



Salish Kootenai College
Pablo, MT

EMERGENCY RESPONSE PLAN

In the event of disaster or emergency during regular business hours, contact the following:

911	Lake County Emergency Management System
211	SKC Security (from campus landline)
0	SKC Front Desk (from campus landline)

For After hours emergencies, contact:

911	Lake County Emergency Management System
406-239-6267	SKC Security Rotational Phone

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Operations Management During Emergencies

The ultimate authority and responsibility for coordination of an emergency at Salish Kootenai College rest with the College President and Vice President(s), acting in coordination with other SKC administrative staff, campus security, and Tribal Law and Order and Lake County Sheriff's Department as necessary.

For pre-planning or for short-term emergency operations, an Emergency Operations Center (EOC) may be established in the SKC Board Room or other location designated by the President. The EOC will be set up for coordination of all communications and actions to respond to the situation. For expected long-term emergencies, the EOC will be either in the SKC Board Room or the Commons area of the McDonald Health Facility.

The Campus Emergency Response Team (CERT) is responsible for coordinating the College's Emergency Response. The CERT members' duties and responsibilities relate closely to their normal authority and functions. In the event of a crisis, however, coordination and organization of all operations at the College shall be directed by the SKC President with consultation from the CERT. The CERT members implement the strategy and planning of the response. They communicate with field personnel, issue instructions to particular units, and monitor progress in carrying out the instructions.

CERT members include but are not limited to the President, the Vice President for Business and Related Affairs, the Vice President of Academic Affairs, the Dean of Students, and representatives from the following areas: Plant Management, Information Technology, Student Services/Student Housing, Campus Security, and Institutional Effectiveness. Additional staff may be asked to respond depending on the type of emergency

The responsibilities of the CERT include, but are not limited to the following:

1. Identify the emergency and determine its impact. Decide the necessary level of response required to manage the emergency.
2. Activate an Emergency Operations Center if required.
3. Coordinate response with local and regional emergency services as needed.
4. Exercise control over emergency operations and provide guidance on matters of policy and decision-making authority.
5. Authorize the evacuation and/or closing of College facilities, as required.
6. Coordinate the release of all official information and instructions to the public.

Additionally, the CERT will:

7. Conduct, coordinate, and evaluate all emergency drills and related training activities for the college.
8. Review and update the Emergency response plan annually.

DISASTER RECOVERY PLAN

PHASE 1 - IMMEDIATE AND COLLEGE LEVEL RESPONSES

For the purposes of this recovery plan a disaster is defined as any event (e.g. fire, explosion, serious flooding, spillage/escape of hazardous substances), which requires evacuation of one or more buildings and the attendance of Emergency Services. There will be substantial disturbance to normal business in its aftermath, requiring recruitment of important internal and external resources.

The College Emergency Response Team (CERT), together with the Head of the Unit(s) concerned, will act as the College disaster recovery team and will:

- (i) Coordinate Emergency Response and control from off-campus Emergency Services personnel and any other authorities involved in the incident;
- (ii) Depending on the information available and the type of incident, call on relevant specialist personnel (internal and/or external) to provide assistance;
- (iii) Immediately on the return of the building(s) to College control, assume responsibility for the building(s) and contents and for all activities carried out within and in the immediate area surrounding;
- (iv) Supervise the restoration of all facilities and services to a level essential for the core activities of the occupying unit(s) to be resumed, or provide suitable alternative accommodation;
- (v) Commission a full investigation into the cause(s) of the disaster and other relevant matters;
- (vi) Determine when full control of the site and of the consequences of the incident can be handed over to college personnel or if longer term assistance is needed from local or state emergency response systems.

PROTOCOL FOR ACTIVATION OF EMERGENCY NOTIFICATION SYSTEM

EMERGENCY ALERTS AND INFORMATION NOTIFICATIONS

Emergency Alerts and Notifications are not the same.

Emergency Alerts inform you ideally within five minutes of a situation that is currently occurring and provide brief, basic direction on what action to take.

Emergency Information Notifications provide you with more detailed information about an upcoming situation or a situation that has just occurred and what action to take, if any, and are not as time-sensitive as Emergency Alerts.

Many campus communication methods can and will be used to provide both alerts and notifications, as is appropriate per emergency situation. It is important to listen to and follow all directions provided and wait for the "All Clear" notification before resuming normal activities.

The following are the means by which the campus community may be alerted and/or notified of an emergency, keeping in mind that no one communication vehicle will reach everyone. It is also possible that some alert and notification systems may not survive and/or withstand the effects of an emergency situation.

The CERT members or designees will alert and/or notify the campus population and the general public of major emergencies through a combination of the following campus-wide alert and notification systems when the emergency situation permits and is appropriate:

1. RAVE Emergency Notification System. This system will send out alerts via text messaging, email, voice mail, and web services such as RSS.
2. Broadcast email with emergency situation details to #All Faculty and Staff; #All Student; #All Adjunct Faculty.

FIRE OR EXPLOSION

Fire alarm pull box stations are located in the majority of the college facilities. Department heads should familiarize employees with the location and operation of these devices. Portable fire extinguishers are A-B-C rated and can be used on all types of fires. Training can be provided for those who do not know how to properly operate these fire extinguishers; to arrange for training contact the office of the Vice President for Business Affairs.

Smoke, heat, and toxic gases from a fire are the most common causes of fire-related deaths and injuries, not flames. Be aware that these deadly fire elements rise and collect at ceiling levels, pushing cooler, cleaner air toward the floor.

