

**EMERGENCY
OPERATIONS PLAN
FOR
SKIDAWAY ISLAND**

Updated June 2021

EMERGENCY OPERATION PLAN FOR SKIDAWAY ISLAND 2021

TABLE OF CONTENTS

	Page
I. Purpose	4
II. Background.....	4
III. Priorities.....	4
IV. Assumptions.....	4
V. Implementation	4
VI. Emergency Action Team	4
VII. Plan Organization.....	5
VIII. Communications	5
IX. Definitions.....	7
X. Warning Sirens.....	7
Annex A. Violent Storms	10
Annex B. Hurricane.....	12
Annex B-1 Task Matrix.....	19
Annex B-2 Load & Relocation List.....	22
Annex B-6 Post Disaster Resources & Vendors	36
Annex C. Bridge Disruption	39
Annex C-1 Skidaway Island Ferryboat Shuttle Service	42
Annex C-2 Skidaway Island Temporary Bridging.....	43
Annex D. Pandemic.....	44
Annex E. Active Assailant.....	46
Annex F Other Emergency Events	47

APPENDICES

	Page
Appendix 1 Skidaway Transportation Assets.....	49
Appendix 2 Skidaway Facility Assets and Points of Distribution.....	50
Appendix 3 Food and Water General Guidelines.....	51

I. PURPOSE

The purpose of the Emergency Operation Plan for Skidaway Island is to provide a plan of action and guidelines for residents and entities of Skidaway Island in responding to emergency situations, ranging from natural disaster, to disease, to man-made events.

As of March 2020, special considerations must be made during the planning and implementation phases of this plan due to COVID19. Such considerations include, but are not limited to, ordering and retaining a sufficient quantities of Personal Protective Equipment (PPE), verifying changes in staffs' plans, evacuation & re-entry procedures, etc. It is unclear the impact COVID19 may or may not have throughout the 2020/2021 Hurricane Season, and staff will adhere to CDC and local health department guidelines as new variations of the virus emerge.

II. BACKGROUND

A Skidaway Island Emergency Response Planning Committee was formed in 2008 to supplement already existing emergency plans, from such sources as Chatham Emergency Management Agency (CEMA), and to address issues specific to The Landings. This plan addresses violent storms, hurricanes, a bridge disruption, pandemic, and other emergency events that might strike the Skidaway Island community. Events are arranged in order from most likely to least likely, in the Committee's estimation.

III. PRIORITIES

- A. Our first priority is to protect human life.
- B. Second, we seek to prevent or minimize personal injury and to provide medical and treatment of injuries as appropriate.
- C. Our third priority is to reduce the exposure of property to damage.
- D. Our fourth priority is to minimize damage to property that cannot be relocated.
- E. Finally, we seek to restore normal operations as quickly as possible.

IV. ASSUMPTIONS

This plan is based on specific assumptions:

- A. Preparedness planning, warning, response, protection, and relief are general responsibilities of the three levels of government -- Local, State, and Federal.
- B. Local governments and emergency response agencies may not be able to provide for all the immediate needs of the community, especially when time is critical.
- C. Residents and others at risk will take responsibility for personal preparedness for themselves, their property, and any protective actions as advised by competent authority. This does not assume 100% participation and that compliance will occur.

V. IMPLEMENTATION

This plan provides the framework for individual units and entities (including families) to prepare their task list and survival plan. Each unit is encouraged to brief all members on the contents of this plan. The need for personal contingency planning is an individual responsibility and cannot be overemphasized.

Managers or their representatives from each of the entities listed in Annex B-4 will form an Emergency Action Team (EAT). This team will meet virtually through Cisco WebEx or similar video conferencing service. If a physical location is needed for the Emergency Operations Center (EOC), Chatham Emergency Services (CES) will establish an EOC at Chatham Fire Station #5 on McWhorter Drive, with Fire Station #9 on Green Island Road as the backup and medical station.

This team will be convened by the Security Director of the Landings Association, who will lead the discussion and decision-making process. A succession of the Chatham Fire Chief and the Assistant Fire Chief will round out the Chain of Command. That group, along with the Skidaway Island State Park Manager, will then act as the liaisons to outside agencies, such as CEMA.

VI. EMERGENCY ACTION TEAM (EAT)

The Emergency Action Team shall consist of a representative(s) of all entities on Skidaway Island. These entities are the following, and representatives are listed in Annex B-4

- A. The Landings Association (TLA)
- B. The Landings Club (TLC)
- C. The Landings Company (TLCo)
- D. Chatham Emergency Services (CES)
- E. Skidaway Island First Responders (SIFR)
- F. BrightView
- G. Utilities Incorporated
- H. Skidaway Island State Park
- I. Skidaway Institute of Oceanography
- J. The Marshes of Skidaway Island
- K. Thrive on Skidaway
- L. South Harbor
- M. Modena
- N. Green Island Road Property Owners
- O. The Village
- P. Churches and Social Groups; including Neighbors Helping Neighbors
- Q. Comcast/Xfinity

As part of this emergency plan, we will negotiate mutual aid agreements with the above organizations. Other organizations, such as the island’s churches, may participate as appropriate to their situation and capability. The Emergency Action Team Roster is contained in Annex B-4.

VII. PLAN ORGANIZATION

This plan is organized into five annexes, with each addressing specific events or threats and providing response guidance.

VIII. COMMUNICATIONS

A. Telephone

Communications during emergency periods may be limited. Under ordinary circumstances, the telephone system is the most convenient means readily available to all. The Chatham County Police Department has access to an auto dialer system that can be used to call rapidly only those numbers in an affected area. Also, listed below are commonly used phone numbers. Other numbers and Internet sources may provide status reports and return-to-work information.

Aquarium (UGA).....	598-3474
AT&T	611
Candler Hospital.....	819-6000
Comcast/Xfinity	800-934-6489
Chatham County Animal Control.....	652-6575
Chatham County Police Department.....	911/652-6920
Chatham County Public Health (Eisenhower)	356-2441
Chatham County Public Works	652-6840
Chatham Emergency Management Agency (CEMA).....	201-4500
Chatham Emergency Services	355-6688
Georgia Emergency Management Agency (GEMA).....	800-436-7442
Georgia Power	888-981-0938
Landings Association.....	598-2520
Landings Club.....	598-8050
Landings Company.....	598-0500

Landings Marinas.....	598-1901
Memorial Health Medical Center.....	350-8000
National Hurricane Center.....	800-410-6622
Skidaway Institute of Oceanography.....	598-2400
Skidaway Island State Park	598-2300
St. Joseph's Hospital.....	819-4100
U.S. Coast Guard.....	652-4646
Utilities Inc.....	598-0736

B. Electronic Communications

The Landings Association operates a two-way radio network, used primarily for maintenance and security operations. This network consists of 12 portable radios, one base station, and one repeater/translator. A back-up system to support radio operation is available in the event of either a repeater or a power failure. Only selected portable units can use the backup or “talk around” network. Also, the Association has one 800MHz radio that can communicate with emergency response groups such as Chatham Emergency Management Agency (CEMA). First Responder volunteers have pagers that can be activated in case of emergency. Finally, Landings Security and Chatham Fire vehicles have Public Address systems that can be used.

C. Internet/Email

A link is located on The Landings Association homepage (www.landings.org) under “Emergencies” which provides useful information and other links regarding evacuation information. If an evacuation is necessary, the Association’s Communications Department will post status notices on the website which will be updated as necessary with information pertinent to owners and staff throughout the storm/disaster period. The Association’s Assistant General Manager coordinates answers to e-mail as necessary. Additionally, the Association maintains a list of e-mail addresses for most residents and can send e-mail bulletins rapidly. Messages also can go to the following e-mail lists: Landings boaters, Landings Club members, Landlovers, Skidaway Community Institute (SCI), a Skidaway Island contact list, and the emergency responder’s on-island contact list.

D. Smart911

Smart911 is part of the Rave Alert system which are robust and powerful emergency notification systems which enable designated TLA staff to send text messages, emails, and pre-recorded telephone messages to thousands of residents simultaneously within seconds. Swift911 is an opt-in cloud-based mass notification program for Skidaway Island Residents. TLA staff provide instructions on how to opt-in to the various alerts, which include security, utility, traffic, general and emergency alerts, several times each year and at the beginning of the hurricane season (June 1). Swift911 is a powerful tool and heavily used by TLA staff during emergencies and when the community as a whole or large portion need to be notified of a situation or incident.

E. Local Television Stations

- Channel 3 WSAV (NBC)
- Channel 9 WVAN Georgia Public Broadcasting
- Channel 11 WTOG (CBS)
- Channel 22 WJCL (ABC)
- Channel 28 WTGS (FOX)

F. Radio Stations

Radio Stations (FM)

KAWZ	89.1
WSVH	91.1
WEAS	93.1
WQBT	94.1
WIX	95.5
WAEV	97.3
WGCO	98.3
WYKZ	98.7
WZAT	102.1
WGCO	103.1
WTYB	103.9
WLHH	104.9
WRHQ	105.3
WFXH	106.1
WUBB	106.9
WXYX	107.9

Radio Stations (AM)

WBMQ	630
WHHW	1130
WSOK	1230
WSEG	1400
WTKS	1290

Peach State Radio (Public Broadcasting)

Albany	91.7
Athens	91.7
Augusta	90.7
Brunswick	88.9
Carrollton	90.7
Columbus	88.1
Demorest	88.3
Dahlonega	89.5
Fort Gaines	90.9
Macon	89.7
Savannah	91.1

