

# Risk Management, Safety and Security



# Wenatchee School District

## Director of Risk Management, Safety, and Security

Mr. Adam Bergstrom

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- **Retired US Army, Special Forces (23 years)**

Served as Senior Enlisted Team Sergeant for a 12-man Special Forces A-team (ODA 512). Conducted Special Operations, including Foreign Internal Defense, Special Reconnaissance, and Direct Action missions in the US Central Command area of operations (Middle East). Troup Sergeant Major for a Counter-terrorism/Hostage Rescue unit.

- **Defense Threat Reduction Agency (3 years)**

Deputy Team Chief/Terrorist Operations Specialist: Conducted 92 comprehensive physical security and antiterrorism vulnerability assessments of Department of Defense (DoD) installations, stand-alone facilities, and headquarters complexes. Evaluated and taught DoD Terrorism Threat Analysis Methodology to senior military and DoD personnel.

- **Missile Defense Agency (3 years)**

Lead security/program protection expert for missile defense programs including the Forward Based X-band Radar, Sea Based X-band Radar, Ground Based Interceptors, Ground Based Radar-Prototype, Adjunct Sensor, Airborne Laser, and Airborne Sensors.

- **DoD Education Activity (7 years)**

Antiterrorism Program Manager encompassing 191 schools in 14 districts located in 12 foreign countries, seven states, Guam, and Puerto Rico.

- **(Current) WSD Director of Risk Management, Safety, and Security**



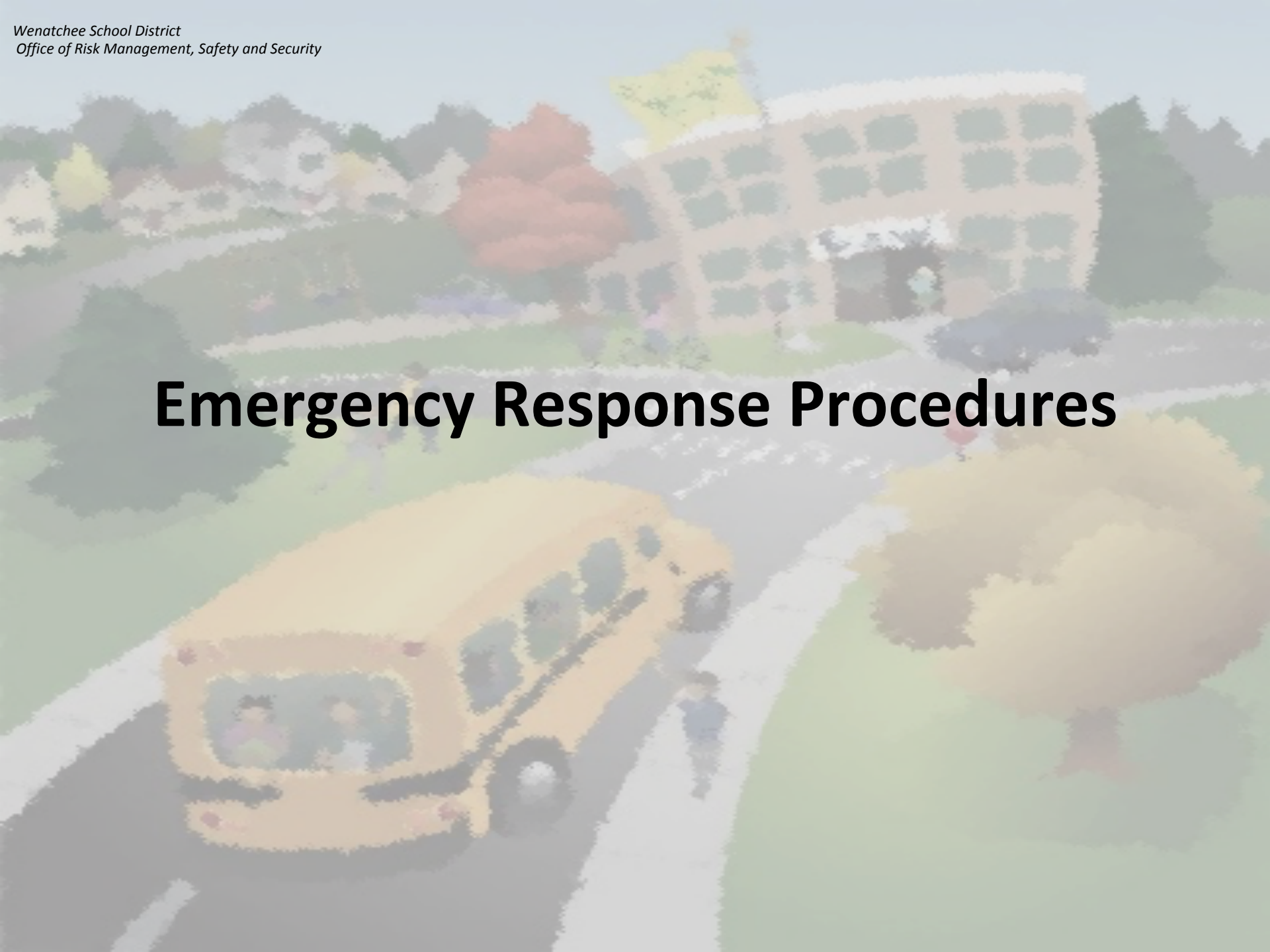
# Risk Management, Safety and Security Topics

