

## **October 27, 2015 – Crisis Management Team meeting minutes**

The Crisis Management Team met today with the following members present:

Dr. Greg Powell	Alan Moon	Don Clinton	Allen West
Mike Edens	Ernie Davis	Jessica Pace	Steve Williams

Dr. Joe Shannon

Discussion on the update of the Emergency Crisis Procedures & Guidelines with several additions and corrections noted. Mike Edens will make corrections to the guidelines and prepare for printing. Committee officially added Allen West to the Team due to the technology of many of our alert systems.

Discussion of the RAVE, Bell Tower, Telephone, Digital Signage, and Bullhorn alert methods. It was decided that the following team members will be responsible for certain alerts:

RAVE and TELEPHONE Alerts:

1. Mike Edens
2. Don Clinton
3. Steve Williams
4. Allen West
5. Jason Cook

BELL TOWER Alert:

1. Jeremy Dorman
2. Steve Williams
3. Dr. Powell

DIGITAL SIGNAGE & CANVAS Alert:

1. Julie Bertrand
2. Savannah Cassell
3. Teresa Brooks
4. Allen West

Committee reviewed emergency video followed by discussion.

Ernie Davis provided a brief training for Campus Police radios that were placed in Dr. Powell's, Steve Williams' and Mike Edens' office. Note: Channel 1 = Carthage Police Department; Channel 6 = Panola College Police Department.