

# Response, Recovery, Reunification

**Du**Page **S**chool **M**utual **A**id **R**esponse **T**eam

## DuSMART



How did we get here?

## Task Force:

- Since 2000
  - ROE, School Districts, States Attorney, Homeland Security, Chiefs Association for Fire and Police, etc
- 2021 Changes
  - First part-time Safety Specialist
  - All public school districts invited to attend
  - Private school invited the second year
  - Entering year 3
  - 4 meetings per year

# ROE Purpose:



Supporting Leadership through Professional Development

## COMPLIANCE

Effective and efficient foundational requirements

## COMPETENCE

Building collaborative competence through training, exercises, and scenarios

## COMMITMENT

Consistency is key: collaborative coordination of community resources

## CAPACITY

Increase sustainable resource expertise—sharing now and for the future

## PREVENTION

Growing our community-wide expertise toward preventing school violence

# Priorities of the DuPage Superintendents and the Task Force:

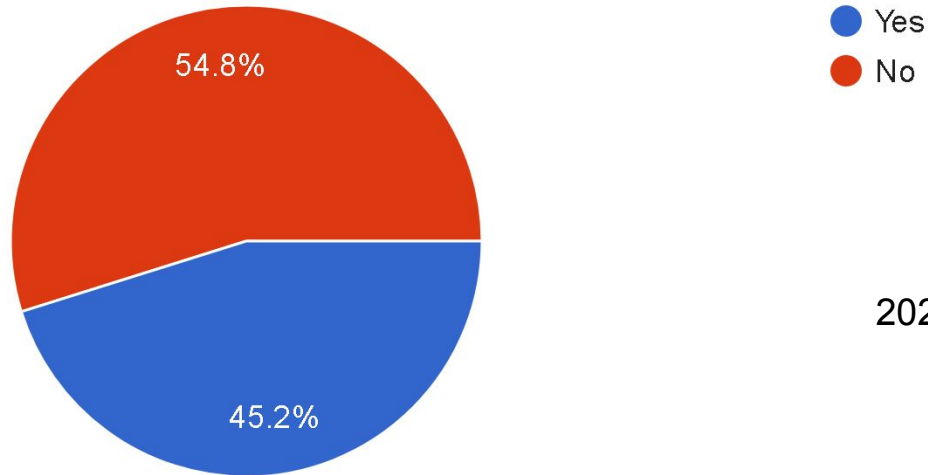
1. Reunification
2. Threat Assessment School Team Training



# Common EOPs:

If yes, is your Emergency Operations Plan consistent with the DuPage EOP template from 2019?

31 responses

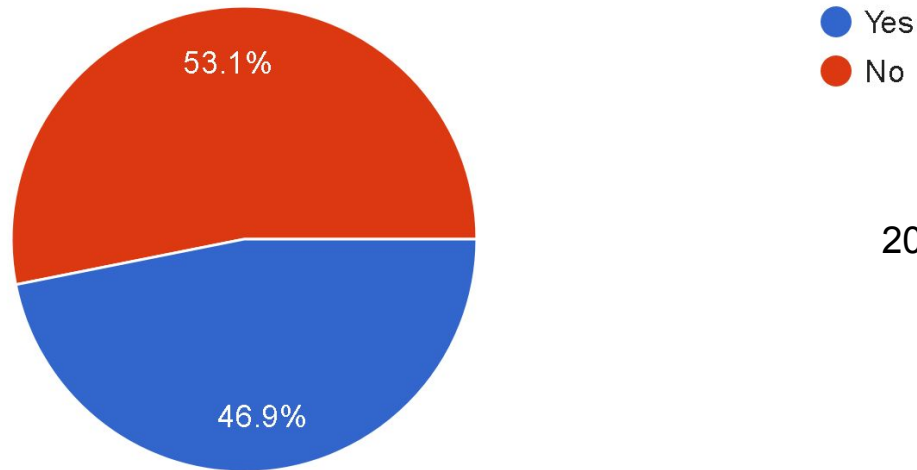


2021 August Survey Results

# Common Terms - Emergency Response Terms:

Is your district using the DuPage common terms : Evacuation/Fire, Severe Weather, Hold in Place and Teach, Secure Building and Teach, Run, Hide, Fight?

