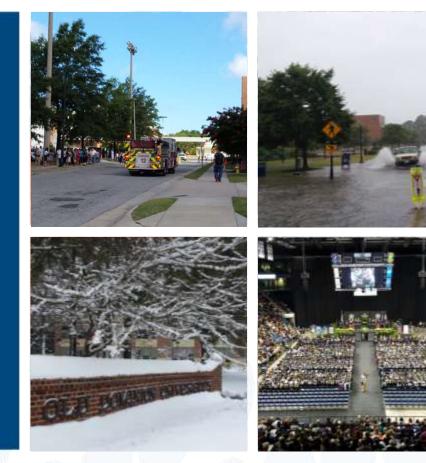
OLD DOMINION UNIVERSITY

I D E A FUSION



Special Event Incident Action Planning

Jared Hoernig, MEP, Associate Director Wednesday, 30 March 2016 Virginia Emergency Management Symposium





- What kind of special events take place in your jurisdiction?
- For these events, how many of you create formal incident/event action plans?

ODU Special Events

- Football
- Basketball
- Homecoming
- Commencement
- Move-In
- Admitted Students' Day
- Concerts
- VIP Visits

Campus Profile



- 208 acre urban campus
- 24,672 students (UG/G, Fall 2015)
- 4,732 live on campus
- 4,693 full- and part-time faculty/staff

Primary Campus Event Locations

Ted Constant Convocation Center

- Contractor-managed venue (Spectra)
- Capacity 9,100
- Opened in 2002
- 135 events annually, with approx. 400K-450K total attendance



Primary Campus Event Locations S.B. Ballard Stadium

- Capacity 20,118
- Opened in 1936
- 6-7 games annually, sold out since program restarted in 2009
- At least \$500K revenue generated for University per game



Stakeholders

"It Depends"

- Athletics
- Event Management
- Contractors
- Public Safety
- Strategic Communication and Marketing
- External Partners



Football

One of campus' largest events

- Weekly planning meetings during football season
- Recognized need for consolidated plan

Opportunities

- Practice blue sky event management using ICS
- Demonstrate value of new EM program
- IAPs take a page from other athletic conferences



IAP Composition

- Cover Page
- 201 Briefing
- 202 Objectives
- Multiple 204s
- 205 Radio Comms
- 205A Cell Phone Comms
- 206 Medical Plan
- 207 Org Chart
- 213 Timeline

- Maps (parking, stadium, campus, Webb Center)
- Webb Center Stadium Evacuation Procedures
- NCAA Lightning Guidelines
- Stadium Emergency Procedures
- Emergency PA Announcements
- Event Daily Integrated Timeline (EDIT)



IAP Cover Page

Football Incident Action Plan (IAP)





VS



Old Dominion Monarchs

Norfolk State Spartans

Date: Saturday, 12 September 2015 Kickoff Time: 1906hrs

Location: S.B. Ballard Stadium/Foreman Field Operational Period: 1200hrs—0000hrs

Incident Briefing



INCIDENT BRIEFING (ICS 201)

2. Insident Number:	3. Date/Time initiated:
14/4	85/12/1015 1200 Rourd - 15/12/1015 8000 Pours
	2. Incident Number: N/A

Correct and Planned Objectives:

- Provide for the safety and security of all event participants at all event locations sistadium, parting loss/garages, and saighting annumb.
- Provide proactive and responsive sustomer service support to facilitate a memorable guest experience.
- Adhere to the established schedule set forth in the Event Dark Integrated Teveline (EDIT)
- Provide everypricy medical services support to all event participants at the stadium.
- Ensure safe and prompt econts are provided to the home been, waiting team, and officials
- Ensure safe pedestroom and webicular relowers ent at all particing lots and key intersections.
- Intercity and records radio frequency conflicts with respect to souches, off only, soliding personnel, and all other event dtaff.
 Conduct a post-event "hot weah" to analyze and evaluate operational performance in accordance with event depertures.

5. Current and Planaed Actians, Heategies, and Fastics:

line Event Daly Integrated Toronive (ED/T)

6. National Weather Service Farecast/Hourly Weather Graph:

Setanday, 32 Septembers: Administration of show and, with thrusher torms also possible after spin. Models could, with a high main 55: South wind Sto 13 mph. Charace at presentations: 50%. New named a non-units between a territh and quarter of an inch, weight regime a model's possible in thrusher between a set.

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7. Propage 6 by: Table to the local to th



Incident Objectives

ODU vs. NSU Football Game	2. Operational Period:	Date 09/12/2015 Time 1200 hours-0000 hours
areas). Provide proactive and responsive Adhere to the established schedi Provide emergency medical serv Ensure safe and prompt escorts i Ensure safe pedestrian and vehic Identify and reconcile radio frequ	customer service support to facilita ule set forth in the Event Daily Integr ces support to all event participants are provided to the home team, visit ular movement at all parking lots an usency conflicts with respect to coach	ated Timeline (EDIT), at the stadium. ing team, and officials.
 Unified Command Post located a Spectra (Mike Fryling), ODU Polk 	ppropriate reporting and communica t Ainslie Building South Tunnel. Unifi re (Capt. Garrett Shelton), and ODU I	ed Command consists of Athletics (Bruce Stewart), Emergency Management (Jared Hoernig),
For weather-related emergencies mateorologist at Thor-Guard, ou S. Site Safety Plan Required? Yes	r third-party weather contractor.	ect support to Unified Command through a
meteorologist at Thor-Guard, ou 5. Site Safety Plan Required? Yes Approved Site Safety Plan(s) Loca	r third-party weather contractor. No 1 ted at: N/A	
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Radio Comms Plan



1. Incident N ODU vs. NSU	ame: Football Game		2. Date/Time Prepared: Date: 09/12/2015 Time: 1200 hours					rational Period:	Date 09/12/2015 Time 1200 hours-0000 hours	
4. Basic Radi	o Channel Use:	1				540				
Zone Group Channel Name/Trunked Radio System Talk group		Assignment		Function	TX/RX Freq.	Stadium O Campus-V			Remarks.	
Police	800 Mhz	Operations/Dispat	ch	Command	ODU TAC2	Campi	25	M	Unified Command to Monitor	
Game	400 Mhz	Ref Mic Primary		Support	479.425	Stadlu	m.	D	N/A	
Game	500 Mhz	Ref Mic Backup		Support	503.900	Stadiu	m	D	N/A	
Game	500 Mhz	Wireless Mic 1		Support	500.125	Stadiu	m	D	N/A	
Game	500 Mhz	Wireless Mic 2		Support	512.125	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	n	Support	668.200	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	n	Support	668.700	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	n .	Support	670.500	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercom	۹.	Support	673.000	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercom	9).	Support	676.000	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	n	Support	679.500	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	n	Support	680.700	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	0	Support	680.700	Stadiu	m	D	N/A	
Game	600 Mhz	Wireless Intercon	n	Support	684.400	Campi	15	D	N/A	
Operations	400 Mhz	Parking Services		Support	465.550	Campu	/S	A	N/A	
Operations	400 Mhz	Parking Services		Support	460.550	Campi	/S	A	N/A	
Operations	400 Mhz	Parking Services		Support	465.100	Campu	is.	A	N/A	
Game	900 Mhz	ODU Coach Comm	15	Support	902.000 to 928.000	Stadiu	m	D	N/A	
Game	2.4 Ghz	ODU Coach Comm	IS	Support	2400.000 to 2480.000	Stadiu	m	D	N/A	
5. Special Ins	tructions:									

