

2018 NASPE AWARDS

Advancing the HR Profession Award

Nominations from dues-paying states are considered for eligibility. Nominated leaders and programs should have a positive effect on the administration of state human resource programs. A state's central human resource department or line agency human resource operations may administer nominated programs.

Programs and projects must have been operational for at least six months and must be transferable to other states. Selection criteria are based on the questions asked on the award application. Included in this packet are the specific criteria for each award and their categories. Nominations are encouraged in all areas of human resource management administration.

Additionally, please provide the project initiative in one of the following formats:

- Web link
- Snapshot
- PDF

NOMINATION INFORMATION

Title of Nomination: "Active Shooter Situations: What Should You Do?"

State: MS

Contact Person: Brittany Frederick

Contact's Title: Communications Director

Agency: Mississippi State Personnel Board

Mailing Address: 210 East Capitol Street - Jackson, MS - 39201

Telephone: 601-359-2701 Fax: 601-359-576-2532

E-mail: brittany.frederick@mspb.ms.gov

ALL SUBMISSIONS MUST:

Meet all eligibility requirements. • Meet deadline requirements stated on the NASPE website. • Be entered in the correct category and be correctly identified. • Include a complete nomination packet. • Conform to all copyright laws.

2018 NASPE AWARDS

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NOMINATOR INFORMATION

Nominator: Kelly Hardwick Title: Executive Director

State: MS Agency: Mississippi State Personnel Board

Telephone: 601-359-2702 Fax: 601-576-2741

E-mail: kelly.hardwick@mspb.ms.gov

DETAILS

1. Please provide a brief description of this program.

The Mississippi State Personnel Board's "Active Shooter Situations: What Should You Do?" webcast was created to train state employees on how to respond in an active shooter situation. The training gives an overview of the best options for response during an active shooter incident and includes video enactments of possible scenarios and responses. The webinar is available to the public on MSPB's website and is approximately 20 minutes long.

To develop the training, MSPB collaborated with the Mississippi Office of Homeland Security, Mississippi Gaming Commission, Department of Transportation Law Enforcement, and Capitol Police. The content and techniques described in the training are based on the survival tips taught by the Advanced Law Enforcement Rapid Response Training (ALERT) Center at Texas State University.

The training gives an overview of three main topics related to active shooter incidents: preparation, prevention, and response.

Preparation:

The training provides an explanation of workforce violence and the possible motives of active shooters. It also emphasizes the importance of creating an action plan and practicing it. The goal of this training is to serve as a catalyst for agencies and employees to develop formal active shooter response plans and facilitate agency-specific discussions and trainings.

Prevention:

Participants are advised to pay attention to potential warnings signs in employees, coworkers, and clients and to report suspicious behavior or threats to the appropriate authority at their agencies.

Response:

The training describes how to recognize that an active shooter incident is occurring and portrays three response options: avoid, deny, and defend. Each response is outlined and features a video enactment to help participants to visualize proper response. Additionally, the training provides guidance on responding to law enforcement on the scene.

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2. How long has this program or effort been operational?

Efforts to create and administer this training began in September 2017. Collaboration among MSPB and law enforcement agencies took place in October and November 2017. On December 19, 2017, Mississippi Governor Phil Bryant issued Executive Order 1411 requiring all state employees to complete the "Active Shooter Situations: What Should You Do?" training by June 1, 2018. MSPB notified all agency heads and HR contacts and provided detailed instructions on how to implement the training at their agencies. Pursuant to the executive order, agencies must certify to MSPB that all of their employees have completed the training, and MSPB is responsible for reporting statewide completion to the governor's office. MSPB continues to be the point of contact for technical assistance for employees statewide.

3. Why was this program/effort created?

Active shooter events are an unfortunate reality in today's society and can happen anywhere. However, these incidents are most common in commerce settings such as offices or places of business. In Mississippi, state policy establishes that state employees have the right to feel safe at work. The purpose of the webcast is to help create a safer working environment by training employees on the appropriate preparation and response to active shooter events. In order to properly address potential incidents, it is necessary for all state employees to be trained on what to do in the event of an active shooter. MSPB proactively created the online training to not only familiarize state employees with response techniques, but to serve as a catalyst for state employees to develop an active shooter response plan, familiarize themselves with escape routes at their specific workplace, and to encourage agencies to host agency-specific trainings at their workplaces.

4. What are the costs of this program/effort?

There were no additional costs to the state for this project. The content was created by current MSPB employees in consultation with law enforcement agencies. The training was created using software and equipment previously purchased by MSPB for other projects. The video enactments were filmed at the MSPB office, and the actors and narrator were MSPB employees.

5. How is this program/effort funded?

This project was truly a collaborative effort among state agencies and state employees. State employees worked together to combine their individual technical skills and subject matter expertise to create this training at no additional cost to the state or any state agency, other than employee time.

6. How do you measure the success of this program/effort?

The success of the training may be measured in three ways:

1. Individually: Participants must pass quizzes throughout the presentation in order to demonstrate comprehension of the material and must submit the auto-generated completion form to his or her agency's HR department for appropriate tracking and documentation.

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2. Qualitatively: Participants are asked to complete a survey at the end of the training in order for MSPB to gain feedback regarding the effectiveness of the training. Some responses include:

-Thank you so much for this training! I learned things that were contrary to what I thought was the right thing to do, and I now feel safer and better equipped to respond.

-I liked that it was short and sweet. Stuck to the facts and made it easy to follow and understand.

-Well constructed, easy to follow, properly toned to emphasize the serious nature of this type of situation. It was also very motivating to have the timer at the top of the screen so that you can monitor your progress through the presentation.

-I wish all of our mandatory trainings were as easily accessed as this one was.

-Found this to be very helpful and will share with my children as well.

96% of respondents like the option of taking this course online as opposed to a traditional classroom setting and agreed that they would like to see MSPB conduct future sessions using online courses.

3. Quantitatively: Through Google Analytics, MSPB monitors the number of participants who have taken the training. To date, more than 50,000 people have viewed the training. Examples of participants include employees at state agencies, colleges and universities, and municipalities.

7. How has the program/effort changed since its inception?

Active shooter incidents have unfortunately increased in recent years and months, and MSPB saw a need for a statewide active shooter situations training. When this project started, a few state agencies had conducted in-person trainings with law enforcement, but this is the first statewide active shooter training initiative in Mississippi. MSPB encourages agencies to work with law enforcement to host in-depth trainings specific to their workplaces, and MSPB will continue to work collaboratively with law enforcement to update the current training or add additional trainings as needed.

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Attachment A

(Link to webinar)

www.mspb.ms.gov/active-shooter-situations.aspx

For best results, view in Internet Explorer.

Attachment B

*(Instructions provided
to agencies)*

MSPB Communications

From: MSPB Communications
Sent: Wednesday, December 20, 2017 1:58 PM
Subject: Mandatory Active Shooter Situations Training from MSPB
Attachments: EO 1411 Active Shooter Training.pdf; Instructions for Active Shooter Situations eLearning.pdf

Governor Bryant has issued Executive Order 1411 requiring all state employees complete *the Active Shooter Situations: What Should You Do?* webinar offered by the Mississippi State Personnel Board. Active shooter incidents have unfortunately increased in recent years and months, so MSPB collaborated with the Mississippi Office of Homeland Security, the Mississippi Gaming Commission, MDOT Law Enforcement, and the Capitol Police to develop training for employees on how to prepare for and respond to an active shooter situation.

The training is available on our website at <http://www.mspb.ms.gov/active-shooter-situations.aspx>. Detailed instructions on accessing the webinar are attached. Please note that participants must pass quizzes throughout the presentation in order to demonstrate comprehension of the material. Participants must pass the third and final quiz of the webinar in order to gain access to the completion acknowledgment screen, and each employee must submit the printed and signed form to your agency's HR department or designee for appropriate tracking and documentation.

Pursuant to the executive order, please email a single letter, signed by the agency head certifying that all employees at your agency have successfully completed the webinar by June 1, 2018 to MSPB.Communications@mspb.ms.gov. The certificates of completion should be maintained at your agency and should not be included with the letter.

