

EMERGENCY PREPAREDNESS PLAN

2018

EMERGENCY PREPAREDNESS PLAN

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Introduction

This Emergency Operations Plan is a comprehensive action plan, initiated by your Association's Board of Directors, to prepare the facilities and grounds for an impending emergency. The Plan is designed to assist owners and residents in protecting personal property and lives. This Plan is based on the full cooperation of the owners, residents, and the Association Management Staff. Knowledge of potential risks and awareness of what to do in the event of an emergency situation will promote the ability of the community to deal with a hurricane, natural, or man-made disaster.

In the event of a natural or man-made disaster, view local broadcast television, check internet links and/or tune your battery-operated radio to a local station to obtain as much information as possible.

DISCLAIMER: *Although the Association has attempted, in good faith, to provide owners and other residents with information to assist you in understanding some of the steps involved in planning for and reacting to an emergency situation; this Plan is not intended as advice as to what any individuals should do in preparation for, or in response to, a major storm or other emergency. There is considerable information available from other sources, and you need to consult your own financial, legal, and other advisors to determine what actions you should take. The Association disclaims any responsibility for the actions which you may take in reliance on the information provided in this Plan, and advises you not to solely rely upon this Plan in connection with these important life-safety decisions.*

Hurricanes

Hurricane Awareness

All residents, whether they are owners or guests, need to be aware of the hurricane season and what to do in the case of a hurricane.

Hurricane season is from June 1 through November 30. A hurricane is an intense low-pressure system, which rotates counterclockwise in the Northern Hemisphere and generates winds in excess of 74 miles per hour. There are three prominent types of tropical disturbance as outlined below:

- **Tropical Depression:** A disturbance with a clearly defined low-pressure area; highest wind speed is 38 mph.
- **Tropical Storm:** A distinct low-pressure area defined by a counterclockwise rotating circulation; winds of 39 – 73 mph.
- **Hurricane:** Once a tropical storm's wind speed reaches 74 mph or greater, it is classified as a hurricane.

Categories of Hurricanes

- **Category 1:** 74-95 mph winds
- **Category 2:** 96-110 mph winds
- **Category 3:** 111-130 mph winds
- **Category 4:** 131- 155 mph winds
- **Category 5:** over 155 mph winds

Warnings and Advisories

- **Tropical Storm Watch:** An alert for a specific area that a tropical storm may pose a threat within the next 36 hours.
- **Tropical Storm Warning:** An alert that tropical storm conditions, including sustained winds of 39 -73 mph, are expected in specific areas within 24 hours.
- **Hurricane Watch:** An alert for specific areas that hurricane conditions pose a threat to an area within the next 36 hours.
- **Hurricane Warning:** An alert that hurricane conditions are expected in a specific coastal area within 24 hours. All precautions should be completed immediately.
- **Evacuation Order:** Issued by local Emergency Operations Management, this order instructs residents in various predetermined evacuation levels to vacate the area.

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Choice of Action before the Storm

There are three primary choices of action when a hurricane threatens:

- Stay in your home (a mandatory evacuation may be ordered).
- Leave the area.
- Go to a public shelter (a list of shelters is included on page 8).

You should decide which of the above courses of action you will take BEFORE a hurricane threatens and inform family members.

The decision by local officials to order an evacuation is a touchy situation because meteorologists cannot accurately predict where a hurricane will strike until about 12 hours before landfall. Evacuation of West Central Florida coastal residents to safer inland areas could take more than 30 hours in a very serious storm situation.

Post-storm conditions should also be considered when deciding what course of action to take. Utilities will likely be interrupted for days after a hurricane strike. More than likely, there will be no telephones, electricity, water or sewer services. Other local services, such as fire and emergency medical services, will be overwhelmed and hampered by access problems. Elevators may not be operational.

Staying in Your Home

IF A MANDATORY EVACUATION IS NOT ORDERED

- Stay indoors until an “All Clear” signal is issued by local officials.
- Stay on the side of your home AWAY from the wind. As the wind direction changes, move accordingly. The utility room or bathrooms may be the safest rooms during the storm.
- Stay away from windows and glass doors.
- Don’t go outside during the calm that accompanies the “eye” as it passes.
- Listen to the radio for information from official government sources.
- Use the telephone ONLY for emergencies.
- Conserve battery power.

