

Emergency Preparedness Guide



READY ✓
CUYAHOGA COUNTY
Every Person. Every Emergency.



Preface

The Cuyahoga County Office of Emergency Management (CCOEM) created this Emergency Preparedness Guide to provide information on what to do before, during, and after a disaster.

Individual citizens must take positive action to protect themselves and their families against threats and hazards that pose a risk to daily lives.

The Cuyahoga County Emergency Preparedness Guide includes tips on how to prepare for and respond to various emergencies.

We hope that this information is useful, and we encourage all citizens to take the time to prepare for a disaster or emergency.

Additional information is available by visiting www.ready.cuyahogacounty.us or by contacting CCOEM at ema@cuyahogacounty.us or **216-443-5700**.



The Cuyahoga County Office of
EMERGENCY MANAGEMENT

Table of Contents

Emergency Notification Systems	Pg. 4
Make a Plan	Pg. 8
Build a Kit	Pg. 12
During a Disaster	Pg. 15
Typical Hazards in Cuyahoga County	Pg. 18
⇒ Power Outages	Pg. 19
⇒ Flooding	Pg. 20
⇒ Winter Weather	Pg. 23
⇒ Heat Emergencies	Pg. 24
⇒ Thunder and Lighting	Pg. 25
⇒ Tornadoes	Pg. 26
Be Alert	Pg. 28
Get Involved	Pg. 29
Important Phone Numbers	Pg. 30
Preparedness Links	Pg. 31



Emergency Notification Systems

Ready Notify:

Ready Notify is a mass notification system used by Cuyahoga County and participating municipalities to issue emergency notifications to the public.

Ready Notify is primarily used for emergency notifications when rapid and accurate information is essential for your immediate safety; however, you may choose to be notified of general Cuyahoga County Government News as well.

Ready Notify is used to notify citizens, residents, and businesses of emergency situations, non-emergency events, and provide information about necessary actions.

Ready Notify sends warnings and alerts via:

- ⇒ Voice/Phone Call
- ⇒ SMS/Text Message
- ⇒ Email
- ⇒ Fax

Register to receive warning and alert messages by visiting <http://readynotify.cuyahogacounty.us/> or contacting CCOEM at 216-443-5700.



Emergency Notification Systems

Emergency Alert System:

The Emergency Alert System (EAS) is a national public warning system for emergencies. The system also may be used by state and local authorities to deliver important emergency information, such as AMBER alerts and weather information targeted to specific areas. The radio and TV stations listed below will provide Emergency Alert System (EAS) messages that will tell you about the emergency and what to do.

Local Primary Radio Stations:



Name	Station	Website
WTAM	1100 AM	www.wtam1100.com
WCPN	90.3 FM	www.wcpn.org

Local Primary Television Stations:

Name	Channel	Affiliate	Website
WKYC	3	NBC	www.wkyc.com
WEWS	5	ABC	www.newsnet5.com
WJW	8	FOX	www.fox8.com
WOIO	19	CBS	www.19actionnews.com
WVIZ	25	PBS	www.wviz.org
WUAB	43	UPN	www.my43.net

Emergency Notification Systems

Wireless Emergency Alerts:

Cell phones receive Wireless Emergency Alerts (WEA) during emergencies, including: warnings of extreme weather, local emergencies requiring evacuation or immediate action, AMBER Alerts, or Presidential Alerts during national emergencies.



WEAs look like a text message. The WEA message will show the type and time of the alert, any action you should take, and the agency issuing the alert. WEAs are short messages designed to get your attention in a critical situation. When you receive an alert, check local television, radio broadcasts, or news websites for more information, or take other recommended actions as needed. Visit <http://www.fema.gov/frequently-asked-questions-wireless-emergency-alerts> for more info.

You do not need to download an app or subscribe to a service to receive WEA notifications. Cell phones made after 2012 are WEA-capable

Emergency Sirens:

⇒ Emergency sirens are activated locally and are designed to alert area residents of threatening conditions. On flat terrain with no wind, most sirens can be heard up to one mile away over normal background noise. Local systems are tested regularly.

Emergency Notification Systems

⇒ Sirens are designed as an outdoor warning system and may not be audible in densely populated areas or indoors.

NOAA Weather Radio:

The National Weather Service (NWS) provides local weather broadcasts via National Oceanic and Atmospheric Administration (NOAA) Weather Radio.