IX. DEFINITIONS

- A. Small-Craft Advisory:** Sustained (exceeding 2 hours) weather and/or sea conditions either present or forecast, that are potentially hazardous to small boats. Hazardous conditions may include winds 20-38 mph (18-33 knots) and/or dangerous wave conditions.
- B. Gale Warning:** Winds of 39-54 mph (34-47 knots) are expected.
- C. Storm Warning:** Winds of 55-73 mph (48-63 knots) are expected.
- D. Tropical Disturbance:** A moving area of thunderstorms in the tropics.
- E. Tropical Depression:** An area of low pressure, with a counterclockwise circulation of clouds and winds up to 38 mph.
- F. Tropical Storm:** Counterclockwise circulation of clouds and winds from 39-73 mph. The storm is assigned a name.
- G. Hurricane:** When a tropical storm reaches winds of 74 mph or more, it is classified as a hurricane.
- H. Advisory:** A method for disseminating hurricane and storm data to the public every six hours. Small craft warnings are released as necessary.
- I. Special Advisory:** Warning given anytime there is a significant change in weather conditions or change in warnings.
- J. Intermediate Advisory:** A method of updating regular advisory information every two to three hours as necessary.
- K. Hurricane Watch:** Hurricane conditions may threaten your area within 36 hours.
- L. Hurricane Warning:** A hurricane is expected to strike your area within 24 hours or less.
- M. Tornado Watch:** Tornadoes and severe thunderstorms are possible in your area.
- N. Tornado Warning:** Tornado detected in your area, TAKE SHELTER IMMEDIATELY.
- O. Storm Surge:** The strong winds associated with hurricanes and tropical storms cause the sea level to rise above normal tidal heights, with giant wind-driven waves and strong, unpredictable currents, sometimes covering 50 miles.
- P. Severe Thunderstorm:** Winds more than 57 mph or hail 3/4 inch or more in diameter.
- Q. Severe Thunderstorm Watch:** Severe thunderstorms are possible.
- R. Severe Thunderstorm Warning:** Severe thunderstorms have been sighted or indicated by radar.

X. WARNING SIRENS

CEMA has installed outdoor warning sirens near your home or business. These sirens are meant to provide a warning for people engaged in outdoor activities in the event of a tornado warning or other natural or manmade disaster that requires immediate public attention. The sirens will be activated and tested on the first Wednesday of every month at noon. In the event of inclement weather on the first Wednesday of the month, the test will be canceled.

High Steady Wail for Three Minutes = Tornado Warning: A tornado has been spotted on the ground in Chatham County or on radar by the National Weather Service (NWS).

A high/low sound for three minutes indicates some type of emergency has occurred or is about to occur that demands immediate attention such as flash floods or hazardous materials incident.

ANNEX A VIOLENT STORMS

Introduction

This annex describes violent storms that might impact Skidaway Island.

Tornado

- A. Tornadoes are frequently associated with hurricanes.
- B. Tornadoes may occur anywhere, at any time of the year, day or night. Frequency of occurrence is greatest from March through September, between the hours of 3 p.m. and 7 p.m.
- C. A tornado is a violently rotating column of air pendant from a thundercloud, usually recognized as funnel-shaped vortex accompanied by a loud roar. Wind speed varies from about 50 to over 300 mph within the funnel.
- D. Tornadoes usually move from southwest to northeast at a ground speed of 25 to 40 mph. (Ground speeds of over 65 mph have been recorded.)
- E. Tornado paths average four miles in length but may reach 300 miles. Path widths average 300-400 yards but may exceed one mile.
- F. Waterspouts are tornadoes located over water.
- G. Seek cover by sheltered location, basement, inside/interior room (no windows) or in a ditch or covered culvert until the storm passes.
- H. Be alert for flying debris.

Earthquake

An earthquake is a sudden shaking of the earth caused by the breaking and shifting of rock beneath the earth's surface. Earthquakes can cause buildings and bridges to collapse, downed telephone and power lines and can produce fires and explosions.

- A. During an earthquake, you should:
 - 1. If indoors – Take cover under a sturdy table or desk or against an inside wall and hold on. Stay away from windows, glass, outside walls, and anything that could fall, such as lighting fixtures and furniture.
 - 2. If in a public place – Do not rush the doorway. Take cover and move away from display shelves.
 - 3. If in a vehicle – Stop as quickly and safely as you can. Avoid stopping near or under buildings, trees, overpasses, or utility wires. Beware of road and bridge damage.
- B. Following an earthquake, you should:
 - 1. Listen to news reports and warning information.
 - 2. Stay off the streets.
 - 3. Stay away from damaged areas unless your assistance has been specifically requested.
 - 4. Stay away from beach areas, as earthquakes often generate dangerous waves.

Flood

Flooding is often associated with a hurricane. Preparations for a flood are similar to those you would take in preparation for the arrival of a hurricane.

- A. In the event of flooding, you should:
 - 1. Stay away from floodwaters as they may be contaminated. Do not walk through moving water. If you must, use a stick to check the firmness of the ground in front of you.
 - 2. Do not drive into flooded areas.
- B. After the flood, you should:
 - 1. Avoid moving water. Be aware that areas where flood areas have receded may have left weakened roads and bridges.
 - 2. Stay away from downed power lines; report them to the power company and TLA Security.
 - 3. Continue to monitor safety advisories.
 - 4. Wash hands frequently. Dispose of food that has come in contact with floodwaters.

Lightning

- A. When a thunderstorm threatens, get inside a home, a large building, or an all-metal (not convertible) automobile. Do not use the telephone except for emergencies.
- B. If you are caught outside, do not stand underneath a tall, isolated tree, telephone or light pole. Avoid projecting above the surrounding landscape. For example, don't stand on a hilltop. In a forest, seek shelter in a low area under a thick growth of small trees. In open areas, go to a low place, such as a ravine or valley.
- C. Get off or away from open water, tractors, and other metal golf, lawn maintenance and heavy, metal equipment or small metal vehicles, such as motorcycles, bicycles, golf carts, etc. Put down golf clubs and take off golf shoes (if equipped with metal spikes). Stay away from wire fences, clotheslines, metal pipes, and rails. If you are in a group in the open, spread out, keeping people several yards apart.
- D. The Landings Club has installed a lightning prediction system (ThorGuard) that will sound a steady 15-second siren when lightning is predicted in the area. If you hear the siren, you must seek shelter. The "all clear" signal is three five-second blasts of the siren. The sirens do not cover the entire community and may not always function as described above.
- E. Remember, lightning may strike several miles from the parent cloud. Precautions should be taken even though the thunderstorm is not directly overhead. If you are caught in a level field or open area far from shelter and if you feel your hair stand on end, lightning may be about to strike you. Drop to your knees and bend forward, putting your hands on your knees. Do NOT lie flat on the ground.

ANNEX B **HURRICANE**

Introduction

A hurricane poses a potential threat to Skidaway Island. The actions/decisions listed in this plan are based upon the hurricane operating conditions (OPCONS) as defined in the Chatham County Emergency Operation Plan. This plan provides a comprehensive listing of those actions/decisions considered necessary to prepare for the destructive impact of a hurricane.

- A. The hurricane season is June 1 through November 30.
- B. Knowledge of procedures and preparatory planning is essential to minimize the losses that can result during hazardous weather.
- C. Tornadoes and lightning typically occur in the summer months and can cause considerable damage. These phenomena develop quickly with little or no warning.
- D. Local government and the Director of CEMA are responsible for maintaining the emergency communication and warning system within Chatham County.
- E. The County Commission chairperson and other appropriate elected officials coordinate the general release of public information.
- F. The decision to order an evacuation (mandatory or voluntary) from a stricken or threatened area is made by the elected/appointed officials of the County and municipalities in coordination with CEMA.
- G. The National Oceanographic and Atmospheric Administration and the NWS broadcast continuous weather information 24 hours daily. These broadcasts can be heard on the "Weather Band" of multi-band radio or special radios marketed as "Weather Receivers." Local television and radio stations provide status reports concerning conditions in our area. CEMA provides an e-mail alert on the Internet system to subscribers who register on the CEMA home page (www.chathamemergency.org)

Hurricane Characteristics

- A. A hurricane is technically classed as a storm of tropical origin with cyclonic wind circulation of 74 mph or greater. Rotation in the Northern Hemisphere is counterclockwise.
- B. Hurricane winds within the storm rotate about a calm center (known as the eye) of low atmospheric pressure. The eye averages 14 miles in diameter.
- C. Hurricane-force winds usually extend outward from the eye about 25-100 miles. The area of strong (gale force, 32 mph) winds may reach 500 miles in diameter.
- D. The early movement of a hurricane is usually westward, gradually curving to the northwest and north. Hurricanes originating in the Caribbean Sea and the Gulf of Mexico frequently curve around to the northeast as do Atlantic bred storms in the higher latitudes.
- E. Hurricanes' forward movement usually varies from 5 to 20 mph on westerly tracks. Ground speed normally increases as the track turns to the north or northeast. Ground speeds of 15-35 mph are not uncommon in the coastal area.
- F. Most hurricanes occur during the hurricane season extending from June through November. Hurricanes overall have an average life span of nine days, with a high averaging 12 days during August. Action along the coast may be composed of a combination of tide, storm surge, hurricane wave, and wind-driven waves.
- G. Abnormal high tides may cause an additional three to four feet above normal.
- H. Storm surge may cause an additional three to 18+ feet of rise in water level.
- I. Hurricane waves (rare) may add several more feet to the total rise in water level.
- J. Wind-driven waves, superimposed on the tide or storm surge, have very great erosive power and destructive impact on sea walls and other structures.
- K. Rainfall associated with a hurricane may easily average three to six inches. Greater rainfall may occur, depending on the intensity and ground speed of the system. The severity of flooding will depend on the total rainfall received, duration, topography, and degree of saturation.

Saffir/Simpson Hurricane Scale

This scale indicates the relative strength of a hurricane.

Category	Winds (MPH)	Surge (Feet)
1	74-95	4-11
2	96-110	11-17
3	111-129	17-21.5
4	130-155	21.5-26
5	157+	26+-30.5+

Hurricane Operating Conditions

Hurricane preparation and warnings are divided into five readiness conditions.

