



Are You Prepared?

A Guide to Emergency Preparedness for Sacramento County



Acknowledgements

“Are You Prepared?” is the result of a collaboration between the UC Davis Health System and several emergency response agencies and departments in Sacramento County. Participants in this project were:

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We are indebted to the Las Vegas Metropolitan Police Department for granting permission to use some of the material contained in its publication titled “Home and Neighborhood Disaster Safety and Security (H.A.N.D.S.S.).”



The logo for the UC Davis Health System. It consists of a solid blue rectangular background. On this background, the words "UC DAVIS" are written in a large, white, bold, sans-serif font. Below "UC DAVIS", the words "HEALTH SYSTEM" are written in a smaller, white, serif font.

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Who Is This Guide For?

Each resident, working with public safety and health personnel, can benefit from this guide. It is intended to assist you in making emergency preparedness a part of your daily life. The events of September 11, 2001, the havoc wreaked by Hurricane Katrina in late August 2005 and yearly California wildfires demonstrate the undeniable need for all Americans to be better prepared for emergencies and disasters of all kinds. Whether they result from terrorism, mechanical failures, operator error or the power of natural elements, emergencies typically arise with little or no warning. We all consequently need to be prepared in order to help avoid injuries, minimize disruptions, and to help others in need of assistance.

This guide is intended to serve as a single source of emergency preparedness information that families and individuals in Sacramento County may use to keep themselves ready for any kind of disaster. A wealth of valuable information is available from numerous other excellent sources; our objective was to pull together the best of the material relating to preparedness in a single publication, in the interest of convenience and usefulness. “Are You Prepared?” is intended to help you prepare for emergencies at home, school, work and in public places.

We hope that you and your family will review the information contained in this guide, note the elements that are most important to you, and then keep it nearby for handy reference.

- ◆ The back of this guide contains space where you can write down important personal telephone numbers to call in case of an emergency or evacuation. You’ll also find templates for wallet cards that you may print, cut apart and give to family members or relatives; the cards contain important local emergency telephone numbers as well as space for you to write your personal emergency numbers and contact information.
- ◆ The guide includes instructions for preparing a first-aid kit, a “home disaster supplies kit,” a “go kit” with supplies to be taken with you in case of an evacuation, and a summary of basic CPR and first-aid instructions.
- ◆ The guide explains how to report emergencies; actions to take in case you are advised to take shelter in place or evacuate; what to do in case of a flood, earthquake or other natural disaster; how to respond to a threat of terrorism; and other important steps you can take to protect yourself and your family.
- ◆ Throughout the guide you’ll find telephone numbers and Internet addresses where you’ll be able to obtain updates and more detailed information about developing emergencies and other conditions.
- ◆ You may download a printable PDF file of this guide at <http://www.ucdmc.ucdavis.edu/areyouprepared/> on the Web.
- ◆ You may also download a printable PDF of this guide in English as well as translations into other languages at <http://www.sacdhhs.com>.
- ◆ The Sacramento Region Community Emergency Response Team (CERT) Web site at <http://www.srccc.org> is a comprehensive online resource for additional information.

We hope you will use this guide to make emergency preparedness a part of your daily life and, in the process, help make your neighborhood and community safer places to live.

Important Local Phone Numbers

All numbers in area code (916) unless otherwise indicated.

Emergency numbers

Police/Fire/Rescue	911
TTY (city of Sacramento)	732-0110

From cell phones:

Within city of Sacramento.....	264-5151
From elsewhere in county.....	874-5111

Please refer to the back cover for additional phone numbers.

Home disaster supplies kit

Your supplies for sheltering in place may include:

- ♦ three- to five-day supply of water at one gallon per person per day
- ♦ food that will not spoil and does not require cooking
- ♦ a non-electric can opener
- ♦ first-aid kit and needed medicines (see “Home first-aid kit” in the side column on page 22 in the “First Aid and CPR” section)
- ♦ a battery-operated radio, flashlight and extra batteries
- ♦ toilet tissue, toothbrushes, toothpaste and plastic trash bags
- ♦ change of clothing, rain gear and sturdy shoes
- ♦ blankets or sleeping bag
- ♦ an extra pair of eyeglasses
- ♦ an extra set of keys
- ♦ candles and lighters
- ♦ special items for infants, elderly and disabled family members
- ♦ a deck of cards and simple games for children (see the “Help your kids cope” summary in the side column on page 5)
- ♦ a list of family physicians and emergency contacts
- ♦ a separate “go kit” in case you have to leave

Have credit cards, cash and a portable phone readily available. You can obtain more information on the Web from:

- ♦ **Sacramento Region Citizen Corps**
- ♦ **The American Red Cross** www.redcrossrc.org
- ♦ **Federal Emergency Management Agency (FEMA)** <http://www.fema.gov/plan/index.shtm>

Preparation for an emergency before disaster strikes involves learning as much as you can and making plans to act. Reading this booklet and following its tips and recommendations will give you a good start. The Federal Emergency Management Agency (FEMA) produces a helpful publication called “Are You Ready? An In-depth Guide to Citizen Preparedness”; you may download a copy at <http://www.fema.gov/areyouready/> on the Web. Continue to educate yourself by keeping up with current events.

HOW TO PREPARE AT HOME

General emergency preparedness

- ♦ **Keep a list of emergency services numbers handy.**
Copy, clip and use the clip-out cards included in Appendix A of this guide. Write your family contact information in the blanks on the back of each card. Keep one copy of the card in your purse or wallet, and distribute other copies to your family members. Keep another copy by the phone.
- ♦ **Make a neighborhood directory and plan.**
Include emergency contact information and plans for children and seniors who may be home alone during emergency situations. Identify young children, seniors and neighbors with disabilities who may need help, and develop a plan to assist them in an emergency.
- ♦ **Organize a “home disaster supplies kit.”**
You may be asked to “shelter in place” for one or more days. Supplies sufficient at least 3 to 4 days may be necessary to withstand a public health emergency. Prepare a home disaster supplies kit that you can organize quickly. The side column lists items that such a kit typically contains. Store items in clear plastic tubs or other readily identifiable containers. Check batteries, replace stored water and rotate food supplies every six months.
- ♦ **Organize a separate “go kit.”**
Determine items that you would need if you were asked or ordered to evacuate your home. Store these items in easy-to-carry containers such as backpacks or duffle bags. A “go kit” may contain extra clothing, cash, credit cards, prescriptions, eyeglasses and personal items. You do not need to include water or food-related items (unless you have special dietary needs).

Emergency evacuation plans

- ♦ **Develop a home evacuation plan and practice the steps you will follow.** Know what to do if you are instructed to evacuate your home or community. Every child and other member of your family should know at least two ways (if possible) to escape your home in case of fire or other emergency. If you live in an apartment, know the building’s evacuation plan. Agree on a place nearby to meet once everyone gets out.
- ♦ **Plan how to take care of your pets.** Remember that with the exception of guide dogs, shelters usually do not allow pets (see the segment titled “If you have pets” on page 6).
- ♦ **Learn how to shut off utilities — electricity, water and gas** (see the segments titled “How to shut off gas supply” and “How to shut off electricity” in the side column on page 16 in the Emergency Alert System section). You will find the main water shutoff valve outdoors where the main pipe enters your dwelling.

HOW TO PREPARE YOUR FAMILY

Make sure all family members know what to do during an emergency.

- ♦ Teach children to stay in touch; set a rule for them to check in with a parent or guardian immediately when they get home from school or other activities.
- ♦ Make sure that your children know how to contact you at work.
- ♦ Teach children their phone number and home address, as well as nearby cross-streets and landmarks.
- ♦ Work with neighbors to find places where children and teens can go for safety in an emergency. Such places might include a friend's house, a fire or police station, a library or place of worship. The best place for children during a crisis may be the school where they are supervised and protected from outside hazards. Make sure your children know the phone numbers and addresses for their safe havens.
- ♦ Talk to your child about how and when to call 911.
- ♦ Teach your children and teens how to be safe; tell them to seek help immediately from a teacher, law enforcement officer or other security personnel if they overhear classmates threatening to hurt themselves or others.

CHILDREN AND DISASTERS

Disasters are traumatic for children even if they know what to do. During a disaster, your family may have to leave your home and daily routine behind. Children may become anxious, confused or frightened. Giving children guidance to help reduce their fears is essential. In a disaster, children will look to you and other adults for help. How you react to an emergency gives them clues about how to act. If you react with alarm, children may become more scared. They will see your fear as proof that the danger is real. If you seem overcome with a sense of loss, a child may feel losses more strongly.

Media coverage of disasters and people's reactions to the events can be very upsetting to children. Letting children watch television news reports about such events is inadvisable, especially if the images are shown repeatedly. Immediately after a disaster, try to reduce your child's fear and anxiety. Keep the family together. Calmly and firmly explain the situation, and assure them that help is on the way. Encourage children to talk, and include them in the recovery activities.

Children's fears

After a disaster, children are most afraid that:

- ♦ The event will happen again.
- ♦ Someone will be injured or killed.
- ♦ They will be separated from their family.
- ♦ They will be left alone.

The Law Enforcement Chaplaincy is a nonprofit agency operating throughout Sacramento County and surrounding areas. Chaplains offer post-traumatic incident counseling for victims, family members and witnesses. To contact the Chaplaincy Office, call (916) 857-1801.

Help your kids cope

You may have to leave your home during a disaster. Consider putting together your own "kids' activity survival kit" so they will have things to do and share with other children if you must relocate from your home. Your kids' survival kit may include:

- ♦ a few favorite books
- ♦ crayons and pencils
- ♦ plenty of paper
- ♦ scissors and glue
- ♦ a few favorite toys
- ♦ board games
- ♦ a favorite stuffed animal
- ♦ pictures of family pets
- ♦ a favorite blanket or pillow

Home escape plan

The next time a disaster strikes, you may not have much time to act. Prepare now for a sudden emergency. To learn how to prepare an escape plan for your home, visit www.usfa.fema.gov/public/factsheets/getout.shtml on the Web.

Need help preparing a family disaster recovery plan?

You'll find one at: http://www.fema.gov/areyou-ready/recovering_from-disaster.shtml on the FEMA Web site.

Personal preparedness

Consult FEMA's, online resource "Are You Ready? An In-depth Guide to Citizen Preparedness." The Web site at <http://www.fema.gov/areyouready/> contains detailed and comprehensive planning guidance for individuals and their families.

SENIORS AND PERSONS WITH DISABILITIES

Senior citizens and people with disabilities may need to take additional steps to prepare for emergencies. If you have special needs, consider these recommendations.

- ◆ Keep a 7- to 14-day supply of necessary medications on hand at all times.
- ◆ Develop a personal emergency plan for each place where you spend time — at home, work, school and in the community.
- ◆ Evaluate your capabilities, limitations, needs and surroundings to determine what type of support you may need in an emergency.
- ◆ Include your home-care attendant and other people in your network in your planning process.
- ◆ If you are dependent on electricity for your wheelchair, breathing machine or any other life-sustaining device, plan for a loss of power.
- ◆ If you have impaired hearing, make arrangements with relatives or friends to assure that you will receive emergency warnings.
- ◆ If your mobility is impaired, you may need assistance to evacuate from buildings or to reach a shelter. Keep in mind that elevators will not function during a power outage.
- ◆ Keep a written record of your support needs and contact numbers. Your list should include medical conditions and dosages, allergies, special equipment, medical insurance, Medicare insurance cards, and personal and medical contact information. Keep this list with you, and supply a friend with a copy.
- ◆ If you have a service animal, make sure that it is registered for a service tag.

These recommendations were developed by the Indianapolis and Marion County Emergency Management Agency in Indiana.

IF YOU HAVE PETS

- ◆ Pets, even those that are crated, may be prohibited from emergency shelters. Make arrangements ahead of time with friends or relatives to care for your pets if you must relocate to a shelter.
- ◆ The American Kennel Club discourages leaving pets behind under any circumstances. But if you have no alternative, ensure that they have plenty of food and water available, and post your evacuation destination on your refrigerator or other prominent place to help emergency responders reunite you with your pets.
- ◆ Post a "rescue alert sticker" or handwritten note on your front door informing emergency workers that a pet is inside waiting to be rescued. You can obtain rescue alert stickers from a local chapter of the American Society for the Prevention of Cruelty to Animals (ASPCA).
- ◆ If you can take your pets with you, pack at least a three-day supply of essentials for each of them.



Additional information is available from the ASPCA at <http://www.asPCA.org/pet-care/disaster-preparedness> on the Web.

WATER SAFETY

Each year, 6,000 people drown in the United States. Of that total, about 5,000 would have survived if they had worn a life jacket. More than 3,000 people who drown each year had been using alcohol or drugs at the time. (See the "first aid for drowning" instructions on page 23.)

The three major causes of drowning are:

1. failure to wear a life jacket
2. drinking alcohol or using drugs
3. poor swimming ability

Water recreation safety tips

When swimming in rivers or lakes, or when rafting or boating:



- ♦ Wear a life jacket. Do not depend on your raft or other inflatable vessel to keep you afloat. Life jackets are available on loan at many American River parks in Sacramento from March to October. Look for the "Kids Don't Float" sign and follow the posted directions.
- ♦ Wearing a life jacket is mandatory for children under the age of 13 in public rivers and lakes in Sacramento County. Parents or guardians who fail to equip their children with a flotation device can be cited for a misdemeanor and fined up to \$500.
- ♦ Learn to swim.
- ♦ Don't drink or use drugs.
- ♦ You can rescue someone without risking your life. To attract attention, yell "Help!" Reach someone struggling in the water with a pole, branch or paddle, or throw the individual something that will float, such as an ice chest or inner tube.
- ♦ If you are involved in a boating accident, stay with your boat. Climb on top and wait for help.
- ♦ Remember that water in Sacramento lakes and rivers may be cold and swift. Leave the water at the first signs of hypothermia, which is a dangerous body temperature decrease that can affect the function of your muscles and your brain. Hypothermia symptoms include shivering, exhaustion, confusion, memory loss, slurred speech and blurred vision.

