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Unit 9: Hurricane Readiness Checklist

Time: 80 minutes

INTRODUCTION

In order to prepare for and respond to a hurricane, many tasks must be performed and much coordination must take place. A detailed list of tasks and required coordination is essential to ensure that proper steps are taken, especially in stressful situations when a hurricane is approaching your area. Rather than relying on a particular individual's memory that may not be there, a written, detailed checklist can guide agencies and personnel through this process. This checklist can prompt appropriate action and assist in documentation of the steps that were taken. Additionally, the process to develop this checklist initiates the communication and coordination that is essential for success.

OBJECTIVES

At the conclusion of this unit, participants should be able to:

1. Explain the acronyms, terms, and definitions relevant to this unit;
2. Describe the usefulness of a detailed checklist in guiding activities and coordination;
3. Identify operational periods for your checklist; and
4. Analyze operational periods for tasks and coordination to determine their applicability to your agency.

METHODOLOGY

The instructor will review the Hurricane Readiness Checklist and its operational period. The participants will work in groups to analyze the HRC and report on the findings.

Unit 9: Objectives

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At the conclusion of this unit, participants should be able to:

- ◆ Explain the acronyms, terms, and definitions relevant to this unit;
- ◆ Describe the usefulness of a detailed checklist in guiding activities and coordination;
- ◆ Identify operational periods for your checklist; and
- ◆ Analyze operational periods for tasks and coordination to determine their applicability to your agency.

FEMA Hurricane Readiness - Coastal Communities 9-1

Visual 9-1

Notes:

Unit 9: Hurricane Readiness Checklist

Unit 9: Hurricane Readiness Checklist

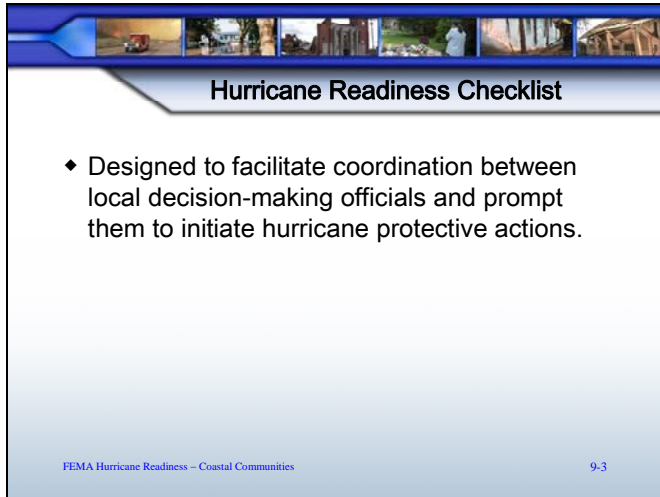
- ◆ Hurricane Readiness Checklist Overview
- ◆ Pre-Season Action Considerations
- ◆ 120, 72, 48–36, and 24 hours before landfall
- ◆ Impact
- ◆ Post-Landfall
- ◆ Activity 9:1—Hurricane Readiness Checklist
- ◆ Lessons Learned

FEMA Hurricane Readiness - Coastal Communities 9-2

Visual 9-2

Notes:

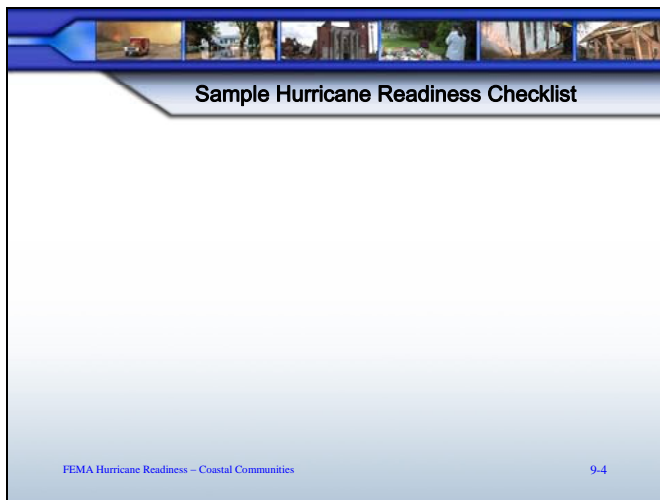
Hurricane Readiness Checklist (HRC)



Visual 9-3

Notes:

Hurricane Readiness Checklist Sample



Visual 9-4

Notes:

Pre-Season Action Considerations

Pre-Season Action Considerations

- ◆ Revise and update local plans and SOPs
- ◆ Train staff, conduct exercises/drills and tabletops
- ◆ Conduct pre-season coordination meetings
 - ESF primary/secondary agencies
 - Shelter managers
 - Local and Regional Media
- ◆ Update decision-assistance tool capacity

Are there any other items to be considered?

