

ST. JAMES PARISH

# EMERGENCY PREPAREDNESS GUIDE



## Please keep this Emergency Preparedness Guide handy!

- Carefully review this information and procedures.
- Discuss this with your family, friends and neighbors.
- Get a game plan and be prepared for emergencies.

Dear Fellow Residents,

This guide is intended to provide you with valuable information on all hazards, both natural and man-made. Common sense and preparation are two of the most important aspects of emergency preparedness. When residents prepare a plan and have thought about emergencies, it becomes easier to remain calm. Keep in mind that preparation can prevent or reduce the severity of some situations. For example, when your family has practiced how to safely get out of your home during a fire, everyone can focus on survival and implementing the plan. Likewise, when your hurricane checklist and emergency kit is prepared, peace of mind may be created knowing all has been done to be safe prior to a storm. Your emergency kit is essential and constitutes good planning for a wide variety of emergencies and situations.

Knowing how to Shelter-In-Place is useful in many situations including a chemical incident, active shooter situation or weather condition, therefore, this basic knowledge is vital to everyone's safety.

St. James Parish wants to help everyone prepare for hazards. Once you are prepared with a plan, remember to help those who are unable to help themselves, such as elderly neighbors and the home bound.

Please take time to sign up for email, text and social media alerts to receive information from Emergency Preparedness sources wherever you may be.

Thank you for taking time to read this and become prepared. Discuss this material with your family, friends and neighbors. We urge you to become fully informed about natural and man-made emergency situations by using the information in this guide.

Thank you.

Sincerely,



*Timothy P. Roussel*

Timothy P. Roussel  
St. James Parish President



*Eric Deroche*

Eric Deroche  
Director of Emergency Preparedness

## Keep this Emergency Preparedness Guide handy!

Office of Emergency Preparedness at (225) 562-2364 (24-hours).

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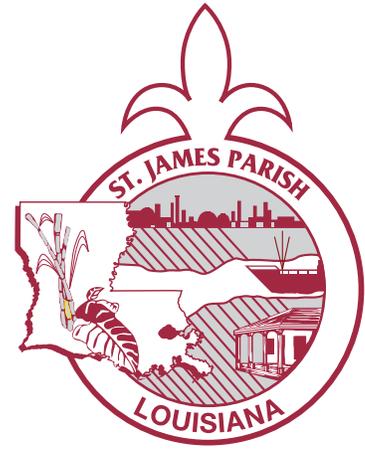
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# EMERGENCY CONTACT NUMBERS & WEBSITES

(Make sure to have these helpful numbers and websites in your communications plan.)

**REMEMBER!:** In case of emergency, always call 9-1-1

**St. James Parish Office of Emergency Preparedness:**

24-Hour Emergency – (225) 562-2364

Office – (225) 562-2265

[www.stjamesla.com/public-safety](http://www.stjamesla.com/public-safety)

**St. James Parish Sheriff's Office:**

Non-Emergency Number – (225) 562-2200

[www.stjamessheriff.com](http://www.stjamessheriff.com)

**Lutcher Town Hall:** (225) 869-5823

**Lutcher Police Department:** (225) 869-4163

**Gramercy Town Hall:** (225) 869-4403

[www.facebook.com/TownOfGramercy](http://www.facebook.com/TownOfGramercy)

**Gramercy Police Department:** (225) 869-8005

[www.gramercypolice.com](http://www.gramercypolice.com)

**Louisiana State Police:** Dial \*511 for routes to the nearest police department ([www.511la.org](http://www.511la.org))

Contact the Louisiana State Police to report suspicious and criminal activity: 1 (800) 434-8007 or visit [www.lsp.org/help.html](http://www.lsp.org/help.html)

**St. James Parish Hospital:** Toll Free: 1 (800) St James {1 (800) 785-2637}

St. James Parish will also activate this toll free line dedicated to those residents who have a landline.

By calling this number, residents will be able to hear a pre-recorded message with updated information.

**Poison Control Center:** 1(800) 256-9822

**St. James Parish Health Unit:** Vacherie, LA 70090, (225) 265-2181

**EMERGENCY RADIO STATIONS:**

**AM870 WWL and FM 101.9**

Both AM 870 and FM 101.9 are the designated radio stations which cover St. James Parish. Make sure these emergency radio stations in your area are programmed in your car and are available on battery-operated radios.

**SIGN UP FOR EOC TEXT NOTIFICATIONS.**

To sign up for Emergency Notification Text Messages delivered to your mobile phone, visit the parish website: [www.stjamesla.com](http://www.stjamesla.com) or contact our Office of Emergency Preparedness at (225) 562-2364.

In the event of any emergency, text messages will be sent to your mobile device advising you of the situation and what you need to do.

Emergency Information Apps for Apple products and androids are also available and will alert you of road closures, shelter information and more. Free downloadable apps are available at [www.getagameplan.org](http://www.getagameplan.org) and Louisiana State Police.

**FOLLOW SOCIAL MEDIA PAGES:**



Follow us on Twitter and receive emergency update tweets



Connect with us on Facebook and stay up-to-date



Subscribe to our YouTube channel



View our photos on Flickr and Instagram

**LOCAL NEWS MEDIA**

**Radio:** WWL 870 AM, KBZE 105.9 FM and WLMG 101.9 FM

**Television:** WWL CH 4 New Orleans, WVUE CH 8 New Orleans and WDSU CH 6 New Orleans

**DISCLAIMER:**

While St. James Parish makes every effort to ensure the accuracy of the Emergency Notification in text messages, we cannot guarantee it. In the event of discrepancies between the information sent via text message, the most recent official news release from the St. James Parish Office of Emergency Preparedness will prevail. Subscribers must contact our Office of Emergency Preparedness at (225) 562-2364 or the parish website at [www.stjamesla.com](http://www.stjamesla.com) for official notification information. This is meant to assist you during emergencies, assuming your cell phone provider is capable of delivering the message. During disasters, St. James Parish Government will attempt to use all forms of publicly accessible communications, including, but not limited to, Mobile Text Notification.



# Emergency 9-1-1

9-1-1 is an emergency communication service.

You should only call 9-1-1 to request: **Police, Fire or Ambulance.**

When you call 9-1-1, be prepared to answer these questions:

- Current location
- Nature of your emergency
- Your name

The most important thing to remember when calling 9-1-1 for help is to LISTEN and do what the dispatcher asks you to do. After the necessary information has been exchanged, you may be asked to remain on the line and assist in handling the emergency situation.

Remember, trained dispatchers never ask unnecessary questions. Please answer them to the best of your ability in plain English. If the dispatcher asks you to leave the phone to get more information, DO NOT HANG UP.

## Q&A

**Question: Is information given to Emergency 9-1-1 protected by privacy rules?**

**Answer:** *You can be assured that your medical information given to Emergency 9-1-1 will be protected at your request. All information given to the Sheriff and Parish is protected to the fullest extent of the law. If you are in danger or see someone in danger, call Emergency 9-1-1 and your conversation will remain private.*

**Question: Is it possible to get help from Emergency 9-1-1 if a caller is unable to speak or hear?**

**Answer:** *YES. Our Emergency Communication System has ALI (Automatic Location Identifier) feature and a TDD unit. ALI displays the address of each incoming call on the Public Safety Answering Point (PSAP) dispatcher's computer screen within seconds. Even if a caller cannot communicate verbally because of injury, panic, age, language barrier – even persons who cannot hear or speak – will get help. ALI also saves critical minutes.*

## ROUTINE MATTERS

For routine matters, such as police reports, civil or tax matters, contacting the jail and ticket costs, you should not use 9-1-1. In these instances, contact the Sheriff's Office Administration: (225) 562-2200.

# Shelter-In-Place

## HOW AND WHEN TO SHELTER-IN-PLACE

In the event of a weather or chemical incident, you may be instructed to Shelter-In-Place. Remember that instructions to Shelter-In-Place are usually provided for durations of a few hours, not days or weeks.

## WHY YOU MIGHT NEED TO SHELTER-IN-PLACE:

Chemical, biological, or radiological contaminants may be released accidentally or intentionally into the environment. Should this occur, information will be provided by local authorities on television and radio stations on how to protect you and your family. The important thing is for you to follow instructions of local authorities and know what to do if they advise you to Shelter-In-Place.

## HOW TO SHELTER-IN-PLACE AT HOME

### Shut All Doors and Windows

Cover any leaky areas, such as those around doors and windows, with masking tape, damp towels or sheets and close fireplace dampers. Even a poorly sealed building or vehicle provides some protection against release. If you cannot find shelter, move to a location where the wind blows from left or right, but not directly into your face or from behind you.

### TURN OFF AIR CONDITIONERS OR HEATERS

Close outside ventilation such as air conditioners, heaters or window fans. If you are inside and have trouble breathing, place a wet towel over your nose and mouth and try to breathe in quick, shallow breaths.

### TURN ON YOUR RADIO OR TELEVISION TO EMERGENCY CHANNELS.

### SEEK SHELTER IN A BUILDING, HOUSE OR VEHICLE.

Immediately move yourself and anyone near you into an enclosed structure. Do not forget children and pets. If your children are at school, the teacher will be informed. You should not attempt to pick your children up at their school as this would add confusion.

### IN YOUR VEHICLE:

If you are driving a vehicle and hear advice to "Shelter-In-Place" on the radio, take these steps:

- If you are very close to home, your office or a public building, go there immediately and go inside.
- If you are unable to get to a home or building quickly and safely, then pull over to the side of the road. Stop your vehicle in the safest place possible. If it is sunny outside, it is preferable to stop under a bridge or in a shady spot, to avoid being overheated.
- Turn off the engine. Close windows and vents.

- If possible, seal the heating/air conditioning vents with duct tape.
- Listen to the radio regularly for updated advice and instructions.
- Stay where you are until you are told it is safe to get back on the road. Be aware that some roads may be closed or traffic detoured. Follow the directions of law enforcement officials.

**LOCAL OFFICIALS ON THE SCENE ARE THE BEST SOURCE OF INFORMATION FOR YOUR PARTICULAR SITUATION.**

You should not attempt an evacuation unless ordered to do so by the Emergency Operations Center (EOC).

**IF YOU ARE TOLD TO PROTECT YOUR BREATHING...**

- Cover your nose and mouth with a damp handkerchief or other cloth to protect your breathing. Fold the cloth several times.
- Close the windows and doors if you are in a building or car.
- Turn off heating, cooling or ventilation systems.

**BE PREPARED TO EVACUATE:**

- Have a copy of local evacuation plans – this may not be your normal route.
- Select your evacuation route and destination.
- Carry survival supplies including water, medication, food, etc. (See checklist on page 5.)
- Keep important papers with you in a waterproof container.

**EVACUATION SHELTERS**

St. James Parish Emergency Preparedness, working in conjunction with the Sheriff's Office, will provide sheltering to the residents of St. James Parish in need during an emergency. Evacuation shelters will be determined according to the level of emergency at the time of the decision.

Prepare to evacuate, if advised to do so by the Governor or elected officials through radio or television announcements. Plan to evacuate as early as possible before hurricane gale force winds and storm surge force road closings. Leaving early may help you avoid massive traffic jams encountered during late evacuation efforts. Listen to the radio and/or television for evacuation and sheltering information.

**IF YOU ARE ASKED TO EVACUATE**

- Do so immediately.
- Stay tuned to radio or television for information on evacuation routes, temporary shelters and procedures.
- Follow the routes recommended by authorities – shortcuts may not be safe.
- If time allows, minimize contamination in the house by closing all windows, shutting all vents and turning off attic fans.
- Take pre-assembled disaster supplies.
- Remember to help your neighbors who may require special assistance – infants, elderly and people with access and functional needs.

Return home when authorities inform you it is safe to do so.

**EVACUATION**

You may need to evacuate for any number of reasons for natural or man-made disasters including hurricane, flood, active shooter, nuclear plant incident or chemical release. The actions you should take are the same regardless of the cause.

# Emergency Checklists

**NOW** is the time to prepare your **Disaster Supplies Kit**.

Prepare one for your **home** and **vehicle**.

You may need this in the event of hurricane, flood, fire or other emergency. Also know how to protect your home, valuables and the best way to shelter your pets.

Assemble these essential supplies you may need in an evacuation. Store them in something easy to carry such as a large, covered trash container, a camping backpack or duffel bag. Make sure to include the following items:

- Supply of water – one gallon per person per day for three days. Store water in sealed, unbreakable containers and replace every six months.
- At least a three-day supply of non-perishable packaged or canned food and a non-electric can opener.
- Change of clothing, rain gear and sturdy shoes
- First aid kit
- Prescription medications
- Hygiene supplies, toiletry articles and sanitary needs
- Battery-operated radio, flashlight and extra batteries
- Special items for infants, elderly and disabled family members
- An extra set of car and house keys
- Blankets or sleeping bags
- Extra pair of eyeglasses
- List of family physicians
- Credit cards and cash
- Personal evacuation plan
- Paper plates and utensils, including a bottle and can opener
- Candles and matches (in a waterproof container) or an oil or kerosene lantern



## CHECKLIST:

- Flashlight
- Extra batteries
- Bottled water (1 gallon per person per day)
- Battery-powered radio
- Battery-powered lantern
- First aid kit (See page 21 for recommended contents)
- Essential medications and list of medications for each person
- Forms of identification
- Important papers (place these in a portable, waterproof container)
- This Emergency Preparedness Guide
- Canned food (ready-to-eat canned meats, fruits and vegetables)
- High energy foods (such as peanut butter, jelly, crackers, etc.)
- Non-electric can opener
- Special items for infants, elderly or disabled family members
- Vitamins
- Utility knife, shut off wrench, pliers and other tools
- Tape
- Compass
- Paper, pens and pencils
- Extra pair of glasses and sunglasses
- Plastic sheeting
- Soap
- Personal items
- Plastic garbage bag and ties
- Pet food
- Protective clothing, rainwear
- Insect repellent
- Clothing and bedding: a change of clothes, footwear and a sleeping bag or bedroll and pillow for each household member.
- Car keys and keys to the place you may be going (friend or relative's home)
- Cell phones and chargers
- Written instructions from a professional on how to turn off electricity, gas and water if authorities advise you to do so. (Remember, you will need a professional to turn these back on.)

# Water

## *The Absolute Necessity*

### **Stocking water reserves and learning how to purify contaminated water should be among your top priorities in preparing for an emergency.**

- You should store at least a two-week supply of water for each member of your family. Everyone's needs will differ, depending on age, physical condition, activity, diet and climate. **A normally active person needs to drink at least two quarts of water each day.**
- Hot environments can double that amount.
- Children, nursing mothers and ill people will need more.
- You will need additional water for food preparation and hygiene.
- Store at least one gallon per person, per day.
- If your supplies begin to run low, remember: Never ration water. Drink the amount you need today and try to find more for tomorrow. You can minimize the amount of water your body needs by reducing activity and staying cool.

## **THREE EASY WAYS TO PURIFY WATER**

- 1. Purification Tablets** release chlorine or iodine. They are inexpensive and available at most sporting goods stores and some drugstores. Follow the package directions. Usually one tablet is enough for one quart of water. Double the dose for cloudy water.
- 2. Boiling** is the safest method of purifying water. Bring water to a rolling boil for 10 minutes, keeping in mind that some water will evaporate. Let the water cool before drinking. Boiled water will taste better if you put oxygen back into it by pouring it back and forth between two containers. This will also improve the taste of stored water.
- 3. Chlorination** uses liquid chlorine bleach to kill microorganisms. Add two drops of bleach per quart of water (four drops if the water is cloudy), stir and let stand for 30 minutes. If the water does not taste and smell of chlorine at that point, add another dose and let stand another 15 minutes. If your water supply is limited, try to avoid foods that are high in fat and protein and don't stock salty foods, since they will make you thirsty. Try to eat salt-free crackers, whole grain cereals and canned foods with high liquid content.

