

Emergency Actions

Bomb Threat

In the event of a credible bomb threat, all building occupants will be initially required to evacuate the building to an on-site campus location which is by the island between the maintenance garage and administration building. If further action is needed, building occupants will relocate to an off-site location behind the greenhouse of Brinkman's Market located at 1800 East Sandusky Street.

There will be no re-entry into the building until the proper authority gives the all-clear to return to the building.

Fire

Staff discovering fire or smoke will activate the nearest fire alarm. All building occupants will immediately evacuate the building using prescribed routes or alternate routes to the assembly area which is by the island between the maintenance garage and administration building. No one may re-enter the building until it is declared safe by the fire department.

Tornado

In the event of a tornado warning, all building occupants will report to the designated tornado shelter and remain there until all clear is given by the proper authority.

Natural Disaster

The occurrence of a natural disaster may result in the need for staff to report to a designated safe space or immediately evacuate the facility. All means of communication may be used to communicate this need including, but not limited to, building intercom or phone, cell phone, agency wide email, social media, media outlets (TV and Radio), etc.

Gas Leak

Should a gas leak be detected, all building occupants will be required to evacuate the building to the on-site evacuation area which is by the island between the maintenance garage and administration building. The suspected leak should be reported to the Fire Department and the gas company. No one may re-enter the building until it is declared safe by the proper authority.

Medical Emergency

A medical emergency may require a variety of action steps ranging from disinfecting the facility to a program closing. The Board will follow procedures recommended by the Ohio Department of Health and/or the Centers for Disease Control (CDC) and communicate with staff accordingly.

Power Outage

If the source of the outage is known, the electric service provider should be notified as well as law enforcement. Evacuation may or may not be necessary during a power outage. Building occupants will be notified of any required actions. Should the power outage be widespread and lengthy resulting in an early dismissal or program closure, staff will be notified accordingly by their supervisor.

Water Outage

Distinct from a drinking water restriction, a water outage (no available water) should be reported to the water provider. A water outage may temporarily affect building operations for an undetermined amount of time. Should the water outage be lengthy and result in an early dismissal or program closure, staff will be notified accordingly by their supervisor. When service is restored, BVC will comply with any restrictions or recommendations from the water provider to treat water for use or consumption.

Active Aggressor

In the event of an active aggressor threat, staff, and other building occupants present, may be required to follow different steps as follows pending the situation:

- LV 1 Secured in Building with no admittance to or exit from the building until otherwise notified; movement within the building is permitted.
- LV 2 Secured in place at time of notification of active aggressor is received with no movement from that office or location until otherwise notified by law enforcement.

Building Inspections

All buildings operated by the Board are subject to annual inspections by the State Fire Marshal.