

California State University
NORTHRIDGE
Department of Public Safety
University Police Division



LESSON PLAN

SUBJECT: Active Shooter Response Training Drill

LENGTH: 4 hours

PREPARED BY: Sgt. Frank Gudani

DATE PREPARED: October 9, 2008

APPROVED BY: _____

Gene P. Min, Chief

DATE APPROVED: _____

10/16/08

I. Performance Objectives/Job-Related Objectives:

With an understanding that “shift operations” and “calls for services” are the priority, the purpose of this training format is to enable shift supervisors the flexibility to safely conduct “Active Shooter” drills/training on their respective watches with the assistance of an authorized “Active Shooter” instructor. The training should last a total of four hours. It can be broken up into different dates and times or on the same day with different times. This decision will be left up to each individual shift supervisor. The shift supervisor shall be responsible for ensuring that all points of this lesson plan are covered, documented and submitted to the Training Coordinator by Sunday, November 30, 2008, 1600 hours.

Active Shooter Instructor:

- Sergeant James A. Stotler
- Sergeant Frank Gudani
- Officer Richard Kennedy

Note: The Active Shooter instructor will act as a safety monitor and point of reference for the Shift Supervisor and his/her team. He will only be needed at the time the drills are conducted. It will be the responsibility of the shift supervisor holding the training

to provide the instructor with a prospective date and 14 days notice before the training date as per the language found in the Unit 8 contract.

Supervisors and officers participating in the drill/training must demonstrate a functional level of competency and understanding of the following:

- Policy/Procedure: 05-S.O.-006 "Active Shooter"
- Difference between an "Active Shooter" vs. "Barricaded Suspect"
- Formations and Movements
- Team Formations
- Team Responsibilities
- Incident Command Functions

II. Type of Instruction:

- A. Review the "Active Shooter" Policy/Procedure: 05-S.O.-006 with his/her respective shift.
- B. Review LAPD Video / Sheriff Video
- C. Conduct Active Shooter Exercises
- D. Training Documentation
- E. Training Completion Date: Sunday, November 30, 2008, 1600 hours.

III. Course Outline:

- A. Discussion on "Active Shooter" vs. "Barricaded Suspect"
- B. Initial Law Enforcement Mission:

"To save as many lives as possible, as quickly as possible, with consideration to the safety of those responding."
- C. Review the "Active Shooter" Policy/Procedure: 05-S.O.-006 with his/her respective shift with an emphasis on the following:
 - 1. Incident Command
 - a. Incident Commanders Responsibilities
"Any deployment of officers into a dangerous situation must be for a clear and obtainable objective, and not be reckless or irresponsible"
 - b. Information to dispatch and arriving officers regarding the situation
 - c. Formation and Deployment of "Contact Teams," "Rescue Teams," "Final Clearing Teams"

- d. Incident Command “Recovery Period” (e.g. crime scene, clean-up, media, etc.)
2. Formations and Movements
 - a. Forward
 - b. Backward
 - c. Lateral
 - d. Stairs
 - e. Other Obstacles (e.g. victims, bombs, fire alarm and fire sprinkler activations, etc.)
3. Diamond Formation (Officer Responsibilities)
 - a. Team Leader (Left Guard)
 - b. Point
 - c. Right Guard
 - d. Rear Guard
4. Team Responsibilities
 - a. Contact Team
 - b. Rescue Team
 - c. Final Clearing Team
 - d. Canine Unit Response

D. Conduct equipment checks

1. Ballistic Helmet Fitting
2. Gas Mask Fitting

E. Conduct a Safety Check - No weapons, lethal/less lethal (i.e. knives, guns, pepper spray, A.S.P.) allowed in the training area.

F. Conduct Active Shooter Exercises with the oversight of an “Active Shooter” instructor.

G. Debrief with the team after each time the team runs through the exercise. The goal should be to become more efficient each time. (discuss – the exercise, obstacles, team movements and individual officer responsibilities, team members communication)

H. The shift supervisor should run through the exercise at least four times allowing each team member to hold each position.

IV. Practical Exercise

A. Pre-Scenario Safety Check

1. Shift supervisors shall use the “Kit” room to store all officers’ lethal and less lethal equipment and replace the equipment with training gear, e.g. rubber guns.
2. Line up the officers for inspection and ensure all weapons are removed.
3. Conduct a wellness check, look for prior injuries.
4. Identify hazards, i.e. stairs, boxes, doors

B. Scenario:

CSUN Officers are conducting briefing in the shift briefing room. While in the middle of the briefing, they hear and simultaneously receive a radio call of a man with a gun in the DPS lobby. They also receive information that there is a DPS employee shot at the location and that the suspect has removed the DPS employee’s ID card and now has access to the building. The suspect was last seen running up the west staircase to the second floor. As officers respond to the call, they hear shots fired on the second floor.

(Scenario moves to basement of B-3 parking structure for exercise using Simunition.)

Discussion: Diamond Formation and Movements, Officers’ responsibilities, room entries, “Button Hook and “Cross”

V. Closing

- A. Debrief: Questions & Comments
- B. Post-Scenario Safety Check