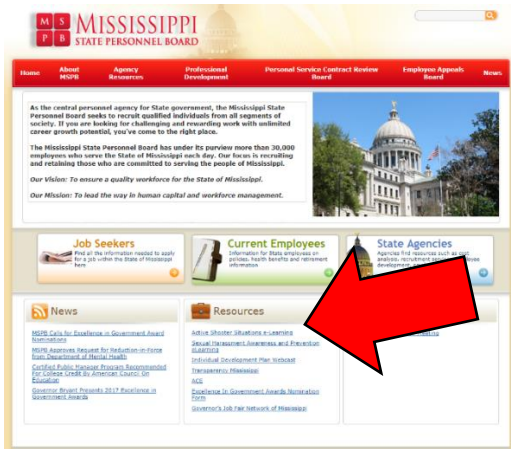
If you have questions about the webcast, please contact the MSPB Communications at 601-359-2701 or via email at MSPB.Communications@mspb.ms.gov.

Mississippi State Personnel Board
210 E. Capitol Street, Suite 800
Jackson, MS 39201
Phone: 601.359.2701
Fax: 601.359.2729
www.mspb.ms.gov



Active Shooter Situations: What Should You Do? Instructions

1. Visit the Mississippi State Personnel Board’s website at www.mspb.ms.gov.
2. Under Resources, click “Active Shooter Situations eLearning”



3. Click “Active Shooter Situations Webcast”



4. View the webinar.
 - a. Please note:
 - i. You may repeat sections by clicking the Prev button.



- ii. There are three quizzes throughout the presentation. You must pass the third and final quiz in order to print your completion certificate. If you do not pass the final quiz, you must repeat the entire course.

5. To print your completion acknowledgement after passing Quiz 3, print the acknowledgment using your browser’s printing option or by taking a screenshot.
6. Complete the survey at the end of the webinar at <https://www.surveymonkey.com/r/BSDP8GL>.

Attachment C

(Executive Order 14111)

STATE OF MISSISSIPPI

Office of the Governor



EXECUTIVE ORDER 1411

WHEREAS, active shooter incidents, including incidents in the workplace, have increased in recent years; and

WHEREAS, active shooter incidents are often unpredictable and can progress rapidly; and

WHEREAS, an active shooter training course can help to create a safer working environment by training employees on the appropriate preparation for and responses to active shooter incidents; and

WHEREAS, in order to properly address potential incidents, it is necessary for all employees of the State of Mississippi to be trained on what to do in the event of an active shooter:

NOW, THEREFORE, I, Phil Bryant, Governor of the State of Mississippi, pursuant to the authority vested in me under the Constitution and laws of the State of Mississippi, do hereby order that all employees of the State of Mississippi shall complete the Active Shooter Situations: What Should You Do? Training Course offered by the Mississippi State Personnel Board (MSPB).

IT IS FURTHER ORDERED that the MSPB will issue guidance after the issuance of this order explaining the process and procedure for completion of the Active Shooter Situations: What Should You Do? Training Course to be completed online at: <http://www.mspb.ms.gov/Presentations/Active-Shooter-Training/presentation.html>.

IT IS FURTHER ORDERED that agency heads shall ensure that all of their employees complete the Active Shooter Situations: What Should You Do? Training Course.

IT IS FURTHER ORDERED that agency heads shall submit a report to the MSPB certifying and evidencing that all of their employees have completed the Active Shooter Situations: What Should You Do? Training Course by June 1, 2018.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Mississippi to be affixed.

DONE at the Capitol in the City of Jackson, the 19th day of December, in the year of our Lord two thousand seventeen, and of the Independence of the United States of America, the two hundred and forty-second.



A handwritten signature in blue ink that reads "Phil Bryant".

**PHIL BRYANT
GOVERNOR**

BY THE GOVERNOR:

A handwritten signature in blue ink that reads "C. Delbert Hosemann, Jr.".

**C. DELBERT HOSEMANN, JR.
SECRETARY OF STATE**

Attachment D

(Media mentions)

club townhomes AT OXFORD

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MARCH 21, 2018

THE DM ONLINE

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University mandates active shooter training to all staff

Posted on Mar 21 2018 - 5:58am by Jack Hall

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All faculty, staff and administration at the university have been ordered to complete a state-mandated “Active Shooter Situations: What Should You Do?” online training before May 18.

The web-based video training course is intended to comply with a December 2017 executive order from Gov. Phil Bryant and includes a roughly 20-minute video series that has three quizzes. All state employees are required to complete the course by the May deadline.

Amanda Drew, emergency management coordinator for the University Police Department, said this training will add onto the already existing practices for incoming students and faculty.

“Our crime prevention unit has always been active in running these types of courses, and there are courses for faculty as well,” Drew said. “Active shooter events are unique ... because they happen and end quickly and occur for several minutes before intervention. Those involved are not always trained well enough to protect themselves. This web training will just add on to what we’re already doing.”

Despite the fact that the executive order resulting in this online course was released last December, the university only recently began instituting its compliance efforts in a March 8 email from the Office of the Provost to faculty. A notice of the training has also since appeared in UM Today’s daily newsletter.

Consent: How we say 'no' to sex without saying 'no'



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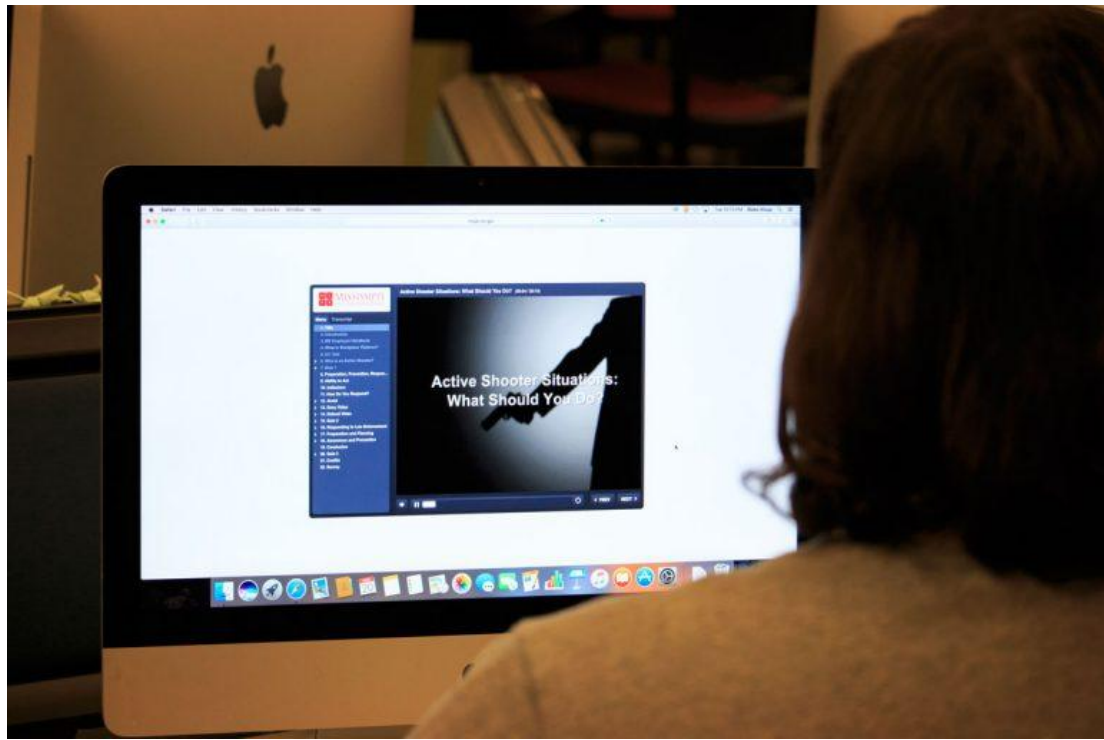
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#MeToo founder Tarana Burke delivers Women's Empowerment Keynote address



A student views the “Active Shooter Situations: What Should You Do?” program provided by Mississippi. The state’s online training features audio simulations, video lessons and quizzes intended to prepare employees to handle active shooter situations. Photo by Billy Schuerman

According to information presented in the training videos, there were 179 active shooter incidents across the United States from 2000 to 2014. In 2018 alone, there have been 18 active shooter situations. Drew said it is especially important now for this material to be presented.

“The recent events have really emphasized the importance of being prepared for an (active shooter),” Drew said. “Some may feel unprepared or nervous about the training, but we want those involved to be prepared.”

The videos and quizzes cover relevant topics, such as what workplace violence is, who active shooters are and how individuals should respond. According to the video narration, “There are three key responses that you can make. You can avoid. You can deny. And you can defend.”

According to MSPB’s communications director, Brittany Frederick, the state modeled the “Avoid, Deny, Defend” response techniques on material taught by the Advanced Law Enforcement Rapid Response Training (ALERRT) Center at Texas State University.



Officials: Gov. Phil Bryant to appoint a woman to US Senate for first time ever in Mississippi



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“The training emphasizes that although paying attention and reporting threats/suspicious behaviors from coworkers, clients and visitors may serve to prevent an active shooter situation, survival will generally come down to preparation and taking action,” Frederick said.

MEEK School Associate Dean Charlie Mitchell completed the video series over spring break. He said he sees this program as more of a preparatory course rather than one geared toward prevention of active shooter situations.

“(The video series) was pretty much prepare, know how to react in a situation, and these are things University of Mississippi employees have done already,” Mitchell said. “We already have active shooter training online.”

Mitchell, however, said the online training stressed the importance of being cautiously attentive on campus.

“One of the things they tell you is that anyone can be an active shooter,” said Mitchell. “It doesn’t encourage you to do any type of profiling, but it does tell you that you should be alert to changes in behavior and, of course, report it. Err on the side of caution and report to the responsible authorities.”

Mitchell said it was necessary for the governor to act in response to the string of recent active shooter incidents.

“If you’re an elected official and something bad happens, you’re obligated to try to present a solution,” Mitchell said. “This presentation was about preparation, and that’s the important part (of the video series).”

The required online seminar is located on the Mississippi State Personnel Board’s website. According to the narration of the video, the curriculum was developed “in conjunction with the Mississippi Office of Homeland Security and the Mississippi Gaming Commission as well as MDOT Law Enforcement and the Capitol Police.”

This article was submitted to The Daily Mississippian from an advanced reporting class.



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THE BIG REVEAL Best of Starkville WINNERS SECTION 02.28.2018

Home » MSU, EMCC talk active shooter safety

MSU, EMCC talk active shooter safety



MSU logo

By: CHARLIE BENTON
Staff Writer educ@starkvilledailynews.com
FRIDAY, FEBRUARY 23, 2018

STARKVILLE, MS In light of the fatal school shootings in Kentucky and Florida earlier this month, it's important to realize the possibility of an incident.

With Mississippi State University located in Starkville and East Mississippi Community College's Golden Triangle campus not far from town, the SDN reached out to officials from both institutions to discuss their protocols should an incident occur.

Mississippi State Chief Communications Officer Sid Salter said the university's administrative team had met with MSU President Mark Keenum Monday to discuss the university's plans to fully comply with Mississippi Gov. Phil Bryant's Dec. 19, 2017 executive order, meeting the June 1 deadline. Gov. Bryant's order made completion of the "Active Shooter Situations: What Should You Do?" course mandatory for all state employees.

The course is offered by the Mississippi State Personnel Board and covers the basics of response and survival during an active shooter situation. The course also covers topics related to prevention.

"The university is mindful of the safety concerns raised by Gov. Bryant in his executive order, and we welcome any protocols from the state that enhance campus safety," Salter said.

Salter also said the university had implemented a training, locks and communications (TLC) program to protect the MSU community in an active shooter situation. The TLC program was put into place in 2015, following an incident involving a student making threats of gun violence. The student, Fhu-Qui Cong Nguyen, was captured with no victims and no shots fired. Nguyen was later found to be unarmed.

Members of the MSU community who witness any suspicious activity can report it at 662-325-2121.

EMCC Assistant Chief of Police Steve Windish said EMCC staff had met to discuss campus safety following the massacre at Stoneman Douglas High School in Parkland, Florida last week.

"As far as the college goes, two days after that Florida incident, we held a civilian response to active shooter events class in which we had 115 faculty and staff members attend," Windish said. "We went over different things that the faculty and staff can do in response to active shooter events."

Windish said the college also had a response plan in place for such an incident, and drilled the scenario periodically.

"We have had tabletop sessions with the local agencies around here and let them know what our response is, and what we're asking of them at that point and time," Windish said.

