



# Livingston County Emergency Management

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Howell, Michigan 48843  
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Therese Cremonte, Coordinator

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## SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) Prior to drill \_\_\_\_\_

School & District: Brighton Area Schools / Miller Intergenerational / Totspot

Drill Type & Number: Fire 3 of 5 Tornado \_\_\_ of 2 (circle one) Lock Down / Shelter in Place \_\_\_ of 3

Check here if a Cardiac Drill was conducted at same time as other drill \_\_\_\_\_

During:  Class Time  Class Change \_\_\_ Recess \_\_\_ Lunch \_\_\_ Other \_\_\_ Summer School

Date of Drill: 10/11/23 Time of Drill: 10:00am Number of Participants: 200 kids - 70 adults

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: 1 minute 42 seconds

Observations / Remarks: \_\_\_\_\_

Does any information in the KNOX BOX need to be updated? 0 (update at beginning & mid-year)

Name & Title of School Personnel Conducting Drill: Janice Ramirez

Signature: Janice Ramirez

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)  
[Signature] 10-11-23

AND  
Law Enforcement Agency [Signature]

OR  
Fire Department \_\_\_\_\_