

Great Trail Council Boy Scouts of America



STAMBAUGH SCOUT RESERVATION EMERGENCY PLAN

2019

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See Index for latest chapter revisions.

Revised: 2-22-2018

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Tab A. Emergency Telephone Numbers

Fire / Police / EMS (Emergency).....	911
Mahoning Sherriff.....	330-480-5000
Canfield Fire (EMS).....	330-533-4316
State Highway Patrol	330-533-6866
ODNR (Division of Wildlife)	330-245-3038
FBI.....	330-965-2940
Chris Bergdorf (Director of Camping)	330-607-6376 (cell)
Nathan Plesea (Camp Ranger)	330-974-8476 (cell)
Nathan Watson (Camp Director)	330-671-0773 (cell)
Camp Stambaugh Office.....	330-553-4538
Scout Office	330-773-0415
Scout Executive (Patrick Scherer)	Office: 330-773-0415 ext. 238 Cell: 262-347-5610
Council President (Tim McNutt)	330-575-0074 (Cell) 330-266-2174 (Office)
Vice President of Administration (Dan Glessner)	330-618-8479 (Cell) 330-686-9985 (Home) 330-434-7240 (Office)
Regional BSA Office	972-580-2001
National BSA Office.....	972-580-2000
Scouts First Hot Line	1-844-726-8871

Revised: 4-12-2013

Tab B. General Emergency Procedures

The General Emergency Procedures are intended to cover emergency situations in general so that specific instructions and duties need not be repeated in specific emergency situations addressed in the Stambaugh Scout Reservation Emergency Plan (The Plan).

During camping season and other times when the Camp Director is present, that person is in charge of all emergencies and will make decisions as to how to implement The Plan. In the absence of the Camp Director, the Camp Master or the Camp Ranger will assume the duties and responsibilities set forth in The Plan. During winter camping the Camp Master at Camp Stambaugh will assume the duties and responsibilities set forth in The Plan.

In implementing The Plan and in handling any emergency, common sense must prevail. Nothing in The Plan should be interpreted to override the taking of immediate action to preserve life and property. By example, anyone observing an explosion, serious accident or the like should, if possible, immediately call 911 and summon fire, police or EMS personnel before reporting to the Camp Director. Reporting of non-emergency situations should follow instructions set forth in The Plan.

STAFF RESPONSIBILITIES DURING EMERGENCY SITUATIONS

Camp Director, Camp Master and/or Ranger will:

- Report to the Eagle Lodge and direct all communications and emergency procedures including the following:
 - Initiate Reverse Cell Phone Texting System (described below.)
 - Warning signal (siren) will sound.
 - Close all areas.
 - Send campers to campsites immediately.
 - Sound all clear signal (siren) when emergency is over.
- Notify **EMS, Canfield Fire Department, Mahoning County Sheriff** and other agencies as necessary.

Associate Camp Director will:

- Report to Dining Hall.

Commissioner, Business Manager, Clerks, Program Director, and all Area Directors (except Shooting Sports Directors) will:

- Report to Dining Hall

CIT's Junior staff, Program staff, Shooting Sports Directors, Trading Post staff

- Report to Dining Hall.

Eagle Lodge (Administration)

Business Manager will:

- Man phones, keep track of Unit reports, and relay all instructions to:
 - Health Lodge
 - Dining Hall
 - Maintenance Building

Program Director will:

- Relay messages to Area Directors.
- Assign Area Directors specific assignments regarding the emergency.
- Send Area Director/Directors with information to units.
- Remain at Dining Hall to disseminate information to area directors.

Business Manager will:

- Assign an Area Director to Dining Hall with hand held radio if Program Director is unavailable.

HEALTH LODGE

Health Officer will:

- Man the health lodge and await instructions.
With a power outage, the Health Lodge phone becomes the emergency phone.

Chaplain will:

- Report to Health Lodge.

Dining Hall

Senior Shooting Sports Director will:

- Account for all staff members assigned to this location.
- Report names of missing staff members to Business Manager.
- Leave the radio on to await further instructions.

- If weather conditions and time allows, assign staff to secure Staff Row.

