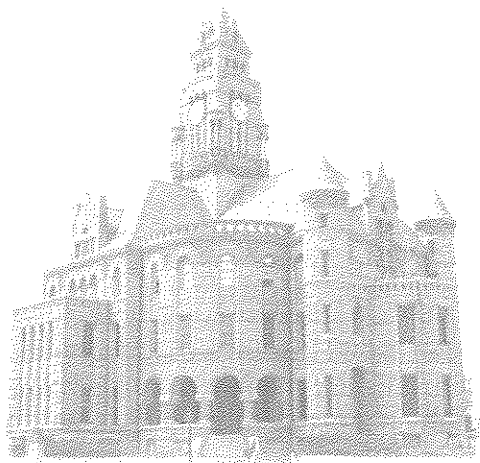
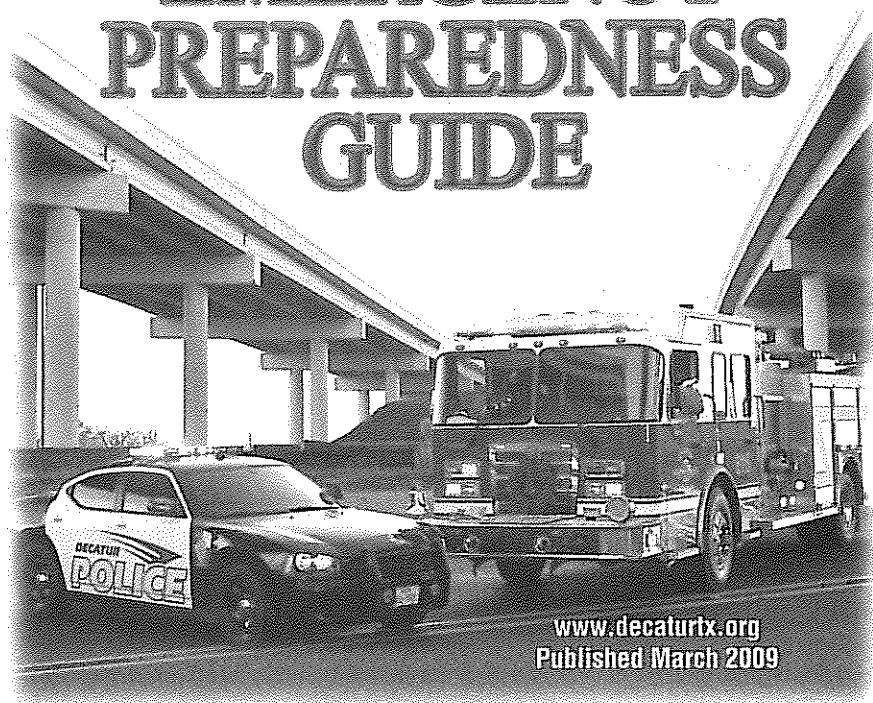


CITY OF DECATUR



EMERGENCY PREPAREDNESS GUIDE



www.decaturnx.org
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General Rules

If an emergency or disaster should occur, there are a few things you should do **right away**.

Stay Calm

Try not to panic. Take time to understand what has happened and to think about what you can do to stay safe or avoid worse injury.

Check the scene

Pay attention to your surroundings to see whether you are safe in your present location. See if anyone around you needs help. If you think you are in danger, move to a safer place as quickly as possible.

Give and get help

If you or others are hurt or still in danger, call 911. Explain what has happened, where you are, what injuries people have, and whether the danger still exists.

Listen for official emergency announcements

Siren Activation:

The City of Decatur emergency sirens will be activated during severe weather when winds exceed 75 mph (Hurricane Strength); hail reaches 1" or greater in diameter or tornadic activity is spotted by an official storm spotter for the National Weather Service (NWS).

Reverse 911 Phone Calls:

The City of Decatur will activate the reverse 911 phone systems by calling every resident within the city limits whenever an emergency is expected in the Decatur area to the extent where residents need to take shelter immediately. When the danger has passed another call will be made to give an all clear to residents.

Radio/TV Coverage:

When you hear the sirens or receive a phone call notifying you of an emergency event, tune your battery-powered radio to a major EAS (Emergency Alert System) network to get the very latest information.

Be prepared to evacuate:

If the Mayor mandates that you leave your home or work, do so right away. Follow exact evacuation routes, and go to the specified shelter or safe area. If you can, bring your Emergency Kit with you, and get in touch with your family's emergency contact person as soon as you can to let them know where you are located.



Getting Ready

An emergency often happens without warning, leaving little or no time for you and your family to plan what to do next. It is important to learn about the things you can do to be ready - before an emergency happens.

Two key things you can do are to make an Emergency Plan and put together an Emergency Kit.