These radios are the best source of information for severe weather. They receive information directly from the NWS and can function as an alarm, warning of impending hazards.

NOAA Weather Radios can be purchased at most large retailers or online.

NOAA Weather Radios provide broadcasts of the latest weather information from local NWS offices. Weather messages are repeated every 4-7 minutes, or more frequently in rapidly changing local weather, or if a nearby hazardous environmental condition exists. This service operates 24 hours a day.



Look at smart phone apps too. The FEMA Emergency Preparedness App is a great, free tool!



Make a Plan

It is important to have plans for how you will respond to emergencies and disasters.

Consider developing 3 plans for your family:

- ⇒ Evacuation Plan
- ⇒ Reunification/Communications Plan
- ⇒ Shelter-in-Place Plan



Evacuation Plan:

Plan how you will assemble your family and supplies, and anticipate where you will go in different situations.

- ⇒ Designate places where your family will meet, both within and outside of your immediate neighborhood.
- ⇒ Become familiar with alternate routes and other means of transportation out of your area. Choose several destinations in different directions so you have options in an emergency.
- ⇒ Plan to take one car per family to reduce congestion and delay.
- ⇒ If you do not have a car, plan how you will leave if you have to. Make arrangements with family, friends, or your local government.

Make a Plan

Reunification/Communication Plan:

This plan will help you make and maintain contact with family members.

- ⇒ Identify meeting locations and times.
- ⇒ Designate a person(s) outside of the local area that each family member can contact in the event of an emergency.
- ⇒ Text Messages are more likely to process than voice phone calls.
- ⇒ Prepare communications wallet cards which list contact numbers for each family member and designate a family member or friend as an out-of-town contact.
- ⇒ Program a contact as ICE (In Case of Emergency) in your cell phone. (e.g. ICE-Mom, ICE-Jim)

Shelter-In-Place Plan:

Local authorities may instruct you to shelter-in-place if hazardous contaminants are released into the environment. Shelter-in-place means to take immediate shelter where you are: at home, work, school, or in between. It may also mean "seal the room" by taking steps to prevent outside air from coming in. It is important to listen to TV or radio to understand whether the authorities wish you to merely remain indoors or to take additional steps to protect yourself and your family.



Make a Plan

Shelter-In-Place (cont.):

- ⇒ Choose a room in advance for your shelter. The best room is one with as few windows and doors as possible. A large room, preferably with a water supply is best.
- ⇒ Contact your workplaces, your children's schools, nursing homes where you may have family, and your local town or city officials to find out what their plans are for shelter-in-place.
- ⇒ Find out when warning systems will be tested. When tested in your area, determine whether you can hear or see sirens and/or warning lights from your home.
- ⇒ Develop a plan so that every family member knows what to do. Practice it regularly.
- ⇒ See [page 15](#) for more shelter-in-place information.

Additional Planning Considerations:

- ⇒ Your plans should address any functional and access needs for family members including those who are deaf or hard of hearing; have low vision or are blind; seniors, children, and infants; those with limited English proficiency; people without vehicles; people with special dietary needs, amongst others.
- ⇒ Other needs to consider:
 - Possible need for manual wheelchair as backup for a motorized chair; additional oxygen tanks, catheters, or other medical supplies; know your prescriptions in case they are lost.
 - Labeling equipment or laminating instructions.
 - Provisions for refrigerated medications.
 - Have extra items for infants: formula, diapers, etc.
 - Acquiring transportation to a shelter.

Build a Kit

⇒ Important documents:

- Insurance policies, identification, and bank account records in waterproof container or flash drive

⇒ Sleeping bag or warm blanket for each person.

⇒ Warm clothing.

⇒ Household chlorine bleach and medicine dropper.

- *You can use bleach as a disinfectant (diluted nine parts water to one part bleach), or in an emergency you can also use it to treat water. See table below*

Volume of Water	Amount of Bleach to add*
1 quart/liter	2 drops
1 gallon	6 drops
2 gallons	12 drops (1/8 teaspoon)
4 gallons	1/4 teaspoon
8 gallons	1/2 teaspoon

**Bleach should contain 8.25% sodium hypochlorite*

Stir and let stand for 30 minutes. The water should have a slight chlorine odor. If it doesn't, repeat the dosage and let stand for another 15 minutes before use.

