



# Safety and Security for Vermont State Employees and Buildings

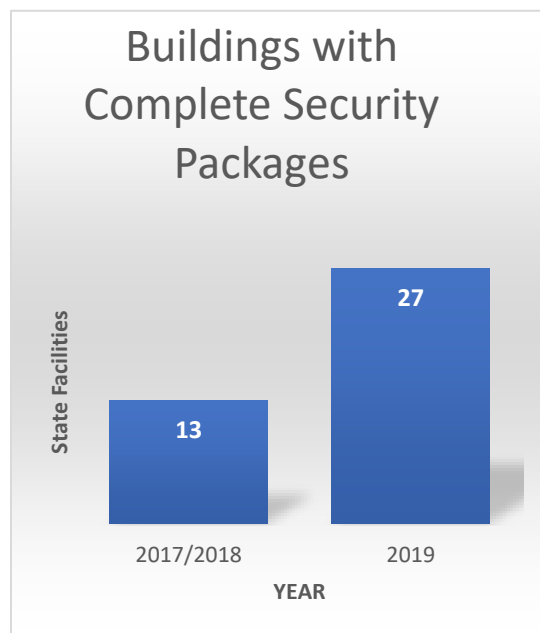
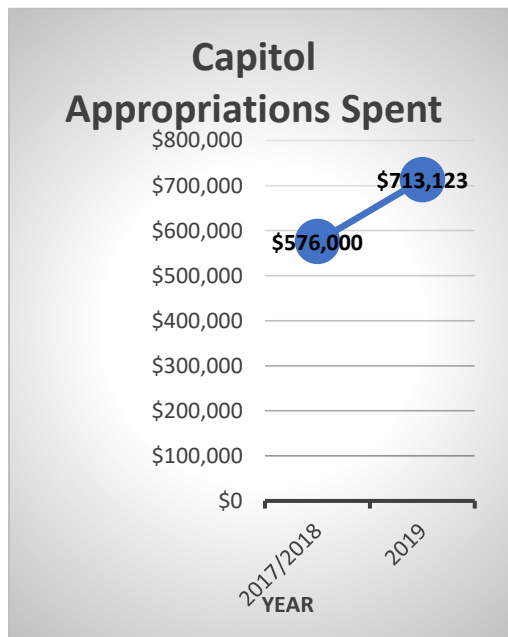
Authored by the  
Buildings and General Services (BGS) Office of Security  
January 13, 2020

## SUMMARY OF ACCOMPLISHMENTS 2017 through 2019

### Security Systems

\$1,289,123 of the Capitol Appropriations has been executed to fund security systems projects. (123% increase since 2017)

- 27 Buildings received complete packages (Security cameras, building lockdown and panic/alarm systems). (107% increase since 2017)
- 37 buildings received (or are in progress) of receiving appropriate security packages and upgrades



BGS Security Systems Integration Unit has completed approximately 497 work orders (tracked since 1/1/2018). 79% of all requests for emergency service were responded to within 48 hours.

## Uniformed Security Officers

### Visitors processed:

109 State Street, Montpelier, Waterbury State Office Complex,  
108 Cherry Street, Burlington,  
Department for Children and Families, Williston (since Nov 2018)



<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Since Inception</u>
38,313	61,275	65,790	218,220

### State Safety and Security presence

Security Officers at 109 State Street, Montpelier  
Waterbury Office Complex  
Asa Bloomer State Office Building, Rutland

### Contracted security presence

120 State Street, Montpelier  
133 State Street, Montpelier (Security plans finalized. Estimated start date: March 2020)  
Bennington State Office Building  
Department for Children and Families, Williston, VT  
South Burlington Department of Motor Vehicles  
Gilford Welcome Center