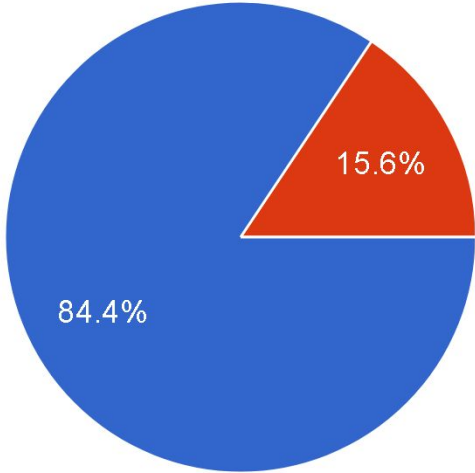
32 responses



2021 August Survey Results

# Does your district have a reunification plan?

32 responses



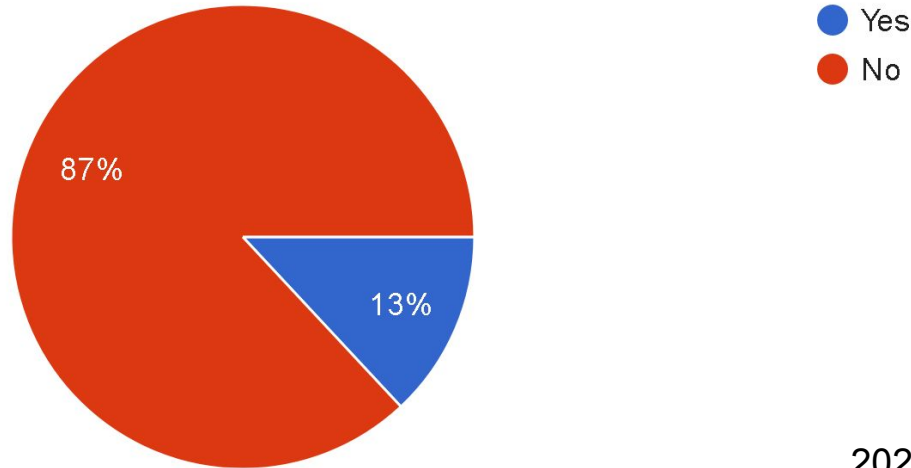
- Yes
- No

2021 August Survey Results



4 - Reunification - does your district use a system from an agency (for profit or non-for-profit) for your district's reunification plans?

23 responses



2021 August Survey Results

- **Only three named:**
  - I Love You Guys Foundation free materials
  - Raptor Reunification using I Love You Guys free Foundation materials
  - Crisis Go

## Please provide any suggestions or needs that would help align our work, reduce duplication, and align our response capacity?

- Common reunification among districts and agencies
- A template/common language for which method of Lockdown/run hide fight/ALICE etc
- ...a template or a process/company for all DuPage districts to use for reunification plans would be ideal.
- ...ROE recommended training for district staff (not just one or two people) on reunification.
- Collaboration on best practices and emerging trends in school safety

# First:

Kane County ROE bought I Love You Guys via a grant to Kane County Observed the need for:

- Supplies
- Lots of Safety Vests
- Lots of people needed
- Common process
- Common procedure
- Centralized process of printing needed materials

## Take away:

- Last memory in a bad situation cannot be our lack of enough people, supplies, and process.
- Training - we need more
- We're gonna need a ton of cooperation



# Crosswalk - Does I Love U Guys Align - Yes!

A Task Force sub committee examined the DuPage County Office of Homeland Security and Emergency Management Family Reunification Plan against the I Love U Guys Foundation free resources:

