

Tabletop Exercise

Active Shooter Event

Nicole Peace Coarsey, MPA
Louisiana Department of Health
Office of Public Health
Bureau of Primary Care and Rural Health

Exercise Goals

- ▶ Discuss a hazard-specific scenario to determine how your facility would respond during the event, paying special attention to your emergency response plan, capabilities, and staff responsibilities.
- ▶ Identify any weaknesses in your plan, consider the best ways to respond to your employees' and patients' needs, and ensure the facility is operational as soon as possible after the event.
- ▶ Debrief after the scenario to improve your response to emergencies and disasters and trouble shoot any other unresolved questions.

Exercise Objectives

1. Reveal planning weaknesses in the Emergency Operations Plan and its standard operating procedures or to test or validate recently changed procedures.
2. Identify current capabilities.
3. Improve the coordination between and among various response personnel.
4. Identify deficiencies and/or validate training on the critical elements of emergency response.
5. Increase the general awareness and understanding of the potential hazard.

Active Shooter By Definition...

- ▶ An individual actively engaged in killing or attempting to kill people in a confined & populated area
- ▶ Active shooter situations are unpredictable & evolve quickly
- ▶ Typically, immediate intervention of law enforcement is required to stop the shooting & mitigate harm or death to victims
- ▶ Active shooter situations are often over within 10 to 15 minutes
- ▶ Staff should try to be prepared both mentally & physically to deal with an active shooter situation

Mentality of an active shooter

- ▶ Desire is to kill and seriously injure without concern for his safety or threat of capture.
- ▶ Generally has intended victims and will search them out.
- ▶ May accept targets of opportunity while searching for or after finding intended victims.
- ▶ Will continue to move throughout building/area until stopped by law enforcement, suicide, or other intervention.
- ▶ Shooters will often times create chaos along the way as part of their plan, such as placing explosives or pulling fire alarms as they move through buildings
- ▶ Most take their own life when confronted by Law Enforcement or resistance

START OF EXERCISE

Active Shooter Event

Date: Friday, February 19

Time: 11:00am EST

A member of your front office, who has been with your clinic for eight years, has just had his employment terminated. As he is escorted out of the building by security, he tells them they will regret treating him like this.

Discuss

- ▶ Who should be informed of this behavior?
- ▶ What concerns might you have?
- ▶ What actions would you consider taking, if any, at this stage?

Update

Date: Monday, April 5

Time: 9:15 am EST

A popping sound is heard within the building. An employee runs into your office shouting that there is a man firing a gun in the hall.

Discuss

- What actions should you take?
- How are you communicating with employees? With patients? Who is communicating?
- Who is in charge of the situation?
- ▶ Who is responsible for contacting law enforcement?
 - ◆ What information do you relay to them?

Update

You decide to shelter in place in an office, and secure the immediate area. The popping noises seem to be coming from your floor. There is yelling and screaming outside your door.

A patient (with her child) knocks frantically on your door pleading to be let in.

Discuss

- ▶ What action will you take to ensure your office remains secure?
- ▶ What will you do about the patient and her child outside your door?
- ▶ What additional concerns do you have at this time?
- ▶ Are you able to communicate with employees?

Update

You hear someone attempting to open the door, then several loud shots. After a few minutes of silence, it appears that the shooter may have moved on.

For nearly an hour there is no sound from outside your door. Employees are receiving calls from family members who have learned of the active shooter in your building. Emergency personnel can be seen outside. The patient tells you she wants to leave your office.

Discuss

- ▶ What are your immediate concerns at this time?
- ▶ What do you tell the patient sheltering in place with you?
- ▶ Who is responsible for deciding when it is safe to leave the secure area?

Update

Law enforcement personnel arrive outside your office door and direct you to evacuate the building.

Upon evacuation, your employees are cornered by news reporters asking about the experience. Some employees do not have their car or house keys and are concerned about getting home.

Discuss

- ▶ How will you account for patients? Employees?
- ▶ How will family members be contacted?
- ▶ How do you prepare your employees for the disturbing scenes they may encounter as they evacuate?
- ▶ Who is responsible for communicating with law enforcement?
- ▶ Who is responsible for communicating with news media?
 - What information will you give them?
 - Can you control who else the media approaches? If not, what can you do?
- ▶ How will your employees get home?
 - Will you request access back into the building? Who would go in?

Update

The shooter has been apprehended by law enforcement.

There has been one death (an employee) and several injured.

The building is designated a crime scene and is closed for a week.

Discuss

- ▶ Who initiates business continuity plans?
- ▶ What else needs to be considered?
- ▶ How is information disseminated to employees? To patients?

Update

Date: Monday, April 12 You are able to get back into the building and resume normal business operations. Several employees ask for more time to emotionally recover from the event.

Discuss

- ▶ Are you able to continue normal business operations using fewer staff?
- ▶ How will you accommodate individuals who have been emotionally traumatized by the event?
- ▶ What resources will you make available to staff? To patients?
- ▶ How will you communicate your clinic's resilience to concerned clients?

END OF EXERCISE

Hot Wash

1. What strengths in your workplace's emergency plans did this exercise identify?
2. What weaknesses in your workplace's emergency plans did this exercise expose?
3. What unanticipated issues arose during the exercise?
4. What gaps were identified?
5. What are some high-priority issues that should be addressed?
6. What are some new ideas and recommendations for improvement?

Next Steps

- ▶ Now that you have completed your Tabletop Exercise (TTX) for an active shooter, consider these additional action items:
 - Compile all notes taken during this exercise
 - Gather staff at your respective facility to discuss gaps in your plan
 - Draft an AAR/IP report on results from TTX
 - ◆ Provided in the Handouts section of the Webinar with directions
 - Assign leads within the organization to address gaps
 - Communicate the steps you are taking to your entire organization

Next Steps

- ▶ If you don't have a plan:
 - Complete a Hazard Vulnerability Analysis
 - ◆ Provided in the Handouts section of the Webinar
 - Utilize the emergency operations plan template
 - ◆ Provided in the Handouts section of the Webinar

Nicole Peace Coarsey, MPA

nicole.coarsey@la.gov

225-276-7599