



University of Missouri–St. Louis

Emergency Operations Plan
August 2025

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Letter of Promulgation

The University of Missouri-St. Louis (UMSL) was founded in September 1963 as part of the University of Missouri (UM) System. UMSL is located on more than 350 acres in suburban St. Louis County with a mix of modern and historic academic buildings as well as a variety of student residence halls and apartments.

Our vision is to be a beacon of hope, a force for good, and a leader in the pursuit of excellence in education, impactful research and community service.

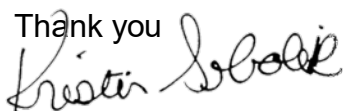
Our mission: We transform lives. As the metropolitan, land-grant, research institution serving the most diverse and economically important region in Missouri, UMSL delivers exceptional educational, research and engagement experiences that inform, prepare, challenge and inspire.

We are committed to ensuring we protect the lives and well-being of our campus community (students, faculty, and staff) and visitors, as well as protecting our educational and research facilities. We view this commitment as our highest responsibility. Through authorities delegated by the University of Missouri Board of Curators and the UM System President, this Emergency Operations Plan has been developed to help meet that commitment.

While it is impossible to consider and plan for every conceivable disaster, this Emergency Operations Plan applies an all-hazards approach to disasters or emergencies that are of a scale requiring actions beyond routine university operations. The plan sets out a command structure, authorities and responsibilities for our campus community to be aware and rely upon to respond most appropriately to any event. It identifies common actions considered/implemented, regardless of the hazard/cause, as well as threat-specific hazards.

The ability to successfully prepare, mitigate, respond and recover from any disaster is directly related to the level of engagement and support given from the entire campus community. It is everyone's responsibility to know their role in a disaster and to respond accordingly. The entire campus community should review and be familiar with this plan to support our community and be part of the collective response and recovery from any disaster.

Thank you



Kristin Sobolik, Ph.D., Chancellor
University of Missouri-St, Louis

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Plan Approval and Implementation

This Emergency Operations Plan has been prepared to guide the University of Missouri-St. Louis (UMSL) in responding to a disaster or large-scale emergency that has or threatens to adversely impact the campus community, campus facilities, or campus properties.

Authority for this plan originates from the University of Missouri Board of Curators. The UMSL Chancellor, or their assigns with Delegation of Authority, as specified in the Basic Plan, must approve any modifications made to this plan.

This plan replaces, rescinds, and supersedes all previous versions.

Approved: Marisa Smith Date: 09/04/2025
Marisa Smith, Chief
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Steven Berberich, Ph. D., Provost and
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Approved: Kristin Sobolik Date: 09/16/2025
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University of Missouri-St. Louis

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Record of Changes

Description of Change	Entered By	Date Entered
This EOP underwent complete review and editing in October 2023 as part of a campus-wide update.	Brian Allen	10/09/2023
Annual EOP update	Marisa Smith	8/30/25

Record of Changes captures those edits made during the current revision period and one revision period prior. All previous versions of plans and records of changes are maintained in the UM System according to the records and retention policy.

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Record of Distribution

This plan is maintained by the University of Missouri-St. Louis on a restricted-access drive and has been electronically distributed, unredacted, to University of Missouri-St. Louis administration, faculty and staff who have a need for full access to the plan. A redacted version (Annexes removed due to sensitive information) of the plan is posted and available for review on the University of Missouri-St. Louis webpage.

The plan has also been distributed to external community partners, who were engaged with drafting this plan and who will support any disaster response on this campus.

Acronym List

ADA	Americans with Disabilities Act
ARC	American Red Cross
ARES	Amateur Radio Emergency Services
BOC	Board of Curators
BPPM	Business Policy and Procedures Manual
BSC	Building Safety Coordinator
BSL	Biosafety Level
CAD	Computer-Aided Dispatching
CDC	Centers for Disease Control and Prevention
CALEA	Commission on Accreditation for Law Enforcement Agencies
CCT	Crisis Communications Team
CDS	Campus Dining Services
CF	Campus Facilities
CFR	Code of Federal Regulations
C&D	Chancellor's Cabinet and Deans
CI	Critical Infrastructure
COOP	Continuity of Operations Plan
CRR	Collected Rules and Regulations
DAC	Damage Assessment Coordinator
DAFN	Disabilities, Access and Functional Needs (persons with)
DHS	Department of Homeland Security
DMAT	National Disaster Medical Assistance Team
DMORT	National Disaster Mortuary Operations Response Team
DITS	Informational Technology Services
E&G	Education and General
EAP	Emergency Action Plan
EHS	Environmental Health & Safety
EM	Emergency Management
EMC	Emergency Management Coordinator
EMD	Emergency Management Director
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency

ERG	Emergency Relocation Group
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FERPA	Family Educational Rights and Privacy Act
FIC	Facilities and Infrastructure Coordinator
HIPAA	Health Insurance Portability and Accountability Act
HSPD	Homeland Security Presidential (or Policy) Directive
HVA	Hazard and Vulnerability Analysis
IAP	Incident Action Plan
IC	Incident Command
ICP	Incident Command Post
ICS	Incident Command System
IPP	Integrated Preparedness Program
ISM	Incident Support Model
ISP	Incident Support Plan
JIC	Joint Information Center
LEP	Limited English Proficiency
LIDR	Laboratory for Infectious Disease Research
MCI	Mass Casualty Incident
MEF	Mission Essential Function
MOA	Memorandum of Agreement
MO DMAT 1	Missouri Disaster Medical Assistance Team
MO DMORT 1	Missouri Disaster Mortuary Operations Response Team
MOU	Memorandum of Understanding
MULES	Missouri Uniform Law Enforcement System
NIMS	National Incident Management System
NPG	National Preparedness Goal
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NRRC	Notification, Reception, and Reunification Center
NWS	National Weather Service
OEM	Office of Emergency Management
PL	Public Law
POTS	Plain Old Telephone System
PPD	Presidential Policy Directive
PPE	Personal Protective Equipment
RCC	Reception and Care Coordinator
RSMo	Revised Statutes of Missouri
SARA	Superfund Amendment and Reauthorization Act
SAVE	Structural Assessment and Visual Evaluation program
SEMA	State Emergency Management Agency
SMS	Short Messaging Service (aka Text messaging)
SNS	Strategic National Stockpile
START	Simple Triage and Rapid Treatment
U.S.C.	United States Code
UC	Unified Command
UM	reference to the University of Missouri System

UPS

VOAD

VOIP

Uninterruptible Power Supply(ies)

Volunteer Organizations Active in Disasters

Voice-over Internet Protocol

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Appendices

BP-02	UM System Incident Command System Handbook
BP-05	UMSL Chancellor's Cabinet and Deans/ICS
Roster	

Functional Annexes

- A. Communication Systems and Warning
- B. Crisis Communications
- C. Continuity of Operations (COOP)
- D. Donations and Volunteer Management
- E. Emergency Mass Sheltering
- F. Evacuation and Transportation
- G. Recovery
- H. Reunification
- I. Security
- J. Shelter-in-Place or Secure-in-Place

Threat- and Hazard-Specific Annexes

- K. Active Threat
- L. Earthquake
- M. Hazardous Materials Incident
- N. Infectious Disease Outbreak
- O. Mass Casualty Incident
- P. Severe Weather (tornados, high winds, hail, lightning, snow/ice)
- R. Campus Facilities Emergency Operations

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1.0 Introduction

1.1 Overview

The University of Missouri-St. Louis (UMSL) was founded as a part of the University of Missouri (UM) System in 1963. UMSL is situated on approximately 350 acres in suburban St. Louis County with a mix of modern and historic academic buildings as well as a student residence hall and apartment complex. UMSL is a metropolitan, land-grant, research institution serving the most diverse and economically important region in Missouri. UMSL provides a vast array of undergraduate and graduate degree opportunities across multiple colleges and professional schools to students from nearly all 50 states and many countries as well.

Enrollment includes over 7,000 degree seeking students. UMSL employs approximately 1,200 faculty and staff.

As a result of the variety of disasters that could impact this university, the UMSL Emergency Operations Plan has been developed as an all-hazards plan in accordance with federal guidance that includes concepts, procedures, and principles to be relied upon during a response, regardless of the nature of an event. UMSL has incorporated the National Incident Management System into this plan as the standard for managing response activities. This Emergency Operations Plan is in-line with the National Response Framework and is intended to address situations that may affect the safety and well-being of our UMSL campus community (faculty, staff, students) and visitors to the campuses, along with all university operations, property and facilities.

This Emergency Operations Plan focuses on the overall planning and response to planned events and unplanned incidents affecting the campus community, visitors, and campus facilities/property in a coordinated approach. The Emergency Operations Plan relies upon functional annexes to address more common actions in response to incidents, regardless of cause, and hazard-specific annexes for issues unique to certain actions, events, or facilities. Where appropriate, UMSL departments with a primary and/or supporting role are identified in the annexes. Certain university departments and facilities have developed additional emergency plans, contingencies, and procedures necessary to manage unique considerations and circumstances in responding to an emergency.