MAINTENANCE BUILDING

Ranger will:

- Assign maintenance personnel as necessary.
- Assist Camp Director.

DINING HALL

Dining Hall Manager and/or Steward will:

- Assume **responsibility** for Dining Hall staff.
- Insure Dining Hall Staff if on duty stands by for instructions.

REVERSE CELL PHONE TEXTING SYSTEM

Cub Scout Resident Camp utilizes a Reverse Cell Phone Texting System that sends SMS text messages to all user-selectable adults (either in camp all week, partially in camp, or not at all) of units in camps as well as the Summer Camp Management Team, Summer Camp Area Directors, Council Professional Leadership Team, Ranger, employees who provide a SMS text capable cell phone number.

Access to the Reverse Cell Phone Texting System is password restricted and is maintained by the Business Manager and Ranger. Text messages can also be sent by the Summer Camp Director and Assistant Camp Director.

Text messages will be sent prior to the sounding of the siren for severe weather warnings or other emergencies requiring initiation of the General Emergency Procedures. Text messages will also be sent for severe weather watches and informational items pertaining to summer camp.

- Prior to the start of summer camp the Business Manager will update the various groups of Summer Camp Management Team, Summer Camp Area Directors , Council Professional Leadership Team, Ranger, and other employees.
- The Business Manager will collect cell phone numbers of adults who will be involved at summer camp at the leader meetings (ran during staff week) and at Thursday check-in.
- The Business Manager will load the current session's cell phone list into the Reverse Cell Phone Texting System on each Sunday afternoon.
- The Camp Director, Assistant Camp Director or Business Manager may access the Reverse Cell Phone Texting System, select the appropriate groups and enter the text message (maximum of 140 characters) to be sent.

Revised: 4-4-2011

Tab C. Abduction / Attempted Abduction

Except for the last day of their camp period, campers who must leave the Reservation will report to the Eagle Lodge and sign out through the Administrative Officer or designee who will verify the identity and authority of the person picking up the camper. In exceptional circumstances, the person picking up the camper may be escorted by an adult Scout official to a camp site or elsewhere on the Reservation to pick up a camper after establishing identity and authority.

Any other pickup of a camper on or near the Reservation will be regarded as a possible abduction and will be reported immediately to the Camp Director.

Camp Director:

- Will assess the situation and advise the Mahoning County Sheriff, (330-480-5000 or 911) if it appears that the camper was picked up by an unauthorized person.
- Notify the FBI (330-965-2940.)
- Will notify the Scout Executive and parent(s) of the camper through the unit leader.

Persons witnessing an abduction/attempted abduction:

- Should immediately, after notifying the Camp Director, write down a description of the unauthorized person including a description and license number of any vehicle observed. In addition, write down a description of the clothing worn by the camper and provide this information to the Camp Director for relay to the police. Retain all such written information and turn over to the Camp Director as soon as possible.

Revised: 4-4-2011

Tab D. Bomb Threats / Threatening Communications

Bomb threat received by telephone:

- Write down exact words used by caller.
- Using the bomb threat report form, ask as many questions as possible.
- As soon as call ends, notify Camp Director or Scout Executive if received at the Service Center.

Camp Director or Scout Executive:

- Advise Mahoning County Sheriff (330-480-5000 or 911) and Canfield Fire Department (330-533-4316 or 911).
- If sufficient information is provided, begin a search for bomb or suspicious package.
 - If a bomb or suspicious package is found evacuate the area.
 - Do not touch or move the object.
 - Do not attempt to hide or cover the object.
 - Avoid the use of cell phones or two-way radios in the area.
 - Only trained bomb disposal personnel are to approach, touch or move a suspicious object.

Other threats received by telephone:

- Write down exact words used by caller.
- Using the bomb threat report form, ask as many questions as possible.
- As soon as call ends, notify Camp Director or Ranger or Scout Executive if received at the Scout Service Center.