In Case of Fire or Explosion:

1. Evacuate all people from the immediate vicinity of the fire or affected area.
2. Call 911 from outside the room or building
3. Call 211 (Campus Security)
4. Call O (SKC Front Desk Switchboard) if situation occurs during regular business hours.
5. Evacuate all people from the immediate vicinity of the fire. Close the doors and windows in the immediate area.
 - a. DO NOT use elevators for evacuation
 - b. DO identify any individuals with disabilities or others who may require assistance with evacuation.
6. IF the fire is small and can safely be put out by an available fire extinguisher, attempt to extinguish the fire. If the fire is not put out by the first fire extinguisher used, EVACUATE the building. DO NOT attempt to use a second fire extinguisher.
7. In the event of an actual fire/smoke, the first person to reach any door should feel the door to see if it is hot. If it is not hot, open it, crouch low to the floor, and proceed slowly to the exit. If the door is hot, the instructor/staff should help find an alternate route and lead the students in an orderly manner along the alternate route.
8. Assume all smoke and vapors are toxic. If the area is smoky, crawl if necessary.
9. Close all doorways to contain smoke and fire.
10. Gather at the designated meeting place outside the building. Account for all individuals known to be in the building. If someone is missing, notify emergency personnel upon arrival of the last known whereabouts of the individual.
11. Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.
12. DO NOT allow re-entry into the facility for any reason.
13. The Building Emergency Coordinator or designated coordinator should appoint one person to wait with security staff and direct firefighters to the blaze.

BOMB THREAT

No threat received by telephone or by written note should be taken as a prank.

NEVER ATTEMPT TO TOUCH, MOVE, DISMANTLE, OR CARRY ANY OBJECT THAT IS SUSPICIOUS.

If you receive a bomb threat by written message, preserve the note for the police by touching the note as little as possible and placing it in a document protector or plastic bag, if available.

Call 0 (SKC Front Desk Switchboard)

Call 211 (SKC Security)

If you receive a bomb threat by telephone:

1. Remain calm. Try to keep the caller on the phone.
2. Note the time the call is received and any details about the caller's voice and speech patterns, or background noises. Record exactly what the caller says.
3. Ask the caller for specific information not volunteered, such as: when the bomb will explode; where the bomb is located; what does it look like; whether it is hidden or in the open; type and size of the bomb; why the caller wishes to harm the facility; and name the caller or group claiming responsibility.
4. Call 911
5. Call 211
6. Call 0 (SKC Front Desk Switchboard).
7. Immediately evacuate the building receiving the call. Do Not activate the fire alarm system.
8. DO NOT USE ELECTRONIC RADIO DEVICES IN THE BUILDING OR WITHIN 100 FEET OF THE FACILITY THIS MAY DETONATE THE BOMB.

If a bomb detonates without warning or you have been unable to evacuate prior to detonation, use the guidelines for Fire and Explosion.

1. Evacuate the facility.
2. If individuals are injured and unable to be evacuated, designate one individual to go outside and notify emergency personnel of the location of the injured person(s).
3. Do not move an injured person unless there is an immediate threat to life.

CIVIL DISTURBANCE/ VIOLENT DEMONSTRATION

Salish Kootenai College faculty and staff members are expected to assist in the prevention of any disturbance, demonstration, act of terrorism or violence by maintaining a positive rapport with visitors, students, etc, at all college facilities.

Employees at the scene must use sound judgment to avoid aggravating the situation. Actions that may risk life or injury may be initiated only after careful deliberation and, as a last resort to prevent a greater injury or death. In most confrontations, being a good listener is the best course of action.

If a single individual disrupts a class or lecture and does not appear violent, the offending person(s) should be requested to leave. If he or she refuses, call campus security at 211 and O (SKC Front Desk Switchboard). If he or she does leave, call 211 and O (SKC Front Desk Switchboard) to notify them of the situation.

Should a disturbance or violent demonstration become apparent, employees at the scene should:

1. Call 911
2. Call 211 (Campus Security)
3. Call O (SKC Front Desk Switchboard)
4. Avoid the area of disturbance
5. Avoid provoking or obstructing the demonstrators
6. Stay away from glass doors or windows.
7. If you are instructed to evacuate, and it is safe to do so, secure your work area, log off computers, and secure sensitive files
8. Activate registered cell phones to receive campus emergency notifications

HAZARDOUS MATERIAL SPILL

A hazardous material is any substance that may endanger students, employees and visitors or be a danger to the environment because of its chemical properties. These materials may be toxic, flammable, corrosive, radioactive, infectious or otherwise harmful. Extreme caution must be exercised in the handling of any substance, product or waste. To avoid spill or contamination, follow manufacturer label directions and instructions that accompany the products or materials. Please note any special precautions required in use, handling, storage, disposal or personal protection.

Procedures for reporting chemical accidents should be posted at key locations (i.e. chemistry labs, art rooms, supply areas, shops, administration, and janitorial closets). Departments must maintain Material Safety data Sheets (M.S.D.S.) for all chemicals on campus. State law, federal law, and OSHA require that pertinent staff members are aware of where to obtain these sheets in the case of a chemical accident.

Procedures for On-Site Chemical Accidents

1. Never assume gases or vapors do not exist or are harmless because of lack of odor.
2. Avoid breathing any vapors or coming into physical contact with the spilled substance.
3. Evacuate students and staff to safe areas.
4. **Identify** the chemical, where it is located, and whether or not it is spreading rapidly.
5. Close all doors and windows in the area where the spill occurred and prevent access to the spill area.
6. **Isolate** the spill and attempt to **control** the spill IF trained to do so.
7. Keep all sources of heat away from the spill.
8. Remove employees and students from the immediate area.
9. Contain the spill as much as possible and practical. Do not attempt to contain if the material may pose a threat to personal safety.
10. Close all doors and windows in the area where the spill occurred and prevent access to the spill area.
11. Notify your supervisor and call O (SKC Front Desk Switchboard).

