

# CAMPOREE ORIENTATION

**Pastor Kevin**

Assistant to the Camporee Executive Director



# GILLETTE IS READY FOR US!

Welcome to the largest city in Wyoming- For one week only!





# YOU ARE A CROWD MANAGER!



# Building Manager

**Every Indoor Space at the camporee will have a designated Building Manager.**

Building Manager is responsible to:

- Open and lock the building each day.
- Ensure that all egresses are unlocked.
- Ensure that all aisles are clear of trash, debris and tripping hazards
- Ensure that all life safety equipment (Extinguishers, pull stations, strobes, horns, AEDs, etc.) as well as exit signs are clear, visible and unobstructed.
- Know the maximum occupancy level for the building
- Keep accurate count (with a counter device) of all who are in the building to ensure that maximum occupancies are not exceeded.
- When the Maximum occupancy is close, door controllers must go to People Reduction policy, as coordinated with the Building Manager.
- See Building Manager Duties page for further responsibilities

## Job duties of a crowd manager- Indoors

- Follow the instructions of the Building Manager
- Ensure that people do not congregate near exits or cause excessive congestion in the aisles.
- Assist people in kind/friendly way whenever possible.
- Remain in constant communication with supervisor.
- Be on the lookout for problems. Report any disturbance, illness or problem immediately to supervisor and via radio if further assistance is warranted.
- When event ends, help people to leave in an efficient, calm manner.

## In an Emergency - Indoors

- Follow the instructions of supervisor/Bldg Mgr.
- Remain calm and at your post.
- Know how to pull fire alarm if necessary.
- Know where extinguishers are- be prepared to use it if necessary.
- Assist people in exiting and returning to their camping areas as efficiently as possible. Ensure that people do not congregate near exits.
- Assist in keeping bystanders back when emergency personnel arrive.
- Be on the lookout for problems. Report any disturbance, illness or problem immediately to supervisor and via radio if further assistance is warranted.

## Job duties of a crowd manager - **Outdoors**

- Follow the instructions of supervisor/Safety Director
- Ensure that people do not congregate near exits or cause excessive congestion on major roads.
- Assist people in kind/friendly way whenever possible- Directions, etc.
- Remain in constant communication with supervisor.
- Be on the lookout for problems. Report any disturbance, illness or problem immediately to supervisor and via radio if further assistance is warranted.
- When event ends, help people to leave in an efficient, calm manner.

## Job duties of a crowd manager - **Outdoors**

- Routinely tour the camping areas (all 10 unions, to ensure that all roadways remain open and unblocked.
- Nothing should in any way obstruct the roads. This includes water hose lines, extension cords, etc.
- Be on the lookout for tripping hazards throughout the campus. Don't be afraid to pick up a bottle or trash on the roads, even if you are not assigned trash duty.
- Assist Safety in enforcing golf cart rules and in keeping golf carts out of areas where they do not belong (esp after night-time).



## In an Emergency - **Outdoors**

- Follow the instructions of supervisor/Safety Director.
- Remain calm and at your post.
- Be on the lookout and prepared for emergency vehicles. Keep people from obstructing roads when vehicles are approaching.
- Ensure that people do not congregate near exits.
- Assist people in exiting and returning to their camping areas as efficiently as possible.
- Be on the lookout for problems. Report any disturbance, illness or problem immediately to supervisor and via radio if further assistance is warranted.

# ALL CROWD MANAGERS

Regardless of function, all Crowd Managers have the responsibility of:

- Monitoring for wristbands to ensure that no one is on the campus that does not belong.
- If off duty when an emergency exists, to immediately report to your supervisor-ie, Return to duty anyway!
- Assist with the mass movement of people in the event of an emergency. This can include:
  - Moving people off roads when emergency vehicles with lights are present.
  - Moving people out of buildings in an orderly manner.
  - Assisting people to cross the main roads.
  - Directing traffic, in the event of an evacuation.
  - Assist in response to any major emergency, including weather, evacuations, etc.