Source: Centers for Disease Control and Prevention (<http://www.bt.cdc.gov/disasters/winter/faq.asp>).

Safety tips for swimming pools

- ♦ Learn to swim.
- ♦ Never take your eyes off a child near a pool.
- ♦ Enclose the pool completely with a self-locking, self-closing fence.

Source: Army Corps of Engineers.



Computer safety

Many people do not realize that their computer systems can be used to launch attacks against the government and industry — often to steal or destroy information such as financial data or even personal identities. To protect yourself:

- ♦ Be wary of communicating with strangers over the Internet.
- ♦ Report unusual activities to the authorities.
- ♦ Use passwords that cannot be easily guessed.
- ♦ Make regular backup files of critical data.
- ♦ Use virus protection software and a hardware firewall, such as that included in a router.
- ♦ Disconnect your computer from the Internet when you are not using it.
- ♦ Regularly download security patches from software developers that you trust.

While online computer exploration opens a world of possibilities for children, they can be exposed to dangers. The FBI has produced "A Parent's Guide to Internet Safety." You can view it at: www.fbi.gov/publications/pguide/pguidee.htm on the Web.



At www.mcgruff-safe-kids.com McGruff the Crime Dog can help your children stay "cyber safe."

PREVENTING ACCIDENTS AT HOME

Home accidents

The National Safety Council offers these home accident avoidance suggestions:

- ♦ Install handrails, grab bars and night-lights in homes to reduce the risk of falls, especially in homes where older people live or visit.
- ♦ Check prescriptions regularly to guard against unintentional overdose.
- ♦ Guard against fire injuries by installing smoke detectors and fire extinguishers. Check smoke detector batteries regularly, and develop and practice a fire escape plan. At http://www.nsc.org/news_resources/Resources/Pages/SafetyHealthFactSheets.aspx the National Safety Council offers information on home fire prevention and preparedness.

Helmets

California state law requires anybody under the age of 18 to wear a helmet while riding a bicycle, scooter or skateboard, or while wearing in-line or roller skates. California law requires anyone on a motorcycle or motor scooter, regardless of age, to wear a helmet.

Firearm safety

All firearms should be stored unloaded. Guns should be locked using a firearms safety device approved by the California Department of Justice, or should be kept in a gun safe. Secured firearm storage is especially important in a home with a child under the age of 18. You can obtain more information by visiting the Web site of the California Department of Justice Bureau of Firearms at <http://caag.state.ca.us/firearms/> or by calling (916) 263-4887.

Poisoning

Use safety latches and locks for cabinets and drawers that contain harmful materials in the kitchen, bathroom and other locations. The Consumer Product Safety Commission Web site at <http://www.cpsc.gov> has detailed guidelines for child-proofing your home.

HOME SECURITY

A secure home is one in which:

- ♦ Entry doors are solid hardwood or metal-clad.
- ♦ Entry doors are secured with a high-quality deadbolt lock.
- ♦ Entry doors have a peephole that lets you look outside without opening the door.
- ♦ Spare keys are not left hidden outside of the house.
- ♦ Entry doors are kept locked.
- ♦ Sliding glass doors have strong, working key locks.
- ♦ A dowel or pin is installed so the sliding glass door cannot be lifted off the track.
- ♦ Windows have at least two working lock devices.
- ♦ Windows can be opened quickly for an emergency escape.
- ♦ The address is clearly visible.
- ♦ Shrubs are trimmed to eliminate hiding places.
- ♦ Side entry gates are locked.
- ♦ Outside lighting is installed and functioning.
- ♦ The door leading from the garage to the house is solid wood or metal-clad, and is kept locked.
- ♦ Windows in the garage have some type of covering to shield the interior from view.
- ♦ Alarm systems are turned on.

WATCH FOR SUSPICIOUS ACTIVITIES

Continually conduct surveillance in your own neighborhood. Pay attention to:

- ♦ a stranger entering the home of your neighbors while they are away
- ♦ anyone peering into or forcibly entering a locked vehicle
- ♦ unusual sounds, including breaking glass, gunshots or screaming
- ♦ open or broken windows at a closed business or residence
- ♦ parked, occupied vehicles — especially if seen at an unusual hour
- ♦ an unfamiliar vehicle left running, parked and unoccupied on your street
- ♦ anyone removing accessories, license plates or gasoline from a vehicle
- ♦ strange or frequent comings and goings from homes or businesses
- ♦ business transactions being conducted from a vehicle
- ♦ unauthorized individuals tampering with street lighting, cable television or telephone equipment

California Highway Patrol's role in AMBER ALERT

The California Highway Patrol (CHP) is responsible for state-wide coordination of AMBER (America's Missing: Broadcast Emergency Response) Alert and the other emergency response activities associated with a child abduction. The CHP is ready to assist in the recovery of an abducted child with statewide notifications of child abduction information.

- ♦ For more information, visit: <http://www.chp.ca.gov/amber/index.html>
- ♦ Missing children hotline: (800) 222-3463

Neighborhood Watch

Neighborhood Watch is an organized group of neighbors who consistently observe and report any activity or situation that affects the appearance or safety of their community. If you are interested in becoming an active member, call the Sheriff's Department at (916) 874-5115, or call your local police department.



Volunteering opportunities

California established a Citizen Corps program to help coordinate in-state emergency response volunteer activities. Local Citizen Corps Councils promote and strengthen the Citizen Corps programs at the community level. Local programs may include volunteers in police service, and in community emergency response teams consisting of large corporations, parent-teacher organizations, church groups, the Medical Reserve Corps, Community Emergency Response Team (CERT) and Neighborhood Watch groups.

Sacramento Region Citizen Corps Council (SRCCC)

SRCCC is composed of a multidisciplinary group of leaders from businesses, schools, the health-care field, emergency response agencies, faith-based organizations, and other community entities. SRCCC was established to plan and coordinate resources and to conduct education programs through which to train volunteers in preparedness, emergency response and recovery functions. To learn more, visit <http://www.srccc.org> on the Web or call (916) 723-2478.

You also may phone the Sacramento County Sheriff's Department Volunteer Services Bureau at (916) 875-0405. See http://www.sacsheriff.com/organization/field_investigative_services/field_services_bureau/volunteer_services/index.cfm for additional information.

You can learn more from:

- ♦ CaliforniaVolunteers, administered by the Office of the Governor, at <http://www.californiavolunteers.org>
- ♦ Sacramento Region Community Emergency Response Team (CERT) at <http://www.srccc.org>
- ♦ Neighborhood Emergency Training (NET) at <http://www.srccc.org/NET.htm>

HOW TO PREPARE IN YOUR COMMUNITY

- ♦ Be alert. Meet and become familiar with your neighbors. Be aware of unusual or abandoned packages or vehicles and of suspicious activities that should be reported to the police.
- ♦ Develop a list of emergency services agencies and their phone numbers and addresses. Include shelters, food banks, police and fire departments, and distribute the list to your neighbors.
- ♦ Find out about community emergency plans. What plans do your schools have in place? What plans are in place where you work?
- ♦ Make sure schools and workplaces have updated emergency contact information for your family. Include a cell phone number if you have one.
- ♦ Check on the school emergency plan for any school-age children you have. You need to know if your children will be kept at school until a parent or designated adult can pick them up. Be aware that the school may designate another nearby location, such as a public park, for pickup.
- ♦ Determine a place where your family members can meet if they become separated during an emergency. Establish an out-of-town contact, such as a friend or relative, to whom everyone can call and report. Make sure the contact agrees and that everyone has the number and knows how to dial it. Consider prepaid calling cards and emergency contact lists for your children. Identify places to meet both close to home and some distance away.
- ♦ Plan for what you may need if you are away from home during an emergency. Keep water, a blanket and non-perishable food in your car. Always keep your fuel tank at least half full. Remember that if electricity is interrupted, gas pumps do not work.
- ♦ Learn which organizations in your community — for example, places of worship, schools, fire departments and the Red Cross — work on preparedness efforts. Find out what you can do, and volunteer to help.
- ♦ Join, start or reinvigorate a Neighborhood Watch program. Neighborhood Watch is an efficient means for you to interact with your neighbors, pass along the information in this booklet, and develop neighborhood plans. Find out if your area has a community association, and join it.
- ♦ Consider participating in Neighborhood Emergency Training (NET), about which you can obtain more information at <http://www.srccc.org/NET.htm> on the Web.
- ♦ Become a member of the Sacramento Region Community Emergency Response Team (CERT), through which you can receive extensive disaster preparedness training at no charge. Visit <http://www.srccc.org/CERT.htm> for information.
- ♦ Active and retired health care professionals can join the Sacramento County Sheriff's Medical Reserve Corps (http://www.sacsheriff.com/organization/field_investigative_services/field_services_bureau/volunteer_services/medical_reserve_corps.cfm) to enhance the response to natural and man-made disasters.

HOW TO PREPARE AT WORK

General emergency preparedness

An emergency can occur at any time. You and your co-workers should know what to do during an emergency at work. Even if you think you are not in a disaster-prone area, the crash of a chemical tanker truck, a warehouse fire, a flood or other incident can prevent you from reaching or leaving your place of work.

No business should operate without a disaster plan. As many as 40 percent of small businesses never reopen after being damaged in a flood, earthquake or other major disaster. If you are a business owner developing a business disaster plan, consider how the disaster could affect your employees, customers and the workplace. Consider how you could continue doing business if the area around your facility is closed or streets are impassable. Consider what you would need to serve your customers if your facility becomes inaccessible.

Employees should:

- ◆ Learn and practice emergency plans.
- ◆ Know at least two exits from each room or work area (if possible).
- ◆ Rehearse how to escape in the dark by knowing, for instance, how many desks or cubicles are between your work station and the two nearest exits.
- ◆ Know where to meet co-workers following evacuation.
- ◆ Know the location of fire extinguishers and how to use them.
- ◆ Keep a copy of co-workers' phone numbers at home.
- ◆ Make a printed list of important personal numbers, and keep it at your desk or near other phones. Do not rely on electronic lists, direct-dial phone numbers or computer organizers that may not work in an emergency.
- ◆ Gather personal emergency supplies (including a flashlight, walking shoes, dust mask, a water bottle and non-perishable food) in a desk drawer.
- ◆ Report safety system damage or malfunctions.
- ◆ Never lock or block fire exits or doorways. However, keep fire doors closed to slow the spread of smoke and fire.
- ◆ Make specific plans to help each other if public transportation is shut down or roadways are impassable. Consider offering to temporarily house, transport or feed your co-workers in case of emergency.

Employers should:

- ◆ Ensure that an emergency plan is developed, updated and practiced at least every six months.
- ◆ Make specific plans for employees who are disabled or who may require assistance during an emergency.
- ◆ Put together an office phone tree. Develop a list of the home phone numbers of all employees, and identify who is responsible for making each contact. Distribute a copy to each employee (after receiving permission from each listed employee).
- ◆ Keep a phone list of all key employees with you at all times.
- ◆ Assign a special number on your voice-mail system (if you have one) on which you can record messages for employees, and make sure all employees know the number.
- ◆ Arrange for programmable call forwarding for your main business lines.
- ◆ Leave keys and the alarm codes with a trusted employee or friend in case you cannot reach your facility.
- ◆ Back up computer data frequently.



National Oceanic and Atmospheric Administration weather radio (NOAA)

Consider buying a radio that receives NOAA (National Oceanic and Atmospheric Administration) weather information, and includes a tone alert system to warn of severe conditions.

NOAA weather radios receive weather and public service announcements from NOAA and the Emergency Alert System (EAS). NOAA broadcasts 24-hour local forecasts, travel conditions and severe weather warnings. Battery-operated weather radios can be purchased for less than \$50. Several companies that offer the radio can be located on the Internet by using the key words "NOAA Weather Radio."

For more information visit <http://www.weather.gov/nwr/> or call (202) 482-6090.



American
Red Cross

Together, we can save a life

American Red Cross

For groups of six or more employees, the Red Cross can schedule a private first aid or CPR course at the Red Cross office or at your business. Contact the Sacramento Sierra Chapter of the American Red Cross at (916) 993-7070 or consult <http://www.redcross-crc.org> for more information.

You can obtain more ideas on business disaster preparedness from the Small Business Administration at <http://www.sba.gov/content/disaster-preparedness> on the Web.

Reporting Emergencies

CALL 911 WHEN YOU:

- ♦ see fire
- ♦ smell smoke or gas
- ♦ see or hear an explosion
- ♦ need medical assistance or see someone who does
- ♦ see a suspicious person in or leaving a secured area
- ♦ see a person with a weapon
- ♦ see a suspicious package in a public area
- ♦ see someone being forcibly detained or taken against his or her will
- ♦ see or become aware of an immediate threat to life and/or property
- ♦ see something noticeably unusual or out of place that may present a threat



WHEN CALLING 911 BE PREPARED TO ANSWER THESE QUESTIONS

- ♦ What is the address where the incident occurred?
- ♦ Is the location a house, apartment or business?
- ♦ What address are you calling from?
- ♦ What is your name?
- ♦ What is your phone number?
- ♦ When did the incident occur?
- ♦ Can you describe the suspect (if applicable)?
 - What is the suspect's race, sex, age, height, weight, hair color and length?
 - Can you recall clothing, tattoos, piercings or other characteristics?
- ♦ What was the suspect's mode of travel?
 - Was the suspect on foot, on a bike, driving a vehicle, taking a taxicab?
- ♦ Did the suspect have a weapon? If so, what type?
 - Was it a revolver, semiautomatic pistol, knife, or pepper spray?
- ♦ Where was the suspect when you last saw him or her, and in which direction did the suspect(s) travel — for example, north, south, east or west, toward the river, toward the freeway?