ICS Form 205A

Cell Phone Comms Plan

		COMMUNICATIONS LIST (ICS 205A)						
	1	I. Incident Name: ODU vs. NSU Football Game		2. Operational Period: Date 09/12 Time 1200	/2015 hours-0000 hours			
	[]	I. Basic Local Communications	Information					
	1	Incident Assigned Positi	on	Name	Method of	Contact		
		mergency Management	-	lared Hoernig	757-633-9937	Cell		
	COMMUNICATIONS LIST (ICS 20	154)		handler	336-380-1611	Cell		
1. Incident Name:				Avant	757 323-9385	Cell		
1. Incident Name: ODU vs. NSU Football Game		1/12/2015 00 hours-0000 hours		ปป้า	419-307-5056	Cell		
		sources and the second		onemaker	757-448-7679	Cell		
3. Basic Local Communications Informa	terrap to the second		25.15	Hughes	252-435-4102	Cell		
Incident Assigned Position	Name	Method of Con		awts.	731-217-5102	Cell		
Athletics Monarch Marching Bands	Alex Trevino	757-639-6970	Cell	ogge	757-469-5694	Cell		
Facilities/Housekeeping	Anthony Tyler	757-408-7502	Cell	Shurtz	757-870-2609	Cell		
Athletics Football	Bruce Stewart	757-390-6293	Cell	ibb	757-553-7582	Cell		
Athletics Spirit Squad	Carmen Harris	757-679-3315	Cell	astle	757-323-9389	Cell		
Athletics	Chris Schaefer	518-669-8978	Cell	viing	757-323-9383	Cell		
Norfolk Sheriff's Office	Chris Walz	757-478-1691	Cell	Dispatch	757-683-4000	Office		
ODUSP	Chuck Gray	757-647-2173	Cell	Harris	908-616-2472	Cell		
ODUSP	Colby Owen	757-510-8839	Cell	snch	270-996-8244	Cell		
Aramark	Connie Pate	757-289-5281	Cell	velace	757-286-0064	Cell		
ODUPD	Damaso Medel	757-893-6428	Cell	Moal	757-567-6505	Cell		
Athietics Equipment	Dan Cornier	757-218-0343	Cell	Harmon	757-710-5858	Cell		
Athletics External Relations	Debbie White	757-647-2073	Cell	macho	757-577-8852	Cell		
President's Office	Diana Hurst	804-218-1004	Cell	n Villanueva	703-501-0209	Cell		
ODAF	Drew Turner	757-724-7583	Cell	tchell	757-536-5981	Cell		
OCCS	Dwayne Smith	757-754-1660	Cell	ice	757-237-3500	Cell		
Athletics Media Relations	Eric Bohannon	757-375-0244	Cell		Signature: Jamed			
occs	Eric Edens	757-323-9379	Cell	Position/Title: Assoc, Dir., OEM	signature: <u>Aurolo</u>	HERMAN		
ODUPD	Garrett Shelton	757-235-5714	Cell	Date/Time: 09/12/2015				
Athletics Facilities	Greg Smith	757-642-7431	Cell					
Fire Safety	Greg Wooldridge	757-354-5998 Cell						
Aramark	Janet McLaughlin	757-243-4039	Cell					

COMMUNICATIONS LIST (ICS 205A)



