



EMERGENCY
RESPONSE
PLAN

PRELIMINARY
APRIL 2021

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Emergency Response Plan

1. Introduction

An Emergency Response Plan is a written procedure which explains, in general, how to handle emergency situations. Having a plan is only one step to coping with an emergency. You must also have the dedicated resources that implementing it requires.

Safari is more than just a collection of lots; it is also a collection of members, all with different needs. Some of the members are living in the park full time, many others visit often and some only once or twice a year. Some members have medical needs that must be met in an emergency and some may have physical limitations which restricts their ability to cope with certain emergency situations. So, while this plan is focused on preserving the association and its resources, we would be remiss if we did not present the members with a suggested start for a personal emergency plan. Accordingly, Appendix A to this document contains some suggestions for a personal emergency plan.

2. Emergency Plan Requirements

An EMERGENCY PLAN takes ADVANCED planning and preparation.

An EMERGENCY PLAN is UNIQUE to Safari here on the peninsula.

An EMERGENCY PLAN is developed by Safari and shared with area support services and organizations.

An EMERGENCY PLAN considers not only the actual event, but also the steps to be taken in preparation for foreseeable events and the consideration of the SHORT AND LONG TERM NEEDS of the association, it's staff, and members, following an event.

An EMERGENCY PLAN is COMMUNICATED by management, to staff, members, and outside support organizations.

An EMERGENCY PLAN is PRACTICED, TESTED AND REVIEWED on a regular basis.

An EMERGENCY PLAN WILL FAIL if it is too superficial, and not practiced or committed to by both staff and management.

3. Objectives

- A. To provide the PERSON IN CHARGE with information and techniques to solve problem situations as needed.
- B. The assumption is made that the best trained person, board members or caretaker staff, will not be on site or available at the time of crises. Therefore, a method must be

developed to help the less trained or poorly trained available personnel do a better job than just cope. In other words, the PERSON IN CHARGE might be anyone from the caretaker to a member.

- C. To develop a easy-to-use, step-by-step document that a PERSON IN CHARGE will use when needed. The document should be on hand at all times, and easily identifiable to the PERSON IN CHARGE.
- D. To develop training programs to familiarize caretakers, board members, and committee members with use of tools and binder and establish a periodic routine of on-site inspection and maintenance program.
- E. The binder will contain sections for each utility, type of emergency or problem and will list contact information for each.

4. Overview of The Plan

This plan is based on having an “Emergency Preparedness Committee” to assist and oversee the implementation of the plan detailed below. The onsite responders will need to make the various judgements as to what specific actions and resources are needed for an emergency. Thus, the goal of this plan is to identify various key actions that might be needed and to have the resources available to meet the situation that arises.

5. Major Categories of Emergencies

A. Localized

Accident (medical injuries, drowning etc.), medical emergency, electrical, broken water line, sewer problem, fire, violation of law, propane leak, hazardous chemical spill.

B. Area Wide

Earthquakes, tsunami, forest & brush fire, floods, storms, release of hazardous chemical, utility outage.

6. Resource List

A. Chain of Command:

If the Primary Caretaker is available, he is the overall authority (PERSON IN CHARGE) for the execution of this plan in case of emergency. The Board President & Vice President are next in line of authority, if available. Any other caretakers and the members of the Emergency Preparedness Committee (EPC) are next in line followed by the remaining board members. The Person In Charge is expected to coordinate the overall response. He/she would call upon board members to assist in obtaining assistance from outside providers such as plumbers, carpenters, etc.