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Visual 9-5

Notes:

120 Hours Before Landfall of Tropical Storm-Force Winds

120 Hours Before Landfall of Tropical Storm-Force Winds

- ◆ Alert Council/Commission Representatives
- ◆ Contact Local NWS WFO
- ◆ Contact Chamber of Commerce
- ◆ Alert Special Needs Entities

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Visual 9-6

Notes:

72 Hours Before Landfall of Tropical Storm-Force Winds

72 Hours Before Landfall of Tropical Storm-Force Winds

- ◆ Storm-monitoring actions
- ◆ Conference calls with NWS/NHC/STATE
- ◆ Update HURREVAC based on forecasts issued
- ◆ Notify response plan agencies and conduct preliminary briefings
- ◆ Partially activate EOC, activate phone lines, personnel, stage equipment, etc.
- ◆ Conduct preliminary evacuation meeting (clearance-time-based)
- ◆ Initial protective actions to be taken by Emergency Management

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Visual 9-7

Notes:

48–36 Hours Before Landfall of Tropical Storm-Force Winds

48–36 Hours Before Landfall of Tropical Storm-Force Winds

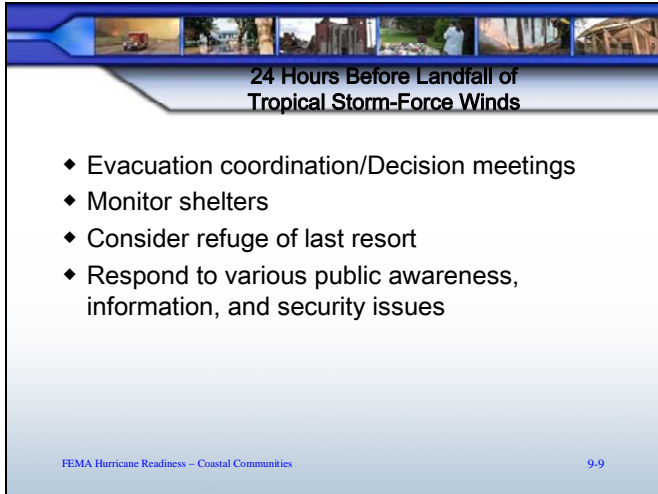
- ◆ State conference calls
- ◆ Activate EOC fully
- ◆ Public awareness considerations
- ◆ Issue situation reports/press releases
- ◆ Shelter meetings
- ◆ Additional evacuation/Traffic Control Coordination Meetings
- ◆ Voluntary/mandatory/recommended evacuations
- ◆ How does a hurricane watch impact decisions?
- ◆ Identify vulnerable populations

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Visual 9-8

Notes:

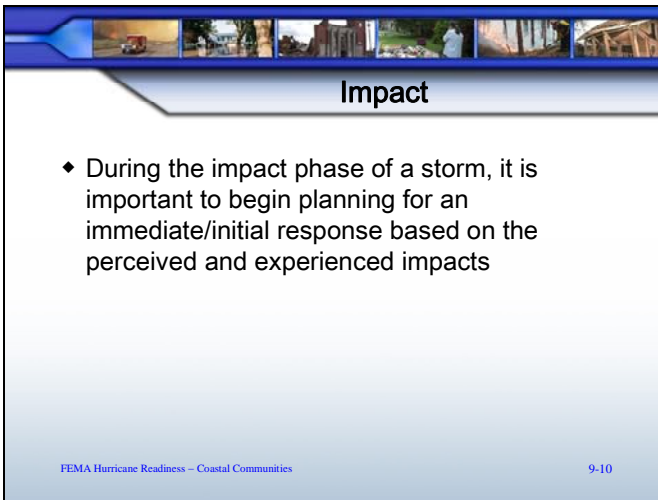
24 Hours Before Landfall of Tropical Storm-Force Winds



Visual 9-9

Notes:

Impact



Visual 9-10

Notes:

Post-Landfall

Post-Landfall

- ◆ Impact assessment
- ◆ Search and rescue
- ◆ State/neighboring coordination
- ◆ Public awareness issues and re-entry issues

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Visual 9-11

Notes:

Activity 9:1—Hurricane Readiness Checklist

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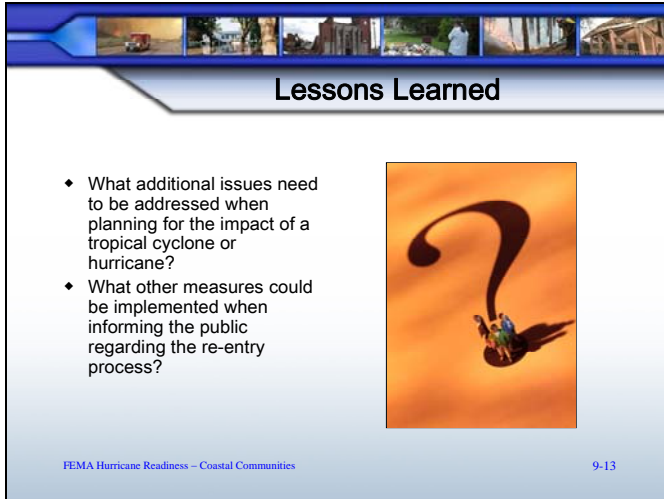
- ◆ Using the Hurricane Readiness Checklist, prioritize those items that have the most significant impact in your jurisdiction
- ◆ Add additional items that may be important to your planning and decision-making process

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Visual 9-12

Notes:

Lessons Learned



Lessons Learned

- ♦ What additional issues need to be addressed when planning for the impact of a tropical cyclone or hurricane?
- ♦ What other measures could be implemented when informing the public regarding the re-entry process?

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Visual 9-13

Notes:

Transition to Unit 10: Conclusion

Notes: