


# Active Shooter Procedures for Libraries



Welcome to today's Infopeople Webinar!

Infopeople is dedicated to bringing you the best in practical library training and improving information access for the public by improving the skills of library workers. Infopeople, a grant project of the Califa Group, is supported in part by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act administered in California by the State Librarian. This material is covered by [Creative Commons 4.0](#) Non-commercial Share Alike license. Any use of this material should credit the funding source.

---

---

---

---

---

---

---

---

## Active Shooter Procedures for Libraries

An Infopeople Webinar  
November 15, 2016

---

Presented by Mary Soucie

---

---

---

---

---

---

---

---

### What is an active shooter situation?

- Actively engaged in killing
- Confined and populated area
- Sometimes motivated by revenge
- Unpredictable/evolve quickly

---

---

---

---

---

---

---

---

Infopeople, a grant project of the Califa Group, is supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

# Active Shooter Procedures for Libraries

Responses to an Active Shooter

---

- Run
- Hide
- Fight

---

---

---

---

---

---

---

---

Run...

---

- Know your exit route
- Leave everything behind
- Keep your hands visible
- Bring people with you. If they won't go, then leave them

---

---

---

---

---

---

---

---

Hide...

---

- Hide in an area out of the shooter's view. If you're in a hallway or open area, move immediately to a more secure location
- Barricade the door/entry
- Hide behind something such as a desk
- Silence your cellphone
- Be as silent as possible

---

---

---

---

---

---

---

---

# Active Shooter Procedures for Libraries

Fight...

- Last resort and only if you are in immediate danger
- Attempt to incapacitate the shooter
- Be aggressive
- Once you've made this decision, there's no turning back.

---

---

---

---

---

---

---

When it is safe to do so...

- Call 911
- Activate duress buttons/alert systems
- Give details!

---

---

---

---

---

---

---

Responding to Police

- Follow directions
- Keep hands in the air
- No sudden movements
- Keep calm
- Don't ask questions

---

---

---

---

---

---

---

# Active Shooter Procedures for Libraries

Active Shooter Policies

- Part of the Emergency & Disaster Plan
- Training on a regular schedule
- Reviewed by staff
- May need to focus on securing certain areas that are open/hard to secure

---

---

---

---

---

---

---

---

Active Shooter Policies

Should include:

- Communication plan
- Evacuation plan
- Gathering place
- Lockdown plan

---

---

---

---

---

---

---

---

Best Practices for Libraries

- Conduct trainings
- Environmental scan
- Staff roles and responsibilities
- Recognize and respond to signs of potential threats
- Conduct risk and safety assessments

---

---

---

---

---

---

---

---

Infopeople, a grant project of the Califa Group, is supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

# Active Shooter Procedures for Libraries

Resources

- LA County Sheriff, *Surviving an Active Shooter*  
<https://www.youtube.com/watch?v=DFQ-oxhdFJE>
- North Dakota State Library, *Active Shooter Procedure*- available upon request
- U.S. Dept. of Homeland Security, *Pocket Card*  
[http://www.dhs.gov/sites/default/files/publications/active\\_shooter\\_pocket\\_card\\_508.pdf](http://www.dhs.gov/sites/default/files/publications/active_shooter_pocket_card_508.pdf)
- U.S. Dept. of Homeland Security, *Active Shooter: How to Respond*.  
<https://www.dhs.gov/sites/default/files/publications/active-shooter-how-to-respond-508.pdf>

---

---

---

---

---

---

---

---

Active Shooter Video

Created by the Los Angeles County Sheriff's Department

Contains graphic content of a violent nature (gunfire, intense situations, and "blood")

Viewer discretion is advised!!

<https://www.youtube.com/watch?v=DFQ-oxhdFJE>

---

---

---

---

---

---

---

---

Thank You

Mary J. Soucie  
[mjsoucie@gmail.com](mailto:mjsoucie@gmail.com)  
[msoucie@nd.gov](mailto:msoucie@nd.gov)  
(701) 328-4654

---

---

---

---

---

---

---

---