

## HOME AND FAMILY PREPAREDNESS





## Preparing Makes Sense

The likelihood of you and your family surviving a house fire depends as much on having a working smoke detector and an exit strategy, as on a well-trained fire department. The same is true for surviving a terrorist attack. We must have the tools and plans in place to make it on our own, at least for a period of time, no matter where we are when disaster strikes. Just like having a working smoke detector, preparing for the unexpected makes sense.

Make an Emergency Supply Kit – Start now by gathering basic emergency supplies and setting them aside – a flashlight, a battery-powered radio, extra batteries, a first-aid kit, toilet articles and other special things your family may need. Other items to include:

- A gallon of water per person per day.
- Canned and dried foods that are easy to store and prepare.
- In a cold weather climate, warm clothes and a sleeping bag for each member of the family.

Make a Family Emergency Plan – Plan in advance what you will do in an emergency. Be prepared to assess the situation. Use common sense and whatever you have on hand to take care of yourself and your loved ones. Depending on your circumstances and the nature of the attack, the first important decision is whether you stay put or get away. You should understand and plan for both possibilities.

- Develop a Family Communications Plan
- Create a Plan to “Shelter-in-Place”
- Create a Plan to Get Away
- Plans at School and Work

Be Informed – Some of the things you can do to prepare for the unexpected, such as assembling a supply kit and developing a family communications plan, are the same for both a natural or man-made emergency. However there are important differences among potential terrorist threats, such as biological, chemical, explosive, nuclear and radiological, that will impact the decisions you make and the actions you take.

Remain Calm – Be prepared to adapt this information to your personal circumstances and make every effort to follow instructions received from authorities on the scene. Above all, stay calm, be patient and think before you act. With these simple preparations, you can be ready for the unexpected.

Get Ready Now

*For additional information, visit [www.Ready.gov](http://www.Ready.gov)*



## Emergency Supply List

When preparing for a possible emergency situation, it's best to think first about the basics of survival: **fresh water, food, clean air and warmth.**

### Recommended Items to Include in a Basic Emergency Supply Kit:

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- **Water**, one gallon of water per person per day for at least three days, for drinking and sanitation
- **Food**, at least a three-day supply of non-perishable food
- Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert and extra batteries for both
- Flashlight and 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 or pliers to turn off utilities
- Can opener for food (if kit contains canned food)
- Local maps

### Additional Items to Consider Adding to an Emergency Supply Kit:

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- Prescription medications and glasses
- Infant formula and diapers
- Pet food and extra water for your pet
- Important family documents such as copies of insurance policies, identification and bank account records in a waterproof, portable container
- Cash or traveler's checks and change
- Emergency reference material such as a first aid book or information from [www.ready.gov](http://www.ready.gov)
- Sleeping bag or warm blanket for each person. Consider additional bedding if you live in a cold-weather climate.
- Complete change of clothing including a long sleeved shirt, long pants and sturdy shoes. Consider additional clothing if you live in a cold-weather climate.
- Household chlorine bleach and medicine dropper – When diluted nine parts water to one part bleach, bleach can be used as a disinfectant. Or in an emergency, you can use it to treat water by using 16 drops of regular household liquid bleach per gallon of water. Do not use scented, color safe or bleaches with added cleaners.
- Fire Extinguisher
- Matches in a waterproof container
- Feminine supplies and personal hygiene items
- Mess kits, paper cups, plates and plastic utensils, paper towels
- Paper and pencil
- Books, games, puzzles or other activities for children



# Family Emergency Plan



Prepare. Plan. Stay Informed.



Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

Out-of-Town Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Neighborhood Meeting Place: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Regional Meeting Place: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fill out the following information for each family member and keep it up to date.

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

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Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Write down where your family spends the most time: work, school and other places you frequent. Schools, daycare providers, workplaces and apartment buildings should all have site-specific emergency plans that you and your family need to know about.

