



Emergency Response

2026

This plan is available on the Camp John Marc website at <https://www.campjohnmarc.org/campers-families/camp-safety/>. This plan will be provided to parents/guardians of campers and prospective campers either by email or as part of the registration process by the Partner Camp Director. Partner Camp Directors will document the distribution of this plan which can be made to the Texas Department of State Health Services upon request.

All CJM staff members receive in-person emergency preparedness training before assuming their roles at the start of each camp session. Training is conducted in person by the CJM Camp Director at the Silo. Upon completing training, each staff member signs a training log confirming their participation. Training records, including signed logs, are maintained by the CJM Camp Director and stored in a physical file at the Silo. These records are available for review by the Texas Department of State Health Services upon request. Each staff member is provided with a copy of these plans, and the plans are posted in the main office (Children's Building) at all times.

Partner camp volunteers and staff receive the same in-person emergency preparedness training before each camp session in which they participate. No staff member or volunteer assumes their role before completing this training. Upon completing training, each partner staff member and volunteer signs a training log confirming their participation. This documentation can be shared with the Texas Department of State Health Services upon request.

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Camp Emergency Preparedness Coordinator

For any emergencies at Camp John Marc, the CJM Camp Director, Ian McKenzie, shall coordinate all emergency readiness and response activities. If the CJM Camp Director is not onsite during the emergency, the member of the CJM Director Team, comprised of the CJM Camp Director and CJM Assistant Directors, serving as the “point person” will assume these duties.

The Emergency Preparedness Coordinator can be reached by phone at (254) 635-8811 or by email at imckenzie@campjohnmarc.org. The Emergency Preparedness Coordinator (EPC) is responsible for:

- (1) Developing, maintaining, and annually reviewing the Camp Emergency Action Plan;
- (2) Coordinating all emergency readiness activities before and during each camp session;
- (3) Serving as the primary point of contact for local authorities, Bosque County Emergency Management, and the Texas Department of State Health Services during an emergency;
- (4) Activating and directing the Camp Emergency Response Team (CERT) during an emergency;
- (5) Ensuring all staff and volunteers receive emergency preparedness training before assuming their roles;
- (6) Maintaining records of all emergency training and drills;
- (7) Ensuring emergency equipment (PA system, weather radios, 2-way radios, AED, fire extinguishers) is tested and operational before each camp session;
- (8) Notifying Bosque County Emergency Management of any updates or revisions to this Emergency Action Plan within 10 days of approval;
- (9) Overseeing parent/guardian notification during emergencies in coordination with the Partner Camp Director;
- (10) Coordinating with the CJM Facility Director to ensure all evacuation routes are posted and illuminated.

Camp Emergency Response Team (CERT)

- **CJM Camp Director:** account for facility service personnel, coordinate evacuation procedures for campers, volunteers, and staff, communicate with the staff and local law enforcement.
- **CJM Assistant Directors:** Implement the procedures laid out in the evacuation plan, communicate with campers, volunteers, and staff.
- **CJM Facility Director:** Maintains, tests, and monitors all critical monitoring and communication systems including but not limited to the cabin intercom system, NOAA Weather Radios, internet connectivity and networking.
- **Partner Camp Medical Director/Medical Team:** Mobile first aid, participant medications, staff and participant medical treatment authorizations, and account for all members of the medical team. The medical team can be reached using a 2-way radio.
- **Partner Camp Director:** account for all campers, visitors, and volunteers

All members of the CERT will carry 2-way radios at all times during camp sessions. Upon activation of any of the following emergency procedures (see part A – J), the CERT will receive notification of that process via these 2-way radios. The CJM Camp Director will update the camp administrative team consisting of, at a minimum, the CJM Executive Director upon activation of the following emergency procedures (see part A – J).

Parent/Guardian Notification Process

If Camp John Marc activates an emergency procedure for which parents/guardian notification is deemed necessary and appropriate, the Camp Emergency Response Team (CERT) will implement the following procedures:

- 1) Members of the CERT will identify the campers involved in the emergency response.
- 2) For emergencies involving treatment by the camp medical team, the Partner Camp Medical Director will contact, by phone, the parents/guardians of the campers involved.
- 3) For all other emergencies, except the evacuation procedure, the CJM Camp Director and/or the Partner Camp Director will contact, by phone, the parent/guardians of the campers involved.
- 4) For the evacuation procedure, the CJM Camp Director and the Partner Camp Director will receive digital communication (email or text) from the CERT.
- 5) The details to be shared include, at a minimum, the following:
 - a. A brief description of the incident or emergency response.
 - b. A brief description of the care the camper received.
 - c. If the camper has been transported off camp or needs to leave camp with parent/guardians, the medical team will provide information on when and where the parents/guardians can pick up their camper.

Muster Zones

The muster zones used during emergencies shall be the following (see Exhibit C):

- 1) The Dining Hall
- 2) The Silo, if the Dining Hall is inaccessible
- 3) The Silo Basement, for weather related emergencies only

Camper Accountability

Within a cabin, each counselor should be aware of the number and names of campers. Whenever completing a roll call, campers names should be read aloud one by one. Whenever one of the policies below is initiated (see part A – M), counselors shall conduct a roll call before leaving their cabin or activity area and again immediately upon reaching the designated muster zone or shelter-in-place location. During any active emergency, roll call shall be repeated every 30 minutes until the emergency is resolved. Once all campers are accounted for, the counselor reports results to the Partner Camp Director and CJM Director Team.

PA System Independence

Camp John Marc maintains a working emergency warning system capable of alerting all occupants of the camp during an emergency. The system consists of the following components: a Public Address (PA) system with speakers mounted on top of the Dining Hall, operating on battery backup; a cabin intercom system, also operating on battery backup; handheld 2-way radios carried by all CERT members at all times during camp sessions; an automated air horn signal and rooftop strobe light on the Dining Hall, activated upon lightning detection within a 10-mile radius; and the Perry Weather alert system for camp-wide notifications. This emergency warning system does not rely on internet connectivity to function. In the event of a localized or widespread internet outage, all emergency announcements and instructions will remain fully operational. For individuals who are deaf or hard of hearing, counselors assigned to their cabin will relay all emergency announcements directly and in person. The rooftop strobe light on the Dining Hall provides a visual alert signal for camp-wide emergencies. The CJM Camp Director is responsible for operating the PA system and cabin intercoms during an emergency. If the CJM Camp Director is unavailable, a CJM Assistant Camp Director will assume this responsibility.

Floodplain Disclosure

In accordance with Texas Health and Safety Code requirements, Camp John Marc certifies that no portion of the camp's property, including cabins, activity centers, or muster zones, is located within a 100-year floodplain. (Exhibit A)

Redundant Internet

Camp John Marc attests that it maintains a primary internet connection using connection using NextLink fixed wireless technology, as well as a secondary connection from Starlink using satellite internet technology. The CJM Facility Director is responsible for monitoring both the primary and secondary internet connections at all times during camp sessions and for notifying the CJM Camp Director immediately if either connection becomes unavailable.

Emergency Procedures

A. Lost Camper

If a camper is determined to be missing, the volunteer or staff member making the determination will contact a member of the CERT immediately via radio. A member of the CJM Director Team will check with each activity area via radio (Channel 1) to confirm the camper is not there. The CJM Camp Director will designate a person to search the most likely area for this camper (their cabin, last activity area, the Dining Hall, etc.). If the camper is not found within 5 minutes, the CJM Camp Director will notify staff and volunteers to muster in the Dining Hall using two-way radios and the cabin intercom system. Once at the Dining Hall, cabins should be seated at their assigned tables; partner camp counselors should take head counts of their campers and place one counselor in charge of the table. When the Lost Camper procedure is implemented, the CJM Camp Director will call the

Bosque County Sheriff's office and the Bosque County Office of Emergency Management — which operates independently from the Sheriff's Office — to inform them of the situation. Both contacts should be made as soon as the Lost Camper procedure is activated. This should put authorities on alert, but they should not be immediately dispatched. If the lost camper is not found within 20 minutes of the start of the search, the Sheriff's office will be called again, and a search and rescue effort will be requested. The Partner Camp Director will complete the parent/guardian notification process. The timing of this notification is up to the discretion of the Partner Camp Director, but notification should occur no later than 30 minutes after the child was determined to be missing. CJM staff will complete a structured search of the camp facility and surrounding areas. Once the search is complete, the CJM Camp Director will notify the Sheriff's Office and CJM Executive Director regardless of the outcome.