WHAT YOU CAN DO AS A WITNESS

Cautiously observe the suspect.

- ♦ Avoid staring.
- ♦ Start at the top of the head.
- ♦ Note as much detail as you can.
- ♦ Identify unique features.
- ♦ Write down details before you start to forget.
- ♦ Cautiously observe the vehicle.
- ♦ Identify make, model and color.
- ♦ Note the approximate year.
- ♦ Identify the body style (sedan, SUV, roadster).
- ♦ Mention any unique characteristics (stickers, dents or other damage)
- ♦ Note the license plate number and state.
- ♦ Observe the direction of travel.

Before calling

Make sure you can identify your location. Call-takers cannot send help if they do not know where you are.



When you call 911

- ♦ A well-trained call-taker will answer the phone.
- ♦ Wait for the call-taker to ask you questions.
- ♦ If possible, be prepared to hand the phone to the victim or witness if the call-taker makes that request.



Don't actually call 911 to "practice" with your children.

Help your children practice

dialing and talking to 911 by playing the "911 game" at http://www.kiddies-games.com/en/games/call_911.swf on the Web.

Emergency numbers for cell phone users

Within city of Sacramento
(916) 264-5151

From elsewhere in county
(916) 874-5111

Emergency Alert System (EAS)



Emergency Alert System (EAS)

The Emergency Alert System (EAS) is a warning system to inform the public about conditions that could endanger life and property. EAS messages are broadcast on radio, television and cable facilities. An EAS warning may be issued for only a few blocks, a large section of the city, county, region, several states or the entire nation. All radio, television and cable facilities are required by law to issue federal warnings of natural or man-made emergencies. State and local emergency warnings, however, are broadcast on a voluntary basis.

IF DISASTER STRIKES NEARBY

- ◆ Remain calm and be patient.
- ◆ Follow the advice of local emergency officials.
- ◆ Listen to your radio and television for news and instructions.
- ◆ Check for injuries.
- ◆ Give first aid and get help for seriously injured people.
- ◆ Check for damage using a flashlight. Do not use candles or turn on electrical switches.
- ◆ Check for fire and other potential hazards.
- ◆ Sniff for gas leaks, starting at the water heater. If you smell gas or suspect a leak, turn off the main valve, open windows and get outside quickly.
- ◆ Shut off any damaged utilities.
- ◆ Confine or secure your pets.
- ◆ If you have time, call your family members to tell them where you are going and when you expect to arrive. Then, to avoid overloading telephone circuits, do not use the telephone again except in a life-threatening emergency.
- ◆ Check on your neighbors — especially those who are elderly or disabled.

IF YOU ARE ADVISED TO “SHELTER IN PLACE”

Local officials may advise you to remain in your home or office (“shelter in place”) and protect yourself there. If so:

- ◆ Bring pets inside.
- ◆ Close and lock all windows and exterior doors.
- ◆ Turn off all fans, and heating and air conditioning systems.
- ◆ Close the fireplace damper.
- ◆ Locate your home disaster supplies kit (see page 4).
- ◆ Make sure your battery-powered radio is working.
- ◆ Go to an interior room that has the fewest windows and doors and is above ground level.
- ◆ An above-ground level location is preferable in the case of a chemical threat because some chemicals are heavier than air and may seep into basements even when windows are closed.
- ◆ Stay away from the windows.
- ◆ In an emergency, depend on local authorities for the most accurate information.
- ◆ Listen to local radio for further emergency information. KFBK 1530 AM has been designated the primary station for alert messages in the Sacramento region; KXJZ 88.9 FM is the secondary station; and KSTE 650 AM is an alternate.



Loss of electrical power

- ◆ If you lose electrical power in an emergency situation and do not have a battery-operated radio, use your vehicle radio (if it is safe to do so).
- ◆ Keep your refrigerator and freezer closed as much as possible.

Shelter in place

At the time of an emergency, items needed to “shelter in place” soon will be in short supply, and you may not have enough time to run to a store to obtain the items you need. Keep an inventory of the supplies you have and where they are stored. Consider investing in a couple of good-quality painting drop cloths and rolls of duct tape, from which you can fashion an emergency protective covering.

Red Cross shelters

Red Cross shelters may be opened if a disaster affects a large number of people and/or the emergency is expected to last several days. Be prepared to go to a shelter if:

- ◆ a hazardous material emergency affects your area
- ◆ flood water is rising
- ◆ your home has been severely damaged
- ◆ police and/or other local authorities tell you to evacuate.

Red Cross shelters furnish food, temporary shelter and basic first aid free of charge to evacuees.

Reverse 911 system

Sacramento County has a “reverse 911” telephone emergency notification system. Emergency response agencies can use the system to call residents and alert them about an emergency affecting their area.

Police patrol

In event of evacuation, local law enforcement officers will continue to patrol your neighborhood.

How to shut off gas supply

Shut off your natural gas supply only if you notice structural damage to your house or smell or hear leaking gas.

1. Find the main shut-off valve, which is located next to your meter on the inlet pipe.
2. Use a crescent or pipe wrench and give the valve a quarter turn in either direction.

When the valve handle is perpendicular (crosswise) to the pipe, the line is closed. *Do not* turn on the gas again after the emergency is over; ask the gas company to do that.



How to shut off electricity

1. Locate your circuit breaker box or fuse box.
2. Identify the main breaker, power switch or fuse (usually the largest switch or fuse on the electrical panel).
3. Using only one hand, throw the switch to the "off" position (or remove the main fuse).

Identifying hazardous materials

Vehicles carrying HAZMAT are required to display a placard (sign) that uses a system of numbers and words to identify the hazard class of the material being transported. Check <http://www.phmsa.dot.gov/public/protect> on the Web for more information.

IF YOU ARE ADVISED TO EVACUATE

Local authorities will ask you to leave your home only with good reason, so heed their advice immediately. Listen to your radio or television for additional instructions. You will be directed to a specific location. Follow these useful tips:

- ♦ Wear long-sleeved shirts, long pants and sturdy shoes.
- ♦ Take your disaster "go kit" (see page 4 for more information).
- ♦ Coordinate with your child-care provider.
- ♦ Prepare to relocate your pets (see the segment on page 6 for more information).
- ♦ Turn off electricity, water and propane gas service.
- ♦ Leave natural gas on (unless instructed otherwise).
- ♦ Secure your valuables.
- ♦ Lock your home.
- ♦ Use travel routes specified by local authorities; do not use shortcuts, which may be impassible.
- ♦ Carpool when possible.
- ♦ Stay away from downed power lines.

MULTI-FLOOR BUILDING EVACUATIONS

In the event of an emergency in a building with multiple floors:

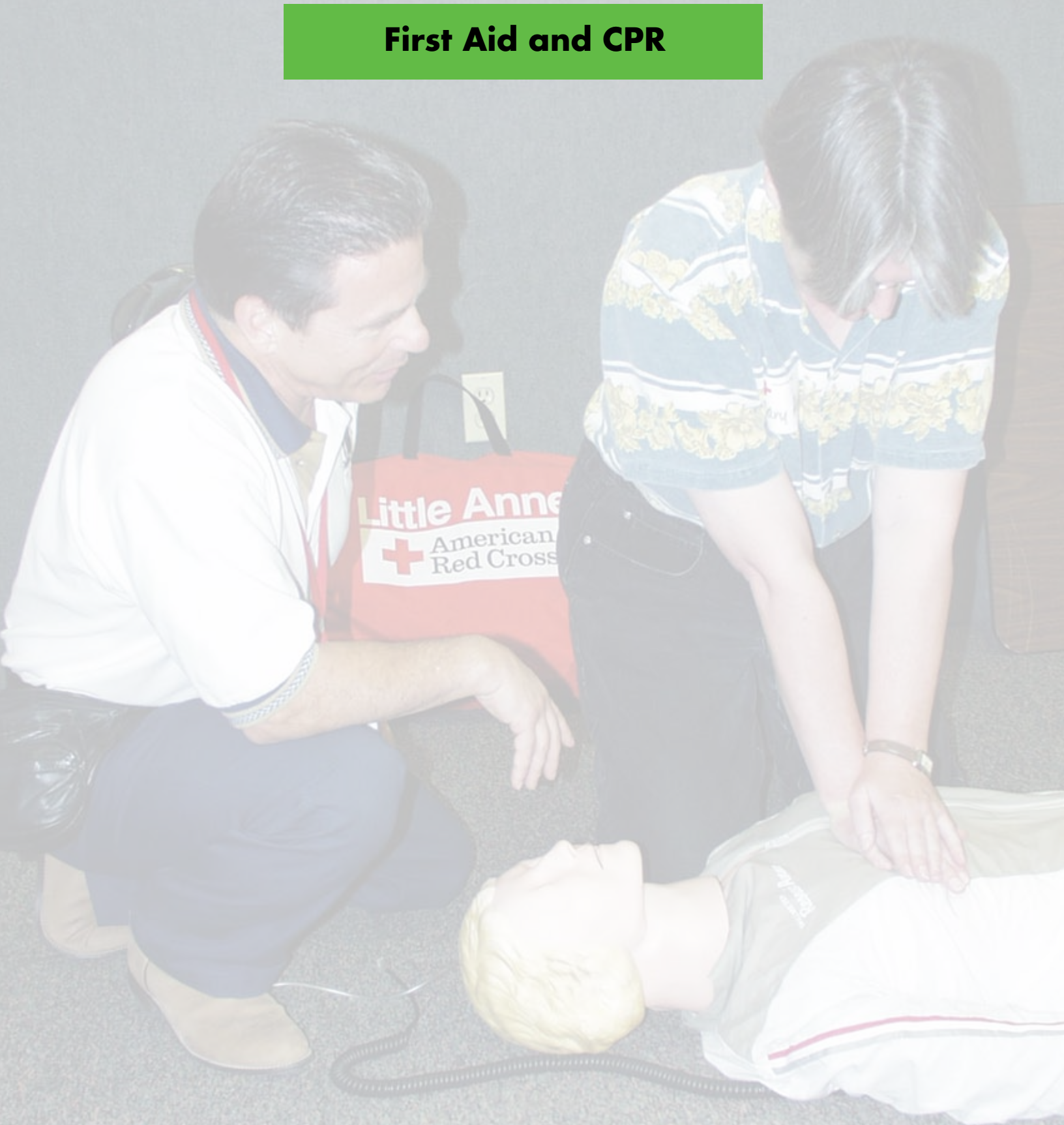
- ♦ Leave the area quickly.
- ♦ Follow the emergency evacuation plan for that building.
- ♦ Test doors for heat before opening.
- ♦ Do not use elevators in a building that is on fire.
- ♦ Use the nearest stairwell that is free of fire and smoke.
- ♦ Crawl under smoke.
- ♦ If you are trapped in a building:
- ♦ Stay calm.
- ♦ Go to a room with outside windows and a telephone.
- ♦ Stay where rescuers can see you.
- ♦ Wave a light-colored cloth.
- ♦ Open windows — but close them if smoke rushes in.
- ♦ Stuff clothing or newspapers around door cracks.
- ♦ Help others.

To learn how to assist people with disabilities during an evacuation, visit <http://www.fema.gov/plan/prepare/specialplans.shtm> on the Web.

IF YOU ARE CAUGHT AT THE SCENE OF A HAZARDOUS MATERIAL INCIDENT

- ♦ If you see an incident, call 911. If possible, tell the call-taker the name and/or number of the hazardous material (see the side column item titled "Identifying hazardous materials").
- ♦ Move uphill, upwind and upstream of the incident.
- ♦ Do not walk in or touch any spilled substance.
- ♦ Avoid inhaling gases, fumes or smoke.
- ♦ If possible, cover your mouth with a cloth while leaving.
- ♦ If you are exposed to hazardous materials, ask fire department personnel to decontaminate you before you leave.

First Aid and CPR



Automated External Defibrillators (AEDs)

AEDs are computerized devices that are attached to a victim's chest with wires. An AED can recognize some heart problems that require electrical stimulation, and gives the heart an electric shock as needed. With training, AEDs are easy to use. Performing CPR right away and using an AED within a few minutes will increase the victim's chance of survival.

You can learn more about AEDs from the American Heart Association at <http://www.americanheart.org/presenter.jhtml?identifier=3011859> on the Web.

Take CPR and first-aid classes

You will be much more effective in an emergency if you have taken CPR and first-aid classes. Call the American Heart Association at (916) 446-6505 and the American Red Cross at (916) 993-7070 for information on classes.

Complications of CPR

Vomiting is the most frequently encountered complication of CPR. In the event of vomiting, turn the victim's head to the side and try to sweep out or wipe off the vomit. Continue with CPR.

The spread of infection from the victim to the rescuer is exceedingly rare. No studies have ever linked transmission of HIV or AIDS to CPR.

Adapted from "Learn CPR," published by the University of Washington; used here with permission.

CPR AND OTHER FIRST AID

Cardiopulmonary resuscitation (CPR) is a technique that can help save the life of someone who is experiencing cardiac arrest. During cardiac arrest, the heart stops pumping blood, the blood pressure falls to zero and the pulse disappears. Within 10 seconds of cardiac arrest the victim loses consciousness and becomes unresponsive.

CPR forces oxygenated blood to continue circulating to the brain, heart and other vital organs, thereby preventing potential damage. CPR can keep a victim alive until performance of more advanced procedures, including defibrillation (an electric shock to stimulate normal heart activity). A bystander who immediately begins CPR for cardiac arrest doubles the victim's chances of survival.

The American Heart Association has developed two classifications of CPR for adults: a STANDARD VERSION incorporating chest compressions and mouth-to-mouth respiration, for people who have undergone CPR training; and a simpler "HANDS ONLY" method that anyone can perform.