<http://water.epa.gov/drink/emergprep/emergencydisinfection.cfm>

⇒ Class A, B, or C fire extinguisher.

⇒ Matches in a waterproof container.

⇒ Feminine supplies and personal hygiene items.

⇒ Plastic cups, plates, paper towels, and plastic utensils.

Build a Kit

Vehicle Kit:

You may also want to keep emergency supplies in your vehicle in case you become stranded or are away from home when an emergency happens.

⇒ Sand, rock salt, or non-clumping kitty litter to provide traction on ice if you become stuck

⇒ Paper and pencil or pen

⇒ Books, games, puzzles, or other activities for children

⇒ Jumper cables

⇒ Shovel and ice scraper

⇒ Cell phone charger

⇒ Flares or reflective triangle

⇒ A full gas tank

⇒ Two pairs of sterile gloves

⇒ First aid kit

First Aid Kit:

⇒ Sterile dressings to help control bleeding

⇒ Cleansing agent/soap and antibiotic wipes

⇒ Antibiotic ointment

⇒ Adhesive bandages in a variety of sizes

⇒ Eye wash solution to flush the eyes or as general washing solution

⇒ Thermometer

⇒ Prescription medications

⇒ Non – prescription drugs

- Pain reliever, antidiarrheal medication, antacid, laxatives, etc.

⇒ Scissors, tweezers, and lubricants



During a Disaster

Shelter-In-Place:

There may be times when you will need to stay put. Here are important steps for sheltering-in-place:

- ⇒ Close and lock all windows and exterior doors.
- ⇒ Close the window shades, blinds, or curtains.
- ⇒ Turn off all fans, heating, and air conditioning systems.
- ⇒ Get your disaster supplies kit and a working radio.
- ⇒ Bring your pets and pet supplies to your shelter.
- ⇒ Have a phone available for emergencies.
- ⇒ Use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks and vents in the room.
- ⇒ Keep listening to your radio or television. Local officials may call for evacuation.
- ⇒ See [page 10](#) for more shelter-in-place information.



During a Disaster

Shelter-In-Place in a vehicle:

- ⇒ If you are very close to a building, go inside.
- ⇒ If unable to find shelter, park in a safe place.
- ⇒ Turn off the engine. Close windows and vents.
- ⇒ Seal the heating/air conditioning vents with duct tape.
- ⇒ Listen to the radio for updated advice and instructions.
- ⇒ Stay where you are until told it is safe to return.

If you choose to evacuate:

- ⇒ Plan places where your family will meet, within and outside of your immediate neighborhood.
- ⇒ Keep a full tank of gas if an evacuation seems likely.
- ⇒ Be familiar with alternate routes and transportation.
- ⇒ Leave early to avoid being trapped by severe weather.
- ⇒ Follow recommended evacuation routes.
- ⇒ Be alert for washed-out roads and downed power lines.
- ⇒ Do not drive into flooded areas.
- ⇒ If you do not have a car, plan how you will leave.
- ⇒ Take your emergency supply kit.



During a Disaster

- ⇒ You may choose to bring your pets with you, but understand that only service animals may be permitted in public shelters.
- ⇒ Close and lock doors and windows.
- ⇒ Leave freezers and refrigerators plugged in unless there is risk of flooding.
- ⇒ Shut off water, gas, and electricity.



redcross.org



Columbus, OH- Flooding, 2011

Hazards in Cuyahoga County



*Tornado damage at Ursuline College,
July 20, 2013*



*Frances Dr. and Canal Rd. in Valley View after the Ohio Canal and
Cuyahoga River flooded on February 28, 2011*

Hazards in Cuyahoga County

Power Outage:

Prepare for a Power Outage:

- ⇒ Know how to operate your garage door manually. Keep a key to your house with you in case the garage door will not open.
- ⇒ Store flashlights, extra batteries, and a battery-powered radio in a place that is easily accessible.

When the Power Goes Out:

- ⇒ Turn off appliances, air conditioners, electronics, etc.
- ⇒ Keep refrigerator/freezer doors closed to help keep food and medicine fresh.
- ⇒ Do not run a generator inside a home or garage.
- ⇒ Do not connect a generator to a home's electrical system.
- ⇒ Throw away frozen food that has been exposed to 40°F for more than 2 hours or that has an unusual odor, color, or texture.
- ⇒ Food colder than 40° F can be refrozen.



