protect the crime scene. Do not allow the victim to shower, bathe, douche, urinate, drink anything, or change or clean clothes.
- 3.5 Encourage the victim to go the hospital immediately for medical examination and treatment.
- 3.6 Submit statement to Campus Police. Notify College Public Information Officer.

4.0 WEAPONS/ARMED PERSONS

- 4.1 Weapons are defined in college policy FLBF and Texas Penal Code, chapter 46.
- 4.2 **Armed, Hostile, or Belligerent Individual Found on Campus:**
 - 4.2.1 Immediately Call 911 to file a report.
- 4.3 **Armed Subject is Found Outside Building:**
 - 4.3.1 Turn off all the lights and close and lock all windows and doors.
 - 4.3.2 If you can do so safely, get all students on the floor and out of the line of fire
 - 4.3.3 Move to a core area of the building if safe to do so and remain there until an “all clear” instruction is given by an authorized, known voice.
 - 4.3.4 If the staff or students do not recognize the voice that is giving the instruction, they should not change their status.
 - 4.3.5 Unknown or unfamiliar voices may be misleading and designed to give false assurances.
- 4.4 **If the Armed subject is inside the building:**
 - 4.4.1 If it is possible to flee the area safely and avoid danger, do so.
 - 4.4.2 Contact Emergency 911 with your location if possible.
 - 4.4.3 If flight is impossible, lock all doors and secure yourself in your space.
 - 4.4.4 Get down on the floor or under a desk and remain silent.
 - 4.4.5 Get students on the floor and out of the line of fire.
 - 4.4.6 Wait for the “all clear” instruction.

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4.5 If the armed subject comes into your class or office:

4.5.1 There is no one procedure the authorities can recommend in this situation.

4.5.2 Attempt to get the word out to other staff if possible, and call Emergency 911 if that seems practical.

4.5.3 Use common sense. If hiding or fleeing is impossible, attempt to negotiate with the individual.

4.5.4 Attempting to overcome the armed subject with force is a last resort that should only be initiated in the most extreme circumstances.

4.5.5 Remember there may be more than one active armed subject.

4.5.6 Wait for the “all clear” instruction.

4.5.7 Be careful not to make any changes to the scene of the incident, because law enforcement authorities will investigate the area later.

4.5.8 In case you must flee, do not go to the normal gathering site for your building. Get as far away from the shooting scene as possible and then contact authorities.

5.0 STRANGER/UNAUTHORIZED GUEST

5.1 Should a college employee find a suspected unauthorized person on college property, the person should be approached and asked for identification, as supported by Texas Education Code 51.209. After determining the person’s reason for being on college property, the person should be directed and accompanied to the appropriate office (or dormitory supervisor if in the dorm) for assistance.

5.2 If the person refuses to identify or has no legitimate reason for being on campus, ask them to leave the property. If the person refuses to leave the college, contact the Campus Police for assistance. Trespassing on college property is a criminal offense, supported by Texas Education Code 51.204 & Texas Penal Code 30.05.

5.3 If the person becomes irate (see section 19.0 on disruptive persons), deescalate the situation by using a calm, non-threatening voice and await the arrival of Campus Police. Pay particular attention to the person’s features and any vehicle involved while waiting for Campus Police arrival. This situation would become an emergency if the personal safety of any person was threatened or the orderly management of the instructional program or institution was disrupted. Submit statement to Campus Police. Consult college policy for additional information.

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5.4 Dormitory entrance doors, as well as interior doors, should always be locked for access only by residents, with a key provided by the institution.

5.5 Notify College Public Information Officer.

6.0 INSTITUTION CLOSURE-WEATHER

6.1 Most weather closings will occur during the night. However, the institution may be closed during the regular class day if warranted.

6.2 Students should be reminded monitor local radio and television stations for weather closing announcements.

Radio: KLAQ 97.5 FM
KMKT 93.1 FM
KMAD 102.5

Television: KTEN (channel 10)
KXII (channel 12)

6.3 Students and employees may also consult the official Grayson County College website to obtain closure information due to inclement weather.

6.4 Early dismissal during the class may occur upon order of the college President or designee. Only the College President is authorized to close, delay opening, or accelerate the end of the class day.

7.0 EMERGENCY MANAGEMENT TEAM (CMT)

7.1 The following persons are members of the college Emergency Management Team:

7.2 College President, Vice President of Student Services, Vice President of Business Services, Vice President of Instruction, Vice President of Information Technology, Director of Maintenance, Director of Public Information, Director of Public Safety Services, Director of Counseling, Director of Institutional Effectiveness.

