

Keystone

Citizen Corps
&
Emergency Operations
Plan

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Keystone Citizen Corps & Emergency Operations Plan

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Keystone Citizen Corps & Emergency Operations Plan

I. Plan Introduction and Overview:

In an effort to enhance the quality of life of those who live, work, and play in the Keystone (NW) area of Hillsborough County, Florida, community leaders prepared this Citizen Corps and Emergency Operations Plan (CCEOP) based on the FEMA Citizen Corps structure.

This plan is intended to:

- Facilitate awareness of the types of **crime, hazards, dangers** that may occur throughout the year and **potential disasters and emergencies** facing our community.
- Encourage individuals, neighborhoods, organizations, and employers to participate in the strategies and programs which are introduced in this plan.
- Facilitate a list of equipment/resources, organizations, and individuals that could be primary or supplemental assistance to those of public first responders in certain situations.

This Plan's foundation consists of **Awareness, Prevention, Preparation, and Response** as effective courses of action for **Home, Neighborhood, and Community**.

Awareness and Prevention of many situations at home and in our neighborhoods can be enhanced by implementing these programs:

- **Neighborhood Watch**
- **Citizen Patrol**
- **Residential Mitigation & Security**

Preparation is an individual responsibility. When you and your family are prepared and an incident occurs or emergency strikes, first responders are able to assist those in the greatest need first and then help others as resources allow. Being self-reliant allows you to be resilient and recover more quickly. Excellent sets of tools are:

- **Residential Mitigation & Security**
- **Disaster Information & Survival**
- **Special Needs Resolution**

Response to neighborhood and community situations such as crime, fire and public safety lies primarily with local law enforcement (Hillsborough County Sheriff's Office, HCSO) and Hillsborough County Fire Rescue (HCFR).

Response to disasters is the primary responsibility of the HC Emergency Operations Center (EOC) and different levels of government such as the State of Florida, FEMA, FBI, FAA, or the Office of Homeland Security. Public resources will be sufficient in most emergencies and disasters, BUT there may be times when - the extraordinary scale or number of simultaneous events - public resources may need to be supplemented by the Citizen Corps and other programs. Those aligned with emergencies and disasters are:

- **Community Emergency Response Team**
- **Medical Reserve Corp**
- **Amateur Radio Emergency Services**
- **Equipment Mobilization.**

We all hope that extreme scenarios will not unfold BUT "Katrina" and "9/11" taught us that catastrophic flooding, extreme damage, civil unrest, loss of life, and inadequate logistics are possible. <https://www.youtube.com/watch?v=W03PNiqhoPE&feature=youtu.be>
The Keystone area's many lakes, wooded areas and proximity to the Suncoast and Tampa International Airport also open the doors to such incidents as missing persons and/or an airplane crash.

Keystone Citizen Corps & Emergency Operations Plan

II. What works for your Home, Neighborhood, and Community

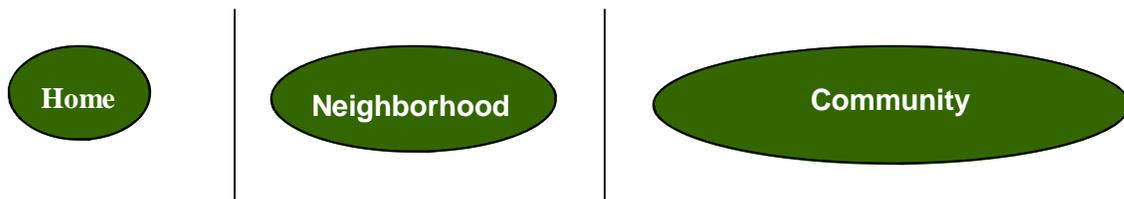
Our CCEOP, as a medium for community coordination and communication, is an opportunity for our neighbors, civic and neighborhood associations to secure and reinforce the safety and character of our remarkable community.

The strategies and resources outlined here are proven models that our residents may utilize in unison with local affiliated sponsors such as law enforcement and public safety agencies.