B. Severe Weather

Camp John Marc utilizes a real-time weather forecasting service that includes NWS alerts and lightning detection using an on-site weather station. The CJM Director team will monitor the likelihood of inclement weather and plan activity adjustments accordingly. If lightning is detected within a 10-mile radius of camp, one long air horn blast will automatically sound from the Dining Hall, and a strobe light will activate on the Dining Hall roof. A member of the CJM Director team will notify all outdoor activities to move immediately to either the Dining Hall or Silo to proceed with camp activities. 30 minutes after the last lightning strike within the 10-mile radius, 3 air horn blasts will sound and the strobe light on the Dining Hall will turn off to indicate that outdoor activities may resume.

To ensure continuous monitoring during power or data failures, the CJM Director Team utilizes a dedicated NOAA Weather Radio. This serves as a primary backup to the on-site battery-powered weather station to receive National Weather Service alerts. In the event of a weather station failure, the CJM Camp Director will provide updates received by NOAA weather radio through the PA system, cabin intercom system, and 2-way radios. The on-call CJM Director, who rotates each night of the camp session, is responsible for monitoring both the weather station and the NOAA Weather Radio overnight. Upon receiving a weather alert, the on-call CJM Director will immediately relay the information to the CJM Camp Director and appropriate CERT members via 2-way radio.

If a Tornado Watch is issued for the entirety of Bosque County via NWS, staff will be placed on heightened alert. The CJM Camp Director will notify all kitchen and support staff to be prepared to take shelter in the event severe weather or shelter is needed. When a notification of a Tornado Watch is in effect via Perry Weather, the entire camp population will move to the Silo so that if the weather escalates to a Tornado Warning, they are in close proximity of the Silo Basement.

If a Tornado Warning is issued via NWS or Perry Weather for the county, if a tornado is spotted, or if conditions worsen to a dangerous point, staff will move the camp population immediately into the Silo Basement. The CJM Camp Director will notify the kitchen and support staff (including facility staff living on-site). A CJM Assistant Director will announce via the Perry Weather alert system for all camp areas to report to the Silo Basement immediately.

- i. If a warning is issued, there may only be minutes or seconds to spare;
EVERYONE MUST DROP WHAT THEY ARE DOING immediately and head to the

Silo Basement. Staff should aim to have the camp population in the Silo Basement within 2-3 minutes of an issued tornado warning.

- ii. One CJM Assistant Director or appointed person will ensure that all doors to the Silo Basement are unlocked and will blow an airhorn from the entrance. Each cabin should proceed to the Silo Basement, using the following routes – all individuals:

1. In the Silo Classrooms will exit via the Nature Porch and follow the ramp down to the Silo Basement.
2. In the Tipi Room, Story Room, Hello Friend foyer, bathrooms, and/or climbing walls will exit via the front door to the Silo Building, turn left, and go to the Silo Basement via the Archery path under the Nature Porch balcony.
3. Coming from Arts and Crafts or other buildings at camp will evacuate via the path towards Archery from number 2 above.

Note: All routes are paved or brick paths that are illuminated at night. All entrances are wide enough to accommodate manual and power wheelchairs, and all campers who require additional assistance (including those who are deaf or hard of hearing, or have mobility impairments) will be escorted and assisted by adult counselors or staff.

- iii. Once at the Silo Basement, everyone will wait in their cabin groups for further instruction from one of the Directors. Counselors will perform an additional head count of their cabins.
- iv. If a tornado hits directly, everyone should crouch low, head down, protecting the back of the head with the arms. (see picture below)



- v. Once everyone has arrived in the Silo Basement, they will stay there until the CJM Camp Director has made a decision that it is safe for everyone to exit.

The CJM Director team will continue to monitor the weather via radio and NWS updates.

. In the event that a Tornado Warning is issued suddenly, and without a prior Tornado Watch, announcements will be made over the PA system, 2-way radios, and intercom system to seek shelter immediately.

Where to take immediate cover if a tornado is spotted or a camp-wide announcement is made:

- a. From the Silo—Go to the Silo Basement.
- b. From Archery—Go to the Silo Basement.
- c. From the Fishing Pier—Go to the Silo Basement.
- d. From the Boat Dock—Go to the Silo Basement.
- e. From Sports and Games—Go to the Silo Basement.
- f. From the Pottery Room/Arts & Crafts Room—Go to the Arts & Crafts closet.
- g. From the Medical Building—Go to the inner bathrooms.
- h. From the Dining Hall Kitchen—Go to the one of the coolers/walk-in refrigerator.

- i. From the Dining Hall/Saddle Room—Go to one of the closets on either side of the Saddle Room.
- j. From Horse Arena—Go to the Mockingbird or Dove Creek cabins and into the bathroom closets.
- k. From the Challenge Course—Go to the bathroom in the Challenge Course pavilion.
- l. From the Office —Go into the closet.
- m. From any of the cabins—Go into the bathroom closet.
- n. From any other location —Go to the nearest structure and find a safe inner room without windows.

The CJM Camp Director will call the Bosque County Sheriff’s Office (local law enforcement) to notify them of the procedure in progress. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — to inform them of the situation. The Partner Camp Director will complete the parent/guardian notification process. The timing of this notification is up to the discretion of the Partner Camp Director, but notification should occur no later than 30 minutes after the incident.

C. Fire

In the event of a fire in the cabin, counselors and staff move all campers, volunteers, and staff to the Dining Hall. One partner camp counselor should notify other cabins to do the same. Another partner camp counselor should notify the CERT. Evacuation plans are posted in cabins and in this plan (Exhibit B). Within the cabin, the likeliest exit will be the door farthest away from bathroom. If this door is blocked, head toward the other door or go through the windows.

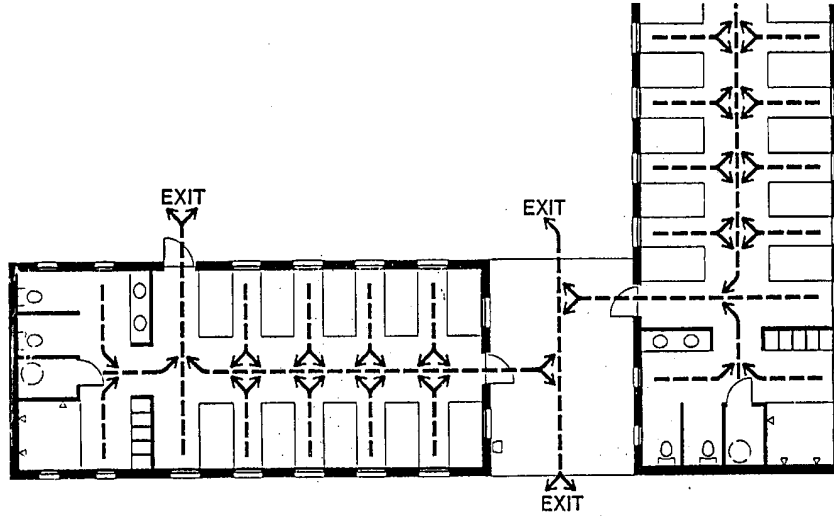
In the event of a fire elsewhere on camp property other than the Dining Hall (including activity areas, activity and medical buildings, etc.), all campers, volunteers, and staff move to the Dining Hall. A partner camp counselor or CJM staff member should notify the CERT using a 2-way radio or the intercom system.