ITEMS TO HAVE ON HAND

- Flashlights with extra batteries and bulbs.
- A battery-operated weather radio.
- Bottled beverages.
- Water.
- Canned food.
- A manual can opener.
- First-aid supplies.
- Medication(s).

PREPARATIONS BEFORE THE STORM

- Clean the bath-tub with bleach, rinse and fill it with water for drinking.
- Turn the refrigerator and freezer to the coldest settings.
- Deploy storm shutters and install extra supports and/or braces as needed.
- Make sure your automobile has a full tank of gasoline.
- Store all patio furniture, plants and outdoor items inside the unit. When caught in the wind, loose items can become lethal projectile.

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Evacuation Checklist

It is recommended for families to have a minimum of 5 days' worth of supplies in a hurricane survival kit, as well as other items for use at a shelter and/or upon return to your home. These are some recommended steps:

Step 1: Ensure your vehicle has a full tank of gasoline. Check tire pressure and inspect fluid levels.

Step 2: Obtain cash rolls of quarters and small bills for use in vending machines. Remember that most vendors will not accept checks or credit cards after a hurricane.

Step 3: Pack the following:

- Items that require no cooking.
- Items that are ready to eat.
- Include a can-opener and plastic or disposable utensils.
- Include toiletries and enough personal hygiene supplies for two weeks.
- Medications.

Step 4: Pack important documents and papers:

- Birth/Marriage Certificates.
- Passports/Visas.
- Wills and Power of Attorney.
- Video tape of household goods and of the interior/exterior of the house.
- Pet vaccination documentation.
- Personal phone/address book.

Step 5: Pack Clothing, Bedding, and Bathing Supplies:

- Pants, Shirts, Underwear, Socks, Etc.
- Pillows, Sheets, and Blankets.
- Towels and Face Cloths.

Step 6: Prepare your home:

- Turn your refrigerator and freezer to the coldest settings 24 hours BEFORE leaving. Remove perishable items and take them with you.
- Shut off the main breaker in your electrical panel.
- Shut off your water supply.
- Store all patio furniture, plants and outdoor items inside.
- Lock your doors and leave a spare key with someone you trust.

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Evacuation Routes

Evacuation Route	North / South	East / West
I-75	Primary	
US 19	Primary	
US 41	Primary	
US 301	Primary	
SR 62		Primary
SR 64		Primary
SR 70		Primary
CR 39	Secondary	
CR 683	Secondary	
Buckeye Road		Secondary
Carlton Road	Secondary	
Clay Road		Secondary
Ellenton-Gillette Road	Secondary	
Fort Hamer Road	Secondary	
Old Tampa Road		Secondary
Moccasin Wallow Road		Secondary
University Parkway		Primary
Wauchula Road	Secondary	

Sarasota County has contract wrecker services assigned by the local law enforcement agencies and placed on stand-by. If your vehicle becomes disabled, try to move it off the evacuation roadway and place a white cloth flag to signal vehicle distress. The wrecker service will assist you in moving your vehicle off the evacuation roadway and in finding transportation to the nearest possible shelter. They may not be able to transport you or your vehicle to a location of your liking.

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Sarasota County Emergency Shelters

Hurricane Evacuation Centers	Address
Booker Middle School	2250 Myrtle St., Sarasota
Brookside Middle School	3636 S. Shade Ave., Sarasota
Southside Elementary School	1901 Webber St., Sarasota
Riverview High School	1 Ram Way, Sarasota
Booker High School	3201 N. Orange Ave., Sarasota
Phillippi Shores Elementary	4747 S. Tamiami Trail, Sarasota
Gulf Gate Elementary School	6500 S. Lockwood Ridge Road, Sarasota
North Port High School	6400 W. Price Blvd., North Port
Heron Creek Middle School	6501 W. Price Blvd., North Port
Woodland Middle School	2700 Panacea Blvd., North Port
Atwater Elementary School	4701 Huntsville Ave., North Port

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Governmental Emergency Contacts

Florida Division of Emergency Management
2555 Shumard Oak Blvd. Tallahassee, Florida 32399-2100
Phone: 850-815-4000
For Florida Relay Service:
Dial 711 (TDD/TTY)

Sarasota County Emergency Management
Edward J. McCrane - (941) 861-5495
emccrane@scgov.net
6050 Porter Way, Suite 165
Sarasota, FL 34232

State Assistance Information Line

State Assistance Information Line

The State Assistance Information Line (SAIL) is a toll-free hotline activated at the time of an emergency to provide an additional resource for those in Florida to receive accurate and up-to-date information regarding an emergency or disaster situation impacting the State of Florida.