### Work Location One

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### School Location One

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### Work Location Two

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### School Location Two

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### Work Location Three

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### School Location Three

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### Other place you frequent

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

### Other place you frequent

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

Important Information	Name	Telephone Number	Policy Number
Doctor(s):			
Other:			
Pharmacist:			
Medical Insurance:			
Homeowners/Rental Insurance:			
Veterinarian/Kennel (for pets):			

Dial 911 for Emergencies



# Ready

# Family Emergency Plan



Prepare. Plan. Stay Informed.

Make sure your family has a plan in case of an emergency. Fill out these cards and give one to each member of your family to make sure they know who to call and where to meet in case of an emergency.

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

**Family Emergency Plan** 

EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_


NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER IMPORTANT INFORMATION: \_\_\_\_\_

DIAL 911 FOR EMERGENCIES 

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**Family Emergency Plan** 

EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_


OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER IMPORTANT INFORMATION: \_\_\_\_\_

DIAL 911 FOR EMERGENCIES 

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EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_


NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER IMPORTANT INFORMATION: \_\_\_\_\_

DIAL 911 FOR EMERGENCIES 

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EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER IMPORTANT INFORMATION: \_\_\_\_\_

DIAL 911 FOR EMERGENCIES 



## Disaster Readiness Tips for People with Disabilities

To be better prepared as a nation, we all must do our part to plan for disasters. Individuals, with or without disabilities, can decrease the impact of a disaster by taking steps to prepare BEFORE an event occurs. Results from focus groups conducted by the National Organization on Disability's Emergency Preparedness Initiative (EPI), indicate that people with disabilities need to be more self-reliant in emergencies.

You are in the best position to know your abilities and needs before, during and after a disaster. There are many sample planning templates and checklists available to guide you. However, your plans must fit your own unique circumstances.

### Be Informed

- Learn about the types of hazards that may impact your community (blizzards, earthquakes, tornadoes, hurricanes, floods, and so on). You can get information from your local Emergency Management Office.
- Find out what emergency plans are in place in your community, workplace, service agencies, etc. Look over whether those plans have considered your specific needs.
- Identify what the plan is for notifying people when a disaster may be on its way or is actually occurring.
- Consider how a disaster might impact your daily routines. Make a list of your specific needs before, during and after a disaster.

### Identify your Resources

Make a list of family, friends, co-workers, personal attendants, service providers and others who can be part of your plan. Include people both in and out of your immediate neighborhood or community, like a relative another state. Talk to these individuals and ask them to be part of your support network (at least 3 people in each important location, e.g., home, workplace, etc.).

*Tip: Ask yourself what resources you rely on regularly and determine how a disaster might affect your use of them.*

- Do you use communications devices?
- Do you depend on accessible transportation to get to work, doctor's appointments, or to other places in your community?
- Do you receive medical treatments (e.g., dialysis) on a regular basis? Do you need assistance with personal care?
- Do you rely on electrically dependent equipment or other durable equipment?
- Do you use mobility aids such as a walker, cane, or a wheelchair?
- Do you have a service animal?

### Create an Emergency Plan

- **Work with your support network** to make a plan. You should have a plan at home, work, school, or any place you spend time regularly.
- **You should make a plan** that includes hazards that can impact your community. Apply contingencies you use daily to deal with power outages or transportation delays or breakdowns. This will help you as you consider larger disasters such as hurricanes, earthquakes, floods and terrorism.
- **Create a communication plan.** Make sure you and your support network have each others contact information and alternate ways to communicate if phones are not working (such as an assigned meeting place, using pagers, email or other technology not reliant on phone lines).
- *Tip: For individuals who use telecommunications relay services, look into different options to use as back-up including: dialing 711 (nationwide), CapTel (captioned telephone), internet-based relay (through computer, text pager, PDA, etc.) and/or video relay services (through broadband).*

- **Make an evacuation plan for home, work, school, etc.** Identify a primary and secondary way to evacuate the house or building.
- **Points to Consider: Your personal situation.**
  - If you require assistance to evacuate, create a plan with the assistance of your support network.
  - If necessary, look into evacuation assistive devices, or the installation of ramps at emergency exits. Identify an area of rescue assistance (where public safety officials can assist you) in any building you visit regularly. Contact the building safety director for help.
  - If you require accessible transportation to evacuate an area, identify resources both public and private.
- **Plan for different ways of sheltering.** Consider what you can do to safely shelter-in-place. Consider how to shelter with friends and family. Finally, consider how a shelter designated for the public would meet your demands.
- **If you receive regular services (home health care, transportation, dialysis), make a plan with each service provider.** Learn about their disaster plans and how to contact them in an emergency. Work with them to identify back-up service providers.

