



FAMILY AND COMMUNITY EMERGENCY PREPAREDNESS

Participant Guide

Copyright © 2023
Midwest Consortium for Hazardous Waste Worker Training

Acknowledgments

This curriculum has been developed by the Midwest Consortium for Hazardous Waste Worker Training under cooperative agreement U45 ES 06184 from the National Institute of Environmental Health Sciences. Personnel from Fisk University led development of this program with review by others in the Midwest Consortium. See <https://mwc.umn.edu> for a listing of contacts at each member institution and additional information.

We encourage you to comment on these materials. Please give your suggestions to those leading the program in which you are now enrolled or click on 'contact us' at <https://mwc.umn.edu>.

Warning

This material has been copyrighted by the Midwest Consortium for Hazardous Waste Worker Training. A recipient of the material, other than the Federal Government, may not reproduce it without permission of the copyright owner.

The material was prepared for use by experienced instructors in the training of family and community emergency preparedness. Authors of this material have prepared it for instruction as of the date specified on the title page. Users are cautioned that the subject is constantly evolving. Therefore, the material may require additions, deletions, or modifications to incorporate the effects of that evolution occurring after the date of this material preparation.

All web links are active as of February 4, 2021; if you find an error, please inform the facilitator so that it can be updated.

Disclaimer

Although this program educates participants about disaster preparedness for hazards that may impact their area, it does not provide sufficient emergency response skills training such as first aid, disaster medical operations, or light search and rescue that would qualify participants to volunteer on a Community Emergency Response Team (CERT). For information about additional training that may be needed, consult the training facilitator.

Table of Contents

Introduction	1
Know the Risks	3
Family Preparedness	6
Community Preparedness	12
During an Emergency	15
After an Emergency	21
Closing	24
Appendix	25
Worksheets	26
Emergency Supply List Calendar	30
Internet Resources	31

INTRODUCTION

You are here because you are concerned about family and/or community emergency preparedness. The core of family preparedness is “**you are the help until help arrives**”. The core of community preparedness is “**neighbor helping neighbor**”.

Learning Objectives

After this program you will better be able to:

- Identify the hazards that will most likely impact your community
- Describe what you should do before, during, and after a natural disaster
- Explain the importance of neighborhood and community resiliency planning

Why Family Preparedness?



Scenario: Flat tire

Stressed, stranded, waiting for help



OR



EMPOWERED with ability to self-assist

Why Community Preparedness?



Scenario: Dead car battery

Equipped but in need of a helping hand



OR



UNITY...Neighbor helping Neighbor

KNOW THE RISKS

Objectives

After completion of this section, you should be able to:

- Describe types of hazards
- Identify the most likely hazards for your community

Natural hazard risks include floods, hurricanes, tornadoes, thunderstorms, winter storms, extreme heat or cold, wildfires, earthquakes, volcanoes, landslides, and tsunamis.



Hazardous materials risks include accidental releases from transportation accidents, manufacturing facilities, nuclear power plants, and improper use of household chemical products.



Courtesy Fairfax Fire and Rescue

Terrorism risks include intentional chemical/biological/radiological threats such as bombings, chemical releases, and weaponized biological agents, as well as computer based cyber-attacks.



Additional information about various hazards can be found in the Appendix.

Activity: Know the Risks

Work in your small group to complete an activity provided by the facilitator to identify your greatest local risks.

FAMILY PREPAREDNESS

The core of family preparedness is “**you are the help until help arrives**”.

Objectives

After completion of this section, you should be able to:

- Describe a Family Communication Plan
- Describe a Family Disaster Plan
- Describe an Emergency Kit

Family Preparedness

IT'S AS EASY AS



- 1) Develop a **Family Communication Plan**
- 2) Develop a **Family Disaster Plan**
- 3) Get an **Emergency Kit**

Family Communication Plan



FEMA has developed a tool to help your family prepare a communication plan.

