

Disaster Preparedness Plan 2020



Disaster Preparedness Plan

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OVERVIEW

The past few years' hurricane seasons have been a strong reminder that none of us are immune from losses associated with hurricanes or other types of disasters. Hurricane season extends from June 1st through November 30th of each year and the Board of Directors of the Westminster Community Association want to encourage all Westminster residents to educate themselves and to have a preparedness plan for their family and their home.

PURPOSE

This Disaster Preparedness Plan (hereafter referred to as DPP) has been developed in accordance with the Westminster Governing Documents to provide the residents with information to help them prepare for a disaster, as well as provide important contact information to local authorities and agencies that can assist with cleanup and recovery efforts after the disaster. This plan also informs residents as to what actions the Association will take to help protect community property and the security of the community.

AVAILABILITY OF PLAN

The Association's Disaster Preparedness Plan, consisting of copies of this program together with supplemental procedures and information will be stored at the following locations:

- On the Westminster Community Association's website at www.westminstercommunity.com.
- At the Westminster Community Center.
- At the homes of each member of the Association's Board of Directors and each member of the Disaster Preparedness Plan Committee.

PLAN IMPLEMENTATION

Though invocation this plan should coincide with Lee County's Plan, the Board of Directors maintains executive authority to invoke or not to invoke the DPP for the common areas of the community, which includes taking steps outlined in the DPP and to make related expenditures.

The Board of Directors has established a Disaster Preparedness Committee consisting of designated residents from the community. This committee serves at the direction of the Disaster Preparedness Committee Chairperson(s). This team is comprised of Members who will coordinate additional efforts in providing helpful information to residents to assist them with their preparation efforts.

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TYPES OF DISASTERS

FIRE

Each year, more than 3,600 Americans die and more than 15,000 are injured in fires, many of which could be prevented. Direct property loss due to fires is estimated at \$25.6 billion annually.

To protect yourself, it is important to understand the basic characteristics of fire. Fire spreads quickly; there is no time to gather valuables or make a phone call. In just two minutes, a fire can become life-threatening. In five minutes, a residence can be engulfed in flames.

Heat and smoke from fire can be more dangerous than the flames. Inhaling the super-hot air can sear your lungs. Fire produces poisonous gases that make you disoriented and drowsy. Instead of being awakened by a fire, you may fall into a deeper sleep. Asphyxiation is the leading cause of fire deaths, exceeding burns by a three-to-one ratio.

How can I protect myself from a fire?

[FEMA Fire Prevention Website](#)

WILDFIRE

The threat of wildland fires for people living near wildland areas or using recreational facilities in wilderness areas is real. Dry conditions at various times of the year and in various parts of the United States greatly increase the potential for wildland fires.

Advance planning and knowing how to protect buildings in these areas can lessen the devastation of a wildland fire. There are several safety precautions that you can take to reduce the risk of fire losses. Protecting your home from wildfire is your responsibility. To reduce the risk, you will need to consider the fire resistance of your home, the topography of your property and the nature of the vegetation close by.

- Close ALL windows and doors.
- Close heavy drapes, blinds or hurricane shutters.
- Remove lightweight curtains.
- Move flammable furniture away from exit doors and glass.
- Disconnect automatic door opener.
- Turn off fuel supplies at outside source.

How can I protect myself from a wildfire?

[FEMA Wildfire Website](#)

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USING A FIRE EXTINGUISHER

Using a fire extinguisher

The following steps should be followed when responding to an early stage fire:

- Sound the fire alarm and call the fire department, if appropriate.
- Identify a safe evacuation path before approaching the fire. Do not allow the fire, heat, or smoke to come between you and your evacuation path.
- Select the appropriate type of fire extinguisher.
- Discharge the extinguisher within its effective range using the P.A.S.S. technique (pull, aim, squeeze, and sweep).
- Back away from an extinguished fire in case it flames up again.
- Evacuate immediately if the extinguisher is empty and the fire is not out.
- Evacuate immediately if the fire progresses beyond the incipient or early stage.

Most fire extinguishers operate using the following P.A.S.S. technique:

- 1. PULL...** Pull the pin. This will also break the tamper seal.
- 2. AIM...** Aim low, pointing the extinguisher nozzle (or its horn or hose) at the base of the fire.

Note: Do not touch the plastic discharge horn on CO2 extinguishers, it gets very cold and may damage skin.

- 3. SQUEEZE...** Squeeze the handle to release the extinguishing agent.
- 4. SWEEP...** Sweep from side to side at the base of the fire until it appears to be out. Watch the area. If the fire re-ignites, repeat steps 2 - 4.

If you have the slightest doubt about your ability to fight a fire... EVACUATE IMMEDIATELY!



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FLOODS

Floods are one of the most common hazards in the United States. Flood effects can be local, impacting a neighborhood or community, or exceptionally large, affecting entire river basins and multiple states.

However, all floods are not alike. Some floods develop slowly, sometimes over a period of days. But flash floods can develop quickly, sometimes in just a few minutes and without any visible signs of rain. Flash floods often have a dangerous wall of roaring water that carries rocks, mud, and other debris and can sweep away most things in its path. Overland flooding occurs outside a defined river or stream, such as when a levee is breached, but still can be destructive.

Flooding can also occur when a dam breaks, producing effects like flash floods. Be aware of flood hazards no matter where you live, but especially if you live in a low-lying area, near water or downstream from a dam. Even exceedingly small streams, gullies, creeks, culverts, dry streambeds, or low-lying ground that appears harmless in dry weather can flood. Every state is at risk from this hazard. To prepare for flooding keep stocks of food that requires no cooking, a first aid kit, have vehicle fueled, store drinking water in sterile containers, move valuable articles to higher areas and seek higher ground.

[Ready.gov Flooding Website](#)

THUNDERSTORMS AND LIGHTNING

All thunderstorms are dangerous. Every thunderstorm produces lightning. In the United States in 2019, 243 people were reported injured and 27 people were killed by lightning. Although most lightning victims survive, people struck by lightning often report a variety of long-term, debilitating symptoms. Other associated dangers of thunderstorms include tornadoes, strong winds, hail, and flash flooding. Flash flooding is responsible for more fatalities—more than 140 annually—than any other thunderstorm-associated hazard.