7.3 The College President or designee may activate the EMT as the need arises to best address the appropriate needs of the institution. Any person requiring campus intervention to mitigate an emergency should contact a member of the EMT for assistance. The EMT designated meeting place is the College Board room on the Main Campus, or the President may direct another location. Follow College policy.

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8.0 TRAFFIC ACCIDENT INVOLVING COLLEGE OWNED VEHICLES ON CAMPUS

8.1 Check for injuries and activate EMS if indicated. Life and health are more important than damage to vehicles.

8.2 If vehicles are obstructing the roadway and may be safely moved from traffic, move them to a nearby safe location to clear the roadway and to help prevent an additional accident from occurring (Texas Transportation Code 550.022).

8.3 Contact Campus Police to investigate, even if the accident is minor.

8.4 Take note of specific damages to all vehicles involved in the accident.

8.5 Obtain the names, addresses and drivers license numbers of persons involved as well as the license plate numbers of vehicles.

8.6 Take note of the names of persons being transported in a college-owned vehicle, as well as their vehicle seating location at the time of the accident.

8.7 Obtain any witness information to include their names, addresses and phone numbers.

8.8 Remain at the accident location until investigation is complete (if uninjured).

8.9 Submit all information to Campus Police for a report.

9.0 OFF CAMPUS

9.1 Check for injuries and activate EMS if indicated.

9.2 Contact the local law enforcement agency that has jurisdiction for the area (Department of Public Safety, municipal police or Sheriff's Office) to investigate, even if the accident is minor.

9.3 Move vehicle from roadway to a nearby safe location, if roadway is obstructed (Texas Transportation code 550.022).

9.4 Notify Campus Police.

9.5 Make notes of specific damage to vehicles, names and addresses of persons involved and license plate numbers.

9.6 Take note of the names of persons being transported in a college-owned vehicle, as well as their seating location at the time of the accident.

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9.7 Obtain any witness information for Campus Police.

9.8 Remain at location until the investigation is complete (if uninjured).

10.0 DEATH ON CAMPUS

10.1 Immediately contact Campus Police at 911.

10.2 Clear any students or employees from the area and protect scene from intrusion by cordoning off the area from public access.

10.3 Make a log of all activities and decisions.

10.4 Provide briefing to the arriving emergency personnel as required.

10.5 Submit statement to Campus Police.

10.6 Convene campus Emergency Management Team to address psychological, emotional issues and the potential of criminal and legal activity.

10.7 Coordinate notification of the family of the deceased, through the emergency contact person identified in College records.

10.8 Prepare fact sheet and media statement through the College Public Information Officer.

10.9 Hold faculty/staff meeting as soon as possible to process feelings.

10.10 Provide counseling for individuals or in groups.

10.11 Debrief crisis teams and faculty.

10.12 Direct all media inquiry to the College Public Information Officer.

11.0 ATTEMPTED SUICIDE

11.1 Contact Campus Police for investigation.

11.2 Activate EMS if situation indicates.

11.3 Secure the area and protect scene.

11.4 Identify and isolate witnesses for Campus Police interview.

11.5 Submit statement to Campus Police.

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11.6 Activate the Emergency Management Team.

11.7 NEVER place yourself in imminent danger.

12.0 FIRE EMERGENCIES

12.1 If possible and with due regard for personal safety, access and attempt use of a portable fire extinguisher on small, manageable fires. Aim extinguisher at base of fire and use sweeping motion to extinguish fire. Contact Campus Police.

12.2 On large fires, sound an alarm – Alarm pull stations are located throughout campus buildings. Notify the Fire Department and Campus Police through 911.

12.3 Evacuate the building immediately and assist disabled persons on leaving. Be sure a staff member has checked restrooms, vacant classrooms and storage areas to insure everyone is out. Time permitting, close doors and windows and request that College maintenance shut off the HVAC system.

12.4 Provide briefing to arriving emergency personnel of any persons who may have remained inside the building or who are injured.

12.5 *NEVER IGNORE A FIRE ALARM.*

13.0 CLASSROOM DISRUPTION

13.1 In case of a serious crisis requiring law enforcement intervention, persons/students should be dismissed and requested to leave the room to a safe area. Assist disabled persons on leaving. Notify Campus Police. If the crisis is outside the classroom, close and lock the door and stay inside to await Campus Police. A cellular phone may be required to request police assistance. If safety permits, proceed to the nearest telephone, away from any danger area, and call 911. If you are not able to make the call, ask another person to call for you. Return to the scene, out of any danger area, to await the arrival of Campus Police. If safety will permit, obtain names of witnesses and those involved in the disruption prior to Campus Police arrival. Submit written statement to Campus Police on incident. Notify the College Public Information Officer.