1. **Collect** information
2. **Share** information
3. **Practice**

The tool can be found here: https://www.fema.gov/media-library-data/1440449346150-1ff18127345615d8b7e1effb4752b668/Family_Comm_Plan_508_20150820.pdf

Family Disaster Plan

Think about your homes. What may be some safe spots within them in case of a disaster? How can you escape if necessary? Where can you meet outside the home?

- Safe Spots in Home for Each Type of Risk Hazard
- Best Escape Routes
- Multiple Meeting Places (Outside of Home)
- Don't Forget Pets and People with Special Needs

Disability/Special Need	Additional Steps
Hearing impaired	May need to make special arrangements to receive warnings.
Mobility impaired	May need special assistance to get to a shelter.
Single working parent	May need help to plan for disasters and emergencies.
Non-English speaking persons	May need assistance planning for and responding to emergencies. Community and cultural groups may be able to help keep people informed.
People without vehicles	May need to make arrangements for transportation.
People with special dietary needs	Should take special precautions to have an adequate emergency food supply.

More information can be found here: <https://www.ready.gov/plan>

Activity: Family Disaster Plan

You now have some time to start developing a family disaster plan for a specific emergency that your facilitator will provide.

At Home Activity: Educate Children

Quiz Kids on Plans: Make it a Game!

Include activities such as How and When to Call 9-1-1



Emergency Kit



Photo:Ready.gov/kit

There are a number of emergency preparedness kits available for sale in stores and online. Alternatively, you can put together a kit yourself over time.

- **Water** (one gallon per person per day for at least three days, for drinking and sanitation)
- **Food** (at least a three-day supply of non-perishable food)
- **Prescription medicine**
- **Cash**
- Battery-powered or hand crank **radio** and a NOAA Weather Radio with tone alert
- **Flashlight**
- **Extra batteries**
- **First aid kit**
- **Whistle** to signal for help
- **Dust mask, plastic sheeting, and duct tape** to shelter-in-place
- **Moist towelettes, garbage bags, and plastic ties** for personal sanitation
- **Manual can opener**
- **Local maps**
- **Cell phone** with charger and a **backup battery**

More information about kits can be found at: <https://www.ready.gov/kit>

A calendar to assemble an emergency kit can be found in the Appendix.

COMMUNITY PREPAREDNESS

The core of community preparedness is “neighbor helping neighbor”.

Objectives

After completion of this section, you should be able to:

- Identify your community’s limitations in an emergency
- Identify steps your community could take to prepare for an emergency

Identify specific hazards that are unique to your neighborhood and make emergency preparedness plans as a community.



Photo:https://www.cleveland.com/lakewood/2014/11/train_traffic_triples_though_l.html

Example: Community Planning Pre-Emergency



We are a group of volunteers that created a small website to help organize rescues in our Houston neighborhood during Harvey. It wound up helping rescue over 37,000+ people in Harvey, Irma, Maria by connecting them to 12,000+ volunteers via GPS tracking, integrated communication, and skills matching

If you're able to help in any potential disaster, whether you're a civilian rescuing in a boat, a licensed firefighter, distributing relief supplies or helping rebuild your neighborhood, we want you to help

<https://crowdsourcerescue.com/>

Activity: Community Plan Development

Your small group will now participate in an activity provided by the facilitator.

DURING AN EMERGENCY

Objectives

After completion of this section, you should be able to:

- Identify how to stay informed in an emergency
- Explain evacuation, shelter in place, and lockdown

Important questions to know about an emergency:

- What is the difference between a watch and a warning?
- Where are the emergency shelters located in my community?
- What should I do during a lockdown or if I'm told to shelter -in-place?
- What do I do if there is a power outage and I have medical equipment?
- Who is the local authority for information during an emergency?

Stay Informed: Emergency Alerts and Warnings

Communication is imperative to surviving emergencies. Weather radios, radios with batteries, cell phones, and any communication device that doesn't require electricity are great preparedness kit purchases.



Watch vs. Warning

Watch: Conditions are favorable or expected but not occurring or imminent

Warning: Conditions are occurring or imminent

Stay Informed: Smart Phone Apps, Facebook, Twitter

Local

News Affiliates

Mayor's Office of Emergency Management (OEM)

State

State Emergency Management Agency

National

Federal Emergency Management Agency (FEMA)

National Weather Service

Stay Informed: Evacuation vs. Shelter in Place

Evacuation: You are to go to a safer location. Specific shelter locations are not known until the emergency happens. Red Cross has many volunteer locations, but, depending on specific needs and logistics of individual emergencies, locations are chosen in real time.



Photo: <https://emergency.cdc.gov/shelterassessment/>



Shelter in place: Seek immediate shelter and remain there during the emergency. More information about mass care shelters and sheltering in place is found here:

<https://www.ready.gov/shelter>

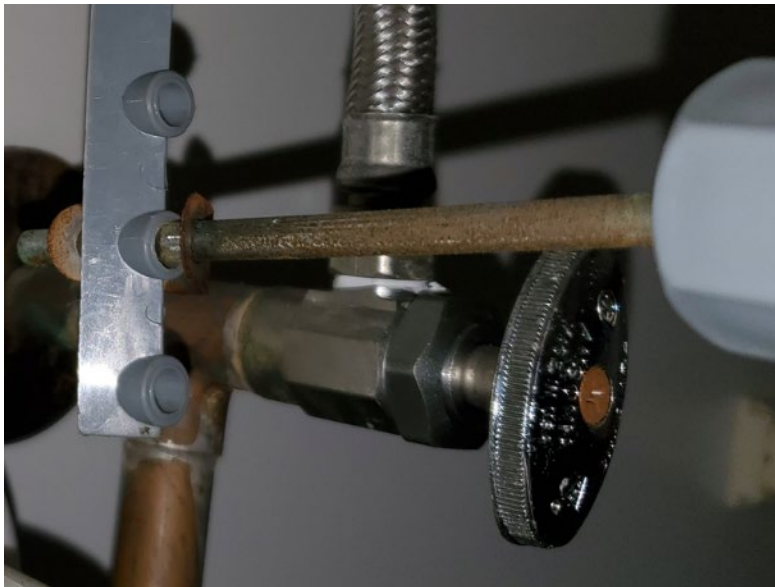
Stay Informed: Evacuation Guidelines

- Emergency Kit
- Communications and Disaster Plans
- Essential Medications and Copies of Prescriptions
- Cell Phone
- Pets

Pets are not always allowed in some emergency shelters, so plan in advance for a pet-friendly location. Some shelters will allow pets if they are crated.

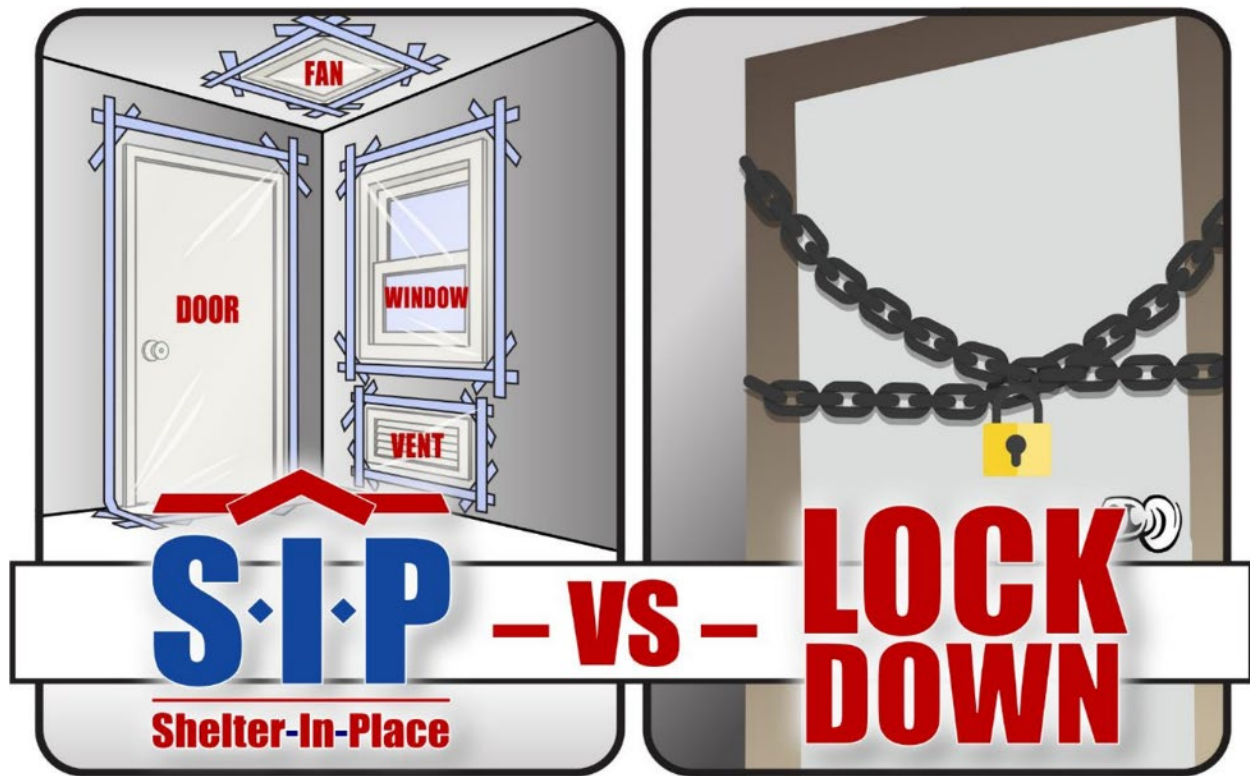
About your home:

- Shut off water, electricity, and natural gas if officials tell you
- Lock your home



More information about evacuation is found here: <https://www.ready.gov/evacuation>

Stay Informed: Shelter in Place vs. Lockdown



U.S. Air Force graphic by David Perry

A Lockdown is stricter than Shelter in Place. Secure your area and do not leave until told it is safe.

AFTER AN EMERGENCY

Objectives

After completion of this section, you should be able to:

- Describe general post-emergency guidelines
- Identify potential sources of help

Post-Emergency Guidelines

- Try to stay calm and tuned into for information/instructions
- Use telephone only to report life-threatening emergencies
- Pick up your children from pre-determined meeting point
- Check on neighbors, especially elderly and special needs

- Stay away from damaged areas and dangling power lines
- Check for spoiled food and water quality
- Mark yourself safe on Facebook or the Safe and Well website
- Seek support agencies if necessary!!!!



Safe and Well

After a disaster, letting your family and friends know that you are safe and well can bring your loved ones great peace of mind. This website is designed to help make that communication easier.

List Myself as
Safe and Well

Search
Registrants

<https://safeandwell.communityos.org/cms/index.php>

Support Agencies

- FEMA
- Red Cross
- Salvation Army
- Churches/Faith-Based Agencies
- Volunteer Community Agencies

Mental Health: The Storm after the Storm

- What is “normal” after a disaster? Reconstruction may last for several months and even years
- Mental health symptoms after disasters include general anxiety and fear of the unknown
- Post-Traumatic Stress Disorder (PTSD) is also a concern and can include nightmares, flashbacks, anxiety attacks, anger, avoidance, and substance abuse



Most At-risk Populations:

- Children and youth
- Adults with young children
- Elderly and disabled
- Low-income groups
- People with prior trauma history
- First responders and safety workers

CLOSING

Thank you for participating in this program. You should now be better able to:

- Identify the hazards that will most likely impact your community
- Describe what you should do before, during, and after a natural disaster
- Explain the importance of neighborhood and community resiliency planning

This is an opportunity to ask any questions you may have, or to discuss how the knowledge and skills learned can be used at work.

Finally, we ask that you take 10 minutes to complete the program evaluation forms. These are important for improving the program. The Midwest Consortium does take your comments seriously and has made changes in content and the skill exercises based on feedback. Your comments are anonymous.

We hope to see you at another Midwest Consortium program in the future.

Appendix

Activity Worksheets

- Know the Risks
- Family Disaster Plan Development
- Community Plan Worksheet and Template

Emergency Supply List Calendar

Internet Resources

Activity #1 Worksheet

Know the Risks: What do you think are the greatest risks for where you live?

INSTRUCTIONS: As a small group take about 10 minutes to complete the table below for two of the listed emergencies relevant to your hometown. Describe each risk as HIGH, MODERATE, or LOW. Be prepared to present your results to the larger group.

Event	PROBABILITY (Likelihood this would occur)	HUMAN IMPACT (Probability of death or injury)	PROPERTY IMPACT (Physical losses and damages)	BUSINESS IMPACT (Interruption of services)	PREPAREDNESS (Pre-planning)	OVERALL RISK (Relative threat)
Tornado						
Severe thunderstorm						
Flood						
IT failure /Cyber threat						
Prolonged electrical outage						
Ice Storm						
Pandemic Illness						
Wildfires						
Earthquake						
Other _____						

Activity #2 Worksheet
Family Disaster Plan Development
Tornado Preparedness

Before the Tornado

- 1.
- 2.
- 3.
- 4.
- 5.

During a Tornado

- 1.
- 2.
- 3.
- 4.
- 5.

After a Tornado

- 1.
- 2.
- 3.
- 4.
- 5.

Reference: <https://www.ready.gov/tornadoes> (Tornado Preparedness Information)

Activity #3

Community Plan Development Worksheet

INSTRUCTIONS: Work in a small group to complete items with an **asterisk** (*) to begin development of your Community Preparedness/Resilience Plan. Use the attached plan template to record key elements.

- I. Form a collaborative community planning team**
 - (a) Identify leaders
 - (b) Identify team members
 - (c) Identify key stakeholders (Who will be most impacted? Who has a vested interest in the welfare of the community? Who has the most knowledge of community history?)

- II. Understanding your community's situation**
 - (a) *Establish climate trends, projections, and threats
 - (b) *Identify key assets and threats (What do you want to protect?)
 - (c) What existing social relationships should be considered in planning?
 - (d) What are the key factors of the community's built environment that should be characterized and addressed?

- III. Determine Goals and Objectives of Plan**
 - (a) *Define community hazards and characterize risk
 - (b) *Identify community resources
 - (c) Identify or establish long-term community goals
 - (d) Identify or establish short-term community goals

- IV. Plan Development**
 - (a) *Brainstorm potential solutions that could reduce risks
 - (b) *Evaluate potential solutions
 - (c) *Develop implementation strategy (Who will do what and when? What resources are needed. What is timeline?)
 - (e) Obtain feedback and approval
 - (f) Finalize and complete plan

- V. Plan implementation and Maintenance**
 - (a) Execute approved solutions
 - (b) Evaluate and update
 - (c) Modify strategy as needed

Community Plan Development Template

Plan element			Anticipated barriers and approach to each	Date to be completed	Reason for Delay	Date done
1.Call a meeting	<u>Who calls it?</u>	<u>Who participates?</u>				
2.Get support	Volunteers to help = Money = Supervisor =					
3.Finalize work plan and set deadlines for each action	Actions and Deadlines	Who "owns" each action				
4.Report final results to teammates						
5.Report results to community residents						

EMERGENCY SUPPLY LIST CALENDAR

Assembling an emergency preparedness kit and creating a family communication plan may seem overwhelming, but you can make it easier by breaking tasks down into smaller steps. Use this calendar to check off your supplies and complete your weekly “To Do” list. You need to have a supply of non-perishable items for you and your family to be able to survive for up to 72-hours. Adjust your purchases according to family size.