Threats received in writing:

- As soon as a written communication is recognized as a threat, however minimal, avoid handling the communication and the envelope. Use gloves and place the communication and envelope in a plastic sheet protector or large envelope.
- If the communication contains any type of device, chemical, powder or liquid do not handle further and immediately evacuate the room.
- Immediately advise the Camp Director, Camp Ranger or Scout Executive if received at the Scout Service Center.

Tab E **Child Abuse**

- Immediately stop the abuse or policy violation.
- Protect the youth and ensure they are in a safe environment.
- Separate the alleged victim from the alleged perpetrator and gather information as to what happened.
- Call 911 for assistance if someone may be in danger or medical attention is required.
- The BSA’s Mandatory Reporting of Child Abuse Policy requires an immediate report to law enforcement or state CPS.
- Collect and document all of the facts.
- Accept the fact that good Scouts may do bad things and do not blindly defend or dismiss reports.
- Ensure that parents are notified (consider to whom and when notification should be made—from the perspective of parents).
- Notify the appropriate Scouting leaders (unit leader, camp director, council Scout executive, etc.).
- If a serious incident occurs, immediately contact the Scouts First Helpline at 1-844-726-8871 and complete the Youth Protection/Membership Incident Information Form.
- Remember that failure to take action may actually reinforce the bad behavior and cause more harm.
- Remember that youth discipline must be constructive and supervised.

Revised: 4-4-2011

Tab F. Death or Suicide

Senior Staff member present:

- Insure that all personnel are removed from the area of the deceased and notify Camp Director.
 - Remember that the immediate area of the deceased may be a crime scene and all unnecessary movement in or out of the scene must be prevented.

Camp Director will:

- Contact Mahoning County Sheriff and Canfield Fire (330 480-5000, 330 533-4316 or 911)
- Notify Health Officer.
- Notify Scout Executive.
- Contact parents via Scoutmaster.
- Secure deceased personal belongings if not at death scene. Do not move anything pending approval of law enforcement/medical examiner.
- As appropriate announce the death to campers and staff and insure staff is updated with accurate information to avoid rumors.

Health Officer will:

- Establish an area for grief counseling and arrange for grief counselors to assist campers and staff.

All media inquiries will be directed to the Camp Director /Scout Executive.

Revised: 5-18-2016

Tab G. Evacuation Plan

Camp Stambaugh

Camp Director:

- After conferring with public safety officials, will give orders for evacuation of the camp, the camp will be instructed to meet at the Dining Hall. Telephonic contact must be made with the evacuation site prior to departure to insure the facility will be open and available.
- **Plan A** – Campers and staff will hike to Mill Creek Metro Parks via the Stambaugh Main Gate, west on Leffingwell, and north on St Rt 46. (approximately 2 miles from the Stambaugh Dining Hall) for holding or dismissal to parents.
Metropark Contact:
James Wilcock 330 740-7102(cell)
 330 651-0550 (home)
- **Plan B** – Campers and Staff will hike to the Kensington Golf Course parking lot. (approximately .75 miles from the Stambaugh Dining Hall), for holding or dismissal to parents.
Kensington contacts:
Sean Novatny 330 233-2727

Special precautions

Utilization of Evacuation Plans from Camp Stambaugh will require Campers and Staff to hike along busy and dangerous public highways.

- ✓ The Mahoning County Sheriff must be advised of such evacuations and requested to provide protection for the evacuation hikers.
- ✓ Columns of evacuation hikers must be lead and followed by at least two Staff members wearing fluorescent yellow or orange vests.
- ✓ Evacuations during hours of dusk or dark require ALL evacuation hikers to carry lighted flashlights during the entire march.
- ✓ Evacuation hikers will march single file at all times when on public highways and roads.

Revised: 4-4-2011

Tab H. Fire / Explosion Emergency

Camp Director is to be notified immediately of any explosion or fire that is out of control or **any** fire in a campsite.

Camp Director will:

- Notify the Canfield Fire Department. (330-533-4316 or 911)
- Notify Camp Ranger.
- Assign Staff Members to keep all campers away from area.
- Activate General Emergency Procedures.

The BSA Fire Guard Plan will be followed.