He recommended the Avoid, Deny, Defend (ADD) rule as a method of protecting oneself during an active shooter situation. He said to first try to avoid the situation at all costs. The next step is to deny them entry or access. The third step is to defend yourself against the threat.

"If somebody does make an actual entry to where you're at, you have a legal right to defend yourself," Windish said.



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Windish said he felt a high sense of urgency surrounding the issue following the incidents this month.

"Now everybody's starting to realize that it can happen at any point, anytime, anywhere," Windish said. "Everybody used to for years have this feeling of 'it can't happen here,' but I believe that they're starting to understand that it can happen anywhere, and people are wanting to start taking precautions for that."

Members of the EMCC community wishing to report suspicious activity should reach out to the EMCC Police Department.

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News

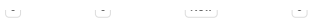
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Medal Count

Updated: Feb 23 7:58 AM EST

#	Country	G	S	B	Total
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2	Germany	13	7	6	26
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4	United States	8	7	6	21
5	Netherlands	8	6	4	18

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DEC 21

GOVERNOR ORDERS ACTIVE SHOOTER SAFETY TRAINING FOR STATE EMPLOYEES

Posted by Mark Rigsby on Dec 21, 2017 at 5:00 am



AP Photo

All 30,000 state employees in Mississippi will soon be trained on how to react a workplace shooting scenario. That's according to an executive order signed by Governor Phil Bryant this week. MPB's Mark Rigsby reports.

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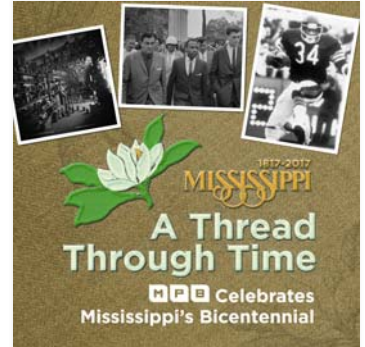
Governor Bryant's order says all state employees must receive active shooter training to maintain a safer working environment. It also says workplace shootings have increased in recent years, are unpredictable, and can progress rapidly. Chad Winkler is a firearms instructor and active shooter trainer at Boondocks Firearms Training Academy in Raymond.

"There's a lot of information out there that's been changing over the last five to 10 years about active shooter training in the way that people are trained to address those situations. I think getting that information out to the public is a good thing."

Winkler says the classic strategy of locking down a building or facility, like many public schools, colleges, and universities do, may not always be the best response to an active shooter. He recommends having a workplace shooting safety plan in place. But he says the best thing is to do, if you're ever faced with that situation, is to get out of the building.

"That makes it easier for law enforcement to respond. They don't have to deal with hundreds of people in the building. If you can clear that building out, they're only looking for the active shooter. There are less targets for the active shooter to shoot at. It becomes a situation where getting out is the best option. The worst option is to do nothing."

The online workplace shooter safety course for state employees is currently on the Mississippi State Personnel Board's website, and can be viewed by the public. In his order, Governor Bryant says state employees must complete the training by June 1st.



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Bryant: State Employees Must Take Workplace Shooter Course

Gov. Phil Bryant is ordering Mississippi state employees to learn how to prepare for and respond to a workplace shooting.

Dec. 20, 2017, at 3:25 a.m.

f (<https://w>)

...

AP

JACKSON, Miss. (AP) — Gov. Phil Bryant is ordering [Mississippi \(/news/best-states/mississippi\)](/news/best-states/mississippi) state employees to learn how to prepare for and respond to a workplace shooting.

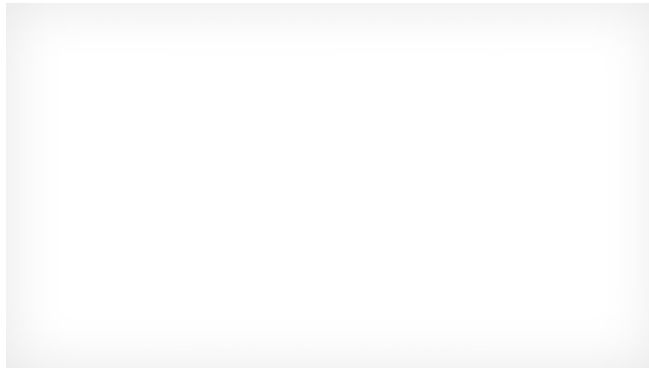
Bryant, a Republican, signed an executive order Tuesday instructing the 30,000-plus state employees to complete the 20-minute course by June 1.