DuPage EOP - Current	I LOVE YOU GUYS	
12.3.7.13 <u>Family Reunification Plan</u>	Add Link/page number to I LOVE YOU Guys document	
<p><b>INTRODUCTION</b> - During an emergency, families may become separated and require assistance in locating loved ones. Families may also arrive at the site of an incident, potentially putting themselves in danger and impeding emergency response. Having a designated place for survivors and families to congregate and a structured process to match them to one another provides for a sense of comfort, security, and stability. Moreover, secondary objectives may be met during this process, including the provision of counseling services, support of law enforcement investigations, and unaccompanied minor care, if needed. A <b>Family Reunification Center (FRC)</b> is established to achieve these goals and provide short-term support to survivors and families immediately following an incident. Long-term reunification efforts and mass fatality notification services are addressed by the Family Assistance Center (FAC) established</p>	<p><a href="#">I Love You Guys</a> - page # or link</p>	<p>John - It appears the general procedure aligns with the I love you guys and school objectives</p> <p>John - I Love you guys calls it Incident Command - it is not - <b>it is a Branch</b></p> <p>See reference to I Love You Guys - Process generally:</p> <ol style="list-style-type: none"> <li>1 - Greeting</li> <li>2 - Parent fills out the card/google sheet that identifies the parent to the student(s)</li> <li>3 - Staff verify the ID of the parent/guardian</li> </ol>

# Developing the IGA - Collaboration

- Uvalde debrief meeting with Superintendents - June 2022
- Response and Reunification Discussed - Local resources would be overwhelmed
- Need a system and process
- School District Law Firms attended - Consensus - move forward and develop agreement
  - Dupage Civil Attorney and School District' Law Firms Collaborated
- Modeled after mutual aid agreements of police and fire:
  - MABAS, ILEAS, NIPAS
- Main items to resolve
  - Insurance - Workers Compensation
  - Procedure - common
  - Who owns it? County
  - Who manages it? ROE
    - Advisory panel made up of members to recommend to Regional Superintendent
  - Members fees - for the purpose of equipping responders - \$250 each per year
  - Call out - DuPage OHSEM Duty Officer
  - Training plan for responders needed - I Love U Guys

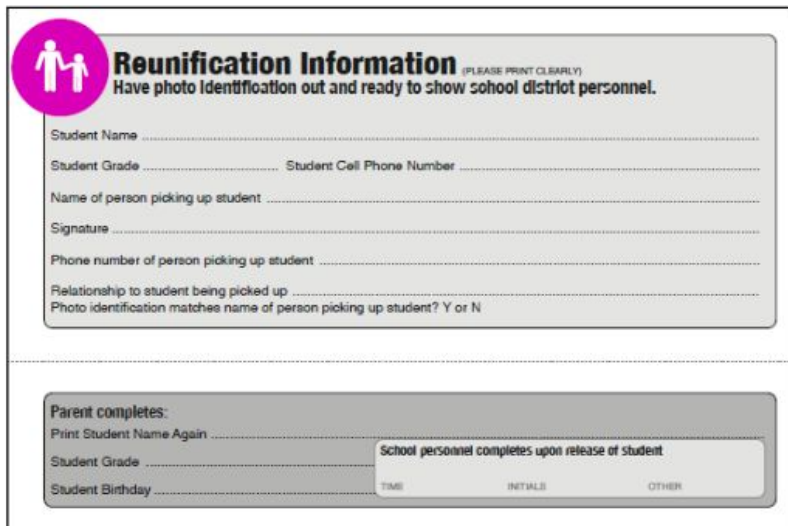
## Reunification procedures Guide Book includes the following:

1. [Procedure Guide](#)
  - a. Procedure Guide Book\_\_\_\_\_ 2
  - b. Organization chart\_\_\_\_\_ 35
  - c. Kit / Box Manifest of materials\_\_\_\_\_ 37
2. [Parent Card](#)
  - a. Instructions in English\_\_\_\_\_ 38
  - b. Instructions in Spanish\_\_\_\_\_ 39
  - c. Card in English \_\_\_\_\_ 40
  - d. Card in Spanish\_\_\_\_\_ 41
3. [MOU between School District and I Love You Guys](#) 42
4. [Jobs / Roles](#)
  - a. Unified Command\_\_\_\_\_ 44
  - b. Operations Chief\_\_\_\_\_ 53
  - c. Staging Manager\_\_\_\_\_ 58
  - d. Logistics Chief \_\_\_\_\_ 63
  - e. Public Information Officer 75

# Supplies and Distribution:

- Using the free resources from I Love U Guys
- Printed by the DuPage County print shop

Reunification Parent Card:



**Reunification Information** (PLEASE PRINT CLEARLY)  
Have photo identification out and ready to show school district personnel.