Revised: 4-4-2011

Tab I. Flood and Earthquake

FLOOD

Due to the elevation of camp property, flooded areas would be primarily the lake areas and along the creek. During very heavy rains, other areas of the camp may be flooded. Extreme care should be exercised during times of wet weather.

Camp Director is to be notified immediately of any flooding of camp property.

Camp Director will:

- If deemed necessary activate the General Emergency Procedures.
- Direct that all program areas will close.
- Notify Camp Ranger.
- Direct that all campers return to their campsite.
- Assign Staff members to keep all campers away from flooded areas.

EARTHQUAKE

Earthquakes are normally instantaneous, with no warning.

If the earth begins to tremble advise the Camp Director immediately.

Camp Director will:

- Activate the General Emergency Procedures.
- Direct that all swimmers from pool area be removed immediately and that all boaters on the lake be instructed to evacuate the lake and the immediate area and go to high ground away from dam.
- Assign each Area Director to a specific area.
- Assign a Staff Member to guard areas that present a continuing danger such as fallen power lines, gas line leaks, fires and open fissures in the ground

Report all damage to Camp Director. Fallen power lines, fires, breaks in dam or pool are to be reported immediately. Minor damage can be reported as soon as possible.

Revised: 4-4-2011

Tab J. Hazardous Material Spills / Leakage

Hazardous Material Spills at the Stambaugh Scout Reservation will usually be limited to spills of petroleum and/or fires at the various oil wells and pumping units or pipelines. Noticeable spills or leakage of oil will be reported to the Camp Director immediately.

Hazardous Material Spills may also include cleaning products and other chemicals such as ammonia, chlorine and other combinations of chemicals.

Camp Director will:

- Assess the emergency and notify proper authorities as necessary (Canfield Fire Department, Mahoning County Sheriff and the Ohio Environmental Protection Agency.)
- Activate the General Emergency Procedures and the Evacuation Plan if the Hazardous Materials Spill/Leakage is severe.

Fires should be reported as in any fire emergency.

Staff will be assigned to keep everyone clear of the scene.

Revised: 4-12-2013

Tab K. Hostage and Barricade Situations

Definitions:

- Hostage situations involve the holding of a person or persons against their will and by force by another person or persons.
- Barricade situations involve a person or persons who have taken charge of a building, room, tent or other place and who refuse to leave of their own accord.

Immediate action:

Anyone who becomes aware of a hostage or barricade situation will immediately notify the Camp Director/Ranger.

Camp Director:

- Will institute the General Emergency Procedures.
- Notify Mahoning County Sheriff (330 480-5000 or 911)
- Insure that all non-affected personnel as far from the area as possible and secure a perimeter around the scene.

The adult leader on scene:

- Will advise the Camp Director of the names of all involved.

Negotiations:

Negotiations with a hostage taker(s) or a barricaded person(s) are best handled by professional law enforcement hostage negotiation personnel. Negotiators may request the assistance of persons known to the hostage taker(s)/barricaded person(s) such as a Unit Leader, parent or a good friend. Prior to arrival of law enforcement the hostage taker(s) or barricaded person(s) may initiate a dialog with nearby personnel or request to talk to a certain person. Lacking hostage negotiation training, these conversations should be minimal with care being taken not to exacerbate the situation.

Revised: 4-4-2011

Tab L. Camper Identification and Unauthorized Intruder

All persons on the Reservation during the summer camp season will wear a form of identification. Campers and adult leaders will wear colored wristbands issued during the check-in procedures. Staff members will wear staff shirts or ID's to distinguish them from other persons on the Reservation. All visitors must sign in and out at Eagle Lodge; these visitors will receive wristbands to be worn while in camp.

Staff member seeing anyone without the appropriate wristband will:

- Notify the Camp Director immediately and provide the description (color and type of clothing, direction heading, etc.) and last location of the person. Any staff member needing assistance with an unauthorized or confrontational visitor, notify the Camp Director.

Camp Director will:

- Notify the Mahoning County Sheriff (330-480-5000 or 911) if necessary.

Staff member seeing anyone without the appropriate wristband will:

- Notify the Camp Director immediately and provide the description (color and type of clothing, direction heading, etc.) and last location of the person. Any staff member needing assistance with an unauthorized or confrontational visitor, notify the Camp Director.