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- **Emergency Response Procedures**
- **Security Systems / Resources**
- **Safety Forum Items**
- **School Resource Officer - WPD Chief Steve Crown**



# Emergency Response Procedures



# Emergency Response Procedures Standardized District Procedures

- “WSD Emergency Response Procedure Quick Reference Guide”
- Response procedures are standardized throughout the district with building specific details added as needed.

## Covering:

- Emergency Telephone Numbers
- Emergency Communications Checklist
- Bomb Threat
- Earthquake
- Evacuation
- Evacuation Routes
- Evacuation Assembly Area
- Off Campus Evacuation
- Hazardous Materials
- Lockdown Internal and External Threat
- Medical Emergency / First Aid
- Missing Student
- Shelter-in-Place
- Utility Failure / Flood
- Emergency Response Cards Green/Red

**Wenatchee School District**  
**Castle Early Childhood Learning Center**

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Earthquake	Page 7
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**Wenatchee School District**  
**John Newbery Elementary**

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**Wenatchee School District**  
**Orchard Middle School**

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**Emergency Response Procedures Quick Reference Guide**

The information contained in this guide has been excerpted from the Orchard Middle School Safe Schools Preparedness and Response Plan. A "Quick Reference Guide" format has been developed to assist you in finding information very quickly before or during an emergency situation. Use it as a reminder about recommended actions and as a tool during drills and exercises.

The Quick Reference Guide is a supplement to the Safe Schools Preparedness and Response (SSP&R) Plan that contains much more detailed information as well as a series of scenarios and checklists to assist you in performing your emergency role for the school during a crisis or emergency.

For additional information or explanation of duties under this guide or the SSP&R plan contact the Orchard MS principal or assistant principal at (509) 662-7745.

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# Emergency Response Procedures

## Lockdown – Run Hide Fight

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- WSD PRIMARY action for an active threat will continue to be LOCKDOWN.
- Adding Proactive Option-Based Guidance: Run, Hide, Fight.
- Teachers/Staff are given the authority to act according to their immediate situation depending on proximity of threat.

### – RUN

- You Must Keep ‘In Loco Parentis’ in mind
- If you are in the open or you feel your location is unsafe
- When in direct sight/contact with an active threat you should do everything possible to get your students and yourself out of harms way as quickly as possible.

### – HIDE

- Lockdown: If possible, close and lock the door(s) to the room.
- Find protection for yourself and your students
- If you can be seen without much effort, such as ducking under a table, you are not hiding.

### – FIGHT

- As a last resort, do whatever is necessary to survive the situation
- When your life is in imminent danger



# Emergency Response Procedures Drills and Exercises

- Schools train on district standard emergency response procedures.
- Schools practice one drill a month at a minimum.
- **Recently initiated tabletop exercises and video scenarios** to assist administrators and office staff on reacting to a variety of emergency situations. “First 30 Seconds” videos.
- **Schools participate annually in no less than:**
  - Three (3) drills for fire evacuation.
  - Three (3) drills for lockdowns (at least one full lockdown and one lockout).
  - One (1) drill for shelter-in- place.
  - One (1) earthquake drill.
  - One (1) drill using the school mapping information system Rapid Responder.
- **Schools report completion of each drill to safety and security office.**
- **Drills are randomly assessed by district safety and security.**



# Emergency Response Procedures

## Safety Procedures


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- **Building Safety Inspections.**
- **Building Safety Committee Meetings.**
- **Activity Assessment and Control Measures Development**
- **Employee Screening/Background Check.**
- **Volunteer Background Check - Wenatchee Learns.**
- **Contractor (worker) Background Checks.**
- **Route Assessment – intersections.**





# Security Systems / Resources



# Security Systems / Resources

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- **EMERGENCY NOTIFICATION SYSTEM:**

- District buildings are equipped with mass notification systems that are used to initiate either live voice or recorded emergency notifications broadcasting through building/campus.
- As systems are upgraded this includes:
  - A capability of prerecorded standard emergency messages. Lockdown, Evacuation, Shelter-in-place.
  - One push panic buttons. Push of a button initiates announcement, locks access control doors (if installed) and notifies monitoring station.

