

May 15, 2008

08-092

ADOPT BOARD POLICY REGARDING EMERGENCY  
PLANNING AND PREPAREDNESS (FIRST READING)

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REPORT: Colleges and universities have been devastated by many different types of major emergencies in the recent past. Those include the shootings at Virginia Tech. and Northern Illinois universities, the devastation of dozens of colleges from Hurricanes Katrina and Rita, and fires at Seton Hall and the University of Washington.

These events and others have increased the appreciation of the need for policy-level expressions of the value and expectations of governing boards for emergency planning and preparedness. These policy statements are being looked at by police and fire agencies, by grant funders, and by national emergency agencies as signals of organizational support for increased levels of, and investments in, emergency planning and preparedness. Particularly critical in these discussions has been support for the National Incident Management Systems (NIMS) and Incident Command System (ICS) protocols for managing emergencies. These are uniform national standards on which Portland Community College has based its emergency planning and preparedness activities to date, and will continue to do so.

RECOMMENDATION: That the Board adopt the following Portland Community College Policy on Emergency Planning and Preparedness (first reading).

## Emergency Planning and Preparedness – B 708

It is the policy of Portland Community College to protect our students, staff, visitors and facilities in the event a natural disaster or other emergency threatens the achievement of the College's educational mission. The College will implement reasonable measures to prepare for such events, and will integrate the College's planning and emergency management activities with other appropriate agencies. The College will strike a "logical balance" that ensures that open access to education is maintained simultaneous with reasonable assurance of the safety and well-being of the communities we serve.

The policy of the Board of Directors is that:

- PCC will develop and maintain a comprehensive Emergency Preparedness and Business Continuity Program whose elements and scope will include preparation for those hazards most likely to affect the college community. The elements of this program will address the phases of prevention-mitigation, preparedness, response and recovery;
- PCC will develop and regularly test emergency communication and warning protocols, systems and procedures to support the program and to advise those people potentially impacted by an actual or impending emergency or other potential threats;
- PCC will designate a Program Coordinator to administer and keep the program current to comply with applicable regulations and standard practices, develop and manage the program budget, and ensure appropriate College personnel are trained;
- PCC will develop agreements where practicable with other agencies that allow PCC facilities to serve the public interest in the event of an emergency;
- The Incident Command System (ICS) will be used as the incident management system for managing emergencies and other critical incidents at PCC so that PCC's efforts will effectively integrate with the incident management efforts of other agencies in the PCC District.

(June 2008)