Make an Emergency Plan

Talk with your family about why and how you need to prepare for an emergency event:

- Discuss the types of disasters most likely to happen and what to do in each case. Some of these are discussed in the next section.
- Teach children how and when to dial 911
- Find out about the disaster plans at your workplace, children's school or childcare center, and other places where your family spends time away from home. Make sure your child's school or childcare center has your current emergency contact numbers.
- Pick two places to meet if something happens: one that is right outside your home in case of a sudden emergency, like a fire; and a second one outside of your neighborhood in case you cannot return home.
- Ask a friend or relative to be your emergency contact person. Make sure everyone has this person's address and phone number. List them on the emergency contact page of this booklet and by each phone. If your family members get separated, they should call this person to tell their location.
- Think about the special safety needs of small children, elderly or disabled relatives or neighbors, and pets.
- Get an Emergency Kit ready (See accompanying checklist).

Assemble an Emergency Kit

Preparing an Emergency Kit ahead of time can save you time in case you must leave home quickly or go without power or water. Put your Kit together with items you may need after a disaster, and keep enough supplies on hand to meet your needs for at least three (3) days. Store them in sturdy, waterproof, easy-to-carry containers such as backpacks, duffle bags or clean, covered trash cans.

Things you might try to include or have on hand are:

- A three-day supply of water (one gallon per person per day) for drinking and cooking - stored in clean plastic soda bottles (milk containers will break down and leak).



- Food that won't spoil or need much cooking (e.g., canned fruits and vegetables, cereals, peanut butter, crackers or cookies, and dry mixes like instant oatmeal or soups, rice or noodles). Use or replace them every six (6) months.
- Radio - Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert and extra batteries for both.
- One change of sturdy clothes and shoes, and one blanket or sleeping bag per person.
- Flashlight with extra batteries, utility/Boy Scout knife, bowls and cups, silverware, can opener, lighter or matches, dish towels, local maps, etc.
- An extra set of car and house keys, personal identification, and credit cards, cash or traveler's checks. Keep important family papers (e.g., birth certificates, passports, etc.) in a waterproof container or plastic bag.
- Sanitation supplies such as toilet paper, handy wipes, sanitary pads, and plastic trash bags.
- Special items for young children, elderly or disabled family members, and pets (e.g., special foods, medications, aid devices, carriers, etc.).

Pet supplies to include the following:

- Pet food and treats
- Drinkable water in plastic bottles
- Can opener for canned food
- Pet medications and medical records in waterproof containers
- Current photos of your pets
- Sturdy leashes, harnesses and/or carriers
- The name of your veterinarian
- Pet beds and toys

Needs for family members with special needs (Elderly or infants).

A basic first aid kit that includes:

- Your prescription medications
- Bandages in assorted sizes
- Safety pins
- Scissors
- Tweezers
- Sewing needle
- Alcohol wipes
- Burn cream
- Cleanser/soap
- Latex gloves
- Gauze pads
- Oral thermometer
- Non-aspirin pain reliever
- Antacid (upset stomach)
- Cotton balls or swabs
- Prescription Glasses

When a Disaster or Emergency Happens

This section will give you tips on how to know when there is an emergency, information about different disasters that could happen in the Decatur area and advice on how you can stay safe if and when they occur.

How You Will Know When an Emergency Situation is Occurring.

There are different ways you will find out that an emergency or disaster is happening.



Weather warnings will usually be given on television and radio. A "tornado watch" means tornadoes are possible in your area. Remain alert for approaching storms. A "tornado warning" means a tornado has been sighted or indicated by weather radar. If a tornado warning is issued for your area and the sky becomes threatening, move to your pre-designated place of safety. A "severe thunderstorm watch" means severe thunderstorms are possible in your area. A "severe thunderstorm warning" means severe thunderstorms are very likely.

In other situations, a siren could sound, or you may be contacted by phone. Emergency workers may drive by and give instructions over a loudspeaker, or they might come to your door. In the meantime, you should listen to the radio or television for further emergency information.

What to do for Different Types of Disasters

I: Floods

Floods can occur quickly and can be dangerous because of fast moving waters. If there is a flood warning or you believe a flood will happen soon:

- Head for higher ground right away - Save yourself and NOT your stuff.
- Stay away from floodwaters - even water just six inches deep can knock you off your feet.
- Never try to drive through flood waters - if your car stalls, leave it and head for higher ground on foot.
- Once you are in a safe place, listen to a battery-powered radio for official updates or wait for emergency workers to give you instructions.

Flash Flood Facts and Safety Tips

- Know whether the elevation and location of your home puts you at a high risk of flooding.
- Determine which roads nearby are least likely to flood.