## Further Training

- **Ushers-** you will meet with Craig Heinrich and Wendy Eberhardt for further training.
- **Medical Team-** You will meet with David Mayor and Pam Krueger for further training.
- **Safety Team-** You will meet with Ken Scott and Lee Batton for further training
- **Day Time & Indoor Managers-** You will meet with Eddie Heinrich for further training

## Rise up- and go to the app!!

- Or the Web! - [www.camporee.org](http://www.camporee.org)
- Here's the week-long Schedule:



# USE YOUR APP!!

- Have you downloaded the Camporee App yet?
- This is your number 1 source for information!!
- Go to Google Play or Apple Store.





How we get the word to you in an emergency?



# HOW CAN WE RAPIDLY REACH OVER 60,000 PEOPLE WITH VITAL INFORMATION?



## PRINTED GUIDES FOR YOU

1. **YOUR FLIP CHART-** Keep it in an area for all to see!
2. **DAILY NEWSPAPER-** OFTEN HAS IMPORTANT INSTRUCTIONS TO FOLLOW
3. **WEBSITE AND APP-** Have important safety information

[www.camporee.org/about/safety](http://www.camporee.org/about/safety)



## IN AN EMERGENCY

**RADIO STATION-** Tune in to **92.9 FM** in an emergency.

**2-WAY RADIOS-** Look for leaders that have them. Tune to channel 1 for important safety information.

**NIGHTTIME SCREEN-** In the event of an urgent event during nighttime events or on Sabbath mornings, both the announcer and the electronic screens will provide clear instructions on what to do.

**EMERGENCY MESSAGING-** Receive messages if you have signed up.

**WEATHER RADIOS:** Receive alerts through National Weather Service

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- **EMERGENCY MESSAGING-** Receive messages if you have signed up.
- **WEATHER RADIOS:** Receive alerts through National Weather Service. Be sure it is set to Campbell County.
- [www.camporee.org/about/safety](http://www.camporee.org/about/safety)

**Website-** Check for emergency updates.

**App-** Check for emergency updates.

**Public Address System-** for those in areas near Energy Hall (it will not reach to Southern Union!)

**WDOT Emergency System-**



## Emergency Messaging

- We are asking that ALL adults on campus to sign up for this service.
- For Camporee Staff this is **REQUIRED!**
- For everyone else, it is **STRONGLY** encouraged!
- Remember to use CamPlex address- (not home). Instruction # 6



<https://www.camporee.org/information/campground/safety/emergency-messaging/>

## What to do in the event of A - Medical Emergency

1. Stay Calm.
2. Find nearest person with a radio and call Medical on **Channel 15**
3. (All gates, Youth Directors, Camporee staff, etc.)  
**Call 307-685-9401/9402/9404 - Do not call 911**
4. Be prepared to fully describe the nature of the emergency and your exact location.
5. Be on the lookout for medical personnel, often on golf carts, and assist them to find the injured party.
6. In the event of a non-emergency and/or ambulatory patients, visit Morningside Grandstand.



## What to do in the event of A- **Safety Emergency**

1. Stay Calm.
2. Find nearest person with radio to call it in to Safety on **Channel 13** (All gates, Youth Directors, Camporee staff, etc.) or **Call 307-685-9405/9414**
3. Do not call 911.
4. Be prepared to fully describe the nature of the emergency and your exact location.
5. Be on the lookout for safety personnel, often on golf carts, and assist them in finding you.
6. In the event of a non-emergency, visit Morningside Grandstand.

## What to do in the event of A - **Small fire in your camp**











1. Find nearest person with radio to call it in to security (All gates, Youth Directors, Camporee staff, etc.) or **Call 307-685-9405**
2. If the fire is small and in your camping area, quickly locate and use extinguishers (know what type of fire and use correct extinguisher).
3. If extinguisher is not available, and it is a brush fire, use water, blankets etc to quickly extinguish the fire.
4. Evacuate the area- always remember that life is more important than things.