B. Phone Contact List:

Category	Entity Name	Phone
Sheriff - Emergency	Pacific County	911
Sheriff - Non Emergency	Pacific County	(360) 642-9397
Ambulance	Pacific County Fire and Rescue	911
Fire Department	Pacific County Fire and Rescue	911
Poison Control	Washington State Poison Control	(800) 222-1222
Suicide Hotline	Suicide Hotline	(800) 273-8255
Long Beach PD	Non Emergency	(360) 642-3416
Sewage	Seaview Sewer District	(360) 642-4425
Sewer pumping	Evergreen Septic Pumping	(360) 642-7272
Water	City of Long Beach	(360) 642-4421
Electricity	PUD #2 - Normal business	(360) 642-3191
Electricity	PUD #2 - Emergency	(877) 602-6465
Cable TV/Internet	Charter/Spectrum Call Center	(888) 438-2427
Electrician	Ford Electric	(360) 642-2137
Plumber	Ken Bisbing	(360) 448-8985
Animal Control	Call Pacific County Sheriff	(360) 642-9397
Contractor	Jaysen Johnson	(360) 244-5323
County Public Works	Pacific County	(360) 875-9368
Propane Distributor	Active Enterprises	(360) 642-2102
Tow Truck	Hill Towing	(360) 665-4447
Hospital	Ocean Beach Hospital	(360) 642-3181
Red Cross	Northwest Region Emergency	(206)-323-2345
Lawyer	Fred Cann	(360) 642-3108
Insurance	Greg Brewer (Philadelphia Ins.)	(360) 567-0194

C. Equipment List

The items listed below are to be kept available for use in responding to an emergency situation in Safari. Normally these should be in a locked location. Caretakers, Board Members, and EPC members should have the lock combination to access these items. These items should be inventoried monthly and at the conclusion of any emergency situation. Items like batteries will have to be periodically replaced.

ITEM	Source	Cost
Flashlights		
Handheld Radios	donated	
Caution Tape		
Traffic Cones	Safari	
Safety Vests		
Site Map of Safari	Office	
Fire Extinguishers		

100' Rope		
First Aid Kit		
Monster tape		
Tarps		
Axe		
Megaphone	donated	
Chainsaw	Safari	
Fuel for chainsaw & generator		
Portable generator		
Emergency blanket & pillow		
Emergency pump		
100' garden hose w/nozzle		
LED Road flares		
Traffic Signal Wands		
whistle		
Masks		
Zip ties		
Hand wipes		
Basic tool kit		
Can opener (non electric)		
Waterproof matches		
Paper/pencil		
Pain reliever (advil, Tylenol)		
Bottled water		
Energy bars		
Extra batteries		
Buckets		
Garbage bags		
AED		
AED replacement pads		
AED training pads		
Bag-mask-valve unit		
Space heaters		
Fans with extension cords		

D. To be included in emergency binder:

1. Maps showing by color-code all electric disconnects, water shut off valves, sewer manholes and clean-out, LPG or natural gas shut off valves and source location, fire hydrants and which area of the park each one controls.
2. Utility Sections should be color-coded to match the map color. There should be a map in each section for that utility. It should list the trade person to call for help, phone number etc.

7. Recurring Items:

- A. The response plan must be tested. Create an imagined incident and use the plan. Identify deficiencies and fix the plan. Create another type of incident and repeat the process. When you have confidence the plan works, make it part of your operation. On-going testing of the plan must be done, not just to prove the plan but to keep everyone on their toes on how to handle an emergency.
- B. On a monthly basis, the emergency supplies must be verified and tested. Batteries should be changed on a recurring basis.
- c. Recurring training should be offered on any of the emergency equipment and actions that might need to be taken. For example, training on the AED device should be an annual activity provided by the EPC and open to members. Likewise, how to set the entry and exit gates to remain open and how to operate the sewer pumps should be reviewed with EPC members on an annual basis.

8. After Action Review

After any emergency is concluded, documented and operations have returned to normal, it is important for those who responded to the emergency to conduct an After Action Review. During this review, talk through the steps taken and any decisions made. Explain why they were made and what alternatives were considered. If any steps were excluded, be sure and indicate why they were not taken.

Then based on the output from this review, state the lessons learned for future emergencies. We want to know what we could have done better, faster, and safer. From this review may come improvements to the emergency plans. Remember, the emergency plan is not cast in concrete – it needs to respond to better ideas, updated resources, and changing expertise and knowledge of those responding.

9. Emergency Responses by Incident Type

The following pages detail various emergency incident types and common response items to them. Please note: The list is not all encompassing as it is impossible to detail every conceivable emergency. Likewise, the steps listed for each emergency type are common steps that should not be overlooked. Not all steps will apply to each situation and there may be additional steps needed that cannot be anticipated. The purpose of this section is to provide a checklist of the most likely actions that would be needed to meet each type of emergency. Additional actions may be needed, and others not needed as situations arise.