Flash Flood Watch (heavy rains predicted)

Once the watch is issued, it is important to do the following:

- Be prepared to evacuate at any time.
- Drive with caution. Roads may be flooded nearby

Flash Flood Warning (Flash Flood is occurring or about to occur)

- Leave areas that are threatened by flooding.
- Do not cross water on the road unless you know its depth.

II: Thunderstorms

All thunderstorms produce lightning that can cause death or serious injury. Lightning can strike from 5 to 10 miles away, even if it is not raining or is sunny where you are. If there is a thunderstorm warning, or if you see or hear a storm coming in the distance, follow these steps.

- Get inside a home, building, or vehicle right away.
- If you are outside and no structure is available, move to an open, low-lying area. Then drop to a crouching position, wrapping your arms around your knees, tucking your head down, and get on the balls of your feet.
- Stay away from metal objects, and power lines, and do not use appliances such as phones, television, or computers that could carry the lightning current into your home or office.
- Remember severe thunderstorms may produce tornadoes. Be prepared to seek shelter in the basement of your home or in the lowest level of the structure. Keep away from windows.
- If you live near a stream or river, stay alert. Listen for flash-flood watches and warnings. Be prepared to move out of danger.

Hail Size Estimation

• 1/4" Pea	• 1" Quarter	• 2 1/2" Tennis Ball
• 1/2" M&M (plain)	• 1 1/4" Half Dollar	• 2 3/4" Baseball
• 3/4" Penny	• 1 1/2" Ping Pong Ball	• 3" Teacup
• 7/8" Nickel	• 1 3/4" Golf Ball	• 4" Grapefruit
	• 2" Hen Egg	• 4 1/2" Softball

III: Tornadoes

Tornadoes produce very high winds in funnel-shaped clouds that can lift and move heavy objects such as buildings and cars. They can move extremely fast and do a lot of damage to people and property.

Tornado Facts

- A tornado is a column of wind that rotates at high speed. This column of wind is known as the vortex, and is visible because it lifts dirt and debris from the ground as it passes.
- Tornadoes typically form near thunderstorms and commonly occur in late afternoon or early evening.
- Tornadoes usually travel from the Southwest to the Northeast, and may move quickly or nearly stand still.
- Erratic movements often make it difficult to predict their paths.
- Tornadoes usually last a short time and are capable of devastating destruction. Wind speeds can reach as high as 300 mph.

Wind Speed

- 25-31 mph-Large branches in motion, whistling heard in telephone wires
- 32-38 mph-Whole trees in motion; inconvenience felt walking against the wind
- 39-54 mph-Twigs break off of trees; difficulty walking against the wind
- 55-72 mph-Damage to chimneys, TV antennas, and light storage buildings; breaks large tree limbs; pushes over shallow rooted trees
- 73-112 mph-Peels shingles/sheeting off roofs; windows broken; mobile homes pushed or overturned; moving cars pushed off of road
- 113-157 mph-Roots torn off of houses; vehicles picked up and thrown

Tornado Shapes and Sizes

WEAK TORNADOES

69% of all Tornadoes
Less than 5% of tornado deaths
Lifetime: 1 to 10+ minutes
Winds less than 110 mph

STRONG TORNADOES

29% of all Tornadoes
Nearly 30% of all tornado deaths
May last 20 minutes or longer
Winds 110 to 205 mph

VIOLENT TORNADOES

2% of all Tornadoes
70% of all tornado deaths
Lifetime can exceed one hour
Winds greater than 205 mph

Tornado vs. Downbursts

TORNADOES

- Narrow, well-defined path
- Convergence in damage pattern
- Evidence of vertical rotation
- Return flow signatur on left side of damage track

DOWNBURSTS

- Broad, diffuse path (especially with small events)
- Divergence in damage pattern
- No rotation, or eyewitness accounts of horizontal rotation

General Safety Tips In A House

- Stay away from windows and areas with glass.
- Move to the lowest level of the structure.
- Seek shelter in an interior hallway or a small interior room (a closet under a stairwell would be an ideal location).
- Curl up so your eyes and your head are protected from falling debris

In a Vehicle, Mobile Home or Outdoors

- Leave your vehicle or mobile home immediately.
- Seek shelter in a nearby structure if available.
- If you are in a mobile home and a sturdy structure is not available, move to a low-lying area and lie flat on the ground, covering your head.
- If no structure is available, lie flat on the ground in a ditch or ravine and cover your head.
- If no ditch or ravine is available, lie flat on the ground upwind from your vehicle or mobile home.

