Be Ready & Aware!
Plans in Place at Home and Work
When Disaster Strikes

co.portage.oh.us/portageprep
Ready.gov

Portage County Office of Homeland Security and Emergency Management
Portage Prepare’s Mission

To provide information that will help Portage County residents:

- Be safe
- Reduce risk of injury
- Reduce property destruction
- To prepare citizens to be self-sufficient for the first 72 hours of an emergency or disaster

A program provided by Portage County Commissioners and the Portage County Office of Homeland Security and Emergency Management
Have you ever thought about how to prepare for an emergency?

How would you:

- Look after your family for 72 hours?
- Cope without power or tap water?
- Contact your family and receive information?
Fast fact:

- Although the majority of Americans believe that having an emergency plan and emergency kit are important, only a small minority have actually created them.
Learn the three steps to getting prepared:

- Know the risks
- Make a plan
- Get a kit
Common misconceptions:

- Most emergencies are short-lived
- I won’t ever have to deal with an emergency where I live
- There are a lot of emergencies I just can’t prepare for
- Preparing takes too much time
STEP 1

Know the risks; Know your region

The consequences of emergencies can be similar, but knowing the risks in your region can help you better prepare.
STEP 2
Make a plan

You aren’t prepared — until you make a plan.

• Head to our web page or Ready.gov
• Photocopy your plan
• Keep copies of your plan in safe and memorable places
• Share your plan with family! OFTEN!

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STEP 2
Make a plan

Easy Peazy!

- **COLLECT.** Create a paper copy of the contact information for your family and other important people/offices, such as medical facilities, doctors, schools.

- **SHARE.** Make sure everyone carries a copy in his or her backpack, purse, or wallet. If you complete your Family Emergency Communication Plan online at ready.gov/make-a-plan, you can print it onto a wallet-sized card. You should also post a copy in a central location in your home.

- **PRACTICE.** Have regular household meetings to review and practice your plan. Then update when needed.
STEP 2
Make a plan

Your Family’s Plan: Start with a Floor Plan

- Emergency exits
- Designate a family meeting area
- Escape routes from neighborhood
- Ensure help for people with disabilities now known as “functional needs”

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STEP 2
Make a plan

Links to Plans

- Ready.gov Family Communications Plan: https://www.fema.gov/media-library-data/0e3ef555f66e22ab832e284f826c2e9e/FEMA_plan_parent_508_071513.pdf

- Read.gov Steps to Make a Plan: https://www.fema.gov/media-library-data/0e3ef555f66e22ab832e284f826c2e9e/FEMA_plan_parent_508_071513.pdf

- American Red Cross: http://www.redcross.org/get-help/prepare-for-emergencies/be-red-cross-ready/make-a-plan
STEP 2
Make a plan

This is Us!

- School’s emergency policies
- Updated contact information
- Designate contact persons and make sure your children know how to get in touch with them
STEP 2
Make a plan

Functional needs plan

- Health information card
- Grab-and-go bag with medication, prescriptions, medical documents
- Ensure walkers, oxygen tanks and other emergency supplies
- Personal support network
- Planning resources: https://www.ready.gov/individuals-access-functional-needs

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STEP 2
Make a plan

Plan for high-rise residents

- Evacuation plan
- Know your exits
- Extra water in case of power outage

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STEP 2
Make a plan

Logan’s Plan

- Location of “pet-friendly” shelters/hotel
- Extra pet food and water in emergency kit
- How will you transport your pets?
- [https://www.ready.gov/animals](https://www.ready.gov/animals)
STEP 2
Make a plan

Other helpful hints:

• Choose an out-of-town contact person
• Make arrangements through friends or cultural centres
• Practice your plan!
• Review your plan once a year
STEP 3
Prepare a kit

To prepare for an emergency that could last 72 hours or more, what would you put in a kit?
STEP 3
Get a kit

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co.portage.oh.us/portageprep
Ready.gov
STEP 3
Get a kit

Three steps to getting prepared:

- Know the risks
- Make a plan
- Get a kit
Receiving timely information about weather conditions, emergency events

- Portage Co. Emergency Management App
- Portage Prepares on Facebook [facebook.com/PortagePrepares/](http://facebook.com/PortagePrepares/)
- PortagePrep on Twitter [@PortagePrep](https://twitter.com/PortagePrep)
- Portage Prepares: [co.portage.oh.us/portageprep](http://co.portage.oh.us/portageprep)
- PC HS/EM: [co.portage.oh.us/emergencymanagement.htm](http://co.portage.oh.us/emergencymanagement.htm)
- US National Weather Services CLE
- Many jurisdictions have opt-in public alert and warning systems.
Receiving timely information about weather conditions, emergency events

- National Oceanic and Atmospheric Administration (NOAA)
- Integrated Public Alert and Warning System (IPAWS)
- Enhanced telephone notification
- Outdoor sirens and alerts
- Local school and organization notifications
- FEMA App and other mobile apps
- American Red Cross App
- Weather Channel App
- More info on IPAWS, EAS, and WEA, visit [www.ready.gov/alerts](http://www.ready.gov/alerts)
Every business should have a plan!

A plan to stay in business!
On Fire to Make a Plan!

https://www.fema.gov/media-library-data/5f16cc3c-5e7a-47db-91f9-4a1bf523f9d5/Business_Continuity_Training_-_Pt_01.mp4
Continuity of Operations

- Review business process flow chart, if one exists, to identify operations critical to survival and recovery.
- Determine which staff, materials, procedures and equipment are absolutely necessary to keep the business operating.
- Establish procedures for succession of management.
- Make a list of your most important customers and proactively plan ways to serve them during and after a disaster.
- Identify key suppliers, shippers, resources and other businesses you must interact with on a daily basis.
- Plan what to do if your building, plant or store is inaccessible.
- Talk with your staff or co-workers and frequently review and practice what you intend to do during and after an emergency.
Emergency Planning for Employees

- Include emergency information in newsletters, on your company intranet, in periodic employee emails and/or other communication tools.
- Include an out-of-town phone number where employees can leave an “I’m okay” message in a catastrophic disaster.
- If you have employees with disabilities or special needs, ask them what assistance, if any, they require.
Emergency Supplies

• Encourage everyone to have a portable emergency supply kit customized to meet their personal needs, such as the inclusion of essential medications.
• Talk to your co-workers about what emergency supplies the company can feasibly provide, if any, and which ones individuals should consider keeping on hand.
• Include what was on the home list plus plastic sheeting and duct tape in the event of airborne chemical hazards and moist towelettes, garbage bags and plastic ties for personal sanitation.
Emergency Supplies

- Keep copies of important records such as site maps, building plans, insurance policies, employee contact and identification information, bank account records, supplier and shipping contact lists, computer backups, emergency or law enforcement contact information and other priority documents in a waterproof, fireproof portable container.
- Store a second set of records at an off-site location.
Stay or go?

- **Make an Evacuation Plan:** Some disasters will require workers to leave the workplace quickly. The ability to evacuate workers, customers and visitors effectively can save lives.

- **Make a Shelter-in-Place Plan:** There may be situations when it’s best to stay where you are to avoid any uncertainty outside.

- Go to www.ready.gov for more information on these topics as well as when and how to “seal-the-room” for protection from chemical contamination and steps to take for fire safety and medical emergencies.
Talk to Your Co-workers

- Practice the Plan with Co-workers
- Promote Family and Individual Preparedness
- Write a Crisis Communication Plan
- Support Employee Health After a Disaster
Protect Your Investment

- Review Insurance Coverage
- Prepare for Utility Disruptions
- Secure Facilities, Buildings and Plants
- Improve Cyber Security
Online resources to assist you

Morgan Stanley Case Study

- 1993 World Trade Center Attack
- 2001 World Trade Center Attack
Hurricane Wilma
Contact Information

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