



PENINSULA COLLEGE

ALL HAZARDS GO KIT

Last Updated – December 2016

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PHONE LIST

PENINSULA COLLEGE – EMERGENCY PHONE LIST

Executive Policy Board (EPB)	Executive Assistant
Luke Robins	Kelly Griffith
Deb Frazier	Pattie Fischer
Jack Huls	Trisha Haggerty
Sharon Buck	Brian Betts (
Incident Management Team (IMT)	
Planning: Patty McCray-Roberts	Admin/Finance: Carie Edmiston
Operations: Marty Martinez	Planning: Kraig Michels
Logistics: Rick Croot	Public Information: Kari Desser
Campus Safety	Public Information Officer (PIO)
Marty Martinez	Kari Desser
Backup Alec Risk	
IT	Human Resources
Steve Baxter	Kraig Michels



	Backup Kelley Smart
Business Services	Maintenance/Custodial
Carie Edmiston	Rick Croot
Backup Chris Wood	Backup Mike Edwards
Auxiliary Services	
Jaydee Smith	
Backup Ancher Yesiki –	

PENINSULA COLLEGE – EMERGENCY PHONE LIST

<i>Special Populations</i>	
International Services	Educare
Sophia Iliakis-Doherty	Mary Lou Melly
Backup Val Conroy	Backup Pam Gardner
Athletics	
Rick Ross	
Backup	
DEANS	
Bruce Hattendorf	Cathy Engle
Laura Brogden	



Mia Boster	
College Locations	Site Director
Forks	Deb Scannell
Port Townsend	Anna Green
Sequim	Michele Scouten
	Backup Laura Brogden
Skills Center	Linty Hopie

PENINSULA COLLEGE – COMMUNITY OUTREACH

Service	Phone Numbers	Location
<i>1st Responders</i>		
Police/Fire	360-452-4545	321 E. 5 th St.
Fire	360-417-4655	102 E. 5 th St.
Sheriff	360-417-2459	223 E. 4 th St. Suite 12
Clallam County Emergency Management	360-417-2483	223 E. 4 th St. Suite 6
Ambulance	360-452-2366 or 911	1011 E. Front St.
Coast Guard	360-457-4404	Ediz Hook
FBI	206-622-0460	None
WA State Patrol (WSP)	360-452-3394	62 Old Olympic Hwy
<i>PIO</i>		
Radio Stations KONP	360-457-1450	721 E. 1 st St.
Newspaper Peninsula Daily News	360-452-2345	305 W. 1 st St.
School District	<u>PA</u> 360-457-8575	<u>Sequim</u> 360-582-3260
<i>Hospital/Clinics</i>		
Hospital	360-417-7000	939 Caroline St.
County Coroner	360-417-2368	223 E. 4 th St. Suite 11