IV: Winter Storms

Winter storms can be dangerous because they leave people stranded in their homes or cars and sometimes without power. If there is a winter storm warning, you believe a storm is headed your way, or you are already stranded do the following:

- If already inside, get your Emergency Kit out and listen for official updates.
- Stay indoors and dress warmly - if you must go outside, several layers of lightweight clothing will keep you warmer than a single heavy coat. Gloves (or mittens) and a hat will prevent loss of body heat. Cover your mouth to protect your lungs.
- Eat and drink liquids on a regular basis.
- Conserve heat and fuel - keep the thermostat at 65 degrees or less during the day and 55 degrees at night. Close off unused rooms, stuff towels or rags in cracks under doors, and cover windows at night.



- Do not travel unless you really have to, and if you do, try to take public transportation.

If you travel in your car:

- Carry a disaster supply kit in the trunk.
- Keep your car's gas tank full for emergency use and to keep the fuel line from freezing.
- Let someone know your destination, your route, and when you expect to arrive. If your car gets stuck along the way, help can be sent along your predetermined route.

If you get stranded in your car or other vehicle:

- Stay with your vehicle, and hang a brightly colored cloth on the radio antenna (for rescuers to see).
- Turn on the engine for about 10 minutes each hour (or 5 minutes every half hour) to keep warm, but make sure the tailpipe is clear of snow.
- Leave the interior lights on when the engine is running so that you can be seen.
- As you sit, keep moving your arms and legs to keep blood circulating and to stay warm.
- Keep one window away from the blowing wind slightly open to let in fresh air.

V: Fires or Explosions

Fires can cause death and serious injury to people because of burns and the breathing in of smoke. Explosions may occur on their own or as part of a larger fire, and can also do a lot of damage to people and property. If you hear a fire alarm or smoke detector, see a fire, or see or smell smoke, follow these steps:

- Escape the building as fast as you can. Then call 911 from an outside or neighbors phone.
- If a stove fire starts, slide a lid over it and turn off the burner. Never pour water on a grease fire, as this will make the fire spread.
- If you try to use a fire extinguisher on a small fire and the fire does not go out right away, drop the extinguisher, get out of the building and call 911.
- Be careful when opening doors - feel a closed door, cracks, and door knobs with the back of your hand before you open it. If it is cool and there is no smoke at the bottom or top, open it slowly. If it is warm or you see smoke at the cracks, you need to find another way out.
- Stay low - if your only way out is through smoke, crawl on the floor under the smoke to get to your exit.
- If the smoke is too thick, or heat or flames block your exit, stay in a room with the door closed and window open, and hang a sheet outside the window so firefighters can find you.
- Once you are out of the building. **STAY OUT.**



VI: Heat Wave Safety Tips

- Minimize exposure to the sun.
- Be aware of the symptoms of heat stress, which include fatigue, nausea, lightheadedness and loss of appetite. If you experience any of these symptoms (easy fatigue, headaches, profuse sweating, muscle cramps or weakness) STOP PHYSICAL ACTIVITY AND SEEK MEDICAL ATTENTION.
- Consult your family physician to discuss possible symptoms if you are feeling discomfort or pain.
- Drink lots of water.
- Eat salty foods after sweating unless you have a salt restricted diet.

VII: Toxic (Industrial) Chemical Events

Dangerous amount of chemicals can be released into the environment from industrial accidents, or on purpose, as happened in Japan when nerve gas was released in the subway system. These events can cause fires or explosions, and can be very poisonous to people and animals.

- If you receive any threat about a toxic spill or release, or see strange activity that you believe may be part of a chemical event, call 911 right away.
- If you live or work near the scene of a chemical event that is not in your building, stay where you are, listen for emergency updates, and wait for instructions from the emergency workers or police before leaving the area.
- If you are right at the scene of a chemical event, get yourself and others far away from the spill or leak and then call 911. Wait in a safe place nearby for emergency workers to arrive. Watch for signs of toxic poisoning (e.g. trouble breathing; dizziness; irritated eyes, skin, or throat; stomach cramps or diarrhea) and report these right away to emergency workers.
- Try to avoid breathing in fumes or smoke by covering your mouth with your hand or a cloth. Never touch, taste, sniff or put your eyes near any real or suspected chemical substance.
- Pour cold water over yourself or others if you come in contact with chemicals, and remove any contaminated clothing. If you don't have water, brush chemicals off the skin with a glove, plastic bag, or cloth.
- If you are outside, try to stay upstream, uphill, and upwind of the accident.

- If you are told by local officials to "shelter in place" (i.e., remain in your home or office), turn off all heating and air conditioning systems, get your Emergency Kit, and go to an interior room (preferably without windows). Use duct tape and/ or towels to seal all cracks around the doors and any vents into the room, and keep listening to your radio or television until you are told all is safe or that you should evacuate.