Dry thunderstorms that do not produce rain that reaches the ground are most prevalent in the western United States. Falling raindrops evaporate, but lightning can still reach the ground and can start wildfires. Florida is the lightning capital of the United States.

[FEMA Thunderstorm Webpage](#)

HURRICANES

A hurricane is a type of tropical cyclone, the generic term for a low-pressure system that generally forms in the tropics. A typical cyclone is accompanied by thunderstorms, and in the Northern Hemisphere, a counterclockwise circulation of winds near the earth's surface.

All Atlantic and Gulf of Mexico coastal areas are subject to hurricanes or tropical storms. Parts of the Southwest United States and the Pacific Coast experience heavy rains and floods each year from hurricanes spawned off Mexico. The Atlantic hurricane season lasts from June to November, with the peak season from mid-August to late October.

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HURRICANES (continued)

Hurricanes can cause catastrophic damage to coastlines and several hundred miles inland. Winds can exceed 155 miles per hour. Hurricanes and tropical storms can also spawn tornadoes and microbursts, create storm surges along the coast, and cause extensive damage from heavy rainfall.

Hurricanes are classified into five categories based on their wind speed, central pressure, and damage potential (see chart). Category Three and higher hurricanes are considered major hurricanes, though Categories One and Two are still extremely dangerous and warrant your full attention.

HOW ARE THE HURRICANE CATEGORIES DETERMINED?

Saffir-Simpson Hurricane Scale			
Scale Number (Category)	Sustained Winds (MPH)	Damage	Storm Surge
1	74-95	Minimal: Unanchored mobile homes, vegetation and signs.	4-5 feet
2	96-110	Moderate: All mobile homes, roofs, small crafts, flooding.	6-8 feet
3	111-130	Extensive: Small buildings, low-lying roads cut off.	9-12 feet
4	131-155	Extreme: Roofs destroyed, trees down, roads cut off, mobile homes destroyed. Beach homes flooded.	13-18 feet
5	More than 155	Catastrophic: Most buildings destroyed. Vegetation destroyed. Major roads cut off. Homes flooded.	Greater than 18 feet

Hurricanes can produce widespread torrential rains. Floods are the deadly and destructive result. Slow moving storms and tropical storms moving into mountainous regions tend to produce especially heavy rain. Excessive rain can trigger landslides or mud slides, especially in mountainous regions. Flash flooding can occur due to intense rainfall. Flooding on rivers and streams may persist for several days or more after the storm.

Between 1970 and 1999, more people lost their lives from freshwater inland flooding associated with land falling tropical cyclones than from any other weather hazard related to tropical cyclones.

[Ready.gov Hurricane Website](https://www.ready.gov/hurricane)

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TORNADOES

Tornadoes are nature's most violent storms. Spawned from powerful thunderstorms, tornadoes can cause fatalities and devastate a neighborhood in seconds. A tornado appears as a rotating, funnel-shaped cloud that extends from a thunderstorm to the ground with whirling winds that can reach 300 miles per hour. Damage paths can be in excess of one mile wide and 50 miles long. Every state is at some risk from this hazard.

Some tornadoes are clearly visible, while rain or nearby low-hanging clouds obscure others. Occasionally, tornadoes develop so rapidly that little, if any, advance warning is possible.

Before a tornado hits, the wind may die down and the air may become very still. A cloud of debris can mark the location of a tornado even if a funnel is not visible. Tornadoes generally occur near the trailing edge of a thunderstorm. It is not uncommon to see clear, sunlit skies behind a tornado.

The following are facts about tornadoes:

- They may strike quickly, with little or no warning.
- They may appear nearly transparent until dust and debris are picked up or a cloud forms in the funnel.
- The average tornado moves Southwest to Northeast, but tornadoes have been known to move in any direction.
- The average forward speed of a tornado is 30 MPH, but may vary from stationary to 70 MPH.
- Tornadoes can accompany tropical storms and hurricanes as they move onto land.
- Waterspouts are tornadoes that form over water.
- Tornadoes are most frequently reported east of the Rocky Mountains during spring and summer months.
- Peak tornado season in the southern states is March through May; in the northern states, it is late spring through early summer.
- Tornadoes are most likely to occur between 3 p.m. and 9 p.m. but can occur at any time.

[Ready.gov Tornado Website](#)

TERRORISM

Report suspicious activities: Call 911 and provide details. 911 operators will notify the proper authorities.

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COMMUNITY ASSOCIATION PREPARATION

The following preparation efforts should be performed by members of the DPC (Disaster Preparedness Committee) or its designees once it has been established that a disaster is imminent:

- Tennis court nets and wind breaker nets will be removed and stored in the Community Center or Association Offices.
- Pool furniture will be removed from the pool area and stored in the Community Center or Association Offices.
- Playground and bocce benches removed and stored in the Community Center or Association Offices.
- Bicycle racks anchored or removed and stored in the Community Center or Association Offices.
- Somerset Condominium dumpster lids secured.

ENTRY GATES

In the event of a loss of electricity in the community, the gates located at the front and back of the community will automatically remain in the open position. The guards at the front gate will stay on duty if it is prudent. If or when the guard leaves the front the DPC will assign member of the committee or volunteers from the community as available to staff the entrances in order to ensure the community's security is not jeopardized. The guard house will need to be locked and valuables secured (especially electronics, etc.), in the Community Center. The guards will return as quickly as possible after the storm has passed, and they can make it back to their post.

All residents' vehicles should have window stickers that identify them as a resident of the community. Golf course employees shall have pictured employee passes for identification. Absolute confirmation and verification of all other individuals requesting entry will be required, excluding emergency response vehicles and personnel.

THE COMMUNITY CENTER SHOULD BE DESIGNATED AS 'HURRICANE CENTRAL' TO ASSIST RESIDENTS DURING A DISASTER.