## **HOW TO STORE EMERGENCY WATER SUPPLIES**

Store one gallon of water per person per day (two quarts for drinking, two quarts for food preparation/sanitation.) You can store your water in thoroughly washed plastic containers, glass, fiberglass or enamel-lined metal containers. Never use a container that

has held toxic substances because tiny amounts may remain in the container's pores. Sound plastic containers, such as soft drink bottles, are best. You can also purchase food-grade plastic buckets or drums.

Before storing your water, treat it with a preservative; such as chlorine bleach, to prevent the growth of microorganisms. Use liquid bleach that contains 5.25 percent sodium hypochlorite and no soap. Some containers warn, "Not for Personal Use." You can disregard these warnings if the label states sodium hypochlorite is the only active ingredient and if you use only the small quantities in these instructions.



# PREPARE

The next time disaster strikes, you may not have much time to act. Prepare now for a sudden emergency. Learn how to protect yourself and cope with disaster by planning. Discuss these ideas with your family, and then prepare an emergency plan. Post the plan where everyone will see it - on the refrigerator or bulletin board.

## CREATE AN EMERGENCY PLAN

Meet with household members and discuss with children the dangers of fire, severe weather, earthquakes and other emergencies. Discuss how to respond to each disaster that could occur, including what to do about power outages and personal injuries.

When planning, you may call our Emergency Preparedness Office and American Red Cross chapter for information about potential disasters and how to best prepare for those. Learn your evacuation route and determine the ways you will be warned of an emergency. Ask your workplace about emergency plans.

### Include these in your plan:

- Draw a floor plan of your home. Mark two escape routes from each room.
- Post emergency telephone numbers near telephones and on refrigerator.
- Teach children how and when to call 9-1-1, police and fire.
- Teach children how to make long distance calls.
- Instruct household to turn on the radio for emergency information.
- Choose one out-of-state and one local friend or family member to call if separated by disaster. (It is easier to call out-of-state than within an affected area.)
- Choose two meeting places: (1) a place near your home in case of fire and (2) a place outside your neighborhood in case you are unable to return home after a disaster.
- Take a basic First Aid and CPR class.
- Keep family records in a waterproof/fireproof container.

## FIRST AID KIT

You should have two first aid kits: One for your home and another for your car. (See page 21 for recommended First Aid kit contents.)



## If disaster strikes, remain calm and patient. Put your plan into action.

- Check for injuries and provide first aid. Seek help for seriously injured people.
- Listen to your radio for news and instruction.
- Evacuate if advised to do so.
- Wear protective clothing and sturdy shoes.
- Check for damage. If you suspect damage, do not light matches or turn on electrical switches.
- Check for fires and other household hazards. Sniff for gas leaks, starting with the water heater. If you suspect a leak, turn off the main gas valve, open windows and get everyone outside quickly. Shut off any other damaged utilities. Clean up spilled dangerous and flammable liquids immediately.

**Local officials and relief workers will be on the scene after a disaster, but they cannot reach everyone immediately. Families cope best with disaster by being prepared. Follow the steps in this booklet to create your Family Disaster Plan. Knowing what to do is your best protection and your responsibility.**

## IF YOU LOSE ELECTRICITY

Use perishable foods and foods from the refrigerator before using foods from the freezer.

Minimize the number of times you open the freezer. In a well-filled, well-insulated freezer, foods will usually still have ice crystals in their centers for up to three days, meaning the foods are safe to eat.

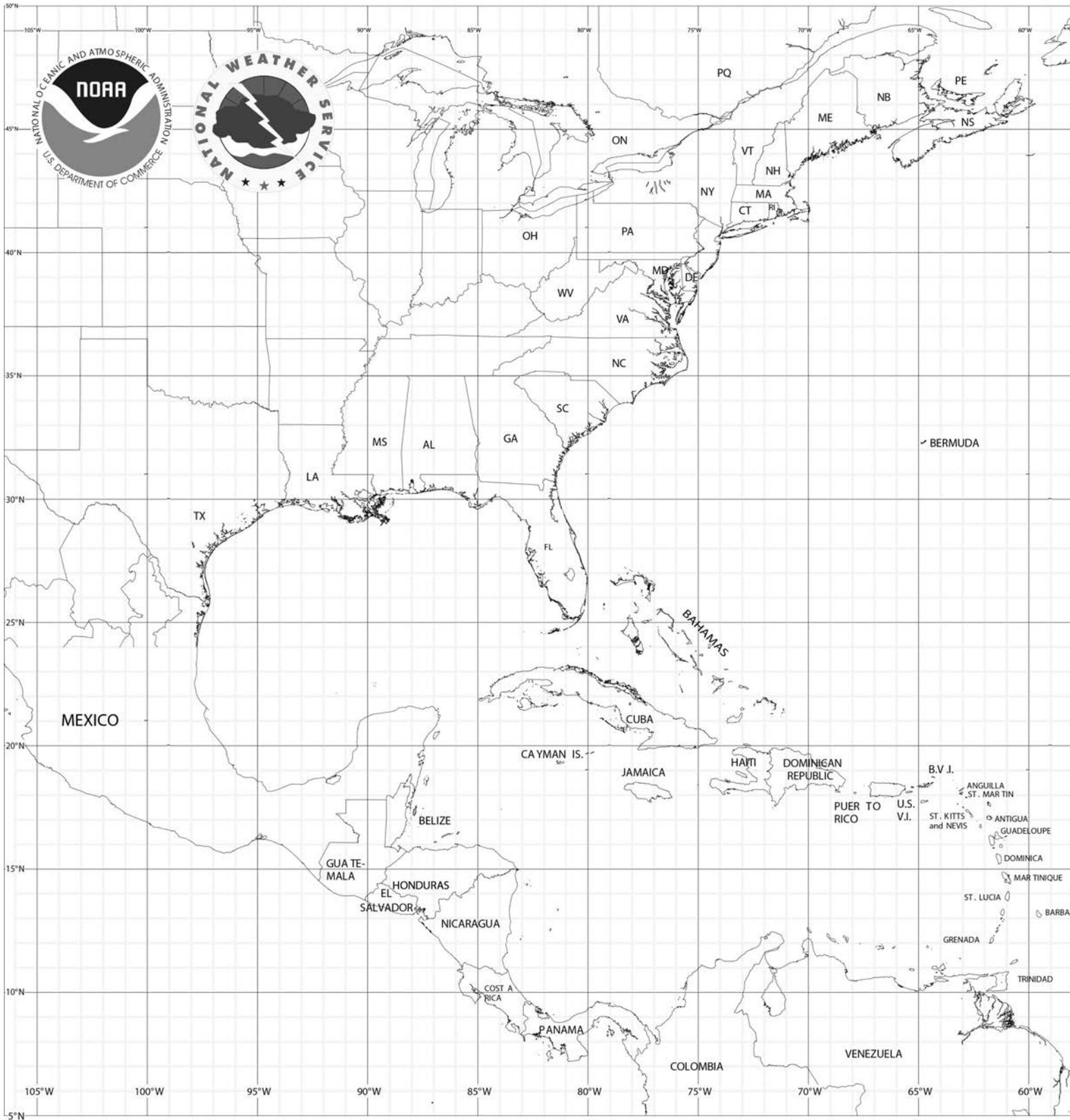
## GENERATORS

During a power outage, generators can be used to run lights and appliances. The primary hazards when using a generator are: carbon monoxide (CO) poisoning from the toxic engine exhaust, electric shock/electrocution and fire. Follow the generator directions.

- **Never use a portable generator indoors.**
- The CO from generators can rapidly lead to incapacitation and death, but CO cannot be seen or smelled. If you feel sick, dizzy, or weak while using a generator, get to fresh air RIGHT AWAY.
- Place the generator away from windows, doors.
- Avoid electrocution: keep the generator dry and do not use in rain or wet conditions.
- Turn the generator off and never refuel while the generator is running – let it cool. **Always keep a fire extinguisher nearby.**
- Store generator fuel in a safety can outside of living areas.
- Plug appliances directly into the generator. Never plug the generator into a wall outlet (“backfeeding”). This is an extremely dangerous practice that presents an electrocution risk.

# Atlantic Basin Hurricane Tracking Chart

NATIONAL HURRICANE CENTER, MIAMI FLORIDA



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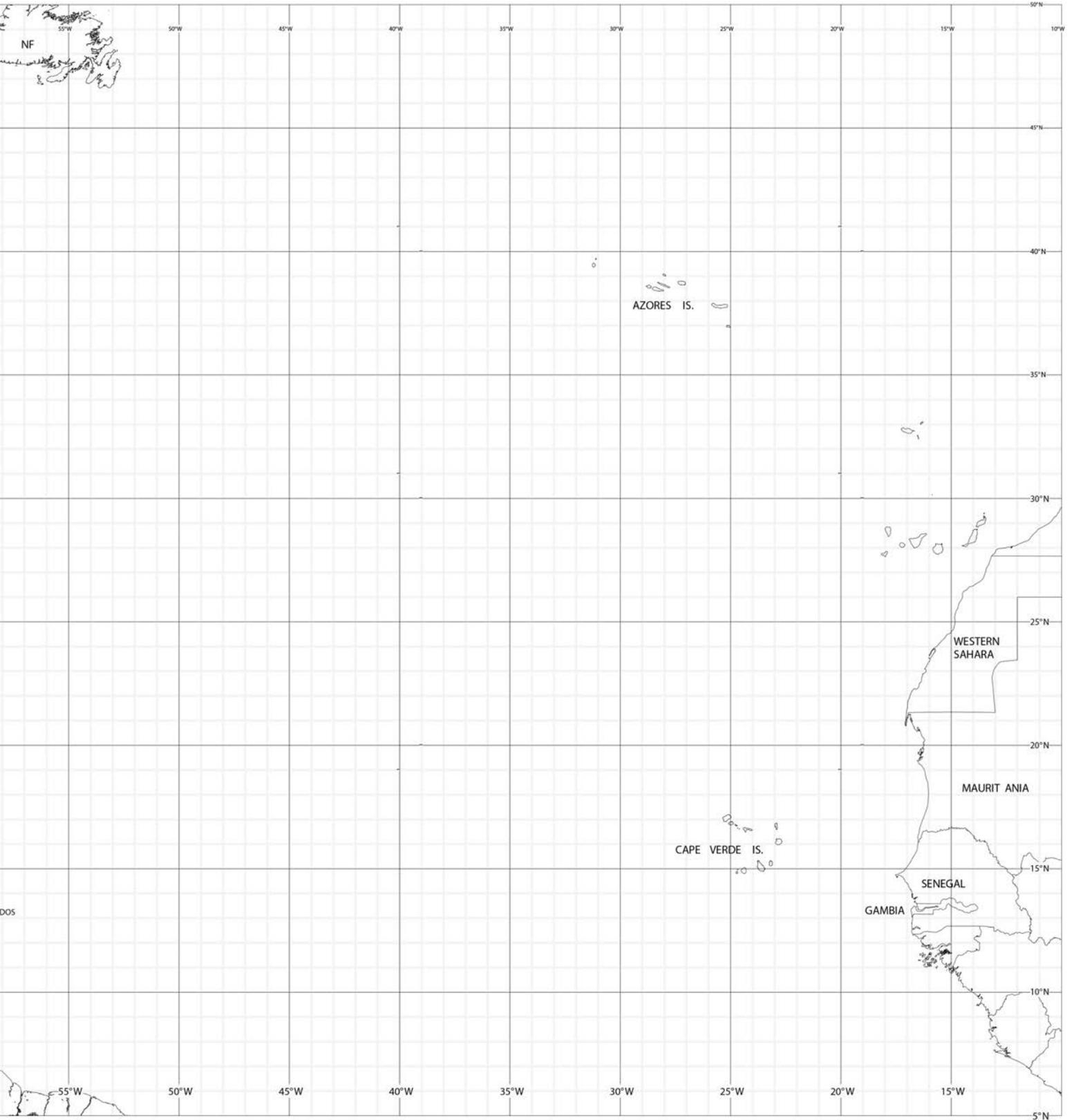


Chart used to track hurricanes at the National Hurricane Center

# HURRICANES

## HURRICANE SEASON: JUNE 1 – NOVEMBER 30

Please turn to the glossary of important terms on pages 37 and 38 for definitions of various storm terms including tropical depression, storm watch and more.

**The following is a checklist of actions you can take before, during and after a hurricane strikes.**

### PREPARE A PERSONAL EVACUATION PLAN.

- Stay informed: sign up for weather and emergency alerts and social media.
- Identify in advance where you would go if you are told to evacuate. Choose several places including a friend's home in another area, a motel or a shelter.
- Keep the telephone numbers of these places handy, along with a road map as you may have to take alternative routes if major roads are closed or clogged.
- Prepare precut plywood to cover windows.
- Make trees more wind resistant by removing diseased and damaged limbs.
- If a family member needs assistance with evacuation, register with local emergency authorities before hurricane season begins.
- Remember to create a pet plan too.
- Check batteries and stock up on canned food, first aid supplies, drinking water and medications.
- Make a visual or written record of your household possessions. Record model and serial numbers. Store a copy of the records somewhere away from the home, such as in a safe deposit box.

### KNOW WHAT TO DO WHEN A HURRICANE WATCH IS ISSUED.

- Listen to NOAA ([www.noaa.gov](http://www.noaa.gov)) weather radio or local radio and television stations for evacuation instructions. If advised to evacuate, do so immediately.
- Bring inside any lawn furniture, outdoor decoration, trash cans, hanging plants and anything else that can be picked up by wind.
- Prepare to cover all windows of your home. If shutters have not been installed, use precut plywood. (Tape does not prevent windows from breaking.)
- Fill your car's gas tank.
- Recheck manufactured home tie-downs.
- Prepare for those with special needs. The elderly and chronically ill are particularly vulnerable during an emergency. Power outages can pose serious threats to someone dependent on respiratory devices.

### KNOW WHAT TO DO WHEN A HURRICANE WARNING IS ISSUED.

- Listen to advice of local officials and evacuate if told to do so.
- Complete preparation activities.
- If you are not advised to evacuate, stay indoors, away from windows.
- Be aware that the calm "eye" is deceptive – the storm is not over. The worst part of the storm will happen once the eye passes over and the winds blow from the opposite direction.
- Be alert for tornadoes which can happen during a hurricane and after it passes. Remain indoors, in the center of your home, in a closet or bathroom without windows.
- Stay away from flood waters. If you come upon a flooded road, turn around and go another way. **If you are caught on a flooded road and waters are rising rapidly, get out of the car and climb to higher ground.**
- If there is a chance for flooding, take steps now to protect your home and belongings. Only do this if local officials have not asked you to leave.
- Look for potential hazards that could blow, break off or fly around in high winds. Store them indoors until the storm is over.
- Leave natural gas on unless local officials have advised otherwise because you will need it for heating and cooking when you return home.
- Turn off propane gas service as propane tanks often become dislodged in disasters.
- If flooding is expected, consider using sand bags to keep water away from your home. It takes two people about one hour to fill and place 100 sandbags, giving you a wall one foot high and 20 feet long. Make sure you have enough sand, burlap or plastic bags, shovels, strong helpers and time to properly place them.
- Cover the outside of windows with shutters or plywood.
- Move objects that may get damaged by wind or water to safer areas of your home.
- Moor your boat securely or move it to a designated safe area.
- Store drinking water in clean bathtubs, jugs, bottles and cooking utensils. Your water system may be contaminated or damaged by the storm.
- Keep your vehicle fueled.