VIII: Bio-terrorism Events

Bio-terrorism involves the deliberate use of harmful viruses and bacteria to make people sick. We have seen this with the anthrax outbreak in the U.S. Mail system. While these events are still rare, they can be very dangerous. Although local government cannot always prevent them from happening, citizens can help by reporting strange activity to local officials. If you get news that bio-terrorism has taken place where you live or work, or strongly suspect that it has, you should follow these steps:

- If you receive any threat of bioterrorism, or see strange activity that you believe may be part of a bioterrorism event, call 911 right away.
- If you live or work near the scene of a bioterrorism event that is not in your building, stay where you are and listen for emergency updates, and wait for instructions from emergency workers or police before leaving the area.
- If you are right at the scene of a bioterrorism event, get yourself and others far away from the biological agent and then call 911. Wait in a safe place nearby for emergency workers to arrive. If you later notice signs of biological infection (e.g. severe breathing problems, shock, nausea, loss of appetite, vomiting, fever, abdominal pain, severe diarrhea, etc.) call 911 right away or call your doctor.
- If you see or get a suspicious looking package (e.g., bulky envelopes, unfamiliar or missing return address, heavy or oddly sealed boxes, anything leaking powder or other substance, etc.). Do NOT open, shake, or put your face or bare skin near it. Put it down gently, get yourself and others out of the room, close off the room, and call 911 right away. Wash your hands right away with soap and water. Do not touch, taste, sniff or put your eyes near any real or suspected biological agent.

IX: Pandemic Flu

Every year North Texans deal with the flu in one way or another. Some get the recommended shots and others take their chances. If flu cases skyrocket to an unpredicted level, it is considered an epidemic. Global epidemics are called "pandemics" and usually become multi events in waves. In preparation for an Epidemic or Pandemic event make sure to do the following:

- Make sure your Emergency Supply Kit is ready
- Educate yourself about types of epidemics/pandemics.

- Follow directions from officials about sheltering-in-place or evacuating
- Practice healthy habits that may protect you and others later:
 - Wash your hands
 - Cover coughs and sneezes
 - Stay home from work or school if you are sick

Threat Levels

Shortly after September 11, 2001, FEMA, the FBI and other federal agencies came up with the following national threat levels for suspected terrorism events. These levels are used to communicate a threat level for the United States. The following information explains steps that local government should take for each of those levels.

I: *National Threat Level*

Low Condition (Green)

There is a low risk of terrorist attacks

- Conduct regularly scheduled fire evacuation and shelter-in-place drills at all staffed City facilities.
- Conduct Homeland Security Advisory System training for all City employees.
- Implement a program to inform Citizens about the Homeland Security Advisory System to insure a proper response to each level of alert status.
- Conduct vulnerability assessment for all City facilities and provide recommendations to the City Manager. (Top Ten List)

Guarded Condition (Blue)

There is a general risk of terrorist attacks

- Test all communications devices designated for emergency response. These include pagers, cell phones, radios, siren paging and City Watch paging systems.
- All pre-developed emergency response procedures, including department specific plans should be reviewed and updated.
- Provide citizens with information regarding specific alerts and inform the public of specific threat indicators that will assist them in the reporting of suspicious activity.

Elevated Condition (Yellow)

There is a significant risk of terrorist attacks

- Increase patrol of predetermined critical locations (NOTE: Critical locations should be identified through the vulnerability analysis during the Low Condition alert status).



- Coordinate and communicate emergency plans and procedures with surrounding jurisdictions and agencies.
- Pre-planned protective measures like those contained in the Emergency Management Plan, the Emergency Operations Center Contingency Action Plan, etc., should be reviewed for refinement due to the nature or characteristics of the specific threat.

High Threat Condition (Orange)

There is a high risk of terrorist attacks

- As necessary, activate the Emergency Operations Center and assure for adequate staffing.
- Increase communications between various Federal, State and Local law enforcement agencies.
- Undertake special precautions at public events and consider postponing or canceling these events.
- Prepare to execute contingency plans and make ready all alternative operations sites.
- As necessary, increase facility security and restrict access to essential employees only. Consider restricting leave to essential employees to insure readiness.

Severe Condition (Red)

There is a severe risk of terrorist attacks

- As necessary, activate the Emergency Operations Center Emergency Operations Center and assure for adequate staffing.
- Direct personnel to address critical emergency needs
- Assign specific duties to emergency response personnel including specially trained personnel
- Make resources ready for deployment
- Consider closing public and government facilities

NOTE: *Whenever a nationwide change in alert status occurs, the City of Decatur management staff will share information and determine whether the change in alert status will affect the City of Decatur.*

II. Threat level Preparation

During 2002 the American Red Cross, FEMA, FBI and Homeland Security advisors came up with ways the public can be prepared for each of the threat levels. The following information is offered courtesy of the American Red Cross.

