

This is a special pull-out section of the Newsletter which provides valuable information on the Borough's Office of Emergency Management and tips on developing an emergency plan at home. The printing and mailing of this pull-out section was funded by Medco Health Solutions, Inc.

Franklin Lakes Office of Emergency Management

Emergency Management Coordinator - Craig Goldman

EMERGENCY OPERATION PLAN

If a disaster or significant emergency were to affect Franklin Lakes, the borough does have an emergency operations plan. The plan is divided into sections. Each section has a coordinator and deputy coordinator. The plan is continuously updated and exercises are conducted to test the effectiveness of the plan.

The Emergency Management team consists of a small group of dedicated volunteers. Our ability to execute this plan is totally dependent on our ability to recruit additional members that can assist if an emergency occurs. If you would like additional information on the skills we need to execute our emergency plan, please contact oem@franklinlakes.org.



SHELTERS

The following locations are designated as emergency shelters. In the event of a disaster, if shelters needed to be opened you would be notified through the Reverse 911 system or e-mail (if registered) and informed of which shelter(s) are open.

Fire House Bender Court
Fire House Franklin Lakes Road
Ramapo High School

REVERSE 911 SYSTEM

If residents needed to be notified of an emergency situation, the Reverse 911 System would be activated. The Reverse 911 system has the ability to notify residents at their home, cell phone, pager or e-mail. If you need to add additional phone numbers, you can complete a form located at police headquarters or e-mail Sgt. Carmine Pezzuti at cpezzuti@franklinlakes.org. Please register!! SEE FORM.

COMMUNITY EMERGENCY RESPONSE TRAINING (CERT)

If a disaster were to occur in Franklin Lakes, would you be prepared? Most likely, the emergency services (police, fire and ambulance corp.) would be overwhelmed. CERT training provides residents with basic training before, during and after a disaster. CERT training prepares you to take care of your family, your neighbors, and then the community.

CERT classes are offered at the Bergen County Law and Public Safety Institute located at 281 Campgaw Road, Mahwah. There is no fee to attend this course. CERT training prepares residents with basic training before, during and after a disaster. CERT training will consist of; disaster preparedness, basic first aid, fire suppression, search and rescue, disaster psychology, and terrorism awareness. Participants will become CERT volunteers upon completion. A CERT kit and diploma will be awarded at CERT graduation. A CERT application and schedule is listed as an attachment. Please contact Nelson Winokur at nwinokur@franklinlakes.org with any questions or concerns.

✂

**REQUEST TO REGISTER IN THE
FRANKLIN LAKES REVERSE 911 DIRECTORY**

DATE: _____

*NAME: _____

*ADDRESS: _____

E-MAIL: _____

*HOME PHONE: _____

CELL PHONE: _____

**required*

EMERGENCY PLANNING AT HOME

Disasters can occur suddenly and without warning. Would you be prepared? The key is to be prepared. Listed below are several suggestions to help you be prepared. There are also things you can do to **prepare for the unexpected** and **reduce the stress you may feel** should an emergency arise.

For New Jersey residents, the basics of preparedness for virtually all hazards are the same. Following these steps and being ready NOW means you will be ready for virtually any disaster or crisis that may affect New Jersey.

- Develop an Emergency Management plan as follows.
- Record and have available important phone numbers
- Make sure everyone in your family knows how and when to dial 911. Family members should dial 911 only in emergencies. In example; a power outage is not considered an emergency. Examples of emergencies include; fires, medical emergencies and downed power lines. For non-emergencies dial (201) 891-3131.
- Designate a family contact. If you had to leave your home and your family became separated, have a pre-designated family contact that family members could call.
- On occasion Franklin Lakes has experienced prolonged power outages. In the event of a prolonged power outage or if your home were inhabitable due to a disaster, would you have a pre-arranged location of where you can go?
- If you must leave your home, remember to bring prescription medications and glasses.
- Household members should be made aware of where and how to turn off water, electric, and gas to their home.
- Have a plan for your pets. For additional information refer to the FEMA website at: <http://www.fema.gov/plan/prepare/animals.shtm>.
- For more information on disaster planning refer to the FEMA website at: <http://www.fema.gov/plan> Click onto the "prepare for Disaster" and Assemble Supplies" tab.

Everyone should follow Steps One, Two and Three below. Steps Four and Five will help bring your readiness to the next level. **Get started NOW, BEFORE a disaster takes place!**

STEP ONE: "GET A KIT" of Emergency Supplies

ITEMS FOR YOUR HOME:

- Three days' supply of canned, non-perishable, ready-to-eat **FOOD** Store food such as canned food which require little or no water, and have a longer expiration dates. Adults require between 2000 and 2500 calories per day.
- Three days' supply of **WATER** (a total of three gallons per family member)
- Battery-operated **RADIO** and extra batteries
- **FLASHLIGHT** and extra batteries
- One week's prescription **MEDICATIONS**
- **FIRST AID KIT**
- Personal **TOILETRIES**
- Non-electric **CAN OPENER** and **UTENSILS**
- **SPECIAL NEEDS** items:
 - **INFANT** care items
 - Items for **ELDERLY** family members
 - Items for relatives with **DISABILITIES**
 - **CASH** or **TRAVELERS CHECKS**
 - Store important **DOCUMENTS** in a water-proof, safe location

IN CASE YOU NEED TO EVACUATE:

- Keep your vehicle's gas level at a minimum of half-a-tank.
- Every family member must carry CONTACT INFORMATION:
 - All phone numbers at work, school, etc. for every family member
 - The name and number of a relative who lives out-of-state, to call in case your family gets separated.

These are the basics. For further advice, read "**Your Family Disaster Supply Kit,**" available from the American Red Cross: <http://www.redcross.org>.

