



BUILDING INCIDENT RESPONSE TEAM - BIRT

University of Michigan

2013

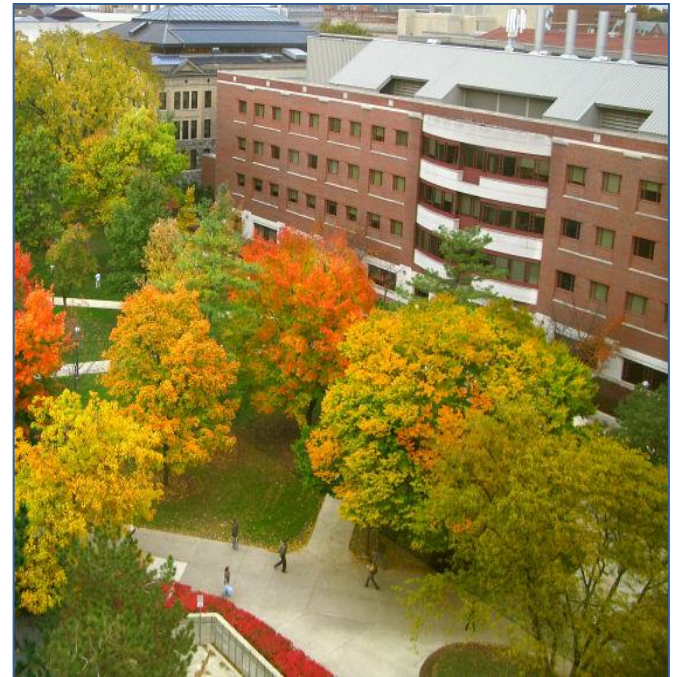
COURSE OUTLINE

- ❑ Purpose
- ❑ Expectations
- ❑ BIRT Liaisons
- ❑ Incident Response
- ❑ Incident Follow-Up
- ❑ Q&A



PURPOSE OF BIRT

- ❑ Prepare units to respond to a variety of emergencies
- ❑ Create a consistent framework across the University for how buildings respond to emergencies
- ❑ Assigned by unit / geography



PURPOSE OF BIRT

- ❑ Enhance coordination and communication with the building's occupants
- ❑ Educate occupants on protective actions
- ❑ Establish unit point-of-contact for emergencies and training
- ❑ Provide support and information to first responders

BIRT – NOT EXPECTED

- ❑ Play hero
- ❑ Place themselves in danger and should only carry out actions if safe to do so
- ❑ Be fire fighters, police officers or EMTs
- ❑ Administer first aid or CPR unless qualified to do so



PROTECTIVE ACTIONS

- Notify 911
- Assess the situation
 - Evacuate
 - Shelter in Place



BIRT MEMBER - EXPECTATIONS

- ❑ Enroll in U-M Alert
 - Self enroll via Wolverine Access
- ❑ U-M Alert is intended to be activated when an immediate life safety action needs to be taken
- ❑ U-M Alert is tested fall and winter semesters

Michael Kennedy
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[addresses](#) | [names](#) | [phone numbers](#) | [u m emergency alerts](#) | [emergency contacts](#) | [racial/ethnic survey](#)

UM Emergency Alerts

Use this page to enter, update, and/or delete your UM Emergency Alerts.

- * Select the Alert Type (voice mail or text message) from the drop down menu.
- * Enter the telephone or cell phone number.
- * Add additional alerts by clicking on "Add an Alert Type".
- * Click "Save" to complete registration.

Click **Help (above)** for step-by-step instructions.

UM Emergency Alert is a mass, urgent notification system initiated by the Department of Public Safety used solely in the case of a campus-wide threat. All phone numbers you provide will receive a notification.

*Alert Type	* Telephone	
UM Emergency Alert Text (SMS) ▼	<input type="text"/>	delete

[ADD AN ALERT TYPE](#)
[SAVE](#)

* Required Field

Questions?

Visit the [UM Emergency Alert web site](#) for additional details.