Procedures for Off-Site Chemical Accidents

In the event of an off-site chemical accident such as a chemical spill on Highway 93, the local police and/or fire department will contact the Senior Administrator in charge and the SKC Front Desk Switchboard. Campus response may include a Lock-Down (see procedure) or evacuation. Follow directions received on phones and email registered with the college's Emergency Notification System.

LOCK DOWN PROCEDURES

Salish Kootenai College Administration may use lock down procedures to safeguard employees, students, and visitors from potential threats including armed intruders, hazardous materials spills, or others.

SKC will use the RAVE alert system to notify the campus about potential threats and what actions should be taken. The alert will specify the TYPE of lockdown and any additional information needed to respond to the particular situation.

A Soft Lockdown is a lockdown in which instruction/business can take place within campus facilities. Doors and windows are locked. BECs may be asked to monitor doors, letting known individuals with SKC identification in the building. In other situations, BECs may be asked to lock and stay away from doors. It is important that BECs monitor their cell phones and/or email and follow instructions.

Example: If there is a chemical spill from an overturned truck on the highway, a soft lockdown may be utilized until the nature of the spill and the evacuation procedures are determined.

A Hard Lockdown is a lockdown in which there is imminent danger of shooting or other deadly physical force. A Hard Lockdown will be initiated by SKC Administration. However, an individual BEC may initiate a lockdown for his/her building and notify administration and SKC Security if he/she reasonably believes that there is an imminent threat. All SKC employees, students, and visitors will follow the lockdown policy.

It is important to THINK and COMMUNICATE.

It is imperative for you to think quickly, assess the situation, communicate the plan to those around you, and mobilize everyone. Each situation is different: there are no strict guidelines for how to respond to a shooter.

ARMED INTRUDER: HARD LOCKDOWN

In case of an armed intruder or potential violent incident on campus, SKC Administration will act to mitigate the danger, and will work closely with tribal and county law enforcement to determine the appropriate action. The SKC President or his/her designee will notify the campus of the situation and expected response using the RAVE alert system

RUN: and escape, if possible.

- Getting away from the shooter or shooters is the top priority.
- Leave your belongings behind and get away.

- Help others escape, if possible, but evacuate regardless of whether others agree to follow.
- Warn and prevent individuals from entering an area where the active shooter may be.
- Call 911 when you are safe, and describe shooter, location, and weapons.

OR

HIDE: if escape is not possible.

- Get out of the shooter's view and stay very quiet.
- Silence all electronic devices and make sure they won't vibrate.
- Lock and block doors, close blinds and turn off lights.
- Don't hide in groups- spread out along walls or hide separately to make it more difficult for the shooter.
- Try to communicate with police silently. Use text message or social media to tag your location, or put a sign in a window.
- Stay in place until law enforcement gives you the all clear.
- Your hiding place should be out of the shooter's view and provide protection if shots are fired in your direction

OR

FIGHT: as an absolute last resort.

- Commit to your actions and act as aggressively as possible against the shooter.
- Recruit others to ambush the shooter with makeshift weapons like chairs, fire extinguishers, scissors, books, etc.
- Be prepared to cause severe or lethal injury to the shooter.
- Throw items and improvise weapons to distract and disarm the shooter.

LOCK-DOWN PROCEDURES for violent intruder with weapons

If you are in a building when you see a violent intruder, hear gun fire, or receive an Emergency Notification to Lock Down:

1. Lock and barricade doors as much as possible.
2. Keep everyone down on the floor and away from doors and windows.
3. Seek cover and barricade yourself (with others if possible) by placing as much material as possible between you and the threat. Keep occupants calm, quiet, and out of sight. Try to make the room look unoccupied:
4. Turn off lights (to make the area appear unoccupied).
5. Close blinds, and if possible, cover any windows that have a direct line of sight into hallways. Block windows if possible.
6. Turn off radios and computer monitors.
7. Silence cell phones but do not turn them completely off.
8. As soon as it is safe to do so, notify law enforcement by calling 911
9. Do not approach emergency responders, let them come to you.
10. Raise both your hands over your head when approached or confronted by emergency responders. This is the universal surrender signal. Otherwise, emergency responders may not know the difference between you and the threat.
11. Remain under cover (hidden as much as possible) until the threat has passed on
12. you have been advised by law enforcement that it is safe to exit.
13. Activate registered cell phones (**in silent mode**) to receive campus emergency notifications.
14. **Do not sound the fire alarms** unless there is a fire. Fire alarms alert people to evacuate a building. Evacuation during an active threat event could place people in harm's way.

If someone is injured by an ACTIVE THREAT,

1. Use a cell phone to call 911 to notify the EMS system of your location.
2. Use first aid if possible to treat life threatening conditions.
3. Try to remain hidden until notified by law enforcement that it is safe to exit.
4. Do not move an injured person unless there is an immediate threat to life.

If you are in **an open area** when an active threat is seen, or you receive an emergency notification:

1. Immediately take cover, preferably in a building. Attempt to stay out of sight until notified by emergency personnel. Activate registered cell phones (**in silent mode**) to receive campus emergency notifications. Do not approach emergency responders, let them come to you.
2. Raise both your hands over your head when approached or confronted by emergency responders. This

is the universal surrender signal. Otherwise, emergency responders may not know the difference between you and the threat.

3. Remain under cover until the threat has passed or you have been advised by law enforcement that it is safe to move.

If you are seen or confronted by a violent intruder or an individual with a weapon:

1. Remain calm, speak calmly and clearly and attempt to establish a personal rapport with the violent individual.
2. Do not challenge, bargain, or make promises you cannot keep with the person.