### **Where to find more information**

*Many of these agencies provide materials in large font, audio or video cassettes formats, and different languages.*

**American Foundation for the Blind**

[www.afb.org](http://www.afb.org) – (212) 502-7600 (voice)

**American Red Cross**

[www.redcross.org](http://www.redcross.org) or call your local chapter

**Easter Seals (s.a.f.e.t.y. First program)**

[www.easter-seals.org](http://www.easter-seals.org) – (800) 221-6827 (voice) – (312) 726-4258 (TTY)

**Federal Emergency Management Agency**

<http://www.fema.gov/preparedness/> - (800) 480-2520 (voice)

**Humane Society of the U.S. (Disaster Center)**

[www.hsus.org/hsus\\_field/hsus\\_disaster\\_center/](http://www.hsus.org/hsus_field/hsus_disaster_center/) - (202) 452-1100 (voice)

**National Organization on Disability**

[www.nod.org/emergency/](http://www.nod.org/emergency/) - (202) 293-5960 (voice) – (202) 293-5968 (TTY)

**Telecommunications for the Deaf, Inc.**

[www.tdi-online.org](http://www.tdi-online.org) – (301) 589-3786 (voice) – (301) 589-3006 (TTY)

**U.S. Department of Homeland Security**

[www.ready.gov](http://www.ready.gov) – (800) BE READY (voice) – (800) 464-6161 (TTY)

**United Spinal Association**

[www.unitedspinal.org](http://www.unitedspinal.org) – (718) 803-3782 (voice)



## Emergency Information Form for Children with Special Needs

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The following form gives emergency providers the information they need to properly care for your child. Ask your child's primary care provider (PCP) to fill out and sign this form. Give a copy of this form to anyone who may take care of your child in an emergency.

It is very important to update the form after any of the following events:

- Important changes in your child's condition or diagnosis.
- Any major surgical procedures.
- Major change in medications or dosages.
- Changes in health care providers.

After updating the form, remember to give new copies to emergency medical services (EMS), your child's provider, and caregivers.

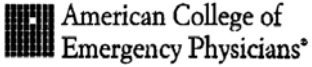
Suggestions on where to keep copies of this form:

- **Health Care Provider's Office:** On file with each of the child's health care providers, including specialists. This could also include the local community mental health services program (CMHSP) if the child receives mental health services.
- **Home:** At the child's home in a place where it can be easily found, such as on the refrigerator.
- **Car:** In the glove compartment of each parent/guardian's car.
- **Work:** At each parent's workplace.
- **Purse/Wallet:** In each parent's purse or wallet.
- **School:** On file with the child's school, such as in the school nurse's office.
- **Child's Belongings:** With the child's belongings when traveling.
- **Emergency Contact Person:** At the home of the emergency contact person listed on the form.
- **Local EMS:** Give to local ambulance services and hospital emergency departments. Keep more copies on-hand to give to emergency service provider during an emergency situation.