Individual

Low (Green)

- Obtain a copy of *Terrorism: Preparing for the Unexpected* brochure from your local Red Cross chapter

- Develop a personal disaster plan and disaster supplies kit using Red Cross brochures Your Family Disaster Plan and Your Family Disaster Supplies Kit.
- Obtain a copy of KnowWhat2Do. Think, Prepare, Act handbook for disaster preparation.
- Examine volunteer opportunities in your community; choose an agency to volunteer with and receive initial training.
- Take a Red Cross or community CPR/AED and first aid course.

Guarded (Blue)

- Complete recommended actions at the lower level
- Be alert to suspicious activity and report it to proper authorities.
- Review stored disaster supplies and replace outdated items.
- Develop an emergency communication plan with family/ neighbors/friends.
- Provide volunteer services and take advantage of additional volunteer training opportunities.

Elevated (Yellow)

- Complete recommended actions at the lower levels
- Be alert to suspicious activity and report it to proper authorities.
- Ensure disaster supplies kit is stocked and ready.
- Check telephone numbers and e-mail addresses in your personal communication plan and update as necessary.
- Develop alternate routes to/from work/school and practice them.
- Continue to provide volunteer services.

High (Orange)

- Complete recommended actions at the lower levels
- Be alert to suspicious activity and report it to proper authorities.
- Review your personal disaster plan.
- Exercise caution when traveling
- Have shelter in place materials on hand and review procedure in the Terrorism: Preparing for the Unexpected brochure.
- If a need is announced, donate blood at designated blood collection center.
- Prior to volunteering, contact agency to determine its needs.

Severe (Red)

- Complete recommended actions at the lower levels
- Listen to radio/TV for current information/instructions.
- Be alert to suspicious activity and report it to proper authorities immediately.

- Contact business to determine status of workday.
- Adhere to any travel restrictions announced by local governmental authorities.
- Be prepared to shelter in place or evacuate if instructed to do so by local governmental authorities
- Provide volunteer services only as requested.

Family

Low (Green)

- Obtain a copy of *Terrorism: Preparing for the Unexpected* brochure from your local Red Cross chapter
- Develop a personal disaster plan and disaster supplies kit using Red Cross brochures *Your Family Disaster Plan* and *Your Family Disaster Supplies Kit*.
- Take a Red Cross or community CPR/AED and first aid course.

Guarded (Blue)

- Complete recommended actions at the lower level
- Be alert to suspicious activity and report it to proper authorities.
- Review stored disaster supplies and replace outdated items.
- Develop an emergency communication plan that all family members understand
- Establish an alternate meeting place away from home with family/friends.

Elevated (Yellow)

- Complete recommended actions at the lower levels
- Be alert to suspicious activity and report it to proper authorities.
- Ensure disaster supplies kit is stocked and ready.
- Check telephone numbers and e-mail addresses in your family emergency communication plan and update as necessary.
- If not known to you, contact school/university to determine their emergency notification and evacuation plans for children.
- Develop alternate routes to/from school/work and practice them.

High (Orange)

- Complete recommended actions at the lower levels
- Be alert to suspicious activity and report it to proper authorities.
- Review personal disaster plan with all family members.
- Ensure communication plan is understood/practiced by all family members
- Have shelter in place, materials on hand and understand procedures for its use.
- Discuss children's fears concerning possible terrorist attacks.
- If a need is announced, donate blood at designated blood collection centers.

Severe (Red)

- Complete recommended actions at the lower levels
- Listen to radio/TV for current information/instructions.
- Be alert to suspicious activity and report it to proper authorities immediately.
- Contact business/school to determine status of work/school day.
- Adhere to any travel restrictions announced by local governmental authorities.
- Be prepared to shelter in place or evacuate if instructed to do so by local governmental authorities
- Discuss children's fears concerning possible terrorist attacks.

Neighborhood

Low (Green)

- Have a neighborhood meeting to discuss emergency plans and establish a "Neighborhood Watch".
- Obtain copies of *Terrorism: Preparing for the Unexpected* brochure from your local Red Cross chapter and distribute to a neighborhood meeting.
- Promote or arrange for people in the neighborhood to take a Red Cross or community CPR/AED and first aid course.

Guarded (Blue)

- Complete recommended actions at the lower level
- Be alert to suspicious activity and report it to proper authorities.
- Ask the local Red Cross chapter or City Emergency Management to offer a presentation called "Preparing for the Unexpected" at an upcoming neighborhood meeting.

Elevated (Yellow)

- Complete recommended actions at the lower levels
- Be alert to suspicious activity and report it to proper authorities.
- Have a neighborhood meeting to identify neighbors who are elderly or have special needs. Assist them in development of a personal disaster plan and disaster supplies kit, if requested.