The online presentation is offered by the State Personnel Board, which helps recruit and regulate state employees. The board says it developed the presentation with help from the state Office of Homeland Security, the Mississippi Gaming Commission and police agencies.

Bryant says taking the course will help ensure that state employees remain safe.

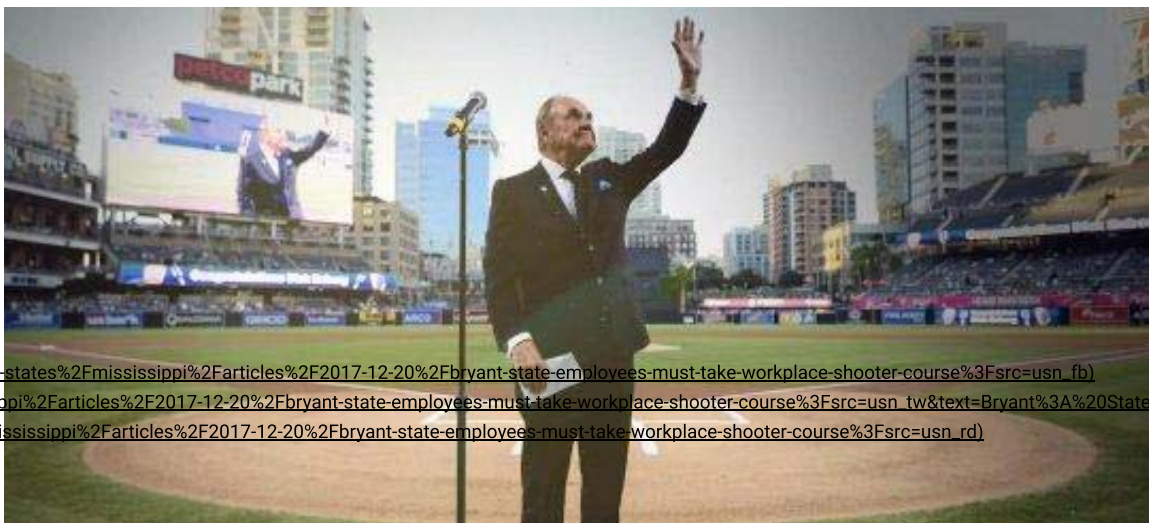
He's ordering agency directors to submit a report by June 1 showing all employees have completed the course.

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Be prepared for possible worst-case scenario



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Email the author (<mailto:editor@dailyleader.com>)

Published 9:26 pm Thursday, December 21, 2017

State employees in Mississippi will soon receive training on how to react to workplace shootings, statewide media reported Thursday.

Gov. Phil Bryant's executive order requires active shooter training for all state employees and it's available on the Mississippi State Personnel Board's website. It's available for anyone to view.

The information can also be useful for employees outside of a state agency. The training video is designed to prepare individuals for a worst-case scenario — an active shooter at a place of employment.

The training video warns that an active shooter can be anyone — there is no standard profile for who may be an active shooter. It does point to several factors that may be triggers for shooters. Anger, revenge ideology, mental illness or an avenger mindset (an individual believes they are righting a great wrong) are listed as factors.

The training video recommends the following when responding to an active shooter situation:

- Do not play dead or freeze.
- Do not remain in denial about what is happening around you.
- Shift your fear into anger so you can respond.
- Escaping is the first and best option. Familiarize yourself with exits and potential escape routes.
- Do not stop to call 911. Wait until you reach a safe place to call for help.
- Grab coworkers and others on your way out. Don't wait for them if they resist you.
- If you can't escape the building, deny access to your location. Lock office doors and barricade the door with furniture. Turn off the lights and hide behind large objects if you can.
- Find an object to use to defend yourself.
- If you have to defend yourself, don't freeze. You must act. Find improvised weapons like scissors.
- Don't be afraid to fight. Work with coworkers to bring down the shooter.

The training video contains valuable information that will be useful for any workplace, not just government offices. We encourage all businesses and organizations to review the training information and be prepared.

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