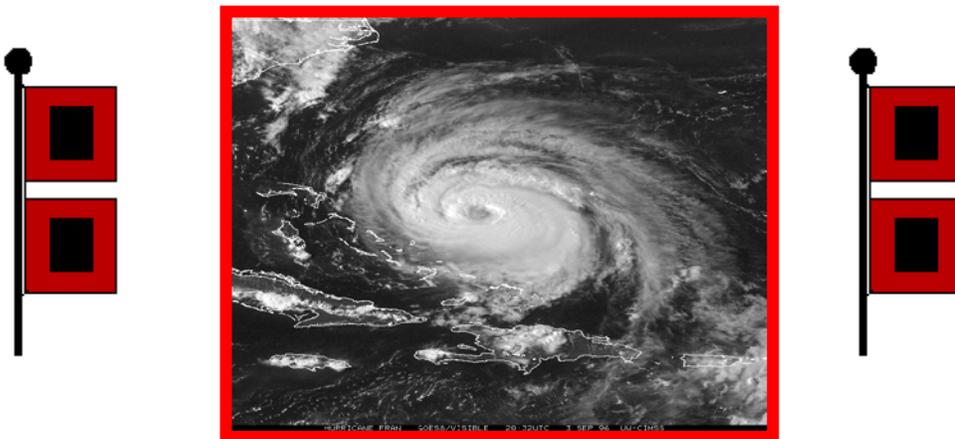




***City of Pompano Beach
Employee's Guide to:***

HURRICANE PREPAREDNESS



**EMPLOYEE HOTLINE:
(954) 545-7000**

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Forward

As residents of South Florida we enjoy some of the most beautiful weather in the world. We also, however, face the danger of some of the most destructive weather in the world- hurricanes. The hurricane season officially begins on June 1st and lasts until November 30th. Each year every community on the eastern seaboard, in the Caribbean, and around the Gulf of Mexico faces the threat of a major hurricane strike.

At the very least, an approaching hurricane can totally disrupt business and government. At worst a hurricane can destroy a community and its economy. Hurricanes and hurricane preparedness are serious business.

Communities have always looked immediately to their public employees both before and after a disaster as their primary source of assistance and support. As such, public employees are critical members of the community and bear a greater responsibility for hurricane awareness and preparation than any other group. This guide has been designed to be a resource for City of Pompano Beach employees toward that end.

While city administrators, department heads, and supervisors bear the overall responsibility for governmental disaster preparedness, each city employee must take responsibility for their own awareness and personal preparation. City employees are expected to be familiar with their department's hurricane plan and ask questions of their supervisors when in doubt.

Adequate hurricane preparedness only has a chance when a partnership exists between the community and its public employees. Employees are greatly encouraged to present their ideas and suggestions for improved preparedness at any time.



Harry Small, Fire Chief

About Hurricanes

Hurricanes are powerful storms that form at sea with wind speeds of 74 mph or greater. Hurricanes are tracked by satellites from the moment they begin to form, so there is usually a warning 3-4 days before a storm strikes. A hurricane covers a circular area between 200 and 480 miles in diameter. In the storm, strong winds and rain surround a central, calm "eye," which is about 15 miles across. Winds in a hurricane can sometimes reach 200 miles per hour. However, the greatest damage to life and property is not from the wind, but from tidal surges and flash flooding.

Because of the destructive power of a hurricane, you should never ignore an evacuation order. In 2005, many victims of Hurricane Katrina who ignored evacuation orders lost their lives or found themselves in terrible situations.

Hurricanes and Your Health and Safety

It's important to point out that most of the deaths and injuries that occur as a result of hurricanes happen in the immediate hours after the storm has passed. Many of the injuries received during a hurricane include cuts caused by flying glass or other debris. In the aftermath, injuries include puncture wounds resulting from exposed nails, metal, or glass, and bone fractures. The leading cause of death during hurricanes, however, continues to be drowning. Drowning usually occurs as a result of people's ignorance of storm surge and inland flooding. Drowning is easily avoided by evacuating areas that are in the storm surge path or that have history of flooding.

The Eight Steps of Hurricane Preparation

Step 1) Respect Nature

Hurricanes are dangerous. Hurricanes and typhoons kill thousands of people every year worldwide and cause billions of dollars in property damage. Don't underestimate these powerful storms. Having a healthy respect for nature's storms is the first step in preparation.

Step 2) Decide Whether to Go or Stay

You must first decide if you will evacuate your home or stay and ride out the storm. Such a decision should be a family decision and must include the consideration of such factors as:

- a. Are you in a surge or flood zone?
- b. Is your home structurally capable of withstanding hurricane force winds?
- c. Do the openings in your home such as the windows, sliding glass doors, and jalousie doors have shutters to keep the powerful wind and rain out?
- d. Do any of your family members have special medical needs that will require assistance you cannot provide?
- e. Is your home capable of providing a "livable" environment after the storm when all utilities are lost?

Step 3) Make a Personal Plan

Whether you decide to evacuate or stay in your home, you must get your family together and formulate some kind of plan. There just simply will not be time to think of everything when a storm gets close. You will be surprised at the number of issues that need to be discussed once you sit down and start listing them.

