VILLAGE OF MOUNT PROSPECT EMERGENCY MANAGEMENT COMMUNITY PREPAREDNESS GUIDE







# BEINFORMED

#### **EMERGENCY ALERT SYSTEM**

### REGISTER YOUR CONTACT INFORMATION TODAY!

The Village of Mount Prospect uses an Emergency Alert System to provide residents and businesses with information about local emergencies. Emergency Alert messages are automatically sent to all listed phone numbers in the Village, but what happens if you are not at home or if the power is out?

By registering your contact information with our database you can have messages sent to your cell phone, work phone or e-mail address to ensure you receive this important information.

## DO YOU KNOW WHAT TO DO WHEN YOU RECEIVE AN EMERGENCY ALERT MESSAGE?

- Listen to the entire message so you don't miss any important information.
- Confirm that you received the message (if asked).
- Call the Village's hotline at 847/870-6622 if you do miss a message or want to hear it again.

Register your contact information with the Emergency Alert System today at www.mountprospect.org/emergencyalert.



### **GET CONNECTED**

### **RESIDENT HOTLINE** 847/870-6622

The Village's resident hotline is a great source of information during local emergencies. Residents can call the hotline to listen to pre-recorded messages with general emergency information. Residents that miss any Emergency Alert messages, or wish to hear them again, can also call the hotline.



#### CABLE TV MPTV Channel 17



If your cable is working during an emergency tune to MPTV for information updates. The Village can transmit information to residents via live voice announcements on cable channel 17 and can post emergency information slides on MPTV's electronic bulletin board. Stay tuned!

## WEBSITE www.mountprospect.org

The Village's website is always a great place to go for information. During emergencies, the Village will post pertinent information and/or instructions for residents and businesses to the website at www.mountprospect.org. Make sure and check the website often for the latest updates!



#### **FACEBOOK & TWITTER**

Check the Village's Facebook and Twitter pages for regular updates during local emergencies.



Facebook: facebook/mountprospectIL



Twitter: MountProspect

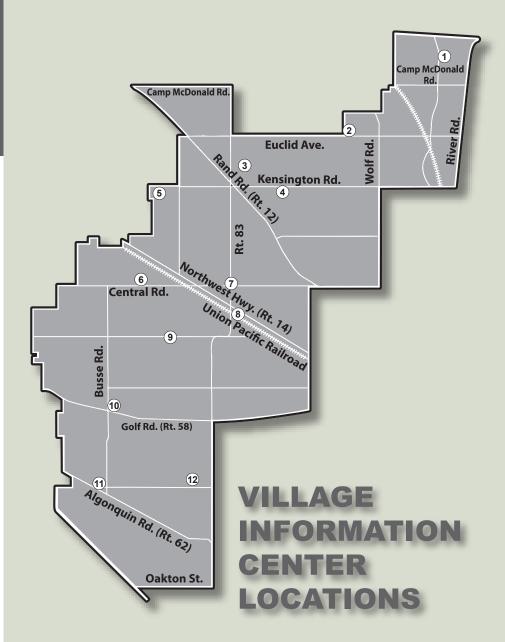


#### VILLAGE INFORMATION CENTERS (Green Boxes)

The Village has numerous ways to communicate with residents on a daily basis, but what happens when they don't work during a local disaster? How will you get information from the Village if your power goes out or your internet and cable aren't working?

We can't always rely on technology in an emergency, so we need to make low-tech communication a priority as well. The Village has installed Village Information Centers (green boxes) throughout the community where residents can go during emergencies for information bulletins containing the most up to date information. Information Centers are also stocked year-round with a variety of flyers and pamphlets relating to emergency preparedness and local events.

Make sure you know where the Village Information Centers are in your part of town and check them often for the latest information when disaster strikes!



- 1. Robert Frost School School District 21 (1805 Aspen Dr.)
- 2. Weiss Center River Trails Park District (1500 E. Euclid Ave.)
- 3. Costco Randhurst (999 N. Elmhurst Rd.)
- 4. Kensington Business Center (Business Center Dr. & Wheeling Rd.)
- 5. Prospect High School School District 214 (801 W. Kensington Rd.)
- 6. Central Community Center Mt. Prospect Park District (1000 W. Central Rd.)

- 7. Village Hall/Library (10 S. Emerson St.)
- 8. Train Station (Northwest Hwy. & Rte. 83)
- 9. Lincoln Middle School School District 57 (700 W. Lincoln St.)
- **10. Fire Station 12** (1601 W. Golf Rd.)
- **11. Community Connections Center** (1711 W. Algonquin Rd.)
- 12. Rec Plex Mt. Prospect Park District (420 W. Dempster St.)