Vehicular Accident

1. Check to see if anyone injured, if so contact 911.
2. Apply first aid if needed.
3. Have someone wait at the entry gate to let in emergency personnel and direct to scene.
4. Obtain traffic control cones and cordon off the area.
5. If necessary, deploy flares.
6. Use cell phone and take as many pictures as necessary.
7. If injury or major damage, do not move vehicles until police arrive.
8. Identify yourself and TAKE CONTROL of the SITUATION.
9. In the EMERGENCY LOG, document what, when, where, who, etc., of the accident.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Electric Emergency (in Park)

1. Locate the section LAYOUT MAP.
2. Using the LAYOUT MAP, locate the breakers, and disconnects etc. that will isolate the problem if required.
3. Locate the SPECIAL TOOLS list and KEYS, if needed.
4. Locate the BARRICADE list which will give the location of barricades, cones, yellow "DO NOT ENTER" tape, as required.
5. Locate the emergency PHONE LIST which will list the phone numbers of specialty companies—people who can deal with this type of problem.
6. Evaluate the situation and determine who best can fix the problem. Locate and/or call that person.
7. Meet the repair person and assist with their needs and questions.
8. Gather all the tools and or barricades required and go, or send someone, to the trouble.
9. Identify yourself and TAKE CONTROL of the SITUATION.
10. ISOLATE the problem with the breakers and disconnects.
11. Cordon off the area so you have a safe working place.
12. If the isolation of the problem requires stopping service to some tenants, notify those tenants affected and, if necessary, make arrangements to have them relocated.
13. When problem is fixed, check the BINDER for SPECIAL CONSIDERATIONS, or INITIALIZATION PROCEDURE required for that section.
14. Put everything away that was used in the emergency, and then open the area back up.
15. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Power Failure
(from outside park)

1. Put out Safari phone alert on the situation.
2. Determine if power outage is only within Safari or the entire local area. (Hint: Look for traffic lights down street.)
3. If power outage is only within Safari, contact PUD Emergency line to notify of problem.
4. Contact board member or caretaker to send out Safari alert message with any information available.
5. See that front entry and exit gates are open.
6. If power outage lasts over 1 hour, start generators for sewer pumps.

Power Restored

1. Wait 5 minutes to be sure power is stable, then shut down generators for sewer pumps.
2. Contact board member or caretaker to send out Safari Alert message that power has been restored.
3. Return front gates to normal operation.
4. If sewer pump generators were started, make sure the generators are turned off.
5. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Water Emergency

1. Locate the section LAYOUT MAP.
2. Locate the barricades, cones, yellow "DO NOT ENTER" tape, as required.
3. If appropriate, have caretaker or board member send out a text alert message stating that there is a problem with the water, and it may be off in some areas of the park.
4. If caretaker not available, determine severity of problem. If necessary, locate the emergency PHONE LIST which will list the phone numbers of specialty companies—people who can deal with this type of problem. If at all possible, contact a board member to actually arrange for the services needed.
5. Evaluate the situation and determine who best can fix the problem. Locate and/or call that person.
6. Meet the repair person and assist with their needs and questions.
7. Gather all the tools and or barricades required and go, or send someone, to the trouble.
8. Identify yourself and TAKE CONTROL of the SITUATION.
9. ISOLATE the problem with the valves, breakers, etc.
10. Cordon off the area to have a safe working place.
11. If the isolation of the problem requires stopping service to some tenants, notify those tenants affected.
12. When problem is resolved, if outside contractor is used, be sure to get invoice if available and give to board member to send to Finance Director.
13. If a text alert was sent out in step 3 above, have another text alert sent out stating that the water is back on and to let the water run for a minute or two before using.
14. Put everything away used in the emergency, and then open the area back up.
15. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

SPECIAL CONSIDERATIONS: If you had to shut off the water, an important reminder that when you turn the water back on, do it slowly and have some hose bibs open at the end of the water line to allow the air to escape. Notify those affected that the emergency is over and they may now use the water but should let it run from their faucets for a minute or two prior to drinking/cooking.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Sewer Emergency