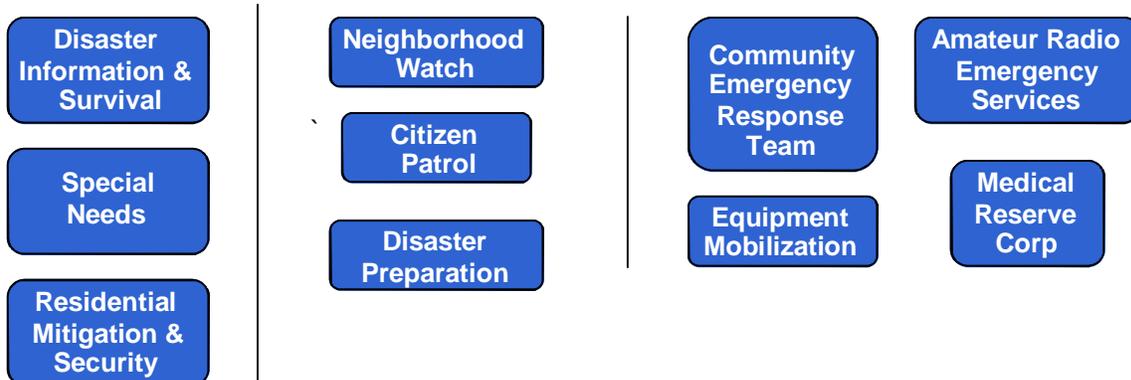
Leveraging this CCEOP: When utilized, the door of possibilities will be opened. In that spirit, our residents are encouraged to secure their homes and then join a Keystone CCEOP team.

If you are not currently using the strategies or not a member of one of the CCEOP teams please explore the following tiers. Our seasoned members can also find added value in these evolving tiers.

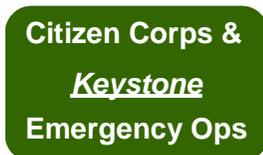
(A) Your **experience, interests, needs or situation** will lead to one of these starting points:



(B) Use these strategies to make things happen.

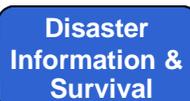


(C) Get in touch with the **Citizen Corps & Keystone Emergency Ops** Manager and the program's sponsor.



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III. Home



- **Disaster Information & Survival Supplies:**

Every successful plan begins with personal awareness and preparation. "Being prepared" is more than just a good motto. Staying "prepared" - especially annual updates and refreshment of your supplies - is key. It is therefore highly recommended that each household maintain a supply of emergency food, water, medical supplies, prescriptions, and other survival equipment. Before hurricane season, lists are in newspapers and on many websites including FEMA and the following affiliate.

Hillsborough County Office of Emergency Management is our affiliate and sponsor.
Contact: 813-236-3800.

General information is also at: <http://www.hillsboroughcounty.org/index.aspx?NID=115>

The annual disaster guide is at: <http://www.hillsboroughcounty.org/index.aspx?nid=661>

Or at: www.hillsboroughcounty.org - type "emergency management" in the search box - click on "Office of Emergency Management" from the search list.

- If you or a family member has **special needs, elderly, or without transportation** that requires extra attention in order to stay safe during a tropical storm or hurricane you may click here for assistance. <http://www.hillsboroughcounty.org/index.aspx?nid=664>

- **Security survey**

Identify and eliminate home and business security weaknesses. Let the professionals help you before the "bad guy" helps himself. For a free survey contact the Hillsborough County Sheriff's Office.

Sheriff's Office of Hillsborough County is our local affiliate and sponsor.

Call the Community Outreach Division at (813) 247-8115 and request a Security Survey for your home.

- **Residential Mitigation for your home**

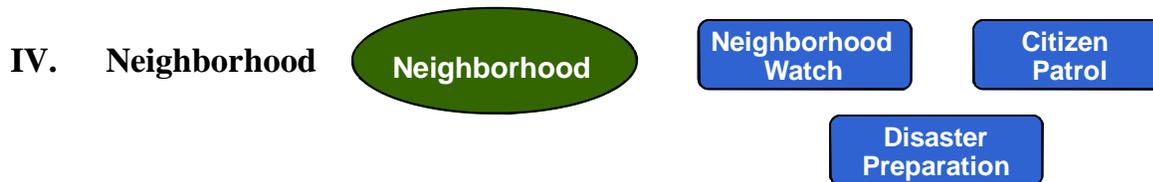
Regardless of who built it or when it was built, your home can have vulnerabilities. So learn how to retrofit your home and **reduce damage** from wind and rain by tending to: Water Barriers; Whole House Anchoring; Gable Ends; Window Openings; and Doorways. You may also **reduce insurance premiums**.

Florida Division of Emergency Management is our local affiliate and sponsor.

Get started by exploring information at: <http://www.bereadyflorida.org>.

There are many things that a handy homeowner can do but all can be done by contractors. Regardless who does it - at least satisfy yourself that your home is weather tight. You may need a respected home inspector and contractor - so ask your neighbors for a respected professional whom they used.