Members of the DPC will set up an Information Center to assist residents before and after any disaster. Assistance is informational, not for supplies, food or water. Manning the Information Center will be established by the DPC. Its whereabouts should be published at the front gate guard area.

Block captains should be assigned by the DPC for Association residents to more directly find information which may solve any problems they incur without having to flood the Community Center personnel after a disaster occurs.

Evacuation decisions made by local government based on the severity of the event should be posted in the Community Center, as well as evacuation route information. Personnel will be

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available to give assistance in directing residents should an evacuation be directed by the county. It is the residents' responsibility and decision to comply with a Voluntary Evacuation Request. Likewise, it is an individual's responsibility to comply with a Mandatory Evacuation Order.

AFTER THE DISASTER

The Board of Directors will make every attempt to assess damages to the common areas of the community as quickly as possible once the disaster is over and the area has been declared safe.

The Board of Directors will work closely with the Association's Insurance Company to ensure damages are repaired as quickly as possible.

RESIDENT PREPARATION BEFORE THE DISASTER

Prepare your family by creating a family disaster plan. You can begin this process by gathering family members and reviewing the information available at the following links:

<http://www.fema.gov/areyouready/index.shtm>

<http://www.winknews.com/Hurricane-Central>

Discuss with them what you would do if family members are not home when a warning is issued. Additionally, your family plan should address the following:

- [Evacuation Routes](#)
- [Evacuation Plans](#)
- [Family Communications](#)
- [Utility Shut-Off and Safety](#)
- [Insurance and Vital records](#)
- [Those with Special Needs](#)
- [Care for Pets: Information for Pet Owners](#)
- [Safety Skills](#)

ASSEMBLE A DISASTER SUPPLIES KIT

You may need to survive on your own after a disaster. This means having your own food, water, and other supplies in enough quantity to last for at least three days. Local officials and relief workers will be on the scene after a disaster, but they cannot reach everyone immediately. You could get help in hours, or it might take days.

Basic services such as electricity, gas, water, sewage treatment, and telephones may be cut off for days, or even a week or longer. Or, you may have to evacuate at a moment's notice and take essentials with you. You probably will not have the opportunity to shop or search for the supplies you need.

A disaster supplies kit is a collection of basic items that members of a household may need in the event of a disaster.

- Basic Disaster Supplies
- Kit Locations
- Maintenance

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BASIC DISASTER SUPPLIES

There are six basics you should stock in your home:

- Water (at least 3 gallons per person)
- Food (7-day supply of non-perishable items)
- First aid supplies
- Clothing, bedding and sanitation supplies
- Tools
- Special items for infants & elderly, battery powered radio, flashlight, extra batteries.

Keep the items that you would most likely need during an evacuation in an easy-to-carry container. Possible containers include a large, covered container; a camping backpack; or a duffle bag.

WATER

How Much Water Do I Need?

You should have at least a seven-day supply of water and you should store at least one gallon of water per person per day. A normally active person needs at least one-half gallon of water daily just for drinking.

Additionally, in determining adequate quantities, take the following into account:

- Individual needs vary, depending on age, physical condition, activity, diet, and climate.
- Children, nursing mothers, and ill people need more water.
- Extremely hot temperatures can double the amount of water needed.
- A medical emergency might require additional water.

How Should I Store Water?

To prepare safest and most reliable emergency supply of water, it is recommended you purchase commercially bottled water. Keep bottled water in its original container and do not open it until you need to use it.

Observe the expiration or “use by” date and replace as needed.

If You are Preparing Your Own Containers of Water

It is recommended you purchase food-grade water storage containers from surplus or camping supplies stores to use for water storage. Before filling with water, thoroughly clean the containers with dishwashing soap and water, and rinse completely so there is no residual soap. Follow directions below on filling the container with water.

If you choose to use your own storage containers, choose two-liter plastic soft drink bottles – not plastic jugs or cardboard containers that have had milk or fruit juice in them. Milk protein and fruit sugars cannot be adequately removed from these containers and provide an environment for bacterial growth when water is stored in them. Cardboard containers also leak easily and are

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not designed for long-term storage of liquids. Also, do not use glass containers, because they can break and are heavy. If storing water in plastic soda bottles, follow these steps:

- Thoroughly clean the bottles with dishwashing soap and water, and rinse completely so there is no residual soap.
- Sanitize the bottles by adding a solution of 1 teaspoon of non-scented liquid household chlorine bleach to a quart of water.
- Swish the sanitizing solution in the bottle so that it touches all surfaces. After sanitizing the bottle, thoroughly rinse out the sanitizing solution with clean water.

Filling Water Containers

Fill the bottle to the top with regular tap water. If the tap water has been commercially treated from a water utility with chlorine, you do not need to add anything else to the water to keep it clean. If the water you are using comes from a well or water source that is not treated with chlorine, add two drops of non-scented liquid household chlorine bleach to the water. Tightly close the container using the original cap. Be careful not to contaminate the cap by touching the inside of it with your finger. Place a date on the outside of the container so that you know when you filled it. Store in a cool, dark place and replace the water every six months (if not using commercially bottled water).

FOOD

Store at least a three-day supply of non-perishable food. Select foods that require no refrigeration, preparation or cooking and little or no water. If you must heat food, pack a can of Sterno. Select food items that are compact and lightweight. Avoid foods that will make you thirsty. Choose salt-free crackers, whole grain cereals, and canned foods with high liquid content.

Include a selection of the following foods in your Disaster Supplies Kit:

- Ready-to-eat canned meats, fruits and vegetables
- Canned juices, milk, soup (if powdered, store extra water)
- Staples--sugar, salt, pepper
- High energy foods--peanut butter, jelly, crackers, granola bars, trail mix
- Vitamins
- Foods for infants, elderly persons or persons with special dietary needs
- Comfort/stress foods--cookies, hard candy, sweetened cereals, lollipops, instant coffee, tea bags

Note: Be sure to include a manual can opener.