## SPECIAL NEEDS

Follow these steps to ease the difficulty of accommodating a special needs family member in an emergency.

- If a family member needs assistance with evacuation, register with local authorities before hurricane season begins. Emergency response crews will not be able to help you if you wait until a storm arrives.
- Register with your local power company. Most companies give priority to homebound patients, but it may take time before crews can begin work.
- Make prior arrangements with your physician and medical supplier if you require medical devices that operate on electricity.
- If you require oxygen, check with your supplier about emergency plans.
- If you have to evacuate, make sure to bring any medications, special equipment, walkers, wheelchairs and other aids, along with written care instructions.
- Help those with special needs by preparing their homes and property for emergencies, shopping for supplies and writing a disaster plan.
- If you do not evacuate, have a list of friends and family members with their phone numbers so you can make quick arrangements to stay with them in the event of a power outage. Identify the nearest hospital that could help provide emergency electricity for life-support equipment. Your family members living in a nursing home also need assistance to prepare for a storm.

## NURSING HOMES

Nursing home are mandated to have their own plans, per Louisiana law. If you have questions, please contact the nursing home where your family member lives and ensure both the facility and yourself are properly prepared.

## HOMEBOUND, LIFE SUPPORT OR HOME HEALTH CARE PATIENTS

**Patients who are on homebound, on life support or are home health care patients, please be aware:** during many emergencies, emergency vehicles will not be able to pick you up. If you are going to evacuate, make arrangements early. Notify your home health agency where you will be during an emergency or contact your physician if you are not under the care of a home health agency. Check with your oxygen supplier about emergency planning.

## MEDICAL SPECIAL NEEDS SHELTERS

Run solely by DHH and the State, these shelters are intended for those who need assistance that cannot be guaranteed in a regular shelter (for example, medication that requires refrigeration, power for special equipment, etc.) and have no other resources. During an event a triage line will be established for you to call.

### Those who qualify for a Medical Special Needs Shelter cannot be ill and must:

- Be able to provide for their own basic care.
- Have a chronic, debilitating medical condition that requires intermittent or occasional assistance.
- Be dependent on electricity on an intermittent basis for medical treatments or refrigeration of medicines.
- Meet the criteria and be a candidate for services supported in the shelter.
- Those found to be acutely ill will be referred to local hospitals.

### If you move to a Medical Special Needs Shelter, remember to take:

- Medications and equipment needed to administer.
- Written instructions regarding your care.
- Walker, wheelchair, cane or other special equipment.
- Bedding
- Identification, insurance, health and Social Security cards.
- Batteries
- Non-perishable food including that needed for special diets (five [5]-day supply).
- Personal hygiene items
- Clothes
- Air mattress
- Drinking water (one [1] gallon per person per day).
- Extra eyeglasses
- Flashlight
- Garbage bags
- Food for guide or service dogs (if applicable).
- Style and serial numbers for medical devices (such as pacemakers).
- Draw sheets (if appropriate)
- Plastic hospital-type urinal (if needed)
- A caregiver must stay with a special needs family member while in the shelter.

## DURING THE HURRICANE:

- Do not stay in a mobile home during a hurricane, even if it is anchored.
- Stay away from windows and glass doors.
- Continue to listen to your radio or television for hurricane updates and emergency information.
- Listen for tornado watches and warnings. Tornadoes spawned by a hurricane are among the storm's worst killers.

## SHELTER

*Those gathered in shelters to escape hurricanes and other disasters may have to remain there for up to two weeks. Plan to bring these items with you:*

- As much drinkable liquids (water, fruit and vegetable juices and soft drinks) and ready-to-eat food as you can carry to the shelter (at least a 72-hour supply).
- Special medicines or foods required such as insulin, heart tablets, dietetic food or baby food.
- A blanket for each family member.
- A battery-powered radio, flashlight, extra batteries for each and writing materials.
- Infant provisions and games for children.
- First aid kit (See page 21 for recommended First Aid kit contents.)

Keep important papers, such as insurance policies, household contents inventory and mortgage papers, with you in a waterproof container.

## CARING FOR PETS DURING AN EMERGENCY

**Don't forget your pet when preparing a family disaster plan.**

Contact your veterinarian for information on preparing your pets for an emergency.

## PET DISASTER SUPPLY KIT

- Proper identification including immunization records
- Ample supply of food and water
- Carrier or cage
- Medications
- Muzzle, collar and leash
- Litter box
- Grooming items
- Blankets and toys

## PLAN FOR YOUR PETS.

Animal ownership is a personal responsibility and properly caring for your animals during a storm and possible evacuation takes careful preparation and planning ahead of time.

Make sure your pets have proper identification – preferably something permanent like a microchip or tattoo and collars with identifying tags.

Exotic pets, like snakes and lizards, should be contained at all times and owners need to bring extension cords for plugging in heat rocks and lamps.

Take digital or film pictures of any identifying marks on the pet in order to prove ownership.

Locate pet-friendly hotels and motels before evacuating.



## PLAN FOR CATTLE AND HORSES.

Cattle and horse owners should move their livestock on their property that is least likely to flood where a herd can quickly and easily be moved when a hurricane threatens the area.

It's important for livestock owners who plan to evacuate with a trailer of animals to leave as early as possible. During hurricane evacuations it is not unusual for routes to close to trailer and towing traffic.

Bring health records, food, special medications, bridles, leads, rope, etc. For horses, be sure to bring proof of EIA testing.

## BEFORE THE DISASTER

- Make sure that your pets are current on their vaccinations. Pet shelters may require proof of vaccines.
- Have a current photograph.
- Keep a collar with identification on your pet and have a leash on hand to control your pet.
- Have a properly-sized pet carrier for each animal - carriers should be large enough for the animal to stand and turn around.
- Plan your evacuation strategy and don't forget your pet! Specialized pet shelters, animal control shelters, veterinary clinics and friends and relatives out of harm's way are ALL potential refuges for your pet during a disaster. If you plan to shelter your pet – include this into your evacuation route planning.

## DURING THE DISASTER

Animals brought to a pet shelter are required to have:

- Proper identification collar and rabies tag, proper identification on all belongings, a carrier or cage, a leash, an ample supply of food, water and food bowls, any necessary medications, specific care instructions and newspapers or trash bags for clean-up.
- Bring pets indoor well in advance of a storm - reassure them and remain calm.
- Pet shelters will be filled on a first come, first served basis.

## AFTER THE DISASTER

- Walk pets on a leash until they become re-oriented to their home – often familiar scents and landmarks may be altered and pets could easily be confused and become lost. Also, downed power lines, reptiles brought in with high water and debris can all pose a threat for animals after a disaster.
- After a disaster, animals can become aggressive or defensive - monitor their behavior.

### **Get a Pet Plan – Remember animal ownership is a responsibility!**

Because our pets are like family members, it is important to plan for them too. Make sure your family plan includes caring for pets like having the proper supplies and documentation of current vaccinations. If you need to evacuate make sure to take your family pets. It is unsafe to leave your pets at home either outdoors or indoors.

### **For the safety of your pets, please follow procedures for hurricane season advised by the LA/SPCA.**

## CURRENT VACCINATIONS AND IDENTIFICATION:

- All boarding facilities and veterinarian offices require proof of immunization before accepting pets. Make sure your pet's vaccinations are current and make copies of your records to take with you.
- Make sure your pet's ID tags are up to date with the most recent contact information. Also, consider discussing with your vet about permanent forms of identification such as adding a microchip. This option will enroll your pet in a recovery database and help reconnect you with your pet faster if separated.
- Please note that the LA/SPCA does not board animals. Make sure options are available like pet-friendly hotels, shelters or boarding facilities outside of the hurricane strike zone. Check out [www.petfriendly.com](http://www.petfriendly.com) to view pet-friendly hotels.
- For more information on disaster preparedness for your pet, please visit the Louisiana Society for Prevention of Cruelty to Animals (LA SPCA) website [www.la-sPCA.org](http://www.la-sPCA.org) or call 504-368-5191. This contact information can also be used to report animal cruelty.

## HURRICANE EVACUATION AND EVACUATION PHASES

### 1. PRECAUTIONARY

*This phase concentrates on people who are vulnerable to the effects of hurricane winds and water. It is directed at offshore workers, persons on coastal islands and those living in low-lying areas.*

### 2. RECOMMENDED

*This phase concentrates on all people who are at risk. YOU ARE AT RISK IF you live:*

- Outside of levee protection;
- In a manufactured home (i.e. mobile home, recreational vehicle, etc.);
- In a low-lying or flood prone area.

### 3. MANDATORY

*This is the final and most serious phase of evacuation. Authorities will put maximum emphasis on evacuation and limiting entry into the risk area. When the storm gets close to the risk area, evacuation routes will be closed and any persons remaining in the area will be directed to Last Resort Refuge if available.*

## BE PREPARED TO EVACUATE:

- Have a copy of local evacuation plans.
- Select your evacuation route and destination.
- Carry survival supplies including water, medication, food, etc. (See checklist on page 5.)
- Keep important papers with you in a waterproof container.

## EVACUATION SHELTERS

St. James Parish Emergency Preparedness, working in conjunction with the Sheriff's Office, will provide sheltering to the residents of St. James Parish in need during an emergency. Evacuation shelters will be determined according to the level of emergency at the time of the decision.

## STATE EMERGENCY BROADCASTING SYSTEM (EBS)

All residents should monitor their local EBS station for authoritative evacuation and shelter information. The EBS radio station will broadcast the latest weather reports, road conditions and shelter location. In addition, information on what to bring, pre-evacuation measures and re-entry information (date, time and locations) will be announced. As the storm gets closer to the risk area, information will be issued every two hours.

## LOCAL NEWS MEDIA

**Radio:** WWL 870 AM, KBZE 105.9 FM and WLMG 101.9 FM

**Television:** WWL CH 4 New Orleans, WVUE CH 8 New Orleans and WDSU CH 6 New Orleans

## STORM SURGE

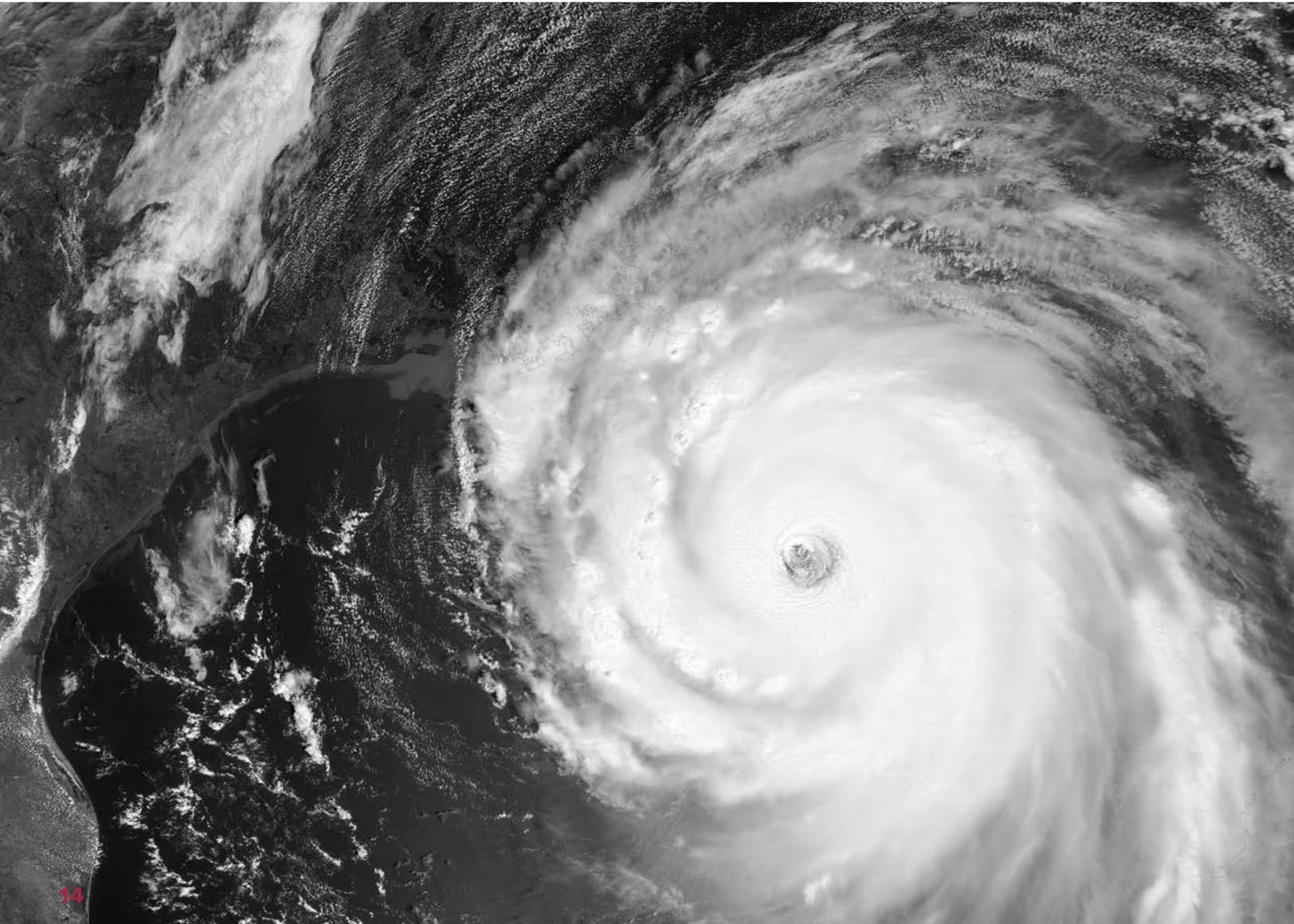
Hurricanes are usually described in terms of wind speed, yet flooding caused by high water that a storm brings kills many more people than wind. Flooding is also responsible for much of the damage. Even without the weight of debris, water is a powerfully destructive force. A cubic foot of sea water weighs 64 pounds.

Water does more than batter; it erodes sand under sea walls, building and roads. With storm surge, water is pushed into bays and rivers.

## AFTER THE HURRICANE

Remain in shelter until informed by authorities it is safe to leave.

Keep tuned to local media for information or where to obtain disaster-related supplies.



# Thunderstorms and Lightning

**More people die each year from lightning strikes than from tornadoes and hurricanes!**

Begin counting when you see a lightning flash. If you hear thunder five seconds later, the lightning is one mile away; 10 seconds later, the lightning is two miles away. All thunderstorms generate lightning and on average, 40 million lightning strikes hit the ground each year in the United States.

**Lightning is the second biggest weather killer, next to floods.**

## WAYS TO AVOID BECOMING A VICTIM OF LIGHTNING

- If you are outdoors, you should rush to safety at the first flash of lightning, crack of thunder or even a darkening of the sky.
- Hazy skies can often hide thunderstorms.
- All thunderstorms are dangerous. Forecasters cannot tell, even with sophisticated instruments, whether a storm will produce hundreds of lightning flashes or only a few.
- Never take shelter under a tree.
- Automobiles offer lightning shelter because current flows through the metal toward the ground. However, lightning jumps from the wheels to the ground and can blow out tires.
- Lightning can reach inside and kill. If lightning hits a house or other building, it can flow through plumbing, electrical, telephone wires or television cables. Lightning has killed people talking on phones.

## BEFORE THE STORM

- Know the parish in which you live and the names of nearby cities. Severe weather warnings are issued on a parish by parish basis.
- Check the weather forecast before leaving for extended periods outdoors.
- Watch for signs of approaching storms. If a storm is approaching, keep a NOAA Weather Radio or AM/FM radio with you.
- Postpone outdoor activities if thunderstorms are imminent. This is your best way to avoid being caught in a dangerous situation.
- Check on those who have trouble taking shelter if severe weather threatens.

