

2023 Exercises

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2023 Fall Fire Drills AAR-IP

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Fall 2023 Fire Drills

After-Action Report/Improvement Plan

November 09, 2023

This After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine and related frameworks and guidance. This AAR meets Homeland Security Exercise and Evaluation Program (HSEEP) guidelines. Exercise information required for preparedness reporting and trend analysis is included.

Exercise Overview

Exercise Name	Fall 2023 Fire Drills
Exercise Dates	October 9, October 19, October 24, 2023
Planning Date	September 20, 2023
Hotwash Date	October 30, 2023
Scope	This exercise is a drill, planned for approximately 5 minutes at each residence hall. Exercise play is limited to activating the fire notification system in each building, monitoring the receipt and response by occupants, examining the notification system for any failures, and documenting all observations.
Focus Areas ^[1]	Protection, Mitigation, Response
Capabilities ^[2]	§ Community Resilience § Infrastructure Systems § Operational Coordination § Planning § Public Information and Warning

Exercise Name	Fall 2023 Fire Drills
Objectives	§ Determine the operational status of fire notification systems § Examine the ability of occupants to recognize hazard communication messaging § Examine the occupant's response to hazard communication messaging § Examine the ability of staff to encourage and guide evacuation efforts § Evaluate the effectiveness of previous public information programs § Examine for hazards that may compound fire risk/consequence
Hazard	Uncontained Fire
Scenario	Fire alarm activation signaling the potential for a fire in the respective residence hall or living quarter.
Sponsor	Arkansas State University
Participating Organizations	Environmental Health & Safety, Office of Emergency Management, University Housing
Point of Contact	Wyatt Reed , Emergency Operations and Occupational Safety Specialist Office of Emergency Management Arkansas State University WReed@AState.edu or (870) 972-3352

Analysis of Capabilities

Table 1 includes the exercise objectives, aligned capabilities, and performance ratings for each capability as observed during the exercise and determined by the evaluation team.

Objective	Capability ^[3]	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
Determine the operational status of fire notification systems	Community Resilience	X			
	Infrastructure Systems	X			
	Public Information and Warning	X			
Examine the ability of occupants to recognize hazard communication messaging	Community Resilience	X			
	Infrastructure Systems	X			

Objective	Capability [3]	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
Planning	X				
Public Information and Warning	X				
Examine the occupant's response to hazard communication messaging	Community Resilience	X			
	Planning		X		
Examine the ability of staff to encourage and guide evacuation efforts	Community Resilience		X		
	Operational Coordination		X		
	Planning		X		
Evaluate the effectiveness of previous public information programs	Community Resilience	X			
	Planning	X			
	Operational Coordination	X			
Examine for hazards that may compound fire risk/consequence	Community Resilience	X			

Table 1. Summary of Core Capability Performance

Rating Definitions:

Performed without Challenges (P): The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. The performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

Performed with Some Challenges (S): The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. The performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However,

opportunities to enhance effectiveness and/or efficiency were identified.

Performed with Major Challenges (M): The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

Unable to be Performed (U): The targets and critical tasks associated with the capability were not performed in a manner that achieved the objective(s).

The following sections provide an overview of the performance related to each exercise objective and associated capability, highlighting strengths and areas for improvement.

Capability Definitions:

Community Resilience: Enable the recognition, understanding, communication of, and planning for risk and empower individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents.

Infrastructure Systems: Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

Operational Coordination: Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

Planning: Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.

Public Information and Warning: Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Residence Hall Breakdowns:

This area will identify the strengths and weaknesses of each residence hall as it relates to exercise objectives and core capabilities.

Living-Learning Communities (LLCs)

Honors #1

Time: 2:45 | **Number Evacuated:** 12

- **Observations:** Stairwell doors with a fire rating were propped open.
- **Response:** Work with stakeholders to prevent the propping of these doors.

Honors #2

Time: 2:07 | **Number Evacuated:** 19

- **Observations:** Exercise excelled all requirements.

