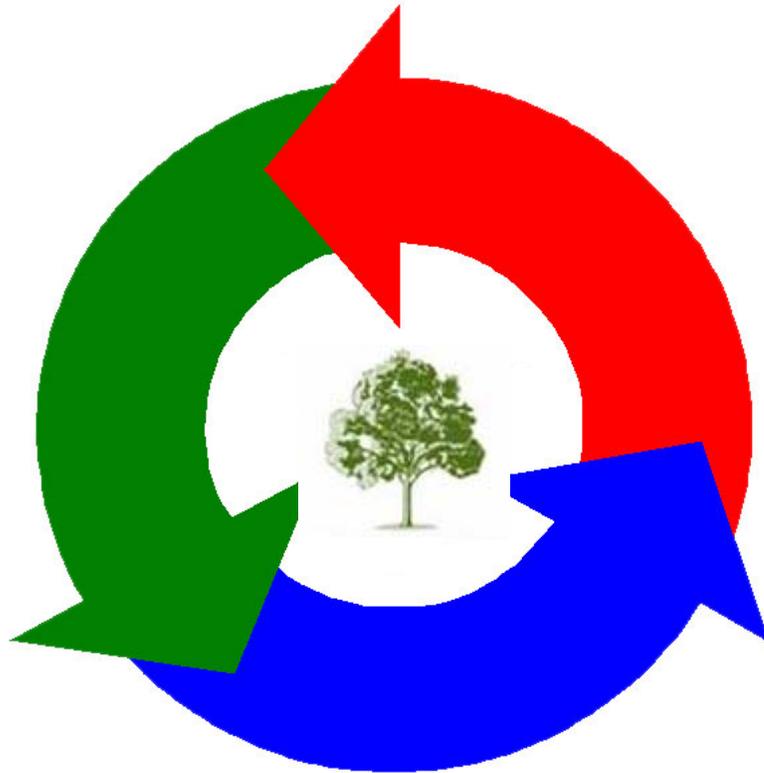


CITY OF CENTRAL



2010-2011 EMERGENCY PREPAREDNESS PLAN

Prepared by

Municipal Services Division
Department of Public Works
22801 Greenwell Springs Rd. Suite 2
Central, Louisiana 70739

TABLE OF CONTENTS

PROMULGATION STATEMENT	2
STATEMENT OF PURPOSE	3
SITUATION AND ASSUMPTIONS (Hazard Analysis)	4
CONCEPT OF OPERATIONS	7
ASSIGNMENT OF RESPONSIBILITIES	8
ADMINISTRATION	10
SUPPORT RESOURCES	11
PLAN DEVELOPMENT AND MAINTENANCE	12
EXERCISES AND TRAINING	12

ANNEXES

Annex A – Direction and Control	13
Annex B – Evacuation	16
Annex C – Communications	19
Annex D – Alert & Warning	21
Annex E – Shelter	24
Annex F – Radiological	28
Annex G – Police	29
Annex H – Fire and Rescue	32
Annex I – Public Works	36
Annex J – Emergency Public Information	40
Annex K – Hurricane Plan	45

ATTACHMENTS –

1. Emergency Maps of the City of Central, Louisiana
 - A. Street / Road Maps
 - B. Hazard Maps (Flood Plains etc.)
 - C. Facility Floor Plan(s)
2. Phone Directory for Emergency Personnel (page 61)
3. Resource List
4. Declaration of Local Emergency
5. Emergency Chain-of-Command (Line of Authority)

Please Note: *Each Individual Department is responsible for its own –*

- A. Facility Floor Plan(s)*
- B. Emergency Contact List*
- C. Resource List*

PROMULGATION STATEMENT

To all Recipients:

Transmitted herewith is the Emergency Operations Plan for the City of Central, Louisiana. It provides a framework for use in performing emergency functions during a major emergency or disaster in and around the City.

This Emergency Operations Plan includes the four phases of emergency management. They are:

Prevention – Those activities which eliminate or reduce the probability of an incident, also know as mitigation;

Preparedness – Those activities developed to save lives and minimize damage;

Response – Immediate activities which prevent loss of lives and property and provide emergency assistance;

Recovery – Short and long term activities which return all systems to normal or improved standards.

This plan is prepared in accordance with Federal and Louisiana Statutes. It will be tested, revised and updated as required. All recipients are requested to advise the Municipal Services, Department of Public Works Director regarding recommendations for improvements or alterations. This Plan is designed to be used as a general outline only and no warranties regarding omissions or exclusions are made or implied. All liabilities are hereby specifically rejected.

Shelton S. "Mac" Watts, Mayor

PURPOSE OF THE PLAN

This plan is a local level integrated emergency preparedness and crisis manual. It is designed to describe the emergency-disaster response of the City of Central, Louisiana.

The plan goal is to provide a means to utilize all available resources to MITIGATE or prevent potential emergencies or disasters whenever possible, PREPARE to deal efficiently with the effects of inevitable events, RESPOND to the needs to save lives and protect property, and promote a means to RECOVER rapidly from unavoidable damages.

The plan is intended to be both “generic” and “hazard specific”, covering the entire range of emergency and disaster situations from age old natural disasters to the technological hazards created as a bi-product of our modern society.

The plan is a reference of emergency-disaster information and the basic source of data considered necessary to accomplish the various types of emergency missions. It is designed to bring the user to the point of knowing what is to be done, and who is to do it. It may include information relative to when and where the response will be effective, and even why it will be done.

Each participating organization, private or governmental, must depend upon its own expertise to develop the procedures describing “how” to carry out its assignments in support of the plan.

SITUATIONS AND ASSUMPTIONS

SITUATION:

The City of Central, located in East Baton Rouge Parish, in the Southeast section of Louisiana is bordered by the Comite River to the west, and Amite River to the east and Hwy 64 to the north. It is 66 square miles and has a population of 27,000 residents.

Highways La408 (Hooper Rd), La3034 (Magnolia Bridge Rd), La37 (Greenwell Springs Rd) and La64 (Greenwell Springs Pride Port Hudson Rd) provide major highway access to the City of Central.

The City of Central is primarily protected by the Central Fire Protection District while the northern part of the city is protected by Chaneyville and Pride Station # 10. The stations are located at:

- Station 31 (11646 Sullivan Rd)
- Station 32 (4864 Monticello Blvd.)
- Station 33 (7019 Donnybrook)
- Station 34 (15341 East Beaver)
- Station 35 (10626 Lovett Rd)
- Pride Fire District (20920 Carson Rd)

- Chaneyville Fire District (22790 Reames Rd)

The City of Central has a full-time paid Police Chief. Law Enforcement is handled by Local Police, Sheriff's Dept., and State Police Dept. Dispatching services are provided by the East Baton Rouge Sheriff's Office.

The City's Municipal Services Headquarters is located at 22801 Greenwell Springs Rd and the Field Services Equipment Yard is located on Sparkle Dr. They are responsible for 258 lane miles excluding State and Parish roadways.

The City of Baton Rouge Parish of East Baton Rouge maintenance yards are located on South Choctaw Extension (BR), Valley St (BR), and Hwy 19 (BR).

Department of Transportation and Development Maintenance District #61 is located 8100 Airline Hwy (BR).

There are (5) Public (5) Private School

- Tanglewood Elementary
 - Bellingrath Hills Elementary
 - Central Middle School
 - Central High School
 - Central Intermediate
 - Central Private
 - St. Alphonsus Catholic
 - Galilee Baptist Academy
 - Central Christian Academy
-
- MTI School of Ministry

The nearest Hospital's is Summit Medical, OLOL (Our Lady of the Lake), Baton Rouge General, Lane Memorial, Earl K Long Hospital, and Greenwell Springs Psychiatric Hospital.

The Amite and Comite Rivers has been the cause of some problems in the past. Advanced weather prediction is not always accurate and extreme precipitation can develop without adequate warning. Flooding, especially back-flow flooding can impact numerous areas within the City that are located in extremely low lying areas such as Frenchtown Rd, Winchester Subdivision, and Monhegan Subdivision

ASSUMPTIONS: (HAZARD ANALYSIS)

Tornado and Hurricanes are the most probable natural cause of emergencies or disasters in the City of Central. Due to the geographical location of the City, tornados and/or hurricanes are always a direct threat to the safety and well-being of our citizens as well as extensive

residential and commercial damage. Downed trees and/or power lines are always a legitimate concern to the area.

Flooding is also a genuine concern considering the City resides between two large Rivers the Amite and Comite which is situated on the East and West boundaries of the City. Although flash flooding is a concern during heavy thunderstorms, back-flow flooding is the greatest threat of property damage within the City. This normally occurs after extended days of heavy rainfall.

Wildfires are possible in the more rural areas within the City which would more likely occur during late summer and early fall. The areas contain potential fuel for a serious conflagration. Some recreational and rural properties with single access roads could be in jeopardy. All fire detection methods should be corresponded through the local Fire Departments.