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FIRST AID KIT

Assemble a first aid kit for your home and one for each car. A first aid kit should include:

Sterile adhesive bandages in assorted sizes	Needle
2-inch sterile gauze pads (4-6)	Moistened towelettes
4-inch sterile gauze pads (4-6)	Antiseptic and itch relief cream
Hypoallergenic adhesive tape	Thermometer
Triangular bandages (3)	Tongue blades (2)
42-inch sterile roller bandages (3 rolls)	Tube of petroleum jelly or other lubricant
3-inch sterile roller bandages (3 rolls)	Assorted sizes of safety pins
Scissors	Cleansing agent/soap
Tweezers	Latex gloves (2 pair) Sunscreen

Non-Prescription Drugs

- Aspirin or non-aspirin pain reliever
- Anti-diarrhea medication
- Antacid (for stomach upset)
- Syrup of Ipecac (use to induce vomiting if advised by the Poison Control Center)
- Laxative
- Activated charcoal (use if advised by the Poison Control Center)

[Contact your local American Red Cross chapter](#) to obtain a basic first aid manual.

CLOTHING, BEDDING AND SANITATION SUPPLIES

Clothing and Bedding

If you live in a warm climate, you must think about keeping cool. It is possible that you will not have air conditioning. *Include at least one complete change of clothing and footwear per person.

- Pants or shorts
- Shirt or T shirt
- Sturdy shoes or work boots
- Hat, gloves and scarf
- Rain gear
- Blankets or sleeping bags/pillows
- Sunglasses

Sanitation

- Toilet paper
- Soap, liquid detergent
- Feminine supplies
- Personal hygiene items
- Plastic garbage bags, ties (for personal sanitation uses)
- Plastic bucket with tight lid – for water to flush toilets with
- Disinfectant – Household Chlorine Bleach
- Water Purification tablets

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TOOLS

- Mess kits, or paper cups, plates and plastic utensils
- [Emergency preparedness manual](#)
- Portable, battery-operated radio or television and extra batteries
- Flashlight and extra batteries
- Cash or traveler's checks, change
- Non-electric can opener, utility knife
- Fire extinguisher: small canister, ABC type
- Tube tent
- Pliers
- Tape
- Compass
- Matches in a waterproof container
- Aluminum foil
- Plastic storage containers
- Signal flare
- Paper, pencil
- Needles, thread
- Medicine dropper
- Shut-off wrench, to turn off household gas and water
- Whistle
- Plastic sheeting
- Map of the area (for locating shelters)

SPECIAL ITEMS

Remember family members with special needs, such as infants and elderly or disabled persons.

- **For Baby**
 - Formula
 - Diapers
 - Bottles
 - Pacifiers
 - Powdered milk
 - Medications
- **For Adults**
 - Heart and high blood pressure medication
 - Insulin
 - Prescription drugs
 - Denture/Dental needs
 - Contact lenses and supplies
 - Extra eyeglasses
 - Hearing aid batteries

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SPECIAL ITEMS (continued)

- **Important Family Documents**
 - Keep these records in a waterproof, portable container.
 - Will, insurance policies, contracts, deeds, stocks and bonds
 - Photo IDs, passports, social security cards, immunization records
 - Bank account numbers
 - Credit card account numbers and companies (photocopies of)
 - Inventory of valuable household goods, important telephone numbers
 - Family records (birth, marriage, death certificates)
 - Photocopies of identification cards
 - Entertainment – games and books

- **Cash and Coins**

- **Preparation for Pets**
 - Securely fasten an up-to-date ID tag on your pet's collar with contact names & numbers.
 - Carry a recent photo of your pet for ID purposes
 - Carrier, leash or harness for controlling your pet
 - A weeks' worth of food and water for your pet
 - Include immunization records & all medications for your pet
 - Emergency numbers for your vet, animal control, Humane Society. Lee County Animal Services 239.533.7387.

DISASTER SUPPLIES KIT LOCATIONS

Home

- Your disaster supplies kit should contain essential food, water, and supplies for at least seven days.
- Keep this kit in a designated place and have it ready in case you have to leave your home quickly. Make sure all family members know where the kit is kept.
- Additionally, you may want to consider having supplies for sheltering for up to two weeks.

Work

- This kit should be in one container, and ready to "grab and go" in case you are evacuated from your workplace.
- Make sure you have food and water in the kit. Also, be sure to have comfortable walking shoes at your workplace in case an evacuation requires walking long distances.

Car

- In case you are stranded, keep a kit of emergency supplies in your car.
- This kit should contain food, water, first aid supplies, flares, jumper cables, and seasonal supplies.

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DISASTER SUPPLIES KIT MAINTENANCE

Just as important as putting your supplies together is maintaining them so they are safe to use when needed. Here are some tips to keep your supplies ready and in good condition:

- Keep canned foods in a dry place where the temperature is cool.
- Store boxed food in tightly closed plastic or metal containers to protect from pests and to extend its shelf life.
- Throw out any canned good that becomes swollen, dented, or corroded.
- **Use foods before they go bad and replace them with fresh supplies.**
- Place new items at the back of the storage area and older ones in the front.
- Change stored food and water supplies every six months. Be sure to write the date you store it on all containers.
- Re-think your needs every year and update your kit as your family needs change.
- Keep items in airtight plastic bags and put your entire disaster supplies kit in one or two easy-to-carry containers, such as an unused trashcan, camping backpack, or duffel bag.

PROTECT YOUR PROPERTY

Hurricane protection can involve a variety of changes to your house and property – changes that can vary in cost and complexity. A professional contractor licensed to work in Florida should carry out complicated or large-scale changes that affect the structure of your house, its electrical wiring or plumbing. However, there are several projects and tasks homeowners can do on their own to protect their homes.

- Protect all windows, doors, the garage door and the roof in your home
- Store outdoor objects such as lawn furniture, lawn ornaments/toys, garden tools, grills, For Sale/Rent signs, Security Alarm signs, inside; anchor objects that cannot be brought inside but that could be wind-tossed. If possible, remove outdoor antennas and satellite dishes.
- Trim and cut back trees and palms. Ensure all trees are located far enough from your house to prevent damage to the structure should they fall. Clear away any debris, such as fallen tree branches, as well.
- Do not drain your swimming pool. Keeping enough water levels in your pool provides the important weight to hold the sides and bottom in place.