BIRT MEMBER - EXPECTATIONS

- ❑ Identify persons with mobility impairments who may require special assistance during an emergency
- ❑ Inform occupants of BIRT (staff meetings, emails)
- ❑ Attend periodic meetings so that all members become familiar with one another
 - Provides an opportunity for changing and re-assigning people
 - Opportunity to discuss emergency issues

BIRT MEMBER - EXPECTATIONS

- ❑ Wear reflective vest for identification
- ❑ Respond to emergencies
- ❑ Assist students/staff/faculty/visitors

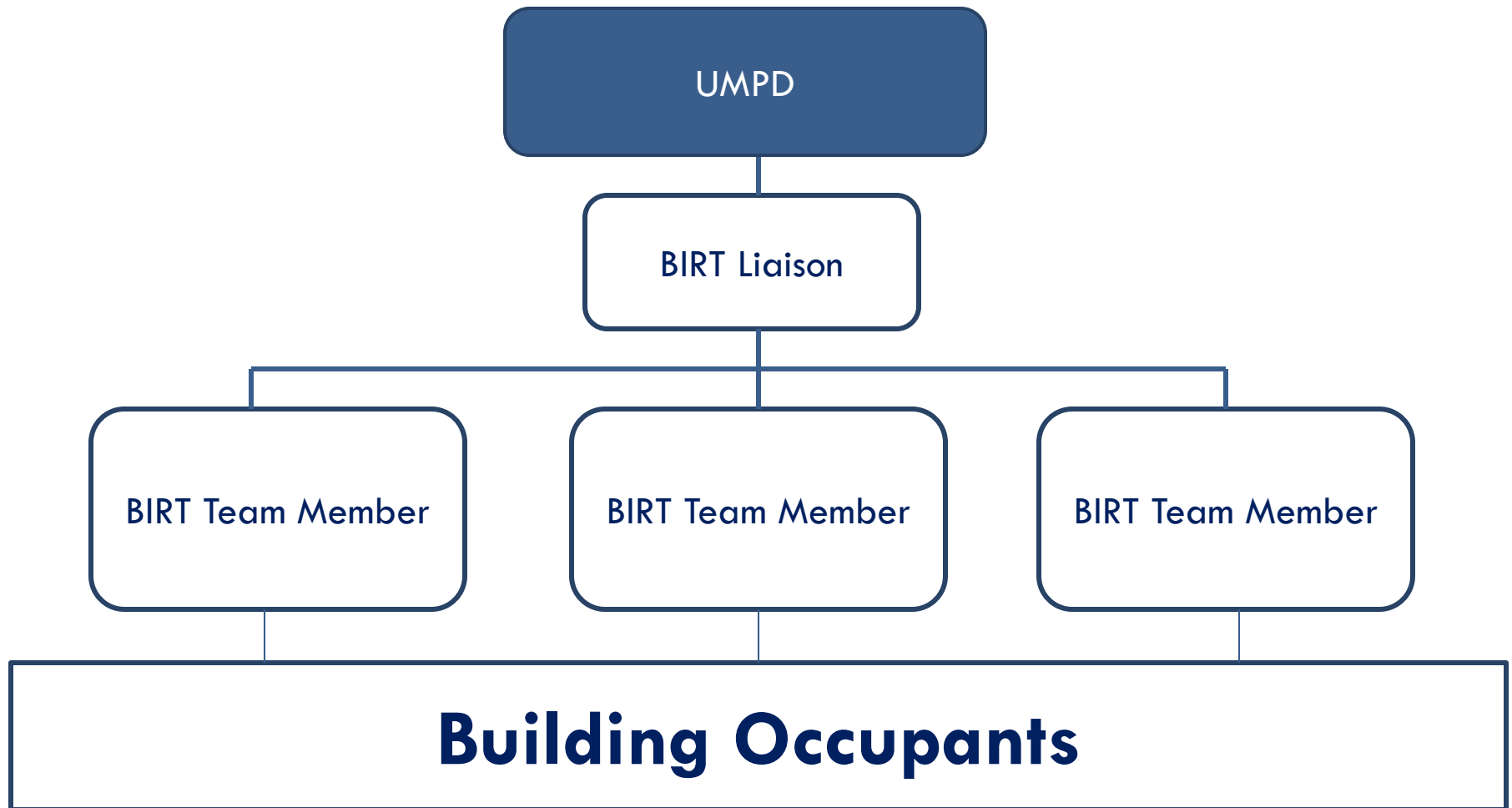


ROLE OF BIRT LIAISON

- ❑ BIRT Liaison will serve as the point person
 - Seek out UMPD
 - Provide direction to BIRT members
- ❑ BIRT Liaison does not have defined role in weather event