Drought ~ South Louisiana weather is very unpredictable so the occurrence of an extended drought is probable.

Earthquakes – Due to the New Madrid **Fault Line** that runs throughout south Louisiana Earthquakes can be an option.

National Emergency – National Emergencies, including a possible attack by foreign interests may not be a direct threat to the City of Central but could however, be a threat to our neighboring city of Baton Rouge, due to the vast number of refineries and plants. Also, our outside resources which control the delivery of some food and fuel supplies could be directly affected by such an emergency, which could have a severe impact upon the City's population.

Radiological Emergencies are possible from vehicles traveling on surrounding highways.

Aircraft Crashes can happen anywhere in the vicinity of the City of Central. Commercial and small aircraft are always potential disasters that could cause mass casualties due to the close proximity of the Baton Rouge Metropolitan Airport.

CONCEPT OF OPERATIONS

General:

1. Operations conducted under this plan require a rapid and coordinated response by all Operations and Emergency personnel.
2. Implementation of operations must be as self-triggering as possible and not dependent upon the presence of a particular individual.
3. The City of Central's Emergency Operations Center (EOC) will be the coordinating agency for all activity in connection with Emergency Management.
4. The Mayor or his designees will be responsible for the execution of the plan and for minimizing the disaster effects.
5. Central control from the Emergency Operations Center (EOC) provides the requisite direction and coordination. The EOC is located at Fire Station # 31 (11646 Sullivan Rd).

Operations:

Operation of the plan commences when the Mayor or his designees, determine that the severity or length of the situation warrants plan implementation to reduce the threat of life and/or property to a minimum.

1. Alert and order the mobilization of the City Emergency Management Organization.
2. Activate the City's Emergency Operations Center (EOC). Size and composition of the staff is to be determined by the magnitude of the disaster.
3. Alert the general population of the disaster or impending danger.
4. Arrange for the evacuation of threatened areas.
5. Establish temporary shelter, food, and medical for the citizens of Central as necessary, including evacuees from threatened areas outside of the City of Central geographical boundaries.
6. Notify those public and private agencies dedicated to the relief of distress and suffering, i.e., Red Cross, Salvation Army, Zoar Baptist Relief Team, etc. and establish liaison as necessary.
7. Alert Parish Emergency Management Offices for assistance and coordination of other city parish agencies with disaster capabilities.

8. Notify local industries, public utility companies, schools, etc., of the disaster or pending disaster as necessary.

Responsibilities:

The City Operations Plan consists of this basic plan with appropriate annexes to cover emergency operations as follows:

ANNEX A. Direction and Control: Emergency Management Director. Includes staffing and functioning of the EOC and succession of command.

ANNEX B. Evacuation: Emergency Management Coordinator. Includes actions to protect the population before, during and after disasters by establishing evacuation routes, safe areas, transportation and coordination with shelters.

ANNEX C. Communications: Communications Officer. Includes local emergency communications to utilize for all types of disasters.

ANNEX D. Alert and Warning: Fire Chief. Includes a means for receiving and disseminating warnings for disasters and maintenance procedures.

ANNEX E. Shelter: Emergency Management Coordinator. Includes actions to protect the population before, during, and after disasters by establishing best available shelters and/or feeding, registering, clothing and social services. (American Red Cross)

ANNEX F. Radiological Protection: Fire Chief. Includes radiological monitoring and means to identify radioactive hazards resulting from war related or peacetime incidents.

ANNEX G. Police: Chief of Police. (Sheriff Dept. or State Police) includes maintenance of law and order, control of traffic, controlling and limiting access to the scene of a disaster.

ANNEX H. Fire and Rescue: Fire Chief. Includes actions to limit or prevent loss of life and property from fire or threat of and assisting in rescue, warning and evacuation.

ANNEX I. Public Works: Director of Public Works. Includes maintaining the cities roads, bridges, and storm drainage systems and assisting with equipment and personnel if a disaster threatens or occurs.

ANNEX J. Emergency Public information: Emergency Management Director. Includes actions for providing a flow of accurate and official information and instructions to the general public through all means of communications available before, during, and after an emergency or disaster.

ANNEX K. Resource Management: Emergency Management Director. Includes actions to obtain vital supplies and other properties found lacking, and needed for the protection of health, life and property of people, and resources for special or critical care facilities.

ANNEX L. Hazardous Materials: Fire Chief. Includes the identification of HAZMAT facilities and transportation routes within the city. It also outlines responsibilities for responding to a HAZMAT incident within the city.

The emergency tasks designated in the Annexes are related to day-to-day activities assigned by existing law, where applicable. Several have been added or extended to cope with emergency situations. Each City department and/or agency has the responsibility of preparing a written, functional Annex, with appropriate Appendices and Attachments, delineating the staffing, alerting and actions necessary to accomplish assigned tasks. The Annexes listed or general preliminary suggestions that is to be altered, modified and updated by the Emergency Management Coordinator.

Development of these Annexes will be coordinated with the Emergency Management Coordinator and updated annually by Municipal Services.

ADMINISTRATION EMERGENCY MANAGEMENT STAFF

The Mayor or his designee shall be the director of emergency management. The City Emergency Management Coordinator will report to the Emergency Management Director and may be the individual responsible for day-to-day emergency management operations.

The Emergency Management Director shall have the general supervision of the Emergency Management program and Emergency Management Coordinator. This will include any direction and guidance necessary.

The Emergency Management Director (Mayor Watts) will be responsible for:

- Chairing all Emergency Management meetings.
- Provide expertise and guidance to the E.M. Coordinator preparing the Emergency Operations Plan.
- Preparing and promoting ordinances when necessary.

- Providing City resources to the E.M. Coordinator in establishing and operating an EOC.
- Provide guidance in the annual Emergency Management budget and preparation of reports.

The Emergency Management Coordinator (Chief Bill Porche) shall be responsible for:

- The preparation of the basic plan and its review and update.
- With the approval of the Mayor or his designee, appoint service heads to the Emergency Management Program.
- Shall have direct responsibility for the organizations, the administration and operations subject to the direction and guidance of the Mayor or his designee.
- Schedule training, drills, and exercise to train and test the local government's response capability.
- Shall be responsible for coordinating with the Parish and State EOC.
- Will encourage participation by staff members for Emergency Management training courses and seminars.
- Shall prepare annual reports for Emergency Management.
- Be responsible for establishing and setting up the EOC.
- Be the EOC Manager and provide for adequate staffing.
- Attend training courses, meetings and seminars at local, state and regional levels.

RESOURCES AND SUPPORT

Resources:

1. Normal supply methods will be utilized.
2. If emergency supplies are required they will be coordinated by the Emergency Management Coordinator under the authority of the Mayor or his designee.
3. The City does not have a central procurement warehouse or distribution system. Emergency supplies will be stored at Station 31 (11646 Sullivan Rd) or supporting stations throughout the city.

Support:

1. Support by civil government forces may be made available from surrounding jurisdictions, including mutual aid agreements.
2. Support by State department and/or agencies will be requested through the East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness by calling : **225-389-2100**
3. The Governor can activate military support. Requests for assistance will be coordinated through the East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness through the number above.

PLAN DEVELOPMENT AND MAINTENANCE

Plan Development:

The Municipal Services Division with approval from the Mayor / City Council has developed this Emergency Preparedness and Crisis Plan for the City of Central. It is implemented with the complete knowledge of all individuals and organizations with assignments or responsibilities in the plan. Participants have agreed to perform emergency response functions to the best of their ability within the guidelines provided.

It is intended that this emergency manual be the primary outline for emergency or disaster operations.

Plan Maintenance:

The Emergency Management Coordinator will be responsible for keeping this plan up-to-date by an annual review. Following any exercise or actual emergency or disaster, the Coordinator will compare response activities with the appropriate sections of the plan to determine if operations were within the spirit of the plan. The Coordinator may call a meeting of City response personnel in order to adjust the plan to reflect emergency actions, or recommend changes in procedure to improve effectiveness.

This plan will be revised whenever any significant change occurs, or if there is a proposal received that will enhance the City's emergency response capability.

EXERCISES AND TRAINING

Exercises:

Exercises shall be conducted annually to determine response time, familiarize the staff members with procedures, determine what deficiencies exist, and what additional training is required.

Training:

It is the responsibility of each Municipal and Emergency Managers, to ensure that his or her personnel receive adequate training.

Requests for training courses or assistance in training personnel will be coordinated through the Emergency Management Coordinator.

**ANNEX A
DIRECTION AND CONTROL
CENTRAL, LOUISIANA**

I. PURPOSE:

To identify a facility as EOC and the staff and actions necessary to provide central direction and control before, during and after disasters/emergencies that could affect the City of Central. To provide emergency information and advise to the public.

II. SITUATION AND ASSUMPTIONS:

A. Situation:

- The Emergency Operations Center will be located at Station 31 (11646 Sullivan Rd)
- The EOC will be activated if a disaster/emergency identified in the hazard analysis has exceeded, or is expected to exceed the City's normal capability to respond.
- The activation of the EOC will be made by the Mayor or disagree.