If you are going to evacuate:

- Where will you go?
- Will you be using a local shelter?
- Will you be using the employee family shelter?
- Where is the shelter located?
- What route will you drive to get there?
- How long will it take you to pick up everyone?
- What will you need to bring with you?
- How will you care for your pets?
- What property security will need to be done?
- Will you need to notify other family members where you will be?

If you are going to stay:

- Do you have shutters for all windows and openings?
- How long will it take you to put up shutters or boards?
- Is rising water an issue in your home?
- How will you cope with any family member with special medical needs?
- What special supplies and food will you need to have on hand?
- Do you want to have any special equipment available for after the storm?
- Do you have a safe place for important documents?
- Should you notify any out-of-area relatives that you are staying?
- Are you prepared to live without utilities and normal services for as long as two weeks after a storm?

Step 4) Prepare Your Property in Advance

The time to begin acquiring shutters and protection for your home is now. All openings of your home need to have protection to keep the fierce winds and rain out of the building. Experience has clearly shown us that a home that does not have protected openings is at grave risk for serious damage.

Trees need to be trimmed to minimize the damage that they may cause to your home or someone else's. Locate a protected spot to park your vehicles if you do not have a garage or carport. A good location might be on the leeward side of the house away from the main wind forces. Vehicles left out in the open are often overturned.

Identify loose items that are located outside, such as lawn furniture, grills, toys, lawn equipment, etc. that will need to be brought inside before a storm. These items often become deadly missiles when picked up by hurricane force winds.

Examine your home to see if hurricane straps and connectors were installed to roof trusses, rafters, and framing members. Homes that do not have such protective reinforcement are at risk to lose roofs and walls to strong hurricane winds.

Step 5) Stock at Least 14 Days of Supplies & Equipment

The experiences of Hurricanes Hugo and Andrew have taught us that we need to be prepared to live without our utilities and basic services for up to two weeks or more. Most of us are ill-prepared to do so. It may not be immediately obvious what you will need for such an adventure. A useful exercise may be to try to live for one day without your utilities and begin making a list of essential items that become evident. The following list should provide a start on this step:

Food (Canned, dry, non-perishables)	Generator
Baby formula	Lighting
Water (Bottled or home-filled <u>before</u> the storm. 7 gallons/person)	Camping Stove
Canned sodas	Lanterns
Disposable plates, cups, utensils	Fuel
Diapers	Fire Extinguisher
Plastic garbage bags	Cans, gas & oil
Medicines	Gloves & goggles
First Aid Supplies	Small tools
Bleach	Brooms & Mops
Pet food	Ladders
Bedding	Plywood/nails
Coolers	Rakes & shovels
Non-electric can opener	Chain saw
Ice	Duct and masking tape
Dry goods (tp & paper towels)	Rolls of plastic
Toiletries	Wheelbarrow
	Lightsticks (cyulome)

Flashlights
Batteries
Radio
Clothes detergent
Dish detergent
Tubs
Clothesline and pins
Clean clothes
Playing cards, toys

Battery operated clock
Butane lighters
Axes, hatchets, pruners
Rope
Pails & buckets
Cleaning supplies
Mosquito repellent
Ice cube trays

It is also important to remember to fuel all vehicles before the storm hits. Additionally, try to get to the ATM or bank and secure cash since banks will be closed for some time after a severe hurricane. Finally, maintain a photo I.D. that also shows your home address. This may become important when requesting re-entry into your neighborhood from National Guard members or police.

Step 6) Rehearse Your Plan

It doesn't do you or your family much good to have a plan that no one can remember. When a major hurricane approaches things need to happen fast. There are usually too many tasks to be done by one person. Most people will be required to remain at their workplace for at least some of the time prior to the storm making landfall. The only real way to ensure that everything gets done is to assign everyone in your family a list of preparation activities. Allot an adequate amount of time if you have no one to help.

It may be very helpful to actually put up your shutters in an upcoming weekend and determine how long the process really takes. For those who will be evacuating, actually practice the drive to the shelter, including the stops along the way to pick up family members or friends. This time may be extended by hours when the real thing comes along, so be sure to add plenty of lead-time. During Hurricane Andrew many people found that the drive to a shelter went from 15 minutes to 4 hours with the massive traffic.

Step 7) Watch Weather Reports Closely

Hurricanes typically move at a forward speed of 8 to 25 mph. While this seems quite slow, such movement can advance an approaching storm up to 200 miles during the course of a normal work-day. As a hurricane moves closer to our area begin monitoring the weather reports every hour. Don't get caught by surprise by not taking advantage of the extensive media coverage that we are so fortunate to have today.

Step 8) Take Action

A growing concern to hurricane forecasters and public hurricane preparedness officials is the problem of the public refusing to take action until a definite hurricane warning is issued. Don't cut it too close. We have had numerous storms move quite close to our area and hover off the coast. Such storms have even been within 1 day of landfall if their direction changed. This does not allow adequate preparation or evacuation time. We are all responsible for our own safety. Good judgment and early action are the responsibility of everyone.