ROLE OF BIRT LIAISON



ROLE OF BIRT LIAISON

- ❑ Communicate to the BIRT members with updates and needed actions including “All Clear”



ROLE OF BIRT LIAISON

- ❑ Assign Back-up Liaison
- ❑ Identify team members
 - Building coverage areas
 - Door entrances to monitor
- ❑ Communicate about schedules



BIRT – FIRE

- ❑ If a BIRT Member becomes aware of a fire he/she should:
 - Activate the building fire alarm system (Pull station) if not already done
 - Call **911** and report the incident immediately



BIRT – FIRE

- ❑ Check pre-assigned areas and Areas of Rescue Assistance (also check after “All Clear”)
- ❑ Close office doors while evacuating
- ❑ Make notification of persons in Areas of Rescue Assistance
- ❑ Advise people not to re-enter the building until All Clear.
- ❑ Serve as “runners” to assist with communication
- ❑ Make notification of any non-compliance with evacuation order



BIRT LIAISON – FIRE

- ❑ UMPD only sends one officer on a report of a fire alarm
- ❑ AAFD does not respond unless confirmed smoke / fire
- ❑ If BIRT Liaison does not see UMPD Officer and has not received any further information after 10 minutes, BIRT Liaison should call UMPD (911) to obtain status update.