Camp Director will:

- Notify the Mahoning County Sheriff (330-480-5000 or 911) if necessary.

Revised: 5-18-2016

Tab M. Medical Emergency

Do not move the victim unless their life is in imminent danger.

Call or send runner for help from the Health Officer at the Health Lodge and notify Camp Director.

First available Staff Member:

- Will administer first aid.
- Call 911 immediately if injury appears life threatening.

Camp Director will:

- Notify Scoutmaster.
- Call Canfield Fire Department (EMS) (911 or 330-533-4316) if necessary.
 - ✓ Medical form to accompany victim if transported to hospital.
- Notify parent via Scoutmaster if Canfield Fire Department (EMS) is called.
- Notify Director of Camping and Scout Executive.
- Notify Camp Ranger.

Program Director (Commissioner, Aquatics Director):

- Will report to Health Lodge to assist Health Officer.

Business Manager (clerk):

- Will report to the Eagle Lodge to assist Camp Director.

Health Officer

- Will take overall charge of medical care until arrival of Emergency Medical Services.
- Will be responsible for follow up with injured person, hospital and filing of necessary reports. Reports are to be delivered to the Health Lodge as quickly as possible.

Note: If an individual is complaining of an injury that requires EMS, make the victim as comfortable as possible; maintain emergency first aid like AED, CPR, mouth-to-mouth resuscitation, etc.

- ✓ **DO NOT** move the victim
- ✓ **DO NOT** splint the victim
- ✓ **DO NOT** apply a neck brace
- ✓ **DO NOT** strap to a backboard, etc.

There are a very few exceptions to the above **DO NOTS**. Water emergencies, hypothermia, or when the environment in which the victim is in is worse than the injury (examples: victim is in a fire area and is in danger of smoke inhalation or being burned, victim is under water or victim is in immediate danger of falling or having objects fall on him/her).

The aquatics staff should exercise their best judgment in accordance with their training and the situation, regarding handling of a victim that is injured in the water.

Revised: 4-4-2011

Tab N. Missing / Lost Person

When a camper, unit leader, parent or staff member suspects that a person or persons are missing, either from their campsite, program area or program activity, the Camp Director is to be notified immediately.

The Camp Director will:

- Notify the Camp Ranger.

Note: Statistically at Camp Stambaugh missing individuals are not usually missing. In fact, majority of the time:

- The individual lost track of time.
- The individual because of social conflict wants to be missing.
- The individual is homesick, etc. and ends up at home or plans to go home.

Normally an individual is not lost until four (4) hours have lapsed since the time they were going to be somewhere although factors such as weather, darkness or impending darkness may lessen this time.

- Collect all personal information:
 - Name
 - Age
 - Height
 - Weight
 - Clothes last seen in
 - Eye color
 - Hair color
 - Last know location or direction headed

- Send unit leader to their campsite for a meeting with youth members. Unit Leader is to collect addition information:
 - Anything from above list not already known.
 - Was person homesick?
 - Was person being picked on?
 - Did he/she seem depressed?
 - Where might he/she go?
 - What was his/her favorite part of camp?
 - Anything else that might be helpful.

- Direct an immediate search with available staff. Include main facilities, roads, trails, program areas, or areas which the individual liked.

- Notify Mahoning County Sheriff of a possible missing person. They should be asked to check roads adjacent to the reservation.
- Assign someone from the unit to stay at the campsite and check area around the campsite.
- Notify parents and ask for someone to remain at the residence in case the missing person shows up. Find out if this has ever happened before. Parent might also know of a place where the missing person might be going.