# Emergency Information Form for Children With Special Needs

Last name:



American Academy of Pediatrics



Date form completed	Revised	Initials
By Whom	Revised	Initials

Name:		Birth date:	Nickname:
Home Address:		Home/Work Phone:	
Parent/Guardian:	Emergency Contact Names & Relationship:		
Signature/Consent*:			
Primary Language:	Phone Number(s):		
Physicians:			
Primary care physician:		Emergency Phone:	
		Fax:	
Current Specialty physician:		Emergency Phone:	
Specialty:		Fax:	
Current Specialty physician:		Emergency Phone:	
Specialty:		Fax:	
Anticipated Primary ED:		Pharmacy:	
Anticipated Tertiary Care Center:			

<b>Diagnoses/Past Procedures/Physical Exam:</b>	
1. _____	Baseline physical findings: _____
_____	_____
2. _____	_____
_____	_____
3. _____	Baseline vital signs: _____
_____	_____
4. _____	_____
_____	_____
Synopsis: _____	Baseline neurological status: _____
_____	_____
_____	_____

\*Consent for release of this form to health care providers

Last name: \_\_\_\_\_

<b>Diagnoses/Past Procedures/Physical Exam continued:</b>	
<b>Medications:</b>	<b>Significant baseline ancillary findings (lab, x-ray, ECG):</b>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	<b>Prostheses/Appliances/Advanced Technology Devices:</b>
5. _____	_____
6. _____	_____

<b>Management Data:</b>	
<b>Allergies: Medications/Foods to be avoided</b>	<b>and why:</b>
1. _____	_____
2. _____	_____
3. _____	_____
<b>Procedures to be avoided</b>	<b>and why:</b>
1. _____	_____
2. _____	_____
3. _____	_____

<b>Immunizations (mm/yy)</b>											
<b>Dates</b>						<b>Dates</b>					
DPT						Hep B					
OPV						Varicella					
MMR						TB status					
HIB						Other					

Antibiotic prophylaxis: \_\_\_\_\_ Indication: \_\_\_\_\_ Medication and dose: \_\_\_\_\_

<b>Common Presenting Problems/Findings With Specific Suggested Managements</b>		
<b>Problem</b>	<b>Suggested Diagnostic Studies</b>	<b>Treatment Considerations</b>

<b>Comments on child, family, or other specific medical issues:</b>	

<b>Physician/Provider Signature:</b>	<b>Print Name:</b>



## Disaster Preparedness for Pets

The key to survival during a disaster, crisis or emergency is to be as prepared as possible before the storm hits. Take the time to make a plan and assemble an emergency kit for you and your pet. By taking these steps now, you will greatly increase your pet's chances of survival.

### Before the Disaster - Prepare for Everyday Emergencies

These are example scenarios that could happen to you at any time, anywhere in the country. Prepare yourself for these events, and if a large disaster should ever hit, you will be ready and know what to do:

- The roads are icy, traffic is a mess and you decide to stay with a friend instead of risking the drive home from school or work. Who will check on your cat and feed her?
- While you were out running errands, a propane truck overturned on the street near your neighborhood and you are not allowed to go home. A police officer tells you the electricity to your neighborhood was shut off. How can you make sure your birds stay warm?
- Your mother-in-law has had a heart attack and you are going to meet your wife at the hospital. It may be a long night. Who will give your dog his medicine?

The Humane Society of the United States recommends the following actions to make sure your pets are taken care of when everyday events like these prevent you from taking care of your pets:

- Find a trusted neighbor and give them a key to your house or barn. Make sure this person is comfortable and familiar with your pets.
- Make sure the neighbor knows your pets' whereabouts and habits, so they will not have to waste precious time trying to find or catch them.
- Create a pet emergency/disaster kit and place it in a prominent place where your neighbor can find it.
- If the emergency involves evacuation, make sure the neighbor would be willing to take your pets and has access to the appropriate carriers and leashes. Plan to meet at a prearranged location.
- If you use a pet sitting service, they may be available to help, but discuss the possibility well in advance.

### Disaster Supply Checklist for Pets

Every member of your family should know what he or she needs to take when you evacuate. You also need to prepare supplies for your pet. Stock up on non-perishables well ahead of time, and have everything ready to go at a moment's notice. Keep everything accessible, stored in sturdy containers (duffel bags, covered trash containers, etc.) that can be carried easily.

If you reside in an area prone to certain seasonal disasters, such as flooding or hurricanes that might require evacuation, create a kit to keep in your car.

