

LASEMP



**PROTECTING SCHOOLS.
SAVING LIVES.**

Facilitated Discussion Notes



Question

1) What are the challenges you face in writing and reviewing your plan?

Points to consider

- Personnel/resources (knowledge of writing plans)
- Time
- Have you contacted partner agencies/ other schools or districts
- What can partner agencies offer in the way of planning assistance
- How do you know if your plan is good enough (how do you test it)
- Leadership buy-in

Possible Answers



Question

2) What Strengths do you feel your plan has that might set you apart from others (Best Practices)?

Points to consider

- Has your plan been validated by an exercise within the past year?
- Have you recently updated your EOP (and if so do you have any special methods you can share)?
- Do you review your plan on a specific cycle (i.e. quarterly or annually)?
- Does your staff have experience in plan writing?
- Have you received specific help from partner agencies (good relationships w/ partner agencies)?
- Do you train your staff on the plan, or do you have any unique training methods?
- Have you worked with partners and stakeholders to strengthen your planning efforts?

Possible Answers



Question

3) What do you feel are the weaknesses in your plan?

Points to consider

- Has your plan been validated by an exercise within the past year?
- When was the last time your EOP was updated?
- Are you certain you have addressed the most relevant threats and hazards, and what is your methodology for finding the most relevant threats and hazards?
- Have you worked with partners and stakeholders to strengthen your planning efforts?

Possible Answers



Question

4) What prevents you from improving upon those weaknesses?

Points to consider

- Leadership buy-in
- Personnel
- Time
- Policies/Procedures
- Expertise
- Funding

Possible Answers



Question

5) Do you have a specific method to accurately identify the Threats and Hazards in your area to include for consideration in your planning?

Points to consider for

- Do you ask for assistance from a partner agency?
- Do you use computer software?
- Do you use a risk assessment?
- Do you look at historical data?

Possible Answers



Question

6) What, if any, assistance do you need from your stakeholders in writing/reviewing your Emergency Operations Plan?

Points to consider

- Technical review of the plan
- Subject Matter Expertise
- Do partner agencies know you have included them in your plan?
- Do you include your stakeholders/partner agencies in the planning process?

Possible Answers