Each UMSL building has a designated Building Coordinator, who leads a Building Emergency Safety Team (BEST), and a building-specific Emergency Action Plan. Each building Emergency Action Plan is tasked with accommodating persons with limited English proficiency as well as individuals with accessibility and functional needs, including, but not limited to, sight, hearing and mobility, and identifying evacuation assembly points and designated sheltering areas. Each Building Coordinator is responsible for carrying out specific functions in response to an emergency to ensure life safety and the protection of property.

The Emergency Operations Plan may be activated in response to a campus, local, regional or national crisis that may affect UMSL or the St. Louis area.

1.2 Purpose

This plan establishes actions, policies, procedures, and authorities that will allow UMSL to save lives, minimize injuries, protect property, preserve a functioning administration, and maintain activities essential to its survival and recovery from all hazards. It establishes the guidelines for conducting efficient, effective, coordinated emergency operations involving the use of all resources belonging to UMSL or available to it. The Emergency Operations Plan is intended to be flexible and scalable to match the needs of any event or incident.

1.3 Authorities

The Emergency Operations Plan has been developed and maintained pursuant to, and in compliance with, applicable UM System Collected Rules and Regulations and Policies, UMSL Policies and Departmental Guidelines, local ordinances, state statutes/regulations, and federal laws and guidance/standards. A comprehensive listing of applicable policies, rules, laws, and standards used for guidance, compliance, and authority to develop this Emergency Operations Plan is found within Section 10, Authorities and References, of this Basic Plan.

The authorities referenced in this Emergency Operations Plan originate with the University of Missouri Board of Curators through the UM System President. The UM System President has delegated authority to the UMSL Chancellor. The Chancellor has the authority to declare a state of emergency exists on the campus, to activate this plan, and otherwise take all measures necessary to address the state of emergency. The Chancellor also has the authority to further delegate responsibilities and authorities to personnel in response to a declared campus state of emergency.

1.4 Scope

This Emergency Operations Plan is intended for managing any planned event or unplanned emergency incident that requires heightened coordination to ensure a successful outcome and/or a time-sensitive response to protect and preserve life and/or property and, otherwise, stabilize conditions. For purposes of this Emergency Operations Plan, an emergency is generally defined as an incident(s) that substantially disrupts campus operations or is outside of a department's normal scope of operation/capability to address, which may trigger activation of this plan.

Certain events/incidents may exceed the university's capacity to respond and manage adequately. The Emergency Operations Plan has been prepared in coordination with, and input from, our local response agency partners, who are committed to supporting response and recovery efforts that affect UMSL. Should they be needed, processes are established to reach additional local, state, and federal resources. UMSL also maintains contracts and agreements with private service companies/vendors that may be activated to respond upon request.

1.5 Assumptions

This Emergency Operations Plan is an all-hazards plan intended to address any large-scale emergency/disaster that may impact the campuses and is based upon a set of conditions and assumptions considered worst-case. These assumptions include, but are not limited to:

- Impacts and emergency conditions will not be restricted to the campus. The surrounding community will be affected simultaneously.
- Normal campus operations may be suspended for the duration of the emergency.
- Emergency services may be delayed to campuses (medical, search and rescue, fire, additional law enforcement, food/sheltering).
- Multiple buildings and structures may be damaged or destroyed.
- Multiple persons may be injured or killed.
- Multiple persons may be trapped in collapsed structures, including those with accessibility or functional needs.
- Utilities may be interrupted to impacted areas of campus.
 - Exposed electric, gas line, water line, and/or steam line breaks may create additional hazards.
 - Communications and information systems services may be interrupted or overwhelmed.
- Several roadways may be temporarily impassable.
- On-campus resources and equipment may be temporarily inaccessible.
- The campus may need to rely upon on-site resources and manage emergency operations alone for the first several hours following the incident.

1.6 Hazard and Vulnerability Analysis

UMSL is at risk from several potential natural, technological, and human-caused hazards. A Hazard and Vulnerability Analysis is conducted annually, which ranks the probability of several hazards and their impact(s) to the campus for the current planning cycle.

The following table sets out those high and moderate threats and hazards identified for UMSL.

Threats/Hazards

High Threat/Hazard	<ul style="list-style-type: none">• Tornado / Severe Thunderstorm• Ice Storm• Cyber Threat/Information Technology Failure• Fire
Moderate Threat/Hazard	<ul style="list-style-type: none">• Active Assailant/Intruder Threat• Civil Unrest• Flash Flood• Pandemic

2.0 Concept of Operations

UMSL incorporates preventive, protective and mitigative measures into daily operations. These efforts are managed and implemented by those departments responsible for respective university operations.