Hazards in Cuyahoga County

Flooding:

Flooding is one of the most common hazards in the United States.

Prepare for a Flood:

- ⇒ Avoid building in floodplains.
- ⇒ Elevate/reinforce your home.
- ⇒ Elevate the furnace, water heater, and electric panel.
- ⇒ Install "check valves" to prevent floodwater from backing up into the drains of your home.
- ⇒ Construct flood barriers and seal walls in basements with waterproofing compounds.
- ⇒ Flood insurance is available through the National Flood Insurance Program (NFIP). Flood insurance can be purchased through insurance agents.
 - There is a 30-day waiting period before flood insurance goes into effect, so don't delay.

Safety Tips during Flooding:

- ⇒ If there is a possibility of flash flooding, move immediately to higher ground.
- ⇒ Be aware of stream, drainage channels, canyons, and other areas known to flood suddenly.
- ⇒ Stay out of flood water, which is likely contaminated.
- ⇒ Stay out of moving water.

Hazards in Cuyahoga County

If you must evacuate:

- ⇒ Secure your home. Bring outdoor furniture inside. Move essential items to an upper floor.
- ⇒ Turn off the utilities. Disconnect electrical appliances.
- ⇒ Do not walk or drive through moving water.



*Great Northern Mall, North Olmsted, OH-
Flooding, May 13, 2014*

Safety Tips after a Flood:

- ⇒ Pump out the basement. If your basement is full or nearly full of water, pump out just 2 or 3 feet of water each day. If you drain the basement too quickly, the pressure outside the walls will be greater than the pressure inside the walls. That may make the walls and floor crack and collapse.
- ⇒ Mud can be contaminated. Shovel out as much mud as possible, and then use a garden sprayer or hose to wash away mud from hard surfaces.
- ⇒ Clean and disinfect every surface. Scrub surfaces with hot water and heavy-duty cleaner and disinfectant.

Hazards in Cuyahoga County

- ⇒ Listen to local alerts and warning systems.
- ⇒ Stay away from damaged areas and flood waters.
- ⇒ List damage and take photos or video as you clean. Make complete records for insurance claims, applications for disaster assistance, and income tax deductions.
- ⇒ Call your insurance agent. If your insurance covers the damage, your agent will tell you when an adjuster will contact you.

Many materials are prone to developing mold if they are damp or wet for too long. Start a post-flood cleanup by sorting all items exposed to floodwaters.

- ⇒ Wood and upholstered furniture, and other porous materials can trap mold and may need to be discarded.
- ⇒ Glass, plastic, metal objects, and other items made of hardened or nonporous materials can often be cleaned, disinfected, and reused.
- ⇒ Carpeting is a problem because drying it out does not remove mold spores. Carpets with mold and mildew should be removed.
- ⇒ All flood-dampened surfaces should be cleaned, disinfected, and dried as soon as possible.

Hazards in Cuyahoga County

Winter Weather:

Winter weather includes extreme cold, blizzards, freezes, wind chill, sleet, hail, lake effect snow, and dense fog.

Prepare for a Winter Storm:

- ⇒ Bring pets inside. Move other animals or livestock to sheltered areas with non-frozen drinking water.
- ⇒ Avoid overexertion when shoveling snow or outside.
- ⇒ Keep dry; wet clothing increases hypothermia.
- ⇒ If forced to use alternate heating sources such as a fireplace, space heater, etc., ensure that you have a window open to vent carbon monoxide.
- ⇒ Know the location of shelters/warming centers and snow routes.



New England, 2015

Hazards in Cuyahoga County

Heat Emergencies:

Each year extreme heat is responsible for hundreds of deaths in the United States.

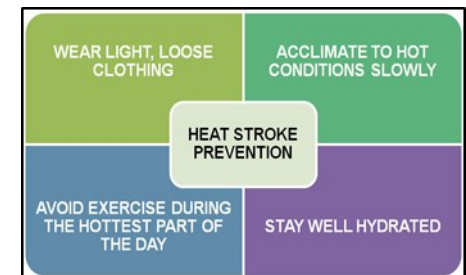
When Temperatures Rise:

- ⇒ Drink two to four cups of water every hour.
- ⇒ Keep your living space cool with air conditioning, if possible.
- ⇒ Keep your activity level in the sun to a minimum.
- ⇒ Wear lightweight, light-colored clothing and sunscreen.
- ⇒ Take a cool shower or apply cold wet rags.
- ⇒ Never leave children, elderly, pets, or others in a parked car. Temperatures can become life-threatening within minutes.