ORGANIZING THE SEARCH

Camp Director will:

- Coordinate all searches.
- Give search teams maps with specific areas to be searched. Keep one master map with all areas marked for reference.
- After four (4) hours have lapsed recheck all areas (campsite, program areas, home, etc.)
- When deemed appropriate direct that a line search be conducted.
 - Utilize as many people as possible. Start with camp staff and expand with leaders as needed.
 - Close program areas to utilize an entire camp staff and campers.
 - Determine the last known point (LKP) of missing person and draw circular search areas moving outward from the LKP.
 - Line searcher walk in a line making sure they can see the people on both sides.
 - Proceed slowly and methodically to avoid the chance of missing an area.
- Notify Mahoning County Sheriff and advise them of the status of the search. Request police to take command of the search if deemed advisable.
- Notify Activities Director / Director of Camping and Scout Executive.
- Keep parents advised.

Revised: 4-4-2011

Tab O. Possession of Weapons

The possession of firearms, legally concealed or in plain view, is prohibited anywhere on the Stambaugh Scout Reservation.

Exceptions are for firearms utilized on the firearms range and for sworn law enforcement officers.

Possession of other weapons of any kind is likewise prohibited on the Stambaugh Scout Reservation.

Anyone observed or suspected to be in violation of the policy is to be reported immediately to the Camp Director.

Camp Director will:

- Assess the situation and make a careful decision as to approaching the suspected violator
- or:
- Notify the Mahoning County Sheriff (330 480-5000 or 911).

Revised: 2-22-2018

Tab P. Severe Weather Thunderstorms or Tornadoes

Thunderstorm or Tornado Watch: Issued by the National Weather Service when conditions are favorable for the development of thunderstorms or tornadoes in and close to the watch area. Their size can vary depending on the overall weather situation and are usually issued for a 4 to 8 hour duration. They are normally issued well in advance of the actual anticipated occurrence of severe weather.

Thunderstorm or Tornado Warning: Issued by the National Weather Service when a thunderstorm or tornado is indicated by radar or reported by spotters. They are usually issued for around a 30 minute duration. A tornado warning can be issued without a tornado watch being already in effect.

The Stambaugh Administration Staff:

- Will monitor a NOAA weather radio (162.400MHz or 162.550MHz) 24 hours a day when camp is in session and will communicate National Weather Service weather watches and warnings affecting the Stambaugh Scout Reservation area to the Camp Director.

The Business Manager:

- Will advise Camp Director and each camp area as to the predicted severe weather conditions.

Camp Director:

- Will initiate General Emergency Procedures unless circumstances dictate a modified response.

Exception to the General Procedure

In the event that a storm suddenly becomes evident the Reverse Cell Phone Texting System (page 6) will be activated. The Camp Director, based on the proximity of the storm, will make the decision to shelter in place. Staff and campers will proceed to the closest shelter until the all clear is announced.

Revised: 4-4-2011

Tab Q. Sniper/ Active Shooter Situation

Definition:

An active shooter or sniper is a person(s) engaged in the killing or injuring of people usually with a firearm with or without a particular method or pattern for selecting their victims. These situations evolve rapidly, are extremely dynamic and require the immediate deployment of law enforcement resources to neutralize the threat and preserve life.

Immediate Action:

- Anyone who encounters a person carrying or shooting a weapon except at target shooting on a designated range will immediately notify the Camp Director.
- Camp Director will activate the Emergency Procedures and notify law enforcement.
- Anyone who becomes aware of gunfire not associated with a designated range or of any incoming projectile (bullet, arrow, BB, pellet) will immediately notify the Camp Director or Camp Ranger. They will also take cover out of the line of fire and direct others within voice range to do likewise. Be aware of one's surroundings. Cover may be a tree, inside a building, a vehicle, a ditch or just lying prone if no other cover is immediately available. Do not move unless absolutely necessary or directed by law enforcement personnel.

Inside a building if the shooter is outside: Go to a room that can be locked. Lock doors and windows. Turn lights off and cover windows. Get on the floor in a corner away from the door. If communications are available (cell phone, radio) quietly advise Camp Director of your location and number of persons there. Do not respond to voice commands unless you verify they come from law enforcement or Camp personnel known to you. It could be the shooter trying to lure out more victims.

Inside a building if the shooter is inside: Go to a room that can be locked. If the room cannot be locked determine if there is another location that can be safely reached and secured or if you can exit safely.