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- **Neighborhood Watch**

This program promotes and fosters safer neighborhoods by providing information, training and resources. You and your neighbors keep an eye out for cars, people, and activities that do not belong in your neighborhood. When that happens - do as other Keystone Watch groups do - telephone calls and e-mails throughout your neighborhood, to the Sheriff's Office, and **other** Watch groups. **The results have been very gratifying.**

Sheriff's Office of Hillsborough County is our affiliate and Neighborhood Watch sponsor. They will guide you through the setup.

For information, training and resources contact the Community Outreach department at (813) 247-8115. You may also go to: www.hcso.tampa.fl.us - type "neighborhood watch" into the search box - then click on "neighborhood Watch" from the list.

Be sure to let the CCEOP manager know so one of Keystone's Watch coordinators can meet with you and your Watch group can be linked to our other groups. **There is strength in numbers!**

- **Citizen Patrol**

This program also promotes and fosters safer neighborhoods by providing training and equipment. After learning crime prevention, first-aid, traffic control, and community policing - citizens patrol neighborhoods and respond to specific non-emergency calls-for-service while driving specially-marked Sheriff's Office vehicles. Citizen Patrol Volunteers are not law enforcement officers, but are trained on how to spot and report suspicious criminal activity.

Sheriff's Office of Hillsborough County is our affiliate and Citizen Patrol sponsor. They will advise and guide you.

For information, training and equipment contact the Volunteer Citizen Patrol Program coordinator at 813-247-8223. You may also go to: www.hcso.tampa.fl.us - type "citizen patrol" into the search box - then click on "Volunteer Citizen Patrol Program" from the list.

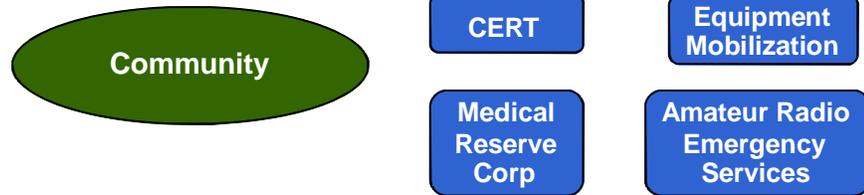
Be sure to let the CCEOP manager know so that your Patrol group can be linked to our other groups. **There is strength in numbers!**

- **Disaster Preparation at the Neighborhood Level**

Excellent resources are here: <http://www.hillsboroughcounty.org/index.aspx?NID=3071>

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V. Community



- **Community Emergency Response Team (CERT)**

Members are educated and trained in basic disaster preparedness and response skills, such as fire safety, light search and rescue, and disaster medical operations. Using their training, CERT members assist others in their neighborhood or workplace following an event and can take a more active role in preparing their community.

Each team is sponsored by an established first responder organization. To join the Keystone CERT contact 813-968-6866 or tom@tomaderhold.com.

Explore the CERT world at: <http://www.fema.gov/community-emergency-response-teams>

- **Local Equipment Mobilization**

Recognizing that public first responders can be overwhelmed by the size or nature of an emergency or disasters in the Keystone area, residents and business owners make certain equipment available as may be needed.

You can join Keystone neighbors by using Appendices B and C. Thereafter, as needed, you will be notified by the Sheriff's Office, Fire Rescue, or our CCEOP managers.

For more information contact our Keystone CCEOP manager

- **Medical Reserve Corps (MRC)**

The Florida MRC Network facilitates the use of private volunteers in emergency response. It augments local community and state-level health and medical services with pre-identified, trained and credentialed volunteers during emergency medical operations and other vital public health activities.

Keystone's health care professionals can join at www.servfl.com or contact the Hillsborough unit coordinator at (813) 274-8884.

- **Amateur Radio Emergency Services (ARES) /RACES**

The Amateur Radio Emergency Service (ARES) and Radio Amateur Civil Emergency Service (RACES) provide back-up and auxiliary communications during times of emergency.

You may join a club or help build a Keystone team if you have an amateur radio license (HAM) or wish to acquire one.

Contact: www.hcaresraces.org and our CCEOP manager.

- **Red Cross shelter staffing**

The American Red Cross operates shelters during emergencies and disasters. They will train volunteers in the various aspects. For more information and the training please contact: Regional Sheltering 813-868-7646, www.flwestcoastredcross.org.

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VI. Affiliates and Sponsors

The Federal Emergency Management Agency (FEMA), after 9/11, recognizing the importance of supplemental resources, structured Citizen Corps as an umbrella organization for a family of programs to foster volunteerism in communities around the nation.