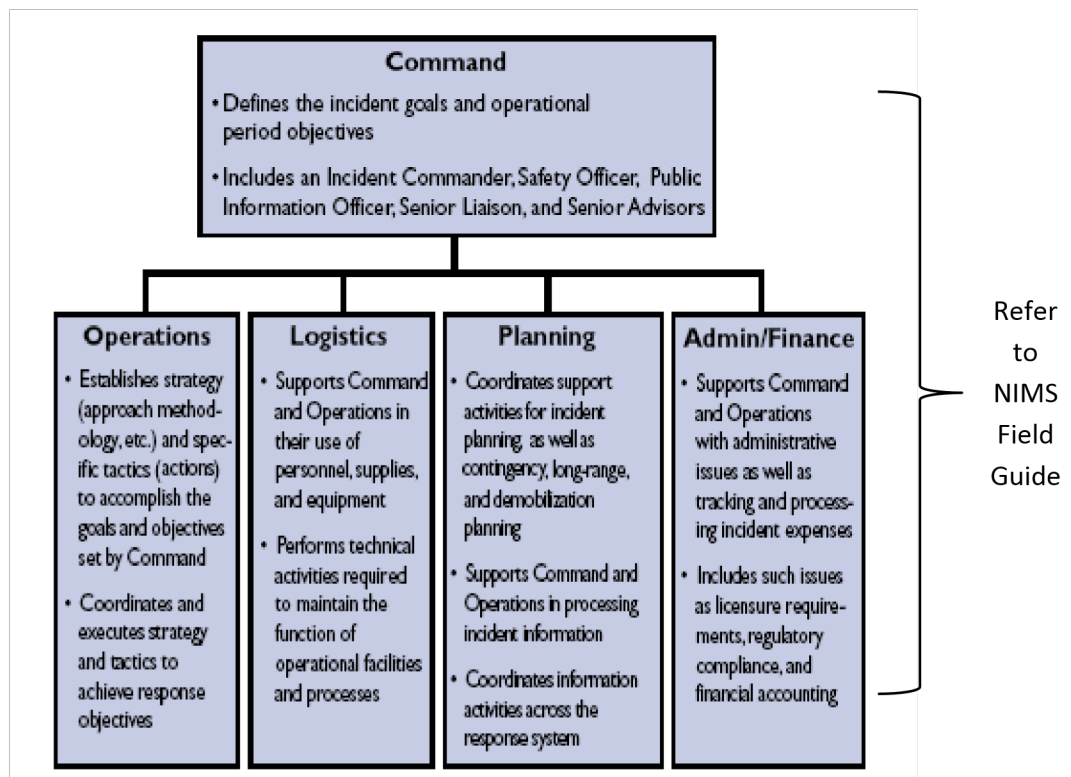
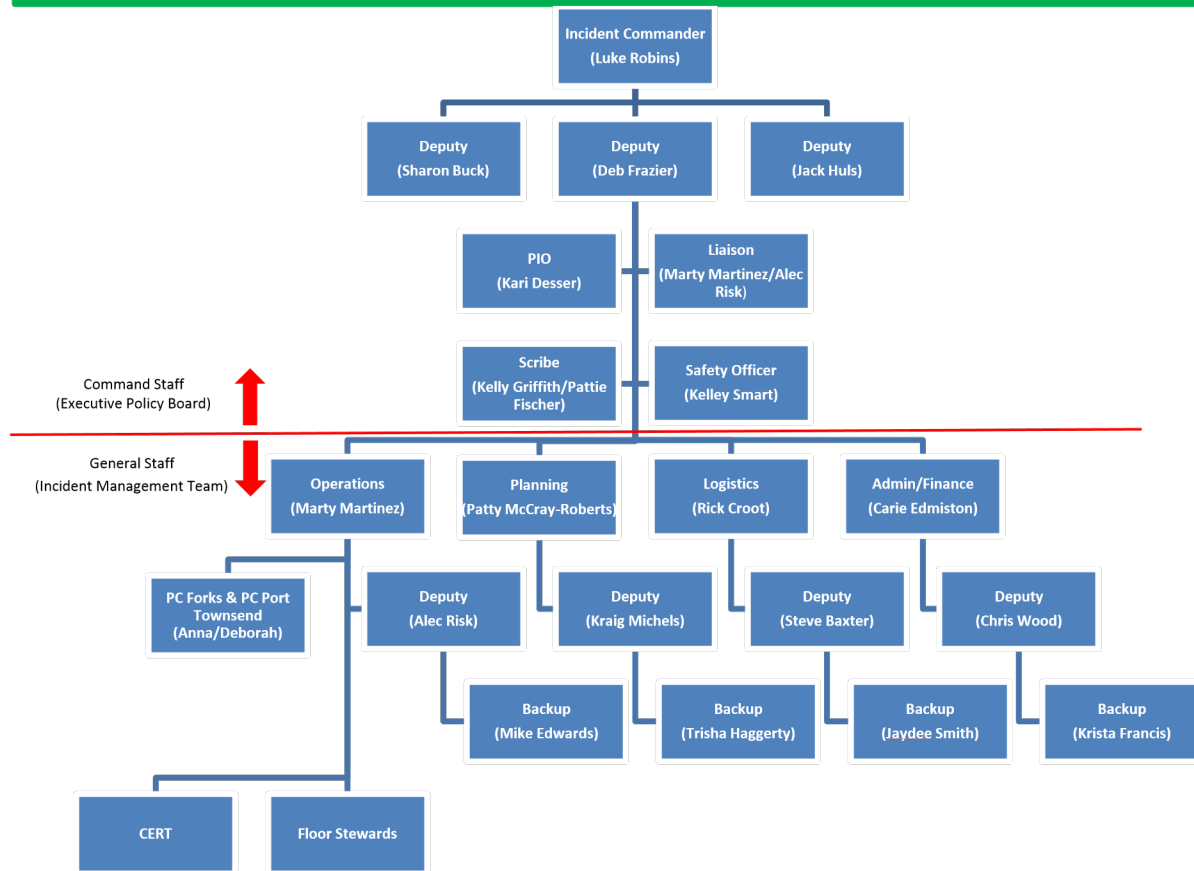


Lower Elwha Klallam	360-452-6252	243511 Hwy 101
Clinic Care	360-452-5000	621 E. Front St.
Volunteers in Medicine of the Olympics	360-457-4431	909 Georgiana St.
Family Planning of Clallam County	360-452-2954	1106 E. 1 st St.
Crisis Counseling Center	360-452-4500	WEOS
Peninsula Behavioral Mental Health	360-457-0431	118 E. 8 th St.
Disaster Assistance		
Red Cross	360-457-7933	281 McCarver Rd.
Salvation Army	360-452-7679	206 S. Peabody St.
Local FEMA	360-417-2305 (Info.)	223 E. 4 th St. Suite 6
Facilities		
Water/Sewer	360-417-4855	321 E. 5 th St.
Power/Utilities	360-457-0411	After Hours 360-417-4745
Community Resources		
Community Action	360-452-4726	Armory Square, Front St. Ste. J
Food Bank	360-452-8568	402 South Valley
Juvenile Court	360-417-2282	1912 W. 18 th St.

