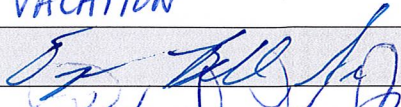
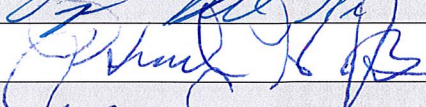
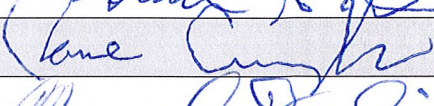
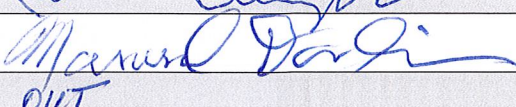
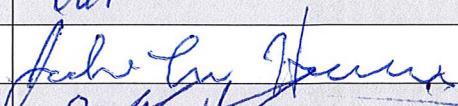
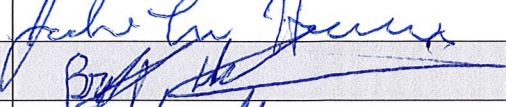
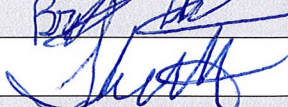
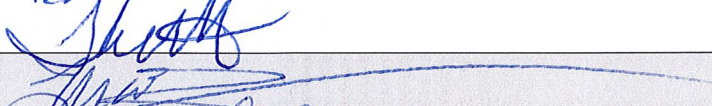
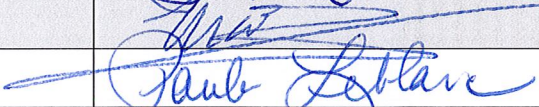
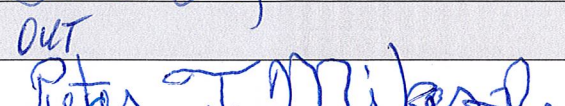
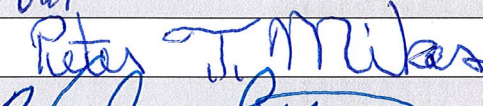
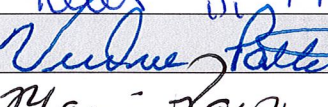
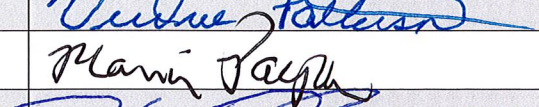
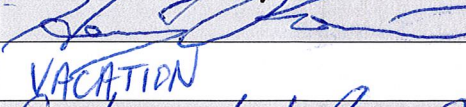


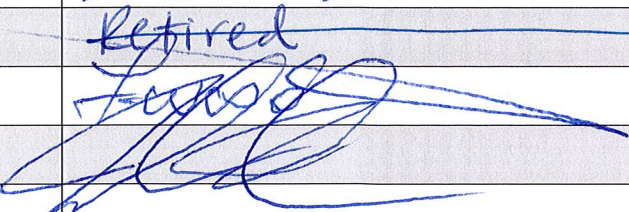


**TOWN OF LAKE PARK
PUBLIC WORKS DEPARTMENT – Director: Richard Scherle
SAFETY TRAINING**

Hosted by: Dwayne Bell	Date/Time: June 7, 2019 (Friday) at 11:00am
Hurricane Preparation and Reporting/Record-keeping Procedures <i>DISTRIBUTION OF LETTERS OF ACCESS.</i>	
EMPLOYEE NAME	EMPLOYEE SIGNATURE
Anderson, Kelvin	VACATION
Bell Sr, Dwayne	
Butts, Howard H.	
Cunningham, Ronnie	
DaSilva, Manuel	
DuBois, James	OUT
Harris, Jackie L.	
Hood, Bryan J.	
Hughes, Sheldon	
Jones, Matthew	
Leblanc, Paula	
Mathis, Paul A	OUT
Mikes Jr., Peter T.	
Patterson, Verdree	
Payne, Marvin D.	
Rossario, Henry	
Skrandel, James P.	VACATION
Taylor, Andrew	
Thomas, Michael	
Williams, Willie E.	Retired
Wisdom, Fensely	
Wylie, John C.	