The SAIL hotline is: **1-800-342-3557**.

The SAIL hotline is only operational during an emergency event; at all other times, a recorded message with general information about the hotline is available.

During an emergency, the SAIL hotline is operational daily at set hours depending on the severity of the event. Please stay tuned to your local officials and/or log on to the www.floridadisaster.org during an emergency event for exact hours of operation.

Those persons in Florida may access information from SAIL hotline operators on how to prepare before/during/after a hurricane, road closures and alternate routes, available/open shelters in host or impacted counties, shelters designed for special needs patients, hotels and motels that accept pets, boaters' instructions for moving watercraft to safer ground, and re-entry information once it is safe to return to the affected area.

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After the Storm

- Listen to the public radio, television, or NOAA weather radio stations.
- Keep abreast of road conditions through the media; wait until an area is declared “safe” before entering.
- Do NOT attempt to drive across flowing water; as little as 6 inches of water may cause you to lose control of your vehicle; water two feet deep will carry away most cars. If you see water flowing across a roadway, **TURN AROUND AND GO THE OTHER WAY**. Many people have been killed or injured driving through flooded roadways or around barricades; roads are closed for your protection.
- Stay away from moving water.
- Do not allow children, especially under age 13, to play in flooded areas; they often drown or are injured in areas appearing safe.
- If someone needs to be rescued, call professionals with the appropriate equipment to help.
- Many people have been killed or injured trying to rescue others in flooded areas.
- Stay away from standing water. It may be electrically charged due to downed power lines or broken underground cables.
- Have professionals check your water, and electrical lines and appliances for damage.
- Use a flashlight for emergency lighting; never use candles or other open flames indoors.
- Use tap water for drinking and cooking **ONLY** when local officials have declared it to be safe.
- Use the telephone only for emergency calls.

Association Staff Plan

Emergency Operations

Under the direction of your association's Board of Directors, the Association Manager shall have full power and authority to implement emergency post-event contracts for:

- Emergency services.
- Security from vandalism.
- Removal of debris.
- Engineering or other professional services needed for emergency recovery.

As soon as access is available and all danger has passed, management staff will report to the property to assess damages and take corrective action.

An inspection of the common property shall be conducted, necessary maintenance noted, and common area repairs shall commence by order of the Board in cooperation with management. Photographic documentation of the damage will be taken prior to beginning recovery efforts.

All reasonable efforts will be made to safeguard the association's records, including post-event contact information.

It should be noted that owners are expected to secure their own property. Neither your Association nor Management will be able to provide this service. Owners can insure the safety of themselves and their personal property by installing hurricane shutters, hurricane-resistive glass, or other protective devices. Out-of-town owners should make arrangements with local vendors for the installation of these items.

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Responsibilities

Individual safety is of greater importance than the need to safeguard property. Management and vendor staff should not endanger the safety of themselves or their families. If possible, hurricane preparations are to be performed sufficiently in advance of a threatening storm to allow personnel to attend to the needs of their own property and families.

ASSOCIATION MANAGER RESPONSIBILITIES

- Make all reasonable efforts to safeguard association records including banking information, insurance policies, owner rosters, post-event contact information, etc. These should be kept off-site with the manager.
- Keep cell-phones charged and ready.
- Organize contractors as to their duties; schedule a pre-storm meeting.
- Make sure all association managers have an “Emergency Book” for all their properties with them personally as well a copy of the Associations’ insurance policies.
- Ensure that local law enforcement agencies have received notification permitting management staff access to the property after the storm.
- Make sure all other Association property is properly secured.
- Make sure that emergency contractors are on “stand-by” for service after the storm.
- Make sure that the Association’s Board members have cell-phone numbers for contacting management staff.
- Contact Board members as soon as possible after the storm to report on damage and begin repairs.

Attachments

FEMA ready.gov information sheet
Sarasota County Code Red Alert information

Additional Resources

<https://www.scgov.net/government/departments/emergency-services>

<http://www.noaa.gov/>

<https://www.fema.gov/>

<http://sarasotahealth.ipower.com/spotlight/hurricane.htm>

<https://www.floridadisaster.org/>

<https://www.scgov.net/government/emergency-services/emergency-management/medical-needs-program-copy>