- **OPCON 5 – Normal Operations (Preparedness Phase)**

OPCON 5 is the routine operating level of the CEMA EOC during a hurricane season (June 1- November 30) when there is no direct threat from a tropical cyclone. Typical actions include reviewing and updating operational plans, developing Standard Operating Procedures (SOPs), and conducting training, exercises, public outreach, and education. Regular monitoring of the Atlantic Basin is conducted for tropical systems that may threaten coastal Georgia. When a threat is identified, Emergency Management partners work collectively to accomplish responsibilities identified in the CEMA Emergency Operations Plan.

- **OPCON 4 – Monitoring and Potential Impact within 120 Hours (Limited EOC Activation; Minimal Staff)**

OPCON 4 is an advanced state of readiness qualified by the possible impact of a tropical cyclone within five days or 120 hours as represented graphically by the National Hurricane Center (NHC) forecast track error cone.

This condition is initiated when Chatham County is threatened by direct or indirect effects of a tropical cyclone. Indirect threats typically involve the influx of evacuees from a threatened state while direct threats refer to the arrival of tropical cyclone-related hazards such as storm surge, wind, tornadoes, and torrential rain. During OPCON 4, the virtual EOC will be limited activation with minimal staff; threat information will be disseminated to disaster partners and regional conference calls will be held with EMAs in threatened areas and/or neighboring states. Preparedness efforts will be coordinated with GEMA, NHC, NWS, and other local EMAs.

- **OPCON 3 – Watch/Warning – Potential Impact within 72 Hours (Partial EOC Activation; Relevant Staff)**

OPCON 3 is the significant elevation of the threat posed by a tropical cyclone. During this condition, tropical cyclone-related hazards such as tropical-storm-force winds of 39 mph are forecasted to directly impact Chatham within 72 hours. During OPCON 3, the EOC will be partially activated with relevant staffing. The Landings Association has a position within Chatham County's EOC, and the designated TLA representative will respond as directed by CEMA's Director.

- **OPCON 2 – Evacuation – Potential Impact within 48 Hours (Full EOC Activation)**

OPCON 2 is the operational level where multilateral protective actions are initiated. During this condition, actions are taken to support both inter- and intra-state evacuations and in preparation of the direct impact from a tropical cyclone. During OPCON 2, the EOC will be fully activated with necessary staffing; coordination of information from ESFs and to the EOC will be accomplished through each Primary Agency.

- **OPCON 1 – Threat – Potential Impact with 24 Hours**

OPCON 1 is the most elevated level of operational preparedness. During this condition, protective action is taken in anticipation of the direct impact from a tropical cyclone.

Concept of Operations

The predicted arrival of a hurricane is the signal to initiate planned activities based on each entity's unique timeline.

- A. The Landings Association's Security Director will activate the EAT once CEMA declares Hurricane OPGON 4. Routine communications of the EAT will be through Swift911 and video conferencing.
- B. The initial EOC will be a virtual EOC through MS Teams or similar video conferencing service. All entities should report evacuation status to the EOC until the evacuation is complete or the storm or emergency has passed. As warranted, if a physical location is needed for the EOC, CES will establish an EOC at Fire Station 5 on McWhorter Drive.
- C. Once the storm or threat of a storm or emergency has passed, employees must contact their supervisor or the post-hurricane employee hotline for return to work instructions. The post-hurricane employee hotline will be determined and communicated in OPGON 2. Alerts will also be sent via Swift911 to all employees. In the event the storm strikes Chatham County, employees should monitor various media sources for information and gather at the designated location for information and possible work assignment. The Security Director for The Landings Association is responsible for keeping this plan current and coordinating with on-island entities and off-island agencies as necessary as well as coordinating all Landings Association emergency responses.

Landings Community Impact Actions/Decisions

The following chart summarizes actions and assigns responsibilities based on a timeline (TLA = The Landings Association; TLC = The Landings Club; PW = The Landings Association's Public Works Department; Marinas = The Landings Association's Marina; UIG = Utilities, Inc. of GA; CES = Chatham Emergency Services)

Pre-planned Communications Releases

- Pre-Storm (OPGON 3)
Swift911/Internet:
"Tropical Storm/Hurricane _____ may pose a threat to The Landings within 48-72 hours. Review your personal evacuation plan now. Tune to area radio and television stations for official information from Chatham County officials."
- Evacuation - General
Swift911/Internet:
"A General Evacuation of The Landings is being recommended by local or state officials. Secure your home. Travel with care and follow advised routes. Tune to area radio and television stations for official updates and information on when to return."
- Evacuation - Mandatory
Swift911/Internet:
"A Mandatory Evacuation order of The Landings has been issued by local or state officials. Secure your home. Travel with care and follow advised routes. Tune to area radio and television stations for official updates and information on when to return."
- Return
Swift911/Internet:
"The mandatory/general evacuation order of The Landings has been lifted by local or state officials. However, residents could experience significant delays due to downed power lines, tree limbs, and other debris. Residents may also encounter interruptions in electrical power, and water and phone service."

Personal Preparation Actions

This is a list of actions that should be taken by individuals for their own convenience and safety. This list is not all-inclusive, but rather a general guideline for your use.

- A. Advance precautions in and around your home:
 1. Trim dead wood from trees. Determine where to store pool/patio furniture and exterior decorative items. **OPGON 5**
 2. Secure loose rain gutters and downspouts. **OPGON 5**
 3. If shutters do not protect windows, stock plywood or pressboard, nails and masking tape, which can

- be used to protect windows. **OPCON 5**
4. Take an inventory of your personal property for insurance purposes and store the inventory in a waterproof place. Consider a safe deposit box at your bank. **OPCON 5**
 5. Review insurance policies and take advantage of flood insurance, making sure that you are covered for both wind and water damage. **OPCON 5**
 6. Keep the family car in good repair, carry emergency parts in the automobile, and keep the gas tank full. **OPCON 5**
 7. Assemble a hurricane survival kit and store it in a convenient location. Contents of a survival kit are listed at the end of this section. This same kit may also be your survival kit in the event of any other emergency, ranging from bridge failure to quarantine. Items in the kit should be refreshed annually. This kit should include food and water for at least two weeks per person. **OPCON 5**
 8. Prepare a Family Communication Plan. Your family may not be together when disaster strikes, so plan how you will contact one another and review what you will do in different situations. Your plan should include the following: **OPCON 5**
 - a. An out-of-town contact name, telephone number, and email address
 - b. The name, date of birth, social security number, and medical information of each family member
 - c. A listing of places you spend the most time (work, school, daycare, etc.). Include the address, telephone number, and evacuation locations (where specified).
 - d. A listing of doctors and insurance policies, with policy numbers and contact numbers
- B. Local authorities officially will advise by television, radio, and other media when specific areas should be evacuated, and which American Red Cross Shelters will be opened and staffed. You do not have to wait for the official announcement to leave. If your area is under a mandatory evacuation order, you should:
1. Act immediately, if possible. Do not get marooned.
 2. Store perishables - Take reasonable amounts of non-perishable food.
 3. Turn off appliances not needed or in service. Leave refrigerator on as long as possible.
 4. Lock your home.
 5. Travel with care, leave early and follow recommended routes. Stay away from low lying areas. Avoid obstructions, wires, and downed trees. Keep listening to the radio.
 6. Keep a portable radio, flashlight, and valuables with you.
 7. Pack medicines, baby foods, diapers, and personal hygiene needs and bring them with you.
 8. Bring bedding. None will be immediately available in the shelter.
 9. Bring a change of clothing for each person.
 10. Do not bring alcoholic beverages, pets, or firearms to a shelter. You will not be admitted.

Basic Emergency Survival Kit

The following items should be contained in your basic hurricane survival kit. This same kit can be used for survival in other emergencies.

- Water - one gallon of water per person per day for at least two weeks for drinking and sanitation
- Food - at least a two-week supply of nonperishable food
- Battery-powered or hand-crank radio and an NOAA Weather Radio with tone alert and spare batteries
- Plain Old Telephone System (POTS) Phone: Old-fashioned phone that plugs into the phone jack and does not need power to work, unlike cordless phones
- Flashlight with extra batteries
- First Aid Kit
- Whistle to signal for help
- Dust mask to help filter contaminated air and plastic sheeting and duct tape to shelter in place
- Moist towelettes, garbage bags, and plastic ties for personal sanitation
- Wrench and pliers to aid utility turn off
- Can opener for food
- Local maps
- Prescription medications and glasses

- Infant formula and diapers
- Pet food and extra water for your pet
- Family documents, insurance policies, identification, and bank account records in a waterproof container
- Cash or traveler's checks and change
- Emergency reference material - First Aid book, etc.
- Sleeping bag - one for each person
- Change of clothing including long sleeves, long pants, and sturdy shoes
- Household bleach (not scented, color safe, or with additives) and a medicine dropper. Use one part bleach to nine parts water to disinfect or 16-drops to the gallon of water.
- Fire extinguisher
- Matches in a waterproof container
- Feminine supplies and personal hygiene items
- Mess kits, paper cups, plates, towels, and plastic utensils
- Paper and pencil
- Books, games, and puzzles or other activities for children

Critical Work Force (CWF)

- A. A small team from each entity or department will make up the reentry team that will assess damages, triage recovery efforts. Members of this team will have Critical Workforce Re-Entry Permits issued by GEMA. The list of initial reentry members will be updated annually by the SECURITY DIRECTOR and included in this plan. Other employees should monitor media sources and communications by TLA via Swift911 and/or email and voice recordings for return to work instructions. Federal, state, and local authorities will be tasked with monitoring and allowing residents to return. Residents will be advised to monitor media sources, The Landings Association's website (www.landings.org), TLA's official Twitter account, TLA's Swift911 Alerts, and TLA emails for official announcements.
- B. Priorities upon reentry generally will be:
 1. Access to the area, clearing main roads
 2. Status of utilities (sewer, water, electric, and gas)
 3. Establish coordination center
 4. Debris removal
 5. Individual lot/home clean-up and debris removal
 6. Restore normal operating hours
 7. Insurance claims
- C. Debris removal may be limited by the availability of contractor resources, weather, fuel, and hours of daylight. A curfew may become necessary to keep uninvited persons off the island. Local law enforcement will be used to aid in the security of the area.
- D. The Critical Work Force will be designated as Phase-2A and Phase-2B. Phase-2A will return to work immediately upon CEMA's authorization for Phase 2 or above re-entry.
- E. Phase-2B re-entry personnel will primarily be comprised of Community Development staff members, and others designated by the General Manager or their designee. Phase-2B re-entry will be determined by Phase-2A triage efforts and ability for Phase-2B Critical Workforce members to return to work.
- F. It is impossible to provide in-depth detail for this phase until on-scene assessments can be made.
- G. All employees should monitor media sources to learn of return to work schedules. In the event, a storm strikes Chatham County, Landings Association employees should gather at the Walmart/Home Depot Parking lot at exit 104 off Interstate 95 for information and possible work assignment.
- H. Vehicle passes may be used to verify that the drivers of the vehicle are authorized to be in the area. CWF personnel will be allowed entry once an area has been cleared by search and rescue and utility survey crews.

