

Violent Intruder Response Training on May 19!

Learn how to respond to violence & other workplace threats

Remember the words – **Avoid/Deny/Defend**

Recent employee news blogs have hinted that planning was underway for refresher training for Violent Intruder/Active Shooter Response and now a format has been determined as well as a date for employees to receive such training.

Due to social distancing requirements, employees that did not previously receive this informative training in-person (i.e. newer staff) are requested to attend a live training session on **Wednesday, May 19, 2021 at 9:00 a.m.** in the Kent County Levy Court chamber and/or Rooms 220/221 as room capacity requires. Employee training was previously conducted in 2017 and 2019.



All other full-time employees and contracted temporary (part-time) staff are required to view the live video stream on May 19 or view a video link that will be emailed to everyone after the live training has been video recorded. This training is MANDATORY for all staff per Kent County Administrator Michael Petit de Mange and viewing must be completed by June 4, 2021.

The training will be conducted once again by Kent County paramedics. This training opportunity will provide employees with specific instructions on how to react when a violent intruder enters the workplace, who to call, where to go, and how to respond to emergency personnel.

Basic trauma first aid/Stop the Bleed training will also be offered during the presentation and in person to small groups in Room 220/221 at 11:00 am, 1:00 p.m. and 3:00 p.m. on May 19. Newer staff and interested longer term employees are requested to reserve your small group “Stop the Bleed” training spot via the Doodle Poll link below:

https://doodle.com/poll/na578uv6de5ckg8t?utm_source=poll&utm_medium=link

While this presentation is primarily designed for a violent intrusion at the Administrative Complex, it will contain information about how to respond to such incidents in almost any location.

Kent County facilities employ a number of security measures including building access control, video monitoring, fencing and controlled gates, and an armed security guard at the main entrance to the Administrative Complex and the Recreation Center to protect employees and visitors from potential threats of violence.

Newer and more recently hired employees should coordinate attendance at the live training sessions with their supervisors in order to maintain excellent customer service standards.

For more information, check out the Workplace Violence Prevention policy in the County Policy Manual on the website or contact the Personnel Office at 744-2310.

(Posted 05/06/21)

Telephone system intercom numbers change

Unsure what to do if violence erupts in the workplace?

Be advised that the County desk phone intercom numbers to warn co-workers of an armed intruder were recently changed from five digits to three. The new emergency intercom numbers for each specific County building are now as follows: **Administrative Complex - 711**, **County Library - 712**, **Recreation Center - 713**, and all **other locations dial 777**. The intercom system will be tested occasionally for working order.



Whenever a violent intrusion occurs and **IT IS SAFE** to do so, dial the 3-digit number for the specific building listed above on a County desk phone – listen for a short introductory message and a *beep* and then clearly say **“VIOLENT INTRUDER”** at the ... *front door*, ... *back door*, ... *employee entrance*, ... *front gate* or wherever the intruder is to provide coworkers some indication of where the danger may be coming from. When safe to do so, **Call 911 as well.**

Safety is a priority for Kent County, and this training along with regular training topics posted on the Employee News blog helps keep staff aware of their surroundings and actions.

In addition to regular training, Kent County employs a number of security measures including building access control, video monitoring, fencing and controlled gates, and an armed security guard at the main entrance to the Administrative Complex to protect employees and visitors from potential threats of violence. The County was also recently awarded a grant to install decorative protective barriers at the entrance of the Administrative Complex. And be prepared to react when fire drills are conducted on occasion. Take a moment now to review the exit closest to you and alternatives if that exit is blocked by fire or debris.