- **HAND HELD RADIO SYSTEM:**

- District-wide system.
- Building specific digital radio channels.
- Transportation, Security and Tactical digital radio channels.
- M&O Channel.

- **ALARMS AND ALARM MONITORING:**

- Buildings have intrusion detection alarms installed throughout all schools/buildings.
- Alarms are monitored 24/7 by LocalTel / Guardian.
- Pacific Security responds to Burglar Alarms dispatched through monitoring station.



# Security Systems / Resources

*(Continued)*

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- **ELECTRONIC ACCESS CONTROL SYSTEM:**
    - Proximity Card entry on external doors
    - Single point school access for visitors and non-staff members during the school day.
    - Staff members are issued proximity cards, instead of keys, that operate the doors.
    - Current practice in all buildings is to minimize school entry points during school hours limiting entry to schools with a single point of entry at the office during school hours.
  - **SECURITY CAMERAS:**
    - The district currently has over 380 security cameras installed in schools and district buildings.
    - The cameras are monitored by Security Officers for nefarious or illegal activities.
    - Videos from all cameras are recorded and reviewable for investigations and follow-up.
  - **THE FIRST 30 SECONDS VIDEO SCENARIO TRAINING:**
    - The First 30 Seconds is a series of realistic, school-specific crisis scenarios, companion facilitator videos, staff training videos and assessment tools that utilize the powerful evidence-based concept of Mental Simulation, the practice of mentally working through crisis situations using visualization.
    - Help staff develop and draw from their base of knowledge to quickly respond when an actual emergency occurs.



# Security Systems / Resources

*(Continued)*

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- **SCHOOL MAPPING INFORMATION SYSTEM.**
    - District makes available emergency preparedness and response information to both first responders and through “Rapid Response.”
    - In the event of an emergency at a school, responders can access the information via the Internet, or they can save the information to a disk.
  - **SAFESCHOOLS ALERT**
    - Allows students, parents and community members to report tips on harassment, intimidation, bullying, Safety or any other general issues confidentially by email, phone, text or website.



# Security Systems / Resources

## Personnel

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- **DISTRICT SECURITY OFFICERS:**

- The district has two (2) security officers typically assigned to the high school.
- Security Officers:
  - Patrol the campus grounds and monitor security cameras to prevent, discover and deter illegal activity, enforce school rules and regulations.
  - Respond to calls for a variety of services including; basic assistance to students, faculty and staff, investigation of alarms, thefts, and other acts against persons or property.
  - Investigate, report, and record campus crimes, and prepare detailed incident reports. Our security officers are either retired law enforcement/military or have served in law enforcement in the past.

- **DISTRICT TRUANCY OFFICER: The district has one (1) truancy officer**

- **DISTRICT SCHOOL RESOURCE OFFICER (SRO):**

- The district partnered with the Wenatchee Police Department to “hire” a police officer as our school resource officer.
- The responsibilities of SROs are similar to regular police officers in that they have the ability to make arrests, respond to calls for service, and document incidents that occur within their jurisdiction.
- Beyond law enforcement, SROs also serve as educators, emergency managers, and informal counselors.

- **CONTRACTED - PACIFIC SECURITY:**

- Respond to intrusion detection alarms during non-school hours/days
- Patrol district buildings nightly, checking doors and property
- Used to augment for athletic events and heighten security



# Safety Forum Items

Bulletproof Rooms

Metal Detectors

Detection Dogs

Armed Security

Electronic Access Control

***COSTS ARE ROUGH ORDER OF MAGNITUDE ESTIMATES FOR INITIAL PLANNING ONLY***

# Safety Forum Items

## Bulletproof Storm Shelters (Oklahoma)

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- **PRICING DEPENDING ON THE SIZE OF THE UNIT:**
  - Shelter designs are 1 sq. foot per child (elementary) 1.5 sq. foot per child (middle school), 2 sq. feet per child (high school).
- **AVERAGES OUT TO BE ABOUT \$1,000 PER STUDENT**
- **ADDITIONAL CONSIDERATIONS:**
  - Price does not include installation.
  - Shelter components are shipped from Shelter-In-Place directly to the school. Local crews assemble the shelters in each room, bolting the shelters down 6” into the building foundation.
  - Footprint in existing classroom -
  - Power reconfiguration – outlets in room and for shelter