HANDS-ONLY CPR FOR ADULTS (SIMPLIFIED CPR)

Use this technique if you have NOT undergone CPR training.

1. CALL

Check the victim for unresponsiveness. If he or she does not respond to your voice, call 911 and return to the victim. The emergency dispatcher will assist you with CPR instructions.



2. PUMP

If the victim is not breathing normally, coughing or moving, begin chest compressions. Push down on the center of the chest 1½ to 2 inches right between the nipples.



Pump at the rate of 100 times

per minute, faster than once per second. Allow the chest to return to its normal position between each push.



Continue at that pace until help arrives.

STANDARD CPR FOR ADULTS AND CHILDREN AGE 8 OR OLDER (STANDARD BLOW AND PUMP)

Use this technique if you have had CPR training and are comfortable with the traditional method.

1. CALL

Check the victim for unresponsiveness. If he or she does not respond to your voice, call 911; get the automated external defibrillator (AED) if one is available; and return to the victim. The emergency dispatcher will assist you with CPR instructions.



2. BLOW

Tilt the victim's head back and listen for breathing. If you do not detect normal breathing, coughing or movement, pinch the victim's nose and cover the mouth with yours, then blow until you see the chest rise. Give two breaths. Each breath should take about one second.



3. PUMP

If the victim is still not breathing normally, coughing or moving, begin chest compressions. Push down on the chest 1½ to 2 inches 30 times right between the nipples. Pump at the rate of 100 times per minute, faster than once per second. Allow the chest to return to its normal position between each push.



4. REPEAT

Continue with the pattern of two breaths and 30 pumps until help arrives. Do not interrupt chest pushing for more than 10 seconds.

NOTE: This ratio is the same for one-person and two-person CPR. In two-person CPR, the person pumping the chest stops while the other gives mouth-to-mouth breathing.

Abnormal breathing

A person may continue breathing, although abnormally, for several minutes after suffering cardiac arrest. This abnormal breathing results when the brain's breathing center continues sending out signals even though blood circulation has ceased. Such abnormal breathing may sound like grunting, gasping or snoring. It disappears in two to three minutes. A victim breathing this way needs CPR immediately. The victim desperately needs air, and only you can provide it.

STANDARD CPR FOR CHILDREN AGES 1–8

Note: Distinctions from adult CPR are bolded.

1. CALL

Check the victim for unresponsiveness. If you are alone with the child give two minutes of CPR before calling 911. (This approach differs from the adult CPR technique, which advises calling 911 for help first.) The emergency dispatcher will assist you with CPR instructions.



2. BLOW

Tilt the head back and listen for breathing. If you do not detect normal breathing, pinch the child's nose, cover his or her mouth with yours, and blow until you see the chest rise. Give two breaths. Each breath should take about one second.



3. PUMP

If the victim is still not breathing normally, coughing or moving, begin chest compressions. Push down on the chest one-third to one-half the depth of the chest 30 times right between the nipples. You may use either one or two hands, depending upon the size of the child. Pump at the rate of 100 times per minute, faster than once per second. Allow the chest to return to its normal position between pushes.



4. REPEAT

Continue with two breaths and 30 pumps until help arrives. After five cycles or about two minutes, call 911 if not already done, and get the automated external defibrillator (AED) unit if one is available. Continue CPR as needed. Do not interrupt chest pushing for more than 10 seconds.

STANDARD CPR FOR INFANTS LESS THAN AGE 1



1. CALL

Shout and gently tap the child's foot. If you do not see a response, position the infant on his or her back. If you are alone with the child, give two minutes of CPR before calling 911. The emergency dispatcher will assist you with CPR instructions.



2. BLOW

Tilt the head back (but not too far) and listen for breathing. Look to see if the chest rises. Feel for the flow of air against your cheek.

If the infant is not breathing, cover the baby's mouth and nose with your mouth, and give two gentle breaths. Each breath should be about one second long. You should see the infant's chest rise with each breath.



3. PUMP

Give 30 gentle chest compressions. Position two or three fingers in the center of the infant's chest just below the nipples. Press down about one-third the depth of the chest. Pump at a rate of 100 compressions per minute. Allow the chest to return to its normal position between pushes.

4. REPEAT

Continue with the pattern of two breaths and 30 compressions until help arrives. After five cycles or about two minutes, call 911, and continue giving breaths and compressions as needed. Do not interrupt chest pushing for more than 10 seconds.

Sudden Infant Death Syndrome (SIDS)

SIDS is the sudden death of an infant under 1 year of age that remains unexplained after a thorough investigation.

How to reduce your baby's risk of SIDS:

- ♦ Put the baby on his or her back to sleep.
- ♦ Use a firm, tight-fitting mattress in a crib that meets current safety standards.
- ♦ Remove pillows, quilts, comforters, sheepskins, stuffed toys and other soft products from the crib.
- ♦ Dress your baby in sleep clothing so that you will not have to use blankets or any other covering.
- ♦ Place your baby so that his or her feet are at the bottom of the crib.
- ♦ Make sure the baby's head remains uncovered during sleep.
- ♦ Keep your baby warm, but not too warm.
- ♦ Understand the dangers of soft bedding.
- ♦ Avoid adult beds, waterbeds, sofas or other soft surfaces for sleep.

Source: National SIDS/Infant Death Resource Center (NSIDRC). For more information, visit <http://www.sidscenter.org> or call (866) 866-7437.

Child safety seats

Children must be secured in an appropriate child passenger restraint (safety seat or booster seat) until they are at least 6 years old or weigh at least 60 pounds. For more information contact your local California Highway Patrol office or visit <http://www.chp.ca.gov/community/safeseat.html> on the Web.

Home first-aid kit

Your first-aid kit should contain:

- ♦ disposable gloves
- ♦ sterile dressings to stop bleeding
- ♦ cleansing agent or soap and antibiotic towelettes to disinfect
- ♦ antibiotic ointment to prevent infection
- ♦ burn ointment to prevent infection
- ♦ adhesive bandages in a variety of sizes
- ♦ eye wash solution to flush the eyes or as a general decontaminant
- ♦ a non-mercury thermometer
- ♦ prescription medications you take every day, such as insulin, heart medicine and asthma inhalers (rotated with newer medications with later expiration dates)
- ♦ prescribed medical supplies such as glucose and blood pressure monitoring equipment and supplies
- ♦ scissors
- ♦ tweezers

Your home first-aid kit may also include these and other non-prescription drugs:

- ♦ aspirin or non-aspirin pain reliever
- ♦ anti-diarrhea medication
- ♦ antacid (for upset stomach)
- ♦ laxative
- ♦ activated charcoal, for use if advised by the Poison Control Center

Note: the American Academy of Pediatrics no longer recommends syrup of ipecac for household first-aid use.

Adapted from recommendations at http://www.ready.gov/first_aid_kit.html prepared by the Department of Homeland Security.

FIRST AID FOR CHOKING

Here are steps to help clear an obstructed airway in a conscious adult or child.

CONSCIOUS ADULTS

Step 1

Determine if the person can speak or cough. If not, proceed to the next step.

Step 2

Perform an abdominal thrust (Heimlich maneuver):

- ♦ From behind, wrap your arms around the victim's waist.
- ♦ Make a fist and place the thumb side of your fist against the victim's upper abdomen, below the ribcage and above the navel.
- ♦ Grasp your fist with your other hand and press into their upper abdomen with a quick upward thrust. Do not squeeze the ribcage; confine the force of the thrust to your hands.

Step 3

Repeat until object is expelled.

A chest thrust may be used for markedly obese persons or in late stages of pregnancy.

If the adult or child becomes unresponsive, perform CPR. If you see an object in the throat or mouth, remove it.



CONSCIOUS CHILDREN AGE 1 TO 8

Step 1

Determine if the person can speak or cough. If not, proceed to the next step.

Step 2

Perform an abdominal thrust (Heimlich maneuver) repeatedly until the foreign body is expelled.

Step 3

A chest thrust may be used for markedly obese children.

If the child becomes unresponsive, perform CPR. If you see an object in the throat or mouth, remove it.

CONSCIOUS INFANT (LESS THAN 1 YEAR OLD)



Step 1

Determine if the infant can cry or cough. If not, proceed to next step.



Step 2

Give five back blows.

Step 3

Give five chest thrusts.

Step 4

Repeat steps 2 and 3 above until effective or the infant becomes unconscious. If the infant becomes unresponsive,

perform CPR. If you see an object in the throat or mouth, remove it.

Choking first aid adapted from "Learn CPR: You Can Do It," published online (<http://depts.washington.edu/learnpr/chokeconscious.html>) by the University of Washington; used here with permission.

FIRST AID FOR DROWNING

Use extreme caution to avoid direct contact with the victim. A panicked victim may accidentally drown the rescuer as well.

If the victim is conscious:

- ◆ Push a floating object to the victim or try to extend a long branch, pole, article of clothing or other object that the victim can grab. Rescuers should not place themselves in danger.
- ◆ Call 911 for help.

If the victim is unconscious:

- ◆ If you have to enter the water to reach the victim, take a flotation device with you if possible. Get the victim out of the water at once, being careful to support the neck and back in straight alignment. Once ashore or on the deck of a pool, the victim should be placed on his or her back.
- ◆ If the victim is not breathing, check for airway obstructions and clear the airway if necessary. If after a few seconds the victim is still not breathing, immediately begin CPR (see the CPR section, page 18). Call 911 for help.
- ◆ If the victim is conscious, keep him or her warm (under a blanket, coat or other object) and lying down while you wait for help to arrive.

SEIZURE

You cannot stop a seizure once it has begun. Let the seizure run its course.

Signs of a seizure:

- ◆ Limbs may jerk violently.
- ◆ Eyes may roll upward.
- ◆ Breathing may become heavy, with dribbling or frothing at the mouth.
- ◆ Breathing may even stop temporarily in some cases.
- ◆ The victim may bite his or her tongue so severely that it may bleed and cause an airway obstruction.

During the seizure:

- ◆ Call for emergency medical help at once.
- ◆ Do not attempt to force anything into the victim's mouth. You may injure yourself and/or the victim.
- ◆ Help the victim lie down to help prevent falling and injury.
- ◆ Move dangerous objects away from the victim.
- ◆ DO NOT use force or attempt to restrain a seizure victim.

After the seizure:

- ◆ Check to see if the victim is breathing. If not, give rescue breathing (see step 2 "Blow" in the CPR section).

Drug overdose

A drug overdose is a poisoning. Do not take it or drunkenness lightly. Alcohol alone or in combination with certain other drugs can kill.

CAUTION: People under the influence of alcohol or drugs can become violent. Be careful.

1. If the victim is unconscious, call 911. If the victim is conscious, call Poison Control at (800) 876-4766.
2. Check the victim's breathing. If breathing has stopped or is very weak, open the airway. If after a few seconds, the victim still is not breathing, immediately begin rescue breathing (see step 2 "Blow" in the CPR section).
3. While waiting for help:
 - a. watch breathing
 - b. keep the victim warm with a blanket or coat
 - c. Do not throw water in the victim's face
 - d. Do not give the victim anything to eat or drink unless advised by 911 or Poison Control Personnel.
4. If unconscious, roll the victim onto his or her side to keep the airway clear if vomiting occurs.



MedicAlert bracelet

Make sure to check victims for a MedicAlert bracelet or pendant. A bracelet lists the wearer's medical conditions, personal identification number and a telephone number to call for additional information.

Bleeding: head injuries

- ♦ Call for emergency help. Let a medical professional treat the wound.
- ♦ Always suspect a neck injury when a serious head injury has occurred. Keep the victim's neck and head still.
- ♦ When stopping the bleeding, don't press too hard. Do not attempt to use direct pressure to stop bleeding from within the ear.
- ♦ Do not give the victim any fluids, cigarettes or other drugs, which may mask important symptoms.

Bleeding: internal

Warning signs of internal bleeding include:

- ♦ coughing or vomiting blood, or passing blood in urine or stool
 - ♦ cold, clammy, pale skin; rapid, weak pulse; dizziness
1. Get emergency medical help immediately.
 2. Have the victim lie down with feet slightly elevated, and encourage him or her to relax. Stay calm and keep the victim warm.
 3. Do not give the victim anything to drink or eat.

FIRST AID FOR BLEEDING: WOUNDS

The best way to control bleeding is with direct pressure over the site of the wound. Do not attempt to apply a tourniquet yourself. Always avoid skin contact with the victim's blood. Use several layers of material, if necessary.

- ♦ Apply firm, steady direct pressure for 5 to 15 minutes. Most bleeding will stop within a few minutes.
- ♦ If bleeding is from a foot, hand, leg or arm, use gravity to help slow the flow of blood. If you do not think any bones have been broken, elevate the limb so that it is above the victim's heart.
- ♦ Nose bleeding often can be controlled through direct pressure by pinching the nostrils with the fingers while sitting up. Apply pressure for 10 minutes without interruption.

