



# 2024 Annual Conference

*Niagara Falls, New York*

## **Courtroom Security Emergency Preparedness Situational Awareness & The Active Shooter**

Date: Tuesday, September 24, 2024

Instructors:

Hon. Susan Sullivan-Bisceglia

Captain Anthony Mung

MCLE: 1.0 Professional Practice

This program has been approved for credit in  
New York State for all attorneys  
including those who are Newly Admitted  
(less than 24 months) and administered by  
the Onondaga County Bar Association



## PRESENTERS



**THE HONORABLE SUSAN SULLIVAN-BISCEGLIA** is Town Justice in the Town of LaGrange and prior Associate Village Justice in the Village of Wappingers Falls, 1st Vice President of the New York State Magistrates Association where she is Chairperson of the Judicial Wellness and Co-Chair of the Legal Committee, Past President of the Dutchess County Magistrates Association and previous Member of the Industrial Board of Appeals for the State of New York. She received her J.D. from New York Law School and is a private attorney with Sullivan-Bisceglia Law Firm, P.C., with offices at the Hudson Valley Regional Airport, located in Wappingers Falls, New York. Judge Sullivan-Bisceglia has well over 18 years of combined experience obtained in the courts, major law firms, Fortune 500

companies and the State of New York. She is also a licensed Commercial Pilot with Instrument and Multi-Engine Ratings. Judge Sullivan-Bisceglia resides in LaGrangeville, New York with her husband Paul and her two children.

### **Captain Anthony Mung**

**Captain Anthony Mung is a full-time instructor at the NYS Court Officers Academy with 30 years of service in the Unified Court System. In addition to working at the Academy, he has been assigned to NY Family Court and NY Supreme Court, Criminal Term. He holds multiple instructor certification from DCJS (Division of Criminal Justice Services) including Master Instructor, Police General Topics, Firearms, Defensive Tactics, Aerosol Subject Restraint, Responding to the Active Shooter Instructor, Mental Health, CPR and Narcan Instructor and more. He is also a volunteer fireman for 19 years and a NYS Emergency Medical Technician.**

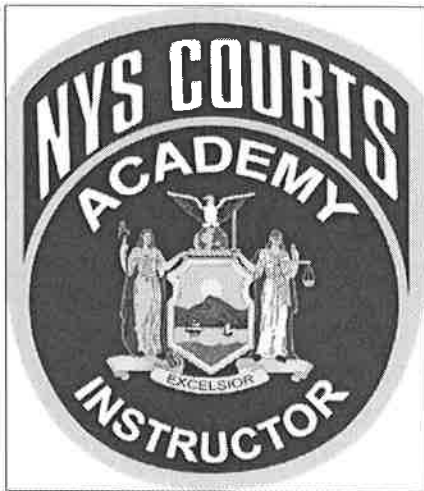
**He can be reached at:**

**NYS Court Officers Academy  
541 Saint Johns Place  
Brooklyn, NY 11238.**

**646-386-5660**

**amung@nycourt.gov**





# COURTROOM SAFETY, EMERGENCY PREPAREDNESS, AND THE ACTIVE SHOOTER

**NYS Court Officers Academy**

Chief Joseph Baccellieri, Jr.

Commanding Officer

Chief of Training

## EMERGENCY PREPAREDNESS

### Human Resources:

- Effective employee screening and background checks
- Reporting system for potential violent behavior

### Facility Preparedness:

- Access controls
- Security screening and camera coverage

### Roles of the Leadership:

- Delegation of responsibilities
- Emergency Action Plans in place

## **DEVELOPING AN EMERGENCY ACTION PLAN (EAP)**

### **Emergency Notification Procedures:**

- Cell, text, email notification
- Floor managers and runners

### **Evacuation Routes and Rally Points:**

- Multiple routes, rally points and staff name list
- Assignment of staff to specific points and tasks

### **Training:**

- Scheduled drills
- Refresh EAP at staff meetings
- Periodic meeting with ranking officer on site

## **RESPONSE TO AN ACTIVE SHOOTER EVENT**

### **RUN:**

- Your safety, safety of others
- Interactions with Court Officers or LEO:
  - Head down, hands up, don't stop, pass intel

### **HIDE:**

- Out of view, lock/block door, close lights, mute phone, protective location, call 9-1-1, leave line open

### **FIGHT:**

- Fight, Fight, Fight

## **LAW ENFORCEMENT RESPONSE TO AN ACTIVE SHOOTER EVENT**

### **NYS Court Officer Training:**

- 2 Day training
- Active shooter engagement protocols
- Life safety priorities
- Primary and secondary search
- Casualty care and medical evacuation
- Critical Incident Stress Debriefing (CISD)

## **NYS COURT OFFICERS ACADEMY**

**Chief Joseph Baccellieri, Jr.**  
**Commanding Officer**  
**Chief of Training**

**Anthony Mung**  
**Captain**  
**NYS Court Officers Academy**  
**646-386-5660**  
**amung@nycourts.gov**

# HOW TO RESPOND

## WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

QUICKLY DETERMINE THE MOST REASONABLE WAY TO PROTECT YOUR OWN LIFE. CUSTOMERS AND CLIENTS ARE LIKELY TO FOLLOW THE LEAD OF EMPLOYEES AND MANAGERS DURING AN ACTIVE SHOOTER SITUATION.

### 1. EVACUATE

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

### 2. HIDE OUT

- Hide in an area out of the active shooter's view.
- Block entry to your hiding place and lock the doors

### 3. TAKE ACTION

- As a last resort and only when your life is in imminent danger.
- Attempt to incapacitate the active shooter
- Act with physical aggression and throw items at the active shooter

**CALL 911 WHEN IT IS SAFE TO DO SO**

## HOW TO RESPOND WHEN LAW ENFORCEMENT ARRIVES ON THE SCENE

### 1. HOW YOU SHOULD REACT WHEN LAW ENFORCEMENT ARRIVES:

- Remain calm, and follow officers' instructions
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers such as attempting to hold on to them for safety
- Avoid pointing, screaming and/or yelling
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises

### 2. INFORMATION YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR:

- Location of the active shooter
- Number of shooters, if more than one
- Physical description of shooter/s
- Number and type of weapons held by the shooter/s
- Number of potential victims at the location

## RECOGNIZING SIGNS OF POTENTIAL WORKPLACE VIOLENCE

AN ACTIVE SHOOTER MAY BE A CURRENT OR FORMER EMPLOYEE. ALERT YOUR HUMAN RESOURCES DEPARTMENT IF YOU BELIEVE AN EMPLOYEE EXHIBITS POTENTIALLY VIOLENT BEHAVIOR. INDICATORS OF POTENTIALLY VIOLENT BEHAVIOR MAY INCLUDE ONE OR MORE OF THE FOLLOWING:

- Increased use of alcohol and/or illegal drugs
- Unexplained increase in absenteeism, and/or vague physical complaints
- Depression/Withdrawal
- Increased severe mood swings, and noticeably unstable or emotional responses
- Increasingly talks of problems at home
- Increase in unsolicited comments about violence, firearms, and other dangerous weapons and violent crimes



Contact your building management or human resources department for more information and training on active shooter response in your workplace.