Know the Signs of Heat Stroke:

Heat stroke is life threatening and requires immediate medical attention.

- ⇒ It is accompanied by dry skin, a body temperature above 103° F, rapid pulse, confusion, and unconsciousness.



- ⇒ It can strike even if you have no previous signs. Major organ damage, brain damage, and death can occur. If heat stroke is suspected, call 9-1-1 immediately.

Hazards in Cuyahoga County

Thunderstorms & Lightning:

Every thunderstorm produces lightning and can produce tornadoes, strong winds, hail, and flash flooding.

Before Thunderstorms Arrive:

- ⇒ Remove dead tree limbs.
- ⇒ Postpone outdoor activities.
- ⇒ Get inside a home, building, or hard top automobile.
- ⇒ Unplug electronics.
- ⇒ Stay indoors for 30 minutes after hearing thunder.
- ⇒ Remember, rubber-soled shoes and rubber tires provide **NO** protection from lightning.
- ⇒ If you are in an open area, go to a low place such as a ravine or valley. If on open water, get to land.



During a Storm:

- ⇒ Take shelter in a sturdy building. Avoid small structures in open areas.
- ⇒ Listen to a battery-operated radio for updates.
- ⇒ Avoid contact with plumbing.
- ⇒ Avoid natural lightning rods such as tall, isolated trees in open areas. Avoid hilltops, open spaces.
- ⇒ Lightning strike victims carry no electrical charge and should be helped immediately. **Call 9-1-1 Immediately**

Hazards in Cuyahoga County

Tornadoes:

Tornadoes can appear without warning and can be invisible until a funnel cloud appears.

Know the Tornado Advisories:

- ⇒ A tornado watch means a tornado is possible.
- ⇒ A tornado warning means a tornado may be imminent.

Prepare for a Tornado:

- ⇒ Determine in advance where you will take shelter.
- ⇒ **If local authorities issue a tornado warning or if you see a funnel cloud, take shelter immediately.**
- ⇒ In-ground shelters or basements provide the most protection.
- ⇒ If underground shelter is not available, go to an interior room/hallway on lowest floor.
- ⇒ If your vehicle is hit by flying debris, pull over and park.
- ⇒ Stay away from windows, doors, and outside walls.
- ⇒ Trailers and mobile homes do not provide protection.
- ⇒ If shelter is not available, lie flat in a ditch or low area.
- ⇒ Do not seek shelter under an overpass or bridge.
- ⇒ Store an emergency supply kit in your shelter location.
- ⇒ Register your shelter/safe room location with the local Fire Department.

Hazards in Cuyahoga County

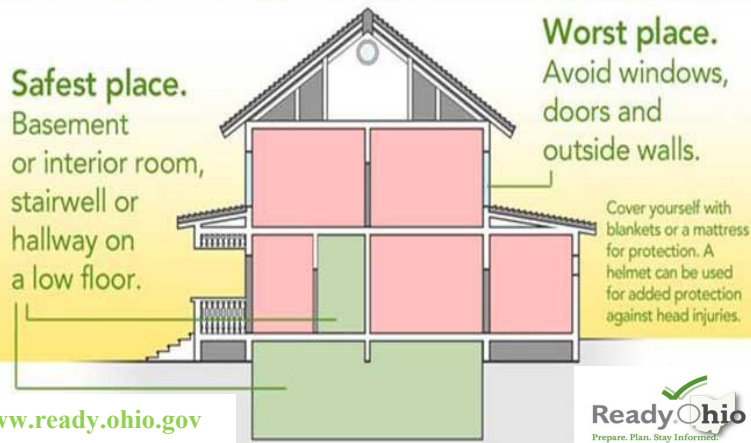
After the Tornado Passes:

- ⇒ Stay away from damaged buildings and downed power lines.
- ⇒ Help injured or trapped people.
- ⇒ Check on others who may require special assistance.



