

Carolina Ready

Emergency Preparedness Resources/Tools

Presenters:

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Office of Emergency Management and Planning

December 3, 2021

UNC Faculty Council Meeting

Introduction

What is the purpose of today's presentation?

Introduce new Carolina Ready emergency preparedness resources to be shared among your faculty, staff, and students

Resources to introduce:

1. Emergency Action Plan
2. Training (Computer-Based and In-Person)
3. Safety Guides
4. Safety App

carolinaready.unc.edu

UNC Emergency Management & Its Mission

The combined efforts of organizational units to protect valuable assets from the effects of disasters, whether natural, manmade, or technological.

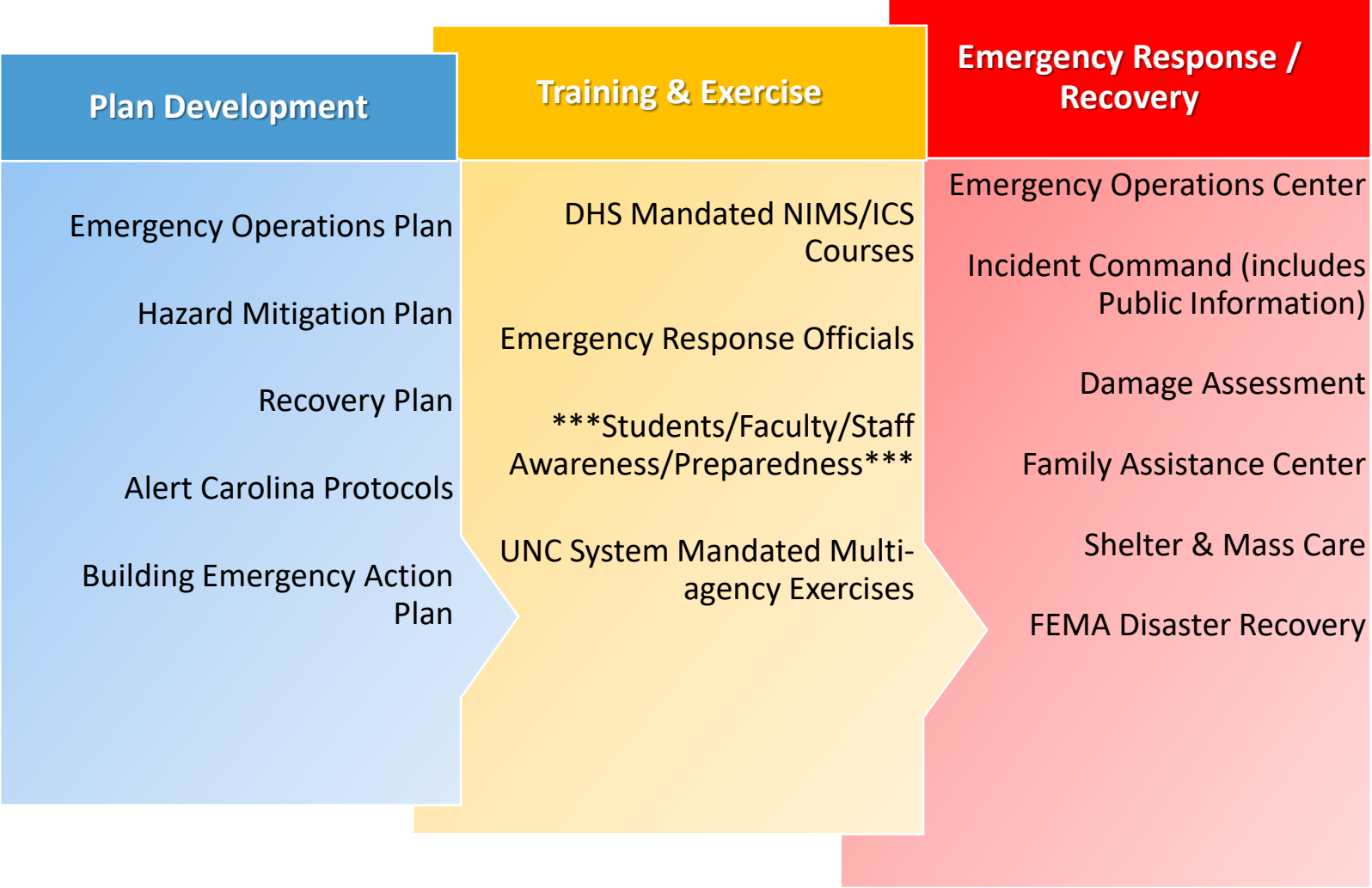
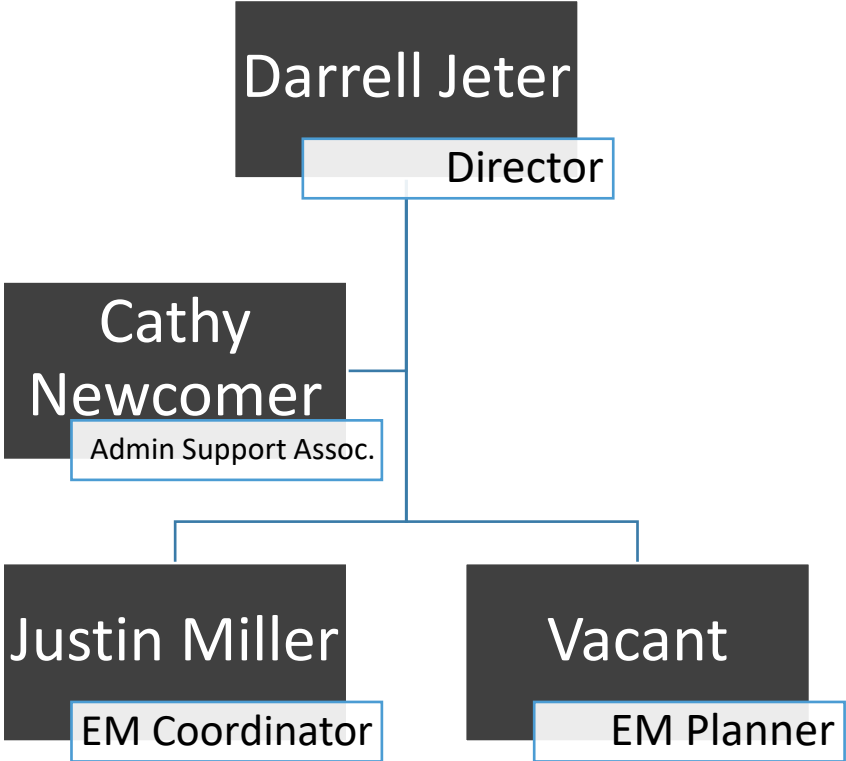
Mission:

Building a campus culture of preparedness & resilience...

...by fostering prevention, preparedness, response, recovery, and mitigation activities to protect our campus from the adverse effects of disaster, relying on multi-discipline collaboration, cooperation, and coordination.



Emergency Management Staff & Program



What is Carolina Ready?

Multi-discipline safety and emergency preparedness outreach campaign between:

- UNC Police
- EHS Fire Safety
- Emergency Management and Planning

Be #CarolinaReady by:

- **Be Informed** of how UNC communicates emergency information
- **Be Prepared** with creating personal emergency plans
- **Take Action** when emergencies occur



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Emergency Action Plan

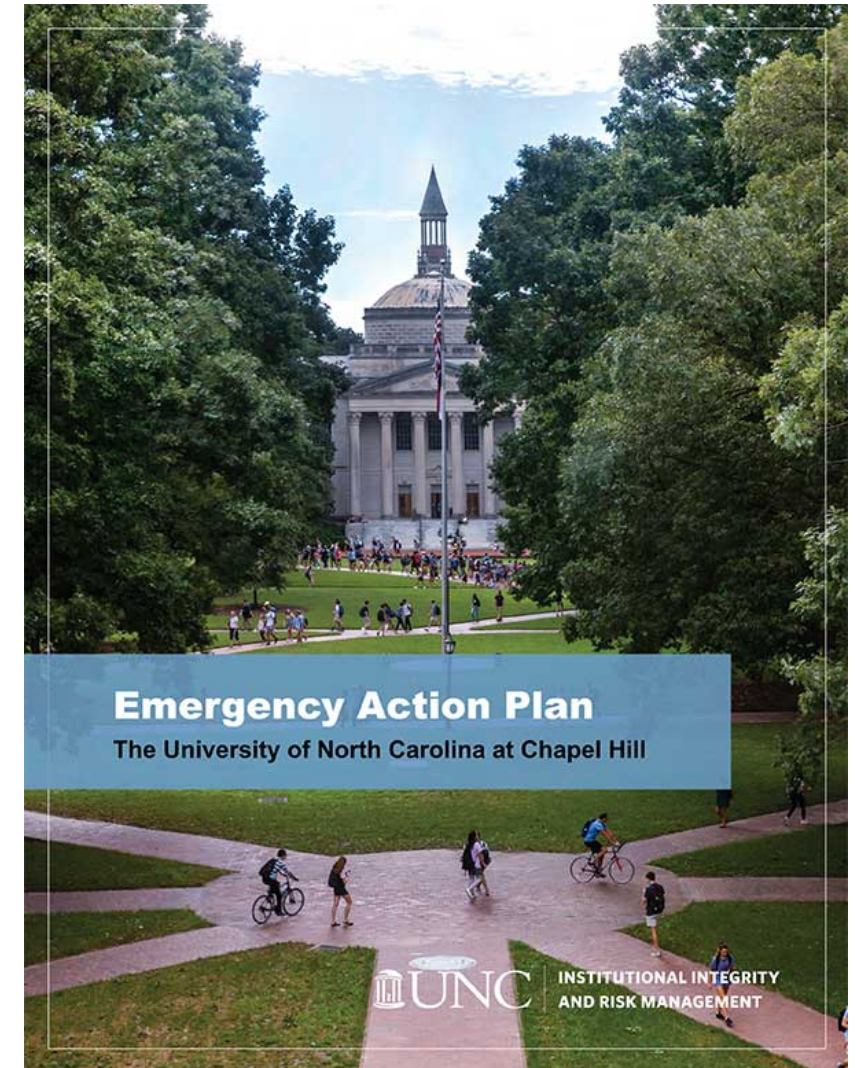
Emergency Action Plan

Purpose:

Describes the initial responsibilities and actions to be taken by all faculty and staff to protect all building occupants and/or visitors until the appropriate University or emergency responders take over.

What is in the EAP?

- **Reporting Emergencies** – Learn options to report emergencies.
- **Emergency Notification System** – Learn how the University communicates with you during an emergency utilizing the Alert Carolina Emergency Notification System.
- **Evacuation and Shelter-In-Place Procedures** – Learn key actions to take if you must evacuate a building or shelter-in-place.
- **Disabilities and Special Needs Procedures** – Learn evacuation procedures and guidelines for persons with disabilities, along with how you can help individuals with disabilities evacuate.
- **Response to Specific Hazards** – Learn response actions to take for potential hazards that may impact campus.
- **And more!**



Training

Emergency Preparedness 101 (Computer Based Training)

Target Audience:

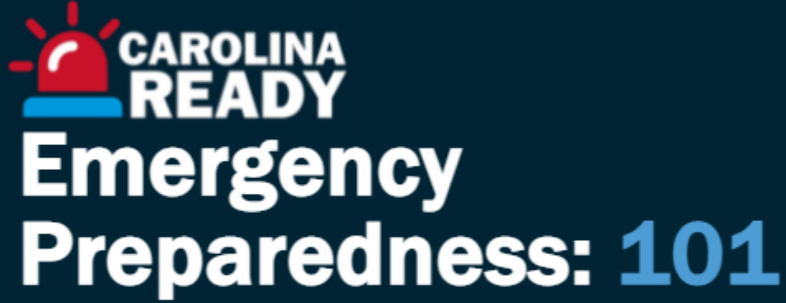
- Employees (Carolina Talent)
- Students/Temporary Employees (Carolina Ready Website)

What You Will Learn:

- How to report and receive notifications of an emergency
- How to be prepared to take action before an emergency
- Actions you should take in response to an emergency
- How to support and the procedures in place for individuals with disabilities


Duration: 20-25 minutes

Be prepared for emergencies before they happen.



**CAROLINA
READY**
**Emergency
Preparedness: 101**

Important: This training contains audio. Please be sure the audio on your device is turned on. Also, permanent employees seeking credit for this training should log into Carolina Talent to complete this training.

 **UNC** | INSTITUTIONAL INTEGRITY
AND RISK MANAGEMENT

Time to Complete: 25 minutes
Version: 8.18.2021

Being Carolina Ready in the Office (In-Person/Hybrid)

Training Summary:

Provide building occupants (all building departments or student groups) with tools and information that empowers you to be prepared for various types of incidents in your office space.

What You Will Learn:

- Actions to take for evacuation and shelter-in-place in your office space
- Office safety considerations
- How UNC Police responds to incidents
- How you can be prepared

Duration and Delivery:


- 1-hour walkthrough of the building/office space (in-person)
- 1-hour presentation (in-person or virtual)

Interested or want more information? Please email carolinaready@office.unc.edu

Safety Guides

Faculty and Staff

Employee Preparedness Guide



Employee Preparedness Guide


GET HELP
Dial **911** or use the Carolina Ready Safety app.

UNC Police
police.unc.edu

Environment, Health and Safety
ehs.unc.edu

Emergency Management and Planning
campusafety.unc.edu/emergency-management

To learn more about how to become better prepared for emergencies on campus, visit: carolinaready.unc.edu



Faculty Members

- Go over emergency preparedness scenarios with your students at the beginning of the semester.
- Use the UNC Classroom Emergency Preparedness script as a guide. Point out exits and egress routes.
- Share safety information with your instructional team (TAs, undergraduate learning assistants, etc.)
- Add links to safety resources to your syllabus and course websites.
- Keep your phone on for emergency communications during class at all times.

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Be prepared for emergencies before they happen.

Alert CAROLINA alertcarolina.unc.edu
Safety announcements and updates

Updated 9/15/2021

You are on the frontline for students. If you see something, say and do something.

Reporting an Emergency


- For emergencies, dial 911 from your cell phone or campus phone when you need Police, Fire or Emergency Medical Services. Remain calm – your actions influence others.
- Tell the dispatcher your location. Provide the exact address if possible.
- The nature of the emergency (describe clearly and accurately).
- Your full name and the telephone number from which you are calling, in case you are disconnected.
- Remain calm. Do not hang up as additional information may be needed.
- If possible, have someone else or yourself meet emergency personnel outside of the building.

Evacuate or Shelter In Place?

Despite the various emergencies that may occur on campus, a majority of those scenarios will require you to either evacuate or shelter in place. Knowing when and how to perform these key actions will help you know how to act.