Primary Staff will consist of:

Mayor of Central
Executive Assistant to the Mayor
City Council Representative
Fire Chief
Municipal Services Project Director
Municipal Services Public Works Director
Police Chief

(The type of emergency/disaster and response may require additional staff)

B. Assumptions:

- The EOC will be adequate for direction and control.
- Communications will be available.
- Close coordination will occur with neighboring jurisdictions, City Parish and State officials, volunteers and industry.

III. CONCEPT OF OPERATIONS:

The EOC staff, upon activation will prepare the EOC for operation, and:

1. Ensure that information is being received from field personnel, recorded and evaluated.
2. Based on evaluation, coordinate response.
3. Develop and maintain a City situation map identifying problem area and deployment of responders.
4. Determine the capability of the City to respond to the situation and whether outside assistance is needed, and its availability. Establish a Liaison.
5. Issue information and advice to the general public. Be prepared to brief the media and answer questions.
6. Prepare for possible 24 hour EOC operation, if warranted.
7. Determine procedures for damage assessment and recovery operations.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

EOC Manager – Mayor or designee has the authority to:

- A. Ensure that all capabilities of the City are utilized in the direction and coordination of alleviating the effects of the disaster or emergency occurring in the city.
- B. Ensure promulgation of regulations to protect life and property and preserve critical Resources.
- C. Request assistance from the City Parish, State, or other political subdivision, where conditions in the city are beyond the control of local emergency management forces.
- D. Obtain vital supplies, equipment and other proprieties needed for the protection of health, life, and property of the people.
- E. Maintain liaison with City Parish, State and Federal authorities and local authorities from nearby jurisdictions.
- F. Coordinate the activity of public and private agencies, including volunteers, Red Cross, industry, etc.
- G. Assume such authority and activity to promote and execute the emergency management plan.

Fire Chief:

- A. Normal operational requirements of the Fire Department and coordination with other services.
- B. Coordinate with other services if an evacuation advisory is anticipated or issued.
- C. Disseminate warnings to the public as required.

Assistant Fire Chief:

- A. Assume the duties of the Fire Chief in his absence, or by his direction.

Municipal Services Division: Director of Public Works or in his absence a designated replacement.

- A. Normal operational requirements of the Public Works Department and coordination with other services.
- B. Debris clearance from City roads.
- C. Coordination of emergency transportation through the Emergency Management Director and/or Emergency Management Coordinator.
- D. Damage assessment as directed by the Emergency Management Director and/or Emergency Management Coordinator.

V. ADMINISTRATION AND LOGISTICS:

1. Emergency Management Director(s) have the responsibility for assuring that the EOC is physically opened.
2. Emergency Management Coordinator has the responsibility for assuring that primary staff has been notified.
3. Department heads have a responsibility for providing radio communication to their departments by bringing a portable radio.
4. Emergency Management Coordinator or his designee has responsibility for providing personal services to the EOC staff. (Food, water, sleeping accommodations, etc.)

**ANNEX B
EVACUATION
CENTRAL, LOUISIANA**

I. PURPOSE:

To provide procedures that would assist the City in accomplishing or assisting in an orderly evacuation of people.

II. SITUATION AND ASSUMPTIONS:

A. Situation:

The City of Central has identified emergencies or disasters in its hazard analysis that could require the evacuation of the city's population. The city could also be utilized as a host area for evacuees from disasters or emergencies outside the city's boundaries.

B. Assumptions:

The City of Central has a capability to offer some assistance if this happens. Direction and control can be accomplished through the Emergency Operations Center. Assistance will be available from local agencies, volunteers, surrounding jurisdictions, and State agencies, if required. (See Basic Plan, Assumptions)

III. MISSION:

To carry out basic government functions of maintaining the public peace, health, and safety if an evacuation of population is contemplated or occurs.

IV. CONCEPT OF OPERATIONS:

Under the recommendation of the Mayor or designee, the city's emergency officers have the responsibility to recommend the evacuation as a viable method of protecting lives before during or after disasters or emergencies that may effect the City. This recommendation, time permitting, will be directed to the Emergency Management Coordinator for implementation and coordination from the EOC. City agencies as covered in their respective ANNEXES have a

responsibility to assist in the warning and evacuation including establishing evacuation routes, safe areas, transportation and coordination with shelter(s).

Need to utilize City Parish / State of Louisiana ordinances for evacuation procedures.

V. ASSIGNMENT OF RESPONSIBILITIES:

The Emergency Management Director is responsible for:

- A. Regulations prohibiting or restricting the movement of vehicles in order to facilitate the mass movement of persons from critical areas within or without the City.
- B. Regulations pertaining to the movement of persons from areas deemed to be hazardous or vulnerable to disaster.
- C. Such other regulations necessary to preserve public peace, health, and safety.

The Emergency Management Coordinator is responsible for:

- A. Development and coordination of evacuation plans.

- B. Maintain liaison with City Parish, State and Federal authorities and authorities of other nearby political sub-divisions.
- C. Negotiating and concluding agreements with owners of persons in control of buildings or other property for the use of such buildings or property for emergency management purposes..
- D. Coordination of the activity of all other public and private agencies.
- E. Reviewing and updating this annex on an annual or as needed basis.
- F. Assisting in dissemination of warning.
- G. Fire inspections and establishing procedures for adequate fire control for shelter occupancy

The Police Chief is responsible for:

- A. Assisting in dissemination of warning.
- B. Coordinating with Emergency Management Director or designee on transportation to shelters.
- C. Emergency traffic control and crowd control.
- D. Assisting in evacuation within capabilities and as requested by Department heads or EM Director.
- E. Security of evacuated areas and shelters.

The Public Works Director is responsible for:

- F. Clearing of debris from City roads.
- G. Coordination of emergency transportation through the Emergency Management Director or Coordinator.
- H. Assisting in the evacuation within capabilities.

VI. DIRECTION AND CONTROL:

Responsibility for implementing an evacuation, time permitting, rests with the Mayor or his designee. Coordination will be accomplished through the Emergency Management Operations Center under the direction of the Emergency Management Coordinator who will coordinate the actions and responsibilities of the Department heads as covered in their respective ANNEXES and outlined in this annex under City of Central responsibilities.

VII. COMMUNICATIONS:

Communications will primary be by land line telephone, City portable radio, cellular phone.

VIII. TRAINING AND EXERCISE:

It is the responsibility of the Emergency Management Coordinator to see that training and exercises are conducted on an annual basis.

**ANNEX C
COMMUNICATIONS
CENTRAL, LOUISIANA**

I. PURPOSE:

To identify communications equipment and procedures that will be utilized during an emergency in the City of Central.

II. SITUATION AND ASSUMPTIONS:

A. Situation:

1. See Basic Plan.
2. The Emergency Management Coordinator will be responsible for coordinating all emergency communications activities during an emergency.
3. The Louisiana State Police and/or East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness have the responsibility for alert/notification of the City from outside hazards.
4. Emergency services have sufficient radios and telephones for day-day emergency operations.

B. Assumptions:

1. See Basic Plan.
2. Local radio will be utilized for emergency warning and instructions to the public.

III. MISSION:

To provide the EOC staff with the capability to communicate with emergency personnel in the field, the public, and other essential services.

IV. ASSIGNMENT OF RESPONSIBILITIES:

Police Department: (Police Chief)

- A. To maintain Police Department telephone and base and portable radio systems. (All Emergency Police business will be dispatched through EBR Sheriff's Dept. system.)

Fire Department: (Fire Chief or designee)

- A. Maintain Fire Department and portable radio system.
- B. Maintain telephone system at the EOC. Obtain additional cellular telephones during an emergency. (When needed)
- C. Test all radio and telephone system periodically.
- D. Maintain Statewide Emergency Management radio link. (Not yet available)

Emergency Management Agency: (EM Coordinator)

- A. To provide liaison with City Parish, State and Federal agencies.
- B. Ensure that the East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness is aware of the local communications system procedures.
- C. Revise and update the ANNEX annually or as necessary.
- D. See that personnel are trained and that communication systems and tested.
- E. Coordinate with the local volunteer organizations.

V. CONCEPT OF OPERATIONS:

In addition to telephone communications, all city departments utilize radio communications. The Fire Department base radio is located at Station 31 (11646 Sullivan Rd) which houses the EOC. The Police Department, Municipal Services, and City Administration can utilize portable radio communications.

The Fire, City Administration and Municipal Services all possess cellular phones for the possibility if any and all phone and radio communications fail.

I. PURPOSE:

To identify responsible authorities and the method that will be utilized to alert City authorities and warn the general public.

II. SITUATION AND ASSUMPTIONS:

A. Situations:

1. See Basic Plan.
2. The Fire Chief is the Warning Officer for the City of Central.
3. The East Baton Rouge City Parish have the responsibility for alert/notification and for contacting the Fire Chief.
4. Both Fire and Police vehicles are equipped with loud speakers.
5. Door to Door warning will be necessary for part of the population.
6. The City has a viable alert notification system for City response and the School department. (CAL System)

B. Assumptions:

1. See Basic Plan.
2. Police and Fire vehicles will be available.
3. Fire, Police and volunteers will be utilized for emergency warning and instructions.
4. Local radio will be utilized for emergency warning and instructions to the public.
5. Warning time will vary depending on the hazard and speed of onset. Time available can vary from ample to none but will generally allow City officials sufficient time to evaluate necessary actions.
6. A requirement for warning may be local, parish, state and/or national in origin.

III. MISSION:

To notify the EOC staff and the general public if the situation or hazard requires.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

A. Police Department:

1. To receive warning notification through the Fire Dept. from the City Parish, State or from Public and disseminate as required.
2. Assist the Fire Department in warning the public.
3. To alert the EOC primary staff when EOC is activated.

B. Fire Department:

1. To disseminate a warning to the public using sirens, public address systems, City agencies, volunteers and the media as required.

C. Emergency Management Agency:

1. To provide liaison with City Parish, State and Federal agencies.
2. Assure that City Parish EOC office is aware of the local warning point and that procedures are up to date and operational for reception.
3. Revise and update this annex annually or as necessary with the Police and Fire Chiefs.
4. See that personnel are trained and that warning functions are exercised.
5. Provide liaison with Red-Cross language data bank personnel for hearing impaired and non-English speaking groups as appropriate.
6. Check with Fire Chief that nursing homes, major industries and other key locations have been notified.
7. See that Fire and Police make verification of warnings before dissemination.

V. CONCEPT OF OPERATIONS:

The City of Baton Rouge, Parish of East Baton Rouge have primary responsibility for initial reception of any warning disseminated by the State. If a warning is locally generated it would normally be received by the Police and/or Fire Departments by telephone. Each department has a responsibility to see that the other department is notified as well as the Mayor. Once this is accomplished the Fire Chief has the responsibility of EOC staff notification. Time permitting, a decision to warn the public and the method to be utilized will be coordinated with the Mayor or his designee particularly if the method of protecting the public includes sheltering and/or evacuation.

VI. COMMUNICATIONS:

City divisions will use the municipal frequency for interface including a land-line to the School Board Office to man their base if the situation so requires. Primary communications with the media, State and other surrounding local governments will be by telephone. If shelters are utilized, primary communications will be cellular

telephone. If the situation indicates, city portable radios, city equipped vehicles or messengers will be used.

**ANNEX E
SHELTER
CENTRAL, LOUISIANA**

I. PURPOSE:

To define the duties and responsibilities of shelter service in the event of a natural or man-made disaster. (Need to refer to American Red Cross Procedures)

II. SITUATIONS AND ASSUMPTIONS:

A. *Situation:*

1. See Basic Plan.
2. The City of Central could be subjected to the effects of a disaster requiring the sheltering of a significant number of people for an undetermined period of time.
3. If such disaster occurs, shelter will be provided in predetermined locations selected and arranged by the American Red Cross.
4. Activation of shelters will be determined by the Emergency Management Director and will be dependent on the magnitude of the disaster.
5. The American Red Cross has both the expertise and experience in operation public shelters.

6. Special needs for the elderly, handicapped, institutionalized, and those with language barriers are recognized and will be provided for.

B. Assumptions:

1. See Basic Plan.
2. The American Red Cross will recruit necessary volunteers to complement Red Cross staff in shelter operations.
3. The Red Cross will coordinate with the Emergency Management Director(s) for any additional support that can be provided by local government agencies.
4. Shelters in the City of Central will not normally be stocked. The Red Cross will obtain supplies through local sources when possible.

III. MISSION:

To protect the citizens of Central from the effects of a disaster, or impending disaster, by directing the public to available shelters, performing necessary tasks during the shelter stay, and releasing the shelter occupants when the situation warrants.

IV. EXECUTION:

A. Organization:

1. Emergency Management Coordinator will be liaison between the City and the Red Cross Shelter Coordinator.
2. Members of the Red Cross and volunteers, recruited from State agencies or the local populace, will constitute each individual shelter organization.
3. The Emergency Management Coordinator will coordinate outside shelter assistance requested from City Departments and/or agencies.

B. Alert Notification:

1. City Parish Emergency Management Center will notify the Red Cross Shelter Service of the need of shelter services.

C. Emergency Operating Center:

1. A Red Cross representative may report to the EOC when necessary to assist in the coordination of shelter operations.
2. Status charts may be utilized at the EOC to indicate the location of shelters and available spaces, etc.
3. A log of incoming outgoing messages concerning shelter operations will be maintained.

4. Coordination with other emergency services will be accomplished through the Emergency Management Director.
5. Primary shelter communications will be by land or cellular telephone. Radios or messengers may also be utilized when available. If additional radio communications are desired, request will be coordinated through the Emergency Management Director.

D. Concept of Operations:

1. The Red Cross and Emergency Management Coordinator will coordinate designation of shelters as part of this plan. The Red Cross will have a position reserved in the City of Central Emergency Operations Center.
2. The Red Cross will be the sole operator of the City of Central emergency shelters. Assistance in feeding may be provided by volunteers.
3. Fire Inspections are routinely performed by the Fire Department in designated shelters.
4. Assistance in security, inside and outside, will be coordinated with the Central Police Department and EBR Sheriff's Department.
5. Public information concerning shelters will be coordinated through the Emergency Management Director.
6. If the nature of the disaster requires the decontamination procedures are necessary, assistance will be requested through the Emergency Management Director.
7. The Emergency Management Director will be consulted prior to release of shelter occupants. Public safety will be a major concern in order to ensure that any remaining hazards have been identified and that shelter occupants have received adequate information for their personal protection.

E. Training and Exercise:

1. It is expected that the Red Cross will train shelter staff. City Liaison and coordination duties will be developed and participating City personnel trained.
2. If additional or special training is required, it will be coordinated through the Emergency Management Director.
3. Shelter exercises will be held at the request of the Red Cross. Emergency Management Director will coordinate exercises.

The American Red Cross, as mandated by Federal Law 36-ISC-3 and reaffirmed in Public Law 93-288 (Federal Disaster Relief Act of 1974), provides disaster relief in peacetime.

At the State level, the Statement of Understanding between the American Red Cross and The State of Louisiana establishes the operating relationships between these agencies. The major care and shelter responsibilities of the Red Cross in the emergency period include:

- Emergency lodging for disaster victims in public or private buildings.
- Food and clothing for persons in emergency mass care facilities.
- Food for disaster workers if normal commercial feeding facilities are not available.
- Registration and injury service.

The Red Cross acts cooperatively with State and local governments and other private relief organizations to provide emergency mass care to persons affected by disasters in peacetime. There is no legal mandate for Red Cross involvement in a State of War Emergency, however, assistance and support will be provided to Louisiana Emergency Management, to the extent possible.

ANNEX F RADIOLOGICAL PROTECTION CENTRAL, LOUISIANA

I. PURPOSE:

To provide protection for the citizens of Central from effects of radioactive materials.

II. SITUATION AND ASSUMPTIONS:

Radioactive materials could travel through the city on Highways La408 (Hooper Rd), La3034 (Magnolia Bridge Rd), La37 (Greenwell Springs Rd) and La64 (Greenwell Springs Pride Port Hudson Rd). An accident involving a vehicle carrying radioactive materials would be a matter of concern.

III. CONCEPT OF OPERATIONS:

The Emergency Management Coordinator will handle the situation in the same manner as any hazardous materials incident. The area would be secured at an appropriate distance and assistance would immediately be requested.

**ANNEX G
POLICE
CITY OF CENTRAL, LOUISIANA**

I. PURPOSE:

To provide for disaster and emergency response by the Police Department of the City of Central.

II. SITUATION AND ASSUMPTIONS:

A. *Situation:*

1. A hazard analysis has been completed that identifies types of disasters or emergencies that could affect the city.
2. The City of Central, located in East Baton Rouge Parish, in the Southeast section of Louisiana is bordered by the Comite River to the west, and Amite River to the east and Hwy 64 to the north. It is 66 square miles and has a population of 27,000 residents.

B. *Assumptions:*

1. Assistance will be available from the East Baton Rouge Sheriff's Department and the Louisiana State Police during a major disaster or emergency affecting the City of Central.
2. Assistance may be secured from outside the City of Central by requesting aid from the East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness.

III. MISSION:

1. Protection of Life and Property.
2. Maintaining Law and Order.
3. Emergency Traffic Control.
4. Crowd Control.
5. Assisting in evacuating.
6. Assisting in warning of residents.

IV. ADMINISTRATION AND LOGISTICS:

1. Normal channels will be used for day-to-day operations.
2. Emergency supplies and equipment will be secured through area supply agencies and administered by Police Chief or his designee.
3. Emergency funding will be requested through the Emergency Management Director before, during or after disasters or emergencies.
4. Legal questions will be referred to the City Attorney.
5. Records of purchasing and disbursements applicable to the disaster/emergency will be kept through normal procedures.