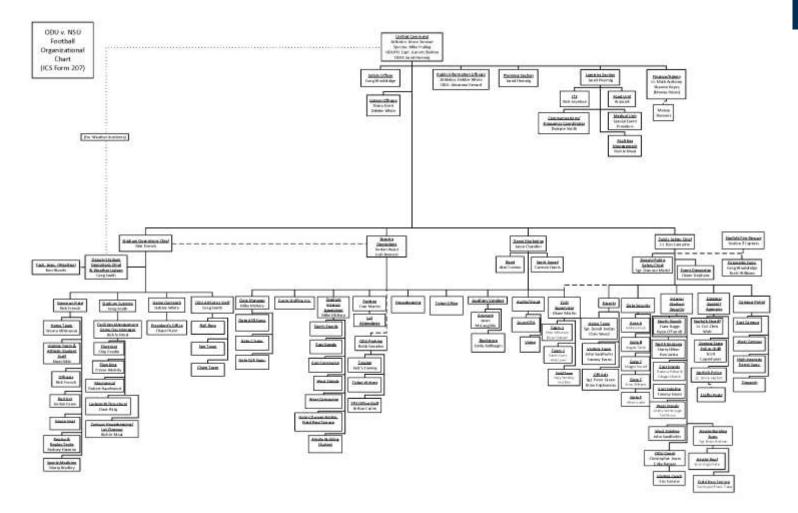
Medical Plan

tion:		62					
		Location				Paramedics on Site?	
Stadium First Ald Room Ainslie Building:				(757) 737-2	429	Yes No	
(indicate a	ir or ground):			0			
ervice		Location		0.0000000000000000000000000000000000000		Level	f Service
viders	Lot 6, South End			(757) 287-7	251	E ALS	BLS
æ	Fire Station 7 1211 W. 43 ^{-c} . St	, Norfolk, VA 23508		(757) 441-5	610	A	S 🗌 BLS
le (air)				(757) 388-3	000	ALS BLS	
	Address,	Contact	Tra	vel Time	Trauma	Butt	
Latitude & Longitude if Helipad		Number(s)/ Frequency	Air	Ground	Center	Center	Helipar
100000-0000		(757) 388-3000	2 min	8 min	Yes Level: 1	Yes No	Yes No
		(757) 889-5000	4 min	12 min	∏Yes Level <u>: 3</u>	Yes No	Yes No
		(757) 953-5008	6 min	15 min	∏Yes Lavai <u>; 2</u>	Yes No	Yes No
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		(757) 398-2200	8 min	18 min	Yes Level; 3	Yes	Yes
ng Almesses	or injuries will go t						
lation asse	ts are utilized for re	scue. If assets are u	ised, coord	dinate with Ai	r Operations.		
	Room (indicate a ervice riders a le (air) Latib. GOD Gree VA 2350 100 King VA 2350 100 King VA 2350 500 Johr Portsmo 3636 Hig VA 2370 Bortsmo 3636 Hig VA 2370	Room Ainslie Building: (indicate air or ground): envice iders Lot 6, South End a Fire Station 7 1211 W. 43 st . So le (air) Sentare Nocfolk 600 Greshem Dr Address, Latitude & Longitude if Helipad 600 Greshem Dr, Norfolk, VA 23505 100 Kingsley Ln, Norfolk, VA 23505 100 Kingsley Ln, Norfolk, VA 23507 620 John Paul Jones Cir, Portsmouth, VA 23708 3636 High St, Portsmouth, VA 23707 Emergency Procedures: g illnesses or injuries will go t taning illnesses or injuries (ot)	Location Room Ainslie Building: South Tunnel (indicate air or ground):	Location Room Ainslie Building: South Tunnel (indicate air or ground): envice Location riders Lot 6, South End	Location Content Room Ainslie Building: South Turnel (757) 737-2 Indicate air or ground): Envice Location Content envice Lot 6, South End (757) 287-7 Content Content iders Lot 6, South End (757) 287-7 Content (757) 287-7 a Fire Station 7 (757) 1211 W. 43°-5, St., Norfolk, VA 23508 (757) 441-5 le (air) Sentara Norfolk General Hospital (757) 388-3 Address, Contact Travel Time Latitude & Longitude Number(s)/ Air Ground Sentar Norfolk, (757) 388-3000 2 min 8 min 100 Kingsley Ln, Norfolk, (757) 953-5008 6 min 12 min 620 John Paul Jones Cir, Portsmouth, VA 23708 (757) 398-2200 8 min 15 min 3636 High St, Portsmouth, VA 23708 (757) 398-2200 8 min 18 min Staning Illnesses or injuries (other than the need for speciality care) can be taning Illnesses or injuries (other than the need for speciality care) can be	Location Contact Number[s]/Frequency Room Ainslie Building: South Turnel (757) 737-2429 (indicate air or ground): Endicate air or ground): Contact Number[s]/Frequency envice Location Number[s]/Frequency riders Lot 6, South End (757) 287-7251 a Fire Station 7 1211 W. 43*. St., Norfolk, VA 22508 (757) 441-5610 a Sentara Norfolk General Hospital 600 Gresham Dr, Norfolk, VA 22505 (757) 388-3000 Address, Latitude & Longitude Number[s]// Frequency Travel Time Trauma Center 600 Gresham Dr, Norfolk, VA 23505 (757) 388-3000 2 min 8 min Ves Level:1 100 Kingslav Lr, Norfolk, VA 23507 (757) 889-5000 4 min 12 min Ves Level:3 620 John Paul Jones Cir, Portsmouth, VA 23708 (757) 963-5008 6 min 15 min Ves Level:3 3636 High St, Portsmouth, VA 23707 (757) 398-2200 8 min 18 min Level:3 Emergency Procedures: g illnesses or injuries will go to the closest most eppropriste hospitals. Exemple – Trauma Trauma	Location Contact Number(s)/Frequency Para on Room Ainsile Building: South Tunnel (757) 737-2429 Yei (indicate air or ground): Contact Contact Veloc envice Location Contact Number(s)/Frequency Level of riders Lot 6, South End (757) 287-7251 Acts riders Lot 6, South End (757) 441-5610 Acts riders Sentara Norfolk, VA 23508 (757) 441-5610 Acts ie (air) Sentara Norfolk, General Hospital 600 Gresham Dr, Norfolk, VA 23505 (757) 388-3000 Acts Latitude & Longitude Number(s)/ Frequency Travel Time Trauma Center Burn Center 600 Gresham Dr, Norfolk, (757) 388-3000 2 min 8 min Yes Yes 100 Kingsley Ln, Norfolk, (757) 989-5000 4 min 12 min Yes Yes 620 John Paul Jones Cir, Portsmouth, VA 23708 (757) 953-5008 6 min 15 min Level;

MEDICAL PLAN (ICS 206)



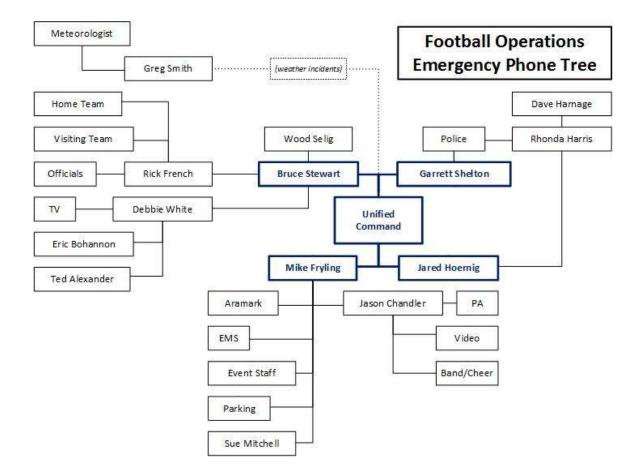
Incident Org Chart



<u>(</u>

ICS Form 207A

Football Emergency Phone Tree





General Message - Public Safety Timeline

GENERAL MESSAGE (ICS 213)

		SENERAL MESSAGE (ICS 213)		
	ODU vs. NSU Football Game	6		
2. To: All Public Sa				
3. From: Jared Ho	emig, Assoc. Director of EM			
4. Subject: Public	Safety Timeline		5. Date: 09/12/2015	6. Time 1200-0000
7. Message (Cont				
1300 hours - NS 1400 hours - Lo		8/42, Garage E, and Grass Lots report		
		/9/11/23/38/43/44/49/47/58. Gara	ner A/R/C/D Querflow	Grant Lotr report
		gating areas open to the public	ges Af bl G D, Overnow	Grass Lots report
	blic Safety pre-event brief			
		, and Deps. Wampler/Griffin report	under the north end zo	ne stands for
	ginning of money security			
1500 hours - VS	P Explosives K-9(s) sweep	the Ainslie building		
1500 hours - Of	OU Sgt. Jordan and Officer	Wood respond to Downtown Norfol	k Sheraton Hotel to esc	ort ODU to L.R.
Hil	I Sports Complex (1625 de	parture from Sheraton, 1640 arrival	at L.R. Hill)	
		ns respond to NSU Gills Gym escort	NSU to S.B. Ballard Stad	ium (1630
	parture from NSU, 1645 a			
		emann, and Dep. Willie respond to I		
		Stadium (1600 departure from Doub	bletree, 1615 arrival at (ODU)
	1 M - M - COUNTRY AND NO. 1 M - COUNTRY - COU	ned pre-game traffic posts	1.0.100.0	
	20 Officer Durall leads Mo llard Stadium	narch March football team escort fro	om L.R. Hill Sports Com	plex to 5.8.
		affic posts move to posts in S.B. Ball	and Chadleum	
	 Ballard Stadium gates or 		ard stadium	
		on assigned posts in and around S.B.	Ballard Stadium	
		mpton Blvd. traffic post coverage th		
	0-minute meeting in Offic		and a second second	
	OU takes the field, cannon,			
1906 hours - Kid	:k-off			
Halftime - ODU	Dets. Jones/Ranger escort	t ODU coach to locker room and bacl	k; ODU Officer Greene e	scorts NSU
coac	h to locker room and back	; Officer Barrineau assists visiting off	ficial from press box dow	wn stands, to
locke	er room, and back			
	uarter – Cannon fired as h			
		meeting in Ainslie South Tunnel	S. S. S. S. S.	12.0451357494
		posts until stadium is clear, field pro	otection provided to co-	aches/officials
	ame Ends – All parking lots rs (approx.) – Detail ends	sclose		
	Name: Jared Hoernig	Signature: Jared Hoernia	Position/Title: Asso	- DE OEM
e. Approved by: 1	Name: 20180 FIGHTIN	Signature. States ractions	Postability libe: Maab	ter territia Sel Errit
ICS 213	IAP Page 21	Date/Time: 09/12/2015		