Food

Week 1

- 1 Gallon of water per person per day for at least 5 days, for drinking and sanitation
- Sandwich bread (*freeze until needed*)
- 3 Boxes of quick energy snacks (*i.e. granola bars or raisins*)
- 2 Cans of ready-to-eat-soup
- 1 Box of crackers
- Dry cereal
- 4 Cans of fruit
- 5 Cans of meat
- 4 Cans of vegetables
- 1 Jar of jelly or jam
- 1 Large can of juice
- Instant coffee/tea/powdered drinks

Water

Water will be needed for drinking, cooking, and bathing. Store enough bottled water for all members of your family and pets before the storm. Clean water that could be used for bathing & washing dishes is in your water heater.

**Storage**

Week 2

- 2 Boxes of large plastic zip bags
- Plastic wrap
- 2 Rolls of aluminum foil
- Assorted plastic containers with lids
- 3 Boxes heavy-duty garbage bags
- Waterproof portable plastic container with lid

Preserving Food & Important Documents

Electrical power can be off for several days after a storm, so plan for power outages. Also, use waterproof containers to protect important papers.

**Health & First Aid**

Week 3

- 1 Bottle of shampoo
- 1 Box sanitary hand wipes/liquid
- 1 Large tube of toothpaste
- Antiseptic
- Deodorant
- Tweezers
- Adhesive bandages, assorted sizes
- Rolls of gauze or bandages
- Hydrogen peroxide
- First Aid book
- First Aid tape
- Petroleum jelly
- Rubbing alcohol

First Aid

During a storm, phone and electrical lines go down. Dangerous weather conditions prevent emergency vehicles from responding to emergency situations. Preparing yourself and your family with CPR and First Aid training can save the life of a loved one.

Cleaning & Supplies

Week 4

- 2 Packages of eating utensils, paper cups, paper plates
- Facial tissues (*i.e. Kleenex*)
- 2 Rolls of paper towels
- 4 Rolls of toilet paper
- Liquid dish soap
- Mosquito repellent
- Matches
- 2 Pairs of latex gloves
- Broom, mop, and bucket
- Unscented liquid bleach

Use What You Have

Stock up on personal care and cleaning items. Check your supplies now to make sure you have these supplies on hand. Don't forget disposable plates, cups and utensils, paper towels, and toilet paper. Insect repellent and sunscreen should be included. If you have an adequate supply on hand, you will not need to purchase them when you go shopping.



Palm Beach County
Public Safety Department
Emergency Management Division

www.pbcgov.org/dem



Palm Beach County
Board of County Commissioners

In accordance with the provisions of the ADA, this brochure can be made available in an alternate format. Contact Emergency Management at (561) 712-6400.

Rev. 06/12

**TO DO LIST
Before the Season Starts**

- Make a family plan. Who does what and where will your family ride out the storm
- Locate your water meter and electrical shutoff
- Know the disaster plan of your child's school or daycare
- Trim trees and store loose objects
- Install/test your smoke detector
- Use a video camera to tape the contents of your home and store videotape with a friend who lives out of town
- Photocopy important papers and store safely
- Make plans to board your pet if you plan to go to a shelter
- Obtain cash or travelers checks
- Establish an out-of-state contact to call in case of emergency

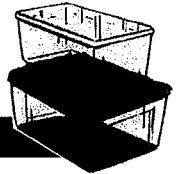
**Emergency Supply Kit
Shopping List**

Everyone needs to prepare for emergency situations, but shopping for supplies can be expensive and strenuous. Shopping for items a little at a time before an event, can reduce the stress of recovery by avoiding long lines and empty shelves.

**Get a Head Start
& Be Prepared!**

**Keep in a Waterproof
Portable Container**

- Will, insurance policies, contracts, deeds, stocks, and bonds
- Passports, social security cards, immunization records
- Bank account numbers
- Credit card account numbers and companies
- Inventory of valuable household goods, important telephone numbers
- Family records (*birth, marriage, death certificates*)



Medications Week 5

- Extra supply prescription medication(s)
- Aspirin and/or acetaminophen
- Anti-diarrhea medicine
- Adult vitamins
- Thermometer



Special Needs Shelter

The county Special Needs Shelter only accepts residents with a physical condition requiring medical or nursing care that cannot be provided for in a general population shelter. Individuals must be able to sleep safely on a cot or mat and meet one of the following criteria:

- Need nursing assistance with medications or medical care administration
- Monitoring vital signs or medical conditions or activities of daily living but do not need hospitalization
- Need constant electrical power for medical equipment

Pre-registration is required for individuals needing to use the Special Needs Shelter.