1. Locate the LAYOUT MAP.
2. Using the LAYOUT MAP, locate the sewer pumps, manholes and cleanouts that will isolate the problem if required.
3. Use barricades, cones, yellow "DO NOT ENTER" tape, as required to secure area.
4. If caretaker not available, locate the emergency PHONE LIST which will list the phone numbers of specialty companies—people who can deal with this type of problem. If at all possible, contact a board member to actually arrange for the services needed.
5. Evaluate the situation and determine who best can fix the problem. Locate and/or call that person.
6. Meet the repair person and assist with their needs and questions.
7. Gather all the tools and or barricades required and go. or send someone, to the trouble.
8. Identify yourself and TAKE CONTROL of the SITUATION.
9. Cordon off the area to establish a safe working place.
10. If the isolation of the problem requires stopping service to some tenants, notify those tenants affected.
11. When problem is resolved, if outside contractor is used, be sure to get invoice if available and give to board member to send to Finance Director.
12. Put everything away that was used in the emergency.
13. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

SPECIAL CONSIDERATIONS: You may need a sewer pumping truck to service the park. Notify those affected when the emergency is over. You will have to sanitize the area if a spill has occurred.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Telephone/Cable TV Emergency Communications Equipment

1. Locate the emergency PHONE LIST and contact Charter to repair problem.
2. If TV and/or internet outage, have board member send out Safari phone alert message.
3. When outage is resolved, have board member send out another Safari phone alert message.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Fire Emergency

1. Call 911 or local fire department.
2. Have someone wait for the emergency equipment at the entrance to the park to direct/escort them to the fire. That person should be identifiable wearing a reflective vest.
3. Go, or send someone, to the scene.
4. Identify yourself and take control of the situation.
5. Clear access route to the scene.
6. Cordon off the area so emergency personnel and vehicles have access to the scene and to prevent injury to observers.
7. Direct crowd control until the fire department arrives. If needed, evacuate people from surrounding area and downwind area, at a distance commensurate with the hazard or as requested by emergency personnel.
8. Identify yourself to the fire chief and assist him any way you can.
9. Put everything away that was used in the emergency, and then open the area back up.
10. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

SPECIAL CONSIDERATIONS: Any things that should be considered for the handling of this emergency. Refill Fire Extinguishers and First Aid Kits. Notify those affected that the emergency is over, and they may return to their site.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

LPG (Propane) Emergency

1. Call 911 if LPG (liquid propane gas) is involved in a spill or a fire. Call the supply or service company (Active Enterprises) if any of their equipment is involved.
2. Have someone wait for the emergency equipment at the entrance to the park to direct/escort them to the fire. That person should wear a reflective vest if possible.
3. Go, or send someone, to the scene.
4. Identify yourself and take control of the situation.
5. Clear access route to the scene.
6. Cordon off the area so emergency personnel and vehicles have access to the scene and to prevent injury to observers.
7. Direct crowd control until the fire department arrives. If needed, evacuate people from surrounding area and downwind area, at a distance commensurate with the hazard or as requested by emergency personnel.
8. Alert neighbors to evacuate and if necessary, help relocate them.
9. Identify yourself to the fire chief and assist him any way you can.
10. When problem is fixed, check the BINDER for SPECIAL CONSIDERATIONS. or INITIALIZATION PROCEDURE required for that section.
11. Put everything away that was used in the emergency. and then open the area back up.
12. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to. where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Hazardous Material Emergency

1. Call 911 and identify that we have a spill.
2. Have someone wait for the emergency equipment at the entrance to the park to direct/escort them to the area. That person should be wearing a reflective vest.
3. Go, or send someone, to the scene.
4. Identify yourself and take control of the situation.
5. Clear access route to the scene.
6. Cordon off the area so emergency personnel and vehicles have access to the scene and to prevent injury to observers. Because this is a potentially hazardous/toxic compound, make the restricted area as large as possible. If necessary, evacuate members from nearby units.
7. Direct crowd control until the fire department arrives. If needed, evacuate people from surrounding area and downwind area, at a distance commensurate with the hazard or as requested by emergency personnel.
8. If the isolation of the problem requires stopping service to some tenants notify those tenants affected and if necessary, make arrangements to have them relocated.
9. Identify yourself to the fire chief and assist him any way you can.
10. Put everything away that was used in the emergency. and then open the area back up.
11. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Troublemaker/Abusive Emergency