In the event of a fire in the Dining Hall, cabin groups will leave the building at the nearest available exit. Partner camp counselors and CJM staff will take campers to the Silo and take a head count.

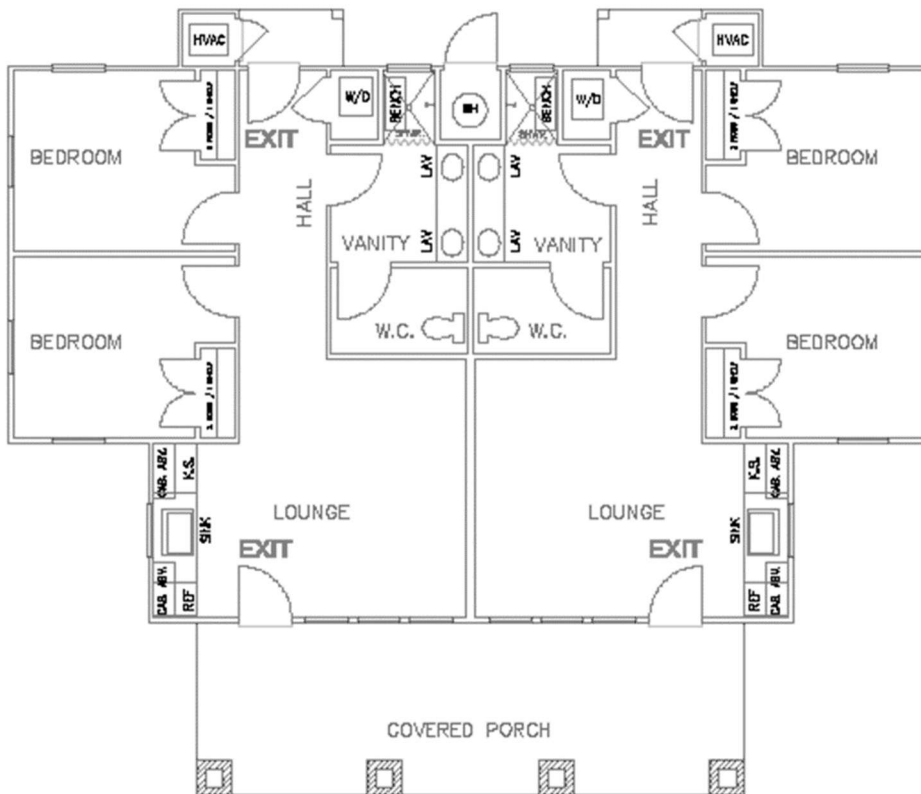
Regardless of location, 9-1-1 should be called and attempts to suppress the fire should be made, using fire extinguishers, if volunteers or staff can do so safely. The CJM Camp Director will call the Bosque County Sheriff’s Office (local law enforcement) to notify them of the fire. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as the fire is confirmed and 9-1-1 has been called. In the event of a fire, the partner camp counselor(s) in the affected area are responsible for moving all campers to the designated muster zone. Upon reaching the muster zone, each partner camp counselor will immediately conduct a roll call of their cabin group and report results to the Partner Camp Director and CJM Director Team. Roll call will be repeated every 30 minutes until the emergency is resolved. The first available CJM staff member or partner camp counselor who is able to do so safely will call 9-1-1 immediately upon confirming a fire. The Partner Camp Director will initiate the parent/guardian notification process by text or email no later than 30 minutes after the fire is confirmed. The Facility Director may also use the on-site firetruck to contain the fire, if it is safe to do so. If the CJM Camp Director deems it appropriate, or is instructed to evacuate by local authorities, the Evacuation Plan will be

implemented. The Parent/Guardian notification process will be initiated by the Partner Camp Director. The timing of this notification is up to the discretion of the Partner Camp Director, but notification should occur no later than 30 minutes after the incident.

