



# Livingston County

## Emergency Management

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

Jeffrey R. Boyd, Coordinator

Therese Cremonte, Emergency Manager

### SCHOOL EMERGENCY PREPAREDNESS DRILL REQUIRED DOCUMENTATION

Person notifying local fire, police, OR Central Dispatch (517-546-9111) *Prior* to drill R. Hornby v. drill sheet

School & District: St. Joseph Howell\_\_\_\_\_

Drill Type & Number: Fire \_\_\_ of 5    Tornado 2 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: 1 Class Time    1 Class Change    \_\_\_ Recess    \_\_\_ Lunch    \_\_\_ Other    \_\_\_ Summer School


Date of Drill: 9-22-21    Time of Drill: 2:10pm    Number of Participants: 56

Exact Time Span Needed to Evaluate, Lock Down or Safe Mode: 51 seconds

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

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

Name & Title of School Personnel Conducting Drill: Renee Hornby

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 \_\_\_\_\_

e-mail this report to Livingston County Emergency Management: [thcremonte@livgov.com](mailto:thcremonte@livgov.com)