Street Clearing Priority (Per Chatham County's Plan)

PRIORITY ONE

STREET/ROAD	FROM	TO
Diamond Causeway	Skidaway Island Bridge	Main ACF
Tidewater Way	Main ACF	Landings Way
Landings Way N	Tidewater Way	Wiley Bottom Rd.
Landings Way S	Tidewater Way	Delegal Rd.
Landings Way N	McWhorter Dr.	Water Well Nr 1
Delegal Rd.	Landings Way S	Water Well Nr 3
Landings Way N	McWhorter Dr.	Shellwind Dr.
Yam Gandy Rd.	Beginning	End
Westcross Rd.	Beginning	End
Shellwind Dr.	Beginning	End

PRIORITY TWO

Landings Way N	Wiley Bottom Rd.	Bartram Rd
Priest Landings	Beginning	End
Landings Way S	Delegal Rd.	Marina
Peregrine Crossing	Beginning	End
Franklin Creek Rd.	Beginning	End
Log Landings Rd.	Beginning	End
Dame Kathryn	Beginning	End
Wiley Bottom Rd.	Beginning	End
Tidewater	Landings Way	End
Little Comfort Rd.	Beginning	End
Romerly Rd.	Beginning	End
Bartram Rd.	Beginning	End
Mercer Rd.	Beginning	End
Middleton Rd.	Beginning	End
Saltwater Way and Court	Beginning	End

PRIORITY THREE

Secondary streets and Roads off major streets listed above.

Return and Reentry

Once the appropriate official issues the order to evacuate Skidaway Island, certain actions will be required to close the business operations and establish a coordination center for continuity. The plan is to reserve rooms in pre-designated areas. The designated areas will be determined by the General Manager, or a designated person, and determined by several various, which may include the storm's strength, projected path, etc. Designated areas may include local hurricane rated hotels, or hotles in Statesboro, Macon, Dublin or Atlanta, or other areas as deemed appropriate. TLA's Emergency Management Team (TLA-EMT) will evacuate to the designated site as agreed upon during OPCON 3. TLA-EMT will establish temporary operations at the designated site until the Savannah area is cleared and ready to accept returnees. In the event the general "all clear" is given for Savannah, but Skidaway Island remains under an evacuation order or Phase 2 reentry, Emergency Management Team will relocate to the Savannah area as warranted.

Contact Point and Operations

Landings Association employees returning to the Savannah area from their evacuation location should monitor their email and text messages as status reports and work information will be sent via Swift911 Alerts and/or text message. The CWF will be the first to reenter once the utility and public safety crews have cleared the area. Next, the CWF

Phase 2A members will survey the area to determine needs and priorities for clean-up. Once Skidaway Island is open, and debris clearing and clean-up operations begin, residents will be allowed to reoccupy their homes. Since Skidaway Island is on the extreme eastern end of Chatham County and debris could be blocking access to the island, it might take a long time before Skidaway Island is cleared for return. It is important that utility systems and fire protection return to operating status early in this stage of recovery.

Other Resources

Review CEMA's Operating Plans, www.chathamemergency.org/preparedness/hurricanes.php

ANNEX B-1 TASK MATRIX

OPCON FIVE >120 Hrs.	TASK	ASSIGNED TO	HOURS RQR'D.	STAFF RQR'D.	STATUS	REMARKS
MAY	Review Emergency Operations Plan and Rosters; Update as Needed	ALL	1	All		
MAY	Update Emergency Rosters	HR	2	1		
MAY	Update Emergency Compensation Policy	HR	1	1		
MAY	Identify Critical Items for Evacuation	ALL	0.5	All		
MAY	Verify and Identify RED DOT mission-critical files to be evacuated. Nightly backups of essential files and offsite storage verified.	MANAGER	1	5		Refer to Evacuation Critical Items List
MAY	Review and Update Media Scripts	CCO	1	2		
	Update Hurricane Plan on website and in phonebook	CCO	2	1		
MAY	Initiate Public Awareness Campaign (Journal, Town Hall Meeting)	CCO	2	2		Journal articles, E-blasts
MAY	Maintain Daily Backup of Electronic Data	CCO	0.5	1		
MAY	Draw Cash for Operating Expenses	FIN	0.5	1		
MAY	Verify Boat Owner Contact Information	MAR	1	1		
MAY	Test Lagoon Water Control Valves	PW	2	5		
MAY	ID Preliminary and alternate Remote Staging and Critical Workforce Sites for TS-CAT 1 & 2 and CAT3-5	SEC	1	2		Equipment and up to 10 personnel; SHHI Airport (CAT 1), Dublin (CAT 2), Atlanta (CAT 3 - 5) Determined by CEMA
MAY	ID Preliminary and Alternate Remote Ops for TS-Cat 1 and CAT 2-5 (TLA-EMT operations)	SEC	1	2		TBD – COVID19 criteria
MAY	Update EAT Roster and Mutual Aid Agreements	SEC	2	1		
MAY	Verify possession of Critical Workforce Entry permits from GEMA and TLA ID's for CWF members	SEC	0.5	1		
MAY	Conduct Staff Training & Exercises	SEC	4	All		
MAY	COVID19 supplies	ALL	2	All		Order and hold at least 3-week supply of COVID19 PPE
FOUR 120- 72 Hrs.	TASK	ASSIGNED TO	HOURS RQR'D.	STAFF RQR'D.	STATUS	REMARKS
120	Begin Tracking Storm, Monitor CEMA and School Closings	SEC	ONGOING	1		COVID19 closures
120	Perform a Walkthrough of areas to determine if mitigating situations have changed the plan		ALL	5		Construction work, staff or resource shortages, etc. COVID19 guidelines considerations.
120	Acquire needed supplies for evacuation efforts	All	2	2		Boxes, tarps, tie-downs, etc. – Confirm COVID19 supplies
96	Confirm reservations for Remote Staging and Critical Workforce Sites	SEC	0.5	1		CEMA to Determine/ GM or Designee. COVID19 guideline considerations
96	Confirm on-site housing for CWF	SEC	1	1		Housing confirmation with COVID19 considerations
96	Review/Update Media Advisories	CCO	1	1		
96	Release media advisories to staff and residents	CCO	ONGOING	1		E-mails, Tweets, web posting, exit signs
96-72	Verify off-site server back-up is populated	CCO	0.5	1		ABDi
96	Notify boat owners to provide relocate/tie-down plan	MAR	1	1		
96	Prepare to remove boats being serviced	MAR	2	2		
96	Provide boat owners with hurricane plan and personal checklists	MAR	1	2		
96	Test generators and other re-entry equipment	PW	1	2		
96	Monitor lagoon levels	PW	ONGOING	1		
96	Service Vehicles	PW	1	5		

96	Purchase Fuel for Storage Tanks	PW	1	1		
96	Notify contractors to reduce debris at job sites	CDD	2	3		
96	Inform staff to keep vehicles/equipment fuel tanks full	ALL	0.25	MANAGERS		
96	Place EAT on telephone standby	SEC	2	EAT Personnel		Refer to Emergency Action Team list
THREE 72-48 Hrs.	Hurricane Watch - TASK	ASSIGNED TO	HOURS RQR'D.	STAFF RQR'D.	STATUS	REMARKS
72	Continue Tracking Storm, Monitor CEMA and other agencies	SEC	ONGOING	1		
72	Establish TLA Toll Free Hotline and Employee Hotline	SEC	ONGOING	1		
48	Virtual EOC & precheck CES Station 5	CES/SEC	2	4		
72	Monitor closing schedules for TLC, TLCo, and county schools, organizations	SEC	ONGOING	1		COVID19 closures
72-48	Release media advisories to staff and residents	CCO	ONGOING	1		E-mails, Tweets, web posting, exit signs
72	Establish closing schedule for business operations and publish to Residents	CCO/GM	0.5	1		
72	Update Emergency Roster Information	HR	2	1		
72	Enter all current work into A/P, Payroll and A/R	FIN	2	2		
72	Continue to Assist boat owners with storm preparation tasks	MAR	2	3		
72	Secure Sunset Pavilion (Porch, Basement, etc.)	MAR	0.5	1		
72	Secure Tiki bar, parking lot of trailers, furniture	MAR	2	2		
72	Notify Boat Captains to implement removal of boats	MAR	1	1		
72	Circulate Island clearing drains of pine straw buildup	PW	4	10		
72	Top off storage tanks and check anchors	PW	0.5	1		
72	Draw Down Lagoon Levels	PW	2	5		
72	Notify contractors to secure job sites	CDD	1	3		
72	Secure loose items and debris	All	ONGOING	ALL		TLA Athletic field, Marina dock boxes,
72	Secure Jet-ski racks together	MAR	1	2		
72	Prepare & Relocate PW Vehicles/Equipment for Relocation	PW	1	2		Identify drivers for off-site vehicles, move non-essential vehicles to North Maintenance Facility
72	Tools and equipment are loaded into Relocation Vehicles	PW	4	6		Fleet vehicle loaded with tools, lube products, etc., Critical Workforce items
72	Prepare docks (dock boxes, lids, latches, water and power lines are secure)	MAR	2	4		
72	Prepare Marina Vehicles/Equipment for Relocation	MAR	0.5	2		
72	Secure supplies and outside equipment	All	ONGOING	All		Tools, lumber, pipes, metal, trash cans, temporary signs
72	Secure PW Hazardous Chemicals	PW	1	2		
72	Secure Marinas Hazardous Chemicals	MAR	1	1		
72	Prepare critical files for relocation	All	ONGOING	ALL		RED Dotted items
60	Prepare Security Vehicles/Equipment for Relocation	SEC	2	2		
60	Secure Security Equipment (Radar placards, golf cart)	SEC	1	1		
60	Park Trailer at TLA	PW	0.5	1		
50	Load critical files & equipment in PW trailer	ALL	1	2		
48	Distribute Post Storm Instructions to Staff	ALL	ONGOING	MANAGERS		
48	Unplug everything in offices & remove items from the floor	ALL	1	ALL		
48	Release staff with no last-minute duties	ALL	0.25	MANAGERS		

