



The Tulsa County Sheriff's Office Presents:

# C.E.E.P.

## Critical Employee Emergency Planning

**November 30, 2009 and December 1, 2009**

8:00 a.m. – 5:00 p.m.

At

Tulsa Technology Center – Lemley Campus

Career Services Building – Section C (Behind Training Center)

3420 South Memorial Drive

Tulsa, OK. 74145

This is a **FREE** 8 hour course.

For more information or to enroll, please contact Bonnie Fidler

at 918-596-4512 or [bfidler@tcco.org](mailto:bfidler@tcco.org).

This one-of-a kind DHS funded course provides First Responders, Government and Critical Infrastructure agencies and personnel with policies and planning tools for employees' families before, during, and after every kind of disaster or catastrophic event. This course was created with the experience, advice, and guidance of responder employees and family members who experienced:

- Hurricanes
- 9/11 Terrorist Attacks
- 2007 Tornados in Kansas
- Other Catastrophic Events

## The Critical Employee Emergency Planning (CEEP)

### Course Contains 5 Modules:

#### 1. Introduction to Critical Employee Emergency Planning

An overview of the course is provided with discussion of the type of disasters that will likely affect your local area, first responders and their families.

#### 2. Plans, Policies, and Partnerships

Most organizations have good plans in place about how they will respond to an emergency; however, these plans often fall short of addressing the needs and concerns of critical employees and their families during a disaster. This module covers agency-level policy, plans and partnerships that should be in place to help ensure employees respond when needed, are able to focus on their tasks without being distracted by worrying about family, or trying to make hasty arrangements for their family's safety and security.

#### 3. What Families Need to Know

While our employees are trained and capable in emergency response, their families often are not provided information on what can be expected to happen before, during and after the disaster. This section covers how to relate that information to families, and what they need to know to prepare themselves to function independently while their first responder or critical employee is on the job. Communications, assembling needed supplies, making rational decisions about whether to evacuate or shelter, where to go, what to expect, disaster assistance, and more are discussed.

#### 4. Emotional Response to Disaster

Overwhelmed is the most common descriptive term responders and their families use to describe the disaster experience. There are actions agencies can take to prepare employees and families to better withstand the stress before, during and after the event. Signs and symptoms common to disaster response and recovery are provided in this section.

#### 5. Action Planning

Participants who complete this training are expected to take this information back to their agencies and companies to implement throughout their emergency response procedures. This section features techniques to overcome barriers and help ensure successful implementation.