# State Emergency Response Application (SERA)

And all the parts and pieces.

NCEMA 11/4/2019



























#### K-12 Schools

- Building Assets/Floorplans
- School Profile
- Administrator Contacts
- Response Procedures

#### **Community Colleges**

- Campus location
- Building Assets/Floorplans
- Building Populations
- Response Procedures

#### **State Government**

- Building Contacts
- Building Assets/Floorplans
- Building PopulationsResponse Procedures

#### Dams

- Inundation Data
- Dam Profile
- Estimated Impacts
- Event Action Plans
- Notification Flow Charts

#### **Universities**

- · Campus location
- Building Assets/Floorplans
- Building Populations
- Response Procedures

#### **Prisons**

- Prison location
- Building Assets/Floorplans
- Contact Information
- Response Procedures

#### Hazardous Materials - High and Intermediate

- Storage / Generation location
- Building Floorplans / Location of Materials
- Contact Information
- Hazardous Materials Profile
- Response Procedures

#### Homeland Security - Special Events / Gatherings

- Building Floorplans / Line of Site
- Contact Information
- Tactical- Profile
- Response / Recovery Procedures

#### **Hospitals / Health Care Facilities**

- Building Floorplans
- Contact Information
- Patient / Care Profile
- Response / Recovery Procedures

#### **Airports**

- Building Floorplans
- Contact Information
- Tactical- Profile
- Response / Recovery Procedures

## State Emergency Response Application

**Build Out Vision** 







#### Accessible via NCID / CJLEADS to:

- State Highway Patrol
- · State Bureau of Investigation
- · Law Enforcement
- Emergency Management
- First Responders







# School Risk Management Plan (SRMP) Progress

### Progress to date includes:

- Initial meetings for 115 school districts;
- Acquisition of all floor plans for all 2,400 schools (15,000 floor plans);
- Establishment of 240,000 assets within school buildings;
- School Risk Management Planning Tool In Production;
- Generated / replicated 2,000+ school risk management plans
  - 65% of schools have a district approved plan
  - 35% have state approved Plan
- 2nd meeting to train the Plan Authors
  - 67% of school districts trained.







# Higher Education Risk Management Plan (HERMP) Progress

### Progress to date includes:

- Acquisition of floor plans for 15 of the 16 university systems including all campuses;
  - Missing one which we are in the process of getting.
- Higher Education Risk Management Planning Tool In Production;
- Working through the policies with each university for the planning tools.
  - Floor plans for all university buildings are available for first responders.
- Acquisition of floor plans for 55 of the 58 community colleges including all campuses;
  - Missing 3, that we are working with.
  - Have provided training to 30 Community Colleges
  - Have Provided access to 40 Community Colleges







## **HERM Plan**

## Higher Education Risk Management Plan

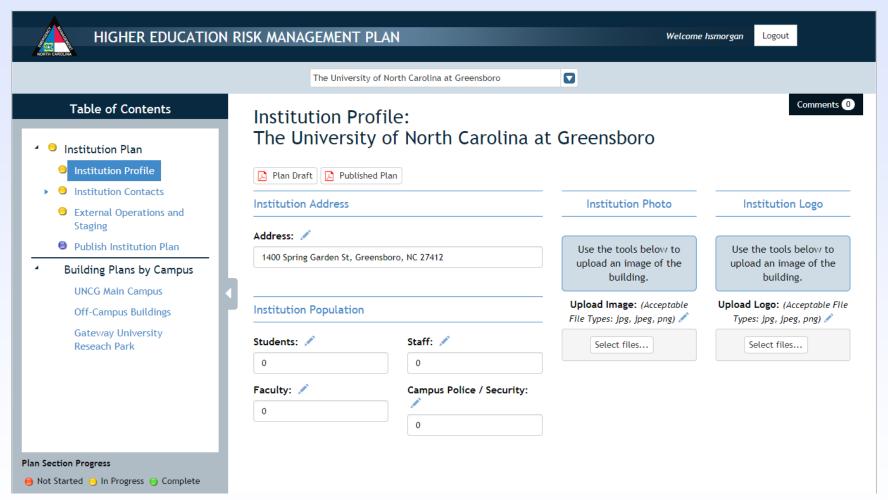
https://sera.nc.gov/hermp/







## Higher Education Risk Management Plan

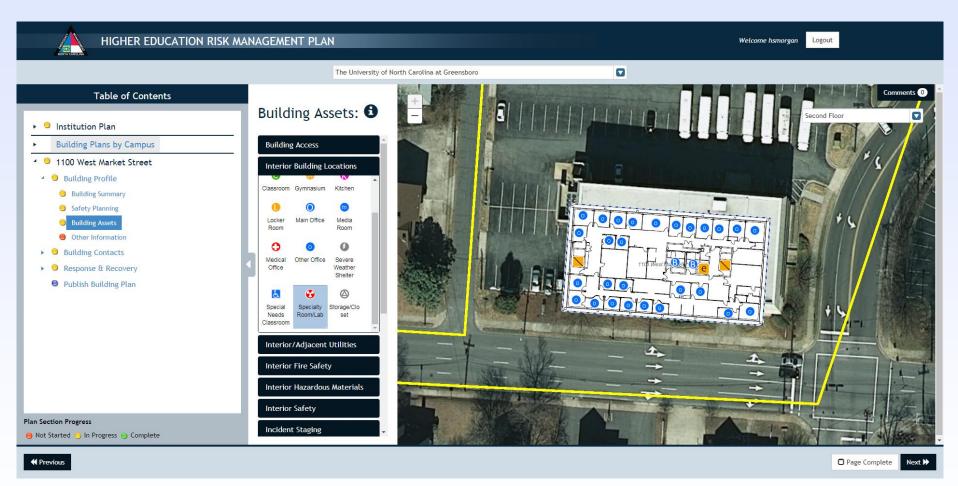








## Higher Education Risk Management Plan









## **HERMP:** Final Plan

- Contributors submit completed plans to Author
- Online review comments and responses stored
- Plan approval and finalization
- PDF Export and Archival



North Carolina Emergency Man Risk Management Section

## School Safety Plan Brier Creek Elementary School

9801 Brier Creek Pkwy, Raleigh, NC Wake County Schools



Principal James Hull

919-555-1212 (Office) 919-555-1212 (Mobile)

Assistant Principal Tom Jones

919-444-0987 (Office) 919-444-0987 (Mobile)

#### 1 Introduction

The Brier Creek Elementary staff, students and parents, and community leaders are committed to providing the safest environment possible. We recognize the possibility of a hostile attack, sabatage, or other violent action, as well as disaster/crisis resulting from fire, natural causes, or acts of school violence. As a public institution of learning, this county realizes the importance of and need to miligate, provide for, and respond to emergency situations. The School Risk Management Planning Tool provides a framework in which the school can plan for and perform its respective emergency functions during school crisis situations. It is further designed to assist the staff in following procedures with the greatest possible speed and safety. Regardless of the prescribed procedures, training, and instruction, we acknowledge that the sound judgment of the administration and staff is an integral part of safety management. The safety and well-being of our students, staffs, and community members are of the tumost importance.

#### 1.1 Concept of Operations

Any incident occurring on Brier Creek school grounds while staff and students are present will be responded to initially by school personnel. The staff is expected to take charge and manage the incident until it is resolved or until the command is shifted to someone more qualified with legal authority to take command. In an incident the Principal or designee will activate the Crisis Management Plan. The principal or designee will contact the superintendent.

#### 1.2 Organization and Assignment of Responsibilities

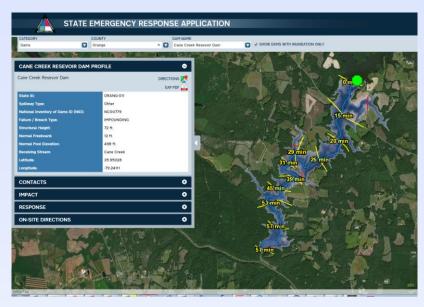
Brier Creek operational organization will facilitate the response to an incident. It contains information on the kinds of tasks to be performed by position and organization. It is essential that roles are known and accepted by staff members so smoother more productive results will be achieved during an emergency.

smoother, more productive results will be achieved during an emergency.			
Role	Role Responsibility		
Principal	Provides for safety of students on daily basis. Coordinates response efforts with the Central Office/Superintendent's Office. As needed, delegates responsibility for certain tasks to qualified individuals.		
School Resource Officer	The SRO at Brier Creek will facilitate communications.		
Superintendent	Reports to the Principal to perform duties not directly involved in the supervision of students.		
Assistant Principal	Provides for safety of students on daily basis.		
Child Nutrition Supervisor	Provide food and water/drink as needed and perform other duties as needed.		
Transportation Coordinator	Supervise the care of students if an emergency/disaster arises while students are on buses. Transport students as directed.		
Maintenance Supervisor	Survey and report the condition of the building(s) and grounds to the Principal During an		

event, report damage to the Incident Commander and manage all necessary shutoff valves, provide damage control as needed, and assist in the use and disbursement of supplies and

# Dam Inundation Progress

Progress to date includes: Approximately 1500 high hazard dams in the state.



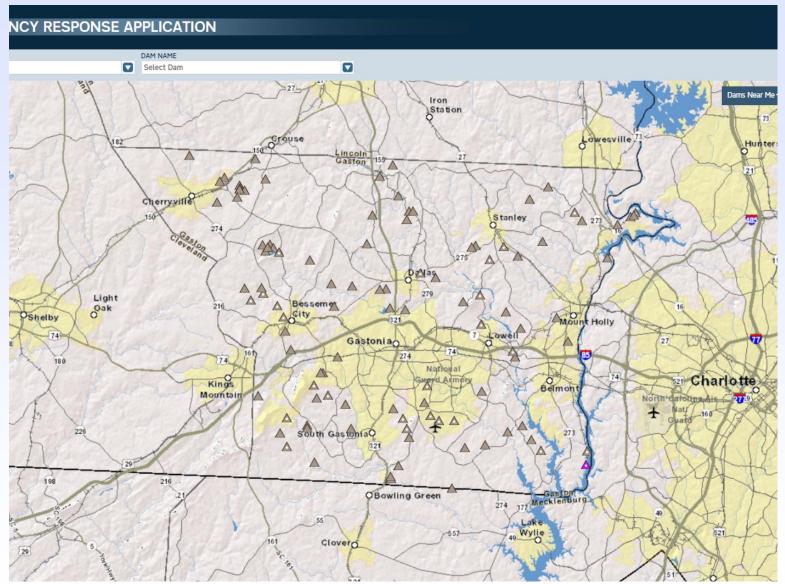
- Produced inundations with timing for 750 dams that are currently in the system;
- All Finalized dams are In Production;
- Inundations include
  - Raster showing inundation
  - Timing of road impacts, with depth of flooding
  - Number of structures with depth of flooding







