

Dakota College at Bottineau  
Emergency Management Team  
Minutes – November 13, 2019 at 3:00 pm  
McMaster Conference Room



PRESENT: Darrell Waters, Larry Brooks, Janet Lund, Susan Indvik, Dr. Migler and Sandy Hageness  
NOT PRESENT: Michelle Davis, Lisa Mock, Brad Gangl and Lisa Mock

Topic	Discussion/Outcome
1. Minutes from previous meeting	Susan moved, Janet seconded to approve the minutes from the October 9, 2019 meeting. Motion carried.
2. Review drills conducted since last meeting	No scheduled drills were run since the last meeting. There were two alarms in Gross Hall on October 11. Two of which were during the night. There was a manual evacuation completed. There was one on October 31 and November 9 <sup>th</sup> at the Student Center kitchen. Protocol was followed and staff are now getting calls from Simplex. A meeting with Michelle, Darrell, Janet and Dr. Migler will be set up to identify the appropriate process during a drill. This will include a review of the calling tree. Janet has record of all buildings having drills this semester, fall 2019.
3. Develop Courses of Action for each objective	<p><a href="https://rems.ed.gov/docs/REMS_IHE_Guide_508.pdf">https://rems.ed.gov/docs/REMS_IHE_Guide_508.pdf</a></p> <p>The following courses of action were reviewed per objective:</p> <p>Dr. Migler &amp; Darrell: Heating System Failure            Dr. Migler &amp; Janet: Armed Intruder / Lockdown            Larry &amp; Susan: Medical Emergency            Larry &amp; Susan: Pandemic Goals &amp; Objectives</p> <p>The following courses of action will be reviewed at the December meeting:</p> <p>Brad: Cyber Attack            Michelle: Anhydrous/Dangerous Chemical Leak – Hazardous Materials Spill on Campus            Lisa: Fire            Lisa: Winter Storm            Brad: Telecommunications Failure            Sandy: Social Media Threats            Dr. Migler &amp; Janet: Student Threats</p>

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4. Next meeting	December 11, 2019
6. Other	n/r