TWO 48 - 24 Hrs.	Hurricane Warning - TASK	ASSIGNED TO	HOURS RQR'D.	STAFF RQR'D.	STATUS	REMARKS
48	Continue Tracking Storm, Monitor CEMA and other agencies	SEC	ONGOING	1		
48	Begin reporting Evac status to CES & EOC	SEC				
36	Gates closed to Vendors/Contractors	SEC	1	3		
48-24	Release media advisories to staff and residents	CCO	1	1		
48	Relocate Critical Workforce Equipment and vehicles to Designated Off-site locations	PW	3	10		Refer to Critical Workforce Load list
48	Update 598-2520 and 598-2524 scripts	CRD	1	1		
48-24	Send last Swift911 Alert, Email, Facebook and Twitter post	CCO	0.5	1		
48	Pick up dry goods and water from Marina for re-entry team	PW	1	3		
48	Commence relocation of vehicles, equip and re-entry supplies	ALL	2	10		
24	Secure buildings	ALL	3	ALL		
ONE 24 Hrs.	TASK	ASSIGNED TO	HOURS RQR'D.	STAFF RQR'D.	STATUS	REMARKS
24	Continue Tracking Storm, Monitor CEMA and other agencies	SEC	ONGOING	1		
24	Freshwater system shut down	UI	1	1		Depends on severity of storm
24	Fire and Security services shut down	CES/SEC	1	4		Depending on wind speeds and severity of storm
24	Essential Workforce departs	Selected personnel	0.5	7		Managers to brief all personnel on Telephone standby status and return to work no later than one hour after all clear is given
24	Gates closed	SEC	0.5	3		Depending on severity of storm
24	Critical Workforce relocates to Designated location	CWF	1	10		SHHI Airport (CAT-1), and/or Rice Creek School (Port Wentworth)
24	Relocate Security Vehicles to Designated locations	SEC	0.5	3		
Post Hurricane						
1+	Continue Tracking Storm, Monitor CEMA and other agencies	SEC	ONGOING	1		CEMA Re-Entry Hotline
1+	Update Management staff on status	SEC	ONGOING	1		
1+	Release media advisories to staff and residents	CCO	ONGOING	1		
1+	Contact EAT Members for updates	SEC	2	2		
1+	CWF staff on standby to re-enter. Other staff placed on telephone standby.	SEC	2	2		
4-8+	Critical Workforce to return upon CEMA's authorization	CWF	8	10		Begin rendering aid, assessing damage and clearing streets
4-8+	Establish perimeter, primary access point	SEC	2	24		
8+	Management staff to return and direct coordinated efforts to return to normal operating conditions	MANAGERS	8	7		GM & Asst., FIN, PW, MAR, SEC, HR
8+	Staff to return to work NLT one hour after all clear given	All	1	All		
24+	Coordinate staffing, food, transportation, rotational relief, etc.	ALL	ONGOING	5		All Managers and Supervisors
48+	If Power loss for more than 48 hours, order dumpsters	PW	1	1		Place at Dog Park
48+	Schedule food trucks, ice delivery, etc.	CCO	2	1		

ANNEX B-2
LOAD & RELOCATION LIST

Dept.	Item	Container(s) Identification	Identifier	Evacuation Location
All	Computer access, passwords, access codes, web sites	Envelope	Computer Info	All
CWF	Identification	Government-issued ID	CWF	ALL
FIN	Laptop	Laptop case		CFO
FIN	Office Supplies (pens, reams of paper, legal pads)	Cardboard box	Off-site EOC Supplies	CFO
FIN	Bank Checks and Deposit Slips	Cardboard box	Bank Checks and Dep. Slips	CFO
FIN	Credit Line Information	Envelope	Credit Info	CFO
FIN	Safe Combinations	Saved onto laptop	Laptop file	CFO
CWF	Personal hygiene items, etc.	CWF Personal Items	CWF	CWF - All
SEC	10 Portable Radios	Radio Box	SEC	SECURITY DIRECTOR
SEC	1 CEMA Radio	CEMA Radio	SEC	SECURITY DIRECTOR
SEC	ACF and Gate Keys	Key cabinet	SEC	SECURITY DIRECTOR
SEC	Emergency Operations Plan Binder	EOC BOX	SEC	SECURITY DIRECTOR
SEC	Critical Workforce Permits	CWF Permit Envelope	SEC	SECURITY DIRECTOR
GM	General Declaration of Covenants (GM Asst. Office)	Black carry all	GM	GM
GM	Covenants Supplement Binder	Black carry all	GM	GM
GM	Emergency Operations Plan Binder	Black carry all	GM	GM
GM	Laptop	Laptop case	GM	GM
GM	Emergency Operation Funds	Portable safe	GM	GM
GM	Portable Safe Keys	Keys	GM	GM
GM	CEMA Critical Workforce Permit (one)	CWF Permit	GM	GM
HR	Policy Manual / Handbook	Cardboard box	HR	HR
HR	Vendor contact info.	Cardboard box	HR	HR
HR	HR Forms (as needed)	Cardboard box	HR	HR
HR	Benefits Manuals	Cardboard box	HR	HR
HR	HR Procedure Book	Cardboard box	HR	HR
HR	Other important books and/or papers	Cardboard box	HR	HR
HR	Keys to file cabinets	Cardboard box	HR	HR
PW	Pick Trucks (4)	Vehicle	CWF Designation	PW - CWF
PW	Small Dump Truck – F550	Vehicle	CWF Designation	PW - CWF
PW	Large Dump Truck – F650	Vehicle	CWF Designation	PW - CWF

PW	Kubota LA524	Trailer and Heavy Equipment	CWF Designation	PW - CWF
PW	John Deere 5065e	Tractor	CWF Designation	PW - CWF
PW	John Deere D160	Vehicle	CWF Designation	PW - CWF
PW	Trailer & Backhoe	Trailer and Heavy Equipment	CWF Designation	PW - CWF
PW	Trailer and 2 Polaris Rangers	Trailer and Off-Road Vehicles	CWF Designation	PW - CWF
PW	Chainsaws (6), oil and fuel	General gas-operated tool	CWF Designation	PW - CWF
PW	Generators (2) and electrical cords (4)	Portable Generators	CWF Designation	PW - CWF
PW	Buffalo Turbine Trailer Blowers (2)	General gas-operated tool	CWF Designation	PW - CWF
PW	Rakes (6)	General handheld tool	CWF Designation	PW - CWF
PW	Shovels (6)	General handheld tool	CWF Designation	PW - CWF
PW	Pruners (2)	General handheld tool	CWF Designation	PW - CWF
PW	Handsaws (2)	General handheld tool	CWF Designation	PW - CWF
SEC	Vehicle (Security with Emergency Lights) (2)	Vehicle	CWF Designation	SEC - CWF
SEC	EOC Laptop	Laptop case	SEC	SEC - CWF
SEC	iPads & Chargers	iPad box	SEC	Sec. Vehicle
CWF	Sleeping bags, pillows, cots, etc.	CWF Sleeping	CWF	Trailer
CWF	Water and Food (3-5 days)	CWF Food and Water	CWF	Trailer
FIN	Income Tax Returns	Cardboard box	Tax Returns	Trailer
FIN	EFT Backup	Envelope	EFT Envelope	Trailer
FIN	Property Transfers not scanned	Cardboard box	Property Transfers	Trailer
FIN	Insurance Coverage Documents	Cardboard box	Insurance	Trailer
GM	Administration Policy Manual	Cardboard box	GM	Trailer
GM	Contracts	Cardboard box	GM	Trailer
GM	Property Deeds	Cardboard box	GM	Trailer
GM	ORANGE Dotted files and documents	Cardboard box	GM - Misc.	Trailer
HR	File Cabinet Drawers marked with RED DOT	Cardboard box	Human Resources File Cabinet	Trailer
SEC	EOC Supplies	EOC Supply Box	SEC	Trailer

ANNEX B-6
POST-DISASTER RESOURCES & VENDORS

TREE REMOVAL & CLEARING CONTRACTORS

R&D Tree & Storm Service

Rodney Kehle

Debbie Kehle

21599 U.S. Highway 17

Townsend, GA 31331

Phone: 912-258-3029

Cell: 912-269-2793/912-258-3029

E-mail: dkehle@darientel.net

www.randdtreeservice.com

Evergreen Tree & Turf Care, Inc.

P.O. Box 14419

Savannah, Georgia 31416

Alyssa – 912-429-1911

Chipping Facility: 912-598-1805

E-mail: evergreen.treeandwood@gmail.com

WM Tree Service, LLC

Will - Owner

Phone: 912-920-3211

Phone: 912-210-1543

Phone: 912-308-8789

B and D Clearing

Larry Saxon

179 Saxon Drive

Guyton, GA 31312

Phone: 912-631-3545

B&N Trucking, Inc.