MEDICAL EMERGENCIES

Medical emergencies are classified as any event that places an employee, student, or visitor in imminent life-threatening danger. Each department and building will train their staff and implement their emergency medical plans. Examples include, but are not limited to:

- Heart Attack
- Seizures
- Anaphylactic shock
- Fainting
- Choking
- Bio-terrorism

One Automatic Electronic Defibrillator (AED) is located on campus in the Joe McDonald Health Facility and one AED is located in the entryway of the Library. Campus Security will bring the AED if requested.

Each Department should make sure that their buildings have first aid supplies available. The Building Emergency Coordinator is responsible for periodically checking to ensure that appropriate first aid supplies are stocked and available.

In the event of a medical emergency,

1. Call 911
2. Call 211 (Campus Security). Campus Security will assist in directing emergency vehicles and securing the area.
3. Call O (SKC Front Desk Switchboard).
4. If trained, start CPR or assist with first aid until emergency responders arrive.
5. Do NOT call the Nursing Department for medical emergencies.

What to Say to the 911 personnel:

- WHAT: Give the type of problem or injury
- WHERE: Give your building name and address
- HOW: Describe the emergency
- WHO: Victim information
 - Give the number of ill, injured, or threatened and their ages, if possible.
- CONTACT: Give the telephone number to be used to call you back.
 - Stay on the phone. Do not hang up first. Emergency instructions may be given or more information requested.
- HELP: Return to help with the victim(s) if the area is safe.

Procedures for Mental Health Emergencies Including Attempted Suicide

For Mental Health Emergencies, follow the same protocol as for Medical Emergencies.

It is important to take any threat of suicide seriously.

If you are notified by telephone of a concern about a potentially suicidal individual:

1. Obtain as much information as possible from the caller, including contact information for the caller as well as the potentially suicidal individual.
2. During regular business hours, Dial O (SKC Front Desk Switchboard) and tell them the information you received. The Front Desk personnel will contact an emergency team.
3. After hours, call 211 (Campus Security) who will contact the Vice President in charge.

If you are with and individual who is threatening or attempting suicide:

1. Intervene prior to a suicide attempt, as appropriate. Try to calm the suicidal person.
2. Prevent others from witnessing a traumatic event, if possible. Clear the area of students and nonessential staff. Remain calm and reassure students.
3. Call 911
4. Call 211
5. Call O (Campus Front Desk Switchboard) during regular business hours.
6. Stay with the person until appropriate personnel arrive. **DO NOT LEAVE THE SUICIDAL PERSON ALONE.**

A crisis team will be notified by the Vice President in charge. The team will meet with emergency personnel upon arrival to determine a course of action.

SEVERE WEATHER CONDITIONS

Severe weather conditions can be in the form of blizzards, tornadoes, flooding or thunderstorms. In the event of poor weather conditions that may pose a threat to the safety of Salish Kootenai College employees and students, the facility may be closed until the threat diminishes.

The college administration (President, Vice President or delegated individual) will make the decision to close campus and an Emergency Notification will be sent to registered cell phones via SKC RAVE Alert.

If a severe weather watch or warning is issued for the area, the College's administrative staff will notify all employees through public service announcements on KERR Radio station as well as SKC RAVE Alert. College staff (in the weather warning areas) will be notified and allowed to travel home if conditions worsen. All employees should monitor KERR radio (750 AM), **KPAX (KPAX.com)** or **NBC Montana** for local weather conditions.

****Note:** Closure of the Confederated Salish Kootenai tribal offices does not necessarily mean the College will be closed.

TORNADO

Flying debris from tornadoes causes most deaths and injuries. Tornadoes may occur with or without warning. Tornadoes can destroy buildings, flip cars, and create deadly flying debris. If a tornado is predicted, an Emergency Notification will be sent to registered cell phones. IF YOU ARE UNDER A TORNADO WARNING, FIND SAFE SHELTER RIGHT AWAY.

In a tornado:

1. If you can safely get to a sturdy building, then do so immediately.
2. Move to an interior room or hallway on the lowest floor. If possible, get under a sturdy piece of furniture. Stay away from windows, doors, and outside walls.
3. Activate registered cell phones to receive emergency messages.
4. Assume a fetal position, with hands covering back of neck.
5. Provide assistance for others who might require help in getting to the safest areas.
6. An authorized individual from the maintenance crew should turn off electricity and gas if the building is damaged.

FLOODING

Pablo is located in a geographical area where the groundwater is shallow. With Pablo reservoir in close approximation to SKC, the threat of flood is possible. In the event the reservoir should burst, all college employees, students, and visitors should evacuate to the east side of the campus, in the area of the Woodcock building, which is the highest elevation point on campus. In the case of flood use the same procedures as fire.

Do NOT reenter flooded buildings for any reason until instructed that it is safe to do so. Flooding may result in faulty electrical wiring or other hazardous conditions.

EARTHQUAKES

The Mission Valley is located in close proximity to a fault line (Mission Fault). Because it is possible that an earthquake may strike the SKC campus, all employees should identify areas in the building that would be considered safe spots. The best places are under heavy supported archways, against the inside walls, and under heavy pieces of furniture like a desk or sturdy table.

Most injuries caused by earthquakes are results of partial building collapse, falling objects and debris and broken glass. Should an earthquake strike during working hours follow these instructions:

If you are inside a building when an earthquake occurs:

- ★ STOP, DROP, and COVER/HOLD ON. Stay inside the building, get under a heavy desk or table OR find a load bearing wall. DO NOT try to leave the building during the earthquake.
- ★ Stay away from windows, hanging objects, mirrors, heavy filing cabinets and furniture that may slide or overturn.
- ★ Be prepared for aftershocks. These are usually smaller than the main quake, but some may be large enough to do additional damage to structures weakened during the main shock.
- ★ Once the earthquake is over, exit the building and gather in the building's emergency meeting place as shown on the Evacuation Map. Attempt to account for all individuals who were in the building at the time of the earthquake.
- ★ Do NOT use elevators to exit buildings after an earthquake. If someone is trapped in the building and needs help:
 - Call 911
 - Do not move an injured person unless there is an immediate threat to life.