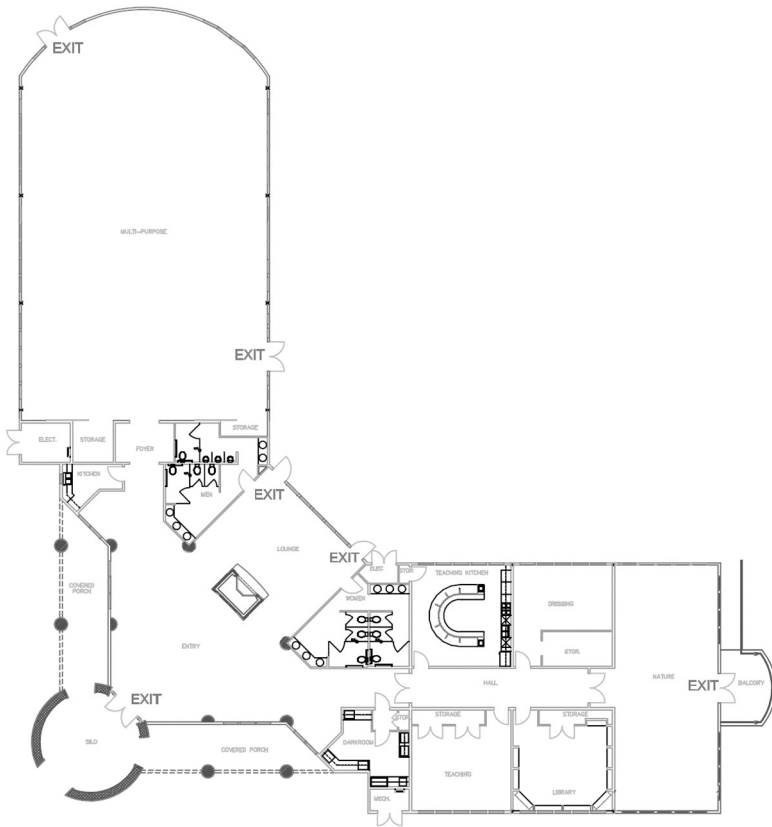
CABIN FIRE EXIT PLAN



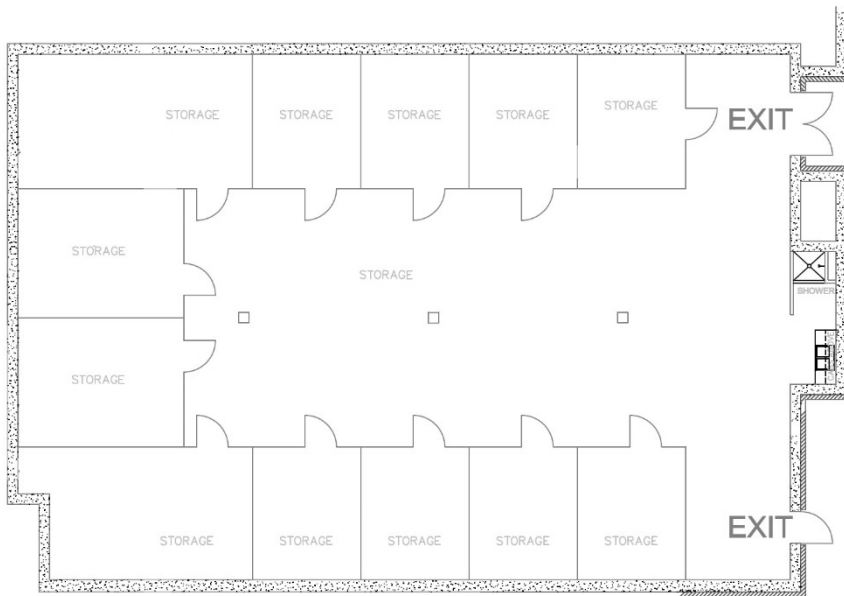
LODGES FIRE EXIT PLAN



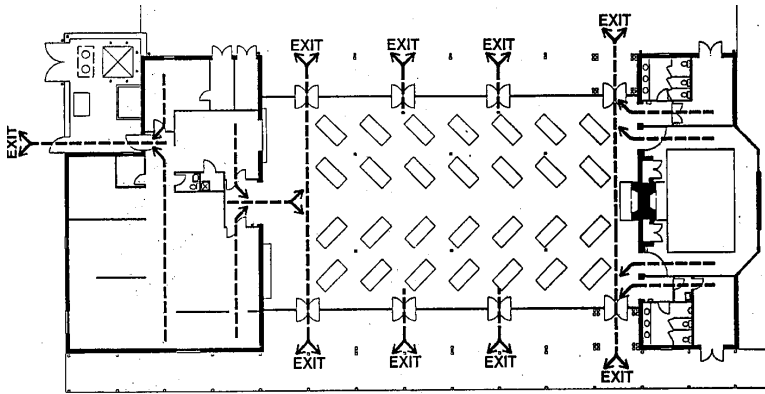
SILO FIRE EXIT PLAN



SILO BASEMENT FIRE EXIT PLAN



DINING HALL FIRE EXIT PLAN



**LODGE
FIRE EXIT PLAN**

D. Aquatic Emergency

Prevention

All aquatic activities are supervised by trained lifeguards while activities are in session. The CJM Pool gate is always locked when not in use. At the beginning of each session, campers are required to complete a swim check to assess their swimming ability. Before each swim session, campers are required to identify another camper to pair up with for a randomly conducted “buddy check” during the swim period, as recommended by the American Red Cross. The watercraft and supplies used for boating activities are locked when not in use. Campers and volunteers are oriented on the location of the lakefront and instructed not to utilize the area without trained supervision from CJM Staff. All waterfront floating platforms are anchored and secured. For all participants at the waterfront, properly fitted personal floatation devices (PFDs) are required for all campers and volunteers to participate when in watercraft and on the floating dock. The waterfront is only used for non-motorized watercraft activities. Swimming is not permitted at the waterfront.

If there is an aquatic emergency at the Pool,

During a supervised activity (including a drowning or missing swimmer):

1. The rescuing lifeguard will activate the Emergency Action Plan (EAP) with 3 short whistles and perform the appropriate entry and rescue.
2. The other lifeguards on duty will take over surveillance of the rescuing lifeguard’s zone, begin clearing the pool in an appropriate manner, and maintain surveillance until the pool is clear.
3. Counselors will assist with clearing the pool and complete a roll call of their cabin.

4. The roving lifeguard will assist in the rescue and provide care as needed.
5. If the lifeguarding team assesses that further medical assistance is required, or the person has signs of a life-threatening condition (eg. No breathing, no pulse, unresponsive), the rescuing lifeguard will assign a specific person to alert the camp medical team/call 9-1-1 and retrieve emergency equipment (AED, first aid kit, BVM, etc.)
6. The medical team and CJM director team will be notified anytime the EAP is activated, and the event will be documented with an incident report
7. If 9-1-1/EMS is called, the CJM Camp Director will contact Bosque County Emergency Management to update them on the process.

If there is an aquatic emergency at the Waterfront (including a capsized watercraft or water rescue)
...:

During a supervised activity session:

1. The On-duty lifeguard on the water will activate the Emergency Action Plan (EAP) and perform the appropriate rescue and if necessary, begin providing care.
Counselors assist with removing canoes and/or kayaks from water and complete a roll call of their cabin.
2. If the lifeguard does not complete the rescue successfully or is unable to locate the person(s), the secondary lifeguard will activate the aquatic missing person procedure (see details on Aquatic Missing Person).
3. If the lifeguarding team assesses that further medical assistance is required, or the person has signs of a life-threatening condition (eg. No breathing, no pulse, unresponsive), the rescuing lifeguard will assign a specific person to alert the camp medical team/call 9-1-1 and retrieve emergency equipment (AED, first aid kit, BVM, etc.)

As assessed during Lost Camper Plan protocols

1. A staff member may identify a possible aquatic emergency, signs of which may include (but are limited too):
 - a. Seeing a person enter the water
 - b. Clothing left along waterfront or floating
 - c. Activity or disturbances at or near the surface of the water
 - d. Last known location at or near the waterfront
2. If a potential aquatic emergency is suspected, the staff member will radio to the CJM Director team.
3. The CJM Director team will identify trained CJM lifeguards to cease searching other areas of camp as part of the Lost Camper Plan and begin Aquatic Missing Person procedure.

Aquatic Missing Person Procedure

If the Aquatic Missing Person (AMP) procedure is activated, the CJM Director team will immediately notify EMS/9-1-1, the Bosque Sheriff's Office, and Bosque County Emergency Management of the

situation and request additional resources. The CJM Director will also begin the process of search and rescue of the suspected area by CJM waterfront team including the following steps:

1. In water that is less than chest deep, lifeguards will perform a shallow water sweep as defined by the American Red Cross.
2. In water deeper than chest deep, lifeguards will perform a deep-water search, using masks and fins, as defined by the American Red Cross.
3. The search will continue until the missing person is found, conditions become unsafe for rescuers, or advanced emergency personnel arrive.

For all aquatic emergencies, counselors not directly involved in the rescue will be responsible for supervising all unaffected campers. A designated CJM staff member will be stationed outside the pool or waterfront area to assist counselors in managing unaffected campers and maintaining order. Counselors will conduct a roll call of their cabin group immediately upon clearing the pool or waterfront area, and every 30 minutes thereafter until the emergency is resolved. The Partner Camp Director will initiate the parent/guardian notification process by phone no later than 30 minutes after the incident. The timing of this notification is up to the discretion of the Partner Camp Director, but notification should occur no later than 30 minutes after the incident.

E. Intruder Policy

All campers, staff, and volunteers at camp should be clearly identifiable by a name badge worn on a lanyard when at camp. All visitors should be checked in at the main office and can be identified by a sticker name badge. If a CJM staff member or partner camp volunteer sees an unidentified/unknown person on the campgrounds and there is no perceived threat, the staff member or volunteer will notify the CJM Camp Director as to the presence of an unidentified person. The CJM staff member or partner camp volunteer will greet the person and determine their name and the purpose of their visit. The CJM staff member or partner camp volunteer will escort the person to the office to complete the appropriate check-in process, if appropriate, or they will be escorted back off property.

If there is a perceived threat, the staff member or volunteer will activate the Lockdown Response, including calling 9-1-1. The specifics of the Lockdown Response are not included here to prevent the plan from being available to potential bad actors. The Lockdown Response was prepared in partnership with local authorities, and the details of the Lockdown Response are shared with local emergency responders. If a perceived threat is confirmed and 9-1-1 has been called, the CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — to notify them of the situation. Once the threat has been resolved and the lockdown procedure has concluded, the Partner Camp Director will initiate the parent/guardian notification process by text or email.

F. Natural Disasters

This plan will be activated upon a NWS or Local Emergency Services alert of a wildfire, hurricane, or other adverse weather event (tornado watch and warning are covered under the Severe Weather section) in Bosque County or the surrounding areas. The CJM Camp Director will continuously monitor NWS and Bosque County Emergency Management alerts for evacuation and shelter-in-place orders. In the event of a wildfire, the CJM Camp Director will assess the threat and, if the fire poses an imminent danger to camp property or the surrounding area, will activate the Evacuation Plan (see Section H). In the event of a hurricane, the CJM Camp Director will activate the Severe Weather Shelter-in-Place Plan (see Section B). If Bosque County Emergency Management or other relevant authorities issue a directive to evacuate, the CJM Camp Director will activate the Evacuation Plan (see Section H). For all other adverse weather events, the CJM Camp Director will activate either the Severe Weather Shelter-in-Place Plan or the Evacuation Plan based on guidance from NWS alerts, the Bosque County Sheriff's Office, or the Bosque County Office of Emergency Management, or at their discretion. If a natural disaster poses an imminent threat to the camp population or results in a confirmed injury, the first available CJM staff member or partner camp counselor will call 9-1-1 immediately. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as the threat is confirmed. The Partner Camp Director will initiate the parent/guardian notification process by text or email no later than 30 minutes after the emergency is confirmed.