V. CONCEPT OF OPERATIONS:

In the event that a warning is received or a disaster or emergency occurs, the following will be instituted.

1. All off-duty personnel will be called in.
2. All equipment will be checked and prepared for use.
3. Feeding and lodging of emergency personnel will be instituted.
4. Security and protection of departmental personnel will be maintained by the Department or by calling in other area law enforcement agencies.
5. Area police assistance is provided and coordinated through the EBR Sheriff's dispatch Center.

6. Evacuation of endangered areas will be accomplished using a mobile public address system followed by a door-to-door check, with transportation to shelters coordinated with the Emergency Management Director or designee.
7. The Police Chief or designee will report to the EOC, if activated, to provide direction and coordination of police functions.

VI. ORGANIZATION AND ASSIGNMENTS:

1. The Police Chief is responsible for day-to-day and emergency operations of his department and for coordination with other local agencies.
2. The Police Chief has the responsibility for disaster planning and for maintaining and updating this police annex annually or on an as-needed basis and coordinating changes with Emergency Management.
3. The Police Chief has the responsibility of reporting to an established command post or of recommending or creating a command post if the situation indicates.

VII. TRAINING AND EXERCISES:

1. Emergency Operations Training for Department Personnel will be conducted through periodic briefings and/or courses on emergency operations procedures.
2. Test exercises for Department personnel will be conducted in cooperation with the City of Central Emergency Management Director and/or Coordinator.

**ANNEX H
FIRE AND RESCUE
CENTRAL, LOUISIANA**

I. PURPOSE:

To develop a plan that will assist in minimizing damage to property, save lives, and improve recovery in the event of an emergency/disaster requiring a response from the Central, Chaney and Pride Fire Department personnel.

II. SITUATION AND ASSUMPTIONS:

1. The Central, Chaney and Pride Fire Department have the primary responsibility of responding to emergencies in the City of Central where fire or threat of fire may exist.
2. The Fire Department can expect assistance from other city agencies and departments upon request.
3. Fire Department personnel assisted in the development of hazard analysis for the city. Occurrence of an emergency in any of these priority areas, or other hazards not identified, could require a major response from the Department or have an effect on their capability to respond to other emergencies.

III. MISSION:

1. To limit or prevent loss of life and property from fires or threat of fires.
2. To assist in warning and evacuation.
3. To assist and cooperate with other local agencies and departments responding to disaster.

IV. CONCEPT OF OPERATIONS:

1. Operations of the Fire Department require a rapid and coordinated response.
2. Implementation must be as self-triggering as possible and dependent upon the presence of a particular individual. Fire Department Personnel carry pagers and will normally be notified by the Fire Department if a response is necessary.
3. The Fire Officer in charge of the incident has responsibility for requesting additional assistance.

4. Initial response will include an evaluation of the on-scene situation, establishment of a command post, if necessary, and identification of a staging area if additional assistance is required.

V. RESPONSIBILITIES:

A. Fire Chief or Designee:

1. Responding to fire or threat of fire.
2. Any rescue work needed, then protecting exposures as required and extinguishing fires.
3. Assisting other city agencies, if requested, when life or property is threatened.
4. Assisting in dissemination of warning.
5. Recommending and assisting in evacuation if situation warrants.
6. Requesting assistance from Mutual Aid System and other city agencies/departments.
7. Keeping proper authorities informed of situation.
8. Normal operation of Fire Department.

VI. DIRECTION AND CONTROL:

B. Fire Department Officers:

1. Must have ability and knowledge to service as officer-in-charge at an incident until a higher ranking officer or Chief is on-scene and assumes command.
2. Knowledge and skills to perform day-to-day operations as described in staff duties.
3. Other specific or related fire response duties as assigned by the Chief or Officer-in-charge at the scene or as indicated in standard operations procedures.

VII. DIRECTION AND CONTROL:

Direction and control, as a function, is covered in ANNEX A.

1. The Fire Officer in charge of the incident has responsibility for requesting additional assistance.
2. A command post shall be established at the scene with responding agencies reporting on arrival.

3. If the situation warrants the opening of the City's Emergency Operations Center, the Chief or designee shall assure that communications with the EOC are established and he or his designee shall go to the EOC to provide information and coordination.

VIII. COMMUNICATIONS:

1. The Local fire base radio system is manned at the Headquarters located at Fire Station # 31 (11646 Sullivan Rd).
2. All Fire apparatus's is radio equipped.
3. The Fire Department also has portable radios with multiple frequencies capable of communicating with other departments.
4. In the event of radio failure, cellular phones and/or satellite phones will be activated for use during a disaster and/or emergency.

IX. WARNING:

1. The Fire Chief or his designee has the responsibility as the City Warning Officer of disseminating severe weather warnings.
2. The Fire Chief or designee has the responsibility of assisting in warning the population in an area recommended for evacuation.

X. SHELTER:

If shelters are identified for use, the Fire Chief or his designee has the responsibility of fire inspections and of establishing procedures for adequate fire controls for shelter occupancy. The above will be coordinated with the Emergency Management Director.

XI. TRAINING AND EXERCISES:

The Fire Chief has the responsibility for on-going training and exercising of the Department. It is expected that the department may be asked to coordinate with the Emergency Management Agency in an annual exercise involving other City departments.

ANNEX I
DEPARTMENT OF PUBLIC WORKS
CENTRAL, LOUISIANA

I. PURPOSE:

To assign responsibilities and outline a method for the Department of Public Works to safeguard lives and property in the event of a disaster and/or emergency.

II. SITUATIONS AND ASSUMPTIONS:

Situation:

1. A hazard analysis has been completed that identifies types of disasters or emergencies that could affect the City of Central.
2. The City of Central, located in East Baton Rouge Parish, in the Southeast section of Louisiana is bordered by the Comite River to the west, and Amite River to the east and Hwy 64 to the north. It is 66 square miles and has a population of 27,000 residents.

Assumptions:

1. Assistance will be available from other City departments, Parish agencies, local communities, and State agencies, during/after a major disaster or emergency affecting the City.
2. Assistance may be secured from the East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness.
3. Assistance requested from the Public Works Department will be provided by the Public Works Director and the Emergency Management Director in the event such assistance can be spared.

III. MISSION

To provide manpower, vehicles and equipment to maintain roadways and city drainage systems, and to assist other city departments when requested with personnel, materials and equipment, before and after disasters or emergencies.

IV. ADMINISTRATION AND LOGISTICS:

Legal questions will be referred to the City Attorney.

Records of purchases and disbursements applicable to the disaster / emergency will be kept through normal procedures.

V. WARNING:

1. The Department of Public Works (Street and Drainage) will receive warning of a disaster or emergency through communications by telephone, municipal radio or messenger.
2. They may also receive notification from:
 - a. The Emergency Management Director
 - b. The Police/Fire Department
 - c. The Emergency Management Coordinator
3. The Public Works Director, Public Works Superintendent and Program Director are on 24 hour call and can be reached by telephone.

VI. CONCEPT OF OPERATIONS:

In the event that a warning is received or a disaster or emergency occurs, the following will be instituted:

1. The Public Works Director or designee will report to the EOC, if activated, to provide direction and coordination of public works functions.
2. The Program Director or designee will coordinate disaster and/or emergency with the Emergency Management Director, at which point a decision of EOC activation is necessary.
3. Pre-impact preparations:
 - a. Notify key public works personnel (Including Sub-contractor(s))
 - b. Assign duties and crews
 - c. Check all appropriate equipment
 - d. Check fuel supply
4. If necessary to restore or maintain essential services:
 - a. Call in volunteers
 - b. Make use of local contractors

- c. Contact the East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness for state and/or federal assistance.

VII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:

A. The Public Works Director is responsible for:

1. Day to day and emergency operation of his Department, and coordination with other local, Parish and State agencies.
2. An up-to-date inventory of departmental resources and personnel maintained at the Municipal Services office.
3. Clearing of debris from City streets.
4. Maintaining the city drainage system within the street right-of-way.
5. Supplying equipment and supplies during the disaster and/or emergency
6. Coordination of emergency transportation through the Emergency Management Director or Coordinator.
7. Emergency Management training for DPW personnel.
8. Maintenance and repair of DPW equipment and vehicles.
9. Maintaining and updating this ANNEX, annually or as needed as part of the City's emergency operations plan. Testing or evaluating it annually in coordination with the Emergency Management Coordinator.
10. Reporting to the EOC, if opened and/or recommending opening the EOC if the situation warrants.
11. Emergency operations are under the general direction of the Emergency Management Director or Coordinator.
12. Emergency Operations will be coordinated with the PW Director or in his absence the Program Director or designee.