## BE READY

### 1 BUILD A KIT

One of the most basic ways you and your family can be ready for local disasters is by building emergency supply kits. These kits, filled with certain essential items, will give your family the ability to be self-sufficient during all types of emergency situations.

#### **Basic Emergency Supply Kit**

Every family needs to have a basic emergency supply kit filled with all of the items necessary to care for their basic needs for a minimum of three (3) days. Make building your kit a family activity and when complete make sure and store it in a place where everyone can access it. In the event that you have to evacuate, make sure your kit is also portable.

Every family is different and your kit will be too. There are, however, a few items that every kit should have:

- Water (1 gallon of water per day per person with enough for at least 3 days)
- Non-perishable food (enough for at least 3 days)
- Battery-powered radio
- NOAA weather radio

- Flashlight
- First aid kit
- Whistle to signal for help
- Filter mask or cotton t-shirt to help filter the air
- Moist towelettes or hand sanitizer
- Wrench and/or pliers needed to turn off utilities
- Manual can opener
- Plastic sheeting and duct tape to shelter-in-place
- Garbage bags and plastic ties for personal sanitation
- Cell phone with a car or solar charger
- Family specific items (i.e. prescriptions medications, infant formula and diapers, clothing, important documents). Remember that this list covers just the bare minimum. For a list of additional items, go to www.ready.gov, click on "Get a Kit."



Every family should also build a car kit for everyday road emergencies and evacuation scenarios. A basic car kit should include the following:

- Jumper Cables
- Road flares



- Food (i.e. granola bars or energy bars)
- Local maps
- Extra clothing and sturdy shoes (seasonal)
- Rain gear
- Gloves
- Blankets
- Duct tape
- Small tarp
- Basic tools and small shovel
- Flashlight
- First aid kit
- Whistle to signal for help
- Filter mask or cotton t-shirt to help filter the air
- Battery-powered radio
- Emergency contact list

## **2** MAKE A PLAN

Every family needs to have a plan for dealing with local emergencies. Do you know what types of emergencies to plan for? Has your family discussed what to do if your house catches on fire or a tornado warning occurs? Take some time to learn about what emergencies you need to plan for in Mount Prospect and how to create Family Communication and Emergency Action plans. Then get your whole family involved in developing a plan to ensure you're prepared for the next emergency.

#### **Family Communication Plan**

Every family's emergency plan should start with information on communication. If your family isn't all together when an emergency occurs how will you get in touch with each other? Do your kids have your work numbers written down somewhere and do you know the number for your child's school? Do you have important phone numbers in one location such as your doctor, pharmacist, and insurance company? Making sure that all of this information is centralized and that every family member has access to it is a must!

#### **Family Emergency Action Plan**

Once your communication plan is complete, it's time to develop an Emergency Action Plan. This plan should focus on two primary scenarios: (1) an emergency that requires you to stay put (called sheltering-in-place), and (2) an emergency that forces you to evacuate and relocate.

Your Emergency Action Plan should account for small and large incidents and should be written down and discussed as a family.

#### **BUSINESS PREPAREDNESS**

Every business needs to have an emergency plan – and practice it regularly! Your plan should address not only what to do in the midst of an emergency, but also how you plan on staying in business following a disaster.



Visit www.ready.gov/business, for resources to help you develop an emergency plan for your business.

# 3days 3ways

### 3 GET INVOLVED

Get involved and you can help make a difference when it matters most! During and immediately following a local emergency first responders and other Village personnel won't be able to provide residents with all of the services you have come to expect. For all but the most life threatening situations you may be forced, during a disaster, to rely solely on yourselves and your neighbors. So get involved! Learn how to be better prepared and volunteer to help your community in its time of need.

## TRAINING OPPORTUNITIES

#### **Citizen Emergency Preparedness Training**

Sign up for Citizen Emergency Preparedness Training to learn the basics of emergency preparedness for you and your family. Classes meet once a week for seven (7) weeks and cover topics like basic first aid, search and rescue, severe weather, and how to build an emergency kit.

Residents that complete this course also have the option of becoming a member of the Community Emergency Response Team. Classes are offered every fall, so stay tuned to the website and future newsletters for dates and times.

#### **CPR Training**

Sign-up for CPR training and you could save someone's life! The Fire Department regularly offers American Heart Association classes including Healthcare Provider and Heartsaver CPR. For details on class dates, times, and fees, contact Nell Pietrzyk at npietrzyk@mountprospect.org or call 847 - 818 - 5253.





## VOLUNTEER OPPORTUNITIES:

## Community Emergency Response Team (CERT)

Join the Mount Prospect Community Emergency Response Team (CERT) and volunteer your time during local emergencies both big and small. Residents that complete the Citizen Emergency Preparedness Training are eligible to become a member of CERT and assist the Village with projects that enhance public safety, help first responders at emergency incidents, and provide assistance during large scale events. CERT members meet once a month and participate in continuing education and training throughout the year.

