



# Livingston County Emergency Management

1911 Tootley Rd  
Howell, Michigan 48843  
Telephone: 517.540.7926  
Fax: 517.546.6788

21-22

Jeffrey R. Boyd, Coordinator

Therese Cremona, Emergency Manager

## SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Personnel Notifying Central Dispatch *Prior* to event initiation. 517.546.9111 Handled by Operations Dept.

School & District: Hornung Elementary, Brighton Area Schools

Drill Type & Number: Fire \_\_\_ of 5 Tornado 1 of 2 Lock Down / Shelter in Place \_\_\_ of 3

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

Date & Time of Drill: 9-16-21 @ 10:30 Number of Participants: approx 615

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: \_\_\_\_\_

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

Does any information in the KNOX BOX need to be updated? \_\_\_\_\_

Name & Title of School Personnel Conducting Drill: J. Yates

Signature: [Signature]

The drill was conducted in coordination with:

Emergency Manager (Required for Lock Down & Shelter in Place drills per P.A. 337 of 2006)

AND

Law Enforcement Agency \_\_\_\_\_

OR

Fire Department [Signature] John R. Saxe

scan and e-mail this report to Livingston County Emergency Management: [theremonte@co.livingston.mi.us](mailto:theremonte@co.livingston.mi.us)