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Purchase	“To Do”	Purchase	“To Do”	Purchase	“To Do”
<ul style="list-style-type: none"> • 1 gallon of water • 1 can of vegetables • Permanent marker • Duct tape • Manual can opener 	<p style="text-align: center;"><u>Family Planning</u></p> <ul style="list-style-type: none"> • Make a TORNADO emergency plan with your family <p style="text-align: center;"><u>Community Planning</u></p> <ul style="list-style-type: none"> • Identify a neighbor, relative, or friend who might need help during an emergency 	<ul style="list-style-type: none"> • 1 can of fruit • Flashlight • Extra batteries • Whistle • Moist wipes 	<p style="text-align: center;"><u>Family Planning</u></p> <ul style="list-style-type: none"> • Get any extra medications and mark “Emergency Use” <p style="text-align: center;"><u>Community Planning</u></p> <ul style="list-style-type: none"> • Find out if you have a neighborhood safety organization and join it 	<ul style="list-style-type: none"> • 1 gallon of water • 1 can of protein • First aid kit • Dust mask • Plastic sheeting 	<p style="text-align: center;"><u>Family Planning</u></p> <ul style="list-style-type: none"> • Set aside a small amount of cash in small denominations <p style="text-align: center;"><u>Community Planning</u></p> <ul style="list-style-type: none"> • Subscribe to any local emergency alert systems via cell phone or social media
Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
Purchase	“To Do”	Purchase	“To Do”	Purchase	“To Do”
<ul style="list-style-type: none"> • 1 gallon of water • 1 box of energy bars • Garbage bags • Plastic ties • Candles/ matches in waterproof container 	<p style="text-align: center;"><u>Family Planning</u></p> <ul style="list-style-type: none"> • Make photocopies of any important paperwork and put in waterproof bags <p style="text-align: center;"><u>Community Planning</u></p> <ul style="list-style-type: none"> • Establish an out-of-town contact to call in case of emergency 	<ul style="list-style-type: none"> • 1 can of vegetables • 1 can of fruit • 1 can of protein • Battery-operated or hand crank radio with NOAA Weather Band 	<p style="text-align: center;"><u>Family Planning</u></p> <ul style="list-style-type: none"> • Make a list of special items needed for baby, pet, dietary restrictions <p style="text-align: center;"><u>Community Planning</u></p> <ul style="list-style-type: none"> • Identify evacuation routes and emergency transportation services 	<ul style="list-style-type: none"> • Special items • Extra hygiene supplies • Rain gear • Work gloves • Wrench or pliers 	<p style="text-align: center;"><u>Family Planning</u></p> <ul style="list-style-type: none"> • Make sure kids know how and when to call 911 <p style="text-align: center;"><u>Community Planning</u></p> <ul style="list-style-type: none"> • Find out about your workplace emergency preparedness plans

INTERNET RESOURCES

Impacts of Climate Change on Human Health

<https://apha.org/topics-and-issues/climate-change/health-impacts>

Make a Plan: Checklist

<https://www.ready.gov/make-a-plan>

Build a Kit Information

<https://www.ready.gov/build-a-kit>

A Guide to Community Resilience

https://www.nist.gov/sites/default/files/documents/2016/09/07/brochure_final_print_rights_ide_up.pdf

Protecting Yourself During Post-High Wind Storm Cleanup

<https://mwc.umn.edu>

Clean Up Safely After a Disaster

<https://www.cdc.gov/disasters/cleanup/facts.html>

Tornados

<https://www.ready.gov/tornados>

fact sheet: <https://www.ready.gov/sites/default/files/2020-03/tornado-information-sheet.pdf>

Coping with a Disaster or Traumatic Event

<https://emergency.cdc.gov/coping/index.asp>

Emergency Communication Plan

https://www.fema.gov/media-library-data/1440449346150-1ff18127345615d8b7e1effb4752b668/Family_Comm_Plan_508_20150820.pdf

Power Outage

Fact sheet: https://www.ready.gov/sites/default/files/2020-03/power-outage_information-sheet.pdf

Floods

<https://www.ready.gov/floods>

<https://www.epa.gov/sites/production/files/2014-07/documents/flood-resilience-checklist.pdf>

fact sheet: https://www.ready.gov/sites/default/files/2020-03/flood_information-sheet.pdf

Hazardous Material incidents

<https://www.ready.gov/hazardous-materials-incident>

Pets

<https://www.ready.gov/pets>

Planning for an outbreak like COVID-19

<https://www.cdc.gov/coronavirus/2019-ncov/faq.html#Preparing-for-an-Outbreak>