Cedarville, OH- May 2014

Tornado Shelter Tips



Be Alert

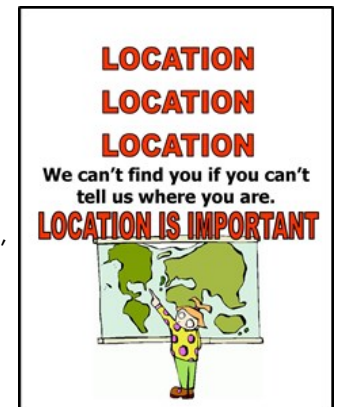
Emergency Tips:

- ⇒ Know the location of **Safe Havens**: Police Stations, Fire Stations, Hospital Emergency Rooms, etc.
- ⇒ Ensure family members are aware of your communications plan.
- ⇒ Designate specific family meeting places at an event.
- ⇒ Never leave your bags unattended.
- ⇒ Be aware of your surroundings.
- ⇒ Locate the exits; plan how your group would evacuate.
- ⇒ Carry a flashlight or install a phone flashlight app.
- ⇒ Report suspicious activity.



9-1-1 Calling Tips:

- ⇒ Use password protection on cell phones to minimize accidental 9-1-1 dialing.
- ⇒ Do not give old cell phones to kids! A cell phone with no active service can still call 9-1-1.
- ⇒ Provide as much detail as possible when calling 9-1-1.
- ⇒ **Do Not Hang Up.**
- ⇒ Remember that even if the dispatcher is still asking questions or giving instructions, help is on the way.



Get Involved

There are a variety of volunteer opportunities within Cuyahoga County to assist the first responders with major disasters that take place in our area.

The American Red Cross (ARC), Greater Cleveland Chapter



If you are interested in volunteering with the American Red Cross, contact the Red Cross at 216-431-3010

Community Emergency Response Teams (CERT)



Medical Reserve Corps (MRC)



If you are interested in volunteering with CERT or MRC, please email ema@cuyahogacounty.us

Important Phone Numbers

For All Emergencies..... 9-1-1

Cuyahoga County Agencies and Department

Addictions & Mental Health	216-241-3400
Animal Shelter	216-525-7877
Board of Health	216-201-2000
Children and Family Services	216-431-4500
Clerk of Courts	216-443-7952
Court of Common Pleas—Juvenile Court	216-443-8400
Cuyahoga Support Enforcement Agency	216-443-5100
Department of Senior and Adult Services	216-420-6750
Office of Emergency Management	216-443-5700
Office of Homeless Services	216-420-6844
Sheriff's Department	216-443-6000
Taxation	216-443-7010
Witness/Victim Service Center	216-443-7345

Other Important Numbers:

Traffic Systems in Ohio (From your Cell Phone)	5-1-1
United Way (From your Cell Phone)	2-1-1

Emergency Preparedness Links

The Cuyahoga County Office of Emergency Management (CCOEM) and other local and state agencies maintain preparedness websites. These websites contain comprehensive information on how to plan for and respond to emergencies and disasters.

Visit the following websites for more tips on how to stay safe and prepare for emergencies and disasters:

Cuyahoga County Office of
Emergency Management
ready.cuyahogacounty.us

Federal Emergency
Management Agency
<http://www.fema.gov/>
<http://www.ready.gov/>
[https://
www.disasterassistance.gov/](https://www.disasterassistance.gov/)

Cuyahoga County Board of
Health
<http://www.ccbh.net/>

Center for Disease Control
(CDC)
<http://www.cdc.gov/>

Ohio Emergency
Management Agency
<http://ema.ohio.gov/>

American Red Cross (ARC)
<http://www.redcross.org/>



Cuyahoga County

Office of Emergency Management

The Cuyahoga County Office of Emergency Management (CCOEM) is committed to providing information and assistance to help persons and organizations respond to and recover from disasters and large-scale emergencies.

A comprehensive collection of emergency preparedness information can be found on CCOEM's website:



The Cuyahoga County Office of
EMERGENCY MANAGEMENT

ready.cuyahogacounty.us

9300 Quincy Ave.

Cleveland, OH 44212

Phone: 216-443-5700

ema@cuyahogacounty.us

Like us on Facebook:



/CuyahogaOEM

Follow us on Twitter:



@CuyahogaOEM