If you are outside when an earthquake occurs:

- ★ Get away from trees, buildings, walls, and power lines.
- ★ Assume a fetal position on the ground with eyes closed and arms crossed over the back of your neck for protection.
- ★ Stay in fetal position until the shaking stops.

If you are in a vehicle:

- ★ Pull over and stop.
- ★ DO NOT park on or under overpasses or under power lines.
- ★ Stay inside vehicle until shaking stops.
- ★ Avoid driving over bridges, overpasses, and damaged sections of roads.

After an earthquake

Be prepared for aftershocks.

- Only use telephones (regular or cellular) to report serious injuries, downed power lines, or gas leaks.
- DO NOT try to turn electrical equipment, including computers, on or off.
- DO NOT reenter buildings until notified that it is safe to do so.
- DO NOT place yourself in harm's way. If it is safe to do so, help people who are trapped and assist people with disabilities. Get help from people in the area.
- Do not move an injured person unless there is an immediate threat to life.
- Turn on registered cell phones to receive Emergency Notification.
- Use battery-powered radios to listen for instructions given by the Emergency Alert System. Follow instructions given by emergency response personnel.
- Keep campus roadways clear for emergency vehicles. Avoid driving a vehicle unless absolutely necessary.
- Do NOT reenter buildings until notified that it is safe to do so.

ASSISTING INDIVIDUALS WITH DISABILITIES

1. Evacuation of individuals with disabilities or special needs may require special attention. During an evacuation, always check to see if individuals with special needs require assistance.
2. Always ask someone with a disability how you can help before attempting any
3. rescue technique or giving assistance. Ask how he or she may be assisted or moved and whether there are any special considerations or items that need to come with the individual.
4. Do not grasp a visually impaired person's arm. Ask if he or she would like to hold onto your arm as you exit, especially if there is debris or a crowd.
5. Give clear verbal instructions or information regarding evacuation procedures and directions to rally points.
6. Get attention of hearing impaired persons by touch and eye contact. Clearly state the problem. Gestures and pointing are helpful, but be prepared to write a brief statement if necessary.
7. Offer visual instructions to advise of the safest exit route or direction by pointing to exits or evacuation maps.
8. If individuals with mobility impairments cannot exit, they should move to a safer area (enclosed stairwells, or an office that is a good distance from the hazard and away from falling debris).
9. Notify police or fire department immediately about any people remaining in the building and their locations.
10. Untrained persons should not evacuate individuals with mobile impairments unless the situation is life threatening. It is the responsibility of the individual with the disability to request assistance. In general, these individuals must not be carried except in extreme emergency due to risk of potential injury.
11. If individuals are in immediate danger and cannot be moved to a safer area to wait for assistance, it may be necessary to evacuate them using the evacuation chair or a carry technique (emergency personnel have equipment).
12. Evacuating a disabled or injured person by oneself is the last resort. Consider your options and the risks of injuring yourself and others in an evacuation attempt. Do not make an emergency situation worse. Once evacuated in extreme weather move the disabled person inside another building for protection.

POWER OUTAGE

Extended power outages may impact the whole community and the economy. A power outage is when the electrical power goes out unexpectedly. A power outage may:

- Disrupt communications, water, and transportation.
- Close retail businesses, grocery stores, gas stations, ATMs, banks, and other services.
- Cause food spoilage and water contamination.
- Prevent use of medical devices.

PROTECT YOURSELF DURING A POWER OUTAGE:

- Keep freezers and refrigerators closed.
- Only use generators outdoors and away from windows.
- Do not use a gas stove to heat your home.
- Disconnect appliances and electronics to avoid damage from electrical surges.
- Have alternate plans for refrigerating medicines or using power-dependent medical devices.
- If safe, go to an alternate location for heat or cooling.
- Check on neighbors.

HOW TO STAY SAFE WHEN A POWER OUTAGE THREATENS:

Prepare NOW

- Take an inventory of the items you need that rely on electricity.
- Talk to your medical provider about a power outage plan for medical devices powered by electricity and refrigerated medicines. Find out how long medication can be stored at higher temperatures and get specific guidance for any medications that are critical for life.
- Plan for batteries and other alternatives to meet your needs when the power goes out.
- Sign up for local alerts and warning systems. Monitor weather reports.
- Install carbon monoxide detectors with battery backup in central locations on every level of your home.
- Determine whether your home phone will work in a power outage and how long battery backup will last.
- Review the supplies that are available in case of a power outage. Have flashlights with extra batteries for every household member. Have enough nonperishable food and water.
- Use a thermometer in the refrigerator and freezer so that you can know the temperature when the power is restored. Throw out food if the temperature is 40 degrees or higher.

- Keep mobile phones and other electric equipment charged and gas tanks full.

Survive DURING

- Keep freezers and refrigerators closed. The refrigerator will keep food cold for about four hours. A full freezer will keep the temperature for about 48 hours. Use coolers with ice if necessary. Monitor temperatures with a thermometer.
- Maintain food supplies that do not require refrigeration.
- Avoid carbon monoxide poisoning. Generators, camp stoves, or charcoal grills should always be used outdoors and at least 20 feet away from windows. Never use a gas stovetop or oven to heat your home.
- Check on your neighbors. Older adults and young children are especially vulnerable to extreme temperatures.
- Go to a community location with power if heat or cold is extreme.
- Turn off or disconnect appliances, equipment, or electronics. Power may return with momentary “surges” or “spikes” that can cause damage.

