

TOGETHER WE

prepare

Oregon

This booklet will guide you through the steps you and your family need to take to be self-sufficient for the first three days after a major disaster. By taking these steps, you'll be able to respond safely and with confidence in a variety of emergency situations.

SIMPLE STEPS THAT CAN SAVE LIVES



Make a plan

This guide talks extensively about different disasters that could affect the Pacific Northwest. Having a plan in place will make it easier to locate or communicate with your loved ones. The more you have planned ahead of time, the calmer and safer your family will feel in an emergency or disaster (page 3).



Build a kit

Building a three-day emergency supplies kit is an important first step in preparing. This booklet explains what to put in your kit; how to store it; and why it is vital that each family has at least one kit for home, work and car. You can build a kit or buy one from your local Red Cross (page 5).



Get trained

In the event of a disaster, emergency medical response may be delayed for numerous reasons. While precious minutes slip by, your emergency training could mean the difference between life and death. For class descriptions, times and costs, contact your local Red Cross chapter (page 8).



Volunteer

Every day, Red Cross volunteers make a difference in our community. They help provide disaster relief, collect lifesaving blood and assist people in preventing, preparing for and responding to emergencies. Consider giving your time and talent to people in need (page 9).



Give blood

Scheduling regular blood donations ensures that a safe and stable blood supply is available for Oregonians at all times. Blood donated before disaster strikes is critical to immediate needs during relief and recovery efforts. Call 1-800-GIVE LIFE to schedule a blood donation or visit www.nwblood.redcross.org (page 13).



**American
Red Cross**

This comprehensive booklet is not only a guide to taking the steps to prepare, but also an explanation of what to prepare for in the Pacific Northwest. The greatest risk here in Oregon could be complacency, as many people are not aware of the potential for natural and human-made disasters in our communities. By taking these simple steps, you can help prepare your family, community, neighborhood, school and workplace.

THE FOLLOWING ORGANIZATIONS CONTRIBUTED CONTENT TO THIS BOOKLET:



COLUMBIA COUNTY
EMERGENCY MANAGEMENT

REGIONAL EMERGENCY MANAGEMENT
TECHNICAL COMMITTEE



CITY OF PORTLAND
OFFICE OF EMERGENCY MANAGEMENT



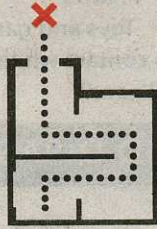
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MAKE A PLAN

The more you have planned out ahead of time, the calmer and more assured your family will be during a disaster or emergency.

- Take the time to talk about potential disasters
- Establish emergency contacts



- Practice evacuating your home
- Determine two meeting places where your family will reunite

Five Steps to Family Disaster Planning

1. Talk — with your family about disasters that could happen in the Pacific Northwest, such as home fires, wildfires, severe winter weather, flooding, earthquakes, terrorism and hazardous material accidents. All of these disasters are covered in detail in this guide.

2. Train — all family members. Learn to use a fire extinguisher. Locate your utility shut-off valves and know when and how to turn off your gas, electricity and water. Make sure all responsible people in the household have this knowledge or training.

Pick two places to meet :

- (1) right outside of your home in case of a sudden emergency, like a fire.
- (2) outside of your neighborhood in case you can't return home or are asked to leave your neighborhood.
Everyone must know the address and phone number of the meeting locations.

3. Take stock — of supplies you may already have on hand that would be helpful in a disaster. Involve the whole family in collecting and assembling supplies of food, water and emergency tools (see pages 5 and 6).

4. Tell — everyone in the household where emergency contact information will be kept. Post a copy on your refrigerator, keep another with your disaster supplies kit and in your purse, wallet or backpack. Complete the **Emergency Contacts** section on the back of this booklet and make copies for each member of your family. Make sure you have included an out-of-state contact. You may be able to reach them when local phone lines are down.

5. Test — your readiness on a regular basis. Review your family disaster plan and go through supplies at least once a year. Commit to a day or weekend to update phone numbers, hold family fire and earthquake drills and check supplies.

EVACUATION

In certain emergencies, you may need to evacuate your home. Listen to the local radio Emergency Alert System or television and follow the instructions of emergency officials. Evacuate immediately if told to do so. Authorities do not ask people to leave unless they truly feel lives may be in danger. Follow their advice.

Before Evacuating

- ◆ Lock your home. If instructed, turn off water, gas and electricity.
- ◆ Post a message on the door (and put one on your voicemail or answering machine) indicating where you can be found.
- ◆ Wear protective clothing and sturdy shoes and take your disaster supplies kit with you.
- ◆ Use travel routes specified by local authorities.
- ◆ Make arrangements for your pets. **Pets, other than service animals who assist people with disabilities, are not allowed in Red Cross shelters for health and safety reasons.** It is recommended that you pre-identify friends or relatives who agree to take your pets temporarily. Include contact information for these people and your animals' veterinarian in your emergency contact information (see **Pets and Disaster** on page 4).

If you have to evacuate your home for an extended period of time because of a disaster, your local Red Cross will open a shelter at a church, school, recreation center or other public building. Listen for shelter locations announced over the radio Emergency Alert System. Make sure the following items are in your disaster supplies kit, which you will take with you when you evacuate. They will be particularly important if you stay in a shelter or temporary lodging.

- ◆ Prescription drugs in childproof containers
- ◆ Eyeglasses/contact lenses
- ◆ Phone numbers/addresses of people you'll want to contact while in the shelter (see page 7 for a list of important documents you'll need)
- ◆ Pillows
- ◆ Toys and games

PETS AND DISASTER



Be Aware

A disaster will be traumatic for your pets as well as you. Pets, other than service animals who assist people with disabilities, are not allowed in Red Cross shelters for health and safety reasons. Please take the following steps to assure your pets are well-cared for, whether you'll be staying in your home, or you have to evacuate.

Prepare

Assemble a disaster supplies kit for your pet that includes these items:

- ◆ Portable carrier (essential for cats), leashes
- ◆ Food, potable water, bowls and can opener
- ◆ Litter and litter box for cats
- ◆ Medications, pet first aid kit (available from your local Red Cross)
- ◆ Health records, including vaccination records
- ◆ Instructions on feeding schedule and diet for your pet, medications and any special needs
- ◆ Current photos of you with your pets in case they get lost

Take the following steps:

- ◆ Make sure your pet is wearing a securely fastened collar with current ID information.
- ◆ Ask friends or relatives if they would be willing to take your pet temporarily in case of a disaster.
- ◆ Contact motels and hotels outside your local area about their policies on pets staying with you. Keep a list of pet-friendly places. Prepare a list of boarding facilities or veterinarians who could shelter a pet in the event of an emergency. Include 24-hour contact numbers.

YOUR MENTAL HEALTH



Be Aware

Disasters may cause highly emotional responses among family members.

Normal responses include:

- ◆ Numbness, apathy or depression
- ◆ Difficulty concentrating or making decisions
- ◆ Anxiety, restlessness, irritability, fear
- ◆ Disorientation
- ◆ Sleep disturbance
- ◆ Fatigue

Prepare

You can reduce the emotional impact of a disaster by being prepared. Review this booklet with your family. Practice your evacuation plans. Make sure your supplies are in order and emergency contact information is up-to-date. You can't take away the feeling of shock after a disaster, but you can reduce the feeling that everything is out of control.

Respond

After you and your family are out of danger, sit down together and collect yourselves. Limit family decisions to today's needs. Avoid discussions of long-term disaster recovery issues.

Mental Health Survival Tips

- ◆ Stay calm and assured
- ◆ Don't stay by yourself if you can avoid it
- ◆ Accept help from others
- ◆ Notice positives; don't blame
- ◆ Talk about your feelings

For Your Long-Term Adjustment

- ◆ Allow yourself to cry
- ◆ Get some exercise
- ◆ Avoid excessive alcohol/drugs
- ◆ Seek counseling if you continue to feel depressed, anxious or debilitated

BUILD A KIT

What you have on hand when a disaster strikes can make a big difference for your comfort and safety in the hours and days following a disaster. Basic services, such as electricity, gas, water and telephones, may be cut off, or you may have to evacuate at a moment's notice. If you are con-



finied at home, it may take some time for professional emergency responders to get to you, so plan on storing enough supplies for everyone in the family for at least three days. Your family will cope best by preparing for disaster before it strikes.

Disaster Supplies Kit Basics

The following list provides the basic supplies you need to have on hand in case of an emergency (see page 6 for an expanded list). Keep these items in a rugged but easy to carry container such as a large covered trash can, overnight backpack or duffel bag. Keep smaller versions of the kit in the trunk of your car and at work. If you become stranded or are not able to return home, having some items will help you to be more comfortable until help arrives. Store your kit in a structurally sound location.

- Water - one gallon per person per day, for drinking, cooking and sanitary needs
- Food - ready to eat, non-perishable, high-protein, high-calorie foods that you enjoy (peanut butter, canned meats, energy bars, canned fruits and vegetables, etc.)
- First aid kit (see list of items below) and first aid reference guide (available from your local Red Cross)
- Portable battery-operated radio and spare batteries
- Flashlights and spare batteries
- List of emergency contacts (use worksheet on the back page of this booklet to create a list)
- Blankets, extra clothing, sturdy shoes and gloves
- Can opener (non-electric)
- Three-day supply of critical medications, an extra pair of eyeglasses, copies of important documents (see page 6 for a list) and comfort items such as toys, books and games
- Food and water for pets
- A *Together We Prepare Oregon* booklet
- Map of local area in case evacuation to shelters is necessary
- Crescent wrench for utility shut-off
- Duct tape and plastic sheeting or large plastic garbage bags for sheltering-in-place
- Extra cash and coins for emergency purchases and pay phones

(see pages 4 and 6 for items you may need in an evacuation)

First Aid Kits

You can buy a first aid kit or build one using the list below. Check and replenish first aid supplies yearly. Consider enrolling your family in a first aid class. Children over the age of 10 can be enrolled in Red Cross basic first aid training. Call your local Red Cross to buy a kit or register for a class.

- Disposable gloves, 2 pairs
- Scissors and safety pins
- Roller gauze and elastic bandages
- Non-stick sterile pads (different sizes)
- Assorted adhesive bandages
- Triangle bandages, 3
- Aspirin or substitute*
- Antibiotic ointment*
- Current prescription medicines*
- Disinfectant (for cleaning wounds)*
- Petroleum jelly
- Cotton balls
- Sunscreen
- Thermometer
- Tongue depressors, 2
- Soap and clean cloth / moistened towelettes
- Tweezers / needle
- Eye dressing or pad
- Paper tape
- Small plastic cup
- Pen and note paper
- Emergency phone numbers
- American Red Cross first aid reference guide or first aid manual
- Include usual non-prescription medications, including pain relievers, antacids, ipecac, laxatives, hydrocortisone cream and vitamins

*Keep all medications in original containers. Check expiration dates and replace as needed.

Additional Disaster Supplies

Sanitation

- Large plastic trash bags (for trash, waste and water protection)
- Large trash can
- Bar soap and liquid detergent
- Shampoo
- Toothpaste/toothbrushes
- Feminine and infant supplies
- Toilet paper
- Household liquid bleach for water purification, plus eyedropper for measuring (see *Water Storage*, page 16)
- Newspaper to wrap garbage and waste
- Pre-moistened towelettes
- Bucket, plastic trash bags, bleach and two boards to construct a makeshift toilet

Safety and Comfort

- Heavy gloves for cleaning up debris
- Sturdy shoes (keep pair by bed)
- Clothes for protection from cold and rain or extreme heat
- Matches, kept in waterproof, child-resistant container
- Glowsticks or lightsticks
- Garden hose with shut-off nozzle for fighting fire
- Tent and tarps
- Whistle to signal for help

Tools and Supplies

- Crescent wrench, 12 inches or longer (store near natural gas shut-off in waterproof container)
- Axe, shovel, pry bar, broom
- Screwdrivers, pliers, hammer
- Coil of 1/2 inch nylon rope (50 feet)
- Pocket knife and staple gun
- Pen and paper (stored in watertight container)
- Change for telephone or telephone calling card

Emergency Supplies For Your Vehicle & Work

(keep in plastic tub or other container that can be closed)

- Blanket(s) and/or sleeping bag
- Booster cables and tool kit (car only)
- Bottled water (use a heavy plastic bottle specifically made for water storage and fill with tap water)
- Canned fruits/nuts and can opener
- Critical prescriptions
- Emergency flares and distress flag/sign
- First aid kit and reference guide

GET FINANCIALLY PREPARED

The following information provided courtesy of the Oregon Society of CPAs



Financial Preparedness

Another important part of building a kit is to include copies of important documents that can help you be prepared financially for emergency situations. When disaster strikes, having your financial documents in order will help sustain your family during the emergency and streamline the recovery process. You may not be able to do everything suggested below - and that's OK. Do what you can. Taking even limited action now will go a long way toward preparing you financially before a disaster strikes.

Evacuation Box

Buy a lockable, durable box to grab in the event of an emergency. You don't have to wait until you have a special box - even a cardboard box will do to-get started. Put important documents in sealed, waterproof plastic bags. Store the box in your home where you can easily get to it. Keep this box with you if you are away from home for an extended period, but don't leave it in an unattended car.

- A small amount of cash in small denominations and/or traveler's checks and a few rolls of quarters
- Copies of driver's licenses and social security cards
- A list of emergency contacts that includes doctors, financial advisors, reputable repair contractors, and family members who live outside your area
- Copies of important prescriptions for medicines and eyeglasses, and copies of children's immunization records
- Copies of health, dental or prescription insurance cards or information
- Copies of your auto, flood, renter's or homeowner's insurance policies (or at least policy numbers), and a list of insurance company telephone numbers

- Negatives for irreplaceable photographs, protected in plastic sleeves
- Backups of computerized financial records
- A list of bank account, loan, credit card and investment account (brokerage and mutual funds) numbers
- Safe deposit box key

- Copies of other important financial and family records or a list of their locations. These would include deeds, titles, wills, a letter of instruction, birth and marriage certificates, passports, relevant employee benefits documents, the first two pages of the previous year's federal and state income tax returns, etc. Originals, other than wills, should be kept in a safe deposit box or at another location.

Emergency Cash

After a disaster, you may need cash for the first few days, or even several weeks. A disaster can shut down local ATMs and banks. Keep a small amount of cash and/or traveler's checks at home in a place where you can quickly get to them, such as in your evacuation box. Money should be in small denominations including a couple rolls of quarters.

Emergency Fund

Set aside money in an emergency fund. This can be difficult to do on a tight budget, but can be well worth the effort. The fund can be very helpful, not only in a disaster, but in other financial crises as well. Keep your emergency funds in a safe, easily accessible account, such as a passbook savings or money market account.

Credit

Try to keep your credit cards paid off. You may have to draw on them to tide you over.

Consider Renting a Safe Deposit Box

Safe deposit boxes are invaluable for protecting originals of important documents. If you don't have a safe deposit box, keep copies in your evacuation box and originals at a separate location, such as with family or friends.

Home safes and fire boxes can be convenient places to store important papers. However, some disasters, such as hurricanes, floods or tornadoes, could destroy your home. It is usually better to store original papers in a safe deposit box or at another location that is not likely to be affected by the same disaster. Keep the key to the safe deposit box in your evacuation box.