In your pet disaster kit, you should include:

- **Food and water for at least five days** for each pet, bowls and a manual can opener if you are packing canned pet food.
- **Medications and medical records** stored in a waterproof container and a first aid kit. A pet first aid book is also good to include.
- **Cat litter box, litter, garbage bags** to collect all pets' waste, and litter scoop.
- **Sturdy leashes, harnesses, and carriers** to transport pets safely and to ensure that your pets can't escape. Carriers should be large enough for the animal to stand comfortably, turn around and lie down. Your pet may have to stay in the carrier for hours at a time while you are away from

home. Be sure to have a secure cage with no loose objects inside it to accommodate smaller pets. These may require blankets or towels for bedding and warmth, and other special items.

- **Current photos and descriptions** of your pets to help others identify them in case you and your pets become separated and to prove that they are yours.
- **Pet beds and toys**, if you can easily take them, to reduce stress.
- **Information about your pets'** feeding schedules, medical conditions, behavior problems, and the name and number of your veterinarian in case you have to board your pets or place them in foster care.

Other useful items include newspapers, paper towels, plastic trash bags, grooming items and household bleach.

### **Find a Safe Place Ahead of Time**

Because evacuation shelters generally don't accept pets (except for service animals), you must plan ahead to make certain your family and pets will have a safe place to stay. Don't wait until disaster strikes to do your research.

- Contact hotels and motels outside your immediate area to check policies on accepting pets. Ask about any restrictions on number, size and species. Inquire if the "no pet" policies would be waived in an emergency. Make a list of animal-friendly places and keep it handy. Call ahead for a reservation as soon as you think you might have to leave your home.
- Check with friends, relatives or others outside your immediate area. Ask if they would be able to shelter you and your animals or just your animals, if necessary. If you have more than one pet, you may need to house them at separate locations.
- Make a list of boarding facilities and veterinary offices that might be able to shelter animals in emergencies; include 24-hour telephone numbers.
- Ask your local animal shelter if it provides foster care or shelter for pets in an emergency. This should be your last resort, as shelters have limited resources and are likely to be stretched to their limits during an emergency.

### **In Case You're Not Home**

An evacuation order may come, or a disaster may strike, when you're at work or out of the house.

- Make arrangements well in advance for a trusted neighbor to take your pets and meet you at a specified location. Be sure the person is comfortable with your pets and your pets are familiar with him/her, knows where your animals are likely to be, knows where your disaster supplies are kept and has a key to your home.

If you use a pet-sitting service, it may be able to help, but discuss the possibility well in advance.

### **Don't Forget ID**

Your pet should be wearing up-to-date identification at all times. This includes adding your current cell phone number to your pet's tag. It may also be a good idea to include the phone number of a friend or relative outside your immediate area—if your pet is lost, you'll want to provide a number on the tag that will be answered even if you're out of your home.

### **During the Disaster - When You Evacuate, Take Your Pets With You**

The single most important thing you can do to protect your pets is to take them with you when you evacuate. Animals left behind in a disaster can easily be injured, lost or killed. Animals left inside your home can escape through storm-damaged areas, such as broken windows. Animals turned loose to fend for themselves are likely to become victims of exposure, starvation, predators, contaminated food or water, or accidents. Leaving dogs tied or chained outside in a disaster is a death sentence.

- If you leave, even if you think you may only be gone for a few hours, take your animals. When you leave, you have no way of knowing how long you'll be kept out of the area, and you may not be able to go back for your pets.
- Leave early—don't wait for a mandatory evacuation order. An unnecessary trip is far better than waiting too long to leave safely with your pets. If you wait to be evacuated by emergency officials, you may be told to leave your pets behind.

### **If You Don't Evacuate, Shelter in Place**

If your family and pets must wait out a storm or other disaster at home, identify a safe area of your home where you can all stay together. Be sure to close your windows and doors, stay inside, and follow the instructions from your local emergency management office.

