

WHAT IS A CRISIS-EMERGENCY for:

BGTC MAIN CAMPUS, KATI CAMPUS AND TRANSPARK CENTER?

A Crisis-Emergency is a situation in which primary responders are necessary, i.e., Fire Department, EMT, and/or Police Department.

OFF-CAMPUS EMERGENCY NUMBERS

901-1234

AMBULANCE	911
FIRE DEPARTMENT	911
POLICE	911
NON-EMERGENCY	393-4000
KENTUCKY STATE POLICE (LOCAL)	782-2010
KENTUCKY STATE POLICE	1-800-222-5555
BOWLING GREEN MUNICIPAL UTILITIES	782-1200
ATMOS ENERGY	1-800-482-8429
TEXAS GAS	443-4214
WARREN COUNTY DISASTER	911
WARREN COUNTY HEALTH DEPARTMENT	781-2490
KENTUCKY REGIONAL POISON CENTER	1-800-222-1222
NATIONAL RESPONSE CENTER FOR TOXIC CHEMICAL & OIL SPILLS	1-800-424-8802

ON CAMPUS EMERGENCY NUMBERS

11234

BGTC MAINTENANCE-EMERGENCY	779-1366
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HOSPITALS

GREENVIEW REGIONAL HOSPITAL	793-1000
THE MEDICAL CENTER AT BOWLING GREEN	745-1000

WHAT IS A CRISIS-EMERGENCY for:

GLASGOW TECHNOLOGY CAMPUS and GLASGOW CAMPUS?

A Crisis-Emergency is a situation in which primary responders are necessary, i.e., Fire Department, EMT, and/or Police Department.

OFF-CAMPUS EMERGENCY NUMBERS

901-1234

AMBULANCE	911
FIRE DEPARTMENT	911
POLICE	911
NON-EMERGENCY	782-2010
KENTUCKY STATE POLICE (LOCAL)	746-7127
KENTUCKY STATE POLICE	1-800-222-5555
GLASGOW ELECTRIC COMPANY	651-8341
GLASGOW WATER COMPANY	651-3727
ATMOS ENERGY	1-800-482-8429
TEXAS GAS	443-4214
BARREN COUNTY HEALTH DEPARTMENT	651-8321
KENTUCKY REGIONAL POISON CENTER	1-800-222-1222
NATIONAL RESPONSE CENTER FOR TOXIC CHEMICAL & OIL SPILLS	1-800-424-8802

ON CAMPUS EMERGENCY NUMBERS

11234

BGTC MAINTENANCE-EMERGENCY	779-1366
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HOSPITALS

T.J. SAMSON COMMUNITY HOSPITAL	651-4444
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WHAT IS A CRISIS-EMERGENCY for :

FRANKLIN-SIMPSON CENTER?

A Crisis-Emergency is a situation in which primary responders are necessary, i.e., Fire Department, EMT, and/or Police Department.

OFF-CAMPUS EMERGENCY NUMBERS

901-1234

AMBULANCE	911
FIRE DEPARTMENT	911
POLICE	911
NON-EMERGENCY	586-7167
KENTUCKY STATE POLICE (LOCAL)	746-7127
KENTUCKY STATE POLICE	1-800-222-5555
FRANKLIN ELECTRIC PLANT BOARD	586-4441
WARREN RURAL ELECTRIC	586-3443
FRANKLIN WATER	586-4497
SIMPSON COUNTY WATER DISTRICT	586-8106
ATMOS ENERGY	1-800-482-8429
TEXAS GAS	443-4214
SIMPSON COUNTY HEALTH DEPARTMENT	586-8621
KENTUCKY REGIONAL POISON ENTER	1-800-222-1222
NATIONAL RESPONSE CENTER FOR TOXIC CHEMICAL & OIL SPILLS	1-800-424-8802

ON CAMPUS EMERGENCY NUMBERS

11234

BGTC MAINTENANCE-EMERGENCY	779-1366
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HOSPITALS