## Threat Reports & Threat Investigations

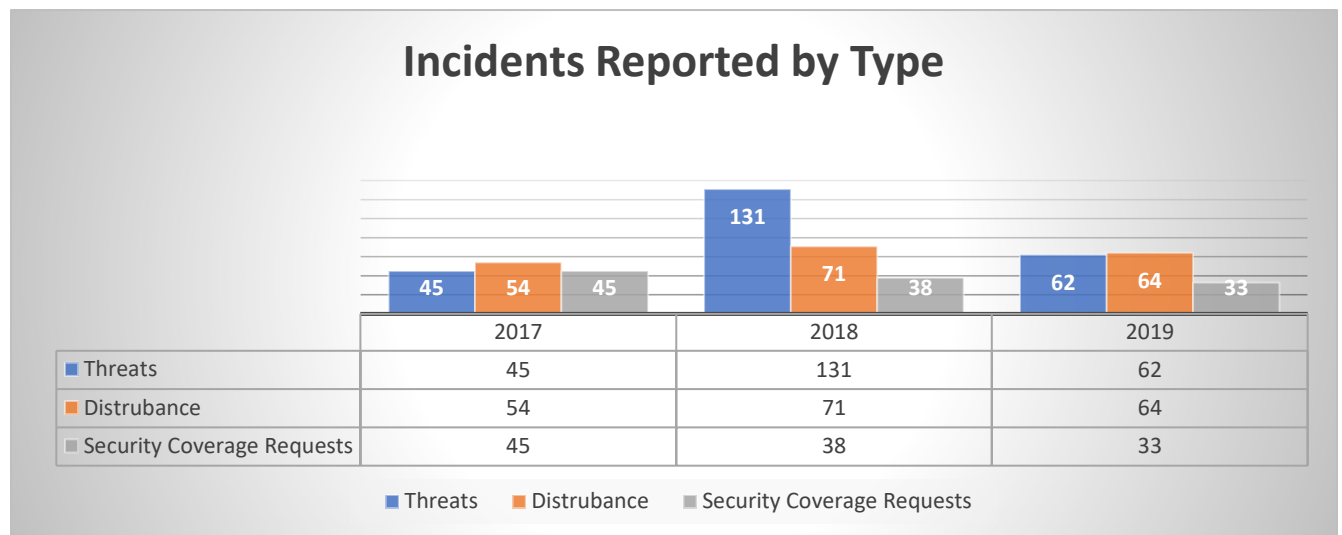
Reported threats

2017	2018	2019
44	131	62

### Threat Investigator.

In November 2019, State Safety and Security hired a full-time Threat Investigator. In only two months 87 potential threat incidents were reviewed. 19 threats resulted in investigations and interviews. Potential victims from all 19 cases were provided with a personalized threat mitigation plans.

### Incident Reporting



## Training of Executive Branch Employees

Emergency Procedures for the Individual State Employee:

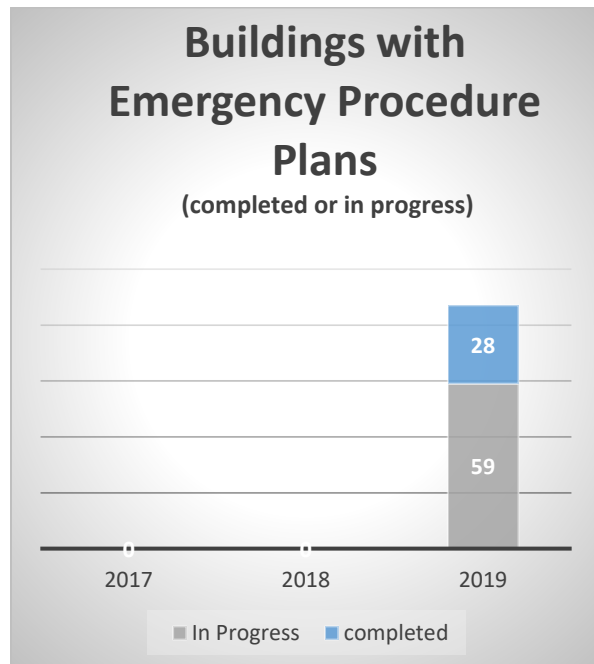
- 2372 employees have completed Emergency Preparedness trainings since 2017.
- Emergency Procedures = 2070 (including 2-hour video online, 235)
- ECM and Safety Warden Training
- Active Shooter Awareness **New for 2019**
- Bomb Threat Preparedness **New for 2019**
- Stop The Bleed **New for 2019**

73 more are registered for near-future classes  
Buildings were prioritized by Threat Level and we've targeted those in the highest threat (1 and 2+) moving down to low threat level (2, 3, 4). We are currently moving to Threat Level 2 and 3.