## WHEN THUNDERSTORMS APPROACH

- **Remember:** If you can hear thunder, you are close enough to the storm to be struck by lightning. Go to safe shelter immediately.
- Move to a sturdy building or car. Do not take shelter in small sheds.
- Do not seek shelter under isolated trees or in convertible automobiles.
- Telephone lines and metal pipes can conduct electricity. Avoid using the telephone or any electrical appliances. Unplug appliances not required for obtaining weather information. Use phones only in an emergency.
- Do not take a bath or shower.
- Turn off air conditioners because power surges from lightning can overload the compressors.
- Get to higher ground if flash flooding or flooding is possible. Once flooding begins, abandon cars and climb to higher ground. Do not attempt to drive to safety. Most flash flood deaths occur in automobiles.

## IF CAUGHT OUTDOORS AND NO SHELTER IS NEARBY:

- Find a low spot away from trees, fences and poles. Make sure the place you select is not subject to flooding.
- If you are in the woods, take shelter under shorter trees.
- If you feel your skin tingle or your hair stand on end, squat low to the ground on the balls of your feet. Place your hands on your knees with your head between them. Make yourself the smallest target possible and minimize your contact with the ground.
- If you are boating or swimming, get to land and find shelter immediately!



# Tornadoes

## WHAT TO DO DURING A TORNADO WATCH

- Whenever severe thunderstorms are in your area, listen to radio and television newscasts for the latest information and instructions.
- Watch the horizon and if you see any revolving funnel-shaped clouds, report them immediately by telephone to your local police department or sheriff's office, or dial 9-1-1. Remember that tornadoes can develop rapidly.

## WHAT TO DO BEFORE A TORNADO STRIKES

- Know the locations of designated shelter areas in public facilities; such as schools, public buildings and shopping centers.
- Have emergency supplies on hand.
- Be sure everyone in your household knows in advance where to go and what to do in case of a tornado warning.
- If you live in a single-family house in a tornado-prone area, reinforce an interior room to use as a shelter—the basement, storm cellar or a closet on the lower level of your house.
- Make an inventory of your household furnishings and other possessions. Supplement the written inventory with photographs. Keep inventories and photographs in a safe place, away from the premises.

## WHAT TO DO DURING A TORNADO

- When a tornado has been sighted, stay away from windows, doors and outside walls. Protect your head from falling objects or flying debris. Take cover immediately wherever you are.
- In a house or small building, go to the basement or storm cellar. If there is no basement, go to an interior part of the structure on the lowest level (closets, interior hallways). In either case, get under something sturdy, such as a heavy table, and stay there until the danger has passed.

## SAFETY RULES

*Tornadoes are nature's most violent and erratic storms. A tornado can travel for miles along the ground, lift and suddenly change direction and strike again. There is little you can do to protect your home or workplace from the strength of tornado winds, but there are actions you can take to better protect yourself and your family.*

1. **AVOID WINDOWS.** Open windows are not needed to keep unequal air pressure from making the house explode, as once thought.
2. At home, the safest place is the interior, preferably under something sturdy. Stay out from under heavy objects such as pianos and refrigerators located on a floor above. Move to an interior room with no windows.
3. Cover your body with a blanket or sleeping bag and protect your head, even with your hands.
4. Do not stay in a mobile home during a tornado. Even homes with a secure tie down system cannot withstand the force of tornado winds. Plan ahead and make arrangements to stay with friends and go there when a tornado watch is issued.
5. If a tornado warning is given, leave your mobile home and seek shelter nearby. Lie flat in a dry ditch or ravine and put your arms over your head. Do not seek shelter under your home.
6. If you are caught in an open building like a shopping mall or gymnasium during a tornado, stay away from windows. Get into the restroom if possible.
7. The least desirable place to be during a tornado is in a vehicle as cars and trucks are easily tossed. If you see a tornado, stop your vehicle and get out. Seek shelter away from the car in a nearby dry ditch or ravine. Do not get under your vehicle. Lie flat and put your arms over your head.
8. **IN THE OPEN:** If you are caught outside during a tornado and there is not underground shelter immediately available, lie in a gully, ditch or low spot.
9. **IN SCHOOLS, HOSPITALS, NURSING HOMES and OFFICE BUILDINGS:** Extra precautions are needed in these structures because there is usually a large concentration of people and these buildings usually have large amounts of glass. Get into the innermost portions of the lowest floor possible. Avoid windows and glass doorways. Do not use the elevators; the power may go off and you could become trapped. Protect your head and make yourself as small a target as possible by crouching.



# Winter Storms & Ice Storms

Protect yourself and your family against the hazards of winter storms – blizzards, heavy snows, freezing rain or sleet. Freezing rain or drizzle puts a coat of ice on roads and walkways.

Though rare in Louisiana, we do encounter winter storms and freezing. Listen to advisories and recognize that local authorities may not be equipped to provide sand or salt on roadways, especially overpasses and bridges that tend to freeze more quickly and for longer periods.

## DISASTER DRIVING

- Watch the weather. Limit driving in stormy conditions. Be alert and stay informed about weather and traffic reports to avoid stormy roadways.
- Slow down. Being cautious when roads are slick limits potential for collisions. Keeping more car lengths between vehicles gives you more time for sudden stops.
- Condition your vehicle for winter. Keep your tires at proper inflation. Remove ice from windshield and windows to prevent visibility problems.
- Stock a Winter Emergency Kit. Be prepared with a winter emergency kit and include a flashlight, batteries, hand-warmers, blankets, drinking water, jumper cables and emergency lights or flares.

## HYPOTHERMIA

When core body temperature drops below 95°F, a person becomes confused and disoriented. At first, shivering is violent; but as the temperature falls, shivering decreases. The results can be unconsciousness and possibly death. A key defense is to wear wool, not cotton because when cotton gets wet, it draws heat away from the body, whereas wool continues to insulate even when wet.

### Stages of Hypothermia:

- Shivering, a response by the body which generates heat, does not occur below a body temperature of 90°F.
- Confusion and decreased muscle function.
- Decreased level of consciousness with a glassy stare and possible freezing of the extremities, such as fingers and toes.
- Decreased vital signs with slow pulse and respiration rate.
- Death.

## FIRST AID TREATMENT:

- Keep patient dry and remove wet clothing.
- Apply external heat to both sides of patient using whatever heat sources are available, including body heat of rescuers.
- If the patient is conscious and in a warm place, have him breathe warm, moist air if available.
- Monitor respiration and pulse.
- Provide CPR as required.
- Do not give hot liquids by mouth.
- Do not allow patient to exercise.
- Handle the patient gently.

## PET SAFETY IN THE WINTER

The following tips on winter pet safety are provided by the American Red Cross and Humane Society of the United States:

- If possible, bring your pets inside during cold winter weather. Move other animals or livestock to sheltered areas and make sure they have access to non-frozen drinking water.
- If the animals are outside, make sure their access to food and water is not blocked by ice or other obstacles.
- If pets cannot come indoors, make sure they are protected by a dry, draft-free enclosure large enough to allow them to sit and lie down, but small enough to hold in the pet's body heat. Raise the floor a few inches off the ground and cover it with cedar shavings or straw. Turn the enclosure away from the wind and cover the doorway with waterproof burlap or heavy plastic.
- Salt and other chemicals used to melt snow and ice can irritate a pet's paws. Wipe their paws with a damp towel before your pet licks them and irritates their mouth.
- Antifreeze is a deadly poison. Wipe up spills and store antifreeze out of reach.



# Flood Waters

## WHAT YOU CAN DO:

- Do your local streams or rivers flood easily? If so, be prepared to move to a place of safety and know your evacuation routes.
- Keep your automobile fueled. (If electrical power is out, gas stations may not be able to operate pumps for several days.)
- Store drinking water in clean bathtubs and in various containers because water service may be interrupted.
- Keep a stock of food that requires little cooking and no refrigeration.
- Keep First Aid supplies on hand.
- Keep a NOAA Weather Radio, a battery-powered portable radio, emergency cooking equipment and flashlights in working order. Remember to bring cell phone chargers.
- Install check valves in building sewer traps to prevent flood water from backing up the drains of your home.
- Assemble a disaster supplies kit containing: First Aid kit, canned food and can opener, bottled water, rubber boots, rubber gloves, insect repellent, NOAA Weather Radio, battery-powered radio, flashlight and extra batteries.
- Because standard homeowners insurance does not cover flooding, it is important to have protection from floods associated with hurricanes, tropical storms and heavy rains. Please visit the National Flood Insurance program website at [www.floodsmart.gov](http://www.floodsmart.gov).

## WHAT YOUR COMMUNITY CAN DO:

- River/rainfall readings are valuable to local emergency management agencies and the National Weather Service (NWS) in assessing flood conditions and taking appropriate actions

*Listen for Flash Flood or Flood watches, warnings and advisories. (See definitions in the glossary on page 37.)*

**When a Flash Flood WATCH is issued:** Be alert to signs of flash flooding and be ready to evacuate on a moment's notice.

**When a Flash Flood WARNING is issued** for your area, act quickly.

- If advised to evacuate, do so immediately.
- Move to a safe area before access is cut off by flood water.
- Monitor NOAA Weather Radio, television or emergency broadcast station for information
- Go out of areas subject to flooding.
- Avoid already flooded and high velocity flow areas. Do not attempt to cross flowing streams.
- NEVER drive through flooded roadways!
- If your vehicle stalls, leave it immediately and seek higher ground.
- Be especially cautious at night when it is harder to recognize flood dangers.
- Do not camp or park your vehicle along streams and waterways during threatening conditions.

## DURING THE FLOOD:

- Avoid areas subject to sudden flooding.
- If you come upon a flowing stream where water is above your ankles, STOP! Turn around and go another way.
- Do not attempt to drive over a flooded road – the road bed may be washed out under the water.
- Children should NEVER play around high water or storm drains.

## AFTER THE FLOOD:

- If fresh food has come into contact with flood waters, throw it out.
- Boil drinking water before using if ordered to do so.
- Seek necessary medical care at the nearest hospital.
- Do not visit disaster areas because you may hamper rescue and other emergency operations until ordered to do so.
- Use flashlights, not lanterns, torches or matches to examine buildings because flammables may be inside.
- Report broken utility lines to appropriate authorities.

**THE #1 CAUSE OF WEATHER-RELATED DEATH IN THE UNITED STATES IS FLOODING!**

# Heat Waves

During hot weather, stay out of a parked car. Children and pets can die from heat stroke in a matter of minutes when left in a closed car.

## SAFETY TIPS

- **Slow down** – Reduce strenuous activities or reschedule to the coolest time of the day.
- **Dress for summer** – Lightweight, light-colored clothing reduces heat and helps your body maintain normal temperatures.
- **Drink plenty of water or other non-alcoholic fluids.** Drink plenty of fluids even if you do not feel thirsty.
- **Do not drink alcoholic beverages.**
- **Do not take salt tablets unless specified by a physician.**
- **Spend more time in air conditioned places.**
- **Do not get too much sun.** Sunburn makes your body's job of heat dissipation more difficult.

## HEAT DISORDERS – SYMPTOMS AND FIRST AID

### Heat Cramps:

- Painful spasms, usually in muscles of legs and abdomen possible.
- Heavy sweating.

### First Aid:

- Firm pressure on cramping muscles or gentle massage to relieve spasm.
- Give sips of water. (If nausea occurs, discontinue.)

### Heat Exhaustion:

- Heavy sweating, weakness, skin is cold to touch, pale and clammy.
- Weak or inconsistent pulse.
- Fainting and vomiting.
- NOTE: Body temperature may be normal.

### First Aid:

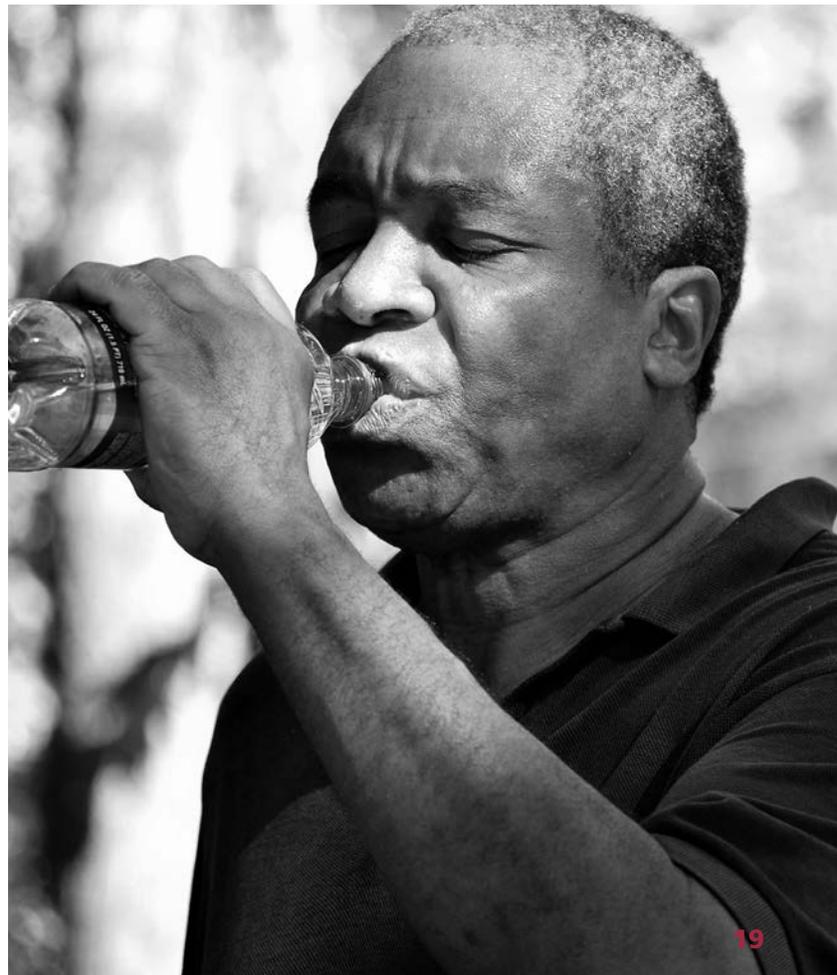
- Get victim out of sun.
- Lay down and loosen clothing.
- Apply cool, wet cloths.
- Fan or move victim to air conditioned room.
- Give sips of water. (If nausea occurs, discontinue.)
- If vomiting continues, seek immediate medical attention.

### Heat Stroke (also known as Sunstroke):

- High body temperature (106°F or higher.)
- Hot, dry skin
- Rapid and strong pulse.
- Possible unconsciousness.

### First Aid:

- **Heat stroke is a severe medical emergency!** Summon emergency medical assistance or get the victim to hospital immediately. Delay can be fatal.
- Move the victim to a cooler environment.
- Reduce body temperature with cold bath or sponging.
- Use extreme caution.
- Remove clothing, use fans and air conditioners.
- If temperature rises again, repeat process.
- Do not give fluids.



# Fire

Expect a fire. Be informed and know how fires start in the home and how they spread.

Know how to call for emergency assistance.

**Smoke detectors save lives.** They are low cost, easily obtainable and reduce deaths from home fires.

- Place smoke detectors as close as possible to bedrooms and on each level near stairways.
- Check the batteries monthly, change the batteries once per year and maintain smoke detectors regularly.
- Replace smoke alarms every 10 years.

## PLAN AND PREPARE:

- Plan escape routes with two ways out of each room.
- Develop and practice fire drills in your home. Practice the plan frequently.
- Agree on a place to meet outside so you can be sure everyone is safely out of the house.

