

## Severe Weather Table Top Exercise (TTX) 12 February 16

Location: McMillan Theater, Wofford College

Participants: Emergency Preparedness Committee:

Randy Hall, Roberta Bigger, Linda Powers, Amy Lancaster, Brian Rawlinson, Bill Littlefield, Dan Deeter, Lisa Lefebvre, Mark Line, Annie Mitchell, Laura Corbin, Tom Rocks, Al Yonkovitz, Carol Lister, Beth Wallace, Tammy Cooper, and John Blair

The exercise began with an introduction to table top exercise concepts and procedures. The attached PowerPoint was initiated with Randy Hall facilitating. The group was not broken down into sets or tables as the theater did not lend itself to the arrangement. Also, this was a very slow crawl phase activity designed to orient the group (that had never been together in such an exercise) to the exercise concept. The scenario was reviewed and questions from the presentation were answered with no real surprises.

Key notes and takeaways:

ICS organization and structure: Even though the EOP has been developed with the ICS structure (modified based on Wofford-specific organizational structure) the actual make-up of the Emergency Response Team needed to be reviewed and expounded upon. Emergency Management Policy Group make-up as opposed to Emergency Management Operations Group structure was foreign to how the group normally works. Make-up of the groups was explained. The Emergency Operation Center v Incident Command Post was likewise reviewed.

The absence of anyone other than standing member Linda Powers from Academics or the Provost office was immediately noticed and guidance and input re academic operations after the damage to academic structures would have been a great help as well as a great exercise for members of that staff.

The group focused on crisis communication as well. All systems were reviewed to include our ability to send out warnings. A point that was very good was the lack of ability for dispatchers to send an initial warning hampers our ability to notify the campus quickly. That will be addressed. Glendale also has no direct method (other than RAVE) of receiving any warning. Lora Corbin will issue alerts during business hours. Some technology exists that will more accurately pinpoint severe weather for our location (and Glendale). Brian Rawlinson will check on cost of that. As it is now, we rely on county reporting.

Dining Services should always be involved with these exercises as any problem with their ability to serve food will severely impact the College's ability to conduct business.

The lack of memoranda of agreement with churches and schools for shelters was pointed out. Randy Hall and Brian Lemere will get these done and out immediately. The College had in the past such agreements with bus companies that signified that the companies would pick up students if the companies had vehicles and drivers available at the time of the incident. Also implied in the evacuation piece is the need for the committee to schedule and conduct evacuation exercises.

Products coming out of this exercise include revised annexes and main body information of the EOP and revision of invitee list for exercises and for the make-up of the Emergency Preparedness Committee. The committee will also ensure that tasks such as MOA/U with churches with gyms and other colleges are prepared and signed to ensure that emergency shelter is available. The committee will review the same for local transportation companies. The committee should schedule evacuation drills which would replicate the movement of students off of campus in such an event.