VIII. DIRECTION AND CONTROL:

1. Emergency Operations Center is located at Station 31 (11646 Sullivan Rd)
2. The Municipal Services Office is located at 22801 Greenwell Springs Rd. City of Central, 70739.
3. Direction and control of emergency public works crews is accomplished from the Municipal Services office under normal operating conditions and from the City of Central EOC, if activated for an emergency.
4. Maps and markers needed in the EOC to display operational activity, nature of problems, location and condition of personnel and equipment and means for

further action will be placed and maintained by the Director of Public Works and the Emergency Management Coordinator.

IX. COMMUNICATIONS:

1. Day to day emergency communications is maintained from the Municipal Services Office.
2. DPW has the capability of communicating with other emergency departments on the municipal frequency.

X. TRAINING AND EXERCISING:

1. Emergency operations training for departmental personnel will be conducted through periodic briefings and/or courses on emergency operation procedures.
2. Test exercises for departmental personnel will be conducted in cooperation with the City of Central Emergency Management Director and/or Coordinator.

**ANNEX J
EMERGENCY PUBLIC INFORMATION
CENTRAL, LOUISIANA**

I. GENERAL:

Purpose – To outline the role of the Public Information service in the event of natural or man-made disaster.

II. SITUATION AND ASSUMPTIONS:

A. Situation:

1. WJBO AM – 1150 radio station can provide information and instructions to the public during an emergency.

2. Radio station WJBO AM -1150 is the authorized emergency broadcasting station (EBS), authorized to provide immediate information and instructions during an emergency.
3. The Central and Advocate newspapers will be asked to publish informational and instructional material when the situation warrants.
4. CAL System – Connectivity to City of Central

B. Assumptions:

Radio Station WJBO has emergency power to remain on the air in the event of a power failure.

The advocate has emergency power also.

The local news media will be asked to cooperate with the public information officer in providing information and instructions to the public in an emergency.

III. MISSION:

To provide accurate and official information and instructions to the people of Central through all available media before, during and after emergencies.

IV. EXECUTION:

A. Organization:

1. The Public Information Officer or designee will select personnel to assist in providing fast accurate reporting during emergencies.

B. Warning:

1. The Public Information Officer (Mayor Watts) or designee will be alerted by Emergency Management if required, when any emergency situation exists.
2. The Public Information Officer or designee will alert his assistants.

C. Concept of Operations:

1. The Public Information Officer or designee will report to the EOC when requested by the Emergency Management Director.
2. The Public Information Officer or designee will coordinate the collection and evaluation of information instructions for the public.

3. All releases, information, instructions will be cleared with the Emergency Management Director before being disseminated to the public.

D. Assignment of Responsibilities:

The Public Information Officer or designee will be responsible for the following:

1. Maintaining a list of local news media personnel within the city together with their phone numbers.
2. Maintaining any other material necessary to carry out their assignment.
3. Maintaining a file of all news releases.
4. Establishing an information center at the EOC for the media.
5. Preparing appropriate news releases.
6. Coordinating information for public release with the other emergency services.
7. Contacting the Emergency Broadcasting Station (WJBO AM – 1150) to determine EBS entry.
8. Notifying the public of information and instructions outlined in the emergency public information package and assuring that the package is up to date.

E. Training and Exercises:

1. Training – The public information staff will undergo training as necessary.
2. Exercises – Test exercises may be conducted annually. The Public Information Officer or designee will participate in, or at least be present, at the exercise.

V. ADMINISTRATION AND COMMUNICATIONS:

A. Administration:

1. The Public Information Officer or designee will review this ANNEX for any possible changes on an annual basis and will coordinate revision and/or updates with the Emergency Management Director.

B. Communications:

1. The primary communications between the public information officer and news media will be by telephone.

APPENDIX J1

The following lists the types of information that should be released to the public after approval by the Emergency Management Director:

- Nature of disaster
- Location of disaster
- Time of disaster
- Agencies involved in response
- Scope of agency involvement
- Number of casualties
- Nature and severity of injuries
- Condition of casualties and where treated
- Identification, age, sex address of casualties

***Assure that all attempts to notify next of kin have been accomplished before releasing names**

APPENDIX J2

1. The Public Information Officer or designee will establish a media room.
2. When the EOC is activated, access to the following area(s) by the media will be allowed only when accompanied by the PIO:
 - a. Emergency Management Director's Office
 - b. Operations Room
 - c. Communications Room

ANNEX K
Hurricane Plan
City of Central, Louisiana

I. Plot and Watch

1. Monitor all advisories from National Weather Bureau and review Hurricane Computer Model of Sea, Lake, and Overland Surge from Hurricanes (SLOSH) with East Baton Rouge Parish Office of Homeland Security & Emergency Preparedness.
2. Start Emergency Operations Center (EOC) Log.
3. Plot on maps in EOC.
4. Notify Mayor.

II. Hurricane in Gulf of Mexico

1. Notify Mayor of advisory.
2. Call first meeting with all department heads, and other agencies involved.

III. Meet with Mayor and other City Officials

1. Mayor Shelton “Mac” Watts
(W) 261-5988
(C)
2. Executive Assistant David Barrow
(W) 261-5255
(C)
3. Chief of Police Doug Browning
(W) 261-5989
(C)
4. Fire Chief Bill Porche
(W) 261-2000
(C)
5. Municipal Director Roy Hutchinson
(W) 262-5000
(C)
6. DPW Director David Cody
(W) 262-5000
(C)
7. EBRSO Captain Don Strickland
(W) 389-5177

8. Administrative Assistant Municipal Services
(W) 262-5000

9. Chaneyville Chief Mark Strickland
22790 Reams Road
Zachary, Louisiana 70791
(W) 654-9571

10. Pride Chief Wesley Tucker
20920 Carson Road
Pride, Louisiana 70770
(W) 654-3903

IV. The Emergency Management Coordinator will be responsible for the coordination of sand and sandbag distribution stations:

- _____ 1. Central Fire
11646 Sullivan Road
Baton Rouge, Louisiana 70818
(W) 261-2000

- _____ 2. Chaneyville Fire
22790 Reams Rd
Zachary, Louisiana 70791
(W) 654-9571

- _____ 3. Pride Fire
20920 Carson Road
Pride, Louisiana 70770

V. The Emergency Management Coordinator will contact the following agencies for the opening of shelters in Central, if needed:

- American Red Cross
Bob Wortman
(W) 291-4533 Ext 229
- Vic Howell
(W) 291-5633
2. Salvation Army
Director Steven Long
(W) 355-4483

VI. The Emergency Management Coordinator will coordinate with these agencies for transportation of evacuees, if needed:

1. Capital Area Transit System
_____ 1. General Manager – Dwight Brashear
(W) 389-8927 / 389-8920

2. Council on Aging

_____ 1. Director
(W) 923-8000 Ext. 222

_____ 2. Assistant Director
(W) 923-8000

3. Acadian Ambulance

_____ 1. Director - Daniel J. Lennie
(W) 761-3330 / 761-3313

_____ 2. Senior Paramedic Field Supervisor - John Ritter
(W) 761-3330

VII. The Emergency Management Coordinator will notify schools in City of Central:

_____ A. Public

_____ 1. Superintendent of Schools
Mike Faulk
(W) 262-1919
(C)

_____ B. Private

_____ 1. Central Private School
12801 Centerra Court
Baker, La. 70714
Principal: Ellen Fraizer
261-3960

_____ 2. Comite Christian Academy
12250 Greenwell Springs Road
Baton Rouge, La. 70814
Principal: Paul Micelli
273-2725

_____ 3. St. Alphonsus Catholic
13940 Greenwell Springs Rd
Baton Rouge, LA 70739
Principal: Shirley Bougere
261-5299

_____ 4. Victory Academy
3953 North Flannery Road
Baton Rouge, La. 70814
Principal: Mrs. Sue Cashio
272-8339

_____ 5. Galilee Baptist Academy
11050 Greenwell Springs-Pt. Hudson Rd
Zachary, Louisiana 70791
Principal: Vicky Smith
654-5633

VIII. The Emergency Management Coordinator should be in contact with public utility companies regarding their status, etc.

1. Entergy, Inc. Emergency # 1-888-536-1705 / 1-800-766-1648

- _____ 1. Jim Glascock
(W) 381-5833
- _____ 2. Thad Smith
(W) 379-5234
- _____ 3. Steve Pilgrim
(W) 381-5888

2. Dixie Electric Emergency # 261-1958

- _____ 1. Henry Locklar
(W) 261-1235
- _____ 2. Dennis Lott
(W) 261-1221
- _____ 3. Greg Lindsley
(W) 261-1232

3. Bell South Emergency # 765-6140

- _____ 1. Business Repair
(W) 800-247-2020
- _____ 2. Mike Laborde – Service Manager
(W) 295-5471
- _____ 3. R.P. Harris
(W) 765-6135
- _____ 4. Mike Roussel
(W) 273-5600
- _____ 5. A.J. Soileau
(W) 765-6134

4. Baton Rouge Water Works Emergency # 926-3044 / 231-0307; Fax #: 952-7690

- _____ 1. Dennis McGehee
(W) 952-7620
- _____ 2. Vince Dimattia
(W) 952-7617
- _____ 3. Pat Kerr
(W) 231-0335

5. Parish Water 952-7688

6. DEMCO 261-1958

7. Gas Utilities District #1 654-5205

IX. It may become necessary to contact other agencies for additional

support.