To register call: (561) 712-6400

Common Tools Week 6

- Battery operated radio
- Flashlights
- Flashlight batteries
- Assorted safety pins
- Scissors
- Screwdrivers
- Pliers
- Vise grips
- Hammer(s)
- Heavy-work gloves
- Stove fuel/charcoal, lighter fluid
- Camping or utility knife
- 1 Box disposable dust mask
- Plastic safety goggles



Tune In

Local media are your primary source of information during disaster. They work with the Emergency Operation Center to provide up-to-date information that can keep you safe. Be sure to have a battery-operated radio and stock up on plenty of batteries. Stay informed about weather conditions, hazards, closed roads, curfews, and relief center locations.

Heavy Tools Week 7

- Plywood & fasteners to cover windows
- Tarpaulin, canvas for temporary roof repair
- Handsaw and/or chain saw & fuel
- Assorted nails
- Wood screws
- Hatchet
- Crowbar



Safety

Most hurricane related injuries occur after the storm when people are cleaning up debris. Wear proper safety gear, make sure you know how to properly use power tools and machinery and never work alone. It may be best to hire skilled and insured professionals to do some work.

Special Items Week 8

- Special foods for special diets
- Extra hearing aid batteries
- Items for denture care
- Spare eyeglasses or contact lens supplies
- 1 Gallon of water per pet
- Leash or pet carrier
- Pet food
- Baby food
- Diapers
- Baby wipes



What You Need

Only you know what you need. Some families will need special items added to their disaster list. These include baby food and baby care items as well as items for your pet. Make sure you have spare batteries for your hearing aid and a spare pair of eyeglasses. Remember *pets are not allowed in general shelters*. If you live in an evacuation zone, *pets can be pre-registered for the Pet Friendly Shelter* by calling (561) 233-1266. pubcgov.com/pubssafety/animals

Smart Supplies Week 9

- Batteries for camping lantern
- Battery powered camping lantern
- Portable camp stove or grill
- Video or disposable camera

Your Property



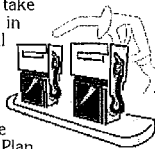
Before hurricane season, make a complete inventory of your valuables and personal property. Store important documents and valuables in a safe dry place. If you evacuate, take them with you if you can. Take a photo inventory before the storm and then take photos of any damage after the storm and then take photos of any damage after the storm for your insurance adjuster. Be sure that you are properly insured and understand all of the conditions of your policy prior to a disaster. This will save you from unfortunate surprises during recovery.

Helpful Supplies Week 10

- Games/activities for kids/family
- Extra radio batteries
- Local and state road maps
- Gas cans

Have Patience

Damage after a hurricane is unpredictable. It can take several days, and in some cases, several weeks to restore power. Crews will begin work as soon as they can to clear roads and restore services. Be patient. Plan for loss of power, phones, water, and cable television. Have activities on hand for your family. Remember that everyone in the community is experiencing the same disaster. **DO NOT HOARD FUEL.** *Work together and help your neighbor.*





Everyday Safety Week 11

- ABC certified fire extinguisher
- Smoke detector with battery
- Carbon monoxide detector

Everyday Supplies

Disasters can happen without warning. It is a good idea to have disaster supplies on hand year-round. Make sure you always have a working fire extinguisher, smoke detectors, and a carbon monoxide detector. These items save lives and reduce property damage. To reduce risk of fire, **DO NOT USE CANDLES.** Never use a generator or charcoal grill inside your home or inside your garage.



**Palm Beach County
Public Safety Department
Emergency Management Division**

www.pbcgov.org/dem

**Palm Beach County
Public Affairs Department**

www.pbcgov.org/dem

/ DISASTER-WORK INTAKE-SHEET

Disaster Name: _____
 Department Name: _____

Note: *Separate Timesheet Required After 11:59 PM!*

Daily Labor & Equipment Log-Sheet

Please Print Legibly and Sign at the Bottom

Employee Name: _____

Date Worked: _____

Employee Title: _____

Labor Performed

Location(s)

Number of Hours Worked

Equipment Used

Number of Hours Used

Supplies Used

Purchased or From Inventory?

The Employee and Supervisor hereby certify the information on this form is accurate.

Employee Signature: _____

Date: _____

Supervisor Name: _____

Date: _____

Supervisor Signature: _____

Please add special comments or notes in the field below.

Types of Disaster Work

01 = Debris Measure (loading, hauling, disposing event debris)

02 = Emergency Protective Measure (reduce threat to life or property)

03 = Permanent Work (performing permanent repair)