COLLEGE STAKEHOLDERS

Regular Vendors				
Olympic Distributing	360-452-8966		UPS	1-800-742-5877
Harbor Wholesale Food	360-624-3614		FEDEX	1-800-622-1147
Peninsula Bottling	360-457-3833		OTIS (Elevator Service)	206-243--8100
Facilities				
SIEMENS (Fire Panel)	800-952-6348		JIM'S (Refrigeration)	360-457-7563
Simplex (Fire Sprinkler)	206-291-1400		Lemay (Shredding)	360-239-4889
Murry's (Trash/Comp.)	360-452-7278		GK (Trash/Recycle)	1-800-295-5543
APS Electrical	360-4526753		North Pen. Electrical	360-477-1764
Jamie Parrish Plumbing			Angeles Plumbing	
Plumbing Connection	360-457-1690		Supply Works (Custodial)	1-866-412-6726

PENINSULA COLLEGE – ICS ORG. CHART



PENINSULA COLLEGE – INCIDENT COMMANDER CHECKLIST

The following checklist should be considered as the minimum requirements for this position. Note that some of the tasks are on-time actions; others are ongoing or repetitive for the duration of the incident.

- | <input checked="checked" type="checkbox"/> | <u>Task</u> |
|--|--|
| <input type="checkbox"/> 1. | Ensure welfare and safety of incident personnel. |
| <input type="checkbox"/> 2. | Supervise Command and General Staff |
| <input type="checkbox"/> 3. | Obtain initial briefing from current Incident Commander |
| <input type="checkbox"/> 4. | Assess incident situation: <ul style="list-style-type: none">a. Review the current situation status and initial incident objectives.
Ensure that all local, State and Federal agencies impacted by the incident have been notified |
| <input type="checkbox"/> 5. | Activate appropriate Command and General Staff positions. Safety Officer must be appointed on Hazardous Materials incidents: <ul style="list-style-type: none">a. Confirm dispatch and arrival times of activated resourcesb. Confirm work assignments |
| <input type="checkbox"/> 6. | Brief Staff: <ul style="list-style-type: none">a. Identify incident objectives and any policy directives for the management of the incidentb. Provide a summary of current organizationc. Provide a review of current incident activitiesd. Determine the time and location of first Planning Meeting |
| <input type="checkbox"/> 7. | Determine status of disaster declaration and delegation of authority |
| <input type="checkbox"/> 8. | Establish parameters for resource requests and releases: <ul style="list-style-type: none">a. Review requests for critical resources |

-
- b. Confirm who has ordering authority within the organization
 - c. Confirm those orders that require Command authorization 9.
- ☐

Authorize release of information to the media

PENINSULA COLLEGE – INCIDENT COMMANDER CHECKLIST

- ☐

10. Establish level of planning to be accomplished:

 - a. Written Incident Action Plan (IAP)
 - b. Contingency Planning
 - c. Formal Planning Meeting
- ☐

11. Approve and authorize implementation of IAP

 - a. Review IAP for completeness and accuracy
 - b. Verify that objectives are incorporated and prioritized
 - c. Sign ICS form 202
- ☐

12. Ensure Command and General Staff coordination

 - a. Periodically check progress on assigned tasks of
Command/General staff
 - b. Approve necessary changes to strategic goals and IAP
 - c. Ensure that Liaison Officer is making periodic contact with other
agencies
- ☐

13. Ensure Planning Meetings are conducted as indicated:

Sample Planning Meeting Agenda

Agenda Item	Responsible Party
1. Briefing on situation/resource status	Planning/Operations Section Chief
2. Discuss safety issues	Safety Officer
3. Set/confirm incident objectives	Incident Commander
4. Plot Control lines and Division boundaries	Operations Section Chief

5. Specify tactics for each Division/Group	Operations Section Chief
6. Specify resources needed for each Division/Group	Operations/Planning Section Chiefs
7. Specify facilities and reporting locations	Operations/Planning/Logistics Section Chiefs
8. Develop resource order	Logistics Section Chief
9. Consider communications/ medical/transportation plans	Logistics/Planning Section Chiefs
10. Provide financial update	Finance/Administration Section Chief
11. Discuss interagency liaison issues	Liaison Officer
12. Discuss Information issues	Public Information Officer
13. Finalize/approve/implement plan	Incident Commander/All

PENINSULA COLLEGE – EMERGENCY OPERATIONS CENTER




EOC Locations

Small Event	C-111
Large Event	A-12
If unable to meet in EOC...	Mobile Command Box (Kept in J-32)

Mobile EOC Command Equipment

Location	Item(s)
A-12	1 Police Scanner, 1 Copy Fax Machine, Two-Way Radio, Aerial Map, Easel, Easel Pad, Two sets- Master Keys, Pens & Paper, Building Maps
J-32	1 Police Scanner, 1 Copy Fax Machine, Two-Way Radio, Aerial Map, Easel, Easel Pad, Two sets- Master Keys, Pens & Paper, Building Maps