## Minimize fire hazards.

- Clean out attics, closets and garages frequently. Do not let trash and junk accumulate.
- Do not overload extension cords. Do not run extension cords under rugs and use the proper size and capacity for the appliance.
- Check your home's heating sources and ensure it is clean and in good working order.
- Store flammable liquids in approved containers outside the home. Never use gasoline, benzene, naphtha or similar liquids indoors as their fumes ignite easily from any kind of spark.
- Never smoke while handling flammable liquids.
- When stoves or heaters have an open flame, keep the unit away from walls, furniture, draperies and other flammable items. Place a screen in front of the flame.
- When using any type of room or area heating device, be sure there is proper ventilation to the outside and make sure there is adequate space around the heater.
- Do not substitute fuels, only use what is designated.
- Properly store ashes in a metal container outside and away from the home.

## SAFE COOKING PRACTICES

- Keep items away from stove that could catch fire, such as towels, clothing and curtains.
- Keep a fire extinguisher in the kitchen and get training on proper use from the fire department.
- Do not leave the stove when cooking.

## 11 VITAL STEPS WHEN FIRE STRIKES:

1. Alert others by shouting "Fire!"
2. Walk in a crouched position or crawl under the smoke.
3. Escape through the nearest exit.
4. Do not waste time dressing.
5. Do not try to gather valuables.
6. Never open a hot door. Feel closed doors with the back of your hand. If hot, use another exit. If not hot, open the door slowly and check for smoke and fire.
7. If possible, place a wet cloth over your nose and mouth.
8. Close all doors behind you.
9. Meet at a pre-established location outside your home.
10. Call fire department from a neighbor's phone.
11. Never return to a burning house.

**Remember: heat rises, stay low. In a fire, HEAT hits you like a slap in the face, SMOKE blinds your eyes and HEATED GASES choke your breath.**

## DURING A FIRE:

**Do not stop to call the Fire Department. Do not collect any personal belongings or valuables. Do not stay behind to fight the fire – JUST GET OUT! Call 9-1-1 from a safe location.**



# First Aid

St. James Parish and the Emergency Preparedness Department encourage you to take a First Aid class to learn the proper techniques for assisting choking victims and administering CPR. Contact St. James Parish Hospital (225) 869-5512 or [www.sjph.org](http://www.sjph.org) for course offerings.

Have a first aid kit in your house and vehicle. Always bring a First Aid kit when you evacuate.

The Mayo Clinic recommends your first aid kit includes: <http://www.mayoclinic.org/first-aid/first-aid-kits/basics/ART-20056673>

- Basic supplies
- Adhesive tape
- Elastic wrap bandages
- Bandage strips and "butterfly" bandages in assorted sizes
- Nonstick sterile bandages and roller gauze in assorted sizes
- Eye shield or pad
- Triangular bandage
- Aluminum finger split
- Instant cold packs
- Cotton balls and cotton-tipped swabs
- Disposable non-latex examination gloves, several pairs
- Duct tape
- Petroleum jelly or other lubricant
- Plastic bags, assorted sizes
- Safety pins in assorted sizes
- Scissors and tweezers
- Soap or hand sanitizer
- Antibiotic ointment
- Antiseptic solution and towelettes
- Eyewash solution
- Thermometer
- Turkey baster or other bulb suction device for flushing wounds
- Breathing barrier
- Syringe, medicine cup or spoon
- First aid manual

## Medications

- Aloe vera gel
- Calamine lotion
- Anti-diarrhea medication

- Laxative
- Antacids
- Antihistamine, such as diphenhydramine
- Pain relievers, such as acetaminophen (Tylenol, others), ibuprofen (Advil, Motrin IB, others) and aspirin (never give aspirin to children)
- Hydrocortisone cream
- Cough and cold medications
- Personal medications that don't need refrigeration
- Auto-injector of epinephrine, if prescribed by your doctor

## EMERGENCY ITEMS

- Emergency phone numbers, including contact information for your family doctor and pediatrician, local emergency services, emergency road service providers, and the poison help line, which in the United States is 800-222-1222.
  - Medical consent forms for each family member
  - Medical history forms for each family member
  - Small, waterproof flashlight or headlamp and extra batteries
  - Waterproof matches
  - Small notepad and waterproof writing instrument
  - Emergency space blanket
  - Cell phone with solar charger
  - Sunscreen
  - Insect repellent
  - Whistle
- Check your first aid kits regularly to be sure the flashlight batteries work and to replace supplies that have expired or been used up.
  - Consider taking a first aid course through the American Red Cross. Contact your local chapter for information on classes.
  - Prepare children for medical emergencies in age-appropriate ways. The American Red Cross offers a number of helpful resources, including classes designed to help children understand and use first aid techniques.



See pages 17 on First Aid for hypothermia and 19 for First Aid for heat waves.

## 5 RULES OF FIRST AID

1. Check for responsiveness. (Tap the shoulder and shout, "Are you OK?")
2. If not responsive, call 9-1-1 and send someone to get an Automated External Defibrillator (AED).
3. Open the airway. (Tilt head; lift chin)
4. Check for breathing. (Check for no more than 10 seconds. Occasional gasps are not breathing.)
5. If there is no breathing, perform CPR or use an AED if immediately available. If breathing, maintain an open airway and monitor breathing and any changes in condition.
6. Quickly scan for severe bleeding.

When you tend to these five tasks quickly and carefully, usually you can save someone from a life threatening injury.

## CPR – CARDIOPULMONARY RESUSCITATION

St. James Parish, The American Heart Association and American Red Cross urge you to enroll in the CPR and Emergency Cardiac Care course and become certified.

**To give artificial respiration:** *(Most recent instruction from American Red Cross.)*

- **Give 30 chest compressions.** Push hard and fast in the middle of chest at least 2 inches deep and at a rate of at least 100 compressions per minute. Person must be on a firm, flat surface.
- **Give 2 rescue breaths.** Tilt the head back and lift the chin up. Pinch the nose and make a complete seal over the mouth. Blow in for about 1 second to make the chest clearly rise. Give rescue breaths, one after another. If the chest does not rise with the initial rescue breath, retilt the head before giving a second breath. If the second breath does not make the chest rise, the person may be choking. Look for an object and, if seen, remove it.
- **Do not stop.** Continue cycles of CPR and do not stop unless you find an obvious sign of life or if an AED is ready to use. A trained responder or EMS may take over for you.

**To give CPR – Child and Infant:** *(Most recent instruction from American Red Cross.)*

- **Give 30 chest compressions.** Push hard and fast in the middle of chest at least 2 inches deep (1 ½ inches deep for an infant) and at a rate of at least 100 compressions per minute. Child must be on a firm, flat surface.
- **Give 2 rescue breaths.** Tilt the head back and lift the chin up. Pinch the nose and make a complete seal over the mouth. (Infant: make a complete seal over infant's mouth and nose.) Blow in for about 1 second

to make the chest clearly rise. Give rescue breaths, one after another. If the chest does not rise with the initial rescue breath, retilt the head before giving a second breath. If the second breath does not make the chest rise, the person may be choking. Look for an object and, if seen, remove it.

- **Do not stop.** Continue cycles of CPR and do not stop unless you find an obvious sign of life or if an AED is ready to use.

## CHOKING

### **Obstructed Airway Techniques for Adults (Ages 8 Years and Older or Weighing More than 55 Pounds)**

#### **Cannot Cough, Speak or Breathe**

- **Give 5 back blows** – Bend the person forward at the waist and give 5 back blows between the shoulder blades with the heel of one hand.
- **Give 5 Abdominal Thrusts** – Place a fist with the thumb side against the inside of the person's abdomen, just above the navel. Cover your fist with the other hand. Give 5 quick, upward abdominal thrusts.
- **Continue care** – Give sets of 5 back blows and 5 abdominal thrusts until the object is forced out, the person can cough forcefully or breathe, or if the person becomes unconscious.

If the person becomes unconscious, give care for an unconscious choking adult by performing CPR.

## CONSCIOUS CHOKING - CHILD

#### **Cannot Cough, Speak or Breathe**

- **Give 5 back blows** – Bend the child forward at the waist and give 5 back blows between the shoulder blades with the heel of one hand. (Stand or kneel behind the child, depending on child's size.)
- **Give 5 Abdominal Thrusts** – Place a fist with the thumb side against the inside of the person's abdomen, just above the navel. Cover your fist with the other hand. Give 5 quick, upward abdominal thrusts.
- **Continue care** – Give sets of 5 back blows and 5 abdominal thrusts until the object is forced out, the child can cough forcefully or breathe, or if the child becomes unconscious.

If the child becomes unconscious, give care for an unconscious choking child by performing CPR.

## BLEEDING

- **Stop bleeding with direct pressure.** Press the entire area of the open wound with the palm of your hand on some kind of clean dressing, like a thick pad of cloth. The cloth between the hand and wound will help control the bleeding by absorbing blood and

allowing it to clot. Continue direct pressure until the bleeding completely stops or until the ambulance attendants take over.

- **Do not remove the pad if blood soaks through.** Instead, add more layers and continue the direct hand pressure even more firmly.
- **Unless there is evidence of a broken bone, try to position the victim so the wound is elevated higher than the heart.** This allows gravity to reduce blood pressure at the wound and slow blood loss, but keep the hand pressure on.
- **Don't use a tourniquet unless the bleeding cannot be controlled by any other means.** A tourniquet cuts off all of the blood flow and may mean the loss of a limb. If you must use a tourniquet, for instance if a limb was severed, use a strip of material at least two inches wide and place it close to the edge of the wound. Don't use anything too narrow that would cut the skin. Make note of the time you apply the tourniquet and tell the ambulance attendants or doctor.

## SHOCK

When someone goes into shock, several critical body functions, including blood circulation, slow down.

**Look for these signs:** *(All signs may not be present and the victim may still be in shock.)*

- Skin may be pale or bluish, or it may be blotchy. On dark-skinned victims, check the fingernails and inside the mouth.
- Pulse will usually be quite rapid, but weak.
- Skin may feel cool and clammy.
- Breathing is fast. Breaths may be shallow, labored or irregular.
- Victim may be restless, anxious or thrashing about, complaining of severe thirst or nausea.
- Victim might have a vacant expression and an offhand, "so what" attitude.

## How do I fight shock?

Take these steps to improve circulation and oxygen supply:

- Have victim lie down. Don't move him if you suspect a neck or spine injury.
- Place an unconscious victim on his side to prevent choking, allowing fluids to drain from the mouth. Keep the airway open.
- Wrap him up to conserve body heat – the victim does not need to be warmed, rather you want to prevent him from cooling off.
- If possible, add blankets underneath the victim.
- Do NOT give fluids to a person in shock.

**CONTACT YOUR LOCAL RED CROSS CHAPTER TO LEARN ABOUT COURSES.**

# Poisoning

## PREVENT – STORE PRODUCTS SAFELY

- Keep all products locked up. Non-food products should be kept out of sight and reach of children and pets.
- Follow storage directions on the label. In general, keep poisons in cool, dry places away from living areas.
- Never store food and non-food items together.
- Keep products in their original containers.
- Never use milk, soft drink or other food containers for storage.
- Store medicine properly – locked up and in child-resistant containers. Always replace caps tightly.
- Store alcoholic beverages safely. Liquor cabinets should be locked or have safety latches.
- Return products to safe storage as soon as you finish using them.
- Clean out storage areas regularly.
- Check expiration dates and get rid of outdated products, especially medicines.
- Keep your purse out of reach of children and pets. Avoid storing medicine, vitamins, cigarettes and perfume in your purse.
- Dispose of products safely. Keep trash in covered receptacles, out of reach of children and pets.
- Ask your pharmacist how to properly dispose of unused or outdated medicines.



## MEDICINE TIPS:

- Never tell children that medicine is candy or that it tastes good.
- Don't take medicine in front of children.
- Teach children to never take medicine unless you give it to them.
- Always turn on a light and read directions before taking any medicine.
- Keep medicine locked up.
- Keep Syrup of Ipecac handy – only use when instructed by Poison Control or a physician.

## WARNING SIGNS OF POISONING

- An open container nearby
- Strange odor on breath
- EYES: The size and reaction of eye pupils (Notice if the pupils are constricted or dilated.)
- MOUTH: Burns, discoloration, excessive salivation or stains around the mouth.
- Sweating
- Dizziness or unconsciousness
- Pills, berries, etc. in the mouth
- Upset stomach, nausea or vomiting (Notice whether blood is present.)
- Diarrhea (Notice whether blood is present.)
- Convulsions

## IF YOU SUSPECT POISONING:

- Call the poison control center immediately. **1-800-256-9822** and/or **9-1-1**.
- Bring the container with you to the phone, as well as the victim, if possible.
- Stay calm – be ready to answer questions about the poison.
- Follow instructions exactly.
- Do not try to make the person vomit unless told to do so.
- If you suspect your pet has been poisoned, call your veterinarian or poison control.

## INHALED POISONS

- If you suspect the victim has inhaled poisons, get him in fresh air or an area with good ventilation

## POISON ON THE SKIN

- Remove clothing and flood skin with water for 15 – 20 minutes.

## POISON IN THE EYE

- Flood eye(s) with water for 15 – 20 minutes and have person blink as much as possible. Do not force the eyelid open.

## CARBON MONOXIDE POISONING

*To protect against Carbon Monoxide (CO) poisoning, the U.S. Consumer and Product Safety Commission offers these suggestions:*

- All home fuel-burning equipment should be inspected yearly by an expert to keep it operating efficiently.
- Fuel-burning heaters used to warm the house should be vented to the outside. If you must use an unvented heater, be sure to leave a window open at least one inch. Unvented heaters should always be turned off when sleeping.
- Do not use a gas range or oven for heating a room. Never use a charcoal grill inside, unless it is in a well-ventilated fireplace. Burning charcoal gives off large amounts of carbon dioxide.
- Never close a fireplace vent until the fire is completely extinguished.
- Never run internal combustion engines such as automobiles, boats, lawnmowers or generators in a closed or confined area -- including indoors, in a garage or shed. These produce lethal amounts of CO.
- Inspect chimneys, stove pipes and flues to ensure they are clean and in good repair.
- Have your muffler and tail pipes checked to avoid CO poisoning from automobiles. CO can leak into a moving car from the engine exhaust killing those in the back seat.

## RECOGNIZE DANGER SIGNS:

- Early stages of CO exposure include: headaches, dizziness and drowsiness.
- A conscious victim may look or act intoxicated.
- Other symptoms include: blurred vision, irritability and an inability to concentrate.
- Severe cases cause nausea, vomiting, shortness of breath, convulsions, unconsciousness and eventually death. Long term exposure can result in brain damage.

## FIRST AID:

- Lots of fresh air.
- If the victim is unconscious, place him on his side with the head resting on an arm, only after moving to an area with fresh air.
- If the victim is not breathing, begin CPR. (See page 22.)
- Keep the victim warm and quiet.
- Do not give the victim anything to eat or drink.
- Take a conscious victim to a hospital immediately.

# Child Care and Babysitting

## WHAT MAKES A "GOOD" BABYSITTER?

No single characteristic makes someone a good babysitter. Instead, a good babysitter successfully combines the knowledge and skills associated with leadership, safety, safe play, basic care, first aid and professionalism.

## BABYSITTING TIPS:

Always be aware that an infant or child can be burned by anything that is hot, including food, bath water, heaters, stoves, ovens or barbeque pits. Make sure that homes where you babysit are equipped with operating smoke alarms. Keep matches, lighters and candles away from children at all times. Talk to parents or guardians about a **Family Fire Escape Plan**. Know how to use the fire extinguisher and where it is located.

Teach children to **STOP, DROP and ROLL** if their clothing catches on fire. If fire occurs, get yourself and the children out and **DO NOT** return to a burning building. Your job is to protect the children, not their belongings. To learn more about safety, prevention and babysitting, take the American Red Cross Babysitter's Training course or check courses available at the St. James Parish Hospital in Litcher.