# Safety Forum Items

## Metal Detectors – Planning Cost

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- **ONE WALK-THROUGH METAL DETECTOR: \$75,000 INITIAL COST:**
  - \$5000 each unit - not including maintenance and sustainment
  - 2.5 FTE Security Officers at each detector
    - \$28,000 1 FTE: Total for 2.5 FTE \$70,000
    - Two Security Officers Operating/Searching – One Overwatch (Armed)
    - Used by 100% of everyone entering the building anytime.
- **ADDITIONAL CONSIDERATIONS:**
  - Metal detector would need to be manned anytime school is in session for the entire school day, Athletics (practices and games), Theater, Concerts, Conferences, etc.
  - Anyone setting off the detector would need to be searched
  - All ground-floor windows would need to remain permanently shut so no one can pass anything into the building.
  - Doors could not be propped open, even temporarily, and every entrance and exit would need to be manned to prevent entrance or from the door being propped open.
  - Everyone, young and old, student and staff, parent and visitor, would need to be screened every time they enter, no matter the purpose. This includes Custodians, Food Service at whatever time they come to work



# Safety Forum Items

## Detection Dogs– Planning Cost

- **DETECTION DOG STARTUP COST:** About \$35,000, with the dog costing between \$10,000 to \$15,000. Much of the expense is for training and certifications.
- **OTHER EXPENSES:** Include kennel costs, outfitting the deputy's police cruiser to accommodate the dog, veterinary care, food, and other supplies.
- **A Special Purpose Dog Team is a working dog and handler that have been trained to detect specific items beyond explosives or narcotics. Other categories commonly trained for are:**
  - Cell Phones
  - Currency
  - Weapons
  - Illicit Contraband
- **LIMITED NUMBER OF DOGS AVAILABLE**
- **WORKING TIME FOR DOG IS LIMITED**



# Safety Forum Items

## Armed Security

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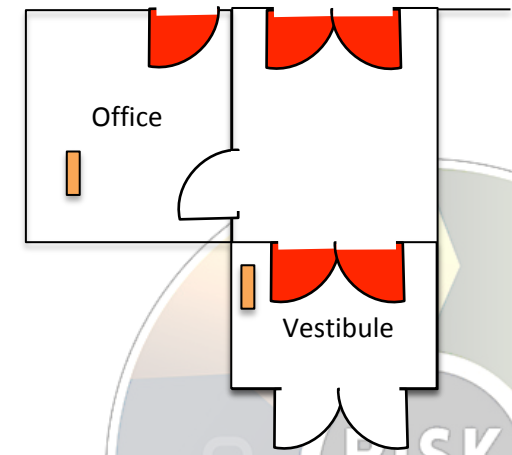
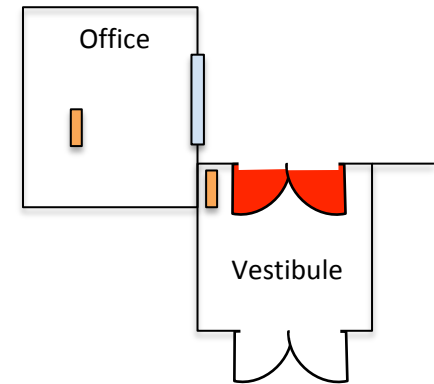
- **CONTRACTED ARMED SECURITY \$32.50/HOUR AND UP**
- **ADDITIONAL CONSIDERATIONS:**
  - Interaction with students and staff.
  - Decision making process – act appropriately under stressful situations.
  - Rules of Engagement – When they are authorized to use weapon
  - Weapons qualification and training – i.e., target discrimination.



# Safety Forum Items

## Electronic Access Control – Planning Cost

- **Main Vestibule – Buzz In**
  - Main Front Doors with Video Phone: \$16,600
  - Main Front Inner doors: \$13,400
- **Access Control - Single Door: \$4,300**
- **Access Control - Wing Single Door: \$6,600**
- **Access Control - Kitchen Door: \$3,800**



# Safety Forum Items

## Electronic Access Control – Planning Cost (continued)

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- **Storefront Vestibule Doors** (*Where needed*)
  - \$7962 - \$23,716
- **Office Rolling Grill/Window(s)** (*Where needed*)
  - \$7300
- **Window Applied Security Film**
  - \$1600 - \$9500
- **Portable Buildings – Fencing**
  - \$6000 - \$22,250
- **Permit and Design**
  - \$4700



# School Resource Officer

WPD Chief Steve Crown  
Officer Jared Reinfeld (SRO)