Shooter is in same room or immediate area: Remain calm. Call 911 and quietly alert law enforcement of shooter's location. Leave phone line open if you cannot speak. If there is no opportunity to escape or hide try to negotiate with the shooter. Attempting to overpower the shooter should be a last resort.

Fleeing during a shooting incident: If you decide to flee or exit a building or your area have a plan and escape route. Do not carry anything and move in a zig-zag fashion keeping your hands visible and follow instructions of law enforcement.

Rescuing of injured persons during shooting and until after the danger is eliminated should be left to law enforcement personnel. A wounded rescuer becomes just another wounded victim.

Taking action against an active shooter: As a last resort, and only when your life is in imminent danger, you may choose to attempt to disrupt and/or incapacitate an active shooter by;

- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling
- Committing to your actions and following through

After a Shooter/Sniper Incident:

When the incident has been resolved and the law enforcement commander advises the Camp Director of such, all personnel will return to their camp sites and/or normal work stations and remain there.

The law enforcement commander will advise the Camp Director of which campers and staff will need to be debriefed.

Camp Director will:

- Assist in designating a site for the debriefings.
- Designate a site, normally the Brown Pavilion, where family members will be directed to be reunited with campers/staff. This site will be geographically removed from the debriefing site.

No one, other than victims transported to medical facilities, is to leave the Stambaugh Reservation until clearance is given by the law enforcement commander.

Revised: 5-14-2017

Tab R. Power Outage Procedures

- 1) Identify the problem.
 - a) Wires down in camp:
Use caution tape and staff to set a perimeter and keep campers safe.
Call Camp Ranger (330-974-8476)
- 2) Wires not down in camp but street lights are out. Call Camp Ranger (330-974-8476)

Factors for further decisions.

- a) Has there been a bad storm causing lots of power outages.
 - b) Is it localized and sunny day type failure.
 - c) Are there buildings that will freeze up.
 - d) Does the Dining Hall need to operate and is there a lot of food in the cooler/freezer?
- 3) Possible power outage solutions.
 - a) Power should be on within 8 hours.
 - Keep buildings and coolers closed up as much as possible to maintain temperatures.
 - Over chlorinate the pools manually.
 - Watch sewer plants and suggest more latrine usage.
 - b) Power outage expected to last more than 8 hours.
 - Consider risk on building freeze up, food loss at the Dining Hall, and physical plant problems such as pool or sewer plants.
 - Call the Director of Camping if anticipated outage past 8 hours.
 - c) Have the Director of Camping or Scout Executive Call First Energy to expedite service.

Revised: 2-22-2018

Tab S. Crisis Communication Plan

Definition:

“CRISIS” is defined as an unstable or crucial time or state of affairs whose outcome will make a decisive difference for better or worse with regards to our organization.

The crises our organization can experience include the following:

1. Serious or fatal accident or illness: one requiring hospital confinement for a period exceeding twenty-four hours, or an injury or illness likely to result in death or permanent disability/disfigurement.
2. Person(s) missing and / or presumed lost or dead: an unexplained absence from normal activity, residence area, or activity area; missing under conditions that raise strong presumption that the person is lost but may be located; missing under conditions that raise a very strong presumption that the person is dead.
3. Operational incident/Camp Evacuation plan: a minor accident involving non-serious injuries, some light property damage, or potentially hazardous conditions.
4. Non-operational incident: a delay caused by incidents such as kidnapping, hijacking, severe weather conditions, bomb threat, or other outside causes. No injury or personal harm is involved.
5. Enroute delay: a surface transportation delay that is temporary and not considered hazardous to the persons involve such as detours, poor roads, flat tires, minor accidents, and other similar causes. (Any delay in transportation will be reported to parents, but a statement may need to be sent out immediately to reduce rumors and speculation.)
6. Enroute emergency: a temporary situation in which the safety of surface transportation is in jeopardy or in question due to a lack of information.
7. Aircraft accident: involves substantial damage. One or more persons have suffered a serious or fatal injury. Usually both damages and fatalities have occurred.

8. Abuse allegation: stems from report of incident involving neglect, physical, mental or emotional abuse of child (children).