Be sure to have a list of all emergency numbers and a number where parents can be reached.

Cook only if you have experience and permission from the parents.

If you encounter a gun, tell an adult **IMMEDIATELY**. Do **NOT** touch the gun.

St. James Parish Hospital offers local Safe Sitter Classes each summer in its Medical Plaza Community Room. Safe-Sitter is a medically accurate, hands-on two-day class that teaches boys and girls ages 11-13 how to handle emergencies when caring for children. Classes cover basic first aid and CPR for infants and children in addition to offering information about how to handle children and run a safe business. Each graduate is presented a certificate of completion and classes end with a presentation to parents. For more information or to RSVP, visit [www.sjph.org / news and events](http://www.sjph.org/news-and-events) or call (225) 258-5952.

- DO know the phone number and address where the parents can be reached.
- DO know all emergency numbers like the local police, fire department and poison control, as listed on page 2. In case you don't know these numbers, dial 9-1-1.
- DO know where the First Aid kit is kept. And it would be even better if you have first aid skills like CPR.
- DON'T ever leave children alone, and check on them often once they've gone to bed. Remember, you're being paid to watch over them.

## CONTROL YOUR ANGER – PREVENT SHAKEN BABY SYNDROME (SBS).

- SBS is a leading cause of child abuse deaths in the United States.
- Babies (newborn to 4 months) are at greatest risk of injury from shaking.
- Inconsolable crying is a primary trigger for shaking a baby.

Research shows that shaking most often results from crying or other factors that may trigger the person caring for the baby to become frustrated or angry. Picking up a baby and shaking, throwing, hitting or hurting him/her is never an appropriate response.



## Safe Sitter Class



**ST JAMES**  
PARISH HOSPITAL

LARGE ENOUGH TO SERVE, SMALL ENOUGH TO CARE.

REGISTER ONLINE } [www.sjph.org](http://www.sjph.org)

# Nuclear Plant Safety Information

## WHAT IS RADIATION?

Radiation is any form of energy propagated as rays, waves or energetic particles that travel through the air or a material medium. People receive some natural or background radiation exposure each day from the sun, radioactive elements in the soil and rocks, household appliances (like television sets and microwave ovens), and medical and dental x-rays. Even the human body itself emits radiation. These levels of natural and background radiation is normal. The average American receives 360 millirems of radiation each year, 300 from natural sources and 60 from man-made activities. (A rem is a unit of radiation exposure.)

Radioactive materials--if handled improperly--or radiation accidentally released into the environment, can be dangerous because of the harmful effects of certain types of radiation on the body. The longer a person is exposed to radiation and the closer the person is to the radiation, the greater the risk. Although radiation cannot be detected by the senses (sight, smell, etc.), it is easily detected by scientists with sophisticated instruments that can detect even the smallest levels of radiation.

If an accident occurs at Waterford 3 (in St. Charles Parish), experts at the plant will help your State and Parish agencies decide what actions to take. Outdoor sirens will be turned on if there is an emergency in your Parish. The actions you may need to take: Protect Your Breathing; Shelter-In-Place (See pages 3 and 4); or Evacuate (See page 4).

## PREPARING FOR AN EMERGENCY

Federal, State and local officials work together to develop site-specific emergency response plans for nuclear power plant accidents. These plans are tested through exercises that include protective actions for schools and nursing homes. The plans also delineate evacuation routes, reception centers for those seeking radiological monitoring and location of congregate care centers for temporary lodging.

State and local governments, with support from the Federal government and utilities, develop plans that include a **plume emergency planning zone with a radius of 10 miles from the plant, and an ingestion planning zone within a radius of 50 miles from the plant.** Residents within the 10-mile emergency planning zone are regularly disseminated emergency information materials (via brochures, the phone book, calendars, utility bills, etc.). These materials contain educational information on radiation, instructions for evacuation and sheltering, special arrangements for the handicapped, contacts for additional information, etc. (*NOTE: St. James residents should not be affected by the 10 mile zone, but would be affected by the ingestion planning zone with a 50 mile radius from Waterford 3.*)

Radiological emergency plans call for a prompt Alert and Notification system. If needed, this prompt Alert and Notification System will be activated quickly to inform the public of any potential threat from natural or man-made events. This system uses either sirens, tone alert radios, or a combination to notify the public to tune their radios or television to an Emergency Alert System (EAS) station.

The EAS stations will provide information and emergency instructions for the public to follow. **If you are alerted, tune to your local EAS station which includes radio stations, television stations, NOAA weather radio and the cable TV system.**



# Terrorism

The Federal Emergency Management Agency (FEMA) defines terrorism as “...the use of force or violence against persons or property in violation of the criminal laws of the United States for the purposes of intimidation, coercion or ransom.” Terrorists often use threats to create fear among the public in an effort to convince citizens that their government is powerless, as well as to publicize their cause.

The Federal Bureau of Investigation (FBI) categorizes terrorism in the United States as either domestic or international.

## **MUCH LIKE ANY OTHER EMERGENCY, TO PREPARE YOU SHOULD:**

- Create an emergency communications plan.
- Establish a meeting place.
- Assemble a disaster supplies kit.
- Check on the school emergency plan of any school-age children you have.

## **IF DISASTER STRIKES:**

- Remain calm and be patient.
- Follow the advice of local emergency officials.
- Listen to your radio or television for news and instructions.
- If the disaster occurs near you, check for injuries and give First Aid to those you are able to assist.
- If the disaster occurs near your home while you are there, check for damage with a flashlight. Do not light matches or candles or turn on electrical switches. Check for fires and sniff for gas leaks.
- If you smell gas or suspect a leak, turn off the main gas valve, open windows and get everyone outside quickly.
- Shut off any other damaged utilities.
- Confine or secure your pets.
- Call your family contact – do not use the telephone again unless it is a life-threatening emergency.
- Check on your neighbors, especially those who are elderly or disabled.

## **As we learned from the events of September 11, 2001, the following things can happen after a terrorist attack:**

- There can be significant numbers of casualties and/or damage to buildings and the infrastructure. So employers need up-to-date information about any medical needs you may have and on how to contact your designated beneficiaries.
- Heavy law enforcement involvement at local, state and federal levels follows a terrorist attack due to the

event’s criminal nature. Increased security at airports and other public facilities may be implemented.

- Health and mental health resources in the affected communities can be strained to their limits, maybe even overwhelmed.
- Extensive media coverage, strong public fear and international implications and consequences can continue for a prolonged period.
- Workplaces and schools may be closed and there may be restrictions on domestic and international travel.
- You and your family or household may have to evacuate an area, avoiding roads blocked for your safety.
- Clean-up may take many months.

## **PREPARE FOR A BUILDING EXPLOSION**

The use of explosives by terrorists can result in collapsed buildings and fires. People who live or work in a multi-level building can:

- Review emergency evacuation procedures.
- Know where fire exits are located.
- Keep fire extinguishers in working order.
- Learn First Aid.

## **DURING A BUILDING EXPLOSION**

- Get out of the building as quickly and calmly as possible.
- Be aware of falling items.
- If there is a fire, stay low to the floor. Cover nose and mouth with a wet cloth, if possible.
- If you are trapped in debris, use a flashlight. Tap on a pipe or wall so rescuers can hear where you are. Use a whistle if available. Shout only as a last resort to prevent inhaling dangerous amounts of dust.

## **IF YOU RECEIVE A BOMB THREAT:**

- Get as much information from the caller as possible.
- Keep the caller on the line and record everything that is said.
- Contact the police and building management.
- After receiving a bomb threat, do not touch any suspicious package.
- Avoid standing in front of windows.

## **EVACUATION**

If local authorities ask you to leave your home, they have a good reason to make this request, and you should heed the advice immediately. Listen to your radio or TV, follow the instructions of local emergency officials

For information on what a business can do to protect its employees and customers as well as develop business continuity plans, see [www.redcross.org/services/disaster/beprepared](http://www.redcross.org/services/disaster/beprepared) or request a copy of the

*Emergency Management Guide for Business and Industry and/or Preparing Your Business for the Unthinkable* from your local American Red Cross chapter.

For more information about the specific effects of chemical or biological agents, the following Web sites may be helpful:

- Centers for Disease Control and Prevention **www.bt.cdc.gov**
- U.S. Department of Energy **www.energy.gov**
- U.S. Department of Health and Human Services **www.hhs.gov**
- Federal Emergency Management Agency **www.fema.gov**
- Environmental Protection Agency **www.epa.gov/swercepp**
- Johns Hopkins University **www.hopkins-biodefense.org**

## Cybersecurity & Cyber Terrorism

Cybersecurity begins with you. Whether you are an employer, a teacher, government worker or student, you have an impact on cybersecurity. By practicing strong and safe online habits, you can better protect your identity and the networks you use at home, at work and anywhere you log on.

### STOP

- Others from accessing your accounts - set secure passwords.
- Sharing too much personal information.
- Stop — trust your gut. If something doesn't feel right, stop what you are doing.

### THINK

- Before your click: Is this a trusted source?
- About what you're doing: Would you do it or share it offline?

### CONNECT

- Over secure networks. Wifi hot spots may not offer the same protections.
- Wisely. Trust your gut. If it doesn't seem right, then close out or delete the email.

**Stop.Think.Connect.** is a national public awareness campaign conducted by the Department of Homeland Security in cooperation with the National Cyber Security Alliance. For more information, contact us at [stophinkconnect@dhs.gov](mailto:stophinkconnect@dhs.gov).

## BEWARE OF WHAT YOU POST ONLINE

No matter what **social media** platform you use, consider the type of information you choose to share with others.

### Here are the common cyber risks you may face when using social media:

- **Sharing sensitive information.** Sensitive information includes anything that can help a person steal your identity or find you, such as your full name, Social Security number, address, birthdate, phone number or where you were born.
- **Posting questionable content.** Questionable content can include pictures, videos or opinions that make you seem unprofessional or mean and can damage your reputation or future prospects.
- **Tracking your location.** Many social media platforms allow you to check in and broadcast your location, or automatically adds your location to photos and posts.

### SIMPLE TIPS

1. **Remember, there is no 'Delete' button on the Internet.** Think before you post, because even if you delete a post or picture from your profile only seconds after posting it, chances are someone still saw it.
2. **Don't broadcast your location.** Location or geo-tagging features on social networks is not the safest feature to activate. You could be telling a stalker exactly where to find you or a thief that you are not home.
3. **Connect only with people you trust.** While some social networks might seem safer for connecting because of the limited personal information shared through them, keep your connections to people you know and trust.
4. **Keep certain things private from everyone.** Certain information should be kept completely off your social networks to begin with.
5. **Speak up if you're uncomfortable.** If a friend posts something about you that makes you uncomfortable or you think is inappropriate, let him or her know. Likewise, stay open-minded if a friend approaches you because something you've posted makes him or her uncomfortable.

## PROTECT YOURSELF FROM INTERNET FRAUD

- Make sure you are purchasing merchandise from a reputable source.
- Do your homework on the individual or company to ensure that they are legitimate.
- Obtain a physical address rather than simply a post office box and a telephone number, and call the seller to see if the telephone number is correct and working.
- Send an e-mail to the seller to make sure the e-mail address is active, and be wary of those that utilize free e-mail services where a credit card was not required to open the account.
- Check with the Better Business Bureau from the seller's area.
- Check out other websites regarding this person/company.
- Don't judge a person or company by their website. Flashy websites can be set up quickly.
- Be cautious when responding to special investment offers, especially through unsolicited e-mail.
- Be cautious when dealing with individuals/companies from outside your own country.
- Inquire about returns and warranties.

### IF YOU ARE A VICTIM OF INTERNET FRAUD, REPORT THE INCIDENT.

- After taking immediate action, notify the proper authorities.
- File a report with the local police so there is an official record of the incident.

## CYBER TERRORISM

The threat of cyberterrorism to our technical infrastructure is real and immediate. Computers and servers in the United States are the most aggressively targeted information systems in the world, with attacks increasing in severity, frequency, and sophistication each year. As our nation's critical infrastructure grows more reliant on information technologies, it also becomes more exposed to attackers, both foreign and domestic. These attacks can threaten our nation's economy, public works, communication systems, and computer networks.

The Cyberterrorism Defense Initiative (CDI) program was created to provide comprehensive, transferable and inexpensive cyberterrorism training to qualifying technical personnel throughout the United States. Classes are offered free-of-charge to technical personnel and managers working within agencies or organizations considered as a part of our nation's critical infrastructure. <http://www.cyberterrorismcenter.org/>

### GET INFORMED AND INVOLVED.

To be on alert for current cyber news and threats, you can:

- Sign up for the United States Computer Emergency Readiness Team (US-CerT) mailing list to receive the latest cybersecurity information directly to your inbox. Written for home and business users, alerts provide timely information about current security issues and vulnerabilities. Sign up at <https://public.govdelivery.com/accounts/USDHSUSCERT/subscriber/new>
- Become a Friend of the Department of Homeland Security's Stop.Think.Connect. Campaign and receive a monthly newsletter with cybersecurity current events and tips. Receive a monthly newsletter by signing up here: [https://public.govdelivery.com/accounts/USDHS/subscriber/new?topic\\_id=USDHS\\_136](https://public.govdelivery.com/accounts/USDHS/subscriber/new?topic_id=USDHS_136)



# Massive Shootings (Active Shooter)

An active shooter is defined as a person(s) who appears to be actively engaging in killing or attempting to kill people in a populated area. His/her intent is to harm as many people as possible and their selection of victims are random. An active shooter can do massive amounts of damage in very little time.

Active shooter situations are a rare phenomenon that does seem to be increasing in regularity. These events do happen and are something that we need to be prepared to respond to.

Being able to protect yourself in an active shooter situation begins with having a good sense of what's going on around you. Before entering any public place, you want to scope out the situation. If anything looks out of place, or your gut tells you something isn't right, listen to your instincts and leave.

## ESCAPE – YOUR FIRST LINE OF DEFENSE

This is first and foremost on the list of options. In an active shooter situation, the first thing you want to do is try to escape. This isn't a movie or a video game; when the bullets start flying the last place you want to be is anywhere near the shooter. If you can safely make your way to an exit, do so without hesitation and without attracting unwanted attention from the shooter. Once you hit the exit, keep going. Distance is one of the keys to surviving the situation.

- Be aware of the exits. Familiarize yourself with multiple escape plans, not just one. Multiple exits mean you're never trapped in a building without a way out.
- Leave your belongings behind and get out as fast as possible. Your life is more valuable than anything you own, so protect it.
- When you exit, be sure that your hands are visible. In an active shooter situation, law enforcement is going to be the first on the scene. Make it clear to them that you are not carrying a weapon.

## BARRICADE: TAKING COVER (HIDE)

- Hide in an area that is out of the way and view of the shooter.
- Block the entry point into your shelter and lock the doors. Use desks, chairs, furniture or anything you can to secure the door.

## WHEN LEFT WITH NO OPTION, ATTACK

- Only take action as a last resort and only when your life is in imminent danger.
- Attempt to incapacitate the active shooter.
- Act with physical aggression and throw items at the shooter. Try to attack vital areas of the body such as eyes, throat and groin.

## CALL 9-1-1 (WHEN SAFE TO DO SO) AND PROVIDE THE DISPATCHER WITH THE FOLLOWING INFORMATION:

- Location of the incident (be as specific as possible)
- Number of shooters (if known)
- Identification or description of shooter(s)
- Number of persons who may be involved
- Your name
- Your exact location
- Injuries to anyone, if known

**When law enforcement arrives on the scene of an active shooter situation, it is important to do what they say, when they say it.**

- Remain calm, and follow the law enforcement officials' instructions.
- Immediately raise your hands and spread your fingers.
- Keep your hands visible at all times.
- Avoid making quick movements toward law enforcement officials, such as attempting to hold onto them for safety.
- Avoid pointing, screaming and/or yelling.
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises.