Living-Learning Community (LLC) #3

Time: 3:06 | **Number Evacuated:** 19

- **Observations:** Exercise excelled all requirements.

Honors #4

Time: 3:01 | **Number Evacuated:** 24

- **Observations:** Exercise excelled all requirements. RAs did an outstanding job!

ROTC/STEM

Time: 3:50 | **Number Evacuated:** 14

- **Observations:** Exercise excelled all requirements. RAs did an outstanding job!

Griffin Business

Time: 2:57 | **Number Evacuated:** 22

- **Observations:** Exercise excelled all requirements. RAs did an outstanding job!

Miscellaneous Residence Halls

Arkansas Hall

Time: 6:53 | **Number Evacuated:** 64

- **Observations:** The timing was better than the previous semester. However, residents did not evacuate to the correct assembly area. Residents were observed exiting with electric scooters, which are prohibited by policy in residential areas due to the fire hazard they pose.
- **Response:** Residents do not seem to be comprehending where their evacuation assembly area is for this complex. Hotwash participants identified sending an email to Arkansas Hall residents with the assembly area map attached as a proactive solution. As for scooters, additional reminders should be included in Fire, Health, & Safety emails.

Kays Hall

Time: 5:13 | **Number Evacuated:** 97

- **Observations:** Exercise excelled all requirements. RAs did an outstanding job!

University Hall

Time: 4:43 | **Number Evacuated:** 93

- **Observations:** Exercise excelled all requirements.

Northpark Quads

Northpark Quad #1

Time: 6:30 | **Number Evacuated:** 51

- **Observations:** Bedroom was noted as having a smoke detector detached from the base, and this is a recurring issue.
- **Response:** Will follow up with FM and the Office of Student Conduct as needed.

Northpark Quad #2

Time: 6:10 | **Number Evacuated:** 34

- **Observations:** Exercise excelled all requirements.

Northpark Quad #3

Time: 6:52 | **Number Evacuated:** 41

- **Observations:** Resident was observed exiting with electric scooter, which is prohibited by policy in residential areas due to the fire hazard they pose. Numerous individuals did not use the evacuation assembly area, and Housing staff did not redirect them to the correct area. Many were sitting on the tailgate of a pickup truck near the building.
- **Response:** Individuals observed violating safety policy should be referred to the Office of Student Conduct. Procedural violations should be attempted to be corrected by Housing staff members. Hotwash participants identified sending an email to Northpark Quad #3 residents with the assembly area map attached as a proactive solution. As for scooters, additional reminders should be included in Fire, Health, & Safety emails.

Northpark Quad #4

Time: 6:40 | **Number Evacuated:** 53

- **Observations:** A resident was observed entering with an electric scooter, which is prohibited by policy in residential areas due to the fire hazard they pose.

- **Response:** Individuals observed violating safety policy should be referred to the Office of Student Conduct. As for scooters, additional reminders should be included in Fire, Health, & Safety emails.

Northpark Quad #5

Time: 6:36 | **Number Evacuated:** 35

- **Observations:** Exercise excelled all requirements.

Pack Place

Pack Place #1

Time: 4:27 | **Number Evacuated:** 39

- **Observations:** Exercise excelled all requirements. RAs did an outstanding job!

Pack Place #2

Time: 6:50 | **Number Evacuated:** 36

- **Observations:** Timing is bordering on an unacceptable range. Some residents refused to evacuate. A few residents did not evacuate to the correct assembly area and had to be corrected by the RAs, although most were compliant after being confronted.
- **Response:** Increased outreach should be performed so that students understand where their assembly point is and the importance of being prudent in reaching it. Housing officials should send an email out to Pack Place #2 residents highlighting the appropriate evacuation procedures, the identified assembly area, and the consequences for not following procedures.

Red Wolf Den

Red Wolf Den #1

Time: 3:36 | **Number Evacuated:** 16

- **Observations:** Exercise excelled all requirements.

Red Wolf Den #2

Time: 3:43 | **Number Evacuated:** 12

- **Observations:** Exercise excelled all requirements.

Red Wolf Den #3

Time: 5:18 | **Number Evacuated:** 13

- **Observations:** Exercise excelled all requirements.

Sorority Houses

Zeta Tau Alpha

Time: 1:42 | **Number Evacuated:** 4

- **Observations:** Exercise excelled all requirements. Residents utilized the assembly area well!

Alpha Gamma Delta

Time: 1:48 | **Number Evacuated:** 9

- **Observations:** Exercise excelled all requirements.

Alpha Omicron Pi

Time: 0:47 | **Number Evacuated:** 0

- **Observations:** Exercise excelled all requirements.

Chi Omega

Time: 1:12 | **Number Evacuated:** 1

- **Observations:** Exercise excelled all requirements.

Delta Zeta

Time: 0:47 | **Number Evacuated:** 3

- **Observations:** Residents did not use evacuation assembly areas.
- **Response:** Increased outreach should be performed so that students understand where their assembly point is and the importance of being prudent in reaching it.

The Circle:

The Circle Building #1

Time: 5:01 | **Number Evacuated:** 7

- **Observations:** Some residents reported trouble hearing the alarm.
- **Response:** Increased monitoring of issues from this residence should be followed up on in the Spring 2024 drill.

The Circle Building #2

Time: 5:15 | **Number Evacuated:** 10

- **Observations:** Exercise excelled all requirements.

The Circle Building #3

Time: 7:00 | **Number Evacuated:** 14

- **Observations:** Resident did not initially evacuate and refused to follow procedures when requested.
- **Response:** University Housing reported the resident to the Office of Student Conduct for this matter to be handled internally.

The Circle Building #4

Time: 4:30 | **Number Evacuated:** 11

Observations: Exercise excelled all requirements.

Strengths

Strength 1 (Fire Notification Systems): The fire alarm systems used in residence halls are generally high-quality systems that are well-maintained. The investment made by the University in upgrading and maintaining these systems leads them to be a reliable and fully operable mitigation and response tool, which leads to overall resilience. Most are integrated into the University Police dispatch center. **(Capabilities: Community Resilience, Infrastructure Systems, Public Information and Warning)**

Strength 2 (Staff Leadership): Overall, leadership by Housing staff has improved in relation to this exercise. It is noted that RAs are continually growing in their confidence in the appropriate action to take and the correct procedure to follow. Additional growth opportunities are available and will be explored, but overall this is a strength. **(Capability: Community Resilience, Operational Coordination, Planning)**

Strength 3 (Procedural Response): Fewer issues are being noted of failure to comply with established procedures and increased usage of assembly areas **(Capability: Community Resilience, Planning)**

Areas for Improvement

Area for Improvement 1 (Fire Prevention): Many fire prevention issues are continuing to be noticed or growing, including policy and code violations. From this drill, improper use of fire doors was noted which can lead to an overall failure of that safety system. Electric devices like scooters that are prohibited were documented during this drill and ultimately created a hazard that could be mitigated. **(Capabilities: Community Resilience, Infrastructure Systems)**

Area for Improvement 2 (Assembly Area): While the implementation of an assembly area has been a much-needed improvement, additional steps can be taken to ensure residents are aware of this area and to provide ease of access. Signage at the assembly area could be a helpful reminder, and for certain buildings, two assembly areas may be beneficial to residents. **(Capabilities: Planning, Public Information and Warning)**

Area for Improvement 3 (Communication): While public information and communication capabilities and follow-through have improved, there is additional work to be done to achieve the target capability. Increasing safety messaging in pre-established communication modes is vital, as is sending targeted reminders to areas identified as problematic in the hotwash. **(Capability: Community Resilience, Operational Coordination, Public Information and Warning)**

Appendix A: Improvement Plan

This IP is developed specifically for Arkansas State University as a result of the Fall 2023 drills conducted in October of 2023:

Area for Improvement	Corrective Item	Implementation Plan	Primary Responsible Organization	Organization POC
Fire Prevention	Code Compliance Checks	Certain basic fire code standards from the Arkansas Fire Prevention Code should be identified as most critical and be monitored by Housing staff in pre-established rounds. Any compliance issues can be remediated or reported as needed.	University Housing (Primary) Emergency Management (Secondary)	University Housing: Natalie Eskew or Jenny Keller Emergency Management: Wyatt Reed or Ronnie Gilley
	Policy Compliance Enforcement	University Housing policy on the mitigation of hazards should be enforced, including the usage of cooking materials, open flames, and electric devices. Corrective actions include increasing documentation during Fire, Health, and Safety inspections as well as reporting violations to the Office of Student Conduct when appropriate.	University Housing (Primary)	University Housing: Natalie Eskew or Jenny Keller

Area for Improvement	Corrective Item	Implementation Plan	Primary Responsible Organization	Organization POC
Fire Safety Training	Fire safety training can increase for both residents and University Housing staff, both for fire prevention and response. Emergency Management will work alongside Housing and external partners to increase these.	Emergency Management (Primary)	Emergency Management: Wyatt Reed or Ronnie Gilley	
Safety Messaging	Safety messaging and information campaigns should increase, both proactively and reactively. This includes sending a consistent stream of preparedness and preventative information to residents as well as corrective information and guidance as needed.	University Housing (Primary) Emergency Management (Secondary)	University Housing: Natalie Eskew or Jenny Keller Emergency Management: Wyatt Reed or Ronnie Gilley	
Assembly Area	Additional Signage	While maps currently exist to communicate appropriate evacuation assembly areas, additional external signage would likely be beneficial. Emergency Management will coordinate with Facilities Management and Housing partners to evaluate this.	Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller

Area for Improvement	Corrective Item	Implementation Plan	Primary Responsible Organization	Organization POC
Evaluation of Additional Assembly Areas	Adding one additional assembly area for certain buildings would likely make evacuations simpler, safer, and more accessible. Emergency Management will coordinate with Housing to evaluate this need and add any areas necessary.	Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Wyatt Reed or Ronnie Gilley University Housing: Natalie Eskew or Jenny Keller	
Communication	Fire, Health, and Safety Blurbs	As identified in the previous AAR, increasing communication through the preexisting FHS emails would be helpful. Housing should coordinate with Emergency Management to determine the content of these reminders.	Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller
	Post-Drill Communications	Areas that were identified as having significant issues (especially procedurally) in the hotwash should be sent a follow-up email from Housing communicating expectations and applicable policy/procedures.	University Housing (Secondary)	University Housing: Natalie Eskew or Jenny Keller

[1] Selected from National Preparedness Goal's Five Mission Areas (DHS, 2015)

[2] Selected from National Preparedness Goal List of Core Capabilities (DHS, 2015)

[\[3\]](#) Selected from National Preparedness Goal List of Core Capabilities (DHS, 2015)

2023 Spring Fire Drills AAR-IP

To view the formatted PDF, click here: [Spring 2023 Fire Drills AAR-IP.pdf](#)

Spring 2023 Fire Drills

After-Action Report/Improvement Plan

April 4th, 2023

This After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine and related frameworks and guidance. This AAR meets Homeland Security Exercise and Evaluation Program (HSEEP) guidelines. Exercise information required for preparedness reporting and trend analysis is included.

Exercise Overview

Exercise Name	Spring 2023 Fire Drills
Exercise Dates	March 8-10, 2023
Scope	This exercise is a drill, planned for approximately 5 minutes at each residence hall. Exercise play is limited to activating the fire notification system in each building, monitoring the receipt and response by occupants, examining the notification system for any failures, and documenting all observations.
Focus Areas [1]	Mitigation, Response
Capabilities [2]	§ Community Resilience § Infrastructure Systems § Planning § Public Information and Warning
Objectives	§ Determine the operational status of fire notification systems § Examine the ability of occupants to recognize hazard communication messaging § Examine the occupant's response to hazard communication messaging § Examine the ability of staff in encouraging and guiding evacuation efforts
Hazard	Uncontained Fire