Map 1 Tailgating Parking Lots





HAMPTON BLVD. Gate A 118 117 119 Gate B 120 116 121 115 114 122 0 Gate 113 -0 01 -0 4 ••• 20 -0 ONARCH 48th St. 112 NARGES 111 -10 -20 50 30 - 0 0 110 101 109 108 102 107 103 106 104 105 Gate E Gate D **BLUESTONE AVE.** Seating Key Season Tickets Premium Sideline Seating Students Family PlanTickets Visitors Loge Seating / Suites

Map 2

Stadium



Map 3 Campus

MAP: ODU NORFOLK CAMPUS





MAP: EVACUATION DESTINATIONS/SHELTERING INFORMATION

Map 4

General Evacuation Plan

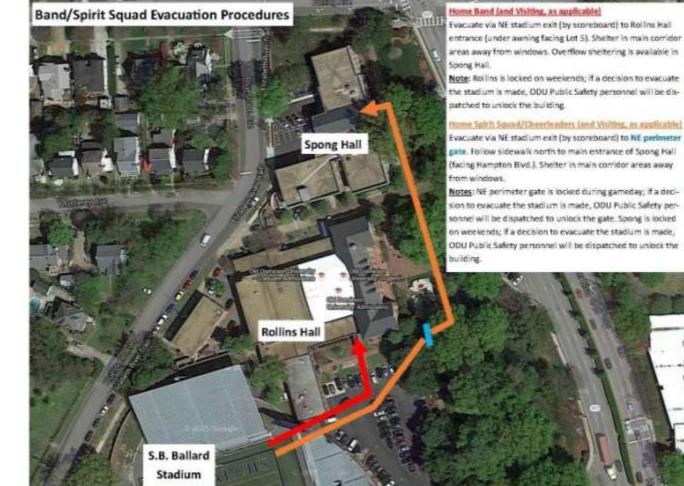




Map 5

Band/ Cheer Squad Evac Plan





Webb Center Procedures

WEBB CENTER'S ROLE DURING S.B. BALLARD STADIUM EVACUATION

During certain severe weather situations (e.g. lightning, tornado), S.B. Ballard Stadium may be evacuated for guest safety reasons. Guests will be instructed to **return to their vehicles** and monitor ESPN Radio 94.5/94.1 RM for updates. Should weather conditions deteriorate while guests are in transit to their vehicles, they may choose to seek shelter in the closest open building – which in many cases may be the Webb University Center. Webb will not be identified/publicized as a shelter to the general public; however, the building may be considered a refuge of last resort by operational staff for emergency planning/preparedness purposes.

The following areas within Webb that are designated safe to shelter during severe weather situations are (indicated by orange shading in map below):

- River Conference Rooms (James, Lynnhaven, York, Potomac) Occupancy: approx. 80 combined, approx. 20 partitioned
- Hampton/Newport News Conference Rooms Occupancy: approx. 200
- Center Cafeteria (with partition closed) Occupancy: approx. 200
- Café 1201 Seating Area Occupancy: approx. 275
- Study Lounge Occupancy: approx. 20
- U-Center Occupancy: approx. 70

Availability of these designated safe rooms will depend on events already scheduled within Webb. Webb Administrative/ Operations staff and Emergency Management will monitor room availability (and the weather forecast) on a weekly basis and will provide guidance to operational front line staff should the need to potentially execute these guidelines arise.

What to Do

- · Remain calm, friendly, and professional
- Stand by at main entrances adjacent to 49th Street.
- Direct guests to closest available rooms designated safe for sheltering until full, continuing to next available designated safe rooms as needed
- · Communicate room occupancy and any questions/concerns to Webb Administrative/Operations staff
- Provide information and assistance to guests, as needed

Webb University Center - First Floor





NCAA Lightning Guidelines



18.117

NCAA LIGHTNING GUIDELINES

Appendix G

Guidelines for Game Officials and Game Management To Use Regarding Lightning

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- Monitor local weather reports each day before any pactice of events, budiagonity sease of prinning Hambersteiners but nay fram during selected termeniligation addition researce on practices. Worther information and to found fitting the each of the each weather programming, or its Makingh Weather Bernera, (IWH) Web one or wave-searcher gas.
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- 8. Lighting assessment whends its institutes of a burdle of lighting, only of thursday, matter other orients ruch as increasing when or interacting thins, to easier low the ones. These types of activities alread to interact as a wantag or "wait-orge call" to interactinguize attained systems of a definition magnet that if you have thanks, bugin represents for economics, if you need lighting, someticer respecting articulate and bushing for your driving and affect anima.

The following specific lightning solicy guidelines have been developed with the neuroscies of lightning and/sy superis. Design your lightning addres plan to consider local and/sy sume, working patterns and Patchinestern Loss.

- a. As a minimum, Tightsing subty experts decouply recommend that he the time the manifer elements 10 mesods between soring the lighting their and bearing to assessment therein, all individuals absolid lates had the stillation site and reached a suffer structure or bostion.
- Penase oute that itseniler may be hard to later if there is us ablation event going on, particularly in shallness with large coverls. Texplement your lightning softwy plan accordingly.
- The existence of blue sky and the absence of rais are not guarantees that lightning will not strike. At least 10 percent of lightning recore when

APPENDIX 8/ OLIVELINES REGARDING LIGHTNING

- there is no relefall and when blue sity is often visible somewhere in the sky, expectally with ecourse thussienteens. Lightning even, and does, strike as for as 10 (or more) other away from the rate sheft.
- 6. Avoid using hadflass biophones, essays is assequency situations. People here been killed while using a hadflass biophone during a thandorstorm. Cellulat or verifices phones are sub-situations in a hadflass phone, pathodarly if its person and the astessa are located within a safter impairwe or location, will fill of other proceedings are fullyeased.
- c. To meane athenias anti-trius, lightning addry magnetic encoursement weiging 30 econome after both the last scenario of franchise and last Road of Highisting. If highistory is some without beauting thracket, lightning more be end of magne and thereafters has likely to be a lightficant threet. At sight, he aware that lightning one be vieble as a significant threet. At sight, he aware that lightning one be vieble as a nuclei praster discuss than during the days so choose are being 10 from the nuclei by lightning. This present discuss may mass that the lightning is no largest a significant threat. At sight, use both the recent of timeties and using the lightning themas listed to device an essetting the 30 mixture "retern-to-play" chock before researching readows a Mixture at view.
- E. Progiti with here heres strack by lightning do not early an electrical change. Therefore, configurationness removations (CFR) is and for the responder. If possible, an injuried person should be merced to a safer basedue horizon aloritig CFR. Lightning arbits visition who draw again of auditation rengistratory armst and prompt sumgrees pile). If you are in a 911 summarity, call for help. Prompt, aggreenve CFR has been highly effective for the survival of visitions of Eglening artifican.

Automatic external doffbellinters (AIDs) have because a common, suft and effective means of preving prevents in antilase acress. Thatond access to early deliberilation should be part of your strengeners plan. However, CPB should zover be delayed while searching for an AID.

Hote: Headler watchers, real dime weather fermuter and communital weatherwarning division are all works that can be used to all in distribution-making regarding regarding of play, anarmation and remain to play.

Dangeroux Locations

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APPENDIX 8.1 (ULC) UND RECARDING UCHTNING

References

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- 10. The Worker Charact on satellite or sable, and on the laternet at www. weeken.com.

Event Emergency Procedures

Confine the leak/spill if possible. Probibit smoking and open flames.