High (Orange)

- Complete recommended actions at the lower levels
- Be alert to suspicious activity and report it to proper authorities.
- Check on neighbors who are elderly or have special needs to ensure they are okay. Review disaster plan with them.
- If a need is announced, contact nearest blood collection agency and offer to organize a neighborhood blood drive.

Severe (Red)

- Complete recommended actions at the lower levels
- Listen to radio/TV for current information/instructions.
- Be alert to suspicious activity and report it to proper authorities immediately.
- Adhere to any travel restrictions announced by local governmental authorities.
- Be prepared to shelter in place or evacuate if instructed to do so by local governmental authorities

Sheltering in Place vs. Evacuation

In some emergencies you will be faced with a decision to stay put or get away. Local authorities may not be immediately able to provide information on what's happening and what you should do. In this case, it is your responsibility to gather as much information as possible and use common sense to make a proper decision.

I: Sheltering in Place

In some emergencies it is best to stay where you are and not avoid any uncertainty and/or create a barrier between yourself and potentially contaminated air outside. If you see large amounts of debris in the air, or if local authorities say the air is contaminated, you may also want to "seal the room(s)". In this situation do the following:

- Bring your family and pets inside
- Lock doors, close windows, air vents and fireplace dampers
- Turn off fans, air conditioning and forced air heating systems
- Take your emergency supply kit into an interior room with as few windows as possible
- Seal all windows, doors and air vents with plastic sheeting and duct tape
- Watch TV, listen to the radio or check the internet often for official news and instructions as they become available.

II: Evacuating

In emergencies when you are ordered to leave or you decide to get away, plan how you will assemble your family and anticipate where you will go. Choose several destinations in different directions so you have options. Your plan should include the following:

- Plan places to meet within and outside of your immediate neighborhood
- Keep a full tank of gas in your car at all times in case you need to evacuate
- Familiarize yourself with alternate routes out of your area
- If you don't have a car, plan other means of transportation
- Take an Emergency Supply Kit with you

- Lock the doors behind you
- Take your pets with you, but understand that only service animals may be permitted in public shelters.

What To Do Until Help Arrives

If someone with you is sick or hurt, follow these basic first aid steps - *Check, Call, Care*:

Check the Scene

Make sure it is safe for you to get closer, and then check the injured person to see if she/he has any life-threatening conditions (i.e., constant or sudden chest pain, trouble breathing, heavy bleeding, lack of consciousness, or severe injuries from falls, head wounds, or burns).

Call for Help

If the injured person has any of the life-threatening conditions listed above, call 911 right away, or have someone else call while you stay with the person.

Care for the Victims

Do your best to comfort the injured person and prevent further injury until emergency workers arrive. Here are some ways you can help:

Control Bleeding

- Cover wounds with a pad, bandage or cloth and press firmly.
- If there are no broken bones, lift and keep the injured area above the level of the heart.
- If the bleeding does not stop, put on extra bandages, and squeeze the artery against the bone at a point between the injury and the heart (usually inner legs or inner arms).

Care for Shock

- Keep the injured person from getting either too cold or too hot.
- Lift and keep the legs about 12 inches above the floor or ground (if no broken bones).
- Do not let the injured person eat or drink anything.

Tend to Burns

- Cool the burned area with lots of cool water.
- Cover the burn with dry, clean bandages or cloth.

Care for Injuries to Muscles, Bones and Joints

- Apply ice or a cold pack to control swelling and lessen pain.
- Avoid movement or activity that causes the injured person any pain.
- If you must move the victim because the area is unsafe, try to keep the injured part still.

Reduce Any Care Risks

The risk of getting a disease while giving first aid is rare. However, to lower the risk more:

- Avoid direct contact with blood and other body fluids.
- Use latex or rubber gloves if you have them.
- Thoroughly wash hands with soapy water right away after giving first aid.

Basic Survival Tips

If Your Power Goes Out

Remain calm, call your electric provider to report the power outage, and follow these steps:

- Use a flashlight for emergency lighting instead of candles.
- Turn off electrical appliances you were using when the power went out.
- Avoid opening the refrigerator and freezer so they will stay cold.
- Listen to your battery-powered radio for updated information.
- Assist family or neighbors who may become ill from extreme heat or cold.
- If you need to cook, use a grill or camp stove outdoors, or use your fireplace.
Canned food can be heated and eaten right out of the can. (Be sure to open the can and remove the label before you heat it).
- Never run a generator, grill or kerosene heater inside a home or garage as these can cause house fires or release poisonous fumes.