Original Documents to Store in a Safe Deposit Box

- Deeds, titles and other ownership records for your home, autos, RVs, boats, etc.
- Birth certificates and naturalization papers
- Marriage license/divorce papers and child custody papers
- Passports and military/veteran papers
- Appraisals of expensive jewelry and heirlooms
- Certificates for stocks, bonds and other investments
- Trust agreements
- Living wills, powers of attorney and health care powers of attorney
- Insurance policies (copies are sufficient)
- Home improvement records
- Household inventory documentation
- Copies of wills

Originals of wills should not be kept in a safe deposit box since the box may be sealed temporarily after death. Keep originals of wills with your local registrar of wills or your attorney.

Professional Advice May be Necessary

Depending on your situation, you may need the advice of a professional financial advisor. There is free financial counseling available when a disaster occurs, or you may want to hire your own professional advisor. When selecting a financial advisor, ask for recommendations from family or friends, or contact the Oregon Society of CPAs at 503-641-7200 / 1-800-255-1470 or www.orcpa.org for professionals in your area. For more financial tips and ideas, please visit the OSCPA Financial Literacy Web site at www.orcpa.org/resources_tools.html.

GET TRAINED

First Aid and CPR Training

Learn the emergency action steps: Check the scene and the victim; Call 9-1-1 or your local emergency number; Care for the victim. Teach children how to dial 9-1-1 in an emergency.



first aid and CPR and how to use an automated external defibrillator (AED). It could save a life.

Your lifesaving skills will not only be critical during a disaster, but also in an emergency situation, which could happen anywhere and at any time. There are many potentially hazardous situations that could occur where you live and work. Being prepared to respond will help you learn how to keep your family and co-workers safe.

Properly administered first aid or CPR can help stabilize an injured or ailing family member until help arrives. Make sure at least one family member is trained in

Other Safety Courses

In addition to staying current in first aid and CPR training, the Red Cross encourages individuals to get trained in other lifesaving skills:

AED Training

Babysitter's Training (ages 11-15)

Basic Aid Training (for ages 10 and up)

Family Caregiving

Infant/Child CPR

Lifeguard Training

Pet First Aid

Water Safety

When I'm in Charge (for youth ages 8 to 11 to learn to be safe when at home alone)

Many of these courses are also offered in Spanish. Call your local Red Cross chapter for more information.

Basic Lifesaving Tips

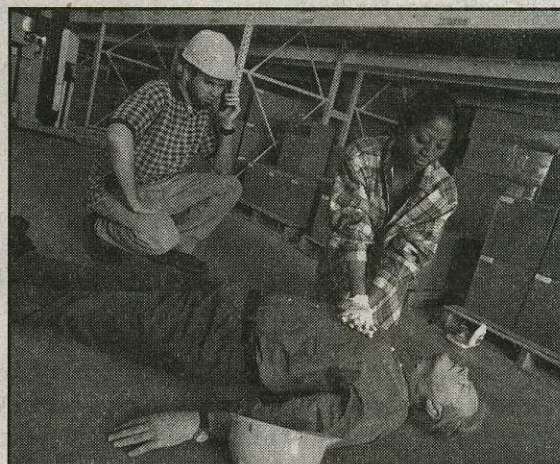
By itself, this text material does not constitute comprehensive Red Cross training or certification.

To receive training and certification in first aid and CPR, call your local Red Cross chapter to register for a class.

If you encounter someone who is injured or ill, apply the emergency action steps: **Check-Call-Care**. Check the scene to make sure it is safe for you to approach. Then check the victim for unconsciousness and life-threatening conditions. Someone who has a life-threatening condition, such as not breathing or severe bleeding, requires immediate care by people trained in first aid and CPR and may require treatment by medical professionals. Call out for bystanders to help, if possible. Call 9-1-1, the workplace emergency number or your local emergency number. If you are unable to get through to 9-1-1, call local fire, police or a local hospital.