SHELTER

Taking shelter is critical in times of disaster. Sheltering is appropriate when conditions require that you seek protection in your home, place of employment, or other location where you are when disaster strikes. Sheltering outside the hazard area would include staying with friends and relatives, seeking commercial lodging, or staying in a mass care facility operated by disaster relief groups in conjunction with local authorities.

To effectively shelter, you must first consider the hazard and then choose a place in your home or other building that is safe for that hazard. For example, for a tornado, a room should be selected that is in a basement or an interior room on the lowest level away from corners, windows, doors and outside walls. Because the safest locations to seek shelter vary by hazard, sheltering is discussed in the various hazard sections. These discussions include recommendations for sealing the shelter if the hazard warrants this type of protection.

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SHELTER (continued)

Even though mass care shelters often provide water, food, medicine, and basic sanitary facilities, you should plan to take your disaster supplies kit with you so you will have the supplies you require. Mass care sheltering can involve living with many people in a confined space, which can be difficult and unpleasant. To avoid conflicts in this stressful situation, it is important to cooperate with shelter managers and others assisting them. Keep in mind that alcoholic beverages and weapons are forbidden in emergency shelters and smoking is restricted.

The length of time you are required to shelter may be short, such as during a tornado warning, or long, such as during a hurricane. It is important that you stay in shelter until local authorities say it is safe to leave. Additionally, you should take turns listening to radio broadcasts and maintain a 24-hour safety watch.

During extended periods of sheltering, you will need to manage water and food supplies to ensure you and your family have the required supplies and quantities.

LEE COUNTY SHELTERS

Bonita Springs YMCA 27200 Kent Road Bonita Springs, FL 34135	Hertz Arena 11000 Everblades Parkway Estero, FL 33928	South Fort Myers High School 14020 Plantation Road Fort Myers, FL 33912
Dunbar High School 3800 Edison Avenue Fort Myers, FL 33916	Island Coast High School 2125 DeNavarra Pkwy. Cape Coral, FL 33909	Treeline Elementary School 10900 Treeline Ave. Fort Myers, FL 33913
East Lee County High School 715 Thomas Sherwin Ave. Lehigh Acres, FL 33974	Manatee Elementary 5301 Tice Street Fort Myers, FL 33905	
Estero Recreation Center 9200 Corkscrew Palms Blvd. Estero, FL 33928	Mirror Lakes Elementary School 525 Charwood Avenue S. Lehigh Acres, FL 33936	
FGCU Alico Arena 12181 FGCU Lake Pkwy E Fort Myers, FL 33913	N. Fort Myers Academy of the Arts 1856 Arts Way North Fort Myers, FL 33917	
Harns Marsh Elementary 1800 Unice Avenue N. Lehigh Acres, FL 33971	North Fort Myers Recreation Center 2000 N. Recreation Park Way North Fort Myers, FL 33903	
Harns Marsh Middle School 1820 Unice Avenue N. Lehigh Acres, FL 33971	Oak Hammock Middle School 5321 Tice Street Fort Myers, FL 33905	

Always Check Shelter Status Before Departing to the Shelter. Conditions Change Without Notice.

Disaster Preparedness Plan

EVACUATION PLANS

If community evacuations become necessary, local officials provide information to the public through the media. In some circumstances, other warning methods, such as sirens or telephone calls, also are used. Additionally, there may be circumstances under which you and your family feel threatened or endangered and you need to leave your home, school, or workplace to avoid these situations.

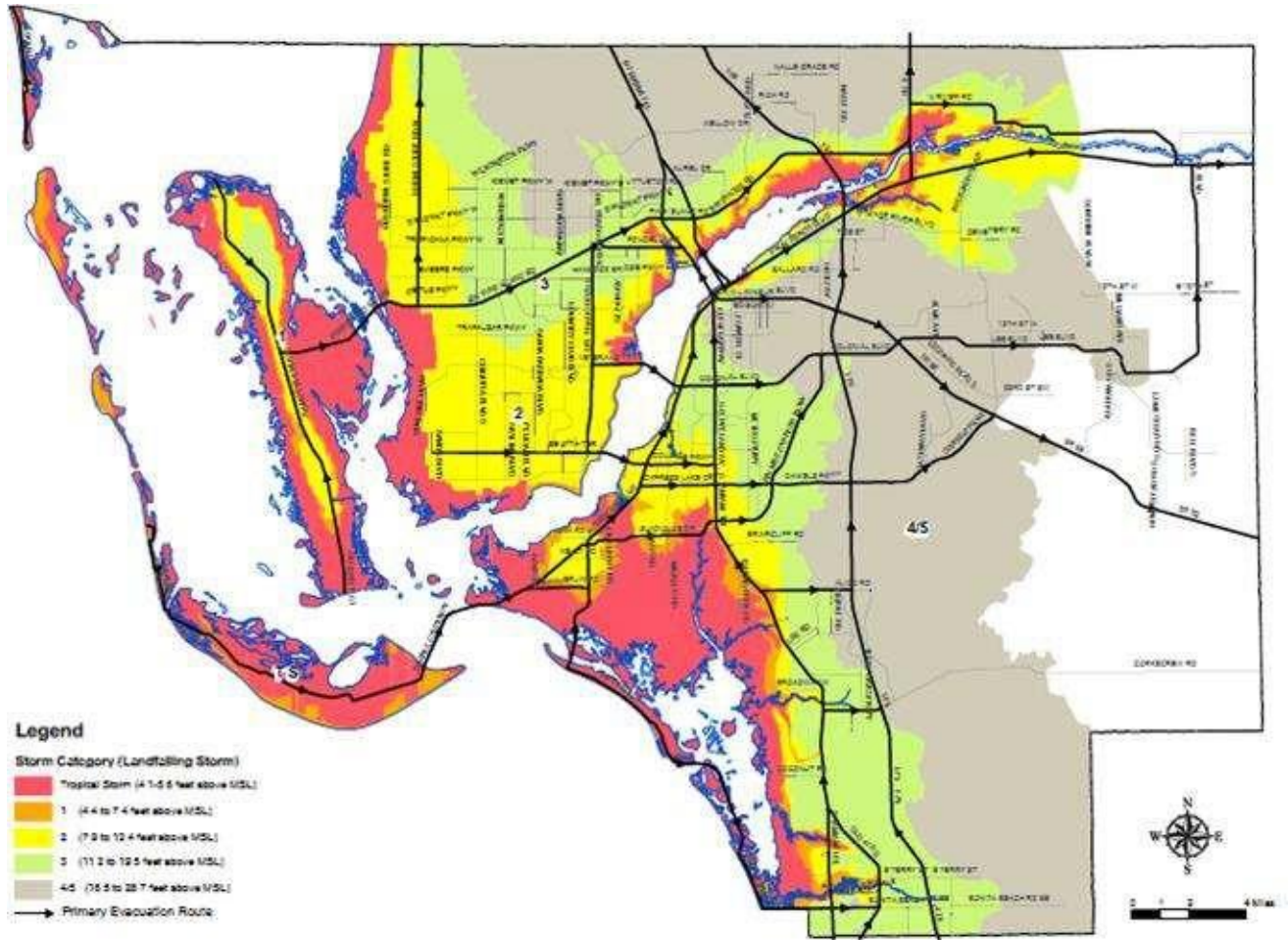
The amount of time you must leave will depend on the hazard. If the event is a weather condition, such as a hurricane that can be monitored, you might have a day or two to get ready. However, many disasters allow no time for people to gather even the most necessities, which is why planning is essential.

EVACUATION ROUTES



Disaster Preparedness Plan

LEE COUNTY LANDFALLING STORM SURGE



Disaster Preparedness Plan

EVACUATION GUIDELINES

Do Always:	Do if time permits:
Keep a full tank of gas in your car if an evacuation seems likely. Gas stations may be closed during emergencies and unable to pump gas during power outages. Plan to take one car per family to reduce congestion and delay.	Gather your disaster supplies kit.
Make transportation arrangements with friends or your local government if you do not own a car.	Wear sturdy shoes and clothing that provides some protection, such as long pants, long-sleeved shirts, and a cap.
Listen to a battery-powered radio and follow local evacuation instructions.	Secure your home: Close and lock doors and windows. Unplug electrical equipment, such as radios and televisions, and small appliances, such as toasters and microwaves. Leave freezers and refrigerators plugged in unless there is a risk of flooding.
Gather your family and go if you are instructed to evacuate immediately.	Let others know where you are going.
Leave early enough to avoid being trapped by severe weather.	
Follow recommended evacuation routes. Do not take shortcuts; they may be blocked.	
Be alert for washed-out roads and bridges. Do not drive into flooded areas.	
Stay away from downed power lines.	
Know how to accommodate persons with disabilities during a disaster.	
Remind children of specific names, locations & phone numbers or emergency contacts.	

Disaster Preparedness Plan

AFTER A DISASTER

It is especially important to understand that it may take several days for relief supplies and special disaster teams to arrive at the disaster site. Not only does it take time to gather and load the unique supplies that this area may require, but roadways may be blocked by debris and may be unsafe for travel.

RETURNING HOME

General Tips

Returning home can be both physically and mentally challenging. Above all, **use caution**.

Check for injuries. Do not attempt to move seriously injured persons unless they are in immediate danger of death or further injury. If you must move an unconscious person, first stabilize the neck and back, **then call for help immediately**.

- Keep a battery-powered radio with you so you can listen for emergency updates and news reports.
- Use a battery-powered flashlight when doing initial inspection of a damaged home. **Note:** The flashlight should be turned on outside before entering - the battery may produce a spark that could ignite leaking gas if present.
- Watch out for animals, especially poisonous snakes. Use a stick to poke through debris.
- Be wary of wildlife and other stray animals
- Use the telephone only to report life-threatening emergencies.
- Stay off the streets. If you must go out, watch for fallen objects; downed electrical wires; and weakened walls, bridges, roads, and sidewalks.

Before You Enter Your Home

Walk carefully around the outside and check for loose power lines, gas leaks, and structural damage. If you have any doubts about safety, have your residence inspected by a qualified building inspector or structural engineer before entering.

DO NOT ENTER IF:

- You smell gas.
- Floodwaters remain around the building.
- Your home was damaged by fire and the authorities have not declared it safe.

Going Inside Your Home

When you go inside your home, carefully check for damage. Be aware of loose boards and slippery floors. The following items should also be checked inside your home:

- **Natural gas.** If you smell gas or hear a hissing or blowing sound, open a window and leave immediately. Turn off the main gas valve from the outside if you can. Call the gas company from a neighbor's residence. If you shut off the gas supply at the main valve, you will need a professional to turn it back on. Do not smoke or use oil, gas lanterns, candles, or torches for lighting inside a damaged home until you are sure there is no leaking gas or other flammable materials present.

Disaster Preparedness Plan

- **Sparks, broken or frayed wires.** Check the electrical system unless you are wet, standing in water, or unsure of your safety. If possible, turn off the electricity at the main fuse box or circuit breaker. If the situation appears unsafe, leave the building and call for help. Do not turn on the lights until you are sure they are safe to use. You may want to have an electrician inspect your wiring.
- **Roof, foundation, and chimney cracks.** If the building has suffered major damage and may collapse, leave immediately.
- **Appliances.** If appliances are wet, turn off the electricity at the main fuse box or circuit breaker. Then, unplug appliances and let them dry out. Have appliances checked by a professional before using them again. Also, have the electrical system checked by an electrician before turning the power back on.
- **Water and sewage systems.** If pipes appear damaged, turn off the main water valve. Check with local authorities before using any water; the water could be contaminated. Pump out wells and have the water supply tested by authorities before drinking. Do not flush toilets until you know that sewage lines are intact.
- **Food and other supplies.** Throw out all food and other supplies that you suspect may have become contaminated or have come in contact with floodwater.
- **Open cabinets.** Be alert for objects that may fall.
- **Clean up household chemical spills.** Disinfect items that may have been contaminated by raw sewage, bacteria, or chemicals. Also, clean salvageable items.
- **Call your insurance agent.** Take pictures of damages. Keep good records of repair and cleaning costs. Be aware of scam artists and repair personnel that are too helpful...use only licensed, bonded and insured contractors