### **Gaston county Dams**

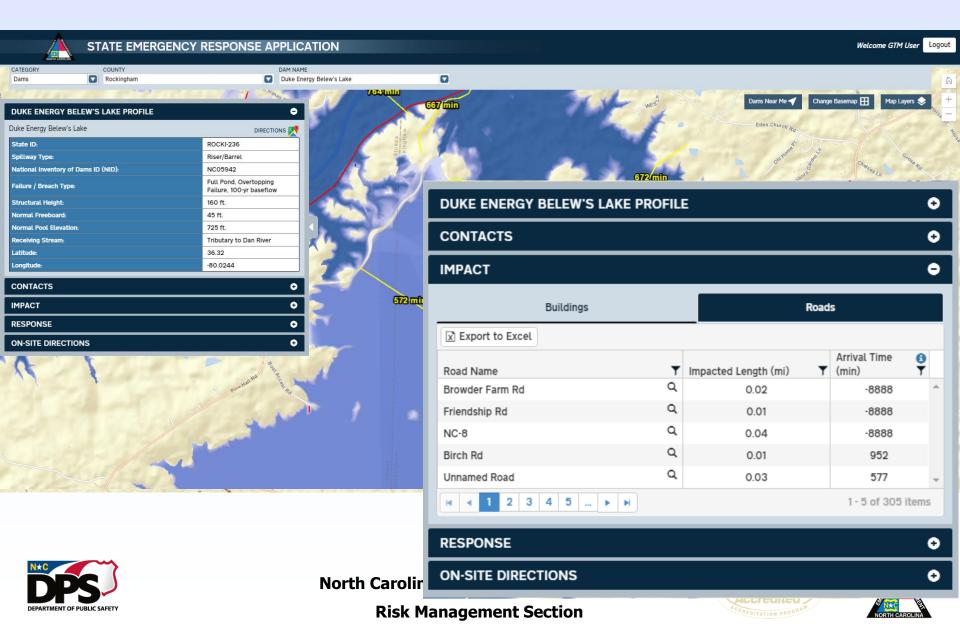








## Blues Creek Dam- Rockingham County



## SERA

# Schools Emergency Response Application







## SERA: Purpose

A web-based application designed to assist emergency responders and public safety officials as they efficiently respond to hazards and threats at North Carolina Public Schools K-12 and campus facilities

Displays campus, buildings and floor plans (including multi-floor buildings) and key asset locations (exit locations, power, fire safety, knox box locations, data/communications, gathering points, etc)



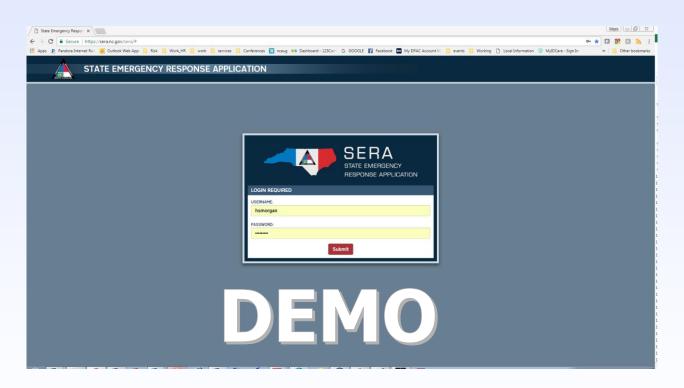




# SERA: Functionality

A service through NCEM's Schools Emergency Response Application (SERA) web-based application Secure login with NCID Credentials

Editable asset information available on laptops, smartphones & tablets









## State Emergency Response Application Progress

#### Progress to date includes:

- Access for all NCEM senior staff, Branch Managers, Area Coordinators;
- 75 counties of County EM coordinators;
- 50 counties of First responders;
  - Including Law Enforcement,
  - Fire (determined by county),
  - 0 911
- All State Highway Patrol Troopers;