13.2 For additional information, see Section 19.0 on disruptive persons.

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14.0 MEDICAL EMERGENCIES

14.1 Immediately contact 911 and summon EMS and Campus Police.

14.2 If safe conditions exist, return to the incident location, stabilize scene and await the arrival of emergency personnel.

14.3 Submit statement to Campus Police on incident.

15.0 HAZARDOUS SPILLS/MATERIALS

15.1 If situation is considered life threatening, call 911 for assistance. Notify Campus Police and Grayson County's Environmental Protection Officer. Provide the following information to 911 operator: spill location; product, contents and manufacturer information; volume of spill and exposure information; and, possible contamination with other materials. Determine course of action to evacuate or shelter in place from 911 operator.

15.2 If advised to evacuate, immediately move to a safe area, upwind and away from the site of the spill. Assist disabled persons on leaving.

15.3 If advised to shelter in place, move all persons from the affected area and close and secure the area from public access. Have all persons breathe through a wet paper towel. Request College maintenance shut down utilities and HVAC system to await further instruction from emergency personnel.

15.4 If a person has had direct contact with a hazardous substance or material, have them remove any contaminated clothing and flush the affected area with cold running water for 15 minutes. If flushing the eye, position the flow of water into the eye while holding the eye open.

15.5 Submit statement on incident to Campus Police.

16.0 NATURAL GAS EMERGENCIES

16.1 Contact Campus Police, College maintenance and the fire department for direction.

16.2 Evacuate to a safe area if advised to do so by the fire department.

16.3 If the odor of gas is faint, open windows and doors and evacuate.

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16.4 If the odor of gas is significant, evacuate the building to a safe area and call 911.

16.5 Move upwind from any smell of gas.

16.6 If person(s) are unconscious, do not enter the area, but wait for emergency personnel.

16.7 Submit statement to Campus Police.

16.8 Notify the College Public Information Officer.

17.0 BOMB THREATS

17.1 Bomb threats may be received in writing, in person, by phone or relayed through a second source. Persons receiving a bomb threat should immediately notify Campus Police. A course of action (response) will be determined by the College.

17.2 If a threat is received by phone, the person receiving the threat should try to keep the caller talking to obtain as much information as possible from the person. Don't hang up on a telephoned threat. If the caller hangs up, don't hang up your phone.

17.3 Complete a bomb-threat checklist (on next page) to include the exact date and time the threat was received, the exact wording of the threat, the estimated age, race, sex and cultural background of the person making the threat. Include your name on the checklist as the person taking the threat. Document any background noises heard on the caller's end of the line. Provide all information to the Campus Police and submit a written statement to Campus Police as well.

17.4 A search of the affected premises may be ordered by the College President or designee, assisted by Campus Police and College Maintenance. If a suspicious device is located, the building shall be evacuated to a point not less than 500 feet from the suspected device and a perimeter secured around the area. Do not attempt to move or disturb the suspected device. The Dallas Division of the United States Bureau of Alcohol, Tobacco, Firearms and Explosives (BATFE) will be contacted for disposal of the device.

17.5 Time permitting, the emergency management team will be assembled to determine a proper course of action and a statement prepared by the College Public Information Officer.

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THREAT CALL CHECKLIST

DON'T HANG UP PHONE! (Use another phone to call police/sheriff).

Time of call: _____ Phone number shown on caller ID: _____

Record the exact words used by caller:

Ask: What time is it set for? _____

Where is it? _____

What does it look like? _____

Why are you doing this? _____

Who are you? _____

Voice on Phone: (check all the apply) Man Woman Child Intoxicated
 Speech impediment Accent Disguised/unknown
 Other _____

Background Noise: Music Children Talking Airplane Traffic
 Typing/computer Machinery Other _____

Don't hang up the phone. Use another phone to call police.

18.0 SUSPICIOUS PACKAGES/MAIL

18.1 Notify Campus Police. Suspicious packages and mail may appear as poorly handwritten with incorrect or missing address information, with incorrect titles, misspelling on common words, or addressed to a title only with no name. Suspicions are heightened when there are oily stains, discolorations, excessive weight, lopsided contents, protruding wires, aluminum foil, masking tape, string or other visual distractions to the package. The package or envelope may have a return address that does not match the postmark. Certainly a package with a ticking sound or a leaking powder would be considered threatening as well as any message on the outside of the package with a word such as “anthrax”.

18.2 If the mail or package is not considered threatening, although appearing possibly suspicious, and the person does not want the item, the Campus Police will triple bag the item and discard it in a trash dumpster with no further action needed.

