

HMSC SAFETY COMMITTEE MEETING
November 18, 2010

NOTE: Some issues were to be clarified or resolved through OSU; steam tunnel fire and its aftermath has diverted campus staff so some issues will remain open into January 2011. Issues/questions to be clarified (or resolved within HMSC) are in italics.

Present: Katie Marko (EPA), Russell Haner (NOAA), Dave Johnson (OSU), Janet Webster (OSU), Carol Cole (OSU), Patty George (NOAA)
Guests: Chuck Yutzie, OSU Department of Public Safety; Toby Cole, Newport Fire Dept.; Dean Sawyer, Central Oregon Coast CERT

OSU Emergency Notification System (official name, per CY):

OSU has two “emergency” systems in place on the Corvallis campus.

- ⇒ Emergency phones (red, blue, yellow) are located at strategic points and are connected directly to dispatch. The newest (red) phones allow dispatch to call particular classrooms or buildings during an emergency alert.
- ⇒ The OSU Campus Emergency Alert System allows public safety to create notifications containing a recorded voice message, an e-mail message, and a text message, to be sent immediately to all employees and students. This system is used only for emergency situations.

Chuck Yutzie, OSU Public Safety, described the Emergency Notification System that’s currently in place at OSU. Including Corvallis, HMSC, and the Bend area, there are approximately 46,000 users.

OSU Alert is: “an alert system that allows public safety officials to create emergency alerts that contain a recorded voice message, an email message, and a text message and send them to the current database of contact information for all employees and students. In crisis situations, the system will try all means of contacting each person in the database, and uses sophisticated means to verify contact so that we know we have reached everyone we could.”

All ONID account holders (including courtesy faculty with Onid accounts) are automatically enrolled in the system, which allows for primary (ONID) and secondary e-mail addresses, and up to six phone numbers (mobile, home, work, and three alt numbers), as well as an additional SMS (Short Message Service) phone number for text messages. ONID enrollees can use any of these additional phone number slots for non-OSU (non-ONID) personnel. At present, the ENS has a list of five individuals who can activate the system (approve a message to be sent out).

To update, your information, go to the OSU Emergency Notification System site, (<http://alert.oregonstate.edu>) or, by phone, update at 541-737-8000; (Portal, Enter your Contact Information)

QUESTIONS PENDING – waiting for response:

- ➔ For these address lists, are we listed at the academic department address (so would receive alerts based on our proximity to events there), or are our names separated out based on our physical work location? (?MR)
- ➔ Can we designate HMSC as its own group within the OSU system? (?MR)

Potential Future Procedures:

If HMSC were to be incorporated as a distinct location within the OSU Emergency Notification System, HMSC would call 911 first (local); then **HMSC** would call OSU Safety/Dispatch, which would then send out the Alert. (911 would handle logistics for the situation; would NOT have manpower allocated to call OSU to trigger the Alert, per Dean/Toby.)

Fire alarms now ring into the OSU Corvallis Campus Public Safety Dispatch Center, which then contacts Lincoln County Dispatch.

Corvallis Campus Phone Numbers:

Police, Fire, Emergency Medical 911
737-7000 Public Safety/OSP/Fire/Medical (Emergency)
737-3010 Public Safety/OSP Non-Emergency

We were reminded not to rely on the telephone or computer in a disaster.

- ⇒ FRS (Family Radios Service Radios): compact, handheld, wireless 2-way radios, clarity over a short range, optimistically “up to 2 miles”, realistically “1/4 to 1 mile”. 14 dedicated channels
- ⇒ GMRS (General Mobile Radio Service Radios): require an FCC operator’s license, achieve greater ranges than FRS, “up to 5 miles”, realistically “1-2 miles”, with 8 dedicated channels

→? *re FRS radios? Does HMSC have any? If so, where are they?*

- ⇒ HMSC – 3 Emergency Phones wired to Pioneer, active during a power failure.
 - 541 867-6487 Director’s office
 - 541 867-4169 Facilities Mgr Ofc 161
 - 541 867-4517 Library Staff Room 909

Of interest to HMSC, alerts that could be provided through Emergency Notification:

Bridge closings, phone alerts for student housing

→ *should we have students sign up to Lincom’s Reverse 911?*

Could Lincoln County Communications Agency (Lincom)’s Reverse 911 serve any of these needs?

→ (Reverse 911 can isolate any part of town - ? *student housing?*)

To sign up: <http://www.lincom911.org/>

→ HMSC could ask Candy Atkinson come out and talk to us about the Lincom Reverse 911 system; we would contact Cathy at 265-4231.

Other Topics Covered in this Meeting:

⇒ Community Emergency Response Teams (CERT) Training:

Dean Sawyer/Toby Cole

→ No charge for the training; *might OSU provide the funding to equip the group?* Training takes 18-20 hours, in 2-hour blocks. Topics: First aid, disaster, search and rescue, disaster

psychology, bomb ID, live fire training. Employees trained usually assume leadership roles in an emergency situation. Core group of 15 would be a good number for training,

⇒ Local Emergency Planning Committee: Some HMSC personnel have attended these local meetings.

⇒ NIXLE: Local communication; Janet will send out NIXLE information to committee (<http://www.thecityofnewport.net/dept/npd/default.asp>)

“Nixle’s mission is to enable government agencies, small to medium size businesses and enterprise-level organizations to communicate in a secure way and exchange multimedia content over a trusted mobile platform. Our product line supports secure enterprise grade communications for both public and private messaging.”

→ *The HMSC Disaster/Emergency Plan does not appear on the HMSC website; Bend campus Emergency Procedures Manual is posted on the Cascades campus website.*

→? *about ODF&W, EPA, USFW – off the OSU grid for fire alarms, goes directly to 911*

→? *Mat. Incident Command System? Is this separate from OSU Alert? And what is it?*

→ *How do other OSU entities coordinate? Cascades campus works with the local community college and others. (Contacts: Jack Rogers/OSU and Sandy Franklin/Bend)*

→ *Would OSU be willing to provide funding for a Public Safety/Emergency/Fire officer on the HMSC campus?*

→ *Re CERT training: No charge for the training; might OSU provide the funding to equip the group?*

→ *Emergency Phones: three numbers listed on wall phone in HMSC mailroom; that phone is not one of the three; legend on that phone has incorrect number for one of the three phones (6478 is listed – 6487 is correct).*