## What to do in the event of A - Larger brush fire

1. Find nearest person with radio to call it in to security (All gates, Youth Directors, Camporee staff, etc.) or **Call 307-685-9405**
2. Look for emergency messaging on your phone.
3. Listen to 2-way radios
4. Prepare to immediately evacuate your area. If there is time, and fire is across the road from CamPlex, gather important documents and only that which is essential.
5. Evacuate the area- always remember that life is more important than things.

# Fire Extinguishers

- The Fire Marshall requests that every club have **5lb** or larger fire extinguishers that are rated at least: **2A:10B:C** for use in camping areas. Large Clubs will need several extinguishers.
- In addition, if the club will have a large or group cooking area that uses fryers or grease then the Fire Marshal requests that a class K extinguisher also be used.
- All Fire Extinguishers must have a current service tag (inspected within the past year)

Fire Extinguisher Class Chart			
		<b>Class A:</b> Ordinary Combustibles	Wood, paper, cloth, trash, plastics, and other solids that are not metal
		<b>Class B:</b> Flammable or combustible liquids or gases	Gasoline, oil, petroleum greases, tars, oils, oil-based paints, solvents, lacquers, alcohols, flammable gases
		<b>Class C:</b> Electrical	Energized electrical equipment (plugged-in)
		<b>Class D:</b> Metals	Magnesium, titanium, zirconium, sodium, lithium, and potassium
		<b>Class K:</b> Combustible cooking	Grease or oil, such as vegetable oils, animal oils, or fats in cooking appliances

LAFORCE



## What to do in the event of - **Lightening/hail**

- **PLAN A.** Take shelter in building, camper, bus or vehicle.
- **PLAN B-** Take shelter in sturdy, well-tied tent with non-metal poles. Avoid sheltering near trees, poles or towers.
- Listen for emergency messaging on Campus radio, weather radio and through emergency text messaging:
- [www.camporee.org/about/safety](http://www.camporee.org/about/safety)
- Clubs should determine their own response to the approach of severe weather. Know and plan ahead of time, which locations to seek for shelter.





## Take Shelter

- **Vehicles.**
  - **Trailers.**
  - **Animal Pin Shelters.**
  - **Buildings.**
  - **Shower Tents as a plan B (rated only to 80 mph)**
- 
- **Please note that almost none of these are considered safe in the event of a tornado.**

## What to do in the event of - Tornado

- There are no building shelters available. Seek immediate shelter in a low-lying area or a ditch or ravine if lower than road-level. Crouch as low as possible (lie face down) and cover your head.
- Stay away from:
  - Vehicles
  - Buildings
  - Tents
  - Trees
  - Structures
- Listen for emergency messaging on Campus radio, weather radio and through emergency text messaging: [www.camporee.org/about/safety](http://www.camporee.org/about/safety)
- **Clubs should determine their own response to the approach of severe weather. Know and plan ahead of time, which locations to seek for shelter.**



## What to do in the event of An - **Active shooter**

1. Stay Calm. Do not panic
2. Quickly determine the most reasonable way to protect your own life and that of your Pathfinders.
3. Evacuate- If there is an accessible escape path, attempt to evacuate the premises.
  - Always have an escape route and plan in mind
  - Evacuate regardless of whether others agree to follow
  - Leave your belongings behind
  - Help others escape, if possible
  - Prevent individuals from entering an area where the active shooter may be.
  - Keep your hands visible
  - Follow the instructions of any police officers
  - Do not attempt to move wounded people
  - **Call 307-685-9405/9414** when you are safe



## What to do in the event of an - Active shooter - continued

4. Hide out - If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place should:
  - Be out of the active shooter's view
  - Provide protection if shots are fired in your direction (i.e., behind car, building, etc.)
  - Not trap you or restrict your options for movement
5. HOW TO RESPOND WHEN A N ACTIVE SHOOTER IS IN YOUR VICINITY
  - If the active shooter is nearby:**
    - Silence your cell phone and/or pager
    - Turn off any source of noise (i.e., radios, televisions)
    - Hide behind large items (i.e., cabinets, desks)
    - Remain quiet.
    - If you are able, call 911, leave the line open and allow dispatcher to listen. Only speak if it is safe to do so.