Student Name .....

Student Grade ..... Student Cell Phone Number .....

Name of person picking up student .....

Signature .....

Phone number of person picking up student .....

Relationship to student being picked up .....

Photo identification matches name of person picking up student? Y or N

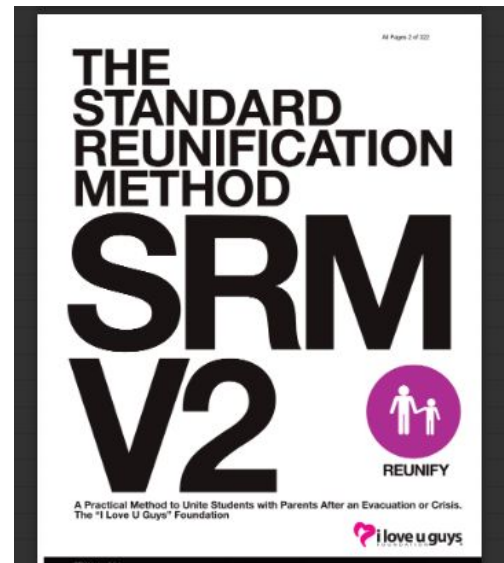
---

**Parent completes:**

Print Student Name Again .....

Student Grade ..... **School personnel completes upon release of student**

Student Birthday ..... TIME INITIALS OTHER



Combined all procedure into one book

\*Printed by DuPage County, distributed to DuPage schools in June 2023, and available in English and Spanish.

# County purchased supplies, ROE packed them and distributed for all Public School Districts and Private Schools

24 pallets

Supplies		packed / labeld	Cart on wheels		Vests - Safety	Rain coat suit	Rain coat hats	Lanyards	Badge Holder	Safety gloves	ID bracelets	Caution tape	Public ENG packets	Public SPA packets
Public School districts	students	yes or no	singles	Book	12 per pack	singles	singles	24 per box	24 per box	12 per pack	500 per pack	singles	194	87
													48500	21750
Bensenville Elem. School District 2	2090		2	1	2 boxes	5	5	5	5	6	8	1 box of 10	3	1
Addison School District 4	3644		2	1	2 boxes	5	5	5	5	6	8	1 box of 10	6	2
Wood Dale School District 7	979		2	1	2 boxes	5	5	5	5	6	8	1 box of 10	2	1





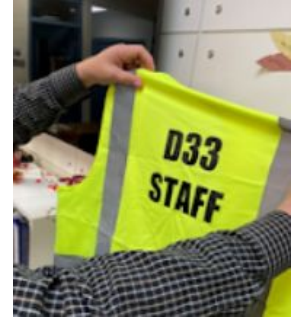




# Training for Reunification - I Love U Guys

Two, one day sessions in 2022-23 and 2023-24:

- West Chicago SD33 Sponsor at Wheaton Bible Church - 74 participants
- Indian Prairie SD203 sponsor at Neuqua Valley HS - 155 participants
  - County funded, ROE provided PD credit to all
- Participants include public schools, private schools, police, fire, Homeland Security and more
- Two session planned for 2023-2024 school year





Guide books, parent cards, lanyards



Training in the procedure







Parents filling out the card



Staff verify ID with card, Student Records



## Moving parents to waiting room together



## Putting the supplies back





## Accountability

**“Cops own the crime.  
Fire owns the flames.  
Schools own the kids.”**



All students and staff are accounted for, no matter if they ran from the danger, were evacuated by police, or were transported to the hospital. All means All.



# State's Attorney

## Developing the Agreement

# **Parties to the IGA/ICA for Mutual Assistance in Response to Crises in the Public Schools of DuPage County, Illinois**

- DuPage County State's Attorney
- DuPage Regional Office of Education
- The Boards of Education of school districts in DuPage County, Illinois who have approved the Agreement
- The governing entities of DuPage County special education and other cooperatives who have approved the Agreement.

# Legal Authority and Purpose

- The parties' rights and powers granted under Article VII, Section 10 of the Constitution of the State of Illinois
- The Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1
- All other rights and powers vested in the Parties by their respective governing statutes.
- The purpose of the Agreement is to develop and implement programs designed to provide mutual aid in crises, primarily arising out of disaster or violence in DuPage County School Districts and Cooperatives.
  - Including training to prepare members response and recovery efforts.