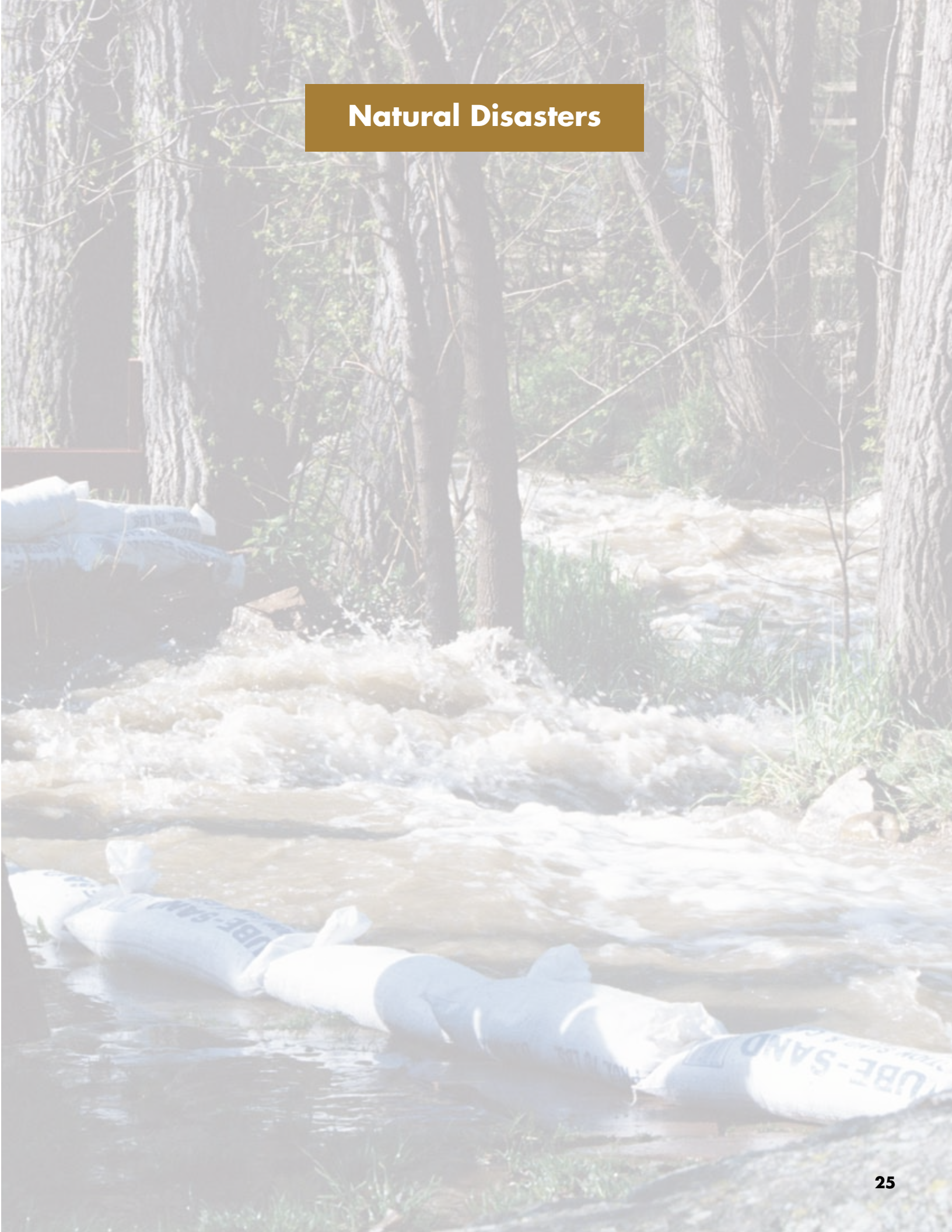
BROKEN BONES

- ♦ Call for emergency medical help, or get someone to call immediately.
- ♦ Do not move the victim unless he or she is in immediate danger of further injury.
- ♦ Do not try to push the broken bone back into place if it is sticking out of the skin.
- ♦ Do not try to straighten out a fracture. Let a doctor or trained person do that. If you must move or transport the victim, immobilize or stabilize the fracture as much as possible.
- ♦ Keep the victim warm, and give no fluids or stimulants. Do not elevate the legs if you suspect an injury of the legs, neck, back or head.

ELECTRIC SHOCK

- ♦ Do not touch a person who has been in contact with electrical current until you are certain that the electricity has been turned off.
- ♦ If the victim is in contact with a wire or a downed power line, use a dry stick to move it away. If the ground is wet, do not approach. Call 911 for help.
- ♦ If you can approach safely, check for breathing. If the victim's breathing is weak or has stopped, open the airway. If after a few seconds the victim still is not breathing, immediately begin CPR (see the CPR section within this chapter).

Natural Disasters



Natural Disasters

How do city officials know a flood is coming?

Automated Local Evaluation in Real Time (ALERT), created by the National Weather Service, signals municipal agencies about possible flooding. Sacramento's ALERT system relays continuous and automatic reports from river level gauges and rainfall gauges. The system generates advance warning of impending high-water levels.

Flood insurance

Most homeowners' insurance policies do not cover losses that result from flooding. For that reason, supplemental flood insurance is advisable for all residents and business owners, whether or not their property lies within a FEMA-designated Special Flood Hazard Area (SFHA). Residents outside the SFHA may qualify for a "preferred-risk policy" (PRP) at a discounted rate.

Flood insurance is not restricted to property owners; renters also can buy it to cover the value of their possessions. Furthermore, city of Sacramento residents who do not qualify for a PRP are eligible to buy flood insurance at a discounted rate because the city of Sacramento participates in the National Flood Insurance Program and its Community Rating System.

If you are a city of Sacramento resident, you can learn if your home is located within the SFHA by calling the city of Sacramento "floodplain information line" at (916) 808-5061; leave a message identifying yourself, your address, and the tax assessor's parcel number (APN). A city representative will reply within two days. Residents of other areas can call the Sacramento County "flood zone information hotline" at (916) 874-7517. If you are unsure of your APN, you can call the County Assessor's Office at (916) 875-0700.

For information about flood insurance, call your local insurance agent; call the National Flood Insurance Program at (888) 379-9531 to request an agent referral; or visit <http://www.fema.gov/business/nfip/index.shtm> on the Web.

Like all regions of the country, Sacramento County is subject to natural disasters. Although not common, flooding, grass fires and earthquakes can occur here.

FLOODS

Land in many parts of Sacramento County is at risk of flooding from creeks and rivers. Sacramento lies in a vast floodplain through which the Sacramento and American rivers flow. Those two rivers — as well as Arcade Creek, Ruble Creek, Elder Creek, Laguna Creek, Hagginwood Creek, the Cosumnes River, and numerous other streams and drainage canals that traverse the area — can overflow their banks as a result of heavy rainfall in the valley and in the neighboring mountains. The dirt levees that were designed to confine the courses of the rivers sometimes can suffer damage through erosion, leading to localized or widespread flooding with little warning.



BEFORE A STORM

- ◆ Keep insurance policies, documents and other valuables in a safe-deposit box. If you keep them at home, be sure to take them with you when you leave your residence.
- ◆ Check your homeowner's or renter's insurance policy for flood insurance coverage. Purchase such a policy if you don't already have one.
- ◆ Keep your car fueled. If electric power is cut off, filling stations may not be able to operate.
- ◆ Know safe routes from your home or office to high, safe ground. Remember to check TV or radio to find the preferred route out of your area before you leave your home. The radio stations that originate emergency alert messages for the Sacramento region are KFBK 1530 AM, KXJZ 88.9 FM and KSTE 650 AM.
- ◆ Keep sandbags, plywood, plastic sheeting, lumber and other emergency building materials handy for waterproofing. Do not stack sandbags directly against

your building's foundation; pile them some distance away, to prevent flood waters from reaching the structure.

- ◆ During times of heavy rain, damage to homes and property frequently results from flooded streets, particularly those with blocked drains. Clear leaves and debris from the gutters and grates on your street.



DURING A STORM

- ♦ Avoid areas that are subject to sudden flooding.
- ♦ Do not try to cross a flowing stream in which the water level is above your knees. Even water as shallow as 6 inches may cause you to lose your balance and be swept away by strong currents.
- ♦ Do not try to drive over a flooded road; you may become stranded and trapped.
- ♦ If your car stalls in a flooded street, abandon it immediately and seek higher ground. Many deaths have resulted from attempts to move stalled vehicles in the face of rising water.
- ♦ Do not “sightsee” in flooded areas. Do not try to enter areas that have been blocked off by local authorities.
- ♦ Avoid unnecessary trips. If you must travel during a storm, dress in warm, loose layers of clothing. Advise others of your destination.
- ♦ Use the telephone only for emergency needs or to report dangerous conditions.
- ♦ If flooding is likely, and time permits, move valuable household possessions to the upper floors of your home.
- ♦ If advised by local authorities to leave your home, move to a safe area before access is cut off by flood water.
- ♦ Before leaving, disconnect all electrical appliances, and if advised by your local utility, shut off electric circuits at the fuse panel and gas service at the meter.

Know the warnings

In case of a flooding emergency, the city and county of Sacramento may use different means to alert you to the situation and possible evacuation routes.

- ♦ **Reverse 911 call to your home.** Sacramento emergency communications personnel may use the “reverse 911” system to call your home and alert you about an evacuation order. Listen carefully to evacuation information and instructions about how to get help if you need assistance evacuating from your home.
- ♦ Listen for sirens. In the case of an emergency, police and fire officials will use their sirens and loudspeakers to help alert residents about the emergency.
- ♦ Turn on TV or radio. During large storm events, or if you hear sirens, turn on a television set or radio and tune to a local station for information about emergency and evacuation routes. The primary emergency broadcast radio station for Sacramento is KFBK, 1530 AM.

When a flood WATCH is issued

- ♦ Move valuable household possessions to the upper floors of your home.
- ♦ Fill your car’s gas tank in the event an evacuation order is issued.

When a flood WARNING is issued

- ♦ Tune in for information and advice to local radio and TV stations.
- ♦ When told to evacuate, do so as quickly as possible.

When a flash flood WATCH is issued

- ♦ Watch for signs of flash flooding and be ready to evacuate on a moment’s notice.

When a flash flood WARNING is issued

- ♦ If you believe flash flooding has begun, evacuate immediately because you may have only seconds to escape.
- ♦ Move to higher ground and away from rivers, streams, creeks and storm drains.
- ♦ Do not drive around barricades. These are placed to keep you out of harm’s way.
- ♦ If your car stalls in rapidly rising waters, abandon it immediately and climb to higher ground.

Resources where you can obtain more information:

- ♦ “Be Flood Ready; Tips for City of Sacramento Residents to Prepare and Protect Their Property From Flood Hazards,” prepared by the City of Sacramento Department of Utilities (http://www.cityofsacramento.org/utilities/pubs/Flood_ready.pdf)
- ♦ “How to Fight Flooding at Home,” prepared by the California Department of Water Resources (http://water.ca.gov/floodmgmt/docs/brochure_floodfightingathome.pdf)
- ♦ “Be Winter Wise; Winter Weather and Flood Preparedness, Before, During, and After the Storm,” prepared by the California Governor’s Office of Emergency Services (http://www.water.ca.gov/floodmgmt/docs/be_winter_wise.pdf)
- ♦ Sacramento Area Flood Control Agency documents on flood insurance. http://www.safca.org/flood_insurance.htm
- ♦ “Living Next to a Levee” pamphlet published by the California Department of Water Resources http://www.arfcd.org/_pdf/leveebrochure.pdf

DURING AN EARTHQUAKE

Duck, cover and hold

DUCK or **DROP** down on the floor.

COVER

Take **COVER** under a sturdy desk, table or other furniture. If that is not possible, seek cover against an interior wall and protect your head and neck with your arms. Avoid danger spots near windows, hanging objects, mirrors or tall furniture.

HOLD

If you take cover under a sturdy piece of furniture, **HOLD** on to it and be prepared to move with it. Hold the position until the ground stops shaking and it is safe to move.

AFTER A STORM

- ◆ Do not turn gas back on yourself. Rely on utility crews.
- ◆ Do not use fresh foods or canned goods that have come in contact with flood waters.
- ◆ Follow local instructions regarding the safety of drinking water. If you are in doubt, boil or purify water before drinking it. Have wells pumped out and the water tested before drinking.
- ◆ Avoid disaster areas; your presence could hamper rescue and other emergency operations, and you may be in danger.
- ◆ Do not handle live electrical equipment in wet areas. If pieces of electrical equipment or appliances have been in contact with water, have them checked before use.
- ◆ Avoid downed power lines and broken gas lines. Report them immediately to the electric or gas company, police or fire department.
- ◆ Use flashlights — not lanterns, matches or candles — to examine buildings; flammable materials may be inside.
- ◆ Stay tuned to radio or television for information and instructions from local authorities.
- ◆ Call your out-of-area emergency contact after a storm so others can learn of your condition and location.

Your contact should be a family member or friend who lives outside the area, whom you previously asked to serve as your family's central point of contact in case you get separated.

EARTHQUAKES

Individual and family preparedness

- ◆ Know the safe spots in each room — under sturdy tables, desks or against inside walls.
- ◆ Know the danger spots — windows, mirrors, hanging objects, fireplaces, tall furniture.
- ◆ Conduct practice drills. Physically place yourself and your children in safe locations. Practice “duck and cover” procedures.
- ◆ Learn first aid and CPR (cardiopulmonary resuscitation) from your local Red Cross Chapter or other community organization.
- ◆ Know the policy of your local school concerning release of children in any emergency.
- ◆ Decide where your family will reunite if separated.
- ◆ Keep a list of emergency phone numbers.
- ◆ Choose an out-of-state friend or relative whom family members can call after the quake to report whereabouts and conditions.



EARTHQUAKES

Home preparedness

- ◆ Learn how to shut off gas, water and electricity in case the lines are damaged (See page 16).
- ◆ Check chimneys, roofs and wall foundations for stability. Make sure your home is bolted to its foundation. Call a licensed contractor if there are any questions.
- ◆ Secure water heater and appliances that could move enough to rupture utility lines.
- ◆ Keep breakable and heavy objects on lower shelves.
- ◆ Secure hanging plants and heavy picture frames or mirrors (especially those hanging over beds).
- ◆ Put latches on cabinet doors to keep them closed during shaking.
- ◆ Keep flammable or hazardous liquids such as paints, pest sprays or cleaning products in cabinets or secured on lower shelves.
- ◆ Maintain emergency food, water and other supplies, including medicine, first aid kit and clothing.