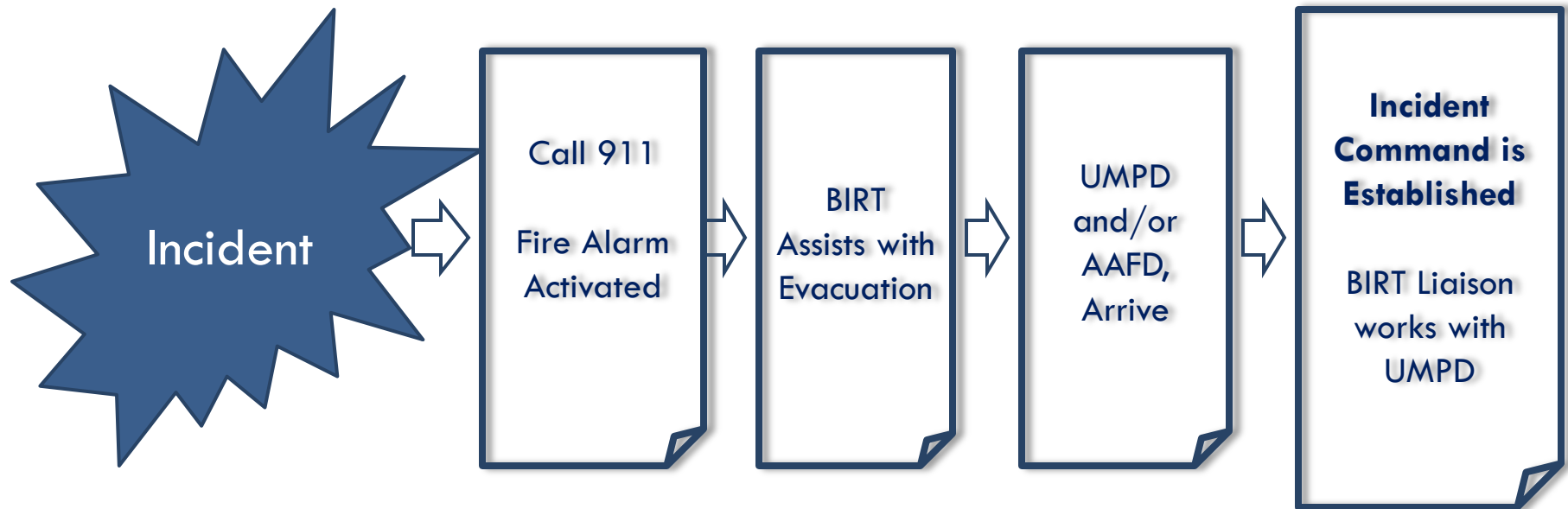


BIRT LIAISON – FIRE

- ❑ Once outside of building, call UMPD (911) via cell, from another building, or blue emergency phone and state the following:
 - You are at the University of Michigan
 - If on a cell phone, you will be transferred to U-M UMPD
 - Your name and you are the BIRT Liaison for your building
 - The building is (or is being) evacuated
 - Any additional information (you see smoke, someone with a mobility impairment in an Area of Rescue Assistance, etc.)
 - Your location



INCIDENT RESPONSE – FIRE



SEVERE WEATHER - TORNADO

- ❑ Upon National Weather Service notification of a Tornado Warning for Washtenaw County
 - Outdoor Warning Siren
 - U-M Emergency Alert
 - Radio / TV / Internet
- ❑ Do not pull the fire alarm
- ❑ Conduct a sweep of the pre-assigned areas and alert building occupants