If Food Supplies Are Low

Healthy people can survive for a long time on half of what they would usually eat, and without any food at all for many days. Food, unlike water, may be rationed safely, except for children and pregnant women. Follow these tips if your food supply is limited during an emergency:

- Eat salt-free crackers, whole grain cereals and canned foods with high liquid content rather than high fat, high protein or salty foods that make you thirsty.
- If at home, use foods from your refrigerator and freezer first, then use the canned foods, dry mixes, and other things you already have on your cupboard shelves.
- Do continue to drink water and other liquids as normal if you can.

Staying Healthy and Safe After a Disaster

Coping with trauma

Recovery continues even days or months after a disaster as you and your family face the emotional and psychological effects of the event. Reactions vary from person to person, but may include the following:

- Restless sleep or nightmares
- Anger, fear, or wanting revenge
- Lack of emotion
- Needing to keep active
- Loss of appetite
- Mood swings
- Headaches
- Weight loss or gain

All of these are normal reactions to stressful events. It is important to let yourself and others react in their own way. It may be helpful to:

- Talk with your family and friends about what happened and how you feel about it.
- Volunteer at a local shelter, blood bank, or food pantry to help with emergency efforts.
- Talk to your minister, spiritual advisor, or other counselor.
- Encourage your children to share their feelings, even if you must listen to their stories many times -this is a normal way for children to make sense of traumatic experiences.
- You may also want to share your feelings about the event with your children.

If these strategies are not helping to lower your stress, or you find that you or your family members are using drugs/alcohol or resorting to other unhealthy behaviors in order to cope, you may wish to seek outside or professional help.

Ways You Can Help Others

Here are a few more basic things to keep in mind that may help you, your family, or emergency workers get through a disaster more quickly and safely:

- Call 911 or the operator only for a possible life-threatening emergency. Telephone lines are very busy in disaster situations, and they need to be kept clear for emergency calls to get through.
- If you do not have an emergency, do not go to or call the hospital emergency department.
- If you are able to donate blood, contact Carter Blood Care Center or the Red Cross to make an appointment at a donation center closest to you.



Emergency Contact Information

Emergency (Police, fire, rescue, medical, hazardous materials):.....	911
Non-Emergency Dispatch (If not life-threatening):.....	(940) 627-1500
Texas Utilities (for power outages, downed wires etc.).....	(888) 313-4747
Poison Control Center.....	(800) 222-1222
Center for Disease Control.....	(800) 311-3435
Texas Department of Protective Services.....	(940) 627-3011
Texas Department of Public Health.....	(817) 264-4500
Texas Crime Stoppers.....	(800) 252-8477
Texas Forestry Service.....	(940) 627-0965

Other Emergency Information Sites

American Red Cross Fort Worth.....	(817) 336-8718
Carter Blood Center (Blood Donations).....	(940) 382-2180
City of Decatur Emergency Preparedness.....	(940) 627-1500
Wise County Emergency Preparedness.....	(940) 627-1543
Environmental Protection Agency (EPA) www.epa.gov	(214) 665-6444
National Weather Service www.srh.noaa.gov	(817) 831-1581
Recorded Weather Information.....	(940) 627-2365
Wise Regional Medical Center.....	(940) 627-5921
Forecast Center.....	www.srh.noaa.gov

Emergency Contact Information

Your Family Emergency Plan: Fill this out and make copies for family members to keep!

Emergency Contact Person: _____

Meeting Place #1 (Near Home) _____

Meeting Place #2 (Away from the Home) _____

Cell/Home phone and address: _____



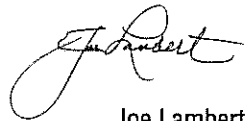
December, 2008

Decatur Citizens,

As you look at this Emergency Guide, think of areas surrounding our community that are vulnerable to disaster situations. Decatur is home to several important industries and hosts sports events that attract thousands at a time. These facilities are vulnerable to an attack or development of an emergency event from natural disasters to a man-made event. Decatur has well-trained and experienced firefighters, most of whom are either certified paramedics, registered nurses and, in many cases, police officers. We have mutual aid agreements with surrounding communities and a well-organized Emergency Management Plan. Recently, the City joined with other Texas entities in a mutual aid program called TXWARN.

Just as Decatur is preparing for the future with participating agencies who would respond to emergency incidents, so should you use your neighborhood groups and preparation measures pointed out in this guide to prepare for any emergency. This guide is but another grassroots effort to get citizens involved in planning for any emergency event that occurs in Decatur.

As city officials are updating our "community hazard analysis" to increase security against various kinds of natural and man-made situations, so should you be looking at the hazards around your homes and neighborhoods that will prevent you from responding promptly during an emergency. This guide will help you as you prepare your family for any occurrence. If you will use and apply this guide to your everyday activities, you will find it is easier to respond to any emergency situation.



Joe Lambert
Mayor, City of Decatur