AFTER AN EARTHQUAKE

- ◆ Check for injuries.
- ◆ Check for hazards — such as fire, gas leaks, damaged electrical wiring, damaged or downed power lines, fallen objects in closets and cupboards, downed or damaged chimneys, and leaning or fallen trees.
- ◆ Make sure each telephone is on its receiver. Telephones off the hook tie up the telephone networks unnecessarily and prevent you from receiving calls.
- ◆ Clean up potentially harmful materials or medicines that may have spilled.
- ◆ Expect aftershocks. Most are smaller than the initial quake but may cause damage.

Earthquake tips

When in a HIGH-RISE BUILDING, move against an interior wall if you are not near a desk or table. Protect your head and neck with your arms. Do not use the elevators.

When OUTDOORS, move to a clear area away from trees, signs, buildings, or downed electrical wires and poles.

When on a SIDEWALK NEAR BUILDINGS, duck into a doorway to protect yourself from falling bricks, glass, plaster and other debris.

When DRIVING, pull over to the side of the road and stop. Avoid overpasses and power lines. Stay inside your vehicle until the shaking stops.

When in a CROWDED STORE OR OTHER PUBLIC PLACE, move away from display shelves containing objects that could fall. Do not rush for the exit.

When in a STADIUM OR THEATER, stay in your seat, get below the level of the back of the seat and cover your head and neck with your arms.

No matter where you are, know how to protect yourself and your family during an earthquake. Practice taking cover as if there were an earthquake and learn the safest places in your home and work. Practice getting out of your home and check to see if the planned exits are clear and if they can become blocked in an earthquake. Practice turning off your electricity and water. Know how to turn off the gas, but do not practice this step. In the event of an earthquake, once you turn off your gas, only your utility company should turn it back on for safety reasons.

Source: California Office of Emergency Services, Preparedness – Earthquake Program, <http://www.oes.ca.gov>.



When wildfires threaten

- ◆ Listen to your battery-operated radio for updates and instructions.
- ◆ Back your car into the garage or park in an open space facing the direction of escape.
- ◆ Leave the keys in the ignition (but use caution to avoid locking yourself out).
- ◆ Close garage windows and doors, but leave them unlocked.
- ◆ Confine pets to one room and make plans to care for them if you must evacuate (see the segment titled "If you have pets" in the "Preparing For Emergencies" section on page 6).
- ◆ Arrange temporary housing outside the threatened area.
- ◆ Close house windows, vents, blinds and heavy drapes.
- ◆ Remove lightweight curtains that could ignite quickly.
- ◆ Shut off gas at the meter, and turn off pilot lights and propane tanks.
- ◆ Open the fireplace damper and close fireplace screens.
- ◆ Move flammable furniture into the center of the house, away from windows.
- ◆ Turn on a light in each room to increase visibility in heavy smoke.
- ◆ Place lawn sprinklers on the roof and near above-ground fuel tanks.
- ◆ Wet the roof.
- ◆ Wet or remove shrubs within 15 feet of the home.
- ◆ Gather your home disaster supplies kit (see the side column in the "Preparing For Emergencies" section on page 4).
- ◆ If advised to evacuate, do so immediately. Watch for changes in the speed and direction of fires and smoke.

FIRES

More and more people are making their homes in areas adjacent to grasslands, as well as rural wooded sites around Sacramento. There, homeowners and visitors enjoy the beauty of the environment but face the very real danger of wildfire outbreaks. Wildfires spread quickly, igniting brush, trees and homes. Plan with your family where you would go and what you would do if your home is threatened by wildfire. The American Red Cross offers these recommendations:

- ◆ People, either intentionally or accidentally, start most wildfires. Find out how you can promote and practice fire safety.
- ◆ Contact your local fire department, health department or forestry office for information on local fire laws.
- ◆ Make sure that firefighting vehicles can reach your home.
- ◆ Clearly mark all driveway entrances, and display your name and address.
- ◆ Report hazardous conditions that could cause a wildfire.
- ◆ Teach children about fire safety. Keep matches out of their reach.
- ◆ Plan several escape routes away from your home by car and by foot.
- ◆ Plan how the neighborhood could work together to prevent and respond to wildfires. Consider how you could help neighbors with special needs.
- ◆ Regularly clean roof and gutters.
- ◆ Inspect chimneys at least once a year, and equip each with a spark arrestor.
- ◆ Install a smoke detector on each level of the house; test it monthly, and change batteries at least once a year.
- ◆ Teach family members how to use a fire extinguisher, and show them where it is kept.
- ◆ Keep a ladder that will reach the roof.
- ◆ Consider installing protective shutters or heavy fire-resistant drapes.
- ◆ Keep on hand household items that can be used as fire tools — a rake, axe, handsaw, chain saw, bucket and shovel.
- ◆ Design and landscape your home with wildfire safety in mind.
- ◆ Select materials and plants that can help contain rather than fuel a fire.
- ◆ Create a 30- to 100-foot safety zone around your home.
- ◆ Mow grass regularly, rake leaves, and remove dead limbs and twigs. Clear all flammable vegetation.
- ◆ Thin a 15-foot space between tree crowns, and remove limbs within 15 feet of the ground. Remove dead branches that extend over the roof, and vines that have grown onto the house.
- ◆ Stack firewood at least 100 feet away and uphill from your home.
- ◆ Place stove, fireplace and grill ashes in a metal bucket, soak them in water for two days, and bury the cold ashes in soil.
- ◆ Store gasoline, oily rags and other flammable materials in approved safety cans in a safe location away from the base of the building.

EXTREME WEATHER

Sacramento County is known for both hot summers and cold winters. Without adequate preparation and protection, people and pets can suffer ill health effects. Occasionally, weather conditions may be extreme enough to constitute an emergency. Whether an emergency is declared or not, follow common-sense protective practices.

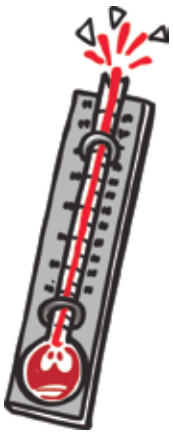
HEAT-RELATED ILLNESS

The body normally cools itself by sweating. But under some conditions, sweating just isn't enough. In such cases, a person's body temperature rises rapidly. Very high body temperatures may damage the brain or other vital organs. People suffer heat-related illness when their bodies are unable to compensate and properly cool themselves.

Several factors affect the body's ability to cool itself during extremely hot weather. When the humidity is high, sweat will not evaporate as quickly, preventing the body from releasing heat quickly. Other conditions related to risk include age, obesity, fever, dehydration, heart disease, mental illness, poor circulation, sunburn, and prescription drug and alcohol use.

How to protect against heat-related illness

- ◆ Slow down, and avoid strenuous activity. Postpone outdoor games and activities.
- ◆ Avoid sunburn. Stay in the shade, wear protective clothing, and use sunscreen with a high sun protection factor (SPF) and ultraviolet type A (UVA) rating.
- ◆ Conserve electricity other than that being used for cooling equipment.
- ◆ If your home does not have air conditioning, go to a public building with air conditioning each day for several hours.
- ◆ Wear lightweight clothing.
- ◆ Take a cool shower, bath or sponge bath.
- ◆ Dress appropriately:
 - Wear loose-fitting, lightweight, light-colored clothing that will cover as much skin as possible.
 - Wear a broad-brimmed hat when outdoors.
- ◆ Drink plenty of fluids even if you do not feel thirsty. Water is the safest liquid to drink during heat emergencies. Avoid extremely cold drinks, which can cause cramping.
- ◆ Avoid drinks that contain alcohol or caffeine.
- ◆ If you are taking water pills or limit the amount of fluid you drink on your doctor's orders, ask how much you should drink during hot weather.
- ◆ If you take medications, check with your doctor to see if you need to take extra precautions in extreme heat.
- ◆ If you must work outdoors, take frequent breaks in the shade or indoors.
- ◆ Use a buddy system when working in extreme heat.
- ◆ Avoid using salt tablets unless directed to do so by a physician.
- ◆ Never leave children, elderly or incapacitated adults, or pets alone in closed vehicles.



Heat stroke

Heat stroke is the most serious heat-related illness. It occurs when the body becomes unable to control its temperature. As a result, the body's temperature rises rapidly and it loses the ability to sweat — a function necessary for proper cooling. Unregulated body temperatures can rise dangerously to 106 degrees or higher within 10 to 15 minutes. If you suspect that someone is experiencing heat stroke, call 911. Emergency treatment is required to prevent death or permanent disability.

Warning signs and symptoms of heat stroke include:

- ◆ extremely high body temperature (above 103 degrees F)
- ◆ red, hot and dry skin (without sweating)
- ◆ rapid, strong pulse
- ◆ throbbing headache
- ◆ dizziness
- ◆ nausea

Heat exhaustion

Heat exhaustion is a milder form of heat-related illness that can develop after several days of exposure to high temperatures and inadequate or unbalanced replacement of fluids.

Warning signs and symptoms of heat exhaustion include:

- ◆ heavy sweating
- ◆ paleness
- ◆ muscle cramps
- ◆ fatigue
- ◆ weakness
- ◆ dizziness
- ◆ headache
- ◆ nausea or vomiting
- ◆ cool, moist skin
- ◆ rapid but weak pulse
- ◆ rapid but shallow breathing

Protecting your pets from heat

Heat stress can cause brain and organ damage in dogs, cats and other pets. Symptoms of heat stress include heavy panting, glazed eyes, a rapid heartbeat, restlessness, excessive thirst, lethargy, fever, dizziness, lack of coordination, profuse salivation, vomiting, a deep red or purple tongue, and unconsciousness.

If an animal shows symptoms of heatstroke, gradually lower its body temperature through these steps:

- ♦ Move the animal into the shade or an air-conditioned area.
- ♦ Apply ice packs or cold towels to its head, neck and chest, or immerse the animal in cool (not cold) water.
- ♦ Let the animal drink small amounts of cool water or lick ice cubes.
- ♦ Take the animal to a veterinarian as soon as possible.

These recommendations were derived from information on the Humane Society of the United States Web site at <http://www.hsus.org>.

Heat-related illness among older people

Senior citizens 65 years of age and older are more prone than younger people to heat stress, for several reasons:

- ♦ Older people do not adjust as well as young people to sudden changes in temperature.
- ♦ Seniors are more likely to have a chronic medical condition that interferes with normal body responses to heat.
- ♦ Older people are more likely to take prescription medications that impair the body's ability to regulate temperature or that inhibit perspiration.

How to help protect older relatives and neighbors

- ♦ Check in on older adults who are at risk. Visit at least twice a day, if possible.
- ♦ If their quarters are not air-conditioned, make sure they at least have access to an electric fan.
- ♦ Take them to air-conditioned locations if they cannot arrange for their own transportation.

How to help someone with heat-related illness

Heat-related illness can be a life-threatening emergency. If you see evidence of heat related illness symptoms, call 911 for immediate medical assistance while you begin cooling the affected person. Here are steps you can take to help:

- ♦ Get the person to a shaded or air-conditioned area.
- ♦ Cool the person rapidly using any methods available. You can immerse the person in cool water in a tub or shower; spray the person with cool water from a garden hose; or, in low-humidity conditions, wrap the person in a cool, wet sheet and fan him or her vigorously.
- ♦ Monitor the person's body temperature, and continue cooling efforts until the body temperature drops to 102 degrees or less.
- ♦ If emergency response personnel are delayed, call a local hospital emergency room for further instructions.
- ♦ Do not give the person alcohol to drink.

These recommendations were derived from information published by the federal Centers for Disease Control and Prevention. For more information, visit <http://www.bt.cdc.gov/disasters/extremeheat/> on the Web.



COLD WEATHER SAFETY TIPS

- ♦ Move family pets indoors or to an enclosure out of the elements. Likewise protect livestock or other large animals from cold weather.
- ♦ Maintain a sufficient supply of heating fuel.
- ♦ Insulate pipes, and allow faucets to drip during cold weather to avoid freezing.
- ♦ During cold weather, people may turn to alternate heating sources without taking the necessary safety precautions, exposing themselves to risk of house fires. Keep fire extinguishers on hand, and make sure everyone in your house knows how to use them.
- ♦ Do not bring outdoor heating appliances — such as barbecues, smokers or other fuel-burning devices — into the home. These items can produce deadly carbon monoxide.
- ♦ Learn how to shut off water valves (in case a pipe bursts).
- ♦ Wear several layers of loose-fitting, lightweight, warm clothing rather than one layer of heavy clothing. The outer garments should be tightly woven and water-repellent.
- ♦ Wear mittens, which are warmer than gloves.
- ♦ Wear a hat.
- ♦ If you must travel, be sure your car is serviced and equipped for road conditions; carry emergency supplies, and keep the fuel tank more than half full.



HOW TO HELP SOMEONE WITH HYPOTHERMIA

Recognizing hypothermia

Learn these important warning signs of hypothermia.

Adults

- ♦ shivering, exhaustion
- ♦ confusion, fumbling hands
- ♦ memory loss, slurred speech
- ♦ drowsiness

Infants

- ♦ bright red, cold skin
- ♦ very low energy

If you notice any signs of hypothermia, take the victim's temperature. If it is below 95 degrees, the situation is an emergency; get medical attention immediately.

- ♦ If medical care is not available, begin warming the victim, as follows:
- ♦ Move the victim into a warm room or shelter.
- ♦ If the victim is wearing any wet clothing, remove it.
- ♦ Warm the center of the body first — chest, neck, head, and groin — using an electric blanket, if available. Otherwise, use skin-to-skin contact under loose, dry layers of blankets, clothing, towels or sheets.
- ♦ Warm beverages can help increase the body temperature, but do not give alcoholic beverages. Do not try to give beverages to an unconscious person.
- ♦ After body temperature has increased, keep the person dry and wrapped in a warm blanket, including the head and neck.
- ♦ Get medical attention as soon as possible.