18.3 A person receiving a threatening envelope or package should not open, shake or empty the package, but should place the package in a plastic bag or similar container to prevent any possible leakage of contents. If no bag or container is readily available, the package should be covered with a trashcan, a paper towel, newspaper or other cover and remain covered. Any spilled material should be immediately covered. The person should then leave the room and lock the door to prevent others from entering. Notify Campus Police and College maintenance. Ask maintenance to shut down the HVAC system to the affected room or area. Remain in a safe area nearby to submit information to Campus Police and to protect scene from others who may attempt to enter.

18.4 Persons who have handled the package should immediately wash their hands with soap and water to prevent spreading any infection to their face. If clothing is contaminated, the clothing should be removed as soon as possible and sealed in a plastic bag or similar container. Persons who have worn contaminated clothing should shower with soap and water.

18.5 A written statement, including a list of persons who had contact with the package should be prepared and submitted to Campus Police. Notify the College Public Information Officer.

19.0 ANGERED PERSONS/DISRUPTIVE PERSONS

19.1 Be confident during contact with the person and display courtesy at all times. Remain calm and do not touch the person. Keep at a reasonable distance and leave yourself an escape route. Allow the angered person an opportunity to vent. If a meeting is scheduled with a person whom you feel may display anger, meet in a neutral, protected location. Have another staff member join you for the meeting. Notify Campus Police to

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standby in case the meeting deteriorates. Use the word “we” and not “you” when speaking with the person (i.e. “How can we work together to come to a solution?”).

19.2 If danger is sensed during the meeting, get to a secure area, such as a locked office or classroom and contact the Campus Police for assistance. Submit written report to Campus Police.

19.3 Who is a disruptive individual?

19.3.1 An individual who makes threats of physical harm to you, others, or themselves.

19.3.2 An individual who has a weapon. (**Refer to Armed Subjects Protocol.**)

19.3.3 An individual who behaves in a bizarre manner or exhibits unstable behavior patterns.

19.3.4 An individual who appears to be intoxicated or under the influence of a controlled substance.

19.4 What action should I take?

19.4.1 Contact Emergency 911.

19.4.2 Give your name and campus location with a brief explanation of the situation.

19.4.3 Take note of the individual’s age, personal appearance, clothing, vehicle or any other information that would help identify the individual.

19.5 Express your authority with non-verbal cues:

19.5.1 Sit or stand erect

19.5.2 Square your shoulders

19.5.3 Smile and make eye contact

19.5.4 Speak clearly and distinctly

19.5.5 Maintain a constant voice volume – not too loud

19.6 Cues to avoid:

19.6.1 Do not touch your face

19.6.2 Observe the individual’s personal space – do not stand too close

19.6.3 Do not touch the person

19.6.4 Do not slouch, glare or sigh at the individual

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19.7 Anger management tactics:

19.7.1 Get their attention: use their name, ask them to sit down

19.7.2 Acknowledge their feelings: paraphrase what they say so they will know you are listening

19.7.3 Get them moving: offer a chair, move them to a private area if possible

19.7.4 Offer assistance: use the word “we” to include them in the solution process

19.7.5 Tell them exactly what you can do for them and when

19.7.6 Offer an alternative if appropriate

19.7.7 Advise co-workers of the potential problem if possible

19.7.8 Call for aid immediately if you sense the situation is getting out of hand

20.0 MEDIA PROCEDURES

20.1 In an emergency or crisis situation, all media releases are channeled through the College President or the college Director of Public Information. If you are pressed for a statement, reiterate that all information must come from these two spokespersons for the college. Direct the media to the established location, as has been decided by the President or Director of Public Information, for media information. Never release the names of any victims to the media until any affected families have been notified. Follow college policy regarding the release of public information.

21.0 CHILD ABUSE

21.1 Any person who believes that a child’s physical or mental health or welfare has been or may be adversely affected by abuse or neglect, or that a child has died of abuse or neglect, **MUST** immediately report their suspicions to a law enforcement agency or the Texas Department of Human Services, Child Protective Services (Texas Family Code 261.101). Failure to report suspected child abuse or neglect, or making a false or malicious report of child abuse or neglect, are criminal offenses that may be punished by fine, imprisonment or both. A person who makes a report of child abuse or neglect in good faith, without malice, or who collaborates in the investigation of child abuse or neglect is immune from civil or criminal liability (Texas Family Code 261.106). Reports of child abuse or neglect are confidential and may be used only for purposes consistent with the investigation. If you suspect child abuse or neglect, contact the Campus Police, Child Protective Services, or the Grayson County Sheriff’s Office to provide your statement and information.