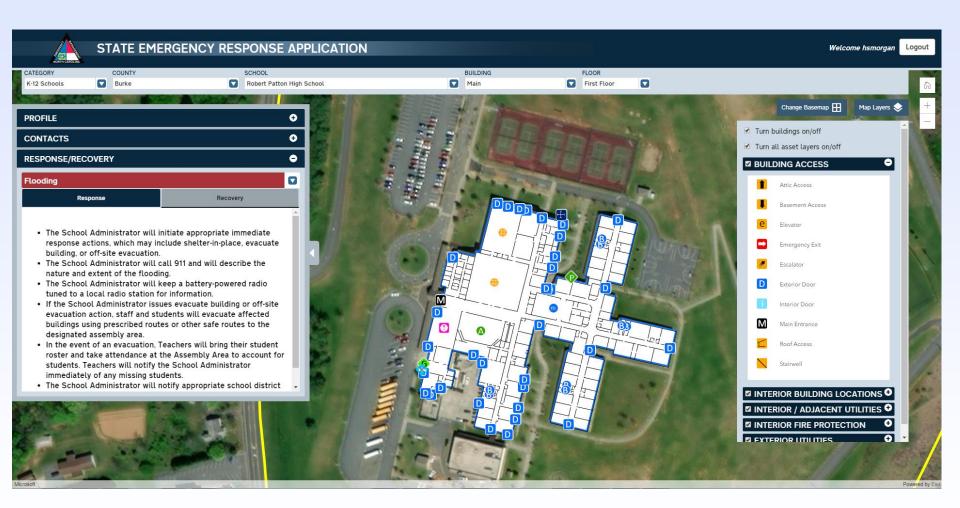
- o Working to include:
  - all sworn officers with SBI
  - o FBI
  - DHS responders







## School Plan in SERA









# Correctional Facilities Risk Management Plan (CFRMP) Progress

### Progress to date includes:

- All Correctional Facilities are in the system;
- Acquisition of all floor plans for all Correctional Facilities;
- Establishment of assets within Correctional Facilities buildings;
- Correctional Facilities Risk Management Planning Tool In Production;

#### **Next Steps**

- Include missing structures because of age.
- Work with Correctional Facilities to incorporate other needs







# Summary of CFRMP Roles

### **Super Administrator:**

NC Office of Risk Management staff have permissions to the overall system for IT administration issues.

### **Facility Admin:**

have access to view all plans for the facility. Plans can be exported for review at any time. Use the Administration tool to search for users and assign them to plans.

### **Author:**

responsible for the oversight of the plan, including submitting the plan for review, and publishing the plan.

#### **Contributors:**

can be assigned by the Author or above to any plan to assist with the data entry.

#### **Reviewers:**

can comment on all pages of the plan. The plan becomes available for review after the data has been entered into the plan by the Authors and Contributors, and the Author has submitted the plan for review.







# Correctional Facilities Risk Management Planning – Profile

## **Institution Level Planning**

- Events for the entire campus to include:
  - external gather points.
  - Procedures for outdoor locations
  - Contacts for outdoor procedures
  - Communications for outside of the buildings, etc..

## **Building level Planning**

- Events for specific buildings to include:
  - Assets within the building
  - Processes for locations within the buildings
  - Contacts for specific buildings
  - Communications within a structure