## What to do in the event of an - Active Shooter - Continued

### 6. Take action against the active shooter

- As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:
- Acting as aggressively as possible against him/her
- Throwing items and improvising weapons
- Yelling

### 7. How to react when law enforcement arrives

- Remain calm, and follow officers' instructions
- Put down any items in your hands (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming and/or yelling
- Do not stop to ask officers for help or direction when evacuating, just follow their verbal instructions or gestures.

## What to do in the event of an - Evacuation

- If an evacuation is necessary, Club leaders should ensure they have all members, proceed to cars and follow gate security instructions to exit the campus. Do not stop to take down tents or equipment.
- Once on main roads, Directors are entrusted to follow the **pre-determined safety evacuation plan** that seems wisest to them. There is no pre-planned staging area available.
- Listen for emergency messaging on Campus radio, weather radio and through emergency text messaging:
- [www.camporee.org/about/safety](http://www.camporee.org/about/safety)
- **Clubs should pre-determine their own exit strategy and response to the approach of severe weather. Know and plan ahead of time, which locations to seek for shelter off campus.**



# What to know at the BTP Camporee



# 2-Way Radios



## BTP Camporee Radios Communications Plan

- At least one member of each Conference should scan **Channel 1** regularly.
- Use cell phones for conversations longer than 30 seconds.
- In an emergency, follow the BTP Camporee Radio Emergency Protocol.
- First contact must announce an emergency to all channels, including **Channel 13** Dispatch.
- Then, all radios must listen to **Channel 1** to assist in the emergency.
- Do not talk on **Channel 21** during an emergency unless you are giving information about the emergency.
- Emergency and Law Enforcement dispatch will monitor on **Channel 21** and will relay messages on public safety radio channels to their personnel.

1 - Information
2 - Daytime Activities
3 - Main stage
4- Main stage Security
5 - Facilities
6 - Special Events
7 - Youth Directors
8 - General Talk
9- General Talk
10 - BTP Directors PVT
11 - Administration
12 - Administration PVT
13 - Security
14 - Security PVT
15 - Medical
16 - Medical PVT
17 - Communications-Onsite
18- Communications-Onsite
19 - Offsite-Communications
20 - Transportation
21 - Emergency



2-Way Radio Matrix





# Health Tips

## Best Practices

1. Stay hydrated.
2. Always keep a water bottle close.
3. Wash hands often throughout the day.
4. Stay hydrated.
5. Bring hand sanitizer to use before meals and after portable toilet use.
6. Stay hydrated.
7. Sneeze or cough into the shoulder or elbow.
8. Determine ways to protect yourself from excessive sun exposure.
9. Stay Hydrated!!!

## Health Tips- 2

### Toilets (Port-O-Lets)

- Portable toilets will be emptied and cleaned twice daily. Bring a small roll of toilet paper with you when using a toilet.
- Bring day pack. Bring your own TP.

### Showers

- Pathfinders must be accompanied by a supervising adult to enter a Shower House.
- Keep showers to 5 minutes so everyone else will get a chance to shower and stagger your shower times.

**Report Trouble with Toilets or Showers Radio Channel 5**

## 9 Tips to beat the heat

**1. Hydrate, hydrate, hydrate.** One of the best ways to protect yourself from the heat is to stay well hydrated. Drinking water is best. Avoid drinks with caffeine or lots of sugar. Drink more than usual if you are exercising or sweating excessively. Foods with a high-water content, like watermelon, are also hydrating.

**2. Eat lightly.** Skip heavy meals or foods with a lot of fat that can tax your digestive system and make you feel sluggish. When it's hot out, opt for fresh foods with a high-water content, such as fruits and vegetables. Salads and smoothies are great choices when the heat is on.

**3. Make a cold compress.** If you find it hard to cool your body down, wet a washcloth with cold water or fill a bag with ice and then place on your forehead, the back of your neck or your wrists for some quick cooling comfort. If you use ice, place a towel between the ice and your skin.

**4. Spray yourself with water.** When temps soar, spritzing yourself with some cool water can keep you comfortable. As the water evaporates on your skin, it cools you.