If you are interested in learning more about Mount Prospect CERT, contact Jim Miller at imiller@mountprospect.org or call 847-818 - 5253.

#### **Medical Reserve Corps (MRC)**

Join the Mount Prospect Medical Reserve Corps (MRC) and give back to your community in times of need. The Village is always looking for licensed medical professionals willing to volunteer their medical assistance during local emergencies. Some of the tasks volunteers may be asked to complete include assisting emergency response teams, setting-up and managing emergency shelters, providing care to individuals with non-serious injuries, and facilitating patient transfers.

If you are interested in learning more about the Mount Prospect MRC, contact Julie Kane at jkane@mountprospect.org or call 847/870-5680.

## SEVERE



#### An Exelon Company

ComEd has enhanced its communication options beyond the existing 800/EDISON1 (800/334-7661) call in number. Two main enhancements for the reporting and tracking of power outages include a new mobile app and a texting feature.

#### **ComEd Emergency**

If you have an electric emergency, it is important to call ComEd immediately. Never email your emergency request. If you need to report an emergency situation, such as a fire, vehicle accident, electric contact/shock, or other potential danger, please call 911 to notify local authorities.

#### **Storm Center**

When the storms roll in, ComEd is ready to keep you up-to-date on our outage restorations. Visit the Storm Center at comed.com/storm to get the latest information on outages in the service territory, view our Outage Map, and report an outage.

#### **Outage Alerts**

Need to report an outage? Text the word OUT to 26633 (ComEd) and get updates until your power is restored. Visit comed.com/text for more information and to sign up.

#### **Mobile App**

Gain the flexibility and convenience of managing your ComEd Residential account on the go with ComEd's FREE mobile app for iPhone® and Android™ devices. Report an outage, make a one-time payment, and manage account features with the swipe of a finger. Learn more at comed.com/app

For more information, go to www.comed.com.

#### **VILLAGE WARNING SIRENS**

Outdoor warning sirens are located throughout the Village to notify the public of tornado warnings. Warning sirens are activated by the Village's 9-1-1 Dispatch Center, according to information issued by both the National Weather Service and a private weather service. The primary purpose of warning sirens is to notify individuals who are outdoors at the time of a threat of a probable or imminent tornado. Warning sirens are not designed to penetrate the walls of homes and businesses, which means you may not always hear them inside your home. For that reason, it is important to have a NOAA (National Oceanic and Atmospheric Administration) weather radio as part of your emergency preparedness plan.

## What Should you Do When you Hear the Warning Sirens Activate?

If indoors at the time of activation:

- 1. Seek shelter immediately in the lowest level of your house, preferably in an interior room away from doors and windows.
- 2. Tune into radio or television stations for the latest information.
- 3. Remain in your place of shelter until the threat has passed.

#### If outdoors at the time of activation:

- 1. Seek shelter indoors, but not in a car or mobile home.
- 2. If there are no safe options indoors, lie flat in the nearest ditch or depression and use your hands to cover your head.

Do not call 9-1-1 when the warning sirens are activated unless you have an actual emergency. Calling 9-1-1 may tie up the dispatch center's resources when true emergencies may be occurring.

#### **NOAA WEATHER RADIOS**

Do you and your family have a plan to stay informed about severe weather alerts? How will you find out about impending weather in the middle of the night or when the power goes out? The answer is a weather radio!

The Federal Emergency Management Agency (FEMA) recommends every home have a National Oceanic and Atmospheric Administration (NOAA) weather radio so families can monitor severe weather and other dangerous storms. Weather radios transmit forecasts and severe weather warnings and watches from the National Weather Service (NWS) 24 hours a day. The NOAA radio network broadcasts information about thunderstorms, tornado warnings, floods, winter storms, and other severe weather. The best part is that a good weather radio can be tuned to the station closest to your home so you only get the alerts for your area!

## WEATHER

Weather radios are available for purchase in many electronic and big box stores and range in cost from \$20 to \$200.

For more information about weather radios, visit www.nws.noaa.gov/nwr/.

#### **SEVERE WEATHER AWARENESS**

General awareness is the key to dealing with severe weather. You can be better prepared just by monitoring local weather reports to determine when you need to take certain precautions. Monitoring the weather has never been easier thanks to a variety of tools available, including the Internet, television, mobile applications, and weather radios, that can help keep you up to date. Visit the following websites where you can monitor the weather and/or sign-up to receive weather alerts:

www.weather.gov www.weather.com www.wunderground.com www.accuweather.com www.weatherbug.com

#### **FLOODING**

#### **Flood Insurance Riders**

Have you considered how you will pay for home repairs or replace your belongings following a flood?