Troublemaker - If someone starts trouble or becomes abusive in the park:

1. Call for assistance (call the Caretaker or a Board Member)
2. If the troublemaker has a weapon, immediately call 911.
3. Try to get the person outside of the building where others can see what is going on.
4. Be polite. Do not argue. If abuse or trouble continues call 911. Tell the person you are going to call 911.
5. Fill out the EMERGENCY LOG.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Medical Injury Emergency

1. Call 911. If animal has been involved in the incident, you may also have to call animal control or a veterinarian.
2. Have someone wait at the park entrance for emergency equipment and direct them to the scene. Person should be identifiable in a reflective vest.
3. Go or send someone to the scene and IDENTIFY YOURSELF and TAKE CONTROL.
4. If CPR and/or RESCUE BREATHING is required and you are currently qualified to administer them per your training, do it. Do not attempt to administer if you are not trained. Try to find someone who is trained.
5. If CPR and/or RESCUE BREATHING is not required, administer first aid if you are qualified.
6. When emergency equipment arrives assist them in any way possible.
7. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Possible Death

1. Call 911.
2. Have someone wait for them at the park entrance and direct them to the scene. That person should wear a reflective vest.
3. Check with board member or caretaker to determine if the office has a key to the unit. If so, obtain it and take to the location for law enforcement use.
4. Go or send someone to the scene and IDENTIFY YOURSELF, TAKE CONTROL and SECURE THE SCENE.
5. When police or sheriff arrive, detail the problem to them and assist them in any way possible.
6. Notify the emergency contact and a board member of the incident (not the death).
7. In the EMERGENCY LOG, document what, when, where, who, etc. of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Property Damage

1. Call local police or sheriff's department.
2. Have someone wait for them at the park entrance and direct them to the scene. That person should be identifiable in a reflective vest.
3. Go to the scene and IDENTIFY YOURSELF and TAKE CONTROL. Cordon off the area so you have a safe working place.
4. If any damage, take plenty of pictures.
5. Direct crowd control.
6. If the isolation of the problem requires stopping service to some tenants notify those tenants affected and if necessary, help them to relocate.
7. When police or sheriff arrive assist them in any way possible.
8. Put everything away that was used in the emergency, and then open the area back up.
9. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Drunk/Disorderly

1. Call 911.
2. Do not get into an argument or physical altercation with the person in any way.
3. Have someone wait for law enforcement at the park entrance and direct them to the scene. That person should wear a reflective vest.
4. Go to the scene and IDENTIFY YOURSELF and TAKE CONTROL.
5. Direct crowd control, but do not engage in the problem.
6. When police or sheriff arrives assist them in any way possible.
7. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

Drug Dealing

1. Call 911. Do not confront the suspects.
2. Wait for law enforcement.
3. When they arrive, detail the problem to them and assist them in any way possible.
4. In the EMERGENCY LOG, document what, when, where, who, etc., of the emergency.

EMERGENCY LOG: Should document what happened, when it happened, who it happened to, where it happened, and who reported it (their space number, home address, phone number, etc.). Include the same information for any witnesses that may have been at the scene.

Earthquake Emergency Response

During an earthquake remain calm and quickly follow the steps outlined below:

1. If **INDOORS** give command to **DROP AND COVER**. Seek refuge under a table, desk or other object that can protect you with your back to windows. If not near any furniture, sit in a corner or with back against a wall with back to windows.
2. Drop to knees, clasp both hands behind neck, bury face in arms, make body as small as possible, close eyes, and cover ears with forearms.
3. If **OUTDOORS** assume the **DROP AND COVER** position in an open space.
4. **NEVER** go near windows or objects that may fall such as bookcases, shelves, etc.
5. If notebooks or jackets are handy, hold overhead for added protection.
6. Maintain position until shaking stops.
7. After shaking stops, check for injuries and render first aid **ONLY** if you are qualified to do so.
8. Do **NOT** move a seriously injured person unless he/she is in a potentially life-threatening situation.
9. Wait for instructions to evacuate before exiting a building that may be compromised.
10. When **OUTSIDE**, move away from buildings, trees, overhead wires, utility poles and other structures. Caution: Always avoid power or utility lines as they may be energized.
11. Turn off the propane at the tank and if possible, turn off neighbor's propane too.
12. Do **NOT** smoke or light any fires. There may be broken gas lines.
13. Do **NOT** enter or return to buildings until it is determined to be safe.
14. Stay alert for aftershocks.
15. If earthquake was severe, it could possibly trigger tsunamis. Listen for alarms and news reports. Prepare to evacuate if directed by government officials. Try to assist anyone needing help to evacuate.