BASIC PLAN

PENINSULA COLLEGE – BASIC PLAN OUTLINE		EOC Activation	Consider: Declaration of Emergency
EVACUATION:	Immediate evacuation staging listed by  on campus aerial photo provided.	X	
	Off-campus evacuation staging listed by  on campus aerial photo provided.	X	
LOCKDOWN:	A campus lockdown will be facilitated by individual areas (classrooms/offices). Exterior doors will be locked by Campus Safety or individuals if/when safe to do so.	X	
EARTHQUAKE:	Cover & Hold, evacuate when shaking stops. Campus Safety and Maintenance will conduct a quick building assessment and report to EPB.	X	X
HOSTILE INTRUDER/ACTIVE SHOOTER:	Immediate evacuation of campus or begin lockdown. Law Enforcement will facilitate clearing spaces once safe.  Pelican box in Campus Safety key storage holds 12 sets of master keys. Work with PIO for campus/community message.	X	X
FIRE:	Immediate evacuation of campus. Establish area for mobile EOC. Work with PIO for message.	X	X
PANDEMIC OR DISEASE OUTBREAK:	Gather all information and brief EPB. Contact County Health Department. Work with PIO for campus/community message.	X	X
BOMB/SCHOOL SHOOTING THREAT:	Contact Law Enforcement. Determine if a campus evacuation is needed. Work with PIO for message.	X	
HAZARDOUS MATERIALS:	Evacuate immediate area. Contact 911/Fire Dept. If necessary, initiate shelter in place. Work with PIO for message.	X	



CRISIS COMMUNICATION:	Contact PIO for crisis communication binder	X	
DEATH OF EMPLOYEE OR STUDENT:	Gather all information and brief EPB at the EOC. Work with PIO for message. Include International Programs and HR depending on circumstance.	X	
INCLEMENT WEATHER:	Incident Management Team will notify IC. If decision is made to close school, IMT will facilitate closure and external communications		X
FAMILY REUNIFICATION	Coordinate location with PAPD/Clallam County Emergency Management		
Law Enforcement Coordination:	As soon as physically possible, delegate someone to coordinate with law enforcement where the press area will be, preferably away from campus.		

******Note: All external communication to the media and public must go through the PIO after receiving approval from the Incident Commander.***



PENINSULA COLLEGE – AERIAL MAP



PENINSULA COLLEGE-MAIN CAMPUS DISASTER

EQUIPMENT

Dome tents:

- J6 (J Building Campus Safety Storage) - 1 @ 18' & 1 @ 30'
- 📺 Each tent takes approximately 30 minutes to set up with 3 or 4 people.

Honda gasoline generators:

- T110 (Lower Maintenance) - 3: 7,000 watt, 1: 1,600 generator

Disaster kits:

- 22 – 20-person, 3 day. These kits are located around campus in each building.
- 📺 Disaster Kits can be found in each building inside large green plastic tubs. A map of Disaster Kit locations is on the next page

Backboards for transporting injured:

- J6 (J Building Campus Safety Storage) - 1 backboard
- M125A (Keegan Hall)- 4 backboards
- 📺 Backboards should be used by the Campus CERT team or volunteers, to move victims to triage area

Road barricades:

- J6 (J Building Campus Safety Storage) - 2 barricades
- 📺 Road barricades can be used to block off campus public access

Stair Chairs:

- D Building (Student Services) - 1 on 2nd floor
- E Building (Maier Hall) - 1 on 1st floor
- M Building (Keegan Hall) - 1 on 2nd floor
- 📺 Stair chairs can be mobile, and used in any building/scenario needed during the emergency

AED's (Automated External Defibrillator) :

- E Building (Maier Hall) – 1 near elevator, 1st floor
- J Building (P.U.B) - 1 to the left of Campus Safety (J-32) door
- M Building (Keegan Hall) - 1 located in north side of spine, 1st floor
- Q Building (Auto/Weld)- Inside main entrance to the left next to bathroom
- Sigmar Field (Soccer)- In between bathrooms
- N Building (Gym)- Inside main entrance into gym (northeast doors) directly ahead
- 📡 AED's can be pulled from buildings and be held by College Staff equipped with a radio if needed