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22.0 FLUS/VIRUSES

22.1 Severe respiratory illnesses and viruses are spread through unprotected coughing, others sick, always cover your mouth and nose with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands. Put used tissue paper in the wastebasket and empty the basket regularly. After coughing or sneezing, clean your hands by washing with soap and warm water. Or, if soap and water are not available, wash with an alcohol based hand cleaner. *Hand washing is one of the single most important things you can do to protect yourself and others from the flu and viruses.* If you find a college restroom area that does not have sufficient resources for hand cleaning, contact the maintenance services office to replenish products.

22.2 When washing your hands with soap and water, rub hands together to make a good lather and scrub all surfaces, continuing for a period of approximately 20 seconds. After washing for 20 seconds, rinse your hands thoroughly under running water. Turn off the faucet with a dry paper towel and discard the towel in the wastebasket. Dry your hands with a paper towel or air dryer.

22.3 If using an alcohol based hand sanitizer, apply the product to the palm of one hand and rub hands together. Be sure to rub the product over all hand surfaces and fingers until hands are dry.

22.4 Hands should be washed before preparing or eating food, after going to the restroom, blowing your nose, coughing, sneezing or handling garbage and before/after treating a cut or wound.

22.5 For your work area, clean surfaces daily that are normally touched with the hands. The areas include telephones, keyboards, chairs, doorknobs, etc., and should be cleaned with an alcohol based disinfecting wipe. Contact the college's maintenance service unit for assistance with facility cleaning issues if needed.

22.6 The flu usually has a sudden onset and includes the following symptoms: a fever that is usually high; headache, extreme tiredness; cough and sore throat, body aches; runny/stuffy nose, diarrhea and vomiting. If you become infected with the flu, contact your physician for assistance and stay at home and away from work or school to help prevent the spread of the virus.

23.0 TORNADO WARNINGS

23.1 In the event that a tornado is sighted and moving in the general direction of the college, persons will be notified of a tornado alert by the outdoor emergency warning sirens. Once the alert is given, all persons should take cover in a designated shelter area or the lower level interior hallway of the building, away from areas containing large amounts of glass. Disabled persons should be assisted to shelter areas. **STAY OUT** of structures with wide, free span roofs, such as auditoriums, cafeterias, and gymnasiums. If

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a tornadic storm begins to hit, all persons should already be in the shelter areas. Should winds pick up outside the building and a roaring sound is heard, like that of a freight train, with falling hail and the sound of breaking glass, persons should take a protective kneeling position by crouching with the head between the knees and the hands clasped behind the head.

23.2 Persons who are caught outside, with no well constructed building available, should look for a ditch or low lying area, preferably with no water, to shelter, while assuming the protective position noted previously.

23.3 As the storm passes, persons should remain in shelter areas until an “all clear” announcement is made, giving official notice that the alert is terminated.

24.0 SHELTER AREAS-MAIN CAMPUS

24.1 Administrative Services Bldg - Records storage area in Business & Admissions Offices

24.2 Liberal Arts Bldg – Restrooms on lower floor

24.3 Science Bldg – Restrooms on lower floor

24.4 Center for Interdisciplinary Studies Bldg – Restrooms on lower floor

24.5 Learning Resource Center – Restrooms on lower floor

24.6 Stark Auditorium – Restrooms in lobby

24.7 Fine Arts Bldg – Hallway to private lesson area

24.8 Center for Workplace Learning – Interior hallways away from glassed areas

24.9 Health Science – Interior hallways away from glassed areas

24.10 Student Center - Restrooms on lower floor

24.11 Gymnasium – Storage room inside southwest classroom

24.12 Success Center Bldg – Interior restrooms & classroom T-231

24.13 Viking Dorm – Lower level interior hallways

24.14 Advanced Technology Bldg – Interior restrooms

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25.0 SHELTER AREAS-WEST CAMPUS

- 25.1 Cosmetology – Mannequin room
- 25.2 Welding – Cutting room
- 25.3 Auto Body Repair – Interior restrooms
- 25.4 HART Bldg – Northeast classroom
- 25.5 Munson Center – Restrooms and connecting hallway
- 25.6 Jensen Dormitory – Lower level interior hallways
- 25.7 Truck Driving School – Interior restrooms
- 25.8 Silver Wings – East Interior Hallway

26.0 SHELTER AREAS – SOUTH CAMPUS

- 26.1 Hallways A and B – First sections off of main Lobby
- 26.2 Hallway in Restrooms – Administrative Office

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