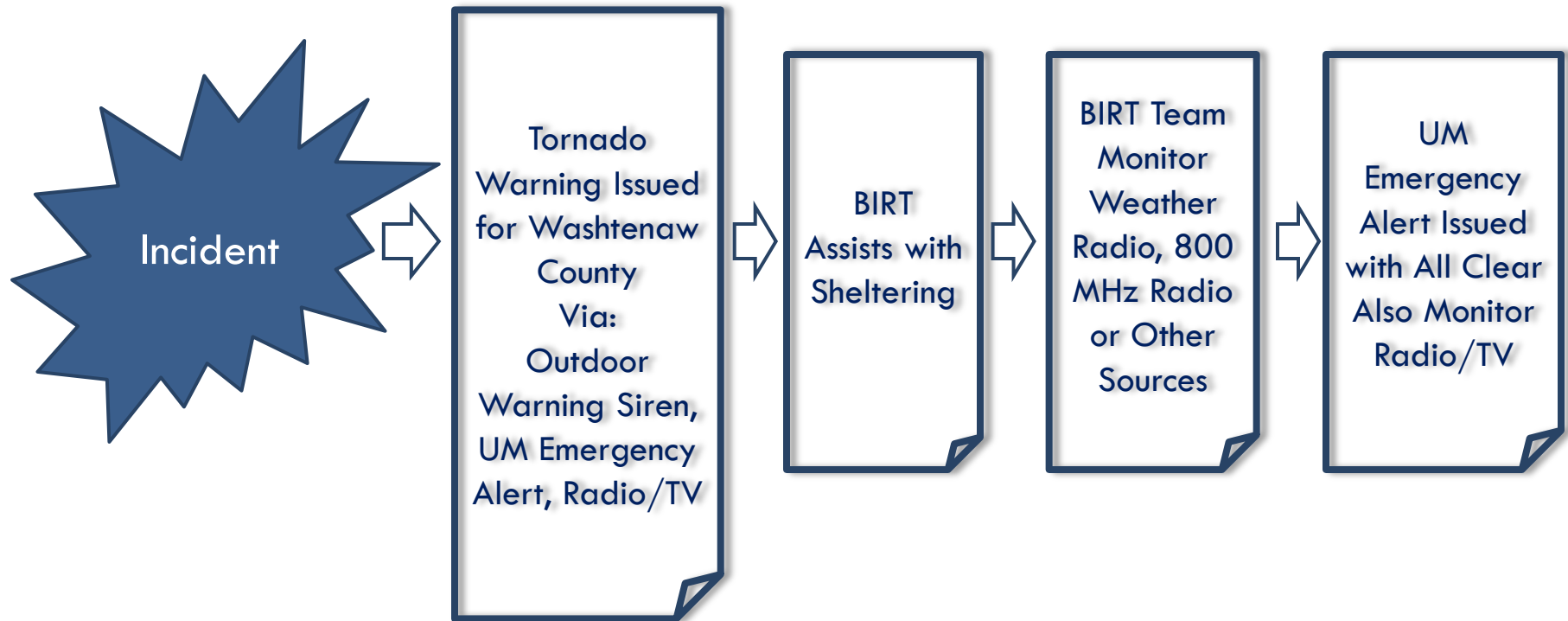


SEVERE WEATHER - TORNADO

- ❑ Proceed to the severe weather shelter location, which is the lowest interior space
- ❑ Monitor the following for “All Clear”
 - NOAA radio, WWWW 102.9 FM, WEMU 89.1 FM, WLBY 1290 AM, WQKL 107.1 FM or WTKA 1050 AM
 - U-M Emergency Alert



INCIDENT RESPONSE – TORNADO



INCIDENT FOLLOW-UP

- ❑ Liaison should ensure appropriate building stakeholders are informed of the incident
 - Personnel need to follow college / unit specific policies for communication
- ❑ Do not release sensitive or security related information
- ❑ State facts only
- ❑ Keep it short and simple



INCIDENT FOLLOW-UP

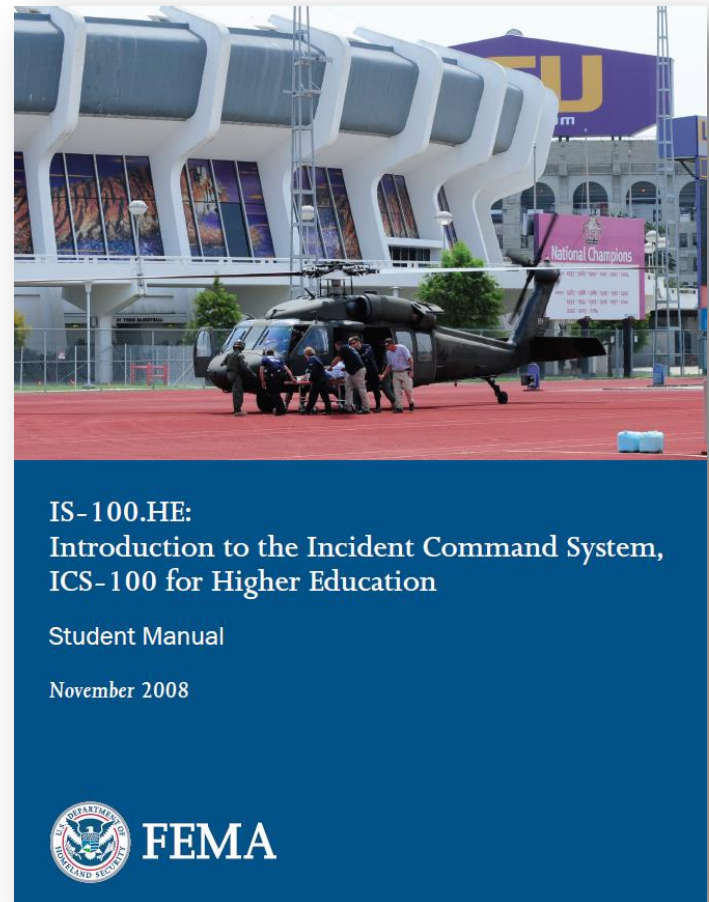
Sample Email

At 10:04 AM, the fire alarm was activated. The BIRT assisted with evacuation and restricting building access until UMPD arrived. UMPD was able to determine the alarm was caused by contractors on the third floor doing dry wall work. UMPD reset the system, and BIRT allowed re-entry at 10:23 AM.

Joe Smith – BIRT Liaison, LSA Building

OPTIONAL TRAINING

- ❑ IS-100.HE Introduction to the Incident Command System, ICS-100, for Higher Education
- ❑ <http://training.fema.gov>



DISCUSSION

- ❑ Effective immediately
- ❑ After hours emergencies
- ❑ Other types of emergencies will be incorporated into BIRT over time as the program evolves and matures
- ❑ Questions



Questions Reference BIRT

□ Mike Kennedy

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- Emergency Preparedness
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