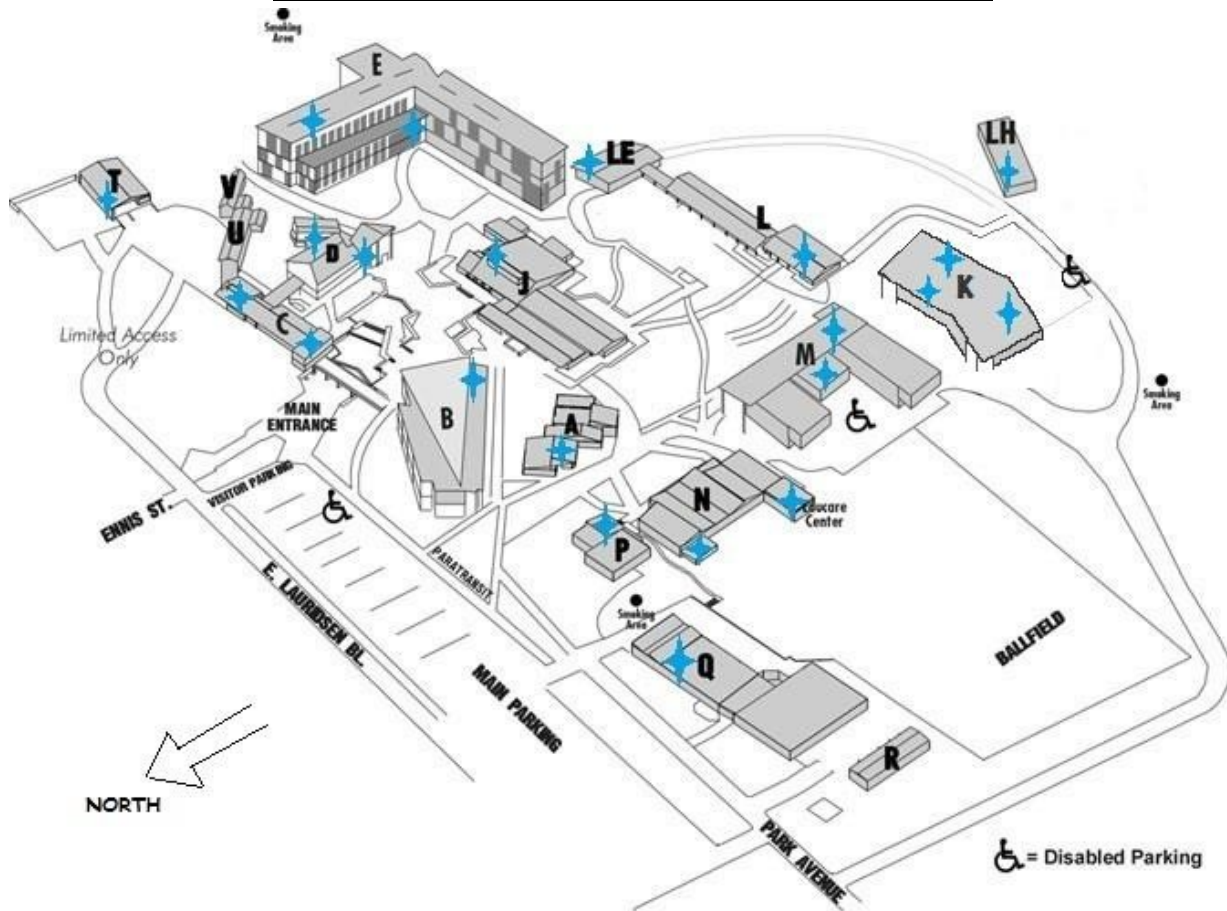
Master Keys:

- 12 sets of master keys are located in a RED Pelican Box inside the key cabinet in the Campus Safety Office

PENINSULA COLLEGE- MAIN CAMPUS DISASTER

EQUIPMENT

DISASTER KITS LOCATED AT PC-PORT ANGELES



- A – A12, in closet
- B – B141, break room
- C – In second cubical outside of President's office
- D – Student Services (1st floor) and storage closet (2nd floor) near D218 E – E120, near elevator, behind math/writing lab desk
- J – J46a, International Programs office (west end) and J1, mailroom (east end)
- L – L16, near fax/copier area
- LE – LE1, south wall of classroom
-

- K- Educare, 1st floor, 2nd floor (TBD)
- LH – Kitchen
- M – M125a, lecture hall closet (1st floor) and M201, faculty office area (2nd floor) N
- – Weight room storage, and Educare's main classroom area
- P – P1f, break room
- Q – Upstairs storage, (east end)
- T – 201, under metal desk near copy machine
- U – U2, office/IT storage
- V – V2, near north door/fire extinguisher