Many people don't realize that standard homeowner's insurance policies don't cover flood damage. Check your homeowner's policy to make sure you know what is and is not covered. Then, talk to your insurance agent about adding a flood insurance rider to your homeowner's policy. A flood insurance rider can protect you and your family from tens of thousands of dollars worth of damage that can result from just a few inches of water in your home.

#### **Flooding and Electrical Hazards**

Do you know what types of electrical hazards exist when your basement

floods? The Village reminds residents that they need to be aware of the possibility of electrical equipment becoming energized when it comes into contact with water. Basement flooding has the potential to create a serious electrocution hazard for you and your family so here are some important safety measures to keep in mind:

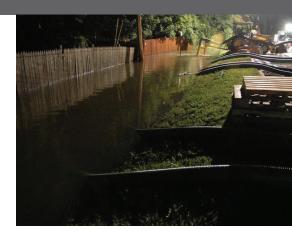
- Call 9-1-1 if your basement has flooded and you see or smell smoke.
- Do not step into a flooded basement, or other area of your home, if water is or might be in contact with electrical outlets, appliances, or cords.
- Do not attempt to turn off power at the breaker box if you have to stand in water to do so. If you cannot safely reach your breaker box, call ComEd to shut off power at the meter.
- Do not use electrical appliances or touch wires, switches, or fuses, if you are wet or standing in water.

#### My Basement has Flooded! How Should I Pump it Out?

Residents with water in their basement need to be extremely careful when pumping them out. Pumping the water out too quickly could cause structural damage and cause basement walls to collapse. Water must be drained slowly to equalize the pressure in your basement.

FEMA recommends that residents use the following procedures when pumping out their basement:

- 1. Start pumping when water is no longer covering the ground outside your house.
- 2. Pump out only one foot of water to start. Mark the water level and wait overnight.
- 3. Check the water level the next day. If the water level went back up (covered your mark) it is still too early to drain your basement. Wait another 24 hours, then pump out one foot of water again and check the level the next day.



- 4. Once the water level in your basement stops covering your mark, pump out between two (2) and three (3) feet and wait overnight again.
- 5. Repeat step 4 daily until all of the water is out of your basement.

Please note that the Village does not have pumps or extra resources to assist residents whose basements have flooded.

For more information about basement flooding go to www.ready.gov/floods.



## **Caution: Driving through Standing Water**

When street flooding occurs even a few inches of standing water can be potentially dangerous for drivers. Residents need to be cautious when driving following severe storms, keeping an eye out for street flooding. Residents should avoid, whenever possible, driving through standing water of **any** depth.

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## SEVERE WEATHER

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#### **POWER OUTAGES**

## Always Call ComEd to Report Power Outages

If you lose power to your home you should always call ComEd at 800/EDISON1 (800/334-7661) to report the outage. Reporting your outage ensures that ComEd has the most up to date information for restoring power to your area.



Do you and your family have a plan for power outages? Have you thought about what you will do if you lose power for three days or a week? Have you considered purchasing a portable generator? A portable generator can keep some lights and a few essential appliances running in your home, making the situation more comfortable for your family.

While generators are great tools, they can also be hazardous when not used properly. The following tips will help ensure the safety of you and your family when using a portable generator.

#### Portable Generator Safety Tips

 Always use generators outside, away from doors, windows, and vents.
 NEVER use generators inside your home, garage, basement, crawl space, or any other enclosed area.



- Plug all appliances directly into the generator, or use a heavy-duty outdoor-rated extension cord.
- NEVER plug the generator into a wall outlet (known as back-feeding). This practice can cause an electrocution risk to utility workers and others served by the same utility transformer.
- If you must connect a generator to house wiring, make sure to have a qualified electrician install the appropriate equipment.
- Before refueling the generator, turn it off and let it cool. Fuel spilled on hot engine parts could ignite.

### Communication During Power Outages

There are many ways the Village can provide information to and communicate with residents under normal circumstances. But what happens when the power goes out? When you lose power you oftentimes also lose your ability to use your home phone, cable, and internet.

There are still ways you can stay informed and be ready.

- 1. Register your cell phone number with the Emergency Alert System (page 2).
- 2. Use your cell phone to call the Village Hotline at 847/870-6622 and listen to emergency updates.
- 3. Find a Village Information Center and pick-up an emergency update bulletin (page 3).

## Electrical Service Damage: Do you Know Who is Responsible?

Following recent storms many residents became frustrated when power had been restored to their neighborhood, but their home was still without power. What many residents did not realize was that damage sustained to their home's electric service was their responsibility to have repaired before ComEd could reconnect and reenergize their power. Do you know which parts of your home's electric service are owned by ComEd and which parts you own?

Check the ComEd's website for diagrams and information on "who owns what" when it comes to your electric service. The direct link is www.comed.com/customer-service/outage-information/Pages/customer-responsibility.aspx







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