The CJM Camp Director will continuously monitor NWS and County Emergency Management alerts for evacuation and shelter-in place orders. No part of the Camp John Marc property is in the FEMA Flood Plain.

The CJM Camp Director will initiate the Severe Weather Shelter In-Place plan (see part B) or the Evacuation Plan (see part H) under guidance from NWS alerts, the Bosque County Sheriff's Office, or the Bosque County Office of Emergency Management, or at their discretion.

G. Transportation Emergencies

Camp John Marc does not transport campers in camp vehicles. Camp John Marc partner group staff may transport campers at their discretion. Camp John Marc partner groups contract with a charter bus company to transport campers to and from camp at the beginning and end of every session. Camp John Marc partners are required to submit a transportation policy to the CJM Camp Director before each session. The specific delegation of responsibilities and chain of command for each partner group can be found in those policies. The below statement represents the minimum requirements of information to be included in these policies:

If there is an emergency when a camper is being transported in a vehicle to, from, or on camp property, the Partner Camp Medical Team representative on the vehicle — or the most senior staff member present if no medical representative is on board — will assume immediate responsibility for coordinating the emergency response. The responsible staff member will ensure the safety of all campers, direct other staff to keep campers calm and seated or move them to a safe location away from the vehicle if necessary, and call 9-1-1 immediately upon confirming the accident. A roll call will be conducted by name as soon as campers are secured, and again once emergency personnel arrive. The responsible staff member will notify the CJM Camp Director and Partner Camp Medical Director by phone as soon as possible after 9-1-1 has been called. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as they have been notified of the incident. The Partner Camp Director will complete the parent/guardian notification process. The timing of this notification is up to the discretion of the Partner Camp Director, but notification should occur no later than 30 minutes after the incident.

If a CJM Staff member is involved in an emergency or accident while operating a camp vehicle, or personal vehicle for camp purposes, the staff member will notify the CJM Camp Director by phone as soon as possible after 9-1-1 has been called, if necessary. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as they have been notified of the incident. The CJM Camp Director will notify staff emergency contacts by phone no later than 30 minutes after notification. If multiple staff members are involved, the CJM Camp Director will complete this process for each staff member. If campers are involved in incident, refer to above section on camper transportation.

H. Evacuation Procedures

Elements of the Plan:

- Notification of Evacuation
- Camp Emergency Response Team
- Call for Evacuation
- Accounting for Population
- Method of Evacuation
- Order of Evacuation
- Path of Evacuation
- Communication

When it has been decided an evacuation of camp is needed, the CJM Camp Director will notify the Camp Emergency Response Team (CERT). This team will be made up of the following individuals with the following responsibilities:

Camp Emergency Response Team (CERT) Responsibilities:

- **CJM Camp Director:** account for all facility service personnel, coordinate evacuation procedures, communicate with the staff and local law enforcement.
- **CJM Assistant Directors:** Implement the procedures laid out in the evacuation plan, communicate with staff and CERT.
- **Partner Camp Medical Director/Medical Team:** Mobile first aid, participant medications, staff and participant medical treatment authorizations
- **Partner Camp Director:** account for all campers, visitors, and volunteers

Call for Evacuation:

After the CERT has been notified of the need to evacuate, a **CJM Assistant Director** will sound the emergency alarm (one loud blowing of an air horn) and activate the Perry Weather alert system for everyone onsite to convene at the Dining Hall. If another method of communication is needed, members of the CERT will cover the facility to notify the camp population of the need to assemble.

The CJM Camp Director will contact the County Emergency official to see if buses are available for an evacuation.

Areas to cover when notifying for a Camp Evacuation:

- **CJM Camp Director:** meet with participants in the Dining Hall
- **CJM Assistant Directors:** kitchen and support staff (maintenance and housekeeping staff)
- **Partner Camp Medical Team:** Medical Building
- **CJM Staff:** living and program areas

Accounting for Population:

When it has been decided an evacuation of camp is needed, all camp participants will gather at the Dining Hall. A structured role call will be completed by partner cabin counselors. The CJM Camp Director will check with the CERT to determine if all participants and staff are accounted for. In the case that a participant or staff member is missing, the **CJM Camp Director** will organize a search using the Lost Camper Procedure.

Once the population has been accounted for, or at the appropriate time, the **CJM Camp Director** will instruct the population on the situation and how to proceed with the evacuation.

Method of Evacuation:

The **CJM Camp Director** will determine the best location for the population to go. The CERT will execute the best and safest method of evacuation.

- **Bus Transportation:** Buses are the preferred method of evacuation. If bus transportation is available, the CERT will organize the facility for bus pick up on-site. If no buses are available from Bosque County, private counselor vehicles will be used.
- **Use of Vehicles in Camp:** In accordance with camp policy, all vehicles at camp will be ready to use in the case of evacuation. This means that all owners of vehicles will have pre-authorized the use of their vehicles for evacuation of participants in the case of an emergency. These vehicles will be used to shuttle participants under the coordination of the CJM Camp Director, using the guidelines to establish the order of evacuation.

Order of Evacuation:

If the case arises that the entire population needs to be shuttled to an evacuation location, the following will be a guideline as to the order in which the population shall be evacuated. The Partner Camp Director will be the director at the location of the evacuation site.

1. Medically critical participants will evacuate with the Partner Camp Medical Team and Partner Camp Director, who will assist with facilitating the arrival at the safe area
2. Persons with limited mobility with attendants
3. Persons with special physical and/or developmental needs with attendants
4. Youngest participants
5. Adult participants
6. Non-essential staff
7. CERT (CJM Camp Director and CJM Assistant Directors)

Path of Evacuation:

The path of evacuation will be determined by the direction(s) of the impending danger. The most viable path of evacuation would be via the campsite's main entrance from CR #1105. From this location, the evacuation can proceed in either direction to a designated safe area. The designated safe area will be determined by the **CJM Camp Director**.

Communication:

In the case of evacuation, communication methods will be essential. Evacuation routes are illustrated in Exhibit B. Evacuation routes are posted in every cabin on camp property. All

evacuation routes are paved or brick paths that are illuminated at night and wide enough to accommodate manual and power wheelchairs. Campers with disabilities or functional needs will be assisted by the counselor(s) assigned to their cabin group. Upon gathering at the Dining Hall, each partner camp counselor will conduct a roll call of their cabin group immediately. Roll call will be repeated every 30 minutes until the emergency is resolved. Results will be reported to the Partner Camp Director and CJM Director Team. If the emergency poses an imminent threat to the camp population or results in a confirmed injury, the CJM Camp Director will call 9-1-1 immediately. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as the situation is confirmed. The designated reunification site will be the Morgan School or the Meridian Civic Center, or another location identified by Bosque County Emergency Management based on the safest available route at the time of evacuation. The CJM Camp Director will confirm the reunification site with the Bosque County Office of Emergency Management before directing families to that location. Upon arrival at the reunification site, the Partner Camp Director will manage the release of campers to their parents or guardians. Release will only be authorized upon verification of a valid government-issued photo ID, such as a driver's license. A log of all released campers will be maintained by the Partner Camp Director. The Partner Camp Director will initiate the parent/guardian notification process by text or email no later than 30 minutes after the evacuation is activated, and will provide updated information including the reunification site location as it becomes available.

- **To Site:** The site has one main phone number, and phones at the Office Medical Building, and the CJM Camp Director's residence (254-635-8811).
- **On-Site:** On site communication is provided by two-way radios and/or the cabin intercom system. Radios are located in the Office and Medical Building, and all members of the CERT will have radios on the same channel (Channel 3).
- **Off-Site:**
 - CJM Community/Staff Not Assigned to a Camp: As part of the evacuation plan, the CJM Camp Director will be responsible for informing the CJM Dallas office of the situation. The CJM Camp Director will have cellular phone capabilities as well as land line capabilities to communicate with the organization's office to facilitate the calls of participant's families and respond to their inquiries. The Executive Director will respond to inquiries from the media and contact the Board Chairperson, Insurance Agent, and General Counsel. THE DALLAS OFFICE WILL COMMUNICATE AS NEEDED WITH THE CJM Camp Director AND CAMP RESIDENTS, WHEREVER THE LOCATION (CAMP, IN TRANSIT, OR EVACUATION MUSTER POINT).
 - Partner Camp
 - The Partner Camp Director will initiate the Parent Guardian Notification process. This will be completed within 30 minutes of notification from the CJM Camp Director that an evacuation will take place.