Notify ODUPD, Unified Command, and/or the MOD immediately. Seek medical assistance if needed.

of Utilities/Power Outage (Code Block)

Remain calm and in position, as many outages are brief in nature.

· Remain calm. Alert and evacuate guests and/or staff from the immediate area.

- If the surfage is extended, assist guests and/or staff to evacuate to the nearest accessible exit. Use flashlights if needed and available.
- Notify ODUPD, Unified Command, and/or the MCD immediately.

fical Emergencies (Tooly Fellow)

- Remain calm. Notify on-site Emergency Medical Services (EMS) staff immediately. If no on-site personnel exist, call 911.
- Contain the scene to facilitate responder access.

Hazandous Materials Emergencies/Gas Leaks (Code Grined

- Do not move the injured person(s) unless there is imminent danger. Keep the person(s) calm, still, and warm.
- Do not provide medical treatment unless you are trained to do so.
- Notify COUPD, Unified Command, and/or the MCO immediately.

tre Thunderstorms/Lightning/Tornadoes

- Remain calm and follow announced evacuation procedures. Do not use elevators.
- Shelter-in-place in a safe location (this may be a nearby building, an interior room away from windows, or a hard-topvehicle). Croach near the floor under heavy, well-supported objects and cover your head. Watch for flying detrils.
- If outside and unable to locate safe shelter, lie flat is a ditch or depression and over your head.

sicious Package

- If you see something, say something. Remain calm. From a safe location, notify ODUPD, Unified Command, and/or the MOD immediately. Do not use radius. Provide a detailed description of the package (including where placed, kind of container, markings, sounds, and any other available description).
- Move guests and/or staff away from the package and restrict access to the area.
- Do not move, open, cover, insulate, or closely investigate the package.

picious Person

- If you see a person acting in an odd or unusual manner that is uncharacteristic of the general event emvironment, notify ODUPO, Unified Command, and/or the MOD immediately. Provide a detailed description of the person (age, race, diothing, height, weight, arc, has/eye color, weapons (if any, direction of travel, and any other available description).
- Do not physically confront the person or restrict their ability to exit.
- Move guests and/or staff away from the area, if possible.

S.B. BALLARD STADIUM/FOREMAN FIELD EMERGENCY PROCEDURES

Command and Control

 Unified Command, event coordination staff, and on-site medical staff meet at the south tunnel by the First Aid room. Alternate location is northeast Officials Locker Room.

Active Threat/Criminal Activity (Code Brown)

- · Bemain calm and use common semie/good judgment.
- · Notify ODUPD, Unified Command, and/or the Manager on Duty (MOD) immediately.
- Do not engage the threat or put yourself in harm's way.
- Put something between yourself and the threat if possible.
- Secure in-place if possible (place a locked door between yourself and the threat and keep still and quiet).

Bomb Threat (Code Blow)

- · Remain calm, professional, and treat the threat seriously.
- Use a Bomb Threat Decklist to document the call and what you hear. Capture as many details as possible by asking the caller the lated questions. Keep the caller on the phone for as long as possible, and do not hang up.
- Have another staff member notify OOUPD, Unified Command, and/or the MOD immediately.
- Avoid surgicious packages. Do not use radios.

Evacuation

- Remain calm and do not rish or penic.
- Listen for evacuation instructions from the stadium public address system, if provided. If not provided, evacuate away from the denger/incident area and shelten in-place in a safe location. (this may be a nearby building, an interior mom away from windows, or a vehicle, depending on the hatard). For non-hazardous evacuations, assemble is Lot 8 near the Alumni Building.
- · Assist garets and/or staff to quickly but calledy move to the nearest accessible exit.
- Umit elevator usage to persons with disabilities if possible. If a fire or utility outage has occurred, do not use elevators.
- For persons with disabilities, always ASK how you can help before giving assistance. Attempt rescues only if there is:
- imminent danger and the person cannot wait for emergency responders.
- <u>Visual disabilities</u> offer verbal instructions, describe the evacuation route, and offer your arm as a guide.
- Hearing disabilities: gain person's attention by waving arms, then use gestures or hand signs to convey instructions.
- <u>Mobility impairments</u>: evacuate to Areas of Rescue Assistance, if available. If physically able and if imminent danger exists, use a two-handed or seated carry to move the person.

Extreme Heat

- · Dress for the weather and drink plenty of fluids.
- Minimize excessive activity and take plenty of breaks.
- Watch guests and staff for signs of heat stress (essensive sweating, headache, confusion, slurred speech, chills). Seek
 medical assistance if these signs are observed.

Esplosion (Code White)

- Remain calm and move away from the scene. Restrict access to the incident area if possible.
- · Observe surroundings and watch for falling debris. Listen for gas leaks. Report injuries to medical staff
- Notify ODUPD, Unified Command, and/or the MOD immediately.
- Do not use elevators. Prepare to evacuate.

Fire (Code Red)

- Bemain calm. For large or uncontrollable fires, facilitate activation of the venue alarm by contacting the fire alarm panel
 operator in the Fire Alarm Control Panel (FACP) room.
- · Evacuate all guests and/or staff from the area. Do not use elevators.
- Contain and/or isolate the fire, if possible. If trained and if safe to do so, use a fire extinguisher appropriate for the type and size of fire, using the PASS (pull pix/aim nozele at base of fire/squeene handle/sweep from base of fire inward) method. Ensure a safe safe suit for your inwaintained at all times.
- Notify OOUPD, Unified Command, and/or the MOD immediately.



Emergency PA Announcements

7. Event Suspension/No Re-Entry

"Attention fans, Old Dominion University regrets to inform you this event must be suspended. Please proceed to the nearest gate and exit S8 Ballard Stadium. S8 Ballard Stadium is now closed. We apologize for the inconvenience and thank you for your pur ticket as a receipt and tune to *ESPN 94.5 FM* for additional information." (*Receipt PA*

SB BALLARD STADIUM PUBLIC ADDRESS (PA) ANNOUNCEMENTS 2015

- 1 Fans Entering Field
- 2. Re-entry to Original Seats
- 3. Re-entry But Not to Original Seats
- 4. Partial Evacuation
- 5. Alert Patrons That Emergency/Problems Exist and to Remain Seated Until Further Notice
- 6. Power Failure
- 7. Event Suspension/No Re-Entry
- 8. Total Evacuation with Re-entry Possible/Anticipated
- 9. Severe Weather-Pre Evacuation
- 10. Pre-Evacuation Notice to Employees
- 11. Stadium Closing due to Weather

1. Fans Entering Field

"Attention fans, in accordance with Conference USA and Cld Dominion University policy, we remind you that fans are prohibited from going on the field at the conclusion of the game. This not only ensures your safety, but the safety of the players, coaches and game officials. Thank you for your consideration and sportsmanship. Your cooperation is expected and appreciated." (Repeat PA Announcement as necessary)

2. Re-Entry to Original Seats

"An Attention fan, The Old Dominion University Athletics Department has reopened SB Ballard Stadium. We ask that you please show your ticket at the gate and return to your original seats in an orderly fashion. Thank you for your cooperation." (Repeat PA Announcement as necessary)

3. Re-Entry But Not to Original Seats

"Attention fans, The Old Dominion University Athletics Department has re-opened 58 Ballard Stadium, but some seating areas have been closed. Please follow the directions of Event Staff personnel to locate available seating. We apologize for the inconvenience. Thank you for your cooperation." (Repeat PA Announcement as necessary)

4. Partial Evacuation

"Attention fans, due to difficulties at/in ______ The Old Dominion University Athletics Department asks that all patrons leave that area in an orderly fashion. I repeat, at this time all patrons in ______ must vacate the area. Please proceed to the outer concourse and follow the instructions of the Event Staff. Thank you for your cooperation."