THE MEDICAL CENTER AT FRANKLIN	598-4800
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CRISIS MANAGEMENT & PANDEMIC FLU RESPONSE TEAM

NAME	POSITION	EXT	CELL	HOME
Dr. Nathan Hodges	BGTC President/CEO	11111	799-3910	796-3116
Dr. Jimmy Isenberg	Division Chair Allied Health & Nursing/Director Glasgow Health Campus	11201	404-1872	651-9008
Dr. Phil Neal	Provost	11114	535-2419	438-6200
Dr. Al Barringer	Chief Community, Economic, & Workforce Officer	11174	799-5187	N/A
Iris Dotson	Chief Academic Officer/Dean Academic Affairs	11112	846-6711	781-0316
Chris Cumens	Dean Business Affairs	11113	779-5262	846-0567
Alice Benham	Division Chair General Education & Enrichment	11022		678-7924
Ron Baldwin	Coordinator of Career Services/Division Chair	11002	202-6502	842-3710
Gene Basil	Division Chair Engineering & Information Technology	11151	779-6852	N/A
Jim Bronson	Faculty/Respiratory	11076		843-6690
Mark Brooks	Director Public Relations	11117	779-5262	781-6876
Bill Carver	Fire Rescue	11073	779-9418	842-8552
Marcia Fuller	Faculty/Respiratory	11078	996-5270	N/A
Paul Hunt	Physical Plant & Security	11072	779-1366	286-6259
Bryan Mason	Faculty/Biology	11096		781-4425
Gary Sanders	Facilities Management Team Leader	11088	779-9341	N/A
Patti Sumner	Division Chair Business Services	11066	791-5985	563-4089

CRISIS-EMERGENCY LOCK DOWN PROCEDURES

Each campus and building should have specific procedures for securing all entrance doors and all classroom doors, and for communicating the status of the situation with the crisis team leader

- Call for lock down.
- Secure classroom doors, if possible.
- Close blinds or shades.
- Remain in lock down until all-clear signal is given.

ACTIONS TO BE TAKEN IN A CRISIS EMERGENCY

In the event of a crisis-emergency, the following actions should be taken by the employee:

- **Always respond to the emergency first.** **Call 911.** If first aid or emergency personnel are warranted, the College employee should take the necessary steps to handle the situation.
- **Notify the President or Designee.** **Call The Emergency number 11234.** Once the situation has been addressed, the employee should notify the campus administrator of the situation.
- **SNAP activated by the President or Designee**
- **Crisis Management Team Activated.** *The President or designee will take the necessary steps to activate the CMT, should the need arise.*

The President will make the decision to involve outside assistance.

An Incident Report obtainable from KCTCS Human Resources must be completed for all Crisis situations. Reports obtainable from KCTCS Human Resources must be completed for all Crisis situations. Reports are to be given to the Administrative Assistant of Academic Affairs.

The National Incident Management System (NIMS) provides measures for nationwide compliance in homeland security for schools, administration, and responders. Four-level tests for certification are in place through completion of the NIMS on-line ICS-700 Course for college personnel to ensure a unified, incident command-post.

<http://www.training.fema.gov/EMIWeb/IS/IS700.asp>. In the event of a pandemic, the administration will participate in the Pandemic Local Policy through homeland security.

CRISIS-EMERGENCY MEDIA REQUESTS

All requests for information regarding an emergency/crisis situation from any outside media source, i.e., newspaper, radio, television should be channeled through the President's Office or the President's designee.

IN CRISIS-EMERGENCY SITUATIONS, DO NOT MAKE ANY STATEMENTS TO THE MEDIA.

If pressed for information, simply state that all media requests are to come through the President's Office, and any statements about the situation will come from that office.

In situations where outside authorities (i.e., police, fire) are in charge of emergency/crisis, all released information must be approved by that authority.

Revised 03/10/09