UMSL post-emergency recovery processes are primarily captured through individual department Continuity of Operations plans. Those plans identify priorities and procedures for maintaining or reestablishing university operations to pre-event levels in a logical, measured process.

Several mitigation and recovery considerations are addressed in the annexes. This Basic Plan is primarily focused on priorities, actions, authorities and responsibilities for responding to, and managing, an emergency that impacts the campus.

2.1 Emergency Priorities

The University's top priorities during an emergency are:

- Protect lives and the health and safety of the campus community, visitors and emergency responders. This includes accounting for and ensuring any persons with disabilities, access or functional needs are protected.
- Protect university facilities/property and minimize impacts.
- Preserve and stabilize campus infrastructure (utilities, communications systems, information systems) to the extent practicable.
- Protect and preserve research operations to ensure continuity, integrity and safety.
- Establish and maintain communications, both external and internal, to include regular updates on the status of the emergency and response efforts.
- Arrange and coordinate for additional resources needed to support response efforts.
- Establish accurate record keeping and documentation of response and recovery actions, expenses, procurements, staffing, etc., attributable to the emergency.
- Evaluate and reference the status of Community Lifelines in prioritizing and directing operations and resources.
- Identify and initiate recovery efforts for restoring full university operations and restoring infrastructure.

2.2 Emergency Responsibilities

The Chancellor is responsible for the overall preparedness, response, and recovery from any incident that negatively impacts the campus community, our visitors, or our facilities/property. The Chancellor has delegated responsibilities for preparedness, response and recovery to UMSL officials. Efforts to ensure these responsibilities are met include:

- Planning, training and exercising on emergency response and preparedness.
- Extending planning, training and exercising efforts to local response agencies and other public/private partners to enhance response capabilities.
- Establishing and maintaining relationships with local response agencies and public/private partners.
- Identifying additional sources of support and collaboration (non-governmental organizations, volunteer organizations, state, and federal government partners, private vendors) and entering memorandums of understanding, memorandums of agreement, and contracts, as applicable, to make those resources readily available.
- Ensuring appropriate delegations of authority and lines of succession are created and maintained (See Sections 4.2 and 4.3, respectively).

2.3 Emergency Management

The UMSL chief of Police is the designated emergency management coordinator on campus and thereby is responsible for the function of emergency management on the campus. The Police Chief may delegate this responsibility when appropriate. This responsibility includes the five mission areas (outlined below) of emergency management:

Prevention – Actions taken to decrease the likelihood that an event or crisis will occur. This includes the review of existing campus and local area data; an assessment of facilities and grounds to determine vulnerabilities; and assessment of the culture and climate to prevent violence, accidents and harm to the campus and its community.

Protection – Protect our campus community, visitors, operations and assets against threats and hazards in a manner that allows the university to thrive.

Response – Actions taken by individuals/departments to contain and resolve an emergency effectively.

Mitigation – Actions taken by individuals/departments to eliminate or reduce the loss of life and property damage related to an event or crisis.

Recovery – Establishment of procedures, resources and policies by individuals/departments to return to normal functioning. Recovery is an ongoing process that will vary based on the nature and scope of the emergency. The goal is to resume normal operations in a safe environment.

2.4 Emergency Activation

The Chancellor has designated UMSL senior leaders who have been delegated authority to activate this Emergency Operations Plan, including all appropriate Annexes, in response to an event that has, or is likely to, substantially and negatively impact the campus. (See Section 4.2, Delegations of Authority)

The awareness of an incident is situationally dependent. In the case of a predicted or

forecasted event that may negatively affect the campus, such as forecasted severe weather or a planned protest, the Emergency Operations Plan may be activated in anticipation of the event itself. With no-notice events, awareness may come from UMSL Police Officers or the campus police Communications Center, Campus Facilities staff, direct knowledge of an incident, media reports, etc., or any combination thereof.

Regardless of how a real or potential incident is discovered/communicated, initial communications will be triggered to emergency management and university leadership, following established protocols/call down lists, to get information to appropriate personnel with authority, who will determine whether Emergency Operations Plan activation is appropriate.

3.0 Organization and Assignment of Responsibilities

UMSL has identified and designated various campus department staff with certain responsibilities/roles during normal operations to fulfill similar roles during an emergency activation. All these responsibilities/activities will require prioritization, coordination, and support that will be provided through the Emergency Operations Center (See Section 4.4, Emergency Operations Center and referenced appendices). Representatives staffing the Emergency Operations Center (EOC) will be pre-assigned to the most appropriate section, based upon their roles/responsibilities and by their department.

It is also anticipated that resources beyond UMSL's capabilities may be needed and can be requested through outside sources identified.