5. Alert Patrons That Emergency/Problems Exist and to Remain Seated Until Further Notice

"Attention fans, we are experiencing some temporary difficulties in SB Ballard Stadium. Please remain in your seats. The Old Dominion University Athletics Department asks for your cooperation during this time. We will update you on the situation as information is made available." (Repeat PA Announcement or necessory)

6. Power Failure

"Attention fans, we are experiencing a temporary power failure. The Old Dominion University Athletics Department asks that you remain in your seats. We hope to resolve the situation and resume the event. If necessary, additional information will be provided as it becomes available. We apologize for the inconvenience. Thank you for your cooperation." (Repeat PA Announcement on necessary)

e-entry Possible/Anticipated

n University regrets to inform you that S8 Ballard Stadium must be temporarily cleared. For your nearest gate and exit S8 Ballard Stadium in an orderly manner. Please follow the instructions of Event atside the facility until further notice. Please retain your ticket stub as we hope to re-open the facility upologize for this inconvenience and thank you for your cooperation." (Repeat PA Announcement 3)

vised that severe weather is in the area. If you wish to exit S8 Ballard Staclium, you may re-enter using sather has cleared. Tune to ESPN 94.5 FM for further weather and game information. Your (Repeat PA Announcement 2 times)

to Employees

urrently _____degrees and ______, I repeat, it is currently _____degrees epeat PA Announcement as necessary) (Example: 78 degrees and cloudy)

o Weather

nding severe weather, we regret to inform you that SB Ballard Stadium must be temporarily closed, id to the nearest gate, exit SB Ballard Stadium, and return to your vehicle. Please tetain your ticket he stadium once the weather has cleared. We apologize for the inconvenience and thank you for your iSPN 94.5 FM for additional information." (Repeat PA Annowneement os necessary)



Event Daily Integrated Timeline



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ODU v. Norfolk State (W, 24-10) Saturday, 12 September 2015

- First game of season, 1907hrs kick
- 23-minute late start due to lightning
- More lightning during third quarter
 - Full evacuation
 - 1 hour, 12 minute delay
- Game ended @ 2317hrs



Pre-Game

Courtesy Leo Kim, Virginian-Pilot

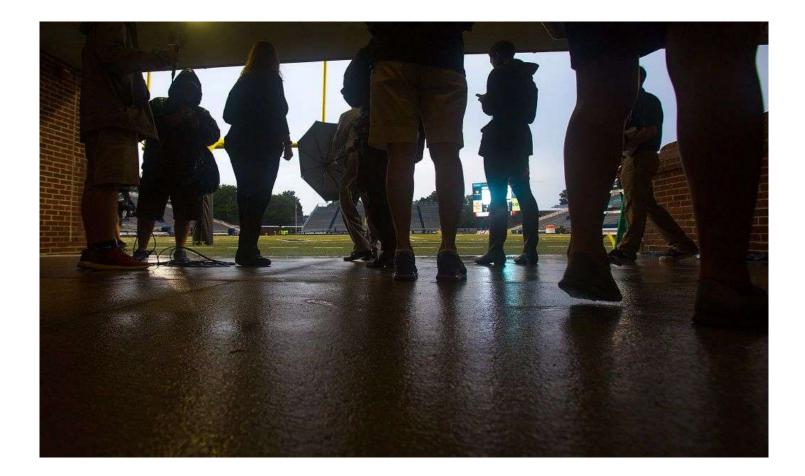




Game Delayed Start

Courtesy Leo Kim, Virginian-Pilot





During the Game

Courtesy Jason Hirschfeld, Virginian-Pilot



<u>()</u>)

Notification to Evacuate





Rain Delay





ODU v. NC State (L, 38-14)

Saturday, 19 September 2015

- One of the largest games to-date for football program
- Cell network saturation led to comms issues
- Minor PA speaker fire