PENINSULA COLLEGE- MAIN CAMPUS DISASTER

EQUIPMENT

Disaster Kit Contents

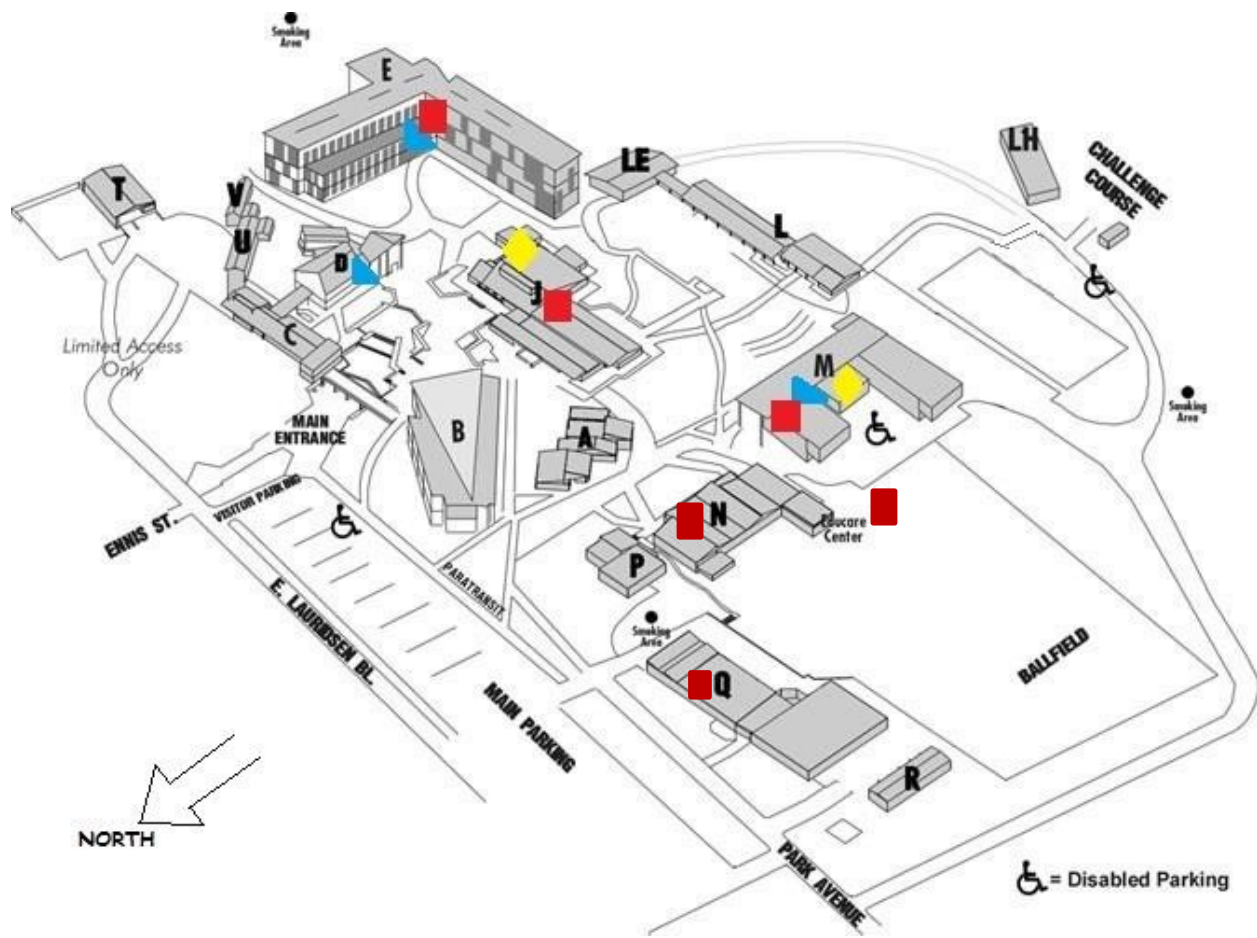
22 – 20-person, 3 day Kits

Item	Quantity of Item
Food Bars	20
Water Boxes	60
Water Purification Tablets	50
Emergency Blankets	20
Tent	1
Plastic Sheeting	1
Duct Tape	1
Solar, hand crank light/radio/cell phone charger	1
Flashlights	2
Light Sticks	6
Emergency Candles w/ waterproof matches	5
First Aid Kit	160 Piece
Safety Whistle	1
Dust Masks	20
Work Gloves	2 Pair
Crow bar	1
Survival Guide	1
Snap-on Toilet Lids	2
Sanitation/Toilet Bags w/ toilet chemicals	12
Tissue Packs	20
5 gallon container	3

PENINSULA COLLEGE- MAIN CAMPUS DISASTER

EQUIPMENT

BACKBOARD'S, STAIR CHAIR'S, AED'S



RED Square- AED Location


- 1 located J Building, outside of Campus Safety Office (J-32)
- 1 located in M building (Keegan Hall)- North side of spine on 1st floor
- 1 located in E Building (Maier Hall)- Left of elevator on 1st floor
- 1 located in N (Gym) inside main northeast entrance
- 1 located in Q (Auto/Weld) to the right of bathroom
- 1 Located on Sigmar Field (Soccer) between bathrooms

Blue Triangle- Stair Chair

- 1 located D Building (Student Services)- 2nd floor in middle by bathrooms
- 1 located E Building (Maier Hall)- 1st floor, left of elevator
- 1 located M Building (Keegan Hall)- 2nd floor in middle of spine

Yellow Diamond- Backboard

- 4 located in M125A (Keegan Hall)

- 
- 1 located in J6 (East side of J Building-P.U.B)

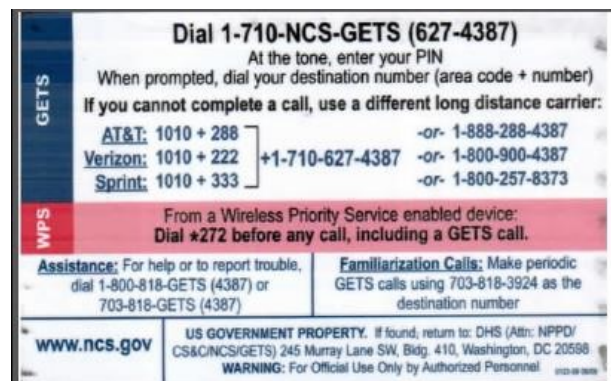
GETS CALLING CARD

PENINSULA COLLEGE- PRIORITY CALLING CARD (GETS)

Government Emergency Telecommunications Service (GETS)

During emergencies, the public telephone network can experience congestion due to increased call volumes and/or damage to network facilities. GETS is intended to be used in an emergency or crisis situation when the network is congested and the probability of completing a normal call is reduced.