# 9 Tips to beat the heat

**5. Wear light-colored loose clothing.** Stick with lighter colors. Opt for synthetic fabrics that are designed to wick away sweat or wear light and loose-fitting cotton. The goal is to allow the sweat on your skin to evaporate quickly.

**6. Eat something spicy.** You may think that eating spicy foods would heat you up, but it has the opposite effect. The capsaicin in hot chili peppers, for example, causes you to sweat more easily. As your sweat evaporates, it helps to cool you down.

**7. Create your own AC.** If you don't have an air conditioner, place a shallow bowl of ice in front of a fan to cool off the air that blows through the tent.

**8. Change your exercise routine.** You don't need to stop exercising when it's hot, but you may need to modify what you do. Switch to activities that don't cause you to overheat, such as swimming. Opt for an indoor workout in air-conditioning or work out during the coolest part of the day, such as early morning or in the evening.

**9. Pay attention to signs of heat-related illness.** Anyone can feel sick from the heat, but people with heart disease, as well as young children and the elderly, are more at risk. Problems with your cardiovascular system, as well as some medications, may make it harder for your body to cool down when it's hot. Signs of heat-related illness include headache, dizziness, weakness, nausea, heavy sweating, flushed skin, rapid heartbeat and thirst.

# First Aid Kits and AED Machines

## AED machines are located

- Conference Headquarters
- Union Headquarters
- Building locations
- Medical Clinic by Grandstand
- First Aid Golf Carts - many but not all



# Emergency Communications

Sign up for free notifications from CCEMA's Everbridg

Notification System at the appropriate link on the CCEMA

Website [www.campbellcountywy.gov/ccema](http://www.campbellcountywy.gov/ccema).

During registration, you can select from 60 different weather advisories, watches or warnings.



# Today's Emergency Communications

THE NATIONAL WEATHER SERVICE IN RAPID CITY HAS ISSUED A RED FLAG WARNING FOR GUSTY WINDS...LOW RELATIVE HUMIDITY...AND DRY

THUNDERSTORMS, WHICH IS IN EFFECT FROM 10 AM THIS MORNING TO 8 PM MDT THIS EVENING.

THE FIRE WEATHER WATCH IS NO LONGER IN EFFECT.



# Shower Tents

- Shower tents are available throughout the campground. “**Lukewarm**” water is available at these tents.
- TIP: Stagger your shower times throughout the day to reduce long lines in the morning and late afternoon times.
- Please use the **Port-o-lets** near the shower houses before showering. There are **NO toilets** in the shower tents.
- Thank you for your help in keeping the shower tents clean and sanitary for all to use!
- **Remember to take your toiletries back to your campsite and not leave them in the shower tent.**