Sold-Out Crowd





PA Speaker BBQ

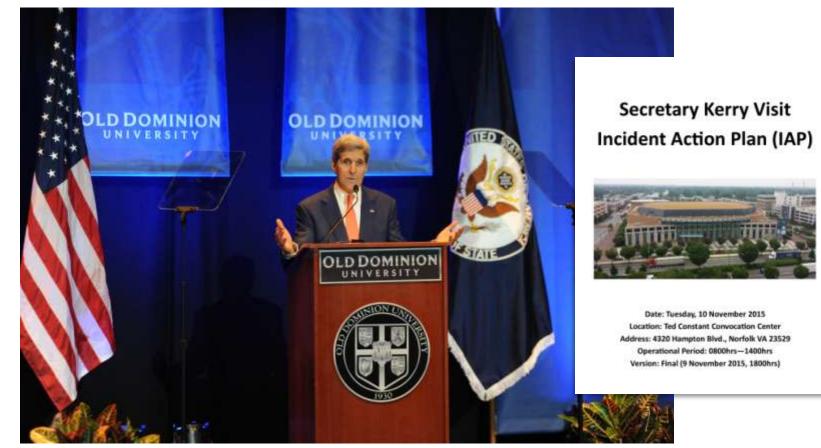




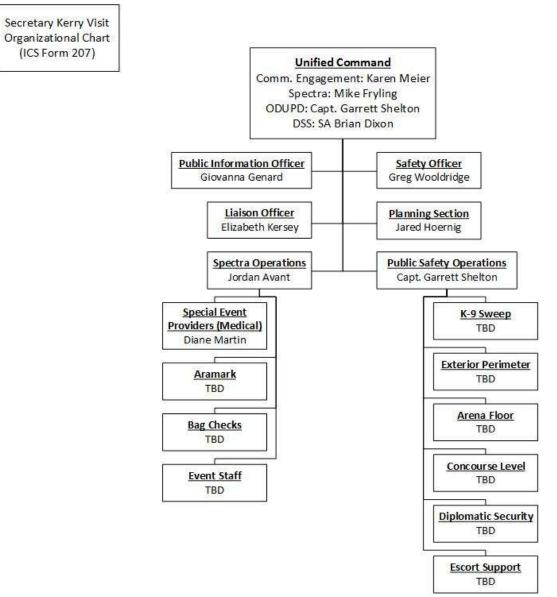
SECSTATE Visit

Tuesday, 10 November 2015



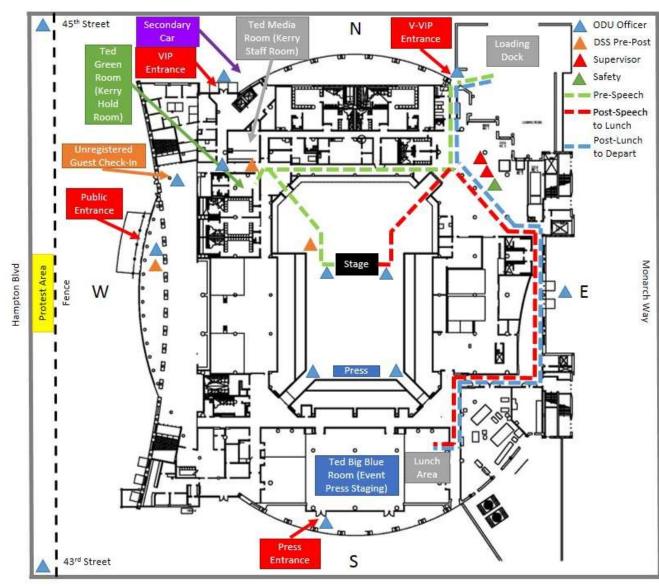


ICS Form 207



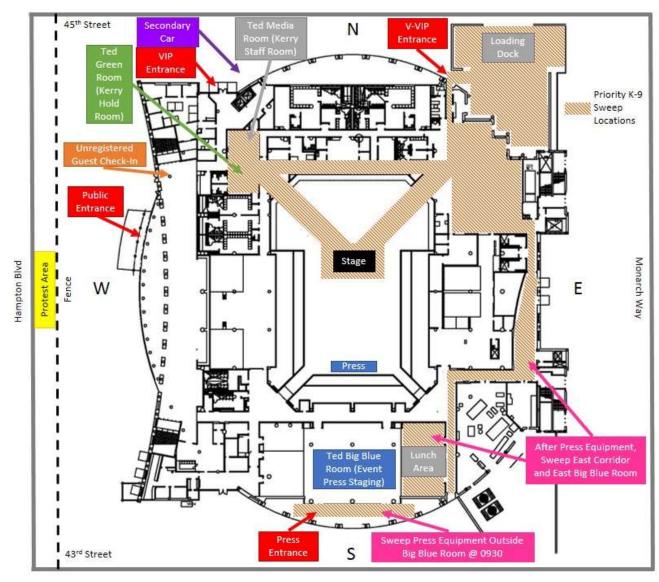


SECSTATE Staging/Movement Plan





SECSTATE K-9





SECSTATE Motorcade Route





FNV Live!/FLOTUS Visit

Friday, 20 November 2015





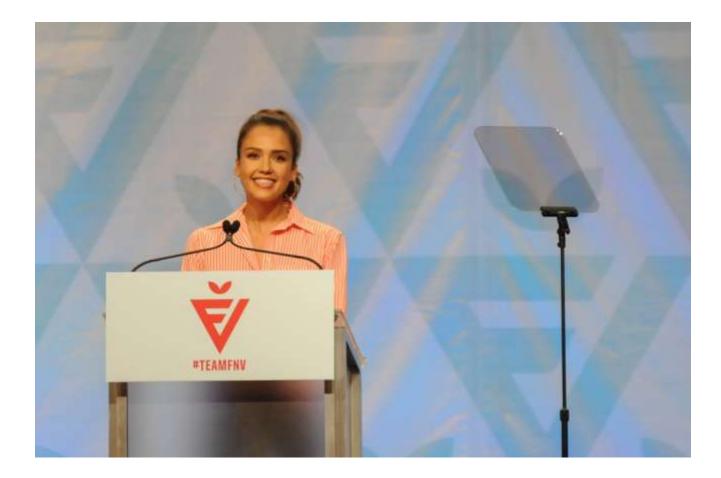
FNV Live!/FLOTUS Visit Incident Action Plan (IAP)



Date: Friday, 20 November 2015 Location: Ted Constant Convocation Center Address: 4320 Hampton Blvd., Norfolk VA 23529 Operational Period: 0900hrs—1800hrs Version: Final (20 November 2015, 0800hrs)

Multiple VIPs





Nutrition/Wellness-Oriented Event

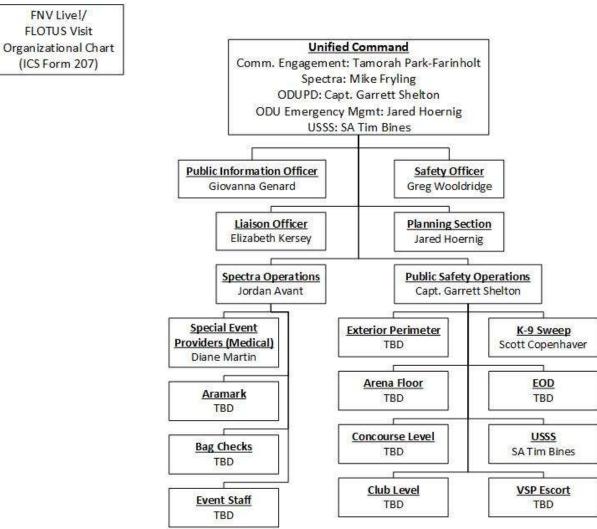




ICS Form 207

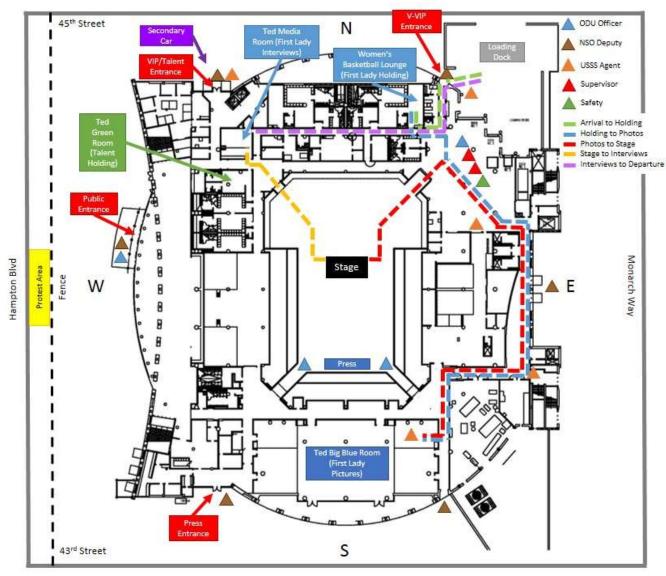
FNV Live!/ **FLOTUS Visit**

(ICS Form 207)