Be Safe AFTER

- When in doubt, throw it out! Throw away any food that has been exposed to temperatures of 40 degrees or higher for two hours or more, or that has an unusual odor, color, or texture.
- If the power is out for more than a day, discard any medication that should be refrigerated, unless the drug’s label says otherwise. If a life depends on the refrigerated drugs, consult a doctor or pharmacist and use medicine only until a new supply is available.

PANDEMIC

Before a Pandemic

1. Store a two weeks supply of water and food.
2. Periodically check your regular prescription drugs to ensure a continuous supply in your home.
3. Have any nonprescription drugs and other health supplies on hand, including pain relievers, stomach remedies, cough and cold medicines, fluids with electrolytes, and vitamins.
4. Get copies and maintain electronic versions of health records from doctors, hospitals, pharmacies and other sources and store them for personal reference.
5. Talk with family members and loved ones about how they would be cared for if they got sick, or what will be needed to care for them in your home.

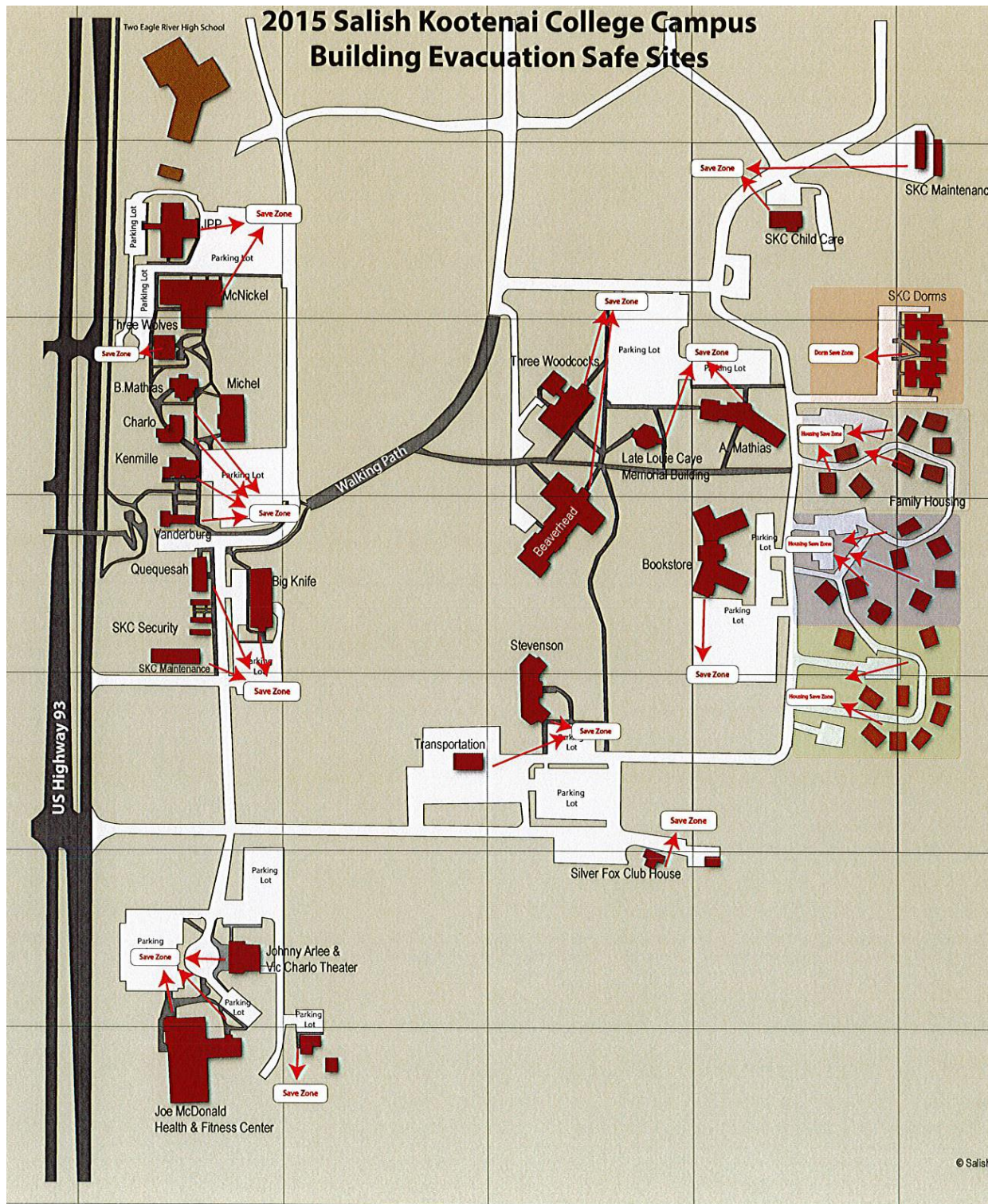
During a Pandemic

1. Limit the Spread of Germs and Prevent Infection
 2. **Avoid close contact** with people who are sick.
 3. When you are sick, **keep your distance** from others to protect them from getting sick too.
- **Cover your mouth and nose** with a tissue when coughing or sneezing. It may prevent those around you from getting sick.
 - **Washing your hands** often will help protect you from germs.
 - **Avoid touching your eyes, nose or mouth.**
 - **Practice other good health habits.** Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, and eat nutritious food.