	EVACUATE	SHELTER IN PLACE
PLAN	<ul style="list-style-type: none"> Know your building's evacuation assembly areas and alternate location(s). Know where the emergency exits and fire pull stations are in your building. Include this information in your new employee orientation. Develop a plan to account for everyone once you have evacuated and arrived at the emergency assembly area. If you need assistance evacuating—whether you have a permanent or temporary special need—please review "Individuals with Disabilities Evacuation Guidelines" 	<ul style="list-style-type: none"> Shelter in place means finding a safe location indoors and staying there until you are given an "all clear" or told to evacuate. You may be asked to shelter in place because of a tornado; or chemical, radiological, or other hazard.
EVALUATE	<ul style="list-style-type: none"> When you hear the fire alarm, do not assume it's a drill. Always evacuate. Locate the nearest safe exit. 	<ul style="list-style-type: none"> In a severe weather event the rule of thumb is to put as many walls between you and the outdoors as possible, and head to the lowest floor possible. The basement is an ideal location.
RESPOND	<ul style="list-style-type: none"> If you observe smoke or fire, activate the fire alarm using a manual pull station. If you are in a lab, secure any hazardous materials or equipment before you leave. EVACUATE the building at the nearest exit. When evacuating, use the closest stairs. DO NOT use elevators. Notify emergency personnel of persons with disabilities who are unable to evacuate. As you exit, move to designated assembly area that is a safe distance away. Do not re-enter until notified by emergency personnel. 	<ul style="list-style-type: none"> When a tornado warning is issued or instructed to shelter-in-place, immediately seek shelter inside the closest sturdy building. Once inside, move to an interior room/hallway without exterior windows, on the lowest possible floor. Protect yourself from flying debris and falling objects. Await further instruction from Alert Carolina and emergency personnel. Do not leave until an "All Clear" is received.

Helping Students



Faculty and Staff Helping Students

Examples of Concerning Behaviors and Circumstances

- Threats/plans/evidence of self-harm.
- Noticeable cuts, burns or bruises.
- Emotional or physical outbursts.
- Extreme or sudden changes in mood or behavior.
- More withdrawn or animated than usual.
- Direct statements indicating distress, family problems, loss or traumatic experiences.
- Excessive or uncharacteristic decline in coursework and course attendance.
- Written or artistic expression of unusual violence, morbidity, isolation, despair.
- Continual seeking of special provisions.
- Overblown or disproportionate responses to evaluations or requests for improvement.
- Excessive alcohol or other drug use.
- Expressions of severe anxiety or fearfulness, hopelessness or worthlessness, crying or tearfulness.
- References to a plan to "end all of their problems."

How Faculty Members Can Respond

- Imminent Threat? Call 9-1-1 in case of imminent harm to a distressed student or others.
- In other cases, speak directly with the student.
 - Meet privately.
 - Set a positive tone.
 - Express your concern and care.
 - Point out specific things you've observed.
 - Ask "How are things going for you?"
 - Ask non-judgmental, open-ended questions.
- If there are signs of safety risk, ask directly.
 - Suggest resources, such as Counseling and Psychological Services (CAPS) or the Dean of Students (DOS). Walk them to CAPS or DOS.
 - Suggest they speak with Academic Advising if the cause of their distress is academic in nature.
 - Email the Dean of Students at dos@unc.edu or submit a referral at dos.unc.edu/urgent-concerns/care-referral-form.

Managing Student Privacy and Confidentiality

- Faculty acting in the role of professor/instructor are not governed by the Health Insurance Accountability and Portability Act (HIPAA), which spells out how medical and health information must be protected.
- UNC-Chapel Hill's Policies and Procedures under the Family Educational Rights and Privacy Act (FERPA) of 1974 permits disclosure of personally identifiable information to "School Officials who have a legitimate educational interest in the records," including the
 - Dean of Students, Counseling and Psychological Services, and your department chair or dean.
 - Personal observations of and direct communication with a student are not governed by FERPA legislation. The Dean of Students or the Office of University Counsel should be contacted for assistance whenever possible to help make and document the decision that a health or safety emergency exists.

The bottom line: If you notice a student exhibiting signs of distress, do something.

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Be prepared for emergencies before they happen.

Updated 9/14/2021

Concerned about a student? Email the Dean of Students at dos@unc.edu or submit a care report at dos.unc.edu/urgent-concerns/care-referral-form



Preparedness in the Classroom



Faculty Preparedness in the Classroom

Instructor Script for Class Presentation

Please read or paraphrase this presentation for each of your classes at the beginning of each semester:

Before we go on with our class, I want to talk about something very serious.