When the time comes to take action do so without hesitation. There is never enough time to get ready for nature's fiercest weather. Give yourself and your family a head start- it's worth it!

*“Remember that Noah began building the Ark
before it started raining”*

Considerations for City Employees

- 1. What is your department's hurricane plan and how do you fit in?**
- 2. Will you be asked to stay at work during the hurricane?**
- 3. If you are required to stay, when will you be allowed to return home?**
- 4. If you are at home, when should you report in?**
- 5. What personal equipment or supplies do you need to bring in with you?**
- 6. Is your workplace secure from storm damage? How will you secure your workplace, vehicles, equipment, records, etc.?**
- 7. Will you have any special responsibilities during a hurricane?**
- 8. What skills or talents outside of your normal job role can you bring into assistance after a hurricane?**
- 9. Will your family be able to cope with the storm aftermath in your absence?**
- 10. Have you made a list of things you'll need if you are required to remain at work during the storm? Do you have them ready to go at a moment's notice?**
- 11. Do you have any recommendations for hurricane preparedness for your department?**

Glossary of Weather Terms

Storm Advisories

An official announcement issued by the National Hurricane Center (NHC) that identifies a hurricane's position, speed, and intensity. Advisories are issued daily at 5 AM, 11 AM, 5 PM, and 11 PM when a hurricane or tropical storm is active on the eastern seaboard. Special advisories are issued at 2 hour intervals as a storm nears the coastline.

E.O.C.:

Emergency Operations Center. The local E.O.C. is the temporary city seat of government for directing municipal operations during and after a disaster situation. This center usually houses the City Manager and the city's disaster team. All major decision-making is made from this location. The current location of the Pompano Beach E.O.C. is the second floor of the new Water Treatment Plant on NE 5th Avenue.

The county E.O.C. is the regional center for Broward County and is located in Plantation. Representatives from all cities and the County, as well as a host of other officials, operate from this command post. All evacuation orders for the county originate from this command center.

Hurricane:

A fully-developed tropical cyclone registering sustained winds of 74 mph or more. Storms are rated in intensity on the Saffir-Simpson Hurricane Scale. These large storms can be up to 500 miles wide in size and usually are accompanied by dangerous "storm surge."

Hurricane Categories:

Saffir/Simpson Hurricane Category Scale			
Category	Winds	Storm Surge	Damage
1	74-95 mph	4 to 5' above norm	Minimal
2	96-110	6 to 8'	Moderate
3	111-130	9 to 12'	Extensive
4	131-155	13 to 18'	Extreme
5	155+	18+	Catastrophic

Hurricane Plan (All City Departments):

A city department's plan for action when a hurricane is approaching. Each department of the city is charged with having a hurricane plan which clearly directs employees in their responsibilities and duties for the periods of before, during, and after a major storm.

Hurricane Probability Projections:

Short and long-range estimates, given by the National Hurricane Center in Miami, which show the probability (in percentages) that the center of a hurricane will pass within 65 nautical miles of a specified location within the next 72 hours. These projections are produced by computer-simulated models and serve only as guideposts to hurricane planners. These projections are not exact and are usually given along with expected error rates.

Hurricane Watch: (updated)

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are possible within the specified area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane watch is issued **48 hours in advance of the anticipated onset of tropical-storm-force winds.**

Hurricane Warning: (updated)

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are expected somewhere within the specified area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane warning is issued **36 hours in advance of the anticipated onset of tropical-storm-force winds.**

National Hurricane Center (NHC):

Located in Miami, the NHC is one of three national weather centers operated by the National Weather Service (NWS). The NWS has national and international forecast responsibilities for the North Atlantic and Gulf of Mexico. The Center's formal name is now The Tropical Prediction Center.

Personal Readiness Plan:

A city employee's personal hurricane preparedness plan for home and family that is to be initiated upon the issuance of a Hurricane Watch or earlier depending on the severity of the approaching storm.

Recall:

A mandatory order, issued by a department head, directing city personnel to return to work.

Shelters:

Primary pre-arranged locations for the general public who must evacuate dangerous areas. These facilities are operated by Broward County officials and the American Red Cross. Shelters rarely provide anything other than safe housing. Food, water, bedding, and other personal requirements are the responsibility of the people seeking safety. Pets and animals are prohibited in most refuges. The primary Red Cross Hurricane Shelter in Pompano Beach is:

- **Pompano Beach Institute for International Studies High - 600 NE 13th Avenue**

Employee Family Shelters:

Employee family shelters are typically provided each hurricane season. At the beginning of the hurricane season the designated employee family shelter for the year will be announced. These shelter locations may vary from year to year depending on the amount of safety and service the shelter provides. Employee family shelters are established for those employees' families that must work through the storm or for employees and their families who do not feel safe in their homes. The shelter usually opens as soon as evacuation orders are announced by Broward County and the other primary shelters open.

Storm Surge:

Storm surge is a large dome of seawater, up to 50 miles across, that sweeps across the coastline covering the land with up to 25 feet of water. The ocean level rises as a hurricane approaches, peaking where the hurricane eye strikes land, and gradually going down after the storm passes. Drowning due to storm surge is the leading cause of death during hurricanes.