Disaster Preparedness Plan

SAFETY PRECAUTIONS

CHAIN SAW SAFETY GEAR + TIPS



- BEFORE STARTING:**
- Check controls, chain tension and all bolts and handles to ensure everything is functioning properly and set to the manufacturer's instructions.
 - Make sure the chain is sharp and the lubrication (oil) reservoir is full.
 - Start the saw on the ground or on a firm support. Drop-starting is not allowed.
 - Start the saw at least 10 feet from the fueling area, with the chain's brake engaged.

- FUELING A SAW:**
- Use approved containers for transporting and storing fuel.
 - Pour fuel at least 10 feet away from any source of ignition.
 - Use a funnel or a flexible hose when pouring fuel into the saw.
 - Never attempt to fuel a running or hot saw.

- SAFETY TIPS:**
- CLEAR DIRT, DEBRIS, SMALL TREE LIMBS AND ROCKS FROM THE SAW'S CHAIN PATH. LOOK FOR NAILS, SPIKES OR OTHER METAL IN THE TREE BEFORE CUTTING.**
 - SHUT THE SAW OFF OR ENGAGE ITS CHAIN BREAK WHEN CARRYING ON ROUGH OR UNEVEN TERRAIN.**
 - KEEP YOUR HANDS ON THE SAW'S HANDLES AND MAINTAIN SECURE FOOTING DURING OPERATION.**
 - WEAR THE PROPER PERSONAL PROTECTIVE EQUIPMENT, WHICH INCLUDES HAND, FOOT, LEG, EYE, FACE, HEARING AND HEAD PROTECTION.**
 - CUT CAREFULLY SO THAT THE TRUNK OR TREE LIMBS DO NOT BIND AGAINST THE SAW.**
 - WATCH FOR BRANCHES UNDER TENSION, WHICH MAY SPRING OUT WHEN CUT.**
 - BE CAUTIOUS OF SAW KICK-BACK. TO AVOID KICK-BACK, DO NOT SAW WITH THE TIP. IF EQUIPPED, KEEP TIP GUARD IN PLACE.**

FARM-DAIRY (Adapted from the U.S. Department of Labor's Occupational Safety & Health Administration, Chain Saw Safety document. Not intended to be a full list of chainsaw safety tips.)

GENERATE SAFETY

Before use, learn about the potential dangers associated with portable generators, such as their production of carbon monoxide (CO). CO is an odorless, colorless, and tasteless poisonous gas that is often called the "silent killer" because it is virtually undetectable without the use of technology like CO alarms. Follow these tips to generate power AND safety when using a generator.

BY THE NUMBERS

AFRICAN AMERICANS accounted for 23% of fatalities, which is nearly **DOUBLE** their proportion of the U.S. population.

Storms account for many of the fatalities associated with generator use, with **ICE/SNOW** storms are accounting for 46%. **HURRICANES** accounted for 29%.

67% of the fatalities occurred when a generator was placed in the living area or **BASEMENT** of the home.

26% of fatalities occurred when a generator was used inside an attached **GARAGE** or shed.

BETWEEN 1992 AND 2012, NEARLY 80% OF THE 931 CO DEATHS WERE ASSOCIATED WITH GENERATORS.



TIPS FOR THE PROPER INSTALLATION AND USE OF GENERATORS

	NEVER operate a generator INSIDE your home or in other enclosed or partially-enclosed spaces, including GARAGES .		Make sure your generator is properly grounded and used with a Ground Fault Circuit Interrupter (GFCI).		Install battery-operated CO ALARMS or plug-in CO alarms with a battery backup inside the home.
	A generator is a TEMPORARY power source and should NEVER be used as a permanent solution.		Use only extension cords that have a THREE-PRONGED plug and are rated for the intended load.		Do NOT OVERLOAD the generator.
	NEVER connect generators directly to household wiring without first installing a TRANSFER SWITCH . This prevents backfeeding which could electrocute utility workers making repairs.		Your home generator should be installed by a QUALIFIED ELECTRICIAN and bear the mark of a nationally recognized testing laboratory, such as UL, Intertek or CSA.		The Consumer Product Safety Commission recommends generators be positioned at least 20 FEET from doors, windows and vents to prevent CO from entering the home.

ESFi For more information about portable generators and carbon monoxide safety visit www.esfi.org

Disaster Preparedness Plan

FINDING A CONTRACTOR

Always take the time to evaluate the contractor who may be doing the job. Every disaster has its share of con artists trying to take advantage of disaster victims.

Talk to building officials. Be particularly cautious when selecting a contractor to repair your chimney. Not everyone is qualified to repair or rebuild a chimney. It takes specialized skill and training.

The Florida State Department of Labor and Industries recommends the following steps when hiring a contractor:

- Be wary of contractors soliciting business door-to-door.
- Ask contractors if they have done this type of repair work before, if they will be purchasing necessary permits, and if the work will be inspected.
- Determine if a contractor, electrician or plumber is registered or licensed. All contractors doing business in the state are required to register. While not a guarantee of performance, registration does mean the contractor has minimal liability insurance and a surety bond that can protect the consumer if there is a problem. For information [visit the licensing web-site](#). The caller can also find out how long the contractor has been in business and whether there have been any complaints against the bond.
- Try to get three separate bids on the job.
- Ask for references.
- Obtain a written contract.
- Be cautious in dealing with a contractor who asks for a large down payment.
- Pay the contractor at the end of the job or pay only for the portion of the job that has been completed.
- Avoid making final payment until you have received a lien release.