General Procedures for Accidents or Illness

- A. The staff member receiving a report, or becoming aware of an accident or illness should:
 1. IMMEDIATELY, check on the safety of the person or group involved and determine if proper authorities or medical help has been arranged.
 2. Contact: Scout Executive: (Patrick Scherer) Office:330-773-0415 ext. 238
Cell: 262-347-5610

- B. The Scout executive or his representative will begin the coordination of the following items:
 1. Assemble all facts quickly.
 2. Verify them from reliable sources.
 3. Contact proper authorities or medical help needed if it has not already been done. (Follow their instructions and/or the following steps as appropriate.)
 4. Contact parents or next of kin and set up an official visit by the Scout officials.
 5. Telephone information to director of marketing/communications for preparation of official statement:
 6. Email information to the National Council:

Crisis Communication Specialist at Scouting.Org

7. Telephone information to the Regional and Area Directors:

Al Lambert Office: 972-580-2106
Regional Director

Todd Walter
Area IV Director Cell: 469 510-7047

8. Inform liability carrier (or other insurance company requirements) (INA/ESIS). Phone 913-491-2000; ask for Boy Scout claim representative.

9. Inform Council President and Council Vice President of administration:

Tim McNutt	Cell:	330-575-0074
Council President	Office:	330-266-2174

Dan Glessner	Office:	330-434-7240
VP Administration	Home:	330-686-9985
	Cell:	330-618-8479

- C. Scout executive will assign the investigation of the accident or incident to a management team member who will collect all the information and complete preliminary report forms required by the national office.
- D. Scout executive will convene an accident review committee, including the vice president of administration, insurance chairman, legal counsel, health & safety chairman, and related committee chairmen and staff. This committee will prepare the final report required by the national office and make recommendations to help prevent future incidents.
- E. The staff member assigned the responsibility for the accident or incident investigation will work with the unit or volunteer group involved to make certain all other accident insurance benefits are derived by the injured party. For instance, council accidental death benefits, or accident and medical benefits.
- F. Staff members will refer all inquiries regarding the accident or incident to the Scout executive's office.
- G. The Marketing Director or their representative will coordinate the following items:
 - 1. Release official statement to all media by fastest available means.
 - 2. Circulate official statements made during emergency to all staff members and key volunteers. Keep them fully informed.
 - 3. Anticipate needs of news media. Extend full cooperation. Have amenities available. Keep them briefed, night and day.

4. Anticipate public and family inquiries or pressure. Execute positive information program.
 5. Keep lines of communication open. Establish emergency communication lines where needed. Monitor news sources.
- H. Afterwards, Scout executive and appropriate staff members will conduct an evaluation to review the outcome, revise the plan accordingly and prepare a brief for the board, staff, district, and unit for future reference.

General Procedures for Allegation of Child Abuse

- A. Call Scouts First Hot Line 1-844-726-8871.
- B. All reports, whether they originate in the form of conversation, phone calls or letters, must be forwarded to the Scout executive or his representative in writing: c/o Great Trail Council, BSA, P.O. Box 68, Akron, OH, 44309-0068.
- C. All allegations should be kept strictly confidential with as few people involved and as little discussion about the matter as possible.
- D. Upon receiving the report, the Scout executive or his representative will immediately take the steps outlined in the Revision of Procedures for Maintaining Standards of Membership.
- E. Staff members will refer all inquiries regarding the accident or incident to the Scout executive's office, or his representative, so that all inquiries receive consistent handling.
- F. The Director of Field Services will follow steps outlined in the Revision of Procedures for Maintaining Standards of Membership.
- G. The assistant Scout executive or representative will coordinate the following items:
 1. Release official statement to all media by fastest available means.
 2. Circulate official statements made during emergency to all staff members and key volunteers. Keep them fully informed.

3. Keep lines of communication open. Establish emergency communication lines where needed. Monitor new sources.

Afterwards, Scout executive and appropriate staff members will conduct evaluation to review outcome. Revise the plan accordingly. Prepare brief for board, staff, district, and unit for future reference.

Also reference Tab E. – Child Abuse

Revised: 3-27-2019

Tab. T Emergency Management Map