# Sera Prisons Example

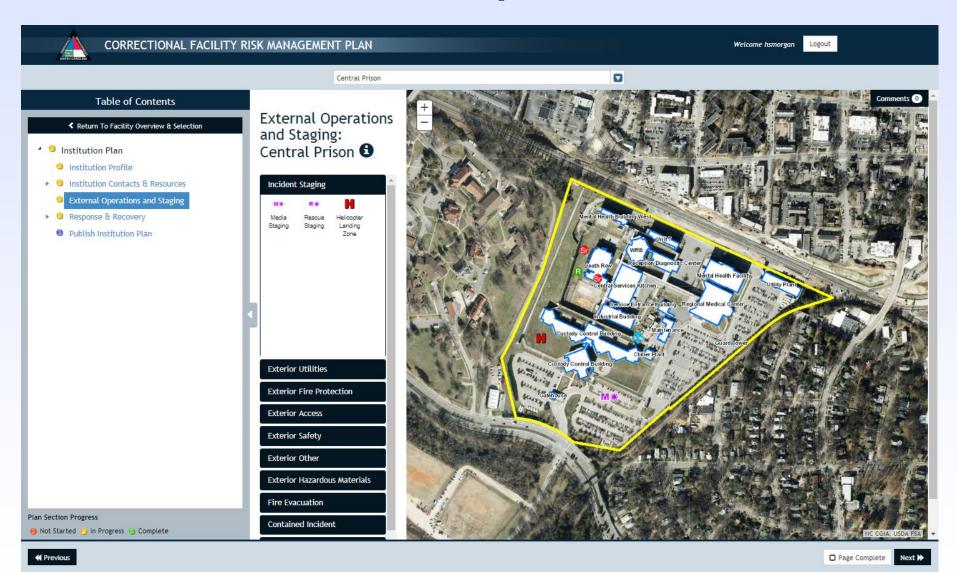








# **External Operations**









## SERA\_prisons

State Emergency Response Application

https://sera.nc.gov/sera\_prisons/CF.html







# State Emergency Response Application- Prisons Progress

## **Next Steps**

- Prisons- and Juvenile Justice
- Working through details of version two with upgrades
- Working to tie the two systems together so when the correctional facilities are open to all SERA users people outside the system will know









## Correctional Facilities Risk Management Initiative – Hazards

- Natural
  - Earthquake
  - Flooding
  - Severe Weather
  - Tornado
  - Wildfire
  - Animal Disturbance
  - Others.....

- Accidental
  - Aircraft Crash
  - Building Fire
  - Chemical Release
  - Explosion
  - Food-borne Illness
  - Missing Person or Death
  - National Incident or Military Conflict
  - Out of Control person
  - Serious Medical Emergency

### Intentional

- Active Shooter
- Bomb Threat
- Explosion
- Fighting/Riots
- Hostage/Kidnapping
- Others......

