

EXECUTIVE SUMMARY

INTRODUCTION

Disasters or emergencies can happen suddenly, creating a situation in which the normal staff support services for the University can become overwhelmed. During crises, the University requires special procedures to address the needs of emergency response operations and recovery management. To address such emergencies, the University of Missouri (MU) has established an Emergency Operations Plan (EOP), which provides a guideline for the management of the immediate action and operations required to respond to an emergency or disaster.

PURPOSE

The plan establishes policies and procedures that allow MU to save lives, minimize injuries, protect property, preserve a functioning administration, and maintain activities essential to their survival and recovery from natural and man-made hazards. It establishes the guidelines for conducting efficient, effective, coordinated emergency operations involving the use of all resources belonging to the University or available to it.

SITUATION

The University of Missouri is a land grant university that covers over 1,300 acres of land in Columbia, Missouri. With a student population of approximately 33,000 and a full- and part-time workforce of approximately 13,000; the University of Missouri campus is a city within a city. MU has an internationally accredited Police Department, which is trained in responding to numerous types of emergencies. Mutual-aid agreements exist with numerous public-safety agencies across the State, which can be implemented in the event of an emergency.

ASSUMPTIONS

MU with its various departments, resources, training, and mutual-aid agreements is well-equipped to respond to any type of emergency that could potentially affect the operations of the university. In the event that internal resources require additional support in responding to an emergency, MU may request assistance from the City of Columbia, the County of Boone and the State of Missouri.

CONCEPT OF OPERATIONS

The Chancellor of the University of Missouri campus is ultimately responsible for emergency management activities within the boundaries of the university. The Vice-Chancellor for Operations is responsible for maintaining and implementing the Emergency Operations Plan.

The EOP is based on the concept that the emergency functions assigned to the various groups, organizations, and individuals involved in this plan will parallel their normal day-to-day functions as closely as possible. The same personnel and material resources will be employed as much as possible in both normal and emergency functions. Those day-to-day functions that do not contribute directly to the emergency operations may be suspended for the duration of the emergency. The efforts that would normally be required for those functions may be redirected to the accomplishment of emergency tasks set forth by the Policy, Direction, and Control staff.

OPERATIONAL TIME FRAMES

MU has established four phases of activities to assist in the implementation of the EOP.

Mitigation – Activities are undertaken by individuals/departments to improve their capabilities to respond to a potential emergency and fulfill assigned responsibilities. The purpose of mitigation is to identify potential hazards to engineer structures to minimize the potential for damage.

Preparedness – Activities are undertaken by individuals/departments to increase their readiness posture during periods of heightened risk.

Response – Activities are undertaken by individuals/departments to respond to an occurrence that threatens or harms faculty, staff, students, visitors and/or property.

Recovery – Activities are undertaken by individuals/departments to provide for the welfare of the faculty, staff and students following a disaster and/or emergency.

ORGANIZATION

The Emergency Operations Plan is organized into a Basic Plan and Annexes. Each Annex addresses a specific functional area and outlines in a more detailed manner the responsibilities and operation of that function.

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The Functional Areas and applicable Annexes are:

- Annex A: Policy and Direction
- Annex B: Communications Systems and Warning
- Annex C: Damage Assessment and Incident Analysis
- Annex D: Marketing and Crisis Communication
- Annex E: Law Enforcement, Safety & Security
- Annex F: Fire and Rescue
- Annex G: Resource Management
- Annex H: Hazardous Materials Response
- Annex I: Facilities and Infrastructure
- Annex J: Evacuation and Transportation
- Annex K: Campus Sheltering
- Annex L: Health and Medical

DIRECTION AND CONTROL

The Vice Chancellor for Operations at MU is responsible for the designating an Incident Commander or Critical Incident Coordinator. The Incident Commander or Critical Incident Coordinator is responsible for all emergency management activities including the implementation of the EOP and directing emergency response activities within university boundaries.

An Emergency Operations Center (EOC) is activated and staffed when there is: a potential for an emergency condition to arise, for example in the case of severe weather; an emergency situation has occurred; or in any situation where it is necessary for the operations of the University to be conducted out of a single location. Several locations both in and around the university have been identified as potential Emergency Operations Centers. Top campus administration and key campus departments are represented in the EOC.

CONTINUITY OF OPERATIONS

Lines of succession have been created within the EOP to ensure that the emergency response activities of MU may be carried on in the event of key personnel not being available to

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respond. In the event circumstances resulting from an emergency prevent a department from performing effective operations, the Critical Incident Coordinator, thru mutual-aid agreements, will request assistance from outside emergency response and support agencies as appropriate.

PLAN DEVELOPMENT AND MAINTENANCE

An annual review of the plan is conducted under the auspices of the Vice Chancellor for Operations in conjunction with the campus departments and organizations assigned responsibility for implementation of the plan.

Frequent exercises of the plan are conducted throughout the year. These exercises provide practical controlled operations experience to those individuals who would have responsibilities in the emergency operations center should a real-life emergency occur. In addition, these exercises help facilitate the review of the emergency operation plan and its Annexes.