# Administration of the Agreement

- The Agreement shall be administered by the Regional Office of Education, by its Regional Superintendent of Schools, acting as chair of an Advisory Panel.
- The Advisory Panel consists of:
  - State's Attorney or designee; Regional Superintendent of Schools or designee;
  - One superintendent selected by the superintendents of participating school districts with a student enrollment of 1,000 or less, of more than 1000 but less than 7000, of more than 7000;
  - one director, selected by the Cooperatives of the School District Parties;
  - not more than two superintendents selected by the RSS to ensure the Advisory Panel has members from an elementary district, a high school district and a unit district.
- *These members are not parties to the Agreement or subject to dues.*
  - one administrator from the:

**Very important**

DuPage County  
Chief of Police Association

OHSEM



DUPAGE COUNTY FIRE CHIEFS

# Fiscal Matters

- Each School Board and Cooperative shall contribute \$250 toward the administration of this Agreement for the remainder of the 2022-23 school year.
  - **This fee will be used primarily to provide materials and equipment including, but not limited to, “call out” technology, credentials, Go Bags, and safety vests.**
    - **Panel recommends budget purchases to the Regional Superintendent.**
- Each School District providing facilities, materials and/or equipment to another School District under the auspices of this agreement shall not charge for such facilities, materials or equipment and for the cost of loss or damage to the facilities, materials and/or equipment.

# Fiscal Matters

**Important to work through**



- **Each School District is responsible for any benefits, compensation, liability insurance and worker's compensation insurance for its personnel that are providing authorized mutual aid to another School District.**
- Nothing in this agreement shall operate to bar any recovery of funds from any third party, state, or federal agency under existing statutes, or other authority.

# Insurance and Liability

- Each Party is responsible for obtaining insurance coverage for its participation under this Agreement, which shall be primary, and which shall waive subrogation against all other Parties.
- Each Party shall be responsible for Workers' Compensation insurance coverage of, and liability for, the Party's employees who participate in the Programs.
- A Party shall not be liable to another Party:
  - 1) for the acts or omissions of its employees providing assistance to another Party when requested under this Agreement;
  - 2) for a Party's declination to provide assistance when requested by another Party under this Agreement. For purposes of this paragraph, "liability" means liabilities, losses, damages, claims, demands, judgments, causes of action, costs, expenses, and reasonable attorneys' fees.



# Insurance and Liability

- Notwithstanding anything to the contrary, nothing in this Agreement voids or limits any liability protection established by law or any existing insurance coverage of the Party. Nothing in this Agreement, the actions of the ROE, the Advisory Panel or the development and implementation of the Programs shall create a duty or liability to any person or entity which is not a party to this Agreement or diminish any liability protection for the benefit of the Parties as established by law or afforded any Party's insurance coverage.



# **New Parties and Withdrawal, Suspension and Expulsion of a Party**

- After the effective date, a School District or Cooperative shall become a Party to this Agreement when the RSS receives this Agreement in counterpart, signed by its President and Secretary.
- A Party may withdraw from this Agreement effective at the close of the day on June 30 of any year by giving at least 60 days' written notice of withdrawal to the RSS.

# **New Parties and Withdrawal, Suspension and Expulsion of a Party**

- By a vote of at least two-thirds of the members of the Advisory Panel, a Party may be suspended or expelled as a Party to this Agreement, and denied participation in any of the programs, for good cause, which includes, but is not limited to, failure to meet the requirements of this Agreement or of the programs.
- Before expulsion or suspension, the Party shall be given a written notice summarizing the reasons for the proposed action and an opportunity to respond to the Advisory Panel.