In a disaster situation, you may not be able to get through to the emergency medical services system at all. Also, you may not have access to telephones. In these situations, you should shout for help to alert nearby neighbors or others who may be able to help you.

The American Red Cross offers a wide range of classes that can help you be safe and learn how to save lives.



DISEASE PREVENTION

The risk of getting a disease while giving first aid is extremely rare. The following precautions can further reduce the risk:

- ♦ **Avoid direct contact with blood and other body fluids.**
- ♦ **Use protective equipment, such as disposable gloves and breathing barriers.**
- ♦ **Whenever possible, thoroughly wash your hands with soap and water immediately after giving care.**

Here are some steps that you can take to care for someone who is hurt, but whose injuries are not life-threatening.

CONTROL BLEEDING

- ♦ **Cover the wound with a clean dressing and press firmly against the wound (direct pressure).**
- ♦ **Elevate the injured area above the level of the heart if you do not suspect that the victim has a broken bone.**
- ♦ **Cover the dressing with a roller bandage.**
- ♦ **If the bleeding does not stop: (1) Apply additional dressings and bandages. (2) For leg or arm injuries, squeeze a pressure point at the artery against the bone.**
- ♦ **Provide care for shock.**

CARE FOR INJURIES TO MUSCLES, BONES AND JOINTS

- ♦ **Support the injured area.**
- ♦ **Control any external bleeding.**
- ♦ **Apply ice or a cold pack to control swelling and reduce pain.**
- ♦ **Avoid any movement or activity that causes pain.**
- ♦ **If you must move the victim because the scene is becoming unsafe, try to immobilize the injured area to keep it from moving.**

BE AWARE OF BIOLOGICAL/RADIOLOGICAL EXPOSURE

- ♦ **Listen to local radio and television reports for the most accurate information from responsible governmental and medical authorities about what's happening and what actions you will need to take.**
- ♦ **The Web sites referenced at the end of this booklet can give you more information on how to protect yourself from biological or radiological hazards.**

SYMPTOMS OF SHOCK

Shock is a life threatening condition in which not enough blood is being delivered to all parts of the body. Symptoms include:

- ♦ **Restlessness and irritability**
- ♦ **Altered level of consciousness**
- ♦ **Pale or ashen, cool, moist skin**
- ♦ **Blue tinge to lips and nail beds**
- ♦ **Rapid breathing**
- ♦ **Rapid pulse**

CARE FOR SHOCK

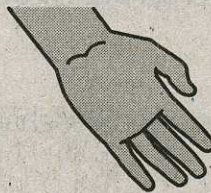
- ♦ **Keep the victim from getting chilled or overheated.**
- ♦ **Elevate the legs about 12 inches (if broken bones are not suspected).**
- ♦ **Continue to monitor for airway, breathing and circulation (ABCs).**
- ♦ **Do not give food or drink to the victim.**

CARE FOR BURNS

- ♦ **Stop the burning by cooling the burn with large amounts of water.**
- ♦ **Cover the burn with dry, clean dressings or cloth.**
- ♦ **Treat for shock.**

VOLUNTEER

When a disaster occurs, many volunteers may be needed to provide assistance to affected communities. Being trained before disaster strikes enables relief organizations to situate volunteers in



areas where they are needed. The Red Cross provides training in various functions that will be needed when a large disaster occurs. Some of the courses include:

Introduction to Disaster
Loss Verification
Family Services

Mobile Feeding
Mass Care

Shelter Operations
Ready Set Roll! Driving an Emergency Response Vehicle

Red Cross disaster volunteers are needed on a continual basis to serve the community. Local Red Cross volunteers respond to a residential fire every 36 hours on average. They provide cash assistance for lodging, meals, clothing and other immediate needs.

In addition to disaster relief, Red Cross volunteers help collect life-saving blood, teach health and safety courses, drive seniors and the disabled to medical appointments and more. Call your local Red Cross to volunteer.