4.0 Command and Control

UMSL uses the National Incident Management System, a standardized framework that enables effective coordination, communication, and collaboration among various agencies and organizations involved in emergency response and management. Furthermore, UMSL relies upon the Incident Command System (ICS) for its organizational structure to manage on-scene operations. The ICS structure can be expanded or contracted to manage an incident while maintaining a clear chain of command and clear responsibilities for activated positions. See the UM System ICS Handbook (Appendix BP-02) for overarching guidance on incident management that includes ICS position descriptions. Incident Command may, at their discretion, request an EOC be established to support incident activities.

The use of National Incident Management System and Incident Command System, including common language, integrated communications, and established locations for various operations, is required during all activations and will be incorporated into all training and exercises.

4.1 Levels of Readiness and Activation

UMSL police continually monitors events on and off campus; the EOC remains inactive during routine operations without any specific ongoing situations. However, when the

need arises to activate the EOC, it operates at one of three levels to fulfill its mission.

Level	Activation Level Title	Description
3	Assessment	Assessing the situation. There is potential for an emergency, but no immediate threat to life or property. A public warning <i>may</i> be needed.
2	Partial Activation	Escalation from non-routine emergencies. Possible multi-departmental response.
1	Full Activation	EOC team is activated, including personnel from all assisting university departments, to support the response to a major incident or credible threat.

4.2 Delegations of Authority

The Chancellor, per authorities delegated from the University of Missouri System President and the Board of Curators, is the University's Chief Executive and ultimately responsible for the university's operations, including during declared campus states of emergency. The Chancellor has the authority to activate this Emergency Operations Plan, the EOC, and to take whatever other measures are necessary to resolve the emergency. The Chancellor is also authorized to delegate authority to UMSL staff to ensure a more rapid, effective response to an emergency.

The Chancellor has delegated the authority to declare a campus state of emergency, activation of the Emergency Operations Plan, and activation of the EOC to the following university leadership positions:

- Vice Chancellor for Finance and Operations
- Provost and Vice Chancellor for Academic Affairs
- Chancellor's Chief of Staff
- Chief of Police

Any of the above-named positions may declare an emergency anytime circumstances dictate. There is not any preferential order intended or implied. In other words, the Chief of Police has the immediate authority to declare an emergency when circumstances warrant.

4.3 Lines of Succession

In the event the UMSL Chancellor cannot be reached in a timely manner or is otherwise unavailable, the following positions have been designated to assume the duties and responsibilities of the Chancellor, in the order listed, during a declared campus state of emergency.

- Vice Chancellor for Finance and Operations
- Chancellor's Chief of Staff
- Provost and Vice Chancellor for Academic Affairs
- Vice Chancellor for Institutional Effectiveness and Compliance
- Vice Chancellor for Enrollment Strategy and Career Advancement

Various additional campus operations/departments/academic schools will also have Lines of Succession established for respective individual areas.

4.4 Emergency Operations Center (EOC)

Upon a campus state of emergency being declared or as otherwise deemed appropriate, the Emergency Management Coordinator (Police Chief), or their assigns, is responsible for standing up the EOC in a secured area of the Campus Police Building (35 Performance Drive, St. Louis, MO) identified as the campus police conference room. The Campus Police Building is located on the North Campus, southeast of the Blanche M. Touhill Performing Arts Center and immediately adjacent to the North Campus MetroLink stop.

Alternate EOC locations have been designated in the event the primary location is not available:

- UMSL Millennium Student Center (17 Arnold B Grobman Dr, St. Louis, MO), Century Room (Room 312 A, B & C). The location is hereafter referred to as Millennium Center.
- St. Louis County Office of Emergency Management, (1150 Hanna Road, Ballwin, MO 63021). The location is hereafter referred to as St. Louis County EOC.

At a minimum, the EOC is responsible for:

- Maintaining accurate situational awareness and disseminating information.
- Determining tasks and coordinating/communicating those tasks with campus staff and all agencies supporting the response.
- Creating Incident Support Plans to coincide with and support Incident Action Plans.
- Creating Incident Action Plans and planning for subsequent operational periods (if requested by the Incident Command/Unified Command or there is no Incident Command/Unified Command established).
- Ensuring appropriate staffing to meet the demands of the emergency.
- Regular interaction/communication with the UMSL Executive Policy Group and disseminating that information/direction as appropriate.
- Establishing and ensuring internal and external situational updates are communicated

regularly, including to the public, the campus community, and supporting external response agencies.

