

**Alpena Community College**  
**Emergency Management Tabletop Exercise and Discussion**  
**September 16, 2021, 1:00pm, Vane Lare Hall 105**

**Attended:** Nick Brege, Don MacMaster, Dick Sutherland, Jay Walterreit, Nancy Seguin, Steve Fosgard, Marv Pichla, Cindy DeRocher, Jeff Blumenthal, Jason Collegnon, Carolyn Daoust and Jaimie LaBrecque

**Absent:** Mark Grunder and Melissa Fournier-Thomas

1. Call meeting to order
  - Looking at our goals as to what we need to do in appropriate order.
  - What could we do differently when handling situations at the College Park Apartments (CPA) in the future?
2. Cindy DeRocher gave an overview of the College Park Apartments incident in May 2021.
  - There was a CPA student who was under the influence of drugs and was not responding when roommate and resident assistant tried waking the student up several times. After the third time, he responded in a slow, low voice. Due to the student being incoherent, the resident assistant called the Director of Housing to let her know what was going on and they were concerned for the students' safety and others at the CPA. The RA called 9-1-1 and the Director came to campus; along with Officers and an Ambulance. The student was transported to the hospital and not arrested; due to self-admitting. The student left the hospital immediately against medical advice and returned to the CPA. When the student returned, he became angry and violent towards the Director of Housing and the police were called to the scene for a second time. This time the student was not stopping and was taken into custody for resisting arrest. The student was taken to jail and did not return that night.
3. The Alpena City Police Department will be there to assist and/or be on standby as best as they can during emergency situations at Alpena Community College.
4. Work on putting together lockdown procedures when an incident happens.
  - Send out a SchoolMessenger to the College Park Apartment students
  - Each Resident Assistant (R.A.) have a snapchat group with the students they are in charge of and will notify their student through their group chat.
  - Make the lockdown to be until further notice so we make sure every student is safe until the situation is fully handled.
  - When the CPA has a fire drill, they will be doing a lockdown discussion and/or drill.
  - The ACC Liaison Officer, Jason, has volunteered to be contacted during a situation or altercation and will come to campus to assist.
5. The OIT Department is working on getting the new phone system up and running; which will have the PA system attached with it to send out emergency alerts to the whole campus.
6. The EMT meetings will stay virtual but work on doing more different tabletop exercise trainings.
7. Jay Walterreit will make sure all EMT documents are uploaded to the OneDrive for each committee member to access as anytime.

8. The committee decided to start meeting quarterly.

**Next Meeting will be on Thursday, December 16<sup>th</sup> at 1:00pm**