1. Use the instructions on the card below to make your call
2. Document all calls below in order to track billing



[illegible]

PC ALERT ME

PENINSULA COLLEGE – PC ALERT ME

Step 1: Access the website

- Go to <https://manager.everbridge.net/login>
- Sign in using your username and password

Step 2: Create new notification

- Click the 'Notifications' tab towards the top of the page
- Click 'New Notification' towards the top left of the page

Step 3: Create a message

- Insert a title
- Click radio box for separate email notification
- Insert message body for text/phone call ○ Insert message body for email
 - This can include more detail as it allows more characters
- It is preferable that you click 'Use a voice recording' radio button rather than text-to-speech ○ Click 'Use a telephone' radio button ○ Click 'Recording Instructions' hyperlink ○ Follow directions on prompt, then click 'Save Recording' on bottom of prompt
- Skip 'Message type' and 'Publishing Channels' sections
- Select Contacts ○ Click the 'Rules' hyperlink ○ Click 'All Contacts' ○ Click 'OK'
- Skip 'Settings' section

Step 4: Send your message

- On bottom of page, determine when you would like to send your message
 - Option 'Now'- Sends immediately
 - Option 'Later'- Can be set to send at a specific time/date
- Click 'Send' at the bottom of the page

PLANS

**PENINSULA COLLEGE
PORT ANGELES, WASHINGTON
Declaration of Emergency**

I, _____, as President or Designee of Peninsula College, do hereby declare a state of emergency due to the emergency described herein:

which is threatening the health and safety of people and/or property operated at the college campus located in Port Angeles, Washington.

Signed: _____

Title: _____

Dated: _____ at _____ (time)

Note: Fax to Clallam County Emergency Management 360-417-2485 (PHONE 360-417-2525 OR 360-417-2483) and Wash. State Emergency Management Division (CALL THE STATE EOC AT 800-5626108 TO GET THE APPROPRIATE FAX NUMBER)

PENINSULA COLLEGE – INCLEMENT WEATHER PLAN

It is the default and preference that the College will be open regardless of weather conditions. Throughout the winter season, Support Services will monitor the weather in order to prepare for inclement conditions. The inclement weather plan will be activated when severe weather occurs and/or snow begins to accumulate at a rate that requires remedial action to prevent hazardous road and sidewalk conditions. Storm mitigation, removal and clean-up will be Support Services number one priority during inclement weather conditions. All non-emergent requests for services may be delayed.

College Closure

Depending on the severity and circumstances surrounding the crisis or emergency, the College President or designee may declare a College “Closure”, “Late Start”, or “Lock Down” under any of the following circumstances:

- If conditions are severe enough to prevent a substantial number of commuting students, faculty and staff from arriving to campus.
- It is determined that maintaining the regular schedule would constitute a real and present danger to safety and welfare.
- If conditions make it impossible to continue the regular work day.

Closure information will be posted in the following ways:

- Posted on the Front Page of the College website/Facebook
- PCAAlertMe message will go out
- Information Center Main phone message
- Notification to media

PENINSULA COLLEGE – INCLEMENT WEATHER PLAN

Decision Making/Activation Chart

Dr. Robins

- Gets info
- Makes decision

Rick Croot

- Road conditions
Port Angeles, Sequim ○
- Port Angeles School District status
- PA campus status
- Recommendation

Patty McCray-Roberts

- Delivers information to Deb
 - Recommendation from Support Services
- Communicates decision

Rick Croot

- Coordinates Response Team
- Determines Level of Response
- Contacts Jay Smith to activate 2nd Response Team if conditions are critical.

Decision Making

Brinton Sprague

Collaborates on

Activation

Marty Martinez

- Site and Road Conditions ○ Port Townsend, Sequim, Lincoln Center
- Forks, Port Townsend School District status
- Clallam Transit at Forks; Jefferson Transit -Port Townsend
- Scheduled Events
- Recommendation

Marty Martinez

- Coordinates external communications
 - KONP
 - Schoolnet.org
 - Other media
- Contacts Emma Janssen for Website/Facebook notification
- Contacts Elizabeth Seifert for Switchboard/Event contacts Coordinates campus communications
 - Activate PC Alert Me
 - Reader board
 - Campus Safety prep

Recommendation

Deborah Frazier

- Delivers information to Dr. Robins
- Provides recommendation
- Communicates decision

PENINSULA COLLEGE – PANDEMIC/INFECTIOUS DISEASE OUTBREAK

Purpose

The College has incorporated precautions regarding Pandemic Flu into its EMP to guide the campus community and its service district in the prevention-mitigation, preparedness, response, and recovery of an infectious disease outbreak. The goals of the plan are to:

- Protect the health and safety of students, employees, and visitors.
- Minimize the impact on instruction, College operations, personnel, and facilities.
- Provide for the continuity of College operations to the greatest extent possible.
- Effectively communicate throughout the duration of the pandemic.
- Recover from the pandemic as quickly as possible.