- Bring your pets indoors as soon as local authorities say there is an imminent problem. Keep pets under your direct control; if you have to evacuate, you will not have to spend time trying to find them. Keep dogs on leashes and cats in carriers, and make sure they are wearing identification.
- If you have a room you can designate as a "safe room," put your emergency supplies in that room in advance, including your pet's crate and supplies. Have any medications and a supply of pet food and water inside watertight containers, along with your other emergency supplies. If there is an open fireplace, vent, pet door, or similar opening in the house, close it off with plastic sheeting and strong tape.
- Listen to the radio periodically, and don't come out until you know it's safe.

### **After the Disaster - After the Storm**

Planning and preparation will help you survive the disaster, but your home may be a very different place afterward, whether you have taken shelter at home or elsewhere.

- Don't allow your pets to roam loose. Familiar landmarks and smells might be gone, and your pet will probably be disoriented. Pets can easily get lost in such situations.
- While you assess the damage, keep dogs on leashes and keep cats in carriers inside the house. If your house is damaged, they could escape and become lost.
- Be patient with your pets after a disaster. Try to get them back into their normal routines as soon as possible, and be ready for behavioral problems that may result from the stress of the situation. If behavioral problems persist, or if your pet seems to be having any health problems, talk to your veterinarian.

**For more information, visit the Humane Society of the United States' website at [www.hsus.org](http://www.hsus.org)**



# Surviving Electrical Power Outages

*This Consumer Alert has been provided by the Department of Labor and Economic Growth, Michigan Public Service Commission, Customer Support Section.*

## What You Can Do If You Lose Your Electric Service

### Preparing For a Power Outage Before It Happens

- Set aside and designate for emergency use:
  - Flashlight
  - Battery-powered radio
  - Extra batteries
  - Blankets
  - First-aid kit
  - Bottled water
  - Battery-operated lantern
  - Candles
- Keep a list of emergency numbers near the telephone.
- Protect electrical equipment such as a TV, VCR, microwave, or home computer with a voltage surge suppressor. A suppressor can eliminate the surge before it enters the equipment, thus protecting it from damage. A variety of devices are available for different forms of protection. If the equipment is not protected, unplug them before the storm begins to prevent lightning damage.

### When Power is Lost

- Check the fuse or breaker box to see if a fuse is blown or tripped. Check with the neighbors to see if their power is out.
- Call your local utility company and let its personnel know that you have lost power. Also, advise if there is emergency medical equipment in the home.
- Turn off and unplug most lights and appliances to prevent electrical overload when power is restored.
- Keep refrigerator door closed as much as possible. Move milk, cheese, meats, etc. into the freezer compartment of the refrigerator. If the freezer is only partially full, group packages together so they form an "igloo" to keep each other cold. Cover the refrigerator's freezer with a blanket. Purchase dry ice and place in freezer. It will help keep food frozen for an extended period of time.
- Make sure you have enough water for cooking and drinking.
- Avoid downed power lines.

### Additional Steps when Power is Lost and Outside Temperature is Cold

- If city water, open faucets so there is a constant drip so pipes won't freeze.
- Hang cardboard or blankets over windows and doorways – find a well-insulated room for living until power is restored.
- Dress warmly – wear a hat because it helps prevent loss of body heat, since body heat escapes through the top of the head.
- Fireplaces may be used to provide light as well as heat. Always keep the damper open for proper ventilation.
- Store perishable food outside in a cold and shaded area or in an unheated garage.

### When Power is Restored

Wait a few minutes before turning on lights. Plug in appliances one at a time.

**For more information visit the Department of Labor & Economic Growth website at [www.michigan.gov/mpsc](http://www.michigan.gov/mpsc)**



## Information Technology (IT) Security Awareness

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Most Americans now use personal computers (PCs) in their homes. PCs are used for everything from games to personal finances and taxes. Keeping your home computer secure is important and the Michigan Department of Information Technology is interested in helping.