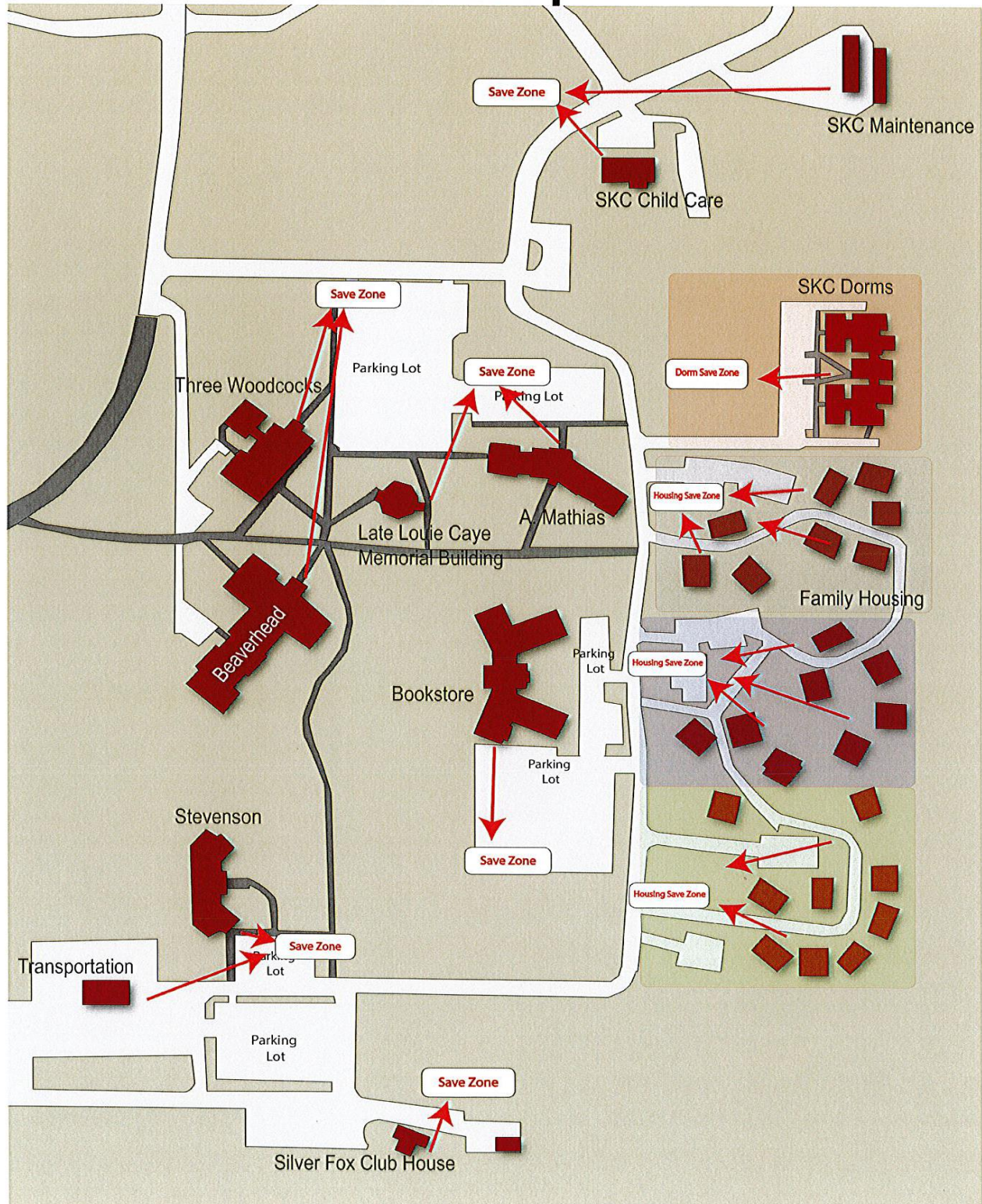
SALISH KOOTENAI COLLEGE CAMPUS MAP



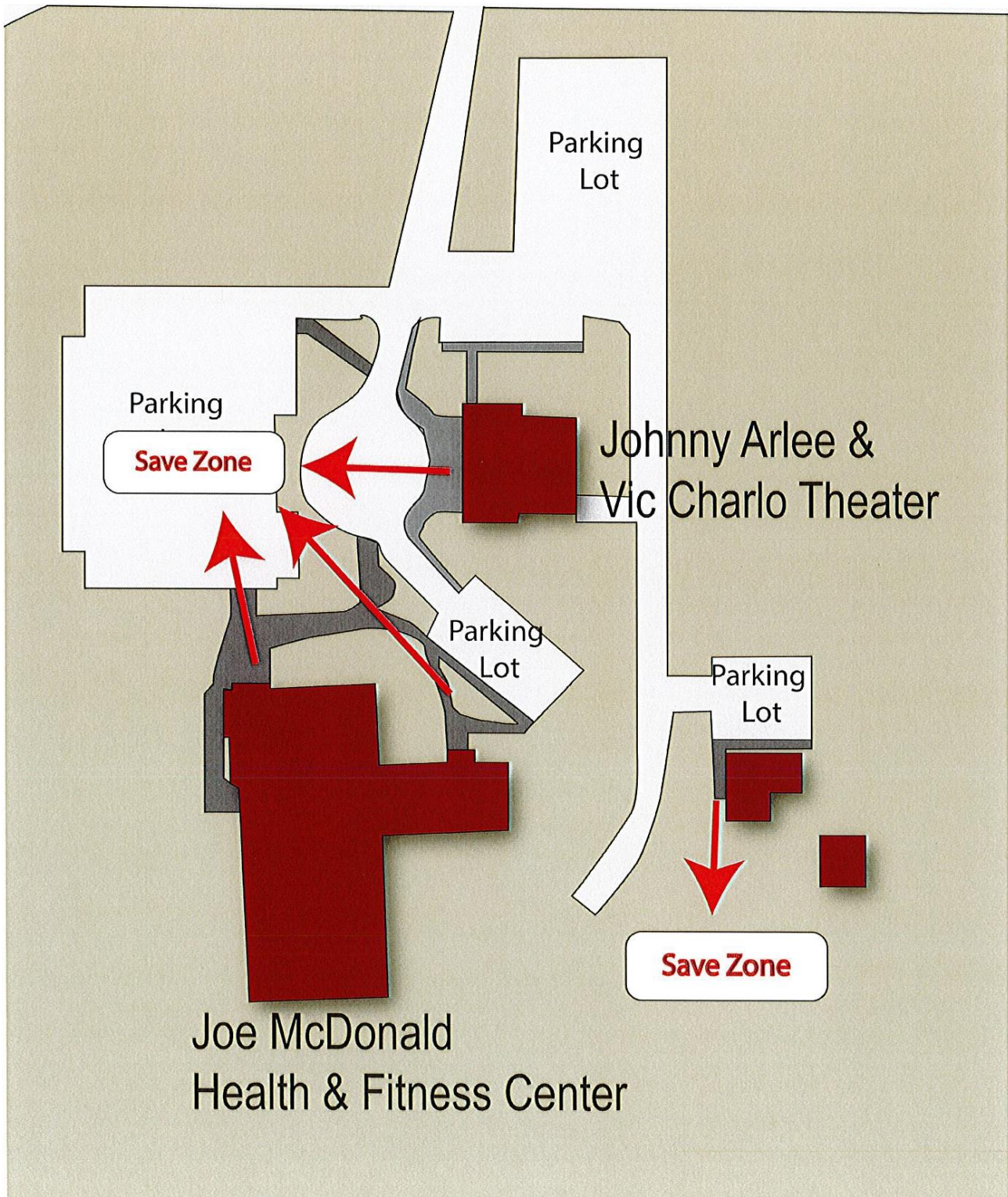
SALISH KOOTENAI COLLEGE EVACUATION MAP



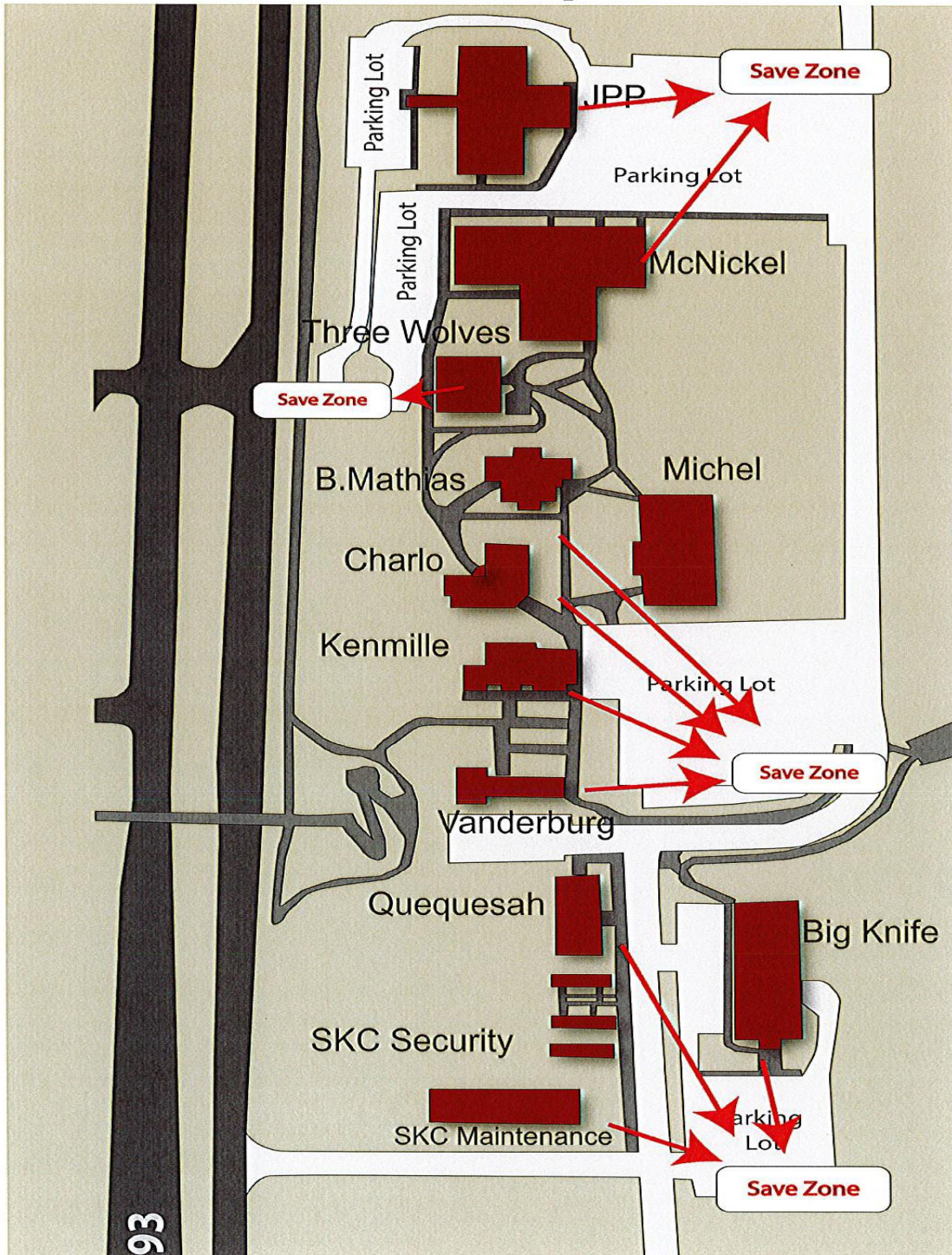
Salish Kootenai College Building Evacuation Save Zones East Campus



Salish Kootenai College Building Evacuation Save Zones South Campus



Salish Kootenai College Building Evacuation Save Zones West Campus



DORM EVACUATION MAP