A person with severe hypothermia may be unconscious and may not seem to have a pulse or appear to be breathing. In such a case, handle the victim gently, and get emergency assistance immediately. Even if the victim appears dead, CPR should be performed. Continue CPR while the victim is being warmed, until the victim responds or medical aid becomes available. In some cases, hypothermia victims who appear to be dead can be resuscitated.

Adapted from information that the Centers for Disease Control prepared and posted at <http://emergency.cdc.gov/disasters/winter/staysafe/hypothermia.asp>

Public Health Emergencies



Flu terms defined

Seasonal (or common) flu is a respiratory illness that can be transmitted person to person. Most people have some immunity, and a vaccine is available.

Avian (or bird) flu (AI) is caused by influenza viruses that occur naturally among wild birds. Low pathogenic AI is common in birds and causes few problems. Highly pathogenic H5N1 is deadly to domestic fowl, can be transmitted from birds to humans, and is deadly to humans. There is virtually no human immunity and human vaccine availability is very limited.

Pandemic flu is virulent human flu that causes a global outbreak, or pandemic, of serious illness. Because there is little natural immunity, the disease can spread easily from person to person. For current information on flu in Sacramento County, go to www.scph.com.

Source <http://www.pandemicflu.gov>

Public health emergencies can be natural events (epidemics or outbreaks of influenza or other disease) or man-made (bioterrorism). Usually they involve communicable diseases — infections that spread through the community. Floods, earthquakes and other natural disasters can cause damage including disruption of safe drinking water supply or sewage system operation, which can lead to a public health emergency. The Sacramento County Public Health Officer will issue general advice about what to do under such circumstances, but also is authorized to issue legal orders that must be followed. You can check the Sacramento County Division of Public Health Web site (<http://www.scph.com>) both before and during a public health emergency for information.

To protect yourself and your family members during a public health emergency, follow these recommendations:

- ♦ Listen to radio and television news for current information about the emergency and instructions.
- ♦ Follow any special instructions intended to control the spread of a communicable disease. These could include:
 - staying home when you're sick (isolation)
 - staying home if you recently were exposed to a sick family member or close friend (quarantine)
 - avoiding close contact with others (stay at least 3 to 6 feet apart)
 - covering a cough or sneeze with a tissue, your sleeve, or even a medical mask
 - washing your hands frequently, or using alcohol-based hand sanitizers if soap and running water are unavailable
 - wearing a medical face mask (surgical or dust mask) when you are unable to avoid close contact with others (as on public transportation or in other close quarters)
- ♦ Be especially careful with hand washing and other hygiene measures when caring for a sick family member. Consider asking ill people who are coughing or sneezing to wear a medical face mask to help restrict spread of disease.



- ♦ Plan for ways to take care of yourself and your family if many people at work or at home are ill. Assume that disruptions may occur in services (including utilities, grocery stores and other businesses) and that schools, day-care facilities and other organizations may be temporarily closed.

- ♦ Prepare a “home disaster supplies kit” that contains supplies sufficient for at least 3 to 4 days, including medicines to care for symptoms of illness. You’ll find more details in the “Preparing for Emergencies” chapter.

- ♦ Carefully follow any instructions that public

health authorities issue, including reporting to identified centers to receive information, medication or vaccines.

- ♦ Call your doctor's office for advice when you learn of an impending public health emergency.
- ♦ Do not go to hospitals or call 911 unless you are sick or experiencing an emergency.



PANDEMIC DISEASE OUTBREAK

The U.S. Department of Health and Human Services (HHS) has prepared a comprehensive online resource at <http://www.pandemicflu.gov> containing information about preparations and procedures in the event of a pandemic disease outbreak. A pandemic is a global outbreak of a disease. Here are some of the HHS recommendations about what you can do in the event of a pandemic outbreak.

To plan for a pandemic:

- ◆ Store a supply of water and food for at least 3 to 4 days. You will need to have extra supplies on hand during a pandemic if you are unable to go to a store, or if stores are out of supplies. The practice of maintaining a supply of food and water for at least 3 to 4 days also can be useful in the event of other types of emergencies, such as power outages and natural disasters.
- ◆ Periodically check your regular prescription drugs to ensure a continuous supply in your home.
- ◆ Keep an adequate supply of nonprescription drugs and other health supplies on hand, including pain relievers, stomach remedies, cough and cold medicines, and vitamins.
- ◆ Talk with family members and loved ones about how they would be cared for if they became seriously ill, or what will be needed to care for them in your home.
- ◆ Volunteer with local groups to prepare and assist with emergency response.
- ◆ Get involved in your community as it works to prepare for an influenza pandemic.

To limit the spread of germs and prevent infection:

- ◆ Teach your children to wash hands frequently with soap and water, and do likewise yourself.
- ◆ Show your children how to cover coughs and sneezes with tissues.
- ◆ Teach your children to stay away from other children and adults as much as possible if they are sick. Stay home from work and school if you are sick.



What is influenza (also called 'flu')?

The flu is a contagious respiratory illness caused by influenza viruses. It can cause mild to severe illness, and at times can lead to death. The best way to prevent the flu is by getting a flu vaccination each year.

Every year in the United States, on average:

- ◆ 5% to 20% of the population gets the flu;
- ◆ more than 200,000 people are hospitalized from flu complications, and;
- ◆ about 36,000 people die from flu.

Some people, including older people, young children, and people with certain health conditions (such as asthma, diabetes, or heart disease), are at high risk for serious flu complications.

SYMPTOMS OF FLU

Symptoms of flu include:

- ◆ fever (usually high)
- ◆ headache
- ◆ extreme tiredness
- ◆ dry cough
- ◆ sore throat
- ◆ runny or stuffy nose
- ◆ muscle aches
- ◆ Stomach symptoms, such as nausea, vomiting, and diarrhea, also can occur but are more common in children than adults.

Prepare for an extended stay at home

The U.S. Department of Health and Human Services' Pandemic Flu Web site (<http://www.pandemicflu.gov/plan/individual/checklist.html>) offers these recommendations about items to keep on hand to sustain you during an extended stay at home.

NON-PERISHABLE OR LONG-LASTING FOODS TO KEEP ON HAND

- ♦ ready-to-eat canned meats, fish, fruits, vegetables, beans and soups
- ♦ protein or fruit bars
- ♦ dry cereal or granola
- ♦ peanut butter or nuts
- ♦ dried fruit
- ♦ crackers
- ♦ canned juices
- ♦ bottled water
- ♦ baby food and formula in cans or jars
- ♦ pet food

MEDICAL, HEALTH AND EMERGENCY SUPPLIES

- ♦ prescribed medical supplies, including glucose and blood-pressure monitoring equipment
- ♦ soap and water, or alcohol-based (60–95%) hand wash
- ♦ medicines to control fever, typically acetaminophen or ibuprofen
- ♦ thermometer
- ♦ anti-diarrheal medication
- ♦ vitamins
- ♦ flashlight
- ♦ batteries
- ♦ portable radio
- ♦ manual can opener
- ♦ garbage bags
- ♦ tissues, toilet paper and disposable diapers

WATER TREATMENT

If you're unsure about the safety of your water, do not drink it without treatment. Use only water that has been properly disinfected for drinking, cooking, making any prepared drink, or for brushing teeth.

Use bottled water that has not been exposed to flood waters.

If you don't have bottled water, you should boil water to make it safe. Boiling water will kill most types of disease-causing organisms that may be present. If the water is cloudy, filter it through clean cloths or allow it to settle, and draw off the clear water for boiling. Boil the water for one minute, let it cool, and store it in clean containers with covers.



If you can't boil water, you can disinfect it using household bleach. Bleach will kill some, but not all, types of disease-causing organisms that may be in the water. If the water is cloudy, filter it through clean cloths or allow it to settle, and draw off the clear water for disinfection. Add 1/8 teaspoon (or 8 drops) of regular, unscented, liquid household bleach for each gallon of water, stir it well and let it stand for 30 minutes before you use it. Store disinfected water in clean containers with covers.

If you have a well that has been flooded, the water should be tested and disinfected after flood waters recede. If you suspect that your well may be contaminated, contact your local or state health department or agriculture extension agent for specific advice.

The information about emergency disinfection of drinking water was derived from guidelines that the U.S. Environmental Protection Agency posted at http://www.epa.gov/safewater/faq/pdfs/fs_emergency-disinfection-drinkingwater-2006.pdf on the Web.

Emergency disinfection with bleach

Amount of water	Clear water	Cloudy water
1 quart	2 drops	4 drops
1 gallon	8 drops	16 drops
5 gallons	½ teaspoon	1 tablespoon



The background image shows a severely damaged concrete structure, likely a building. Large sections of the concrete facade are missing, revealing a dense network of exposed steel reinforcement bars (rebar) that hang down like a web. Debris, including chunks of concrete and twisted metal, is scattered on the ground in the foreground. In the background, through the opening of the damaged structure, a glimpse of an interior space with some furniture and a doorway is visible. A red rectangular box is superimposed over the upper part of the image, containing the text "Terrorism and Threats".

Terrorism and Threats



International terrorism

Destructive or violent, life-endangering acts that originate in other nations violate the criminal laws of the United States. The intention of such terrorist activity is to intimidate or frighten citizens, influence government policies, or affect the economy of a region or country.



Domestic terrorism

The unlawful use, or threatened use, of violence by a group or individual based and operating entirely within the United States is known as domestic terrorism. Terrorists may commit such acts in retaliation against a public institution or employer, or to further political or social objectives.

Threats

Even if no destructive activity takes place, a declared or implied threat to inflict harm can be considered terrorism because of the fear that it causes. An indication that a person or group plans to cause harm to people or property, or disrupt essential services, can cause fear and anxiety.



A MESSAGE FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY

The threat of terrorism forces us to make a choice. We can be afraid or we can be prepared. Don't be afraid; be ready — one individual, one family, one community at a time.

The Department of Homeland Security's "Ready Campaign" seeks to help American families be better prepared for even unlikely emergency scenarios. Although we cannot always predict an attack, you and your family can take simple steps to prepare for a terrorist attack.

You can obtain the information you need by:

- ♦ Exploring <http://www.ready.gov> on the Web.
- ♦ Calling (800) BE-READY [237-3239] for printed materials.

Members of our military, the CIA, the FBI, the U.S. Customs Service, the Transportation Security Administration, Border Patrol and local first responders all are engaged in the war on terrorism. The "Ready Campaign" will help you prepare as well, so you and your family members can live without fear.

POTENTIAL TERRORIST THREATS

The notion of terrorist threats brings to mind weapons of mass destruction (including bombings, and chemical, biological, radiological, nuclear or explosive agents) capable of disrupting infrastructure and the economy. Potential targets may include nuclear power generators and other public utility facilities; airlines, airports, railroads and other transportation systems; major public events; and high-profile landmarks, including bridges, dams, schools and other prominent buildings.

As in all cities in America, the greater Sacramento area contains potential targets. Consequently, we must remain vigilant. The Sacramento County Sheriff's Office and local police departments, along with many federal, state and local government agencies, work closely together to detect and prevent terrorist activities. You also can participate by taking these steps:

- ♦ Observe routines. Be alert as you go about your daily business. Learn the normal routines of your community and workplace. Understanding these routines will help you to spot activities that appear out of place.
- ♦ Be aware of your surroundings. Get to know your neighbors. Be on the lookout for suspicious individuals or activities in your neighborhood, workplace or while traveling.
- ♦ Take what you hear seriously. If you hear or know of someone who has bragged or talked about plans to harm citizens or who claims membership in a terrorist organization, take the remark seriously and immediately report it to law enforcement officials.

OPENING MAIL AND PACKAGES

Urge family members, friends and co-workers to use caution when opening mail and packages. Be suspicious of letters or packages that are:

- ♦ unexpected or from someone you do not know
- ♦ not addressed to a specific person
- ♦ addressed to someone no longer at the address
- ♦ handwritten with an unreadable return address, or lacking a return address
- ♦ lopsided or lumpy, or that have protruding wires or other unusual contents visible
- ♦ postmarked from a city that does not match the return address
- ♦ marked with restrictive endorsement, such as “personal” or “confidential”
- ♦ stamped with excessive postage
- ♦ addressed haphazardly, with misspellings
- ♦ improperly addressed, with incorrect titles or with titles lacking names
- ♦ soiled or stained
- ♦ leaking powdery substances
- ♦ marked with threatening language
- ♦ emitting a strong odor
- ♦ excessive heavy
- ♦ giving off ticking or electronic sounds

BOMB THREATS

If you receive a bomb threat:

- ♦ Get as much information from the caller as possible.
- ♦ Keep the caller on the line and write down everything that is said.
- ♦ Note anything unique about the caller’s voice, such as an accent, lisp, or nasal or raspy quality.
- ♦ Notify the police and the building manager.

If you locate a suspicious package or device:

- ♦ Do not touch it.
- ♦ Do not use cordless or cellular phones nearby.
- ♦ Clear the area and notify the police immediately.
- ♦ Describe the package or device in detail to authorities.
- ♦ During an evacuation, stand clear of windows and other potential hazards.



What should you do with suspicious mail?

- ♦ Do not shake, sniff, touch, taste or look closely at a suspicious package.
- ♦ Do not carry the package elsewhere, show it to others, or allow others to touch it.
- ♦ If it is already in your hands when you become suspicious, gently place it on a stable surface and do not handle it further.
- ♦ Alert others nearby, and leave the area with them.
- ♦ Close any doors, and prevent others from entering the area.
- ♦ If possible, shut off the ventilation system to prevent spread of any contaminants the package may contain.
- ♦ Wash your hands thoroughly with soap and water after handling a suspicious package.

Notify law enforcement officials immediately. Depending on the level of threat and concern, call either 911 or the non-emergency number for the Sacramento County Sheriff or your municipal police department.