Additional information to consider:

- Check for a permanent place of business, telephone number, tax I.D. number and business license.
- Look for a company with a proven track record that readily offers client references and a list of completed projects. Call these clients to find out whether they were satisfied.
- Check to see if the contractor is a member of any regional or national industry associations.
- Contact your local [Better Business Bureau](#) to check for a business report or any complaints that have been filed on a contractor.
- Have the contractor explain his or her project supervision and quality control procedures. Request the name of the person who will be in charge, how many workers will be required and the estimated completion time.
- Carefully read and understand any warrantee offered and watch for provisions that would void it. The lowest bid is not always the best option. Remember, a price is only one criterion for selecting a contractor. Professionalism and quality workmanship also should weigh heavily in your decision.

Disaster Preparedness Plan

GRANTS AND ASSISTANCE PROGRAMS FOR INDIVIDUALS

Catalog of Federal Disaster Assistance (CFDA) numbers are provided to help you find additional information on the CFDA website.

- [Disaster Assistance](#)
(CDFA Numbers: 97.048, 97.049, 97.05)
Provides money or direct assistance to individuals, families and businesses in an area whose property has been damaged or destroyed and whose losses are not covered by insurance.
- [Crisis Counseling](#)
(CDFA Number: 97.032)
Provides supplemental funding to States for short-term crisis counseling services to people affected in [Presidentially declared disasters](#).
- [Disaster Legal Services](#)
(CDFA Number: 97.033)
Provides free legal assistance to disaster victims.
- [Disaster Unemployment Assistance Program](#)
(CDFA Number: 97.034)
Provides unemployment benefits and re-employment services to individuals who have become unemployed because of major disasters.
- [National Flood Insurance Program](#)
(CDFA Number: 97.022)
Enables property owners in participating communities to purchase insurance as a protection against flood losses in exchange for State and community floodplain management regulations that reduce future flood damages.
- [View all FEMA grants](#)

TIPS FOR FILING AN INSURANCE CLAIM

If possible, photograph the outside of the premises, showing the any damage or flooding. Also, photograph the inside of the premises, showing the damaged property and the height of the water if your property was flooded.

Call your insurance agent to report your claim. If you have separate flood insurance, also call your flood insurance agent to report your claim. Your flood insurance agent will prepare a Notice of Loss form and an adjuster will be assigned to assist you.

Separate the damaged from the undamaged property and put it in the best possible order for the insurance adjuster's examination. If reasonably possible, protect the property from further damage.

When the adjuster visits your property, let him or her know if you need an advance or partial payment of loss. Again, good records can assist your insurance companies and the NFIP in giving you an advance payment. Use your inventory to work with the adjuster in presenting your claim.

Damaged property which presents a health hazard, or which may hamper local clean-up operations should be disposed of. Be sure to adequately describe discarded items so that, when

Disaster Preparedness Plan

TIPS FOR FILING AN INSURANCE CLAIM (continued)

the adjuster examines your losses and your records, these articles are included in the documentation.

Good records speed up settlement of your claim. Compile a room-by-room inventory of missing or damaged goods, and include manufacturer's names, dates and places of purchases, and prices. Try to locate receipts or proofs of purchase, especially for major appliances, and note manufacturers' names, serial numbers, prices, and dates of purchase.

COMMUNITY ASSOCIATION TELEPHONE NUMBERS

Board of Directors

President	Rick Bidwell	rickb726@embarqmail.com
Vice President	Al Joseph	aljoseph8141@gmail.com
Secretary	Tim Baranek	tjbaranek@yahoo.com
Treasurer	Steve McKinnon	predator_42@outlook.com
Director	Jack McManus	jackatthebeach@yahoo.com
Director	Al Cornelius	corneliousilverdes@gmail.com
Director	Open Position	

For Westminster Community Assoc. issues, Contact Property Manager James Page at:

2001 Oxford Ridge Circle
Lehigh Acres, FL 33973
Office: 239.491-2767
Email: Manager@WestminsterCommunity.com

Disaster Preparedness Committee

President		
Vice President		
Secretary	Jack McManus	jackatthebeach@yahoo.com
Treasurer		

Disaster Preparedness Plan

OTHER HELPFUL TELEPHONE NUMBERS

Agency	Normal Business	Emergency
American Red Cross (Local Chapter)	239-278-3401	239-278-3401
Arson Alert Hotline	800-342-5869	800-342-5869
Blood Donor Centers	888-9-DONATE	
- Lee Memorial Blood Center	239-343-2333	
- Florida's Blood Centers	239-574-3170	
Dept. of Financial Services (Insurance)	239-461-4001	800-22-STORM
Federal Emergency Management Agency	800-621-3362	800-462-7585
Florida Division of Emergency Management	850-413-9969	
Fort Myers Police Department	239-321-7700	911
Lee County Animal Services	239-533-7387	239-533-7387
Lee County Emergency Information Hotline/United Way	239-433-2000	211
Lee County Emergency Management	239-533-0622	239-533-0622
Lee County Government	239-533-2111	
Lee County Health Department	239-332-9501	239-332-9501
Lee County Public Safety & EMS	239-533-3911	911
Lee County Sheriff's Office	239-477-1000	911
Mobile or Manufactured Home Residents	850-617-3004	
National Weather Service/Tampa Bay	813-645-2323	
Poison Information	800-222-1222	800-222-1222
Salvation Army, The	239-278-1551	239-278-1551
Traffic Conditions in Florida (Current)	511	511
United Way of Lee, Hendry, Glades & Okeechobee	239-433-2000	211

Agency	Web Address
Community Emergency Response Teams (CERT)	www.ready.gov/citizen-corps
Department of Financial Services (Insurance)	www.myfloridacfo.com
Department of Homeland Security	www.dhs.gov/
Florida Lightning Safety	www.weather.gov/safety/lightning
Mobile or Manufactured Home Residents	www.flhsmv.gov/mobilehome
American Sign Language Preparedness Videos	www.leegov.com/publicsafety/emergencymanagement/plan
StormReady	www.weather.gov/stormready/

Information provided was gathered from the following sources: FEMA.gov; Ready.gov; and Lee County