Hostile Intruder (Active Shooter) and the ALICE Approach. AHS Staff have trained approx. 400 within AHS.



## Emergency Procedures Plans (EPP) for State Buildings



## **Infant in the Workplace inspections**

In 2019, State Safety and Security received 17 Infant in the Workplace Requests and conducted safety and security risk assessments. These assessments identified whether the building where the infant would be placed had an Emergency Plans in place, what types of threats had been received at the building and made additional workplace safety recommendations. State Safety and Security has infant headphones available to parents to check out for the duration of the infant stay.

### **The EPP Process**

1. Meet with Building Leadership (Bldg Safety Committee) to include representatives from each tenant agency/dept.
2. Begin the plan development
3. Train ECM and Safety Wardens, all staff
4. Finalize plan
5. Conduct tabletop exercise and after-action review
6. Conduct drill and after-action review

There are 25 buildings that have fully completed the EPP process – plan is developed, training complete, tabletop exercise conducted, and drill accomplished. There are 53 other buildings that are in various stages of the planning process.

### **Completed**

- 110 State Street (SAS)
- 116 State Street (VAAFMM)
- 120 State Street (DMV/DHR/ADS)
- 133 State Street (TAX/ADS)
- 6 Baldwin/4 Gov Aiken (BGS/AOA)
- 5 Green Mtn Drive (DOL)
- Zampieri State Office Bldg 108 Cherry St Burlington
- Barre McFarland House
- Bennington State Office Bldg
- Springfield State Office Bldg
- Hartford State Office Bldg
- Morrisville State Office Bldg
- Newport Hebard State Office Bldg
- Rutland Asa Bloomer State Office Bldg
- Vermont Psychiatric Care Hospital
- VDH Colchester Health Lab
- Woodsides Juvenile Facility
- Correctional Facilities
- WSOC
- WSOC Heat Plant
- St Johnsbury State Office Bldg (AHS)
- Montpelier Heat Plant

- VDH Medical Examiner (UVM)
- Waterbury 93 Pilgrim Park
- Morrisville P&P Office (197 Harrel Street)

Most AHS District Buildings have EPPs.

**Additional Items of Note:**

The Office of Security:

- Authored AOA Policy Number 11.11, “Workplace Safety & Security”
- Authored BGS’s “Developing and Maintaining Your Building’s Emergency Procedure Plan”
- Established a BGS Operations Center that activates when an emergency that affects state employees and buildings occur, such as the bank robber that was surrounded by police in Montpelier between the high school and the Dept of Labor’s building.

**For additional information, please reference the following:**

ANNEX A	Security Systems Installed
ANNEX B	Threat Mitigation
ANNEX C	Emergency Procedure Planning

## ANNEX A

### SECURITY SYSTEMS INSTALLED

**The following security infrastructure projects were designed and managed by the Systems Integration Unit:**

Security cameras, building lockdown and panic/alarm systems were all installed in the following twenty-seven (27) locations.