I. Death, Injury, or Illness

In the event that any of the following occurs to a camp participant:

- A camp participant sustains a severe injury
- A camp participant is suspected to have a severe illness

Upon identifying a camper with a severe injury or suspected severe illness, the discovering counselor or staff member will remain with the victim and keep them calm and still until the medical team arrives. A second counselor or available CJM staff member will move all unaffected campers away from the scene to the Dining Hall, where a roll call will be conducted immediately. Roll call will be repeated every 30 minutes until the emergency is resolved. The Partner Camp Medical Director and their team are trained in basic life support and will provide care — including CPR and AED use if indicated — until local authorities or EMS arrive. The discovering counselor or staff member will report the incident to the CJM Camp Director via 2-way radio or cabin intercom immediately upon discovery. The CJM Camp Director (EPC) will be notified by the same means and will assume coordination of the emergency response. If a camper is assessed to have a life-threatening condition, the counselor or staff member present will call 9-1-1 immediately. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as 9-1-1 has been called. The Partner Camp Director will initiate the parent/guardian notification process by phone no later than 30 minutes after the incident. Any Partner Counselor or CJM Staff Member who is able will immediately contact the camp medical team with the following information over a 2-way radio or the cabin intercom system.

- Location of the participant
- Nature of the incident
- Number of participants involved, and
- Whether EMS is likely needed

If a camp participant is assessed to have life threatening conditions, the counselor or staff member should immediately call EMS/9-1-1.

If the Partner Medical Director assesses a camp participants medical condition is evaluated to require testing, equipment, or evaluation outside that which is available in the camp's medical building or staffing. The Partner Medical Director may arrange for transport via ambulance or helicopter. The procedures for which are outlined below:

Ambulance Procedure

When the CERT determines an ambulance needs to be called to Camp John Marc, the CJM Camp Director will identify and send one person to the front gate in a vehicle to let the ambulance in and guide it onto the campgrounds. If it is necessary to clear an activity area or cabin of other campers, counselors and staff will complete a roll call and move to the Dining Hall.

Helicopter Procedure

When the decision is made to call for a Helicopter, the CJM Camp Director will inform CJM staff of the incoming helicopter and will establish a plan to move campers away

from the designated landing zone (LZ). The CJM Camp Director will assign staff to set up the LZ. When the helicopter approaches, the CJM Camp Director will communicate with the pilot via radio. The CJM Camp Director will walk the aircrew outside the perimeter and transport them by ATV to the patient. After the camper is loaded onto the transport, staff will follow the directions of the aircrew when approaching the helicopter.

In the event of the death of a camper, the CJM Camp Director will notify the following authorities:

- 1) Child Protective Services
- 2) Texas Health Department
- 3) Meridian Sheriff Department
- 4) Bosque County Office of Emergency Management

For all of the procedures in the Injury, Illness, Death section, the Partner Camp Director will initiate the Parent/Guardians Notification process. The timing of this notification is up to the discretion of the Partner Camp Director, but notification should occur no later than 30 minutes after the incident.

J. Epidemic Response

Camp John Marc partners are required to submit a general health policy to the CJM Camp Director before each session. The specific delegation of responsibilities and chain of command for each partner group is subject to the specifics of those policies. The following are the minimum requirements of information to be included in these policies: Any counselor or staff member who observes a camper or fellow staff member displaying symptoms of a communicable illness — including fever, cough, sore throat, congestion, skin rash, or generalized aches or pains — will report the illness immediately to the Partner Camp Medical Director via 2-way radio. The Partner Camp Medical Director will notify the CJM Camp Director (EPC) by 2-way radio as soon as the report is received. Any participant displaying symptoms will be isolated from others immediately upon report, before the medical assessment is completed. The primary isolation room is the single bedroom with a private bathroom in the Medical Building. If additional isolation rooms are needed, other bedrooms in the Medical Building will be utilized and medical staff will relocate to the back area. Anyone entering an isolation room to care for the affected individual will wear an isolation gown, mask, and gloves. Masks and additional PPE are available in the Medical Building for all staff. Certain communicable diseases are required to be reported to the Texas Department of State Health Services and the Local Health Department within 24 hours of identification. The Partner Camp Medical Director is responsible for making this determination and submitting the required report within that timeframe. If a camper's condition becomes life-threatening, the counselor or staff member present will call 9-1-1 immediately. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement —

as soon as 9-1-1 has been called. The Partner Camp Medical Director will initiate the parent/guardian notification process by phone no later than 30 minutes after a camper is confirmed or suspected to have a communicable illness.

In the event that, the Partner Medical Director decides to end a session due to a communicable disease outbreak, the CJM Camp Director will notify the Bosque County Office of Emergency Management, the Local Health Department, and Texas Department of State Health Services.

K. Flash Flood Warning Plan

In the event of a flash flood warning issued for Bosque County or the surrounding area by the National Weather Service, the CJM Camp Director will immediately activate this Flash Flood Warning Plan. Upon activation, all CJM staff and partner camp counselors will move campers, volunteers, and staff to higher ground or an identified safe location following the evacuation routes illustrated in Exhibit B. Campers with disabilities or functional needs will be assisted by the counselor(s) assigned to their cabin group. All evacuation routes are paved or brick paths that are wide enough to accommodate manual and power wheelchairs. Each partner camp counselor will conduct a roll call of their cabin group immediately upon reaching the safe location. Roll call will be repeated every 30 minutes until the emergency is resolved. Results will be reported to the Partner Camp Director and CJM Director Team. If the flash flood poses an imminent threat to the camp population or results in a confirmed injury, the first available CJM staff member or partner camp counselor will call 9-1-1 immediately. The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — as soon as the threat is confirmed. If a full evacuation of camp is required, the designated reunification site will be the Morgan School or the Meridian Civic Center, or another location identified by Bosque County Emergency Management based on the safest available route at the time of evacuation. The CJM Camp Director will confirm the reunification site with the Bosque County Office of Emergency Management before directing families to that location. Upon arrival at the reunification site, the Partner Camp Director will manage the release of campers to their parents or guardians. Release will only be authorized upon verification of a valid government-issued photo ID, such as a driver's license. A log of all released campers will be maintained by the Partner Camp Director. The Partner Camp Director will initiate the parent/guardian notification process by text or email no later than 30 minutes after the flash flood warning is activated, and will provide updated information including the reunification site location as it becomes available.

L. Evacuation Plan for NWS Notice

Upon the issuance of a flash flood warning by the National Weather Service (NWS) for Bosque County or the surrounding area, the CJM Camp Director will immediately evaluate the need to evacuate camp. If evacuation is warranted, the CJM Camp Director will activate the Evacuation Plan and the Flash Flood Warning Plan simultaneously. The CJM Camp Director will call 9-1-1 immediately upon determining that evacuation is necessary.

The CJM Camp Director will separately contact the Bosque County Office of Emergency Management — which operates independently from local law enforcement — to coordinate the evacuation and confirm the safest available evacuation route and reunification site.