Exercise Name	Spring 2023 Fire Drills
Scenario	The fire notification system was activated via pull stations. This drill verified the panel received this notification, activated the remainder of the system automatically, and notified the designated public safety answering point (PSAP). The drill also monitored the recognition and response of occupants in identifying a potential hazard and responding using appropriate emergency procedures pre-designated by Safety & Emergency Management.
Sponsor	Arkansas State University
Participating Organizations	Environmental Health & Safety, Safety & Emergency Management, University Housing
Point of Contact	Wyatt Reed , Emergency Operations and Occupational Safety Specialist Office of Safety & Emergency Management Arkansas State University wreed@astate.edu or (870) 972-3352

Analysis of Capabilities

Aligning exercise objectives and capabilities provides a consistent taxonomy for evaluation that transcends individual exercises to support preparedness reporting and trend analysis. Table 1 includes the exercise objectives, aligned capabilities, and performance ratings for each capability as observed during the exercise and determined by the evaluation team.

Objective	Capability ^[3]	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
Determine the operational status of fire notification systems	Community Resilience	X			
	Infrastructure Systems	X			
	Public Information and Warning	X			
Examine the ability of occupants to recognize hazard communication messaging	Community Resilience		X		
	Infrastructure Systems	X			
	Public Information and Warning	X			

Objective	Capability [3]	Performed without Challenges (P)	Performed with Some Challenges (S)	Performed with Major Challenges (M)	Unable to be Performed (U)
Examine the occupant's response to hazard communication messaging	Community Resilience		X		
	Planning		X		
Examine the ability of staff in encouraging and guiding evacuation efforts	Planning		X		
	Community Resilience	X			

Table 1. Summary of Core Capability Performance

Rating Definitions:

Performed without Challenges (P): The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. The performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

Performed with Some Challenges (S): The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. The performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.

Performed with Major Challenges (M): The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

Unable to be Performed (U): The targets and critical tasks associated with the capability were not performed in a manner that achieved the objective(s).

The following sections provide an overview of the performance related to each exercise objective and associated capability, highlighting strengths and areas for improvement.

Residence Hall Breakdowns:

This area will identify the strengths and weaknesses of each residence hall as it relates to exercise objectives and core capabilities.

Living-Learning Communities:

Living-Learning Community (LLC) #1

Time: 5:19 | **Number Evacuated:** 26

- **Observations:** Residents were unfamiliar with evacuation points.
- **Response:** Promote the newly created Residence Hall Assembly Points map.

Living-Learning Community (LLC) #2

Time: 3:22 | **Number Evacuated:** 12

- **Observations:** Previously identified assembly point was incorrect.
- **Response:** Corrected the Residence Hall Assembly Points map to reflect the change.

Living-Learning Community (LLC) #3

Time: 4:07 | **Number Evacuated:** 7

- **Observations:** Exercise excelled all requirements.

Living-Learning Community (LLC) #4

Time: 4:03 | **Number Evacuated:** 10

- **Observations:** Exercise excelled all requirements.

Living-Learning Community (LLC) #5

Time: 4:48 | **Number Evacuated:** 8

- **Observations:** Exercise excelled all requirements.

Living-Learning Community (LLC) #6

Time: 4:39 | **Number Evacuated:** 13

- **Observations:** Previously identified assembly point was incorrect.
- **Response:** Corrected the Residence Hall Assembly Points map to reflect the change.

Miscellaneous Residence Halls:

Arkansas Hall

Time: 7:40 | **Number Evacuated:** 68

- **Observations:** Timing was notably longer compared to the previous semesters (5:25).
- **Response:** The most likely explanation identified in the hotwash was “alarm fatigue”, or the acceptance of an emergency alarm as identifying a non-emergency scenario. RA’s will continue to exemplify each future alarm’s potential importance to influence residents to take all alarms as potential emergencies.

Kays Hall

Time: 6:15 | **Number Evacuated:** 128

- **Observations:** Exercise excelled all requirements.

University Hall

Time: 5:30 | **Number Evacuated:** 59

- **Observations:** Exercise excelled all requirements.