Though unlikely, there is always a possibility that there might be some type of emergency during the semester. Emergencies come in many different forms— weather, medical, fire and ones involving people intending to do harm.

As you probably know from your own experience, pre-K through 12th-grade students prepare in advance for emergency situations. As college students, you too need to think in advance about emergency situations. I would like to take a few moments to talk about actions to take in the event of an emergency in our classroom setting.

If there is an emergency:

If there is an emergency, I will stop teaching right away. When it is safe to do so, we will call 9-1-1 and identify our building and room number, as well as the issue.

There are some areas on campus, such as indoors, where you can't hear the siren. The first warning of an emergency may come to our attention via a messenger at the classroom door or through a personal electronic device.

If you see or experience something unusual or concerning – before, during or after class – that may lead to an emergency, please let me or another faculty member/administrator know as soon as possible. Alert me even if you have only an inkling that something may not be right.

It is very important that you make me aware.

In a weather emergency, you may not be able to hear the emergency siren if you are inside of a building. If you are inside, move to an interior room on the lowest floor, and stay away from windows.

In a medical/mental health emergency, please make space for first responders to do their work. UNC Police, Fire Department and EMS respond to all medical calls on campus.

In the case of fire, do not attempt to carry anything in your hands. Exit quickly in as orderly a way as possible. Help others as much as possible.

In a situation in which one or more people intend to do harm, assess the situation and make a decision. Unfortunately, there may not be a clear “right” answer. However, your circumstances may make one of these actions the only viable option to protect yourself.

Classroom Emergency Preparedness

Instructor Script for Class Presentation Cont'd

RUN: Have an escape route and plan in mind, leave your belongings behind, keep your hands visible, exit the building as quickly and safely as possible, distancing yourself from the threat, and follow law enforcement's direction.

HIDE: If you cannot safely evacuate your building or are unsure of the location of the threat, secure your room, classroom or office, creating as many barriers between you and the threat. If you are caught outside, seek shelter inside the nearest building, and secure an interior space. Take the following actions: Lock or secure doors, turn off lights, move into concealed areas of the room away from doors and windows, silence your mobile devices and remain calm and quiet.

FIGHT: Use this as a last resort if your life is in imminent danger. If there are no other options to safely escape and you are confronted by the intruder, attempt to disrupt or incapacitate the intruder using all available resources (e.g., acting aggressively, yelling, throwing items, improvising weapons).

If you need to exit the building in an emergency, seek cover behind buildings, cars and other solid structures – go as far away as possible while still staying safe. Keep going until you know that you are out of danger.

Here is what you need to do next:

Take the time you need to identify the different entrances and exits in this room and this building. [POINT TO EACH EXIT IN THE ROOM.] There are many ways in and out of this building. The next time you come to class, think about possible routes. Try different routes so you are aware.

I know this is a lot to digest. Does anyone have any questions before we go back to our work? I will do my best to answer your questions. [RESPOND TO QUESTIONS.]

Be better prepared for UNC-specific safety procedures by visiting carolinaready.unc.edu

[END OF SCRIPT]

Important Contacts

TIP: save these in your phone for easy access!

EMERGENCIES, ANYWHERE: CALL 911	Counseling and Psychological Services: (919) 966-3658
Building Issues: (919) 962-3456	Sexual Assault Resource Agency: (919) 962-8305
Hazing Hotline: (919) 962-8298	Title IX Office: (919) 966-3576
Inclement Weather (recording): (919) 843-1234	UNC Police, Non-Emergency Only: (919) 962-8100
Dean of Students: (919) 966-4042	Accessibility Resources and Service: arc@unc.edu
Safety Walk: (919) 962-7233	Social Media: @AlertCarolina @UNC_Ready @UNCPolice


Updated 8/16/2021

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Alert alertcarolina.unc.edu
Safety announcements and updates

Prepared by faculty and administrators in the UNC College of Arts and Sciences and offices of Campus Safety and Risk Management, Counseling and Psychological Services, and Dean of Students.

Student Safety Guide



Student Safety Guide

In an emergency, the University uses technology and social media platforms to quickly inform the community about immediate threats and steps to take.

Alert Carolina
To receive text alerts in an emergency, students should add/update mobile phone numbers to their Oryen account. Students are automatically enrolled to receive emergency emails to their UNC email. Parents also have the option to receive Alert Carolina messages. See the Receive Notifications tab on the Alert Carolina website to sign up.
LEARN MORE: alertcarolina.unc.edu // connectcarolina.unc.edu

Dial/Text 911
For help in an emergency, dial 911 on any phone or press the word "emergency" on the locked screen of a mobile phone. 911 will reach police, fire, and emergency medical services on and off campus. If you cannot call, you can text by entering "911" in the "To" field. Provide your location and what assistance you need. You should receive an immediate reply; if not, please call.

The Clery Act
A federal law designed to help make campus safer by mandating transparency around campus crime policy and statistics. The Act requires the University to issue timely warning notifications about Clery Act crimes, which may pose a serious or ongoing threat to students and employees. Timely warning notifications are typically issued to UNC students and employees via email.
LEARN MORE: police.unc.edu/clery

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Updated 8/25/2022



CAMPUS RESOURCES

Carolina Ready Mobile App:
Provides a way to communicate by text message, phone call, or Mobile BlueLight with UNC Police. Other features of the app include Friend Walk, which allows friends and family to remotely monitor your location while you travel to your destination, and WorkAlone, which can automatically check in on you while you're working or studying alone, and trigger a call to your emergency contacts if you fail to check in at a determined time.
LEARN MORE: campussafety.unc.edu/carolina-ready

Call Boxes
Numerous callboxes are located on UNC's campus and surrounding areas. The phones include blue-light call boxes are located along frequently traveled pathways, in parking lots, garages, and on some buildings. When you push the emergency button on a blue-light phone, you will be connected to UNC Police with two-way communication. UNC Police can track where a phone has been activated, even if you are unable to speak into it, and will always respond when an emergency phone has been activated to search the area for any activity.

Report Anonymously:
This confidential platform allows members of the community to supply anonymous information or tips to the University or University Police. You can send unidentified information for University police to police.unc.edu/silent-witness. An EOC complaint to eoc.unc.edu/report-an-incident. The Carolina Ethics Board can be reached at: eoc.unc.edu/carolina-ethics-line.
For an emergency, or to report a crime or an act or threat of violence in progress, call 911 immediately.
LEARN MORE: safe.unc.edu/file-a-report

Fire Safety Training
The Office of Environmental Health and Safety provides comprehensive fire safety training by request, contact firesafety@ehs.unc.edu.
LEARN MORE: ehs.unc.edu

Self-Defense Training Classes
UNC Police offers R.A.D self-defense training classes free of charge.
LEARN MORE: police.unc.edu/services/rad-self-defense-classes

Mental Health Care
CAPS, an outpatient clinic in Student Health and Wellness, offers clinical services, suicide prevention programming and group therapy. CAPS is also available after-hours for emergencies. Contact CAPS 24/7 at (919) 966-3658.

TRANSIT

Chapel Hill Transit
Chapel Hill Transit runs seven days a week, and some holidays. It is free to ride the bus.
LEARN MORE: www.chapelhill.org/government/departments-services/transit

Point to Point (P2P)
During the semester, P2P Express and P2P Shuttle provide fare-free bus services for UNC students and employees, and operate between UNC residence halls, libraries, research areas, and Franklin Street, serving designated bus stops. P2P operates on a fixed route service from 7 p.m. - 11 p.m., and converts to on-demand from 11 p.m. - 6 a.m., seven days a week. Buses run approximately every 20 minutes during the fixed route schedule. Use TRANSLOC for live service predictions at UNC or to request a ride. P2P can also be reached at 919-962-7867.
LEARN MORE: move.unc.edu/p2p

Safe Walk
Although they are not law enforcement, Safe Walk employees provide an important safety resource to UNC's campus. Safe Walk employees are highly visible (look for their neon vests) and students should feel free to approach them to ask for a walking escort. Safe Walk employees operate out of the Graham Student Union and can commonly be seen stationed out of the main campus libraries.
For an emergency, or to report a crime or an act or threat of violence in progress, call 911 immediately.
LEARN MORE: safewalk.unc.edu

Bike Registration
Many students bring their bikes to conveniently get around Campus and the surrounding community. Register your bike with Transportation and Parking to aid in its recovery if it is lost or stolen.

Message from UNC Police –
"On a college or university campus the expectations are much different from that within a community. Parents, students and employees have a higher expectation for the level of services rendered and to be considered a part of the overall ecosystem of community and partnership. Together, we can create an environment in which the community can take pride and feel safe as our members pursue their individual endeavors."



GENERAL SAFETY TIPS

Poison Control
Students should remember PUBS as a guide for the symptoms of alcohol poisoning. They should not hesitate to call 911 if they see even one sign. If it is not an emergency, the Poison Center at 1 (800) 222-1222 can provide confidential, expert advice.


Alcohol Overdose - PUBS
P: Puking while passed out.
U: Unresponsive to pinching or shaking.
B: Breathing is slow, shallow, irregular, or has stopped.
S: Skin is cold, blue, or clammy.

Student Safety Checklist

<input type="checkbox"/> If in doubt, always call 911.	<input type="checkbox"/> Before exercising your right to free expression, visit the Carolina Ready App for information on staying safe during a free speech event.
<input type="checkbox"/> Know the options for late-night transportation, including the P2P.	<input type="checkbox"/> Memorize the sign of alcohol poisoning. Never hesitate to call for help. Medical crises will not incur disciplinary action. alcohol.unc.edu/staying-safe
<input type="checkbox"/> Take responsibility for your own safety and be mindful of the safety of friends and fellow students.	

Emergency Kit Checklist

<input type="checkbox"/> Cloth face coverings, soap, hand sanitizer and wipes.	<input type="checkbox"/> Prescription medications (at least a 3-day supply).
<input type="checkbox"/> First-aid kit.	<input type="checkbox"/> Extra pair of prescription eyeglasses.
<input type="checkbox"/> Whistle to signal for help.	<input type="checkbox"/> Copies of important documents.
<input type="checkbox"/> Moist towelettes.	<input type="checkbox"/> Bottled water and non-perishable snacks.
<input type="checkbox"/> Flashlight and extra batteries.	<input type="checkbox"/> Rain poncho or large garbage bag.
<input type="checkbox"/> Cash.	<input type="checkbox"/> Also see: www.ready.gov/build-a-kit



Safety App

The Carolina Ready Safety App empowers you with the tools you need to be prepared, mitigate dangers and respond appropriately.



Friend Walk

The Friend Walk feature allows you to share your location with a family member or friend so they can remotely monitor your location while you walk to your destination and ensure you arrive safely.



Work Alone

Automatically checks in on you while you are working or studying alone and can automatically trigger a call to your emergency contact if you fail to check in at the allotted time.



Mobile BlueLight

Have a campus blue light in your pocket! When you activate this on campus, it simultaneously places an emergency call to UNC 911 Dispatch and shares your location with the UNC 911 dispatcher.



Report a Tip

Have something to report? The app provides you with several options to contact UNC Police—including options to remain anonymous.



Take Action Guides

What do you do when something bad happens? Don't worry, we have you covered. Tons of guides and tips on what to do so you can be prepared before an emergency occurs.



Receive alerts, support resources, and MORE!

be **CAROLINA**
READY



Questions? Please email oemp@unc.edu