Reporting a bomb threat

Call 911. After reporting a bomb threat, you may be asked to conduct a cursory check of your building. Nobody is more familiar with your place of business than you and your fellow employees. Because of your familiarity, you are likely to spot anything suspicious even faster than the police can.

Important local numbers

Area code (916) unless otherwise indicated.

EMERGENCY NUMBERS

Police/Fire/Rescue 911
TTY (city of Sacramento) 732-0110
From cell phones:
Within city of Sacramento 264-5151
From elsewhere in county 874-5111

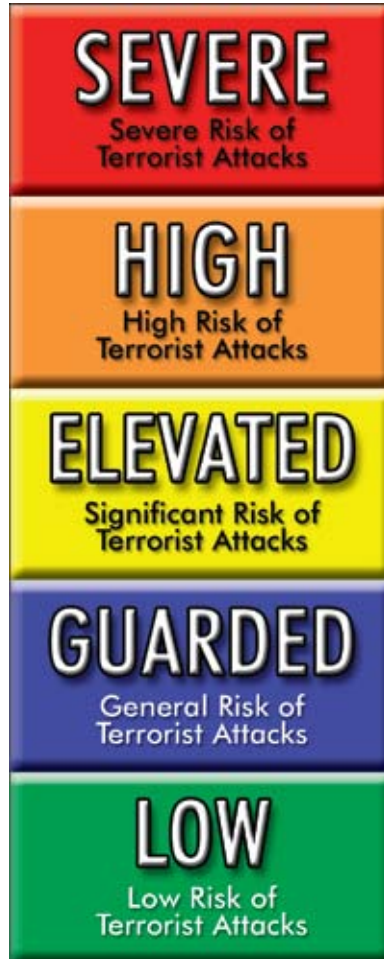
NON-EMERGENCY NUMBERS

2-1-1 (Sacramento city and county)
(24-hour information and
referral service) 211
TTY 446-1434
3-1-1 (city of Sacramento only)
(24-hour information and
referral service) 311
TTY 264-5011
Sacramento County Operator 875-5000
Sacramento County Sheriff 874-5115
TTY 874-7128
Citrus Heights Police 727-5500
Elk Grove Police 714-5115
Folsom Police 355-7231
Galt Police (209) 366-7000
Isleton Police 777-7774
Rancho Cordova Police 362-5115
Sacramento City Police 264-5471

OTHER NUMBERS:

Amber Alert (800) 222-FIND [3463]
American Red Cross 993-7070
Crime Alert 443-HELP [4357]
PG&E 24-hour service (800) 743-5000
Poison Control (800) 876-4766
Sacramento County Water Agency
(call to report broken water lines
or urban flooding) 875-7246

HOMELAND SECURITY ADVISORY SYSTEM



The federal government devised a “Homeland Security Advisory System” in 2002 to quickly communicate information about the risk of terrorist attacks. The system uses a graduated set of warnings that are color-coded to identify differing levels of threat conditions. Each threat level signals federal and local authorities to enact a corresponding group of protective measures. The state of California has adopted this system in order to create a common structure through which various agencies can communicate clearly with each other and with California residents and visitors.

A Final Word

Protecting Sacramento County residents is more than just a job for law enforcement agencies, fire departments, emergency medical services and local health officials. Our families and friends live here, too, and we will continue to do everything personally and professionally that is possible to protect our home and yours. But we cannot do it alone. All of us must work together to succeed in defeating terrorism.

Homeland Security starts at home. Whether you become prepared to lead your family through a fire drill, help a neighbor to learn first aid, or volunteer to assist emergency services personnel, every action is appreciated and gets us one step closer to a safer community and a more secure nation.

Homeland Security Advisory System

The Homeland Security Advisory System makes use of a graduated set of color-coded warnings to indicate the level of potential threat conditions. A threat level may be assigned for the entire nation, for a smaller geographic area, or for a type of industry or institution.

Risk of Attack	Recommended Actions for Citizens
 GREEN Low Risk	➔ Develop a family emergency plan. Share it with family and friends, and practice the plan. Visit www.Ready.gov for help creating a plan. ➔ Create an "Emergency Supply Kit" for your household. ➔ Be informed. Visit www.Ready.gov or obtain a copy of "Preparing Makes Sense, Get Ready Now" by calling 1-800-BE-READY. ➔ Know how to shelter-in-place and how to turn off utilities (power, gas, and water) to your home. ➔ Examine volunteer opportunities in your community, such as Citizen Corps, Volunteers in Police Service, Neighborhood Watch or others, and donate your time. ➔ Consider completing an American Red Cross first aid or CPR course , or Community Emergency Response Team (CERT) course .
 BLUE Guarded Risk	➔ <i>Complete recommended steps at level green.</i> ➔ Review stored disaster supplies and replace items that are outdated. ➔ Be alert to suspicious activity and report it to proper authorities.
 YELLOW Elevated Risk	➔ <i>Complete recommended steps at levels green and blue.</i> ➔ Ensure disaster supply kit is stocked and ready. ➔ Check telephone numbers in family emergency plan and update as necessary. ➔ Develop alternate routes to/from work or school and practice them. ➔ Continue to be alert for suspicious activity and report it to authorities.
 ORANGE High Risk	➔ <i>Complete recommended steps at lower levels.</i> ➔ Exercise caution when traveling, and pay attention to advisories. ➔ Review your family emergency plan and make sure all family members know what to do. ➔ Be Patient. Expect some delays, baggage searches and restrictions at public buildings. ➔ Check on neighbors or others who might need assistance in an emergency.
 RED Severe Risk	➔ <i>Complete all recommended actions at lower levels.</i> ➔ Listen to local emergency management officials. ➔ Stay tuned to TV or radio for current information and instructions. ➔ Be prepared to shelter-in-place or evacuate, as instructed. ➔ Expect traffic delays and restrictions. ➔ Provide volunteer services only as requested. ➔ Contact your school or business to determine status of work day.

This table, compiled by the Department of Homeland Security, is available at <http://www.dhs.gov/xlibrary/assets/CitizenGuidanceHSAS2.pdf> on the Web.

Appendices



APPENDIX A: WALLET CARDS

Use these wallet card templates to keep personal and local emergency services' phone numbers with you.

Make photocopies of these pages. Fill in the blanks with numbers for your local emergency services agencies (listed on page 47 in this section), clip the individual wallet cards, and distribute them among them members of your family. Keep a copy in your wallet or purse, and leave a copy by your phone.



Personal Numbers
Adult physician _____
Child physician _____
Veterinarian _____
School _____
Cell _____
Cell _____
Father's work _____
Mother's work _____
Baby sitter _____
Neighbor _____
Other _____



Personal Numbers
Adult physician _____
Child physician _____
Veterinarian _____
School _____
Cell _____
Cell _____
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Mother's work _____
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Other _____



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Cell _____
Cell _____
Father's work _____
Mother's work _____
Baby sitter _____
Neighbor _____
Other _____

APPENDIX A: PERSONAL INFORMATION

Make copies for yourself and family. Keep a copy by the phone and one in each family member's wallet.



Local Phone Numbers
Sacramento (916)

Emergency numbers
Police/Fire/Rescue..... 911
TTY (city of Sacramento)732-0110
Cell: City of Sacramento264-5151
Cell: Elsewhere in county874-5111
Poison Control(800) 876-4766

Non-emergency numbers
Police
SMUD (888) 742-7683
PG&E (800) 743-5000
.....
.....
.....



Local Phone Numbers
Sacramento (916)

Emergency numbers
Police/Fire/Rescue..... 911
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SMUD (888) 742-7683
PG&E (800) 743-5000
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.....

LOCAL EMERGENCY SERVICES PHONE NUMBERS

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Emergency numbers

Police/Fire/Rescue911
TTY (city of Sacramento)732-0110
From cell phones:
 Within city of Sacramento264-5151
 From elsewhere in county874-5111

Non-emergency numbers

2-1-1 (Sacramento city and county) (24-hour information and referral service)211
 TTY446-1434
3-1-1 (city of Sacramento only) (24-hour information and referral service)311
 TTY264-5011
Sacramento County Operator875-5000
Sacramento County Sheriff874-5115
 TTY874-7128
Citrus Heights Police727-5500
Elk Grove Police714-5115
Folsom Police355-7231
Galt Police(209) 366-7000
Isleton Police777-7774
Rancho Cordova Police362-5115
Sacramento City Police264-5471

Other numbers:
Amber Alert(800) 222-FIND [3463]
American Red Cross993-7070
Crime Alert443-HELP [4357]
PG&E 24-hour service(800) 743-5000
Poison Control(800) 876-4766
Sacramento County Water Agency (call to report broken water lines or urban flooding)875-7246
SMUD 24-hour service(888) 742-7683

PERSONAL NUMBERS

Add your own information in the blank spaces.

Medical:

Adult Physician _____

Child Physician _____

Veterinarian _____

Emergency Contacts:

Out of State _____

Family _____

Neighbor _____

Other _____

Evacuation & Reunion

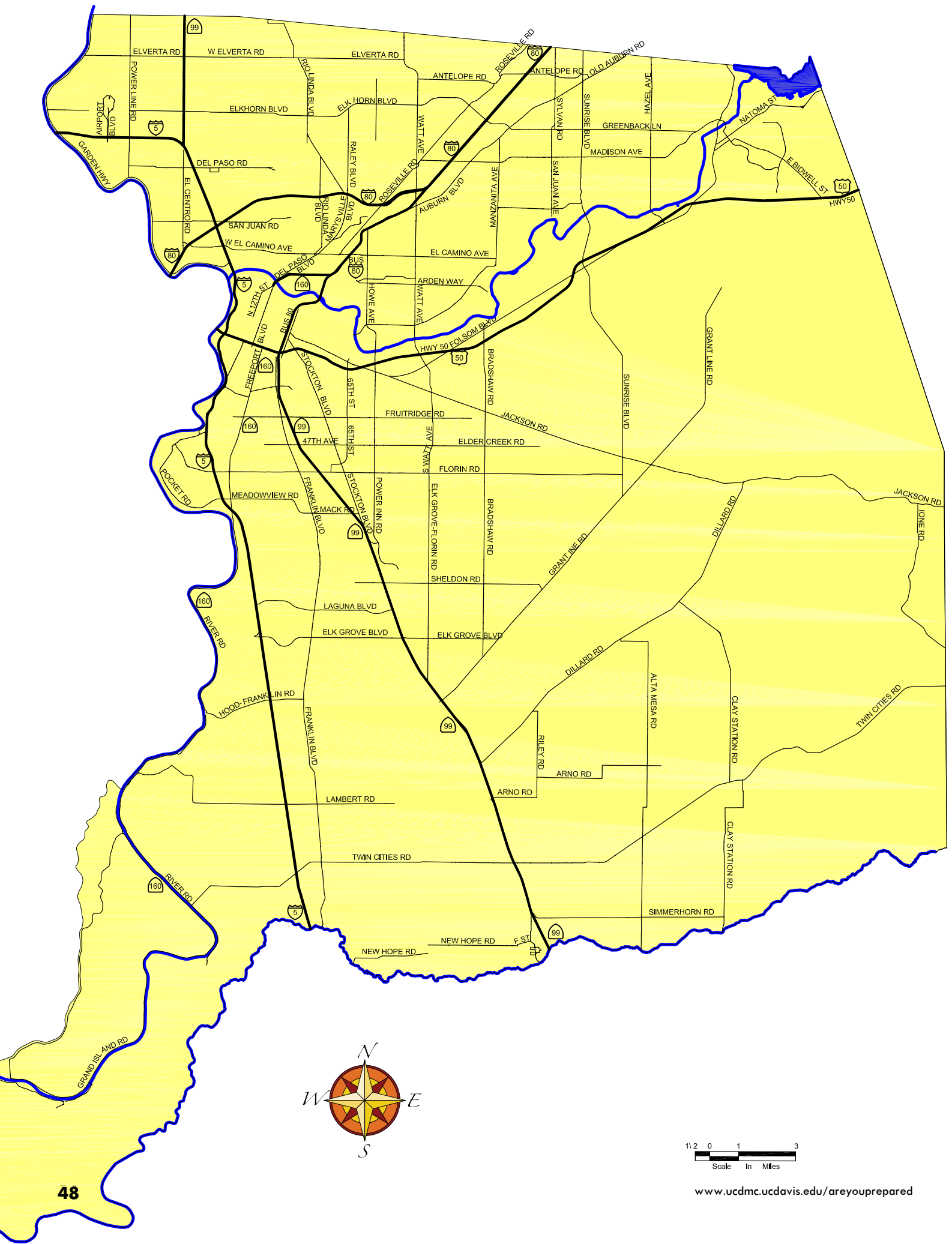
Home _____

School _____

Father's work _____

Mother's work _____

Baby sitter _____





PUBLIC HEALTH

Department of Health & Human Services

Division of Public Health

www.scph.com

Ann Edwards, Director

Department of Health & Human Services

Glennah Trochet, M.D.

County Health Officer

For Additional Information: (916) 875-5881

*This project was supported by the Centers for Disease Control
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State of California, Emergency Preparedness Office contract 10-34*



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www.saccounty.net

May 2011

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You may view this guide online and download a PDF file at <http://www.ucdmc.ucdavis.edu/areyouprepared/> and at <http://www.scph.com> (where translations into other languages also are available).

Additional information is available from the
Sacramento Region Community Emergency Response Team (CERT) at <http://www.srccc.org> on the Web.

*This booklet was prepared collaboratively by the
UC Davis Health System and several emergency response agencies and departments in Sacramento County.*



PUBLIC HEALTH

SACRAMENTO COUNTY Department of Health & Human Services

Division of Public Health
7001A East Parkway, Suite 600
Sacramento, CA 95823

Phone: (916) 875-5881
www.scph.com