Northpark Quads:

Northpark Quad #1

Time: 4:15 | **Number Evacuated:** 38

- **Observations:** Exercise excelled all requirements.

Northpark Quad #2

Time: 5:47 | **Number Evacuated:** 38

- **Observations:** At least one resident did not evacuate.
- **Response:** Increased awareness to residents on the importance of timely evacuations, followed up with student conduct referral.

Northpark Quad #3

Time: 4:42 | **Number Evacuated:** 22

- **Observations:** Corridor doors did not properly latch.
- **Response:** Will be referred to the work order center.

Northpark Quad #4

Time: 3:32 | **Number Evacuated:** 25

- **Observations:** Exercise excelled all requirements.

Northpark Quad #5

Time: 4:45 | **Number Evacuated:** 19

- **Observations:** Exercise excelled all requirements.

Pack Place:

Pack Place #1

Time: 5:50 | **Number Evacuated:** 61

- **Observations:** Timing is bordering on an unacceptable range. Students did not uniformly evacuate to the identified assembly point directly west of the building.
- **Response:** Increased outreach should be performed so that students know where their assembly point is and the importance of being prudent in reaching it.

Pack Place #2

Time: 6:52 | **Number Evacuated:** 61

- **Observations:** Timing is bordering on an unacceptable range. Concurrent to that, residents largely did not evacuate to the identified assembly point. Some residents refused to evacuate. Some residents either waited in their vehicles or left the scene.
- **Response:** Increased outreach should be performed so that students understand where their assembly point is and the importance of being prudent in reaching it. Students should be discouraged from leaving the assembly sight to either sit or exit in their vehicles. A new procedure will be drafted to address this.

Sorority Houses:

Zeta Tau Alpha

Time: 3:07 | **Number Evacuated:** 3

- **Observations:** Exercise excelled all requirements.

Alpha Gamma Delta

Time: 3:07 | **Number Evacuated:** 7

- **Observations:** Exercise excelled all requirements.

Alpha Omicron Pi

Time: 2:41 | **Number Evacuated:** 7

- **Observations:** Exercise excelled all requirements.

Chi Omega

Time: 2:45 | **Number Evacuated:** 5

- **Observations:** Exercise excelled all requirements.

Delta Zeta

Time: 2:37 | **Number Evacuated:** 3

- **Observations:** Exercise excelled all requirements.

The Circle:

The Circle Building #1

Time: 7:22 | **Number Evacuated:** 17

- **Observations:** The evacuation time for this building was unacceptable. Residents are repeatedly unwilling to evacuate in a timely manner.
- **Response:** Stricter regulations may need to be enforced, but a rigorous education campaign will be attempted first.

The Circle Building #2

Time: 6:17 | **Number Evacuated:** 11

- **Observations:** Timing is close to being unacceptable for this building.
- **Response:** Increased awareness among residents on the importance of timely evacuations.

The Circle Building #3

Time: 4:23 | **Number Evacuated:** 12

- **Observations:** Exercise excelled all requirements.

The Circle Building #4

Time: 7:24 | **Number Evacuated:** 12

Observations: The evacuation time for this building was unacceptable. Residents are repeatedly unwilling to evacuate in a timely manner.

Response: Stricter regulations may need to be enforced, but a rigorous education campaign will be attempted first.

Strengths

Strength 1: The fire alarm systems used in residence halls are generally high-quality systems that are well-maintained. The investment made by the University in upgrading and maintaining these systems leads them to be a reliable and fully operable mitigation and response tool, which leads to overall resilience. **(Capabilities: Community Resilience, Infrastructure Systems, Public Information and Warning)**

Strength 2: The staff did an exceptional job in helping coordinate the drills. Some hiccups were found in understanding full evacuation plans and procedures, but overall staff adapted quickly to changes and met the situation with competence. **(Capability: Community Resilience)**

Areas for Improvement

Area for Improvement 1 (Public Outreach): Many residence halls are seeing the same or similar issues repeating across numerous drill cycles. In the hotwash, participants identified the repeating issues to possibly stem from an education gap between residents and University officials. Residents may fail to understand the statutory requirements of these drills, or may simply not understand fully what to do. It seems there has been a lack of uniform communication from Safety & Emergency Management which could also lead to an ununiform response. **(Capabilities: Community Resilience, Planning, Public Information and Warning)**

