

Hello from CCM Public Safety:

CCM Public Safety would like to remind you that **safety is everyone's business!** Your observations of daily life and engagement with our students, in both virtual and in-person formats, are at the core of campus safety. While Public Safety Officers patrol our campus on a daily basis and respond to calls for assistance, information critical to our success starts with you. As a team, we keep this campus safe.

Public Safety Tools

It is critically important that our faculty and staff familiarize themselves with these important safety tools:

- **Evacuation routes**
- **Classroom telephone buttons programmed to dial Public Safety for assistance. For an emergency dial 9-1-1.**
- **Alertus desktop panic button – coming soon!**
- **Fire extinguisher locations**
- **Automated External Defibrillator (AED) locations**
- **The CCM Emergency Response Guide**
- **Emergency Evacuation Policy (attached)**
- **Virtual Meeting Room Security**

Alertus – New Panic Button System

The college is moving from the ePanic computer desktop panic button feature, to a new system called **Alertus**. In April, ePanic will be discontinued and Alertus will be installed. Users can activate the panic button feature when assistance is needed from Public Safety using the Alertus Activator. Alertus also gives us two-way notification with desktop computers so Public Safety can send pop-up alerts to desktop computers during campus emergencies.

Emergency Response Guide

Our Emergency Response Guide can be found at <https://www.ccm.edu/wp-content/uploads/pdf/safety/EmergencyResponseGuide.pdf> Printed copies of the guide are available by contacting the Public Safety office.

Emergency Evacuation Drills

Emergency evacuation drills occur throughout the semester, with the purpose of preparing our community to execute an organized evacuation in case of an actual emergency. At CCM, evacuation drills serve as a way to train the campus community as well as test our procedures. Evacuation drills are typically scheduled during the early start of the fall & spring semesters.

Web Conferencing Security

Our virtual security is just as important as our physical security. The Department of Information Services offers resources for Securing Your Virtual Meeting Rooms. They are available at <https://www.ccm.edu/solution-center/faculty-staff-self-service-portal/securing-your-virtual-meeting-rooms/>

Please review the attached Emergency Evacuation Procedure, which provides more detailed information. We have also attached a guide to other campus safety resources. Please feel free to contact our office if you have any questions or concerns.



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