The IT Security Awareness Web Portal (<http://www.michigan.gov/cybersecurity>) provides IT security information for computer users throughout Michigan. This website reaches out to all citizens of Michigan, state employees, and home computer users everywhere and has received extensive national press coverage. The portal's purpose is to provide a better understanding of security issues such as computer virus threats, protection of confidential and sensitive information, Internet and email usage, physical security, wireless risks, recommendations for avoiding fraud and identity theft, and other best practice security information. One of the best protections against loss of confidential electronic information is to train computer users in IT security awareness. The website includes MOST, Michigan Online Security Training, for State of Michigan employees. MOST is targeted at providing state employees with a clear understanding of computer and Internet security risks and ways to prevent and protect from such risks. By developing a better informed workforce, the state hopes to continue to improve service to Michigan's citizens and businesses.

In addition to educating Michigan citizens on best practices for IT security, the website seeks to bolster security for Michigan's businesses. Because a presence on the web is so vital for any business in today's technologically-driven economy, websites and electronic transactions must be secure. Michigan Department of Information Technology's cyber security portal educates leaders on business continuity, personnel privacy and the physical security of IT assets. By creating secure technological environments, businesses can develop strong, healthy infrastructures and in turn bring new jobs and economic development to Michigan.

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***Cyber Security** is the protection of sensitive information in electronic form and the associated information technology resources. With the increase in cyber crime, hacker attacks, identity theft, and threats from terrorists there is a need to secure mission critical data and sensitive information.*

***"The link between business and technology is undeniable. By developing a population well-versed in IT security, we are helping to build a Michigan economy rich with skilled technology workers and strong, secure businesses."***

***Governor Jennifer Granholm***

## CITIZEN CORPS COUNCILS

### Counties

- Alcona County
- Alpena County
- Bay County
- Berrien County
- Calhoun County
- Cass County
- Cheboygan County
- Eastern Upper Peninsula
- Eaton County
- Genesee County
- Gladwin County
- Grand Traverse County
- Ingham County
- Isabella County
- Kalamazoo County
- Lapeer County
- Lenawee County
- Macomb County
- Manistee County
- Marquette County
- Mecosta County
- Menominee County
- Montcalm County
- Montmorency County
- Muskegon County
- Newaygo County
- Oakland County
- Ogemaw County
- Osceola County
- Otsego County
- Saginaw County
- Sanilac County
- Schoolcraft County
- Shiawassee County
- Southeast Michigan
- St. Clair County
- Washtenaw County
- Wayne County
- West Central Michigan
- Wexford County

*Councils continue on next page*

### **FUNDING**

#### FY07

- \$402,944

#### FY06

- \$531,886

#### FY05

- \$377,549

## MICHIGAN CITIZEN CORPS

Michigan Citizen Corps helps communities and citizens prepare for, and respond to, local emergencies. The program emphasizes the use of volunteers to make communities safer, stronger and better prepared to respond to emergencies and disasters of all kinds, including threats of terrorism, natural disasters, crime, and public health issues. Since 2002, the priority of the program has been to coordinate activities with emergency response professionals in local communities. This coordination had a direct impact on the success of Michigan Citizen Corps and consequently, was included as part of Michigan's State Homeland Security Strategy.

The Citizen Corps Program was transferred to the Michigan State Police Emergency Management & Homeland Security Division (MSP-EMHSD) on May 1, 2006. The program will benefit from the coordination of the Citizen Corps activities by EMHSD and a comprehensive regional structure of local Citizen Corps representatives developed to boost citizen preparedness and participation.

EMHSD recently announced grant awards from remaining 2005 and 2006 federal grant allocations. A total of \$736,514 was made available to local Citizen Corps programs through the U.S. Department of Homeland Security. The grant awards will help improve the emergency preparedness of Michigan's citizens by providing training to Citizen Corps program participants in first aid and basic emergency response skills; increasing the number of trained volunteers available to assist professionals during emergencies or disasters.

Michigan Citizen Corps has coordinated the translation of CERT Training material, a family preparedness guide, and an awareness video entitled "The Seven Signs of Terrorism" into Spanish and Arabic. Michigan has a large number of Arabic and Spanish speaking citizens and their communities will partner with Michigan Citizen Corps to promote preparedness in their native languages. (See "Community Highlights on next page for related article.")