# Announced - May 2023

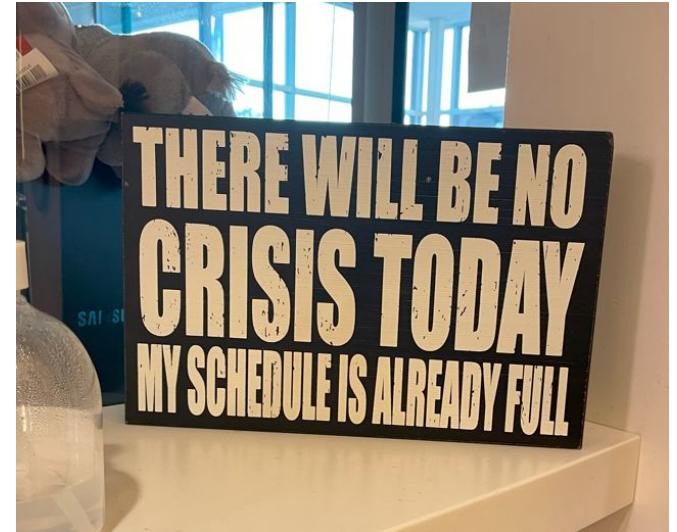


DuPage  
collaborates [Link](#)  
DuPage Task Force  
recovery planning  
[link](#)

# Why a county wide agreement of publicly funded agencies?

The County owns it and agreement needed:

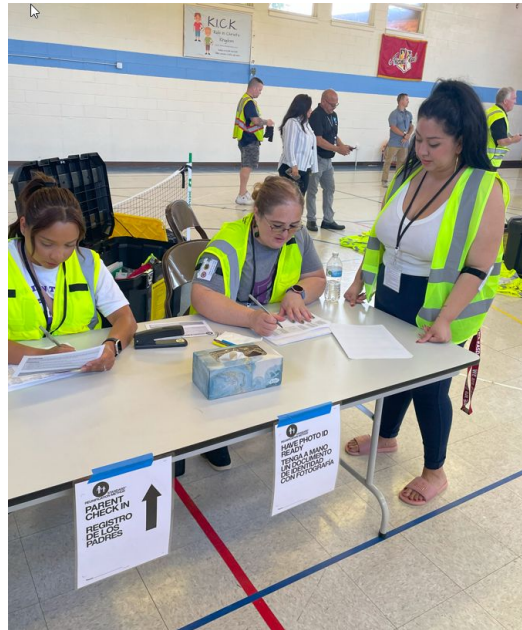
- Common terms
- Common plans
- Common training
- Common supplies, printing
- Common communication
- Aligned with IEMA and the Family Reunification Plans
- Impacted school districts, Impacted staff
- Start with the end in mind
  - Train for the worst case scenario
  - Continuous work toward prevention



# August 2023 - News clips

Exclusive story - [link](#)

Follow up story - [link](#)



Media [link](#) document

## DuPage ROE Task Force Documents Provided:

- IGA is available for your review
- DuSMART Executive Summary
- DuSMART and Reunification; Talking Points and tools for staff and parents
- DuSMART - Operational Guidelines
  - [www.nissaa.org/summit2024](http://www.nissaa.org/summit2024)

# Discussion Items:

1. County Task Force recommended
2. Legal teams from the school districts and county - workers comp.
3. Aligned through ROE - Homeland Security, Police, Fire a must
4. Algin procedures county wide - this is a bigger lift than you think
5. Annual meetings once a year need to follow an agenda that aligns with the School Safety Drill Act
  - a. See DuPage ROE Annual Report agenda
6. NISSAA support and collaboration
  - a. Vet ideas and concepts, best practices





# Practice, then train, exercise, and drill:

1. **Crawl, walk, run - Relationships first - meet 4 times per year**
2. **First year - started a practice session after each meeting**





# After Action Report:

## What worked?

- Having some knowledgeable people present / It's amazing having everyone working together.

## Areas for Improvement

- More practice sessions

## Suggestions

- Have several trained people available, and ensure refresher training. "If you don't use it you lose it."
- Consider adding checkboxes to DuSMART roster for tracking skills and experience. Maybe include NIMS courses.
- Use the people you have. If you need help, ask for it. Even in this small 30 minute exercise, things get busy quickly.
- Goal: Account for students and staff, then reunify them.

## Questions to explore

- When do you activate re-unify and when do you just call buses to take students home?
- How will DuSMART responders be permitted to approach the building?

# Questions and discussion



## Contact:

Bob Berlin, DuPage State's Attorney

Lisa Smith, DuPage Assistant State's Attorney, Civil Department

John Heiderscheidt, DuPage ROE