- Receiving, prioritizing, and fulfilling resource requests, including procuring resources from external sources, in support of Incident Command.
- Managing large-scale evacuations and/or large-scale mass care operations, as needed.
- Establishing resource and financial tracking processes for accountability and potential cost recovery.
- Coordinating with other EOCs (local, state, federal, as well as other UM system campus EOCs) that may be activated regarding the emergency, up to, and including, deploying UMSL representatives to other activated EOCs as well as accommodating other agency/EOC representatives in the UMSL EOC.

Refer to Appendix BP-01 for the UM System EOC Handbook. This is the detailed, separate reference document for providing guidance and structure to personnel staffing the EOC.

4.5 Chancellor's Cabinet and Deans

Upon a declaration of a campus state of emergency, the Chancellor's Cabinet and Deans (C&D) may be activated and convened. This group is comprised of UMSL senior leadership, chaired by the Chancellor, who are responsible for maintaining awareness of the emergency and response efforts and providing policy, strategic direction and support/authority to the EOC and Incident Command/Unified Command.

The Chancellor's Cabinet and Deans may convene by phone, virtually, in-person or any combination therein, that allows efficient and effective communication. The Executive Policy Group may assemble in-person at the EOC, or at another suitable location.

Refer to Appendix BP-05 for the UMSL Chancellor's Cabinet and Deans roster of members. This group may be expanded or contracted as leadership deems appropriate to address the circumstances surrounding an incident.

4.6 UMSL Resources

Due to the level of personnel and equipment that is necessary to carry out normal operations, UMSL has a significant number of resources that can be relied upon in response to a disaster or large-scale incident. During an emergency activation, UMSL equipment and personnel will be identified as assets and will be directed accordingly, based upon the need and priority. This will require inter-departmental coordination of resources to ensure they are deployed appropriately to address priorities.

5.0 Information Collection, Analysis, and Dissemination

Several sources of information shall be accessed and monitored during any EOC activation. Examples of information include:

- National Weather Service forecasts and modeling

- Situational updates from responders in the field
- Updates from EOC staff, law enforcement, local response agencies, other EOCs, state, and federal agencies
- Media outlets
- Social Media platforms

Information will be verified, when appropriate, before relying upon it for planning, prioritizing or making operational/policy decisions.

Verified information will be incorporated into planning for the upcoming operational period as part of preparing the Incident Support Plan/Incident Action Plan. Communications (Public Information) will incorporate the verified information into regular updates to the Chancellor's Cabinet and Deans, the campus community and to the public.

6.0 Communications

Timely and accurate information for responders, the campus community, and the public is essential. UMSL has the capability to issue mass notifications/alerts by phone, text and email to the campus community and to direct notifications to specific groups if warranted. Details for UMSL Communications capabilities and procedures can be found in Annex A, Communication Systems and Warning, and Annex B, Crisis Communications, combined.

7.0 Training and Exercises

This plan will be exercised annually and training is ongoing as appropriate to ensure that UMSL administration and their chosen alternates are aware of emergency responsibilities.

8.0 Administration, Finance, and Logistics

8.1 Agreements and Contracts

The UM System and UMSL have numerous standing contracts for equipment and services. UMSL has ready access to these contracts. If there is a need to procure services and equipment that is not contracted, UM System Policy 26101, Procurement Authority (https://www.umsystem.edu/ums/policies/finance/procurement_authority), provides guidance and direction for routine purchasing operations. UM System Policy 26402, Special Purchases (https://www.umsystem.edu/ums/policies/finance/special_purchases), provides guidance and direction for emergency purchasing, such as when human life or property is endangered.

UMSL is a signatory to standing Memorandums of Agreement (MOA) and Memorandums of Understanding (MOU) that allow for an efficient process when requesting/receiving or rendering service with other signatories of the MOA/MOU. Mutual Aid agreements are also in place, either directly or through extension with our local response partners, that allow for additional resources to be requested/received as appropriate.

Requests for assistance from the county, the State of Missouri, or the federal government should be submitted to or through the St. Louis County Office of Emergency Management and must be made by the UMSL Chancellor or her designee.

8.2 Record Keeping During Emergency Activations

UMSL relies upon a cloud-based emergency management platform. This platform allows for tracking the status of assets and resources, and their associated costs, that are used in response to an emergency event. The platform also facilitates accurate tracking by having forms and documents available that are used in emergency management. Tracking is typically conducted in the EOC by the Resources Support Section, which is staffed by subject matter experts in procurement/purchasing. There may be circumstances where departments must conduct their own tracking (outside of the EOC). When those circumstances arise, the additional tracking will be submitted to the Resources Support Section for inclusion in the incident/event tracking.