Michigan Citizen Corps' 2007 goals are to continue to garner legislative support of the programs, continue to work with the Michigan Department of Community Health in developing the Michigan Volunteer Registry, a statewide system to manage volunteers, promote the awareness and regionalization of citizen preparedness activities, engage private sector organizations and increase their involvement in citizen preparedness activities, continue to coordinate activities with other State agencies and local programs, and to maximize investments in citizen preparedness in accordance with DHS planning guidance.



## CITIZEN CORPS COUNCILS (CONTINUED)

### Local

- Bay City (Region 3)
- Bloomfield Hills
- Brighton
- Burton
- Creston Neighborhood
- Dearborn
- Dearborn Heights
- Detroit
- Dowagiac
- Eaton Rapids
- Ecorse
- Farmington Hills
- Garden City
- Grand Haven
- Grand Marais (Burt Twp.)
- Highland
- Melvindale
- Northville Twp.
- Ortonville (Brandon Twp.)
- Pontiac
- Prudenville (Denton Twp.)
- Rochester Hills
- Rockwood
- Roscommon (Gerrish Twp.)
- Southfield
- St. Helen (Richfield Twp.)
- St. Johns
- Sterling Heights
- Temperance (Bedford)
- Walled Lake
- Watersmeet (Lac Vieux Desert)
- Wayne
- Wayne County Airport
- West Bloomfield
- Westland

### STATE POC

F/Lt. Harold Love

Michigan State Police

Emergency Management & Homeland  
Security Division

4000 Collins Road

Lansing, MI 48910

(517) 333-5038

[citizencorps@michigan.gov](mailto:citizencorps@michigan.gov)

## PROGRAM PARTNERS IN MICHIGAN



### CERT

- 58 Active Community Emergency Response Teams listed in the CERT directory



### VIPS

- 51 Volunteers in Police Service programs



### Neighborhood Watch

- 525 Registered Neighborhood Watch groups



### Medical Reserve Corps

- 13 Medical Reserve Corps



### Fire Corps

- 24 Fire Corps programs

## Community Highlights

The Michigan State Police, Emergency Management & Homeland Security Division (MSP – EMHSD), has partnered with the Arab American Chaldean Council (ACC), Wayne County Emergency Management, City of Detroit Emergency Management, City of Southfield Emergency Management, City of Dearborn Emergency Management, City of Dearborn Heights Emergency Management, and the City of Ann Arbor Emergency Management to form the Arab/Chaldean American Disaster Preparedness Advisory Committee.

The committee's vision is "To better prepare, improve the safety of, and enhance the overall readiness of the Arab/Chaldean – American community in the event of a man made or natural disaster." The committee first met in June of this year, and has now met several more times.

Thus far, the committee has participated in a "Security Summit" hosted by the ACC. The public was invited and different security related issues were discussed from community policing, to neighbor watch groups, to disaster preparedness. Members of the advisory committee were invited to speak on disaster preparedness.

The committee is now in the process of coordinating 5 "Disaster Preparedness Workshops" to be hosted in Southfield, Detroit, Dearborn, Dearborn Heights, and Ann Arbor during the months of September/October. These workshops are designed for members of the Arab/Chaldean – American community (although all races and religions are welcome) and will focus on disaster preparedness. Each participant will learn about preparing themselves, their family, and their community. Each participant will also receive a "starter" disaster kit and snacks will be provided. The workshops are expected to last approximately two hours.

At these workshops, participants will be educated on CERT and the benefits of joining a CERT team. We hope to host several CERT trainings in early November for those workshop participants that show interest in learning more about disaster preparedness and/or assisting their local first responders in the event of a disaster.

The Arab/Chaldean American Disaster Preparedness Advisory Committee will be meeting at least monthly and will continue "To better prepare, improve the safety of, and enhance the overall readiness of the Arab/Chaldean – American community in the event of a man made or natural disaster."

To learn more about this committee please contact Sgt Kevin Sweeney of the Michigan State Police at 517-336-6429 or at [sweeneyk@michigan.gov](mailto:sweeneyk@michigan.gov)

Updated August 2007