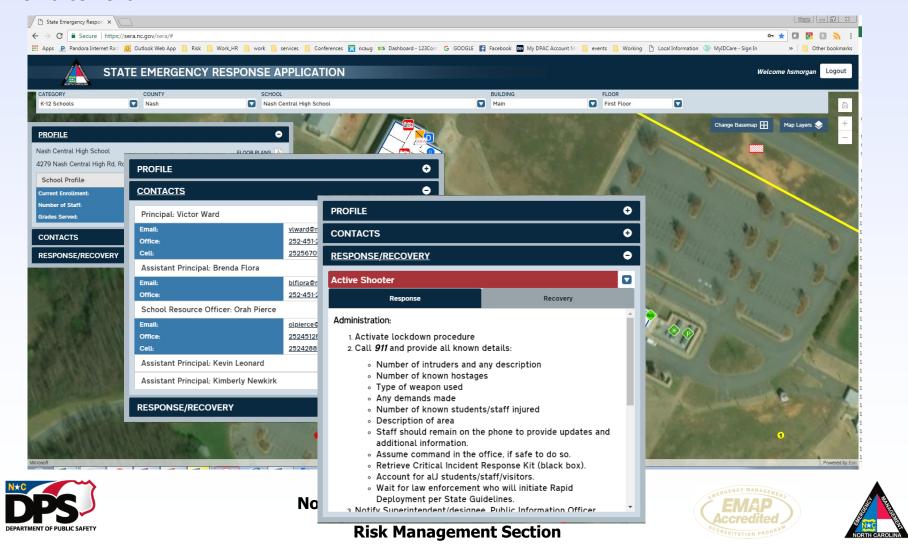




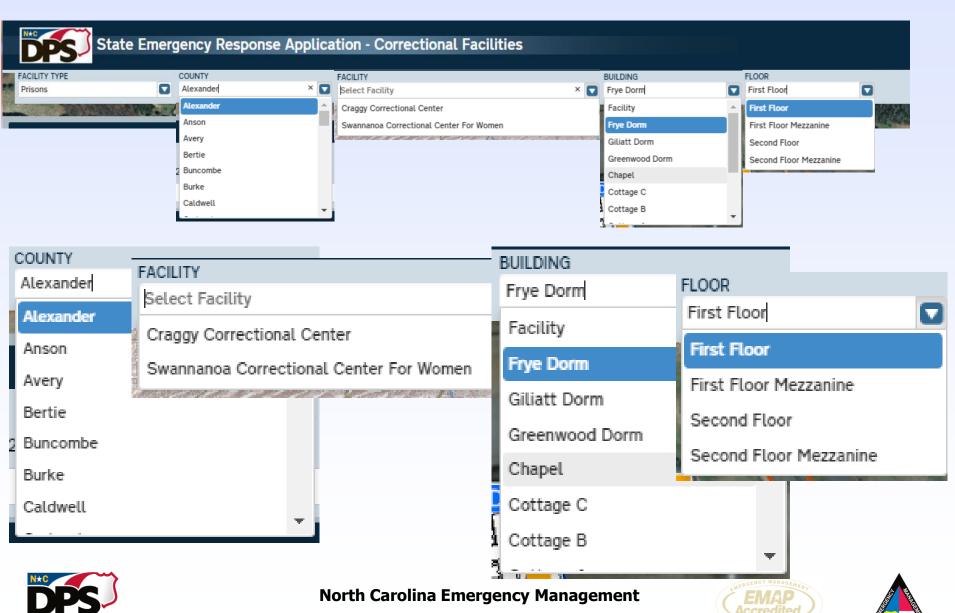


### **SERA:** Functionality

As facilities update information in their profile, location, building assets and response/procedure activities through the CFRMP, there is a live update to the SERA for use by first responders and law enforcement



### **SERA:** Functionality- Campus View



**Risk Management Section** 

# Next Steps

# New Grant- possibilities for maintenance







## Upgrades and maintenance

- 1. EMPG credits for a class each year to meet with the schools and responders to upgrade the plan.
- 2. Money to clean up some of the processes and assist with building maintenance.
- 3. Work with Power school to incorporate information
- 4. Work with Higher education to incorporate information in existing systems
- 5. Train the remaining first responders
- 6. Upgrade the buildings that need to be added for all systems.







## Instructions for NCID Admins







## **NCID** Security

- County EM determines who has access for the SERA System.
- There is an administrator tool that provides access and is controlled by the County EM designee
- Plans are controlled by each school district within the planning tool.
- Must have an Active Agency NCID
- Must have a local or State Activity Type
- Must change the password every 90 days.







## Instructions for adding or changing NCID Administrators for your county

Someone from the county, preferably the person that will be the administrator, needs to open a ticket and request to be an administrator for the county. This person will need to include all the agencies for which they wish to have administrative privileges.

Service Desk: 919-754-6000

Submit a ticket to our Service Desk: <a href="mailto:dit.incidents@its.nc.gov">dit.incidents@its.nc.gov</a>

Once the ticket is received DIT will contact the county manager to describe the request and get a point of contact. It helps if prior to requesting the ticket, the person gives the county manager a heads up that NCID will be sending an email. For audit purposes we need an approval email from the current county manager. Once we receive the go ahead we will work with the contact to get an account promoted.

Once there is a top-level administrator that person can create and promote other accounts. NCID can assist with how to do that.







## Instructions for SERA Admin Tool

Who are your NCID delegated Admin? You need to make sure you have these people set up correctly with NCID. (if there are questions see step 1)

If you have access to NCID you can pull the existing list from NCID and adjust to work within the tool import.

Log in to the SERA Admin site with your NCID account:

https://sera.nc.gov/seraadmin/

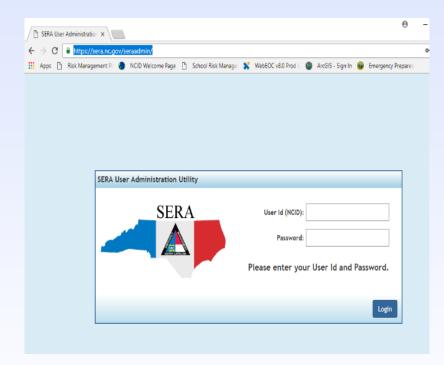






## Loading single users into SERA admin

- You must first have permission as an NCID Administrator from NC Risk Management.
   If a contact is provided we will add them as an administrator to the system.
- You would then be able to log into SERA and add users as the NCID Admin for your division



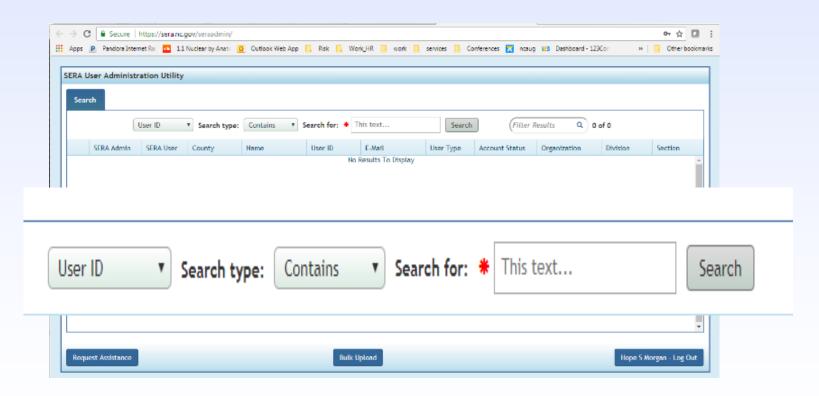






Once added to SERA as an admin the individual would have the ability to add users. This is by User ID, Last name, First name, or Email Address (first Button)

- •Next is Type, this is either Contains, Begins with, Ends with, or exact Match
- •Text field is where you would type in either the user ID, name, or email









# Bulk Upload tool on the SERA Admin site.

- 1. Create an Excel file containing all the people that you wish to add to the System. Adjust your list to include at least 2 columns of data. One column has to have the header NCID and has to contain NCID usernames of the users you want to add. Another column has to have the header FIPS with the corresponding FIPS codes (the county assigned) for the users. The excel file can have any name, and the file can have more than these two required columns, but these columns have to exist with the required data. If any username or FIPS code is wrong, it will generate an error message for that particular row.
- a. If you are not the NCID Delegated admin for a user you are trying to add, it will generate an error for that user. Here is a snapshot of a file I created. The user 'aavsdsdv' does not exist, so it will generate an error

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4	А	В	С
1	NCID	FIPS	
2	gtmuser	999	)
3	gtmuserb	1	L
4	aavsdsdv	29	)
5			
6			



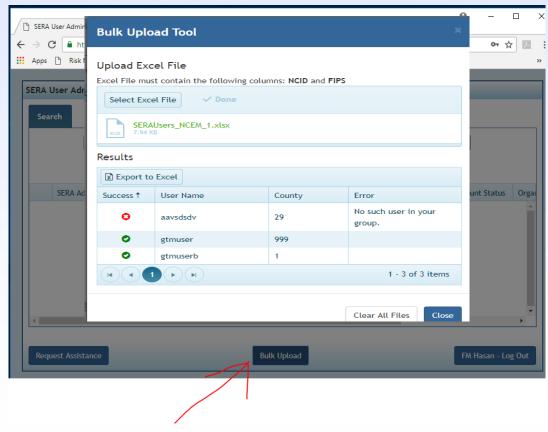




# Bulk Upload tool on the SERA Admin site.

Click on 'Select Excel File' and navigate to the file containing the NCID and FIPS codes. Once the file is selected, click on the Upload File button. The rows will be processed, and you will see error messages, if any problems occur.

You can close the window and verify with some NCIDs you added (using Search) to see if it the right user was added to the right county.









## Contacts

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