9.0 Plan Development, Administration, and Maintenance

9.1 Plan Development

This Emergency Operations Plan, including all appendices, annexes, and other attachments, has been developed with input from multiple campus stakeholders referenced in the plan and local response agency partners. The basic Emergency Operations Plan has been reviewed and approved by the Chancellor. The Annexes are under a separate review, starting with the department head who is responsible for each Annex and are ultimately approved by the Chancellor.

This is considered an all-hazards plan, which warrants active input from many perspectives to ensure the highest state of preparedness possible. Development of this plan involved engaging stakeholders individually and collectively, which has enhanced awareness of UMSL's capabilities and strengthened relationships across the entire campus community.

9.2 Plan Administration and Maintenance

The UMSL Emergency Management Coordinator (Police Chief) is designated as the responsible party for the Emergency Operations Plan and will review and update this plan at least once annually. Revisions will be made as needed throughout the year.

The official version of the Emergency Operations Plan, including all appendices, annexes, and other attachments, will be stored within a cloud-based emergency management site, and will be classified as read-only for end users with access.

10.0 Authorities and References

All UM System Collected Rules and Regulations, UM System policies, UM System procedures, and UMSL policies and procedures must be considered and complied with, in addition to applicable state statute and federal law.

Below is a listing of various policies, rules, laws, and standards used for guidance, compliance, and authority to develop the plan.

UM System Policies and Collected Rules and Regulations (CRRs)

-CRR 20.020 Board of Curators (BOC) provides authority to UM President (this allows President to make all decisions related to university operations – including disaster/emergency-related decisions).

-CRR 110.060 BOC appoints UM President “Director of Disaster Relief” (expands on Presidential powers to make and change plans and system operations related to disasters or enemy attack).

-CRR 20.030 UM President provides authority to each UM System campus Chancellor to make decisions for the respective campuses.

-CRR 20.075 Authorizes Chancellors to declare an emergency exists on their campus. This allows for operations to be conducted outside of “normal” policy/procedure, when warranted, to address the emergency condition(s) most effectively.

-CRR 80.010 Provides general procurement authority to the UM President, who further delegates that authority.

-CRR 85.010 Risk Management Policy affirming the University’s commitment to providing facilities and environment that ensures protection from injury and property damage to the extent practicable.

-CRR 85.020 Affirmation that the University will operate in full compliance of all laws and applicable regulations related to hazardous chemicals and radioactive materials and will provide training and resources to ensure compliance.

-CRR 200.020 Rules of Procedures in Student Conduct Matters/Student Organizations.

-CRR 340.130 Work-Incurred Injury or Illness. Defines eligibility for Worker’s Compensation coverage extends to academic and non-academic employees, full- and part-time, including student employees.

-CRR 490.010 Defense and Protection of Employees, establishes policy under

which university will provide for defense and protection against loss, damage or expense to Employees, Students, and “duly authorized Volunteers.”

-CRR Chapter 600 Equal Employment/Educational Opportunity. Establishes rules governing equal opportunity and non-discrimination, as well as procedures for addressing related misconduct.

-UM System Policy 26101 Procurement Authority Provides framework for procurement authorities – includes reference to emergency conditions.

-UM System Policy 26402 Special Purchases Provides expanded details on emergency procurement.

UMSL Policies and Procedures

-Emergency Notification Access Policy, February 23, 2016 UMSL policy directing any classroom, facility, or space where students, faculty or staff are gathered must maintain at least one computer or mobile device that can receive and send safety related communications.

-Faculty Safety Procedures General guidance to contact UMSL PD in the event anyone’s safety is threatened and to take appropriate action upon hearing/receiving alarm notification.

St. Louis County Ordinances

-701.200 Authorizes the St. Louis County Department of Police to provide mutual aid to other recognized police forces and political subdivisions within the county.

State Statute/State Regulations/Executive Orders

-RSMo Ch 44 Missouri statute covering powers provided to the Governor during times of emergency, including the ability to suspend certain statutes/regulations, to effectively manage the disaster/emergency conditions, creation of a disaster fund, authorizes establishing mutual-aid agreements (and pursue reimbursement for services), and supporting local jurisdictions to respond/recover from a disaster.

-RSMo Ch 172.350 Missouri statute authorizing the University of Missouri to hire university police officers. RSMo Ch 172.355 grants university officers with the same authority as any peace officer in the state.

-RSMo Ch 287.010 Missouri Workers’ Compensation Law that extends to all university employees, including student employees, part-time employees and some volunteers.

-RSMo Ch 610 Missouri Sunshine Law – Missouri statute concerning open meetings and records. Generally requires that records, including operational procedures and plans, are open, but contains various exceptions allowing for closure, including security measures for security systems that, if disclosed, have the potential to endanger the health or safety of an individual or the public; operational guidelines, policies and specific response plans or use in responding to or preventing any critical incident which has the potential to endanger individual or public safety or health; and structural plans of real property.