M. Shelter-in-Place Plan

The designated shelter-in-place location for all emergencies requiring shelter-in-place is the Silo Basement. This location is distinct from the general muster zones (the Dining Hall and the Silo) and is used specifically when conditions require the camp population to take immediate protective cover. Upon activation of the shelter-in-place procedure, all CJM staff and partner camp counselors will move campers, volunteers, and staff to the Silo Basement immediately using the following routes: individuals in the Silo Classrooms will exit via the Nature Porch and follow the ramp down to the Silo Basement; individuals in the Tipi Room, Story Room, Hello Friend foyer, bathrooms, and/or climbing walls will exit via the front door to the Silo Building, turn left, and proceed to the Silo Basement via the Archery path under the Nature Porch balcony; individuals coming from Arts and Crafts or other buildings will evacuate via the path towards Archery as described above. All routes are paved or brick paths that are illuminated at night and wide enough to accommodate manual and power wheelchairs. Campers with disabilities or functional needs will be assisted by the counselor(s) assigned to their cabin group. One CJM Assistant Director or appointed staff member will ensure all doors to the Silo Basement are unlocked and will sound an air horn from the entrance to signal the shelter-in-place procedure is active. Upon reaching the Silo Basement, all campers will remain with their cabin groups. Each partner camp counselor will conduct a roll call of their cabin group immediately upon arrival. Roll call will be repeated every 30 minutes until the CJM Camp Director determines it is safe to exit. Results will be reported to the Partner Camp Director and CJM Director Team. The CJM Camp Director will make all decisions regarding when it is safe for the camp population to exit the Silo Basement, based on continuous monitoring of NWS updates and guidance from local authorities.

Local Coordination

A copy of this Emergency Response Plan has been provided to the Bosque County Emergency Management Coordinator and the Bosque County Sheriff's Office and will be submitted annually. Any significant amendments to these procedures will be shared with these agencies within 10 days of approval.

Camper Safety Orientation Implementation

All campers receive a standardized safety orientation within 24 hours of arriving at camp, delivered via a comprehensive orientation video. The orientation is shown by a member of the CJM Director Team and is developmentally appropriate for the age, reading level, and comprehension level of the campers receiving it. A member of the CJM Director Team is responsible for ensuring every camper receives this orientation within 24 hours of arrival at the camp session. At Camp John Marc (CJM), this is delivered via a comprehensive orientation video.

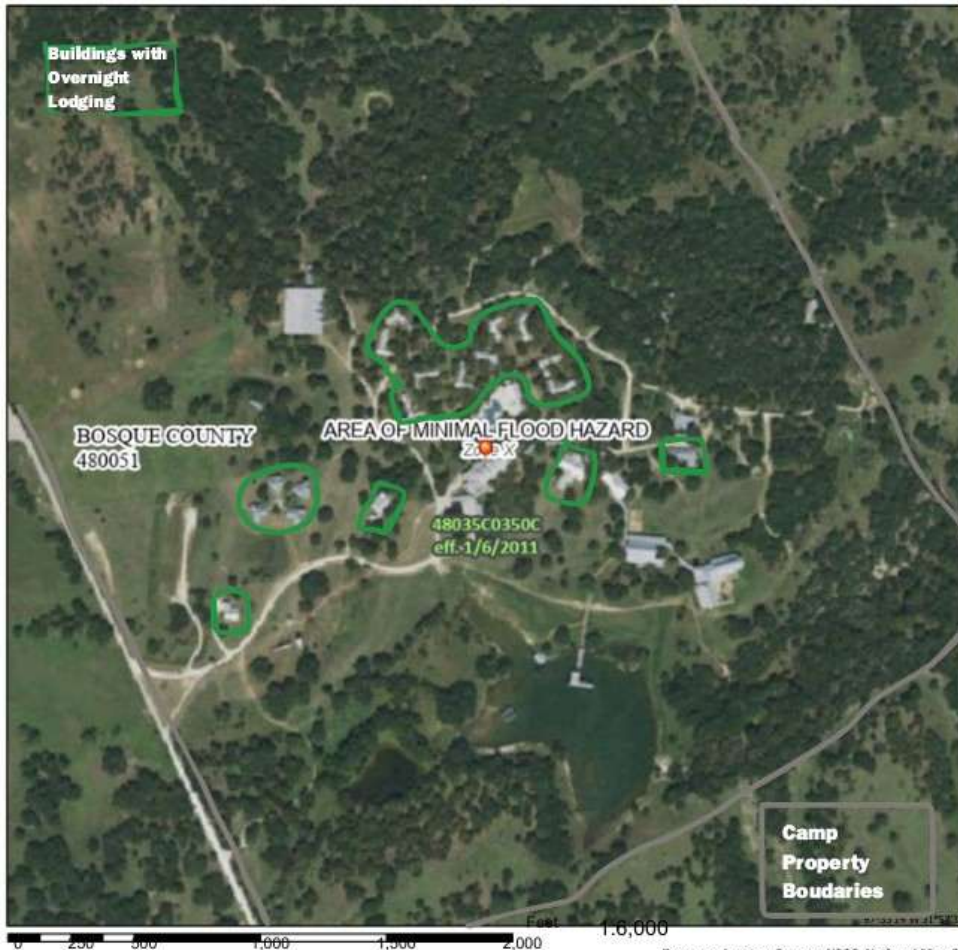
The CJM orientation script specifically addresses the following safety and emergency protocols:

- **Emergency Signaling:** Campers are introduced to "Perry," the on-site weather alarm. They are trained to recognize the air horn signal as the directive to seek immediate indoor cover.
- **Emergency Drills:** The orientation mandates that every cabin group must practice a **Fire Drill** immediately after settling in, which includes exiting the cabin and meeting at a designated muster location.
- **Evacuation Procedures:** In the event of a facility-wide evacuation, campers are instructed to follow staff to the Dining Hall or other designated safe locations.
- **Accountability Protocols:** Campers are briefed on the mandatory use of nametags and the "Roll Call" procedure performed at the start of every activity.
- **Medical Access:** The script identifies the **Med Shed** (Medical Building) as the center of camp and instructs campers on using the cabin **intercom system** to contact medical staff.
- **Physical Boundaries:** Campers are briefed on camp boundaries (e.g., fence lines and the lake).
- **Personal Safety & Security:** The orientation includes age-appropriate briefings on the Intruder Lockdown Policy, "No Isolated Moments" (two-adult rule), and protocols for reporting "Inappropriate Touch" or bullying

Exhibit A

National Flood Hazard Layer FIRMette

97°33'51"W 31°58'57"N



Legend

SEE FIRM REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) Zone A, X, APD
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway
- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile. Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee. See Notes. Zone X
- Area with Flood Risk due to Levee. Zone X

OTHER AREAS OF FLOOD HAZARD

- NO SCREEN Area of Minimal Flood Hazard Zone X
- Effective LOMRs
- Area of Undetermined Flood
- Hazard Zone D Channel, Culvert, or Storm Sewer
- Low, Dry, or Flooded
- Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline Hydrographic Feature

GENERAL STRUCTURES

- Storm Sewer
- Low, Dry, or Flooded
- Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline Hydrographic Feature

OTHER FEATURES

- Digital Data Available
- No Digital Data Available
- Unmapped

MAP PANELS

- Unmapped


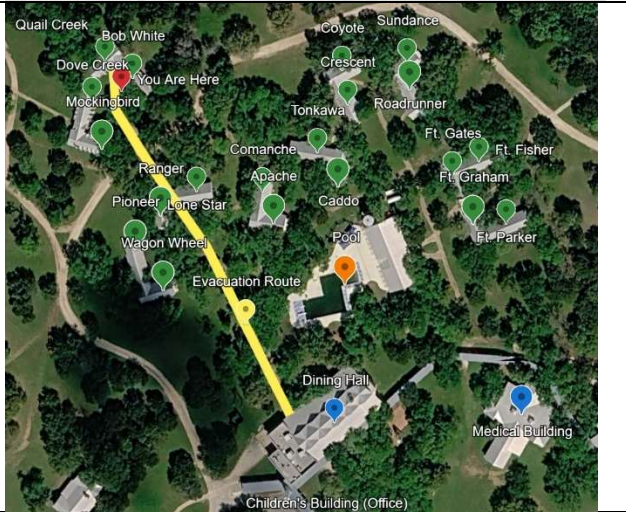

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

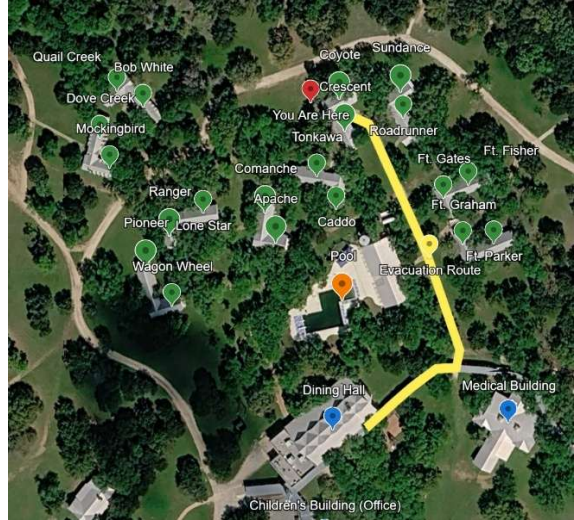
The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/2/2026 at 8:00 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