## RECOGNIZING SIGNS OF POTENTIAL WORKPLACE VIOLENCE

- Increased use of alcohol and/or illegal drugs.
- Unexplained increase in absenteeism and/or vague physical complaints.
- Depression/Withdrawal.
- Increased severe mood swings, and noticeably unstable or emotional responses.
- Increasingly talks of problems at home.
- Increase in unsolicited comments about violence, firearms, and other dangerous weapons and violent crimes.

# Hazmat Issues & Chemical Incidents

Safety at chemical plants and refineries is of the utmost concern. It is important that residents are aware that these facilities work hand-in-hand with the St. James Parish Emergency Operations Center, Sheriff's Department, Fire Department and with each other to ensure their processes and manufacturing are as safe as possible. Industry is committed to keeping their sites accident-free for the safety of their own employees and the communities where they are located.

In St. James Parish, we have many fixed facilities such as chemical plants and refineries that use and produce chemicals. Chemicals are transported on the Mississippi River, along the Interstates in trucks, via pipelines and in railcars. Become informed of what to do in the case of a hazardous material (hazmat) accident on the highway or in the case of a chemical release. Hazardous materials may be in the form of explosives, flammables, combustible substances, poison and radioactive materials. They could be liquid, gas or solids.

**SIGN UP FOR ALERTS SO YOU KNOW QUICKLY IF THERE IS REASON FOR YOU TO SHELTER-IN-PLACE OR EVACUATE.**

At [www.ready.gov](http://www.ready.gov), FEMA shares: Chemicals are found everywhere. They purify drinking water, increase crop production and simplify household chores. But chemicals can also be hazardous to humans or the environment if used or released improperly. Hazards can occur during production, storage, transportation, use or disposal.

**SEE PAGE 4 FOR EVACUATION INFORMATION.**

**IF YOU ARE CAUGHT OUTSIDE: STAY UPSTREAM, UPHILL AND UPWIND!**

- Try to go at least ½ mile from the danger area. Move away from the accident scene.
- Do not walk into or touch any spilled liquids, airborne mists or chemical deposits. Try not to inhale gases, fumes and smoke. If possible, cover mouth with a cloth while leaving the area.
- Stay away from accident victims until the hazardous material has been identified.

**If you are in a motor vehicle:** seek shelter in a permanent building. If you must remain in your car, keep windows and vents closed and shut off the air conditioner and heater.

Listen to authorities on radio, television and social media to learn if it is best to Shelter-In-Place or evacuate.



# PREVENT

## SENIOR SAFETY

Older adults, at age 65, are twice as likely to be killed or injured by fires or falls, compared to the population at large. By age 75, that risk increases to three times that of the general population – four times at age 85.

Fire and burns are not the only hazards that threaten our older citizens. Statistics from the Center for Disease Control show that falls are the leading cause of death from unintentional injury in the home. Thirty percent of people age 65 and older are involved in falls each year – some are fatal, while others permanently disable victims and may cause loss of mobility or independence.

## SAFETY TIPS

### Fire Prevention

- Provide smokers with a large deep ashtray. Wet cigarette butts and ashes before emptying ashtrays into a wastebasket. Never smoke when you are lying down, drowsy or in bed.
- Keep space heaters at least three feet (one meter) away from anything that can burn - including you. Unplug heaters when you shut them off, leave your home or go to bed.
- In the kitchen, wear tight-fitting or rolled up sleeves when cooking. Use oven mitts to handle hot pans. Never leave cooking unattended. If a pan of food catches fire, slide a lid over it and turn off the burner. Don't cook if you are drowsy from alcohol or medication.
- Stop, drop and roll. If your clothing catches on fire; stop (don't run), drop to the ground, cover your face with your hands, and roll over and over to smother the flames. If you cannot do that, smother the flames with a towel or blanket. Immerse burns in cool water for 10 to 15 minutes. If burns are severe, get medical help immediately.
- Smoke alarms save lives. Have smoke alarms installed outside all sleeping areas and on every level of your home. Test your smoke alarms once a month by pushing the test button. Make sure everyone in your home can hear your smoke alarm.
- Plan and practice your escape from fire. Know two ways out of every room in your home. Make sure windows and doors open easily. In a fire, get out and stay out.
- Your emergency number is 9-1-1. Once you've escaped a fire, call the fire department from a neighbor's phone.
- Plan your escape around your abilities. Have a telephone in your bedroom to dial 9-1-1 in case you are trapped by fire.

### Fall Prevention

- Exercise regularly to build strength and improve your balance and coordination. Ask your doctor about the best physical exercise for you.
- Take your time. Being rushed or distracted increases your chance of falling. Get out of chairs slowly. Sit a moment before you get out of your bed. Stand and get your balance before you walk.
- Clear the way. Keep stairs and walking areas free of electrical cords, shoes, clothing, books, magazines, and other clutter.
- See an eye specialist once a year. Poor vision can increase your chance of falling. Improve lighting in your home. Use night lights to light the path between your bedroom and bathroom. Turn on the lights before using the stairs.
- Use non-slip mats in the bathtub and on shower floors. Install grab bars on the wall next to the bathtub, shower and toilet. Wipe up spilled liquids immediately.
- Use only throw rugs with rubber, non-skid backing. Always smooth out wrinkles and folds in carpeting.
- Stairways should be well lit from both top and bottom. Have easy-to-grip handrails installed along the full length of both sides of the stairs.
- Wear sturdy, well-fitting, low-heeled shoes with non-slip soles. These are safer than high heels, thick-soled athletic shoes, slippers, or stocking feet.



## Activity Tips for Older Adults

Staying active may help you look, feel and even act years younger than your actual age. Keeping your body active helps your mind stay sharper over the years. Common activities such as walking, gardening and taking the stairs can make a positive difference in your level of activity and quality of life.

Do at least 30 minutes of moderate physical activity every day. Regular activity helps you feel better and stay healthier. It is never too late to start! Exercise can help prevent or delay diseases, such as diabetes, and obesity.

### Active people often:

- Have more energy for travel, volunteering and social activities.
- Feel good about how they look.
- Have a more positive outlook.
- Have stronger bones, better balance and coordination.

Muscle strength, aerobic endurance and flexibility are important. Muscles allow you to garden and carry groceries. Aerobic activities help you sleep better, feel energized and improve circulation. Staying flexible allows you to reach, bend and balance (which helps prevent falls).

For more information on fitness, contact the St. James Parish Recreation Department at (225) 562-2363 for information and additional resources.

# Boating Safety

**During the average day, the U.S. Coast Guard will save 14 lives.**

The National Safe Boating Council provides these

### SAFE BOATING TIPS:

- Wear a life jacket.
- Do not mix alcohol and boating.
- Observe the nautical rules-of-the-road.
- Do not stand in a small boat.
- Check the weather forecast BEFORE getting away.
- Do not overload your boat.
- Keep a good lookout.
- USE COMMON SENSE!

### GENERAL TIPS

- Tell a responsible person where you are going and when you expect to return.
- Keep a survival kit with you, including a flashlight and matches in a waterproof container.
- Take a compass and maps to prevent getting lost.
- Dress for the weather.
- If your boat capsizes, stay with it. If the boat remains afloat, climb on top. You are more likely to survive if you are not in the water.
- Always carry fire extinguishers aboard your boat. Most boat fires can be put out rapidly if you act immediately.
- Never use water on fires started electrically, by gasoline, oil or grease. Water will spread a gasoline fire.
- If a fire breaks out, slow or stop the boat. Keep the fire downwind. IF the motor catches fire, shut off the fuel supply immediately.

**Small Craft Advisory** Is a warning from the National Weather Service to alert mariners to sustained weather or sea conditions, either present or forecast, that might be hazardous to small boats. The threshold conditions for this advisory are usually 18 knots (approximately 21 mph) of wind or hazardous wave conditions.

**Special Marine Warning** is issued whenever a severe local storm or strong wind is imminent. Boaters will be able to receive these by keeping tuned to a NOAA Weather Station or to Coast Guard and commercial radio stations that transmit marine weather information.



# Gun Safety

## 4 BASIC SAFETY RULES

1. Treat ALL firearms as if they are loaded.
2. Do NOT point at or cover anything with the muzzle until ready to shoot.
3. Keep trigger finger off the trigger and outside the trigger guard until ready to shoot.
4. Be certain of your target and your line of fire.

## INFORMATION RESOURCES

Contact the National Rifle Association's Education and Training Division in Fairfax, Virginia for a list of basic gun safety and marksmanship programs being taught in your area.

The National Shooting Sports Foundation in Newtown, Connecticut offers a brochure entitled, "Firearms Responsibility in the Home."

## PROPER HANDGUN STORAGE

- Proper storage prevents access by children or other unauthorized persons and avoids firearms theft.
- Teach your child that he may handle firearms only when you are present.
- It is mandatory to securely store your guns and ammunition when not in use.
- Installing a trigger lock and storing guns in a locked cabinet helps reduce unauthorized access.
- If a critical part of the gun is removed and stored separately, it is more secure.

## SAFETY TIPS

- Never mix handling or shooting of guns with drugs or alcohol.
- Knowledge and training are essential.
- Parent: ask if guns are safely stored at places where your children visit or play.
- When hunting, wear daylight fluorescent orange so you can be seen from a distance or in heavy cover.
- Control your emotions when it comes to safety. Show restraint and pass up shots which have the slightest chance of being unsafe.
- Wear hearing and eye protection.

## BE AWARE OF CIRCUMSTANCES WHICH REQUIRE ADDITIONAL CAUTION OR SAFETY.

### Never –

- Climb a tree with a loaded firearm,
- Cross a fence with a loaded firearm,
- Jump a ditch or ford a stream with a loaded firearm,
- Scale or descend a steep incline or hill with a loaded firearm,
- Climb into a hunting stand with a loaded firearm,
- Prop or lean a loaded firearm against a tree or other surface which may allow it to slide, or
- Transport a cased-loaded firearm.

# Home Heating Safety

## CHECKLIST

- Read labels and follow all warning and lighting instructions.
- Keep clear space around heating equipment.
- If you smell a strong gas odor, turn off the pilot light and do not operate electrical switches. Call the gas company from another location.
- Turn off heating equipment if you smell fumes, your eyes sting or you become dizzy or nauseous while it is operating.
- Turn off heating if it has a fluttering or yellow flame.
- DO not use a space heater if the ceramic radiants are broken or out of place.
- Never store or use flammable liquids such as gasoline, cleaning fluid or paint thinners near heating equipment.
- Never smoke while working with gas-powered equipment.
- If your heating equipment has a pilot light and you have trouble keeping it lit; or if the control valve is hard to operate, the heater may need servicing. Do not force it or tamper with it. Call the gas company to have it serviced.
- Never operate heating equipment if instructions are unavailable or you are unsure of its operation or condition.

# Outdoor Safety and Pests

## MOSQUITOES, POISON IVY AND SNAKES

Whether you are an outdoor enthusiast, fisherman or simply enjoy your yard, knowing about mosquitoes, poisonous plants and snakes is a good idea in Louisiana.

**WEST NILE** (This information is provided by the CDC.)

### Avoid Mosquito Bites

- Use insect repellent when you go outdoors.
- When possible, wear long sleeves, long pants, and socks outdoors.
- Take extra care during peak mosquito biting hours, dusk to dawn.
- Mosquito-proof your home by installing window screens and using air conditioning.
- Empty standing water from flowerpots, gutters, buckets, pet water dishes and birdbaths regularly.

### West Nile Symptoms

- **No symptoms in most people.**
- **Febrile illness in some people.** About 1 in 5 who are infected develop a fever with other symptoms such as headache, body aches, joint pains, vomiting, diarrhea or rash. Most people recover completely.
- **Severe symptoms in a few people.** Less than 1% of people who are infected will develop a serious neurologic illness such as encephalitis or meningitis.

### West Nile Treatment

- No vaccine or specific antiviral treatments for West Nile virus infection is available.
- Over-the-counter pain relievers can be used to reduce fever and relieve some symptoms.
- In severe cases, patients often need to be hospitalized to receive supportive treatment.

<http://www.cdc.gov/westnile/prevention/index.html>

## POISON IVY, OAK AND SUMAC

According to webmd.com, poison ivy, oak and sumac are generally diagnosed by their common symptoms of a rash, blisters and itching following outdoor activities

### Rash Treatment

*Self-care for a mild rash includes:*

- Wash the area well with mild soap and lukewarm water as soon as possible after contact.
- Wash all clothes, shoes, socks, tools, pets and toys that may have become contaminated.
- Cool compresses may help during the blistering phase.
- Use a topical corticosteroid cream on the rash as directed by your doctor.

- Try calamine lotion for the itching, but avoid skin products that contain anesthetics or antihistamines, which can cause their own allergic reaction.
- To help relieve the itch, try cool showers or a mixture of baking soda and water applied to the area. If sleep is a problem because of the itching, try an over-the-counter antihistamine at night.

*Call your doctor or a dermatologist for:*

- Severe or infected blistering, swelling, and itching.
- Symptoms in sensitive areas such as the eyes, lips, throat, or genitals.
- Fever
- A rash over large areas of your body or a rash lasting longer than a week to 10 days

**Get immediate medical help for any difficulty breathing or severe coughing after exposure to smoke from burning plants.**

<http://www.webmd.com/skin-problems-and-treatments/guide/understanding-poison-ivy-oak-sumac-basics?page=3>

## LOUISIANA SNAKES

Much of the content has been taken from *Snakes of Louisiana* by Jeff Boundy. This book is available from the Office of the Louisiana Conservationist. For more information contact Jeff Boundy [jboundy@wlf.la.gov](mailto:jboundy@wlf.la.gov)

Of the 54 varieties of snakes found in Louisiana, seven are poisonous. Visit the Louisiana Wildlife and Fisheries website to view photographs and familiarize yourself with these snakes and their bites visit <http://www.wlf.louisiana.gov/resource/snakes-louisiana>

### Snakebite Treatment

*What to do:*

- Remain calm; snakebites are rarely fatal.
- Seek immediate medical attention. Call ahead so that hospital emergency personnel will be ready.
- Keep the bitten body part immobilized (i.e., if a hand is bitten, suspend the arm in a sling).
- Remove jewelry and clothing that may become constrictive as swelling progresses.

*What not to do:*

- Never apply ice packs.
- Never apply a tourniquet.
- Do not excise the wound or “cut-out” the venom.
- Never allow the victim to drink alcohol or take aspirin or other blood thinners.
- Never apply electric shock to the bitten area.
- Never give antivenin in the field – antivenin is, itself, a toxin that may cause anaphylactic shock.

# RECOVER

## **FOLLOWING A DISASTER:**

- Contact insurance company and Emergency Operations Center (EOC) with damage reports.
- Contact FEMA - apply for assistance.
- Stay tuned for updates, important information sent through the Parish social media sites, text notifications, website, cable television station and local media.

## **DONATIONS**

Donors should be wary of anyone who claims that "everything is needed." Get precise information and confirm the need before you donate. To prevent waste, donations of goods should be made only to agencies that have requested specific items.

## **VOLUNTEERS**

In a disaster, the Louisiana Serve Commission, in partnership with the state's Volunteer Centers and HandsOn affiliates, serves to provide information about volunteer needs.

## **VOAD (VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS)**

**VOAD** is a coalition of member organizations made up of non-profits, religious groups and other entities that respond to disasters. There are roughly 50 national members and as well as state and local entities. The coalition's goal is to foster more effective service through communication, coordination, cooperation, and collaboration by providing convening mechanisms and outreach for all people and organizations involved in disasters.