-Missouri Governor Executive Order 05-42; November 14, 2005. Identifies the National Incident Management System as the standard for use in the State of Missouri

Federal Acts/Regulations

-Civil Rights Act of 1964; PL 88-352; amended Civil Rights Acts of 1957 and 1960, respectively. Federal civil rights and labor law that prohibits discrimination based on race, color, religion, sex, and national origin.

Presidential E.O. 13166 (8/11/2000) addressing access for persons with Limited English Proficiency.

-Higher Education Act of 1965; PL 89-329, November 8, 1965. Establishes programs to provide access to financial aid to qualified post-secondary students.

-Education Amendments of 1972 PL 92-318, June 23, 1972. 35 CFR 106. Most known for Title IX, which prohibits discrimination based on sex in educational institutions receiving federal aid.

-Rehabilitation Act of 1973 PL 93-112, 29 U.S.C. § 701 et seq. Federal law prohibiting discrimination based on disability in programs receiving federal financial assistance.

-Family Educational Rights and Privacy Act of 1974 (FERPA); 20 U.S.C § 1232g 34 CFR 99 Federal law that protects the privacy of student education records.

-The Clery Act; PL 101-542, 1990. 34 CFR 668. Amends the Higher Education Act of 1965 by requiring colleges and universities to report campus crime data (daily and annually), support victims of violence, and publicly outline policies and procedures.

-The Robert T. Stafford Disaster Relief and Emergency Assistance Act PL 100-707, November 23, 1988. Federal law that provides an orderly and systematic means of federal natural disaster assistance for state and local governments in carrying out their responsibilities to aid citizens. The act amended the Disaster Relief Act of 1974 and its predecessor, the Federal Civil Defense Act of 1950, PL 920.

-The Americans with Disabilities Act of 1990 (ADA); PL 101-336, 42 U.S.C Ch 126

§ 12101 et seq. July 26, 1990. Federal civil rights law that prohibits discrimination based on disability.

-The Post-Katrina Emergency Management Reform Act of 2006; PL 109-295, 6 U.S.C. 701, October 4, 2006. Significantly reorganized FEMA and provided authority to remedy gaps found in planning/response efforts to Hurricane Katrina regarding persons with disabilities.

-Health Insurance Portability and Accountability Act (HIPAA); PL 104-191, August 21, 1996. Requires the creation of national standards to protect sensitive patient health information from being disclosed without the patient's consent or knowledge.

-HSPD 5 – PL 107-296, February 28, 2003. Homeland Security Presidential Directive that introduces use of the National Incident Management System (NIMS), Incident Command System (ICS), and National Response Framework (NRF).

-Higher Education Opportunity Act; PL 110-315, August 14, 2008. Amends the Higher Education Act of 1965 by requiring universities with on-campus student housing to publish annual fire safety reports.

-HSPD 8 – Homeland Security Policy Directive requiring emergency planning follow “All-hazards preparedness”.

-PPD 8 – Presidential Policy Directive that introduces National Preparedness Goal (NPG), Emergency Operations Plans (EOP), Core Capabilities, and extends applicability to all political subdivisions, private sector, public, etc.

-PPD 40 – Presidential Policy Directive that directs DHS/FEMA to coordinate the implementation, execution, and assessment of continuity activities among executive departments and agencies.

-Animal Welfare Act; - 9 CFR Part 2: Subpart C. § 2.38(i)(4); Subpart H. § 2.102(a)(4) and (b)(3); and Subpart I, § 2.134. Federal law relating to contingency plan requirements for research facilities subject to this Act.

-10 CFR 50: - Federal regulation administered by the Nuclear Regulatory Commission (NRC) that covers requirements for licensing and operating a nuclear reactor.

- 40 CFR: - Broad reference to federal regulations administered by the US Environmental Protection Agency (EPA) that provides rules for environmental protection. Title 40 covers hazardous and solid waste management, water and air regulations related to contaminants and environmental protection.

-29 CFR 1910.38 – Federal regulation administered by the Occupational Safety and Health Administration (OSHA) requiring an employer to have an emergency action

plan (public universities are not subject to this regulation, but it is a good guide to reference).

-Federal Continuity Resource Tool Kit – Federal resource for supporting continuity planning. It is comprised of multiple guidance documents for creating and maintaining continuity plans.

-FEMA/DHS (Ready.gov) Readiness Program for Campuses (students, faculty, staff) providing preparedness guidance at Ready.gov