Exhibit B – Evacuation Routes

<p>Tonkawa & Caddo Cabins</p>	
<p>Dove Creek & Bob White Cabins</p>	
<p>Sundance & Roadrunner Cabins</p>	

Crescent & Coyote Cabins



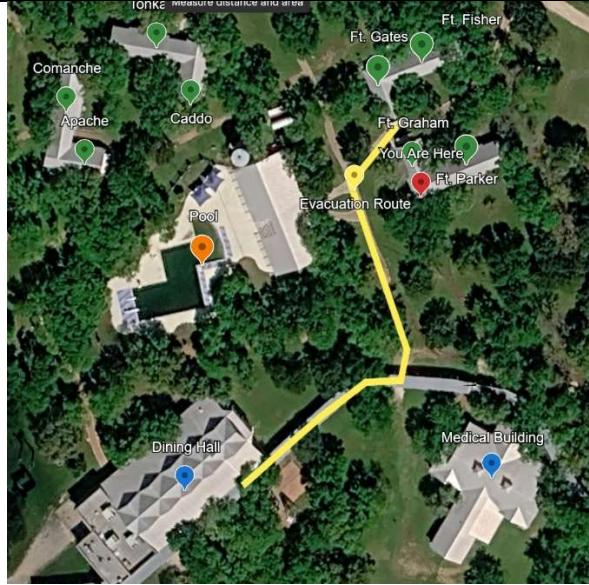
Mockingbird & Dove Creek Cabins



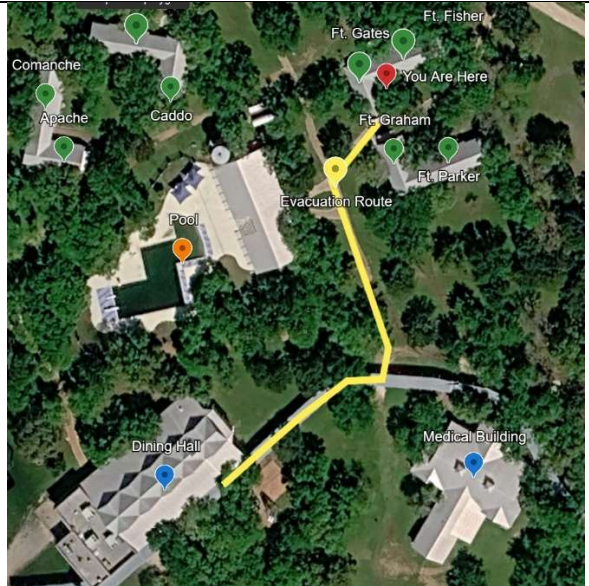
Comanche & Apache Cabins



Ft. Graham & Ft. Parker Cabins



Ft. Gates & Ft. Fisher Cabins



Pioneer & Wagon Wheel Cabins



Ranger & Lone Star Cabins



Exhibit C (Muster Locations)

Red Marker – Fire & Evacuation Muster Location

Purple Marker – Shelter-in-Place Location

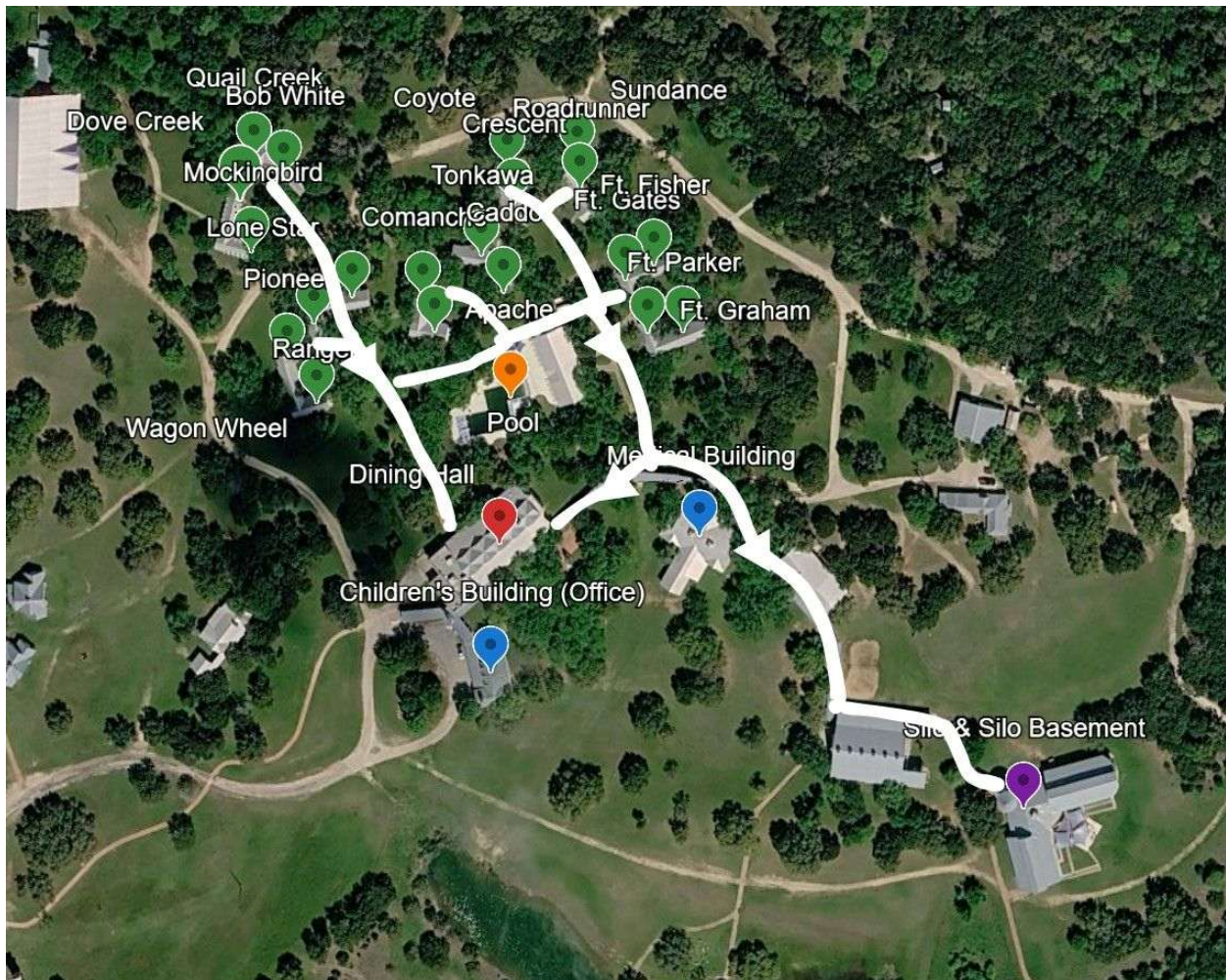


Exhibit D (Route to Morgan School)

Morgan School

1306 Charles

Morgan, TX 76671