Area for Improvement 2 (Hazard Communication and Response): One identified issue is that important emergency information may not be adequately available to residents and University staff within residence halls. One such identified component is each building's evacuation plan, along with the corresponding assembly points. This might aid in evacuation, although “alarm fatigue” has also been identified as a possible reason for poor or otherwise uncoordinated response. When the fire system is activated, it should be further impressed upon students that the system is communicating a potential hazard and must be taken seriously. **(Capabilities: Community Resilience, Planning, Public Information and Warning)**

Area for Improvement 3 (Policies and Procedures): It seems as though the policies and procedures regarding evacuation may be disjointed. This can be fixed through a more consistent and collective approach to laying out appropriate procedures and corresponding policies. Two areas that need to be reviewed are residents’ habits to leave the drill in their vehicles, or otherwise disengage from the drill by sitting in them through the duration. Residents who fail to evacuate need to be held accountable, and this should be outlined in greater detail in University policies and procedures. **(Capability: Planning)**

Appendix A: Improvement Plan

This IP is developed specifically for Arkansas State University as a result of the Spring 2023 conducted on March 8th-10th of 2023:

Area for Improvement	Corrective Item	Implementation Plan	Primary Responsible Organization	Organization POC
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Public Outreach	Follow-up Emails	Whenever issues are identified that seem consistent either across all of the campus or a specific residence hall, emails should be sent to the residence hall(s) residents with corrective action instructions.	Safety & Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller
	Fire, Health, and Safety Blurbs	Fire safety information can be implemented into the periodic FHS emails sent by housing.	University Housing (Primary) Safety & Emergency Management (Secondary)	University Housing: Natalie Eskew or Jenny Keller Emergency Management: Ronnie Gilley or Wyatt Reed
	Move-in Information	Fire safety and other emergency information can be given by SEM during move-in.	Safety & Emergency Management (Primary)	Ronnie Gilley or Wyatt Reed
	Balcony Usage	Residents should be educated during move-in meetings on why utilizing the balcony during a fire event is a poor choice.	University Housing (Primary)	University Housing: Natalie Eskew or Jenny Keller
	Alarm Fatigue	Residents in some halls seem to become complacent when fire alarms sound. Residents should be reminded of the importance of treating every alarm as real.	Safety & Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller

Hazard Communication and Response	Evacuation Routes	Residents need to understand how to respond to a communicated hazard. In a fire, this includes appropriate evacuation routes and assembly points. These should be posted in conspicuous, highly traveled areas and on digital platforms.	Safety & Emergency Management (Primary)	Ronnie Gilley or Wyatt Reed
	Alarm Fatigue	Strengthen understanding that alarm is communicating a hazard and response actions must be taken on each separate occasion. Any issues should be reported to Emergency Management.	Safety & Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller
Policy and Procedure	Vehicle Usage	The usage of vehicles to leave the scene should result in either a student conduct referral or campus citation. Identify plate numbers of these vehicles in future drills. Sitting in vehicles should be met with an initial correction request, followed by a referral to student conduct if non-compliant. This should be implemented in University Housing policy once approved.	Safety & Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller

Failure to Evacuate	University procedure should be to explain to residents upon move-in both evacuation plans and requirements. In the future, all students found to not evacuate <i>in a timely manner</i> will be reported to student conduct. What constitutes a timely manner will be determined by EM for each residence hall.	Safety & Emergency Management (Primary) University Housing (Secondary)	Emergency Management: Ronnie Gilley or Wyatt Reed University Housing: Natalie Eskew or Jenny Keller
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[\[1\]](#) Based on 4 stages of Disaster Management

[\[2\]](#) Selected from National Preparedness Goal List of Capabilities (DHS, 2015)

[\[3\]](#) Selected from National Preparedness Goal List of Capabilities (DHS, 2015)