You can also follow these additional tips on emergency food and water supplies: http://ready.nj.gov/plan/preparedness_foodwater.html.

STEP TWO: "MAKE A PLAN" for Yourself, Your Family or Your Business

First, follow the easy-to-use instructions in "**Your Family Emergency Plan**," available from the American Red Cross: <http://www.redcross.org>.

If you have Disabilities or other Special Needs:

- Read these Preparedness Tips for Individuals with Disabilities: <http://ready.nj.gov/plan/special-needs.html>
- Register with your local Police Department. Let them know of the assistance you might need during an evacuation or other emergency. (see attached form)

If you Do Not Own a Car or Cannot Drive:

- Make plans with a neighbor who does drive.

If you have Pets:

- <http://www.fema.gov/plan/prepare/animals.shtm> (Please print this document). Disaster shelters cannot accept pets other than ADA assistance animals. You must plan accordingly.

If you want to do more:

Learn what it means when Public Safety Officials order you to:

- Shelter at Home: <http://ready.nj.gov/plan/prot-act-shelter.html>
- Evacuate: <http://ready.nj.gov/plan/prot-act-evacuation.html>
- Take Health-Related Actions: <http://ready.nj.gov/plan/prot-act-health-actions.html>

STEP THREE: "STAY INFORMED" of Possible Threats

It is important to know about the risks that may happen in your community, and to know whether an emergency is imminent or is already taking place.

Contact your local OEM or American Red Cross Chapter (<http://www.redcross.org/where/chapts.asp#NJ>).

- Ask which Types of Emergency (<http://ready.nj.gov/plan/threats-emergencies.html>) are most likely in your area, and how to prepare for each.
- Learn about the warning signals that will be used in your community.
- Learn about the local radio and TV stations you should tune into for emergency alerts and official instructions.

Learn about the disaster plans for your **Workplace**, your children's **School or Day Care Center**, and **Other Places** where your family spends time.

Keep track of **Current Weather Forecasts and Alerts** with:

- Local radio or TV stations
- NOAA Weather Radio: <http://www.erh.noaa.gov/er/phi/wxradio.htm>
- NJOEM's Weather Links: <http://www.erh.noaa.gov/er/phi/wxradio.htm>

CONGRATULATIONS!

You and your family have now completed the steps for basic all-hazards preparedness. This should give you a level of confidence during emergencies - but never forget Step Three. Stay informed by listening for emergency watches and warnings, or for instructions from public safety officials. By staying informed you remain a vital partner in your family's security.

RESOURCES AND LINKS FOR PEOPLE WITH SPECIAL NEEDS

People with disabilities and special needs often need additional time and assistance to prepare for a disaster. This section provides some practical advice. More in-depth information and guidance can be accessed via the links at the bottom of this section.

If you have further questions or concerns you may also contact Sgt. Carmine Pezzuti of the **Franklin Lakes Police Department** at: (201) 891-3131.

GETTING STARTED:

- Create a **Personal Support Network** of friends, family and neighbors who can assist in disaster preparation and getting you to a safe place.
- Conduct an **Assessment of Your Personal Needs** and resources, and of the types of help you will need in case of a power outage, evacuation or other emergency.
- **Register with Franklin Lakes Police Department.** Make sure they keep a record of the special assistance you may need during an evacuation, power outage or other emergency.
- If you are electric-dependent, **register with your Utility Company.** Make sure they, along with your Police, keep a record of the special assistance you will need during a power outage.
- **Consult your family and Doctor** about steps you can take to mitigate your exposure (backup generator/battery backup, extra oxygen/medications).
- **Complete the attached form** and hand deliver to Police Desk, FAX or send to the Franklin Lakes Police Department.

Franklin Lakes Police Department
490 DeKorte Drive
Franklin Lakes, New Jersey 07417
OR via fax 201-891-0967

REQUEST TO REGISTER IN THE FRANKLIN LAKES SPECIAL NEEDS DIRECTORY

ALL INFORMATION WILL BE SECURED AND USED ONLY IN AN EMERGENCY

*NAME: _____

*ADDRESS: _____

*HOME PHONE: _____

CELL PHONE: _____

E-MAIL: _____

**required*

EMERGENCY CONTACT:

NAME: _____

ADDRESS: _____

HOME PHONE: _____

CELL PHONE: _____

E-MAIL: _____

SPECIAL NEEDS SECTION

PLEASE CHECK BOXES AND DESCRIBE YOUR SPECIAL NEEDS:

- | | |
|--|--|
| <input type="checkbox"/> ELECTRICITY REQUIRED | <input type="checkbox"/> WHEEL CHAIR NEEDED |
| <input type="checkbox"/> OXYGEN REQUIRED | <input type="checkbox"/> HEARING IMPAIRED |
| <input type="checkbox"/> LIMITED MOBILITY, BED BOUND | <input type="checkbox"/> SIGHT IMPAIRED, BLIND |
| <input type="checkbox"/> OTHER, DESCRIBE YOUR SPECIAL NEEDS: _____ | |

REQUEST TO REGISTER FOR THE FRANKLIN LAKES REVERSE 911 DIRECTORY

*NAME: _____

*ADDRESS: _____

*HOME PHONE: _____ CELL PHONE: _____

E-MAIL: _____ ** required*

REQUEST TO REGISTER TO RECEIVE E-MAIL UPDATES (“E-BLASTS”)

*NAME: _____

*E-MAIL: _____ ADDITIONAL E-MAIL: _____

*You will receive an email asking that you confirm your intention to register for the Borough’s E-Mail Updates.
Information provided on this form may be subject to disclosure under the Open Public Records Act*

**required*