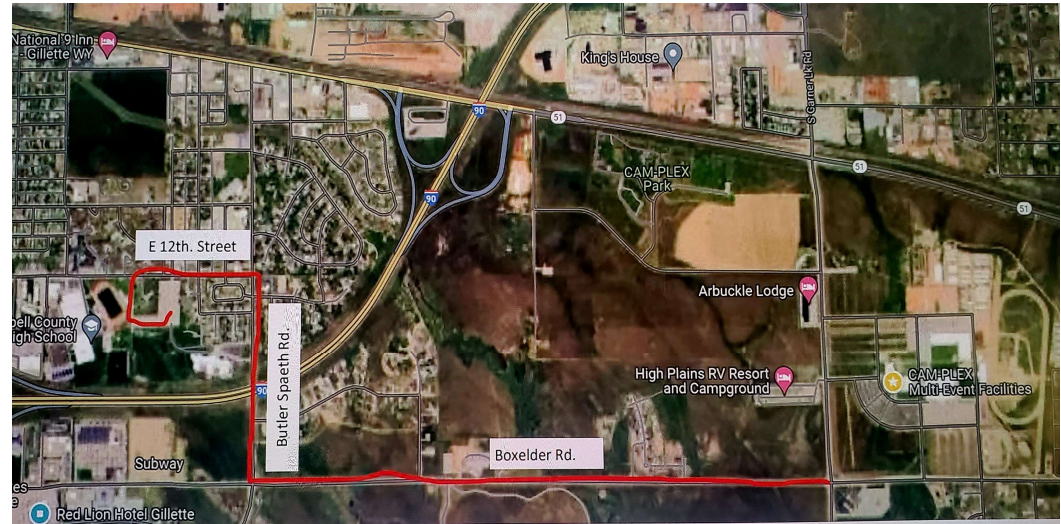
# Parking

- Anyone parking in a **Physically Disabled** marked spot without the proper placard or license plate, will be towed at the owner's expense.
- Anyone parking in a **NO Parking area**, will be towed at the owner's expense.
- Go to the **Safety office** to find out where your vehicle has been towed.
- **Hard Surface** - All hard surface parking lots will be closed, unless you have the proper parking pass.
- **Grass Parking Lots**- There are two large grass Parking areas that are open and fully available for cars and small trucks (only). They are open 24/7
- **Large Trucks, trailers, buses, & semi trailers**, have a special parking lot



# Large Vehicle Parking

- Large vehicles, trailers, semi trucks, and buses must park off-site at a special lot at Gillette Public High School
- **Address:** 1121E. 12th St., Gillette, WY
- From Cam-Plex take Boxelder Rd. west and turn right on Bulter Spaeth Rd., turn left on E 12 th. Street. Signs will direct you into the parking lot.



# NO GOLF CARTS ON THE ROAD

Please- you **MUST** keep your golf carts off public roads!

Cam-Plex sidewalks are ok.

After the Night-time meeting, golf carts must egress using the bike path next to Hwy 51, on the north side of the Cam-Plex property.

Golf carts are subject to confiscation for violation of these rules.



# Propane Tanks

Purchase or Refill your RV and cook stove propane tanks.

- **On-site Location**
  - **ONE ON-SITE LOCATION: SOUTHERN BORDER OF LAKE UNION**
- **Hours of Operation**
  - Monday: 12:00pm – 4:00pm
  - Tuesday – Friday 9:00am – 1:00pm
  - No sales on Sabbath**
- **Prices:** Cash & Credit Card  
\$3.00 per pound.
- **No propane cylinders larger than #100 are permitted on the Camporee grounds.**



HOT! HOT! HOT!!

## **Keep Hydrated!!**

**Use this Recipe:**

- 6 level teaspoons of sugar
- 1/2 level teaspoon of salt
- 1 liter of water (about 5 cups of water or 200 ml)





# ICE! ICE! ICE!

**Location:** [View the Camporee map](#) for locations.

- J-25 Gate E
- L-50 Behind Southern Union
- F-18 Windmill Drive

## **Hours of operation:**

- Monday – Friday 9:00am – 6:00pm
- Saturday evening 9:00pm – 10:00pm – **Only at the Food Court location.**

## **Ice pricing: Cash Only!**

- 16 lb. bag Crushed ice – **\$4.00** per bag
- Need help, contact [Mike & Kathy Rowe](#), Ice Sales Coordinators



# Buses! Buses! Buses!

Here are some very important Bus rules!  
Please pass them along to your clubs



## **Give your food!** (Non-Perishable only please) Camping gear too!!!

There will be trailers or trucks parked at 9 of the Union exits.

If you have equipment or leftover unopened food or camping gear that you cannot take with you after the camporee, and you would like to donate it to some worthy causes, you can drop them off right there, on your way out.

**The following organizations are bringing trailers and trucks to pick up your left behind camping gear and food items.**

- **Gate #1** – Gillette SDA Church (5 churches in district) + Gillette Pathfinder Club
- **Gate #2** – Council of Community Services (Gillette)
- **Gate #3** – YES House (Gillette)
- **Gates 4-7** – Salvation Army (Gillette)
- **Gates 8-9** – Mexico Missions & Beyond (Cuba)



## **Pick up your golf carts & Radios**

**Golf Cart Pick up - Behind Arbuckle Hotel**

**Radio Pick-up - Morningside Building**