These agencies may include:

_____A. LA Office of Homeland Security & Emergency Preparedness - Colonel Mike Brown
(W) 925-7500 / 1-800-256-7036

_____B. U.S. Coast Guard – Duty Person – Baton Rouge
(W) 298-5400

_____C. LA State Police (Troop A) - Captain Wayne Ryland
(W) 754-8500

_____D. Department of the Army, Corps of Engineers - Mike Lowe
New Orleans District
(W) (504) 862-2358 / (504) 862-2244

_____E. Central Disaster Relief Team (from 08)
Charles Watson (H) 261-4982 (C)
Bodie White (H) 358-5569 (C)
Curt Monty (H) 806-0869
Journey Church 262-4381

X. In the event of a disaster, hospitals may have to be contacted to obtain the number of injuries, fatalities, etc.

_____A. Baton Rouge General Health Center
8585 Picardy Avenue
Baton Rouge, Louisiana 70809
Contact Person: Jennifer Slay (387-7000 / 387-7873)
or Kim Manina (387-7000 / 387-7873)
Bed Capacity: 105

_____B. Baton Rouge General Medical Center
3600 Florida Boulevard
Baton Rouge, Louisiana 70806
Contact person: Cindy Munn (387-7000 / 381-6153)
or Jennifer Slay (387-7000 / 387-7873)
Bed Capacity: 343
Morgue Spaces: 4 Vaults

_____C. LSU HSC-EKL

5825 Airline Highway
Baton Rouge, Louisiana 70805
358-1002
(F) 358-1003
Contact person: Dr. Pat Cain
Bed Capacity: 115
Morgue Spaces: 6

____ D. Greenwell Springs Hospital
P. O. Box 549
23260 Greenwell Springs Road
Greenwell Springs, Louisiana 70739
261-2730
Contact person: Carl Primeaux
Bed Capacity: 123

____ E. Lane Memorial Hospital
6300 Main Street
Zachary, Louisiana 70791
658-4000
Contact person: Randall Olsen
Bed Capacity: 137
Morgue Spaces: 2

____ F. Summit Medical Center
17000 Medical Center Drive
Baton Rouge, Louisiana 70816
755-4800
Contact person: Britta Wilson
Bed Capacity: 252
Morgue Spaces: 3

____ G. Our Lady of the Lake Medical Center
5000 Hennessy Boulevard
Baton Rouge, Louisiana 70809
765-8329 or 765-7883
Contact person: Allyn Whaley Safety Manager, Ms. Phyllis Simmons Divisional
Director for Emergency Services
Bed Capacity: 626
Morgue Spaces: 6

____ H. Woman's Hospital
9050 Airline Highway
Baton Rouge, Louisiana 70815
924-8102
Contact person: Teri Fontenot
Bed Capacity: 225

XI. Keeping the general public continually informed of the situation is very important. These contact persons/agencies and methods are:

1. Emergalert
2. City-Parish Public Information Office
Public Information Officer - Dennis McCain
(W) 389-3121

Public Information Specialist - Sharon Phillips
(W) 389-3121
3. Central Speaks – Beth Fussell
(H) 262-3730
beth@centralspeaks.com
4. Central News – Woody Jenkins
(W) 261-5055
5. Emergency Alert Station, WJBO, #388-0515, will provide warning and dissemination of informational advisories.
6. Emergency public information will also be issued by means of local media such as Central News and Central Speaks. Several public service announcements will give hurricane preparedness guidelines and will include road conditions/closures, shelter locations, emergency telephone numbers, and evacuation information.

XII. Each agency in the EOC will give periodic briefings of the procedures their respective department is involved with.

1. All agencies should have their emergency supplies, fuel, equipment, etc. in place.
2. The Mayor will be kept abreast of the latest situation.

XIII. If gale force winds from the hurricane affect the East Baton Rouge Parish area, the following will be done:

1. Update all information in the EOC as well as to the general public.
2. Cease all outside activities and secure all personnel and equipment.
3. The Emergency Management Coordinator will request the Mayor to issue the Hurricane Proclamation and Disaster Declaration.

4. Activate Damage Assessment Teams and Air Surveillance Teams as soon as the weather permits.

XIV. Recovery Phase

- _____A. The Mayor will issue an "all clear".
- _____B. All EOC staff will compile damage assessment information.
- _____C. Update reports, logs, and activate equipment and personnel for recovery operations.
- _____D. Update public regarding recovery operations, re-entry, road closures, etc.

HURRICANE SURVIVAL CHECKLIST FOR CITIZENS

WHEN A HURRICANE WATCH IS ISSUED

A. Check supplies:

- _____1. Transistor radio with fresh batteries.
Your radio will be your only reliable source of information. Have enough batteries to last several days. There may be no electricity.

- _____2. Flashlights, candles, fuel-burning lamps, and matches.
Store matches in a waterproof container. If you use lanterns or lamps, have sufficient fuel for several days and know how to use safely. Have extra flashlight batteries.

- _____3. Full tank of gasoline.
Remember the energy crisis. Never let the tank be less than half full during the hurricane season. Fill up as soon as a hurricane watch is posted. Remember, when there is no electricity, gas pumps won't work.

- _____4. Canned goods and non-perishable foods.
Store packed food can be prepared without cooking and need no refrigeration. There may be no electricity or gas for days.

- _____5. Containers for drinking water.
Have enough clean containers to store sufficient drinking water for several days. The city supply will probably be interrupted or contaminated. Keep bottled water well stocked.

- _____6. Materials for protecting glass openings.
Have suitable shutters or procure stout lumber for protecting large windows and doors; have masking tape available for use on small windows.

WHEN A HURRICANE WARNING IS ISSUED

A. BEGIN A CONTINUOUS COMMUNICATIONS WATCH.

- _____1. Act Promptly

_____ 2. Monitor TV and AM radio broadcasts or VHF/FM continuous weather broadcasts. Keep a log of official information on hurricane position, intensity, and expected landfall.

_____ 3. Discount rumors. Use the telephone sparingly.

B. IF YOU LIVE IN A MOBILE HOME:

_____ 1. Check your tie-downs and leave immediately for safer refuge.

C. PREPARE YOUR RESIDENCE AND PROPERTY FOR HIGH WINDS:

_____ 1. SECURE ALL OUTSIDE OBJECTS.

Garbage cans, awnings, garden tools and loose objects can become lethal projectiles. Anchor them securely or bring them indoors.

_____ 2. PROTECT LARGE WINDOWS AND OTHER EXPOSED GLASS.

If shutters are not available board up large windows. Tape windows which are not boarded or shuttered to reduce shattering. Draw drapes across windows and patio doors to protect against flying glass if shattering does occur.

_____ 3. MOVE SMALL BOATS ON TRAILERS CLOSE TO THE HOUSE.

Fill them with water to weight them down. Lash boats securely to trailer and use tie-downs to secure the trailer to the ground or to the house.

_____ 4. CHECK MOORING LINES OF BOATS IN THE WATER, THEN LEAVE THEM.

_____ 5. MOVE VALUABLES AND PERSONAL PAPERS TO HIGHEST POINTS.

It is good insurance for irreplaceable documents to place them in a high spot and, if possible, in a waterproof container.

D. CHECK YOUR SURVIVAL SUPPLIES ONCE AGAIN.

E. IF YOU DECIDE TO REMAIN AT HOME:

_____ 1. REMAIN INDOORS.

Don't venture out during the lull. When the eye arrives the lull sometimes ends suddenly as winds return from the opposite direction. Winds can increase to 75 mph or more in a few seconds.

_____ 2. STAY AWAY FROM EXPOSED WINDOWS AND GLASS DOORS.

Move furniture away from exposed doors and windows during the hurricane.

_____ 3. STAY ON THE MOST INWARD PART OF THE HOUSE.

If your home has an "inside" room, remain there during the height of the hurricane. Closets, bathtubs, and hallways are usually a safe haven.

_____ 4. KEEP A CONTINUOUS COMMUNICATIONS WATCH.

Keep the radio or television tuned for hurricane information from official sources. Unexpected changes can sometimes call for minute evacuations or relocations.

_____ 5. KEEP CALM.

Your ability to meet emergencies will help others maintain control of their situation.

AFTER THE HURRICANE PASSES

Some dangers remain:

_____ 1. BEWARE OF OUTDOOR HAZARDS.

Watch out for LOOSE OR DANGLING POWER LINES. Many lives are lost by electrocution.

_____ 2. WALK OR DRIVE CAUTIOUSLY.

Debris-filled streets are dangerous. Snakes and poisonous insects will be a hazard. Washouts may weaken roads and bridge structures which may collapse under the weight of passing vehicles.