The plan is intended to work in conjunction with national, state, and local health officials and in cooperation with local school districts and first responders.

Roles & Responsibilities

A pandemic flu emergency may have characteristics that are different than other emergencies, including longer planning timeframes and a likelihood for an extended period of implementation. In recognition of this, the President and/or Deputy(s) will serve in the command staff functions until the President deems it appropriate to activate the IMT. In the case of pandemic flu response, the response staff will not convene in the ICP. Meetings will be conducted via email and telephone in order to reduce exposure to essential personnel.

****Though a pandemic flu might keep us from directly interacting with one another, handling these reports may or may not involve reporting in person.**

Pandemic Alert Phases

The World Health Organization (WHO) established six alert phases to assist organizations with their preparedness, mitigation and response efforts as well as a post-pandemic period to assist with recovery planning.

Phase 1 - influenza viruses circulate continuously among animals, especially birds. In Phase 1, no viruses circulating among animals have been reported to cause infections in humans.

Phase 2 - an animal influenza virus circulating among domesticated or wild animals is known to have caused infection in humans, and is therefore considered a potential pandemic threat.

Phase 3 - an animal or human-animal influenza reassortant virus has caused sporadic cases or small clusters of disease in people, but has not resulted in human-to-human transmission sufficient to sustain community-level outbreaks.

PENINSULA COLLEGE – PANDEMIC/INFECTIOUS DISEASE OUTBREAK

Phase 4 - verified human-to-human transmission of an animal or human-animal influenza reassortant virus able to cause community-level outbreaks. The ability to cause sustained disease outbreaks in a community marks a significant upwards shift in the risk for a pandemic.

Phase 5 - human-to-human spread of the virus into at least two countries in one WHO region.

Phase 6 - community level outbreaks in at least one other country in a different WHO region in addition to the criteria defined in Phase 5. Designation of this phase will indicate that a global pandemic is under way.

Post-pandemic Period - influenza disease activity will have returned to levels normally seen for seasonal influenza.

In the event that WHO raises their pandemic alert level to Phase 5, the College will initiate its preparedness measures. If the event should elevate to Phase 6, the College will initiate prevention and mitigation measures.

Prevention and Mitigation Measures

Upon designation of Pandemic Alert Phase 5, the College shall review this plan and initiate communication with local health officials. The College will ensure that the pandemic flu plan addresses any specific needs of the current pandemic virus with regards to:

- Extension Sites: Forks, Port Townsend, Sequim
- Childcare: Educare
- Off campus instructional sites (field trips)
- Food services
- Community and athletic events ▪ Business travel
- Review CDC and State Department regulations on travel advisories and/or restrictions ▪ International students, study abroad, faculty and staff exchange
- Draft multi-lingual communications
- Continuity of instruction
- Review absenteeism reporting
- Review alternative modes of instruction
- Review procedures for late assignment/missed classes
- Review procedures for sick faculty
- Continuity of business operations
- Determine critical functions
- Assign personnel and back-up personnel to critical functions
- Coordinate electronic or off-campus access to critical functions
- Communicate with employee unions
- Review custodial procedures with Clallam County Health and Human Services
- Review MOU with Clallam County Health and Human Services regarding Strategic National Stockpile Point of Distribution agreement

PENINSULA COLLEGE – PANDEMIC/INFECTIOUS DISEASE OUTBREAK

- Coordinate with Clallam County Health and Human Services for utilizing any College campus as a potential vaccination site
- Test mass notification system

Preparedness Measures

Upon designation of Pandemic Alert Phase 6, the College shall initiate the following prevention and mitigation measures:

- Continued coordination with local health officials and K12 school districts
- Advertise a comprehensive personal hygiene campaign
- Provide continual updates via intra- and internet sites
- Advertise continuity of instruction and business operations to the campus community and to the local community
- Ensure adequate hygiene supplies are stocked
- Ensure comprehensive placement of hand hygiene dispensers across campus and extension sites
- Encourage teleworking agreements for all employees
- Advertise and encourage vaccination

Response Measures

As outbreaks rise within Washington State and cases appear on the North Olympic Peninsula, the College shall initiate response measures.

- Monitor student and employee absenteeism rates
- Monitor the need to transition into online instruction
- Monitor community and athletic events, reschedule/cancel as needed
- Coordinate teleworking schedules and 'at home' training/work for employees
- Establish the Peninsula College Emergency Operations Center
- The response staff will not convene in the EOC. Meetings will be conducted via email and telephone in order to reduce exposure to essential personnel. ▪ Suspend operations/close the campus

PENINSULA COLLEGE – PANDEMIC/INFECTIOUS DISEASE OUTBREAK

The President may declare a pandemic emergency upon a rise in absenteeism that interrupts either business continuity or effective instruction. The College shall utilize its Crisis Communications Plan to keep the campus community informed.