- Barre McFarland State Office Building
- Barre Office of Child Support
- Bennington Department of Motor Vehicles
- Bennington Defender General's Office
- Brattleboro Department of Labor Office
- Brattleboro State Office Building
- Brattleboro Probation & Parole
- Brattleboro State's Attorney Office
- Burlington 108 Cherry St
- Burlington Probation & Parole
- Middlebury State Office Building
- Middlebury Mahady Court (AHS & P&P space)
- Montpelier 133 State St
- Morrisville State Office Building
- Newport State Office Building
- Rutland Asa Bloomer Building
- Springfield State Office Building
- St Albans Office of Child Support
- St Albans State Office Building
- St Albans State's Attorney
- St Johnsbury State Office Building
- St Johnsbury Office of Child Support
- St Johnsbury State's Attorney Office
- Waterbury DVHA, Pilgrim Park
- Williston DCF Field Office (being completed this week)
- Williston North & South Welcome Centers

Other projects managed include:

- Barre DCF Installation of panic alarms
- Barre City Place Redesign and relocation of existing equipment
- Bradford VSP Installation of exterior cameras & alarm system
- Brattleboro DOL Installation of panic & card reader system
- Brattleboro SOB Installation of equipment to support new client service model
- Burlington 110 Cherry St Installation of card access & panic alarm systems
- Burlington 32 Cherry St Card readers & door intercoms
- Burlington Cherry St Parking Intercom replacement
- Middlebury P&P/State's Atty Installation of camera and panic system
- Middlesex VSP Installation of exterior cameras
- Montpelier 109 State St Camera system upgrade

- Montpelier 133 State St Cameras & alarms for new gun vault
- Montpelier 144 State St Installation of panic system
- Montpelier 110 State St Installation of card access, panic systems
- Montpelier 89 Main St Installation of camera, panic and video intercom system
- Montpelier Complex Installation of exterior cameras for incident monitoring
- Rutland MVRFCF Installation of card access system
- Rutland P&P Installation of card access system
- St Johnsbury Child Support Installation of panic alarms
- St Johnsbury State's Atty Installation of panic alarms
- St Johnsbury DMV Installation of alarm system
- St Johnsbury VSP Installation of exterior cameras & alarm system
- Waterbury Office Complex Additional card access equipment
- Lyndon Welcome Center Upgrade of alarm system
- Berlin VTrans Installation of large card access system
- Brattleboro Defender General Installation of video intercom system

Projects that are currently in progress include:

- Guilford Welcome Center Installation of card access, cameras, lockdown, panic systems
- Montpelier Complex Installation of exterior cameras throughout complex
- Rutland Asa Bloomer Building Exterior cameras
- Sharon Welcome Center Installation of card access, cameras, lockdown, panic systems
- South Hero State's Attorney Installation of card access, cameras, lockdown, panic systems
- Springfield DOL Installation of card access, cameras, lockdown, panic systems
- Statewide DMV Installation of lockdown and panic/alarm systems
- White River State's Attorney Installation of card access, cameras, lockdown, panic systems

In addition to supporting the on-going maintenance for all Correctional Facility camera systems throughout the state, the Unit also designed and manage the installation of the following full-scale upgrades:

- Northeast State Correctional Facility Complete replacement of full cameras system (100+ cameras)
- Northwest State Correctional Facility Complete replacement of full cameras system (100+ cameras)
- Chittenden Correctional Facility Complete replacement of full cameras system (100+ cameras)- In progress



## **ANNEX B THREAT MITIGATION**

The BGS Threat Mitigation Specialist works to prevent targeted violence or threats of violence toward state employees or facilities by engaging in interagency coordination and partnerships.

The Threat Mitigation Specialist prevents targeted violence toward state employees and facilities under the jurisdiction of the Commissioner of Building and General Services.

The three key functions of the program are:

- (1) identifying those that might pose a threat;
- (2) investigating and assessing those individuals; and
- (3) implementing a mitigation strategy designed to prevent an attack. Utilizing a behavior-based methodology.

These investigations are often lengthy in nature and focused more on mitigation of the threat as opposed to prosecution. Threat investigations require a unique set of investigative strategies that often times vary from other types of prosecutable offenses. The BGS State Safety and Security has initiated an all encompassing review of the D3 Incident Reporting System.

## **ANNEX C**

### **EMERGENCY PROCEDURE PLANNING**

#### **The EPP Process**

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