Area Wide Emergency Pre-Planning

1. Identify and routinely revise those policies, contracts and agreements that may be affected or called on during an emergency.
 - a. Insurance Policy (later discussion topic)
 - b. Lines of credit
 - c. First and second mortgage commitments.
 - d. Outstanding loans
 - e. Agreements to purchase.
2. Determine how and under what conditions an emergency is declared or emergency assistance is summoned.
 - a. For staff
 - b. For off-site
 - c. For evacuation of a facility
3. Develop search and rescue procedure.
 - a. How many (who they are) people are in the park (head count)?
 - b. Who will coordinate and direct?
 - c. Who will participate?
 - d. What equipment may be needed?
4. Identify those facilities or services that may be unavailable under certain situations.
 - a. communications
 - b. utilities. electricity, water, etc.
 - c. normal medical transport
 - d. facility egress
5. Establish a routine on-site inspection and maintenance program to check on and provide for visitor safety, functionality and availability of equipment and inventory of resources. Review of binder by each employee.
6. For members who have deposited keys to their units in the office, provide them with a two-sided sign. One side in Green would say "OK" and the other in Red would say "HELP NEEDED". Then in any severe area-wide emergency, the members should place this sign in a front window with the appropriate side facing out. EPC members could then quickly tell if assistance is needed and obtain from a board member the key to the unit to get in to assist.
7. In a severe emergency where member's units may be unsafe to enter, they should be directed to meet at the nearest restroom building (Lodge, 1st Street, Tarzan-Jane South, Tarzan Jane North, Outback). EPC members can then determine what action for the group would be appropriate.

Appendix A: Suggestions for a personal emergency plan.

All members must recognize that even though the association has an emergency response plan, they are still ultimately responsible for their own safety and wellbeing during and after an emergency event. It is each member's responsibility to be aware of their individual needs and be ready to meet them should the need arise.

Individual members should consider what it would take for them to survive without outside assistance for a minimum of 72 hours without all utilities. That would mean no water, no electricity, no cable, no cell phones, etc. As was seen during the Texas winter ice/snowstorm of February 2021, many communities lost all utilities and the grocery stores were empty of essential items. To prepare for an emergency, member should have the following on hand:

WATER

A minimum of 5 gallons in a sealed container per person. Remember you will need some for cooking. Those with RVs, keep your freshwater tank full and remember to change the water at least once a year.

FOOD

Canned food or meals where you just add water. Remember there will be no refrigerators and the microwave won't work. Any store that sells camping supplies will have a selection of freeze-dried meals.

COOKING

A single burner camp stove will heat water for cooking. Be sure to keep some extra bottles of propane on hand. A propane range will work without power but you will need to light it with a match. Remember your propane BBQ still works but do not use it indoors.

HEATING

A couple of heavy blankets or sleeping bags placed over the bed should be adequate to keep you warm. Remember two Eskimos under one blanket stay warm while one Eskimo under two blankets freezes. Propane heaters burn oxygen and should not be used when sleeping.

PETS

Enough food for your pets for at least 14 days. Additional water for pets too. Be sure to have both leashes and clean up materials for your pets.

MISCELLANEOUS

Flashlight with extra batteries.

Propane lantern with extra bottles.

Fire extinguisher

Home first aid kit

Extra blankets

Weather radio

Can Opener

A couple of board games to relieve the monotony. Remember there won't be any TV.

Enough prescription medications for at least 14 days

INFORMATION

Keep the following information in an envelope on your refrigerator or in an obvious spot that someone would quickly find:

Your name(s), addresses and phone numbers

Emergency contact names and phone numbers

Doctors' names and phone numbers

List of current medical conditions and medications and their locations