Garden City, GA

Phone: 912-412-2402

Arbor Man

Parker Echols

Phone: 912-660-2613

FOOD TRUCKS

Barnes

Alan Barnes

Phone: 912-844-8330

Phone: 912-355-3850

E-mail: catering@barnesbbq.com

Dickey's BBQ

Ray DuBois

Phone: 912-547-5655

Phone: 912-988-1286

E-mail: georgiarestaurantventures@gmail.com

Gaslight Group (Landings resident Brian Huskey is an owner of Gaslight Group)

Tasha Horton

Phone: 912-675-6630

Phone: 912-233-1319

E-mail: tasha@gaslight-group.com

Savannah Food Truck Festival

Ryan Giannoni

Phone: 706-319-1919

E-mail: ryang1919@gmail.com

Yoshi's Kitchen

TJ Yashimoto

E-mail: yoshistruck@gmail.com

The Big Cheese

Jan McKinney

E-mail: thebigcheeselegend@gmail.com

Psycho Circus

Phone: 912-704-4437

Rollin' Smoke

Shawn Scott

Phone: 912-658-4732

E-mail: soggydood@gmail.com

Bow Tie BBQ

Jeff Evans (Landings Resident)

Phone: 912-323-1291

E-mail: jevans@donaldsonenterprises.com

Molly MacPhersons

Daniel Cloutier

Phone: 912-484-5385

E-mail: mollymacpherson@hotmail.com

MISCELLANEOUS VENDORS

Ranco Tents

Kendall Wayner

Phone: 912-944-6200

E-mail: kwayner@rancotents.com

United Rentals (Generator)

Ronnie

912-966-5373

Triangle Ice

David Blakey

Phone: 912-234-8866

E-mail: triangleice.dblakey@gmail.com

Helicopter Service

Flexair

1-800-615-9754

Old City Helicopters

904-342-0630

Southeast Helicopters

912-966-1380

912-921-8640

ANNEX C
BRIDGE DISRUPTION – Pending Revision with CEMA

Introduction

Chatham County has more than 70 Federal Aid Route Bridges. Should Chatham County suffer a bridge failure, causeway disruption, or major delay involving routine bridge operations, the provisions of this Annex and the Chatham County EOP shall apply to the overall recovery and restoration.

Short-Term Scenario – Less than 24 hours

The worst case for the short-term disruption would be for a failure to occur on a weekday before 5 p.m. No supplemental transportation will be provided; emergency transport will be by helicopter or police/U.S. Coast Guard boat.

This could leave several thousand independent workers and employees stranded on the island. All would require feeding and some form of temporary shelter depending on the weather.

Assumptions

1. Commercial resources in the Village would be exhausted quickly.
2. Island churches would be asked to open temporary space for shelter.
3. The Landings Club would assist with providing some measure of foodservice.
4. The Park Ranger at Skidaway Island State Park would provide a law enforcement presence until a CCPD officer was available.
5. Medical emergency patients would be evacuated by helicopter.
6. Retail sales of alcoholic beverages would be curtailed.

Actions Required

The primary activity in this situation involves providing accurate information in a timely manner using all means available. Residents seeking to return to the island will depend on The Landings Website (www.landings.org). E-Mail Bulletins will be issued. The Main Gatehouse will become the Control Center for information and status reports.

The Landings Association’s Public Safety Department will notify the following entities:

1. The Chatham County Police Department (CCPD)
2. Chatham Emergency Management Association
3. The merchants in The Village
4. Utilities Inc. of Georgia
5. The Landings Club
6. Chatham Emergency Services (CES)
7. The Landings Company
8. State Park Ranger
9. Skidaway Institute of Oceanography

The Landings Association’s Communications Department will:

1. Initiate releases to local media outlets
2. Issue E-Mail Bulletins as necessary
3. Send Swift911 Alerts as necessary
4. Update the Landings Association’s Website

Medium-Term Scenario – More than 24 hours but less than 72 hours

In the event of a medium-term bridge disruption, supplemental river crossing services will be initiated. Emergency transport will be by helicopter or police/U.S. Coast Guard boat.

Long-Term Scenario – More than 72 hours

A bridge disruption in the long-term category presents unique challenges that will require coordination with many outside agencies just to sustain the community until either repairs can be completed or an alternate link can be established to the mainland. The scope of this challenge is dependent on the time of day and day of the week that the disruption occurs.

Assumptions

1. The bridge disruption will not interfere with other services from off-island (telephone, cable TV, natural gas, and electricity).
2. Medical evacuations will be handled by helicopter or by boat.
3. CEMA will initiate assistance requests to the County and State authorities.
4. The Landings Association will be responsible for media releases to off- and on-island entities during the period of the disruption.

Concept of Operations

The immediate concerns will be how to shelter and feed the non-residents who are stranded on Skidaway Island. The next consideration will be on returning the residents who are stranded on the mainland. Resources available from the Chatham Area Transit Agency (CAT) and volunteer boaters will be the earliest available to assist meeting immediate transport needs. The Landings Association maintains an e-mail list of boaters who store their boats at one of the Association's two marinas. This e-mail list will be used to contact boaters in the event of a long-term bridge disruption to request their assistance. We will exploit all the mass communication resources available to inform stranded individuals of the situation and plans to facilitate their transportation. Temporary lodging is available for those stranded on the mainland side of the bridge. Once the relocation of the stranded people is started, an inventory of what will be available on a continuing basis can be conducted. Prompt notification to CEMA, County, and State officials will be necessary to get relief support.

CEMA's Bridge Disruption Plan calls for the establishment of ferry service for people only (no vehicles) in the event of a bridge outage that more than 24 hours but less than 72 hours. In the event of a longer bridge outage, CEMA's Bridge Disruption Plan calls for the establishment of a pontoon bridge or barges to support vehicular traffic, though at a greatly reduced capacity (estimated at 10% of the normal volume).

In either case, residents of the island may be required to sustain themselves without outside help. The absence of service employees will create a temporary inconvenience in all phases of life on the island. The following actions will be required by **Day Two**:

1. Establish passenger ferry commitment and schedule with CAT using the bridge site, Landings Harbor, and Skidaway Institute of Oceanography (SKIO) dock for embark/debark points. Mainland debark/embark points are Isle of Hope Marina, Thunderbolt, or Skidaway River ramp.
2. Identify car park area on the island and establish shuttle service to embark/debark points, as noted below.
3. Maintain status updates to residents and the community at large.

Priority of Passage

The following priorities have been established to make the best use of limited resources available during the initial stages of bridge failure. Initial transport probably will be for people only, not vehicles.

For persons departing the island

Priority

1. Emergency medical cases
2. Non-residents (employees and guests)
3. Scheduled long-term departures (flight plans, vacations, etc.)

For persons coming to the island

Priority

1. Law enforcement

2. Residents
3. Security staff
4. Health care workers
5. Utility service workers
6. Customer service and maintenance staff
7. Others as appropriate

By **Day Four**, the following additional services/arrivals will be necessary:

1. Sanitation collection (garbage and trash)
2. Bulk food stores (Publix and Clubs)
3. Landscape workers (Club and common property)
4. Office staff and Village employees
5. Teachers/tutors to continue school for all grades

This cycle will continue until a reliable river crossing method is established and available on a full-time basis, which still will be extremely limited. The above is based on the Chatham County Bridge Disruption Plan.

Bridge Disruption Landing Sites

The following Skidaway Island helicopter landing sites have been surveyed and provided by CES. All sites have 100+ feet clearance and are 24-hour accessible and easily secured.

- *Diamond Causeway @ State Park entrance*
32.20.00N, 081.04.60W
Asphalt or grass
- *Skidaway Institute of Oceanography field on Ocean Science Drive*
31.59N, 081.01.44W
Grass
- *McWhorter Drive @ Landings North Gate*
31.57.09N, 081.02.13W
Asphalt
- *Bartram Road North @ Priest Landing Drive*
31.57.54N, 081.01.13W
Asphalt or grass
- *Landings Association Sports Field, 600 Landings Way South*
31.55.83N, 081 .03.21W
Lighted windsock, grass, with compacted hard dirt

Review the complete notes and plans from the Skidaway Island group for the Bridge Disruption Tabletop Exercise, held April 24, 2008, in Appendix 3 at the end of this report, along with the After-Action Report by Chatham Emergency Management Agency (CEMA).

Other Resources

Review the other emergency planning resources created by CEMA, as detailed in Appendix 4.

ANNEX C-1
SKIDAWAY ISLAND FERRYBOAT SHUTTLE SERVICE - Pending Revision with CEMA

Upon the determination of a medium or long-term bridge disruption, in coordination with Emergency Support Function 1 (Transportation), CEMA will coordinate with local ferryboat service providers for the establishment of a shuttle system from SKIO's Priest Landing to and from the Thunderbolt Marina to transport residents and personnel that can provide residency through photo identification and/or proof of employment on the island.

The average local passenger vessel can accommodate 50+ passengers; vessel speed is approximately eight knots with a one-way travel time of 45 minutes. Load/off-load time is projected at 15 minutes each; therefore, round-trip travel and load to off-load time, not including periodic refueling at Thunderbolt Marina, is estimated as follows:

Load: 00:15
Travel: 00:45 (estimated)
Off-load: 00:15
Load: 00:15
Travel: 00:45 (estimated)
Off-load: 00:15
TOTAL R/T TIME: 02:30 Hours (estimated)

The following providers have vessels that can support these operations until additional vendors become available:

1. CAT Vessels (only two CAT vessels will be available at any one time)
2. Dolphin Tours
3. Bull River Marina

The only Skidaway Island facility suitable for passenger ferry operations where the vessel is not equipped with front and/or rear-loading ramps is Priest Landing which is located adjacent to and approximately three-eighths of a mile north of the SKIO campus. If the vessels draw eight feet or less, Priest Landing can accommodate two simultaneous passenger ferry operations. The local commercial passenger vessels each have 30-minute off-load/load times and, conditions permitting, the round-trip time to and from the destination marina is approximately two hours; only eight vessel operations per two-hour period can be accommodated. Using existing resources averaging 80 passengers per trip, these operations can transport approximately 3,000 passengers in a 24-hour period.

The GDOT 2004 Annual Average Traffic Survey indicates that 7,800 vehicles exit Skidaway Island each day with an average of two passengers per vehicle. In other words, 15,600 personnel leave Skidaway Island daily. Using round-the-clock passenger ferry operations with existing resources, only 20 percent of the routine traffic can be accommodated each day.

ANNEX C-2
SKIDAWAY ISLAND TEMPORARY BRIDGING - Pending Revision with CEMA

Skidaway Narrows temporary bridging will span from the concrete boat ramp on the northwest side of the river to the opposite shoreline with the consistency of tidal influenced marsh and an expedient rip-rap roadbed; a low tide distance of 335 feet.

Three local commercial barge operators have adequate barge equipment to span the Skidaway Narrows and accommodate multiple lane commercial traffic within 24 hours of a request. Equipment involves two rake-end barge floats, three-deck barges or similar equipment, and a small tug or prime mover; all are available locally in enough quantity to allow for multiple back-ups.

Vendor	Cranes	Deck Barges	Flex-A-Floats
Savannah Marine	2	3	Multiple
Myrick Marine	2	3-4	Multiple
TIC	2	3-4	Multiple

The Georgia Department of Transportation (GDOT) has agreed to assist CEMA with the implementation of commercial vendors to bridge the Skidaway Narrows as rapidly as possible.

ANNEX D PANDEMIC

Introduction

A pandemic is a widespread outbreak of disease, such as when a new flu virus appears that people have not been exposed to previously. Pandemics are different from seasonal outbreaks of influenza. Seasonal flu outbreaks are caused by viruses that people already have been exposed to; flu shots are available to prevent widespread illness and impacts on society are less severe. Pandemic flu spreads easily from person-to-person and can cause serious illness because people do not have immunity to the new virus.

A pandemic may come and go in waves, each of which can last for months at a time. Everyday life could be disrupted due to people in communities across the country becoming ill at the same time. These disruptions could include everything from school and business closings to interruption of basic services such as public transportation and health care. An especially severe influenza pandemic could lead to elevated levels of illness, death, social disruption, and economic loss.

COVID19 – The Landings Association’s Human Resources drafted and implemented specific guidelines pursuant to CDC guidelines and local health department recommendation in direct response to COVID19.

Community Impact

An outbreak of the flu in the greater Savannah area may lead to the following actions:

1. Schools closed to limit exposure of students
2. Quarantines of specific areas to limit the spread of the disease
3. Employee absences in the service and repair fields due to illness, quarantine, or school closings
4. Cancellation of public events
5. Shortages of consumables (food, water, and gasoline) due to transportation difficulties

Company Impact

The impact to The Landings Association will be considerable if customer service, public works, and security staffs are depleted due to illness. All services will be curtailed to make the best use of employees that are available and capable of working.

Responsibility

All Landings Association Managers are responsible for the following actions:

1. Maintaining up-to-date rosters of all employees.
2. Briefing all employees on good health practices for self and family to avoid the flu.
3. Providing infection control devices such as face masks, sanitizing agents for hands, keyboards, and phone instruments, along with disposal receptacles for used products.
4. Establishing work hours to minimize contact through the use of flexible scheduling and/or telework (telecommuting) if appropriate.
5. Establishing priorities of work for the employees that are available.
6. Identifying critical functions within the department for priority staffing.
7. Minimizing the frequency of face to face contact among employees and customers in meetings, handshakes, shared workstations, seating space in meetings, and travel.

The Landings Association’s Human Resources Manager is responsible for establishing a special compensation and leave policy for victims (non-punitive liberal leave) and a procedure that allows an employee to return to work when no longer infectious.

The Landings Association’s Public Works Director is responsible for ensuring janitorial procedures are instituted to keep work areas sanitary and provide safe disposal of trash from all working areas. Cleaning staff should be furnished with additional personal protective equipment for use in their tasks.

Individuals and families also should plan for a pandemic by doing the following:

1. Store at least a two-week supply of water and non-perishable food (like what is in your hurricane survival kit) for use if you cannot get to the store. Some pandemic sources recommend storing at least a three-month supply of food and water.
2. Have a supply of non-prescription drugs on hand.
3. Talk with family members about how you would care for them in the home
4. Teach children to wash hands frequently with soap and water and model the correct behavior.
5. Teach children to cover coughs and sneezes with tissues and model that behavior.
6. Teach your children to stay away from others as much as possible if they are sick.
7. Stay home from school or work if you are sick.

Other Resources

Review CEMA's Pandemic Influenza Plan,

<https://cccdn.blob.core.windows.net/cdn/Files/CEMA/Annex%20I%20Pandemic%20Influenza.pdf>

ANNEX E ACTIVE ASSAILANT

An active assailant is defined as a person or group of persons actively engaged in killing or attempting to kill or cause serious bodily injury to a person or group of persons in a confined or populated area. This term includes a person armed with a firearm, commonly referred to as an active shooter, as well as other weapons such as knives, explosives, vehicles, etc.

Landings Association & Landings Club supervisory staff and The Landings Association's Security team members should be familiar with each organizations policy, and familiar with common terms as Hot, Warm and Cold zones, cover, concealment, and the primary objectives prior to, during and after an Active Assailant incident.

TLA's Active Assailant plan is part of the organization's overall Safety plan and Workplace Violence Policies. The three primary responses for an active assailant incident are Avoid, Deny and Defend. Although a policy cannot be tailored to meet every imaginable scenario, the Avoid, Deny and Defend methodology has a proven track record for mitigating the devastating damages in Active Shooter scenarios.

Pre-incident indicators should be monitored by staff and supervisory personnel and include, but are not limited to the following:

- Increased use of alcohol or illegal drug use
- Increased tardiness or absenteeism
- Noticeable decrease in personal hygiene and professional appearance
- Depression/withdrawal and/or increased mood swings or unstable emotional responses
- Increased violation of company policies
- Explosive outbursts of rage or paranoia
- Increased verbalization of problems (e.g. financial, marital, etc.) or suicidal comments such as "putting things in order"
- Escalation of domestic issues
- Talk of previous violence or empathy towards individuals committing violent acts
- Increased comments about firearms, or other dangerous weapons and/or violent crimes

- Avoid the active assailant person or persons, which may include immediately evacuating a building or the immediate area. Ensure 911 and local security forces (598-1982, option 3) have been notified. The local code word for an Active Assailant situation is Code SILVER. Anyone can declare and initiate a Code SILVER
- Deny the assailant(s) access to your area or you. This may be accomplished by various means to include barricading, locking doors, or at least choosing a place of cover and concealment.
- Defend your area and your life. Taking action to defend should be your last resort, and your ultimate goal is to completely incapacitate the assailant.

The actions of Avoid, Deny and Defend should be continuously evaluated through the incident. Upon law enforcement's response, it will be important to remain as calm as possible, listen and follow directions. Local, State or Federal Law Enforcement personnel will signal the All Clear.

ANNEX F

OTHER EMERGENCY EVENTS

This annex addresses events that may happen without any notice and provides some basic guidance. The actions listed here are not meant to be all-inclusive. Each entity must evaluate its own risk to each failure and plan accordingly.

Fire

- Fire causes death and injuries to people and destruction of property each year.
- Many fires can be prevented. Fire spreads quickly; there is no time to grab valuables or make a phone call. In just two minutes, a fire can become life-threatening. In five minutes, a house can be engulfed in flames.
- Fire prevention includes the use of smoke detectors in the home. Each family and business must have an evacuation plan. Store flammables in proper containers. Heating systems should be checked periodically. Clean out storage areas and do not allow junk to accumulate.
- All fires should be reported to CES, even if you have successfully extinguished the flames by yourself. In a building, be sure to notify occupants and sound an alarm before attempting to fight a fire on your own.
- Periods of drought increase the hazard of open area fires in our community. Many homes use pine needles for mulch. A carelessly discarded cigarette can start a grass fire that may go undetected for some time. A defective deer fence wire can cause a fire in a mulch bed. Lightning strikes can cause a fire in a home or tree. Smells of smoke should be reported to the fire department.
- The CES Emergency Number (355-6688) should be posted by all telephones.
- An Evacuation Plan is posted in each room of the office building with instructions in the event of a fire or alarm.

Electric Service Interruption

Electrical power interruptions may occur at any time due to any number of reasons. The Georgia Power Company must be notified of any outages that occur. The proper number to use is 1-800-437-3890. Multiple reports help trouble crews pinpoint the location of the problem. There is only one power cable carrying electricity onto Skidaway Island. However, Georgia Power reports even if this cable is severed, repairs should be able to be completed in short order (hours vs. days). The Landings Association has back-up natural gas generators on several gates, including the Main Gate, as well as at its Administration Building (600 Landings Way South) to power its data, VoIP phone, and video camera networks.

Man-Made Emergencies (Hazmat, Bomb Threat, Suspicious Packages, Explosions, Chemical and Biological Agents):

A. Hazmat Emergencies

Hazardous materials come in the form of explosives, flammables, corrosives, combustible substances, poisons, and radioactive material. The emergency takes place when any of these chemicals is released into the environment by accident or by plan. These chemical releases sometimes result in a fire or explosion. In many instances, you may not see or smell anything unusual. You can be exposed by inhaling, ingesting, or touching. The symptoms of exposure may include:

1. Difficulty breathing
2. Changes in skin color
3. Dizziness
4. Irritated eyes, skin, or throat
5. Clumsiness or lack of coordination
6. Stomach cramps and diarrhea

If you encounter an accident or a situation involving hazardous material, you should:

1. Report the location and type of exposure observed to fire, police, and security personnel.
2. If there is a danger of fire or explosion, leave the area immediately before reporting the exposure.
3. If in a vehicle, close windows and ventilation system. Get upwind from the scene.

4. Once in a safe location, initiate your report to authorities. Try to identify the number of others exposed.
5. Do not attempt to treat other victims until the nature of chemical is known.
6. Follow decontamination instructions of the scene commander.

B. Bomb Threats

Threatening calls must be taken seriously. The risk that a device may explode after the call is discounted is too great. Threats should be reported to the police, fire, and security personnel. Law enforcement personnel will advise management and take control of the scene if an explosive is located.

C. Suspicious Packages

Suspicious packages may be delivered by mail, hand-delivered, or discovered on the property. Once discovered, the package should not be handled. Notify police and security personnel and clear others out of the immediate area. Beware of packages that:

1. Have lumps, bulges, or protrusions
2. Lopsided or heavy-sided appearance
3. Handwritten labels with incorrect information
4. Excessive postage, postage that is not cancelled, or no postage
5. Leaks, stains, or protruding wires, string, tape, etc.
6. Hand-written notes "to be opened in privacy"
7. Improper titles, spelling, or common names

D. Explosions

In a building explosion, get out of the building as quickly and calmly as possible. If items are falling off shelves or the ceiling, get under a desk or table. If there is fire, stay low to the floor and exit the building as quickly as possible. Do not attempt to rescue others - wait for emergency personnel.

E. Chemical Agents

Chemical agent weapons are used to deny use of a facility or terrorize people. They are vapors or airborne particles that must be delivered in sufficient quantity to kill or injure. They lose their effectiveness in extremely hot or frigid conditions, and wind quickly dilutes the concentration. Survival chances increase greatly by exposure to fresh air and remaining calm.

- If you are indoors and are exposed, you should exit the building, discard contaminated clothing, and rinse exposed skin.
- If you are outdoors and are exposed, you should get indoors (building or car), notify authorities, discard contaminated clothing, and take a shower. Bag the clothing to contain any contamination.

F. Biological Agents

Biological agents are organisms or toxins that have an illness-producing effect on people, livestock, or crops. If officials become aware of a biological attack, they would instruct citizens to seek shelter or evacuate immediately. Persons exposed or infected will require immediate professional medical attention.

The key to protection against biological agents is personal hygiene and sanitation. Insects, rodents, and contaminated material transport germs. Wash your hands often, don't share drinks or food, keep tight lids on trash cans, and do not allow standing water that breeds mosquitoes.

Your hurricane survival kit and evacuation plan can be used for response to this man-made emergency.

Other Resources

Review other emergency planning resources created by CEMA.

APPENDIX 1
SKIDAWAY TRANSPORTATION ASSETS

[From Chatham County Emergency Operations Plan – Evacuation Planning for Chatham County Barrier Islands]

A. Transportation

a. Self-Evacuation

When an evacuation is announced, Chatham County Barrier Islands (CCBI) populations should be prepared to provide their own transportation; plan to evacuate with others (family and/or friends); or have the ability to hire the appropriate transportation to inland locations.

b. Public Transportation Evacuation Assistance

There may be portions of the populations on CCBI without the means to self-evacuate. Established protocols outlined in the EOP identify appropriate request procedures and the very limited resources from ESF-1 to support requests for emergency Public Transportation Evacuation Assistance. As required, assembly/pick up locations will be established on CCBI where public transportation resources will pick up evacuees and transport them to the County Evacuation Assembly Area.

B. Evacuation Routes

The geography of the area limits the number of egress routes available to evacuees leaving CCBI for inland destinations. CCBI critical egress routes include:

- a. The west bound traffic lane(s) of US Hwy 80 from Tybee Island through Thunderbolt; and west bound lane(s) of Islands Expressway from Whitmarsh Island to the Savannah City limit.
- b. The west bound lane of the Diamond Causeway (Whitefield Ave) from Skidaway Island to Montgomery Crossroads.

C. Bridges

There are approximately 11 major bridges providing access to and from CCBI. In addition to these major bridges, numerous smaller bridges are incorporated into CCBI road networks. Even though County bridges are inspected on a recurring basis, they are susceptible to damage caused by vehicle/boat traffic as well as environmental conditions. During an evacuation, bridge conditions will be monitored, and alternate routes designated in the event a bridge is rendered unusable.

D. Traffic Control and Management Plan

The goal of traffic control/management during an evacuation of CCBI is to ensure westbound traffic lanes of primary egress roadways (and bridges) remain open. During evacuations, traffic control issues and support requirements are coordinated through the Emergency Operations Center (EOC) ESF-13 (Public Safety & Security) Group; however, final authority regarding traffic control requirements at critical intersections, bridges, and potential choke points is the responsibility of jurisdictional law enforcement.

E. Evacuation Time

Emergency planners and government officials may adjust Hurricane Response Timelines to accommodate the evacuation of CCBI prior to a mandatory evacuation of the entire area.

F. Resources

Providing the resources required to support an evacuation of CCBI is the responsibility of the affected jurisdictions. Jurisdictional responsibilities for CCBI are:

- a. Chatham County: Burnside, Dutch, Isle of Hope, Modena, Oatland, Skidaway, Talahi, Whitmarsh, and Wilmington Island
- b. City of Savannah: Rose Dhu
- c. Thunderbolt: Isle of Armstrong
- d. City of Tybee Island: Tybee Island.

G. CCBI Primary Egress Routes and Special Considerations

H.

ISLAND	PRIMARY EGRESS ROUTES	SPECIAL CONSIDERATIONS
Skidaway	McWhorter Drive Green Island Road Diamond Causeway Whitfield Avenue Truman Parkway	Marine Extension Service Aquarium Skidaway Island State Park UGA Skidaway Institute Skidaway Narrows Bridge

APPENDIX 2
SKIDAWAY FACILITY ASSETS & POINTS OF DISTRIBUTION (PODS)

Points of Distribution:

- Plantation Club
- The Landings Association
- Presbyterian Church
- Landings Harbor
- Skidaway Institute of Oceanography
- Fire Station #9

The above Points of Distribution (PODS) will be staffed by volunteers from the Kiwanis Club, the Rotary Club, service clubs, etc., and the list will be maintained at the Command Post.

APPENDIX 3
FOOD & WATER GENERAL GUIDELINES

The following tips are offered as general guidelines for emergency planning. Specific guidelines for various emergencies are located within the appropriate sections.

A. Water

- a. Water quickly becomes a precious resource following many disasters. It is vital that all household members learn how to shut off the water at the main house valve.
- b. Cracked lines may pollute the water supply to your house. It is wise to shut off your water until you hear from authorities that it is safe for drinking.
- c. The effects of gravity may drain the water in your hot water heater and toilet tanks unless you trap it in your house by shutting off the main house valve (not the street valve in the cement box at the curb—this valve is extremely difficult to turn and requires a special tool).

B. Preparing to Shut Off Water

- a. Locate the shut-off valve for the water line that enters your house.
- b. Make sure this valve can be completely shut off. Your valve may be rusted open, or it may only partially close. Replace it if necessary.
- c. Label this valve with a tag for easy identification, and make sure all household members know where it is located.

C. How Much Water Do We Need?

- a. You should have at least a three-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.
- b. Additionally, in determining adequate quantities, take the following into account:
 - i. Individual needs vary, depending on age, physical condition, activity, diet, and climate.
 - ii. Children, nursing mothers, and ill people need more water.
 - iii. Very hot temperatures can double the amount of water needed.
 - iv. A medical emergency might require additional water.

D. Storing Water

- a. To prepare the 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.
- b. Observe the expiration or “use by” date.

E. Preparing Your Own Containers of Water

- a. 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.
- b. 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 not designed for long-term storage of liquids. Also, do not use glass containers, because they can break and are heavy.
- c. If storing water in plastic soda bottles, follow these steps:
 - i. Thoroughly clean the bottles with dishwashing soap and water, and rinse completely so there is no residual soap.
 - ii. Sanitize the bottles by adding a solution of 1 teaspoon of non-scented liquid household chlorine bleach to a quart of water.
 - iii. Swish the sanitizing solution in the bottle so that it touches all surfaces.
 - iv. After sanitizing the bottle, thoroughly rinse out the sanitizing solution with clean water.

F. Filling Water Containers

- a. Fill the bottle to the top with regular tap water.
 - i. 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.
 - ii. 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.
- b. Tightly close the container using the original cap. Be careful not to contaminate the cap by touching the inside of it with your finger.
- c. Place a date on the outside of the container so that you know when you filled it.
- d. Store in a cool, dark place.
- e. Replace the water every six months if not using commercially bottled water

G. Food

- a. Store at least a two-week supply of non-perishable food.
- b. Select foods that require no refrigeration, preparation or cooking and little or no water.
- c. If you must heat food, pack a can of Sterno.
- d. Select food items that are compact and lightweight. Avoid foods that will make you thirsty.
- e. Include a selection of the following foods in your Two-Week Disaster Supplies Kit: (Note: Be sure to include a manual can opener.)
 - i. Ready-to-eat canned meats, fruits, and vegetables
 - ii. Canned juices, milk, soup (if powdered, store extra water)
 - iii. Staples such as sugar, salt, pepper
 - iv. High energy foods such as peanut butter, jelly, crackers, granola bars, trail mix
 - v. Vitamins
 - vi. Foods for infants, elderly persons, or persons with special dietary needs
 - vii. Comfort/stress foods such as cookies, hard candy, sweetened cereals, lollipops, instant coffee, tea bags
 - viii. Freeze-dried foods
 - ix. Instant Meals
 - x. Salt-free crackers, whole grain cereals, and canned food with high liquid content

H. Food Options to Avoid

- a. Commercially dehydrated foods. They can require a great deal of water for reconstitution and extra effort in preparation.
- b. Bottled foods. They are generally too heavy and bulky and break easily.
- c. Meal-sized canned foods. They are usually bulky and heavy.
- d. Whole grains, beans, pasta. Preparation could be complicated under the circumstances of a disaster.