_____ 3. GUARD AGAINST SPOILED FOOD.

Food in refrigerators may begin to spoil if power is off for more than a few hours. Home freezers will keep food frozen for several days if the doors are not opened after a power failure. You should not re-freeze food once it begins to thaw.

_____ 4. DO NOT USE WATER UNTIL YOU ARE SURE IT IS SAFE.

Use your emergency drinking water, or boil other water before drinking until you receive official word that the city water supply is safe.

_____ 5. TAKE EXTRA PRECAUTIONS TO PREVENT FIRES.

Until all services return to normal, lowered water pressure in city mains and the interruption of their services may make fire fighting extremely difficult after a hurricane.

City of Central

I. HURRICANE WATCH

- 1. Notify the Emergency Management Coordinator and the Mayor who will activate the EOC in accordance with local, state and federal ordinances.
- 2. Ensure that appropriate information and instructions based on the latest hurricane advisories are broadcast by local media outlets
- 3. Add information from the Louisiana Office of Emergency Preparedness tracking the storm to Step 2, if available.
- 4. Assess the situation and review preparedness procedures for evacuation and other possible local alternate plans.
- 5. If possible, determine probable risk area. Initiate reporting of situation to industries, utilities, schools, and other facilities in the probable risk area. Dispatch Emergency Service field personnel (particularly police) to alert exposed settlements and trailer parks to maintain a constant radio watch for further instructions.
- 6. Provide continuing instruction to the public, such as:
 - _____ a. Advise public of safe havens if they are warned to evacuate.
 - _____ b. Routes to use when area is ordered to evacuate. (Provide map of proposed evacuation routes to assist the announcer.)
- 7. Maintain contact with MOHSEP.
- 8. Have state highway and public works departments make preparations for placing emergency directional and detour signs as called for under evacuation and traffic control plans.

II. HURRICANE WARNING

- 1. Place the EOC in full-scale operations, including emergency communication systems, plans, and procedures.
- 2. Step up broadcasts over local media channels to remind public to:
 - _____ Remain calm.

- _____ Remain at home.
- _____ Make preparations for evacuation if ordered to do so.
- _____ Stay tuned in continuously for information.
- _____ Begin precautionary measures.

- 3. Notify all agencies and individuals involved.
- 4. Advise the Superintendent of Schools to consider canceling classes for the duration of the emergency.
- 5. Put the appropriate hurricane emergency plan in operation, depending on the expected force of the wind. Alternate plans, developed by local government, should include: areas to be evacuated, shelter locations for evacuees, feeding and other requirements for taking care of evacuees.
- 6. Remind appropriate Emergency Responder personnel to position equipment, fuel and other essential supplies outside the anticipated storm area for use after the storm.
- 7. Check auxiliary generators and other power and lighting equipment. Place reserve EOC supplies and equipment, such as antennas, where they can be obtained following the storm.
- 8. Place into effect a highway traffic control plan to expedite movement from areas ordered evacuated to hurricane shelters. The plan should include designation of exit routes for evacuees and provision for broadcasting information to the public.
- 9. Set up patrols to cordon evacuated areas to prevent fires, looting and property damage.
- 10. If the hurricane strikes, commence Search and Rescue and other emergency operations as soon as possible and as required, in accordance with appropriate logs or checklists
- 11. After passage of the hurricane, broadcast advice and instructions to the public:
 - _____ That they should remain in shelters until informed by those in charge that they may return to their homes
 - _____ Where assistance may be obtained.
- 12. As soon as situation permits, resume normal routine, and notify EOC staff of damage assessment.

Hurricane Preparedness

Hurricanes are seasonal storms that originate in the lower Atlantic Ocean and Caribbean Sea during the months of June through November. The highest frequency of occurrence is

during the months of August, September and October, while their occurrence during December through May is almost nonexistent.

From theoretical calculations based on pressure gradients and structural damage, it is estimated that some of the more severe hurricanes have had sustained winds that exceeded 200 mph. Because it is possible for momentary gusts to be as much as 25 to 50 percent higher than the sustained winds, a storm with sustained 100 mph winds could have gusts of 150 mph and a storm with 200 mph winds could have gusts as high as 300 mph.

Because gusts are responsible for the damaging intermittent pressures and wrenching effects, the speed of the peak gusts must be considered when designing hurricane-resistant structures. The rapid rise in the actual force of the wind at higher speeds is another important factor in relation to construction and wind damage. The force exerted by the wind does not increase proportionally with the speed, but increases with the square of the speed. In other words, doubling the speed will result in approximately 4 times the force. For example, a wind of 60 mph produces a pressure of approximately 15 pounds per square foot, but a wind of 125 mph exerts a pressure of 78 pounds per square foot and results in a several-fold increase in destructive capacity over that of the 60-mph storm.

The Hurricane Disaster Potential Scale is divided into six sections, Zero through Five, according to wind speed and storm surges above normal tides. It is intended as a guideline to indicate the severity of the hurricane at any given time if it were located in the immediate area.

Scale Zero – 0 to 73 mph.

No damage. Classified as tropical storm. Tide level: less than 4 feet above normal.

Scale One – 74 to 95 mph.

Primary damage to shrubbery, signs, and unanchored mobile homes. Tide level: 4 to 5 feet above normal. Possible power loss.

Scale Two – 96 to 110 mph.

Major damage to poorly structured signs and exposed mobile homes; some damage to roofs, windows, and doors. Tide level: 6 to 8 feet above normal 2 to 4 hours before hurricane arrival. Some evacuation of shoreline homes. Power loss is expected.

Scale Three – 111 to 130 mph.

Large trees downed and serious roof, window, and door damage. Tide level: 9 to 12 feet above normal. Serious flooding along the coast. Evacuation of low-lying residences within several blocks of the shoreline may be required. Heavy damage is expected to system power sources.

Scale Four – 131 to 155 mph.

Extensive roof damage on small homes, destruction of mobile homes, some wall damage. Tide level: 13 to 18 feet above normal. Terrain lower than 10 feet may be

flooded inland as far as 6 miles. Heavy damage is expected to system power sources.

Scale Five – Over 155 mph.

Considerable roof and structure damage. Some complete building failure. Tide level: greater than 18 feet above normal. Major damage to all structures less than 15 feet above sea level within 500 yards of shore. Massive evacuation of residential areas within 5 to 10 miles of the shore may be required. Heavy damage is expected to system power sources.

Phone Directory for Emergency Personnel

City of Central

City Hall

225-261-5988

Mac Watts, Mayor

Hm –

Off – 225-261-5988

Cell –

**David Barrow,
Executive to the Mayor**

Hm –

Off – 225-261-5255

Cell –

**Bill Porche,
Central Fire Chief**

Off – 225-261-2000

Cell –

**Roy Hutchinson,
Municipal Services Director**

Off – 225-262-5000

Cell –

Sheri Morris,

City Attorney

Off – 225-929-7033

Cell –

**Aaron Moak,
City Councilman**

Hm –

Off – 225-261-9650

Cell

**Doug Browning,
Central Police Chief**

Hm –

Off – 225-261-5988

Cell –

**David Cody,
Director of Public Works**

Off – 225-262-5000

Cell –

Please Note: *Each Individual Department needs to supply its own Emergency Contact list...*

Resources List
City of Central

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Please Note: *Each Individual Department needs to supply its own resource list...*

LOCAL EMERGENCY DISASTER

City of Central, Louisiana

WHEREAS, the City of Central of East Baton Rouge Parish is presently faced with an emergency due to _____ beginning _____ and continuing until present, and the City of Central of East Baton Rouge Parish declares a State of Emergency in accordance with the provisions of the Louisiana Emergency Assistance & Disaster Act of 1993, as amended, and wishes to utilize its resources to the fullest extent; and

NOW THEREFORE,

BE IT RESOLVED BY THE City of Central of East Baton Rouge Parish LOUISIANA, Convened in an Emergency session on _____, that it does hereby declare that under the authority of the Louisiana Emergency Assistance & Disaster Act of 1993, as amended, a state of disaster exist in the City of Central, Louisiana, East Baton Rouge Parish.

CERTIFICATE

I the undersigned, do hereby certify that the above is a true and correct copy of resolution adopted by the City of Central, Louisiana, convened in Emergency session convened on _____.

(Name)

(Title)

Emergency Chain-of-Command:

Shelton “Mac” Watts, Mayor

David Barrow, Executive Assistant to the Mayor

Ralph Washington, Mayor Pro-Tem

Emergency Management Director: Shelton “Mac” Watts
Emergency Management Coordinator: Bill Porche
Communications Officer: David Barrow
Liaison Officer: David Barrow / Aaron Moak
Public Information Officer: Shelton “Mac” Watts / David Barrow
Fire Chief: Bill Porche
Police Chief: Doug Browning
Municipal Services Director: Roy Hutchinson
Director of Public Works: David Cody

Councilman Aaron Moak
Councilman Louis DeJohn
Councilman Wayne Messina
Councilman Ralph Washington
Councilman Tony Lobue