## **RESIDENTIAL FLOOD INSURANCE/COVERAGE**

Just a few inches of water from a flood can cause tens of thousands of dollars in damage. From 2007 to 2011, the average residential flood claim amounted to almost \$30,000. Flood insurance is the best way to protect yourself from devastating financial loss.

## **SMALL BUSINESS ADMINISTRATION**

If you are in a declared disaster area and are the victim of a disaster, you may be eligible for financial assistance from the U.S. SBA. As a homeowner, renter and/or personal-property owner, you may apply to the SBA for a loan to help you recover from a disaster. Renters and homeowners alike may borrow up to \$40,000 to repair or replace clothing, furniture, cars, appliances, etc. damaged or destroyed in the disaster. Homeowners may apply for up to \$200,000 to repair or replace their primary residence to its pre-disaster condition. The loans may not be used to upgrade homes or make additions unless as required by local building authority/code. Loans may be increased up to 20 percent of the total amount of disaster damage to real estate, as verified by the SBA, to make improvements that lessen the risk of property damage by future disasters of the same kind.



# GLOSSARY

**ALI (Automatic Location Identifier)** - When you call 9-1-1, ALI displays the address of each incoming call on the Public Safety Answering Point (PSAP) dispatcher's computer screen within seconds. Even if a caller cannot communicate verbally because of injury, panic, age, language barrier - even persons who cannot hear or speak - will get help. ALI also saves critical minutes.

**Biological agents** - Organisms or toxins that have illness-producing effects on people, livestock and crops. A person affected by a biological agent requires the immediate attention of professional medical personnel. Some agents are contagious and victims may need to be quarantined.

**Chemical agent** - Poisonous gases, liquids or solids that have toxic effects on people, animals or plants. Most chemical agents can cause serious injuries or death.

**Emergency Broadcasting System (EBS)** - The EBS radio station will broadcast the latest weather reports, road conditions and shelter location. In addition, information on what to bring, pre-evacuation measures and re-entry information (date, time and locations) will be announced.

**Funnel Cloud** - A rotating column of air extending from a cloud, but not reaching the ground.

**Hurricane Warning** - Hurricane conditions are expected in the specified area of the Warning, usually within 24 hours. A specific coastal area will experience: a) sustained winds of 74 m.p.h. or higher and/or b) dangerously high water or a combination of dangerously high water and exceptionally high waves, even though winds may be less than hurricane force.

**Hurricane Watch** - Hurricane conditions are expected in the specific area of the Watch, usually within 36 hours. The first alert when a hurricane poses a possible, but as yet, uncertain threat to the coastal area, or when a tropical storm threatens the watch area and has a 50-50 chance of intensifying into a hurricane. When a watch is issued, everyone in the area should listen for advisories, watch the probabilities issued by the Hurricane Center and be prepared to act quickly if a hurricane warning is issued.

**Saffir - Simpson Hurricane Scale** - Hurricanes have been classified into five categories according to their central pressure, wind speed and storm surge: a Category One hurricane being the weakest and a Category Five hurricane being the strongest.

**Severe Thunderstorm** - A thunderstorm with winds 58 mph or faster or hailstones three-quarters of an inch or larger in diameter.

**Storm Surge** - An abnormal rise of water generated by a storm, over and above the predicted astronomical tides, accompanying a hurricane or other intense

storm, and whose height is the difference between the observed level of the sea surface and the level that would have occurred in the absence of the cyclone. Storm surge is usually estimated by subtracting the normal or astronomic high tide from the observed storm tide.

**Storm Surge Warning** - The danger of life-threatening inundation from rising water moving inland from the shoreline somewhere within the specified area, generally within 36 hours, in association with a tropical, subtropical, or post-tropical cyclone or hurricane. The warning may be issued earlier when other conditions, such as the onset of tropical storm-force winds, are expected to limit the time available to take protective actions for surge (e.g., evacuations). The warning may also be issued for locations not expected to receive life-threatening inundation, but which could potentially be isolated by inundation in adjacent areas.

**Storm Surge Watch** - The possibility of life-threatening inundation from rising water moving inland from the shoreline somewhere within the specified area, generally within 48 hours, in association with a tropical, subtropical, or post-tropical cyclone or hurricane. The watch may be issued earlier when other conditions, such as the onset of tropical storm-force winds, are expected to limit the time available to take protective actions for surge (e.g., evacuations). The watch may also be issued for locations not expected to receive life-threatening inundation, but which could potentially be isolated by inundation in adjacent areas.

**Tornado** - A strong, rotating column of air extending from the base of a cumulonimbus cloud to the ground.

**Tornado Warning** - A tornado has been sighted and you should take shelter immediately.

**Tornado Watch** - Tornadoes, severe thunderstorms, or both, are possible. Stay tuned to radio and television reports in your area.

**Tropical Cyclone** - A low pressure weather system in which the central core is warmer than the surrounding atmosphere. Storms called hurricanes or typhoons elsewhere are called tropical cyclones in the Indian Ocean and around the Coral Sea off northeastern Australia.

**Tropical Depression** - A tropical cyclone with maximum sustained winds near the surface of less than 39 m.p.h.

**Tropical Storm Warning** - A warning for tropical storm conditions, including possible sustained winds of 39 to 73 m.p.h. Tropical Storm: Tropical cyclone with 39 to 73 m.p.h. winds.

**Tropical Storm Watch** - An announcement for a specific area that a tropical storm or an unexpected tropical storm condition poses a possible threat within 36 hours.

**Typhoon** - A hurricane in the north Pacific west of the International Date Line.



# My Personal Emergency Preparedness Plan

**CREATE YOUR OWN PERSONAL PLAN AND CHECKLIST. PLEASE COMPLETE THIS INFORMATION!**

- I have a disaster kit in my car.
- I have a first aid kit in my house and in my car.
- I have completed the telephone contact page (next page).

(Please see checklist details on pages 5 and 21 of this book.)

**I have made a plan to communicate with family members through this out-of-state contact and have asked my family to keep this name and number with them at all times.**

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

Phone number: \_\_\_\_\_

**I plan not to evacuate and will go to a friend or family member's home in the area. I have notified them and made all of the appropriate arrangements.**

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

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

Phone number: \_\_\_\_\_

**I plan to evacuate and will go to a friend's or family member's home outside of the area. I have notified them and made all of the appropriate arrangements.**

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

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

Phone number: \_\_\_\_\_

**I plan to go to a public shelter.**

City: \_\_\_\_\_

**I plan to stay in a hotel/motel as far north of I-10 as possible.**

Name of hotel/motel: \_\_\_\_\_

Phone number: \_\_\_\_\_

Location and city: \_\_\_\_\_

*Alternate hotel/motel location north of I-10.*

Name of hotel/motel: \_\_\_\_\_

Phone number: \_\_\_\_\_

Location and city: \_\_\_\_\_

**I have calculated the driving time to my destination north of I-10 at approximately four (4) times the normal driving time, and it is:**

\_\_\_\_\_ hours.

**I have studied the evacuation route that best suits my needs and have the necessary map/driving directions. My evacuation route will include the following:**

- If our family is separated and we need to regroup, the following location is where we will meet: \_\_\_\_\_  
\_\_\_\_\_
- I have made plans for my special needs family members. My plans are: \_\_\_\_\_  
\_\_\_\_\_

**I have completed my property inventory and placed it in a safe, waterproof place.**

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

**I have made an assessment of my insurance needs. I have the following:**

- Homeowners insurance
- Flood insurance
- Wind and hail insurance
- Renters insurance

**I have completed the necessary precautions for the following**

- Exterior windows
- Garage doors
- Roof protection
- Outdoor property protection plan
- Large windows and glass doors
- Roof gable ends
- Indoor hazard protection plan
- Trees

**I have identified any anticipated extra expense due to a disaster, and I have calculated the amount of money required to see myself and my family through.**

That amount is: \$ \_\_\_\_\_

# Emergency Contact Numbers and E-mail Addresses

**EMERGENCY – 9-1-1 FOR FIRE, POLICE  
AND AMBULANCE.**

**POISON CONTROL – 1 (800) 256-9822**

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**PHYSICIANS**

Myself \_\_\_\_\_

Spouse \_\_\_\_\_

Children \_\_\_\_\_

Other physician specialties \_\_\_\_\_

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**PHARMACIST**

List of Prescription Medications and Refill Numbers

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**INSURANCE AGENT AND POLICY NUMBERS**

Agent/phone \_\_\_\_\_

Health \_\_\_\_\_

Homeowners/Renters \_\_\_\_\_

Automobile \_\_\_\_\_

Life \_\_\_\_\_

Other \_\_\_\_\_

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**BANK**

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**CREDIT CARDS**

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**OUT-OF-STATE CONTACTS**

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**CHURCH**

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**CHILDREN’S SCHOOL – NAME AND NUMBERS**

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**EMPLOYER**

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**OTHER USEFUL NUMBERS:**

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# Useful Websites

## ST. JAMES PARISH

[www.stjamesla.com](http://www.stjamesla.com)

[www.stjamesla.com/public-safety](http://www.stjamesla.com/public-safety) - St. James Emergency Preparedness

[www.stjamessheriff.com](http://www.stjamessheriff.com) – St. James Parish Sheriff's Office

[www.gramercypolice.com](http://www.gramercypolice.com) – Gramercy Police Department

[www.sjph.org](http://www.sjph.org) – St. James Parish Hospital

## PLANNING & PREPAREDNESS

[www.getagameplan.org](http://www.getagameplan.org) – Governor's Office of Homeland Security (Download free apps!)

[www.la-safe.org](http://www.la-safe.org) – Louisiana State Analytical & Fusion Exchange (Collaboration with public and many agencies in an all-crimes/all-hazards environment, supporting federal, state, local and private sectors.)

[www.energyl.com](http://www.energyl.com) – Entergy (Hurricane and other useful electricity tips)

[stormcenter.energyl.com/?banner=storm\\_center](http://stormcenter.energyl.com/?banner=storm_center) – Entergy Storm Center (Operation Storm Ready)

[www.la-sPCA.org](http://www.la-sPCA.org) – Louisiana SPCA (Family Plan with Pets)

[www.petfriendly.com](http://www.petfriendly.com) – Pet friendly helps you locate hotels that accept pets.

[www.labeoc.org](http://www.labeoc.org) – Louisiana Business Emergency Operations Center (Business Plan)

[www.redcross.org](http://www.redcross.org) - American Red Cross (Download free apps! First Aid, Emergency, Flood, Wildfire, Tornado, Hurricane, Earthquake, Pet and Monster Guard for children.)

[www.floodsmart.gov](http://www.floodsmart.gov) – National Flood Insurance Program

[www.fema.gov](http://www.fema.gov) – Federal Emergency Management Agency

[www.ready.gov](http://www.ready.gov) – Planning and Preparedness site hosted by FEMA.

[www.cauw.org](http://www.cauw.org) - Capital Area United Way (works with St. James Parish)

[www.lsp.org/emergency.html](http://www.lsp.org/emergency.html) - Louisiana State Police Public Safety Services (evacuation, hazmat, roadway emergencies)

<http://new.dhh.louisiana.gov/> - Louisiana Department of Health and Hospitals

<http://dss.state.la.us/> - Department of Children and Family Services

## WEATHER

[www.weather.org](http://www.weather.org)

[www.noaa.gov](http://www.noaa.gov)

[www.emergency.la.gov](http://www.emergency.la.gov) – Louisiana Emergency Information

[www.letsmitigate.org](http://www.letsmitigate.org) – Resources on floods, thunderstorms, tornadoes, hurricanes and more

## FIRST AID KIT RESOURCES

[www.redcross.org](http://www.redcross.org) – American Red Cross (Download free app!)

[www.mayoclinic.org/first-aid/first-aid-kits/basics/ART-20056673](http://www.mayoclinic.org/first-aid/first-aid-kits/basics/ART-20056673) - Mayo Clinic (First Aid Kit info)

## BABYSITTING

[www.kidzworld.com/article/4978-babysitting-dos-and-donts](http://www.kidzworld.com/article/4978-babysitting-dos-and-donts)

[www.cdc.gov/concussion/HeadsUp/sbs.html](http://www.cdc.gov/concussion/HeadsUp/sbs.html) (Shaken Baby Syndrome)

## BOATING

[www.safeboatingcouncil.org](http://www.safeboatingcouncil.org) - National Safe Boating Council

[www.uscgboating.org](http://www.uscgboating.org) - US Coast Guard (Download the safe boating app!)

## GUN SAFETY

[www.handgunlaw.us/documents/GunSafety.pdf](http://www.handgunlaw.us/documents/GunSafety.pdf)

## OUTDOOR SAFETY & PESTS

[www.cdc.gov/westnile/prevention/index.html](http://www.cdc.gov/westnile/prevention/index.html)

[www.webmd.com/skin-problems-and-treatments/guide/understanding-poison-ivy-oak-sumac-basics?page=3](http://www.webmd.com/skin-problems-and-treatments/guide/understanding-poison-ivy-oak-sumac-basics?page=3)

[www.wlf.louisiana.gov/resource/snakes-louisiana](http://www.wlf.louisiana.gov/resource/snakes-louisiana)

## ELECTRIC AND GAS SAFETY

[http://www.energyl-louisiana.com/your\\_home/safety/emergencies.aspx](http://www.energyl-louisiana.com/your_home/safety/emergencies.aspx) - Entergy (Watch safety videos!)

## CHEMICAL OR BIOLOGICAL AGENTS

[www.bt.cdc.gov](http://www.bt.cdc.gov) - Centers for Disease Control and Prevention

[www.energy.gov](http://www.energy.gov) - U.S. Department of Energy

[www.hhs.gov](http://www.hhs.gov) - U.S. Department of Health and Human Services

[www.rris.fema.gov](http://www.rris.fema.gov) - Federal Emergency Management Agency

[www.epa.gov/swercepp](http://www.epa.gov/swercepp) - Environmental Protection Agency

[www.hopkins-biodefense.org](http://www.hopkins-biodefense.org) - Johns Hopkins University

## TERRORISM & CYBERSECURITY

[www.fbi.gov](http://www.fbi.gov) – Federal Bureau of Investigation

[www.stopthinkconnect.org](http://www.stopthinkconnect.org) - Department of Homeland Security with National Cyber Security Alliance

[www.dhs.gov](http://www.dhs.gov) - U.S. Department of Homeland Security

[www.cyberterrorismcenter.org](http://www.cyberterrorismcenter.org) – Cyberterrorism Defense Initiative (CDI) program

<https://public.govdelivery.com/accounts/USDHSUSCERT/subscriber/new> - Sign up for current security issues news from United States Computer Emergency Readiness Team (US-CerT)

[www.secretservice.gov/ectf.shtml](http://www.secretservice.gov/ectf.shtml) - Report online crime or fraud to your local United States Secret Service (USSS) electronic Crimes Task Force or [www.ic3.gov](http://www.ic3.gov) - Internet Crime Complaint Center.

Receive a monthly newsletter by signing up here: [https://public.govdelivery.com/accounts/USDHS/subscriber/new?topic\\_id=USDHS\\_136](https://public.govdelivery.com/accounts/USDHS/subscriber/new?topic_id=USDHS_136)



ST. JAMES PARISH  
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CONVENT, LA 70723



**ST. JAMES PARISH**

**[WWW.STJAMESLA.COM](http://WWW.STJAMESLA.COM)**

**P.O. BOX 106**

**CONVENT, LA 70723**

**(225) 562-2260 – PRESIDENT’S OFFICE**

**(225) 562-2364 – EMERGENCY PREPAREDNESS**