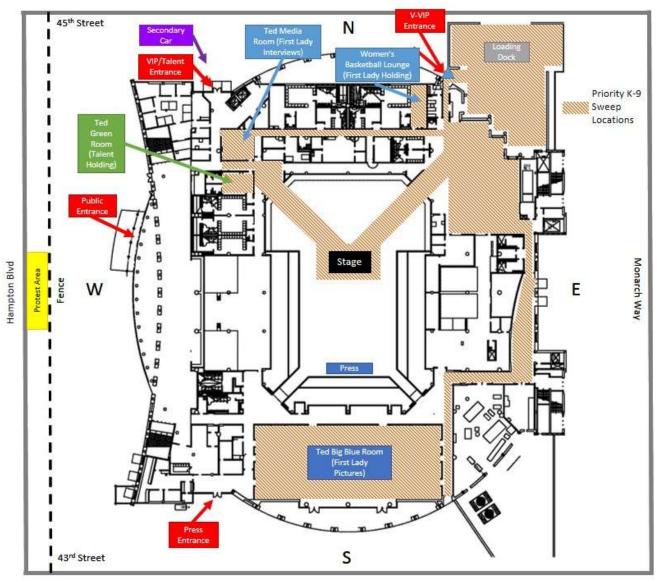


FLOTUS Staging/Movement Plan



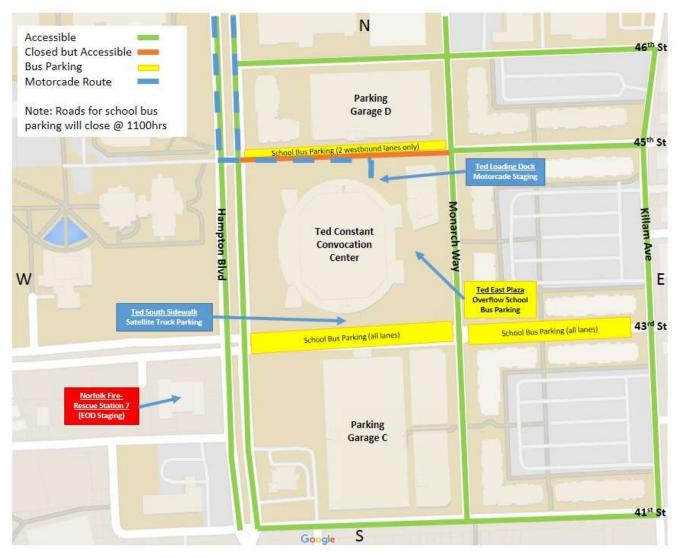


FLOTUS K-9





Emergency Access/Egress

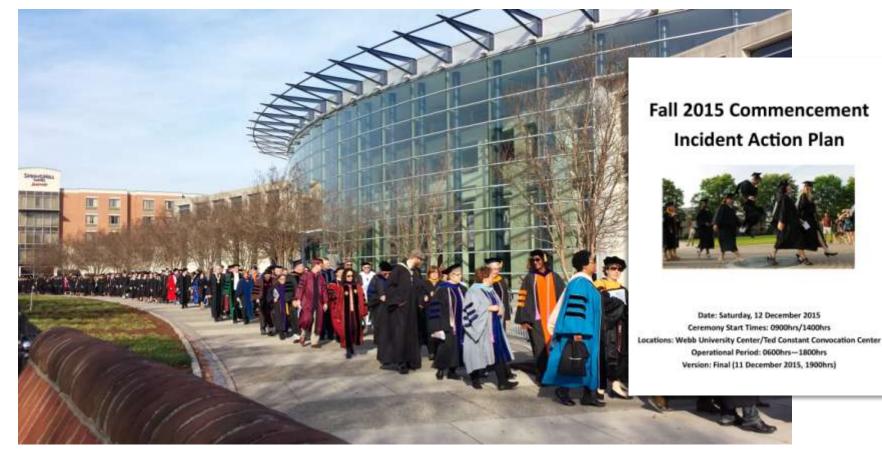




Commencement Exercises

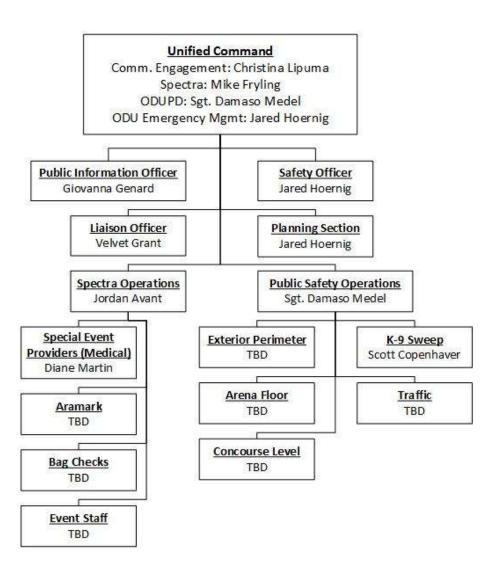
Saturday, 12 Dec. 2015



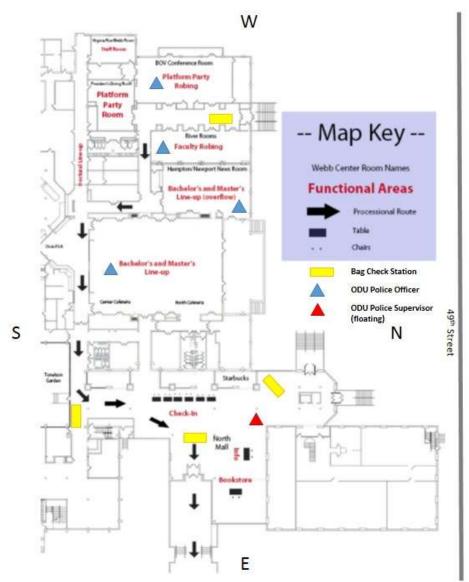


ICS Form 207

Fall 2015 Commencement Organizational Chart (ICS Form 207)

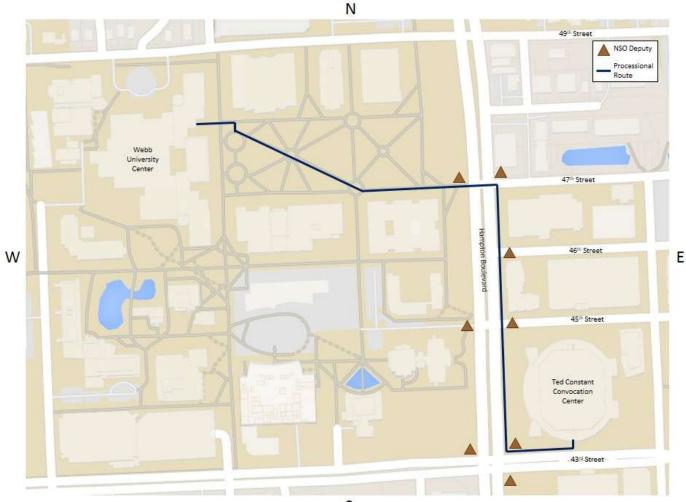


Webb Center Security & Lineup



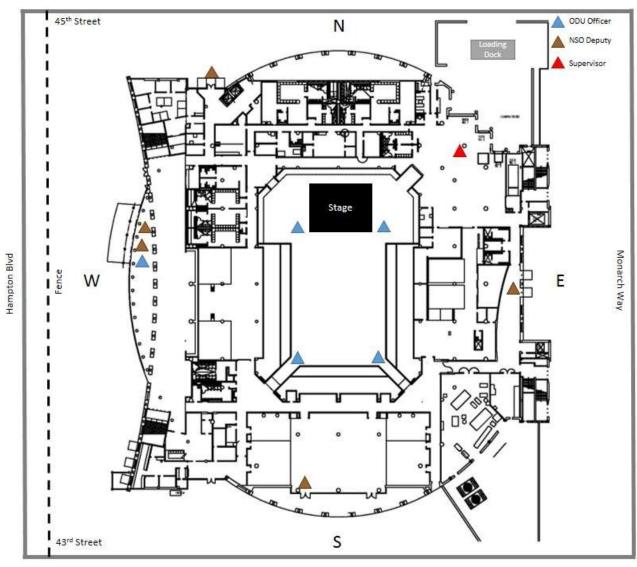


Processional Route





Ted Security





Questions?

Thank you for your time!

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ODU Office of Emergency Management