Citizen Corps' Mission

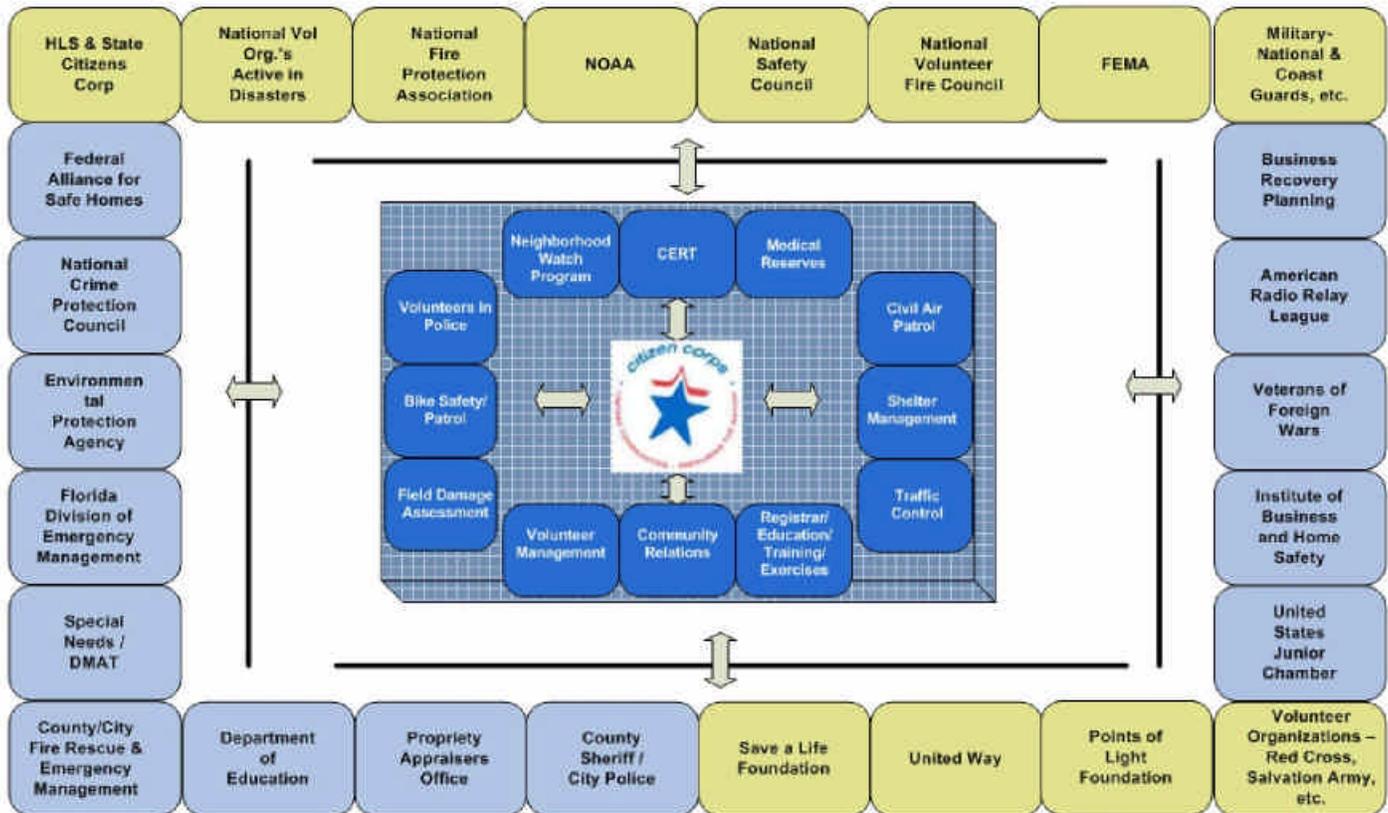
The mission of Citizen Corps is to harness the power of every individual through education, training, and volunteer service to make communities safer, stronger, and better prepared to respond to the threats of terrorism, crime, public health issues, and disasters of all kinds.

Florida Citizen Corps is at: <http://www.floridadisaster.org/CitizenCorps/>

Hillsborough County Citizen Corps Council

The Council supports volunteer programs throughout the County by hosting collaborative meetings and facilitating resource acquisition and utilization. Membership includes many of the affiliate organizations referenced in this plan and community level citizen groups.

Diagram A: The programs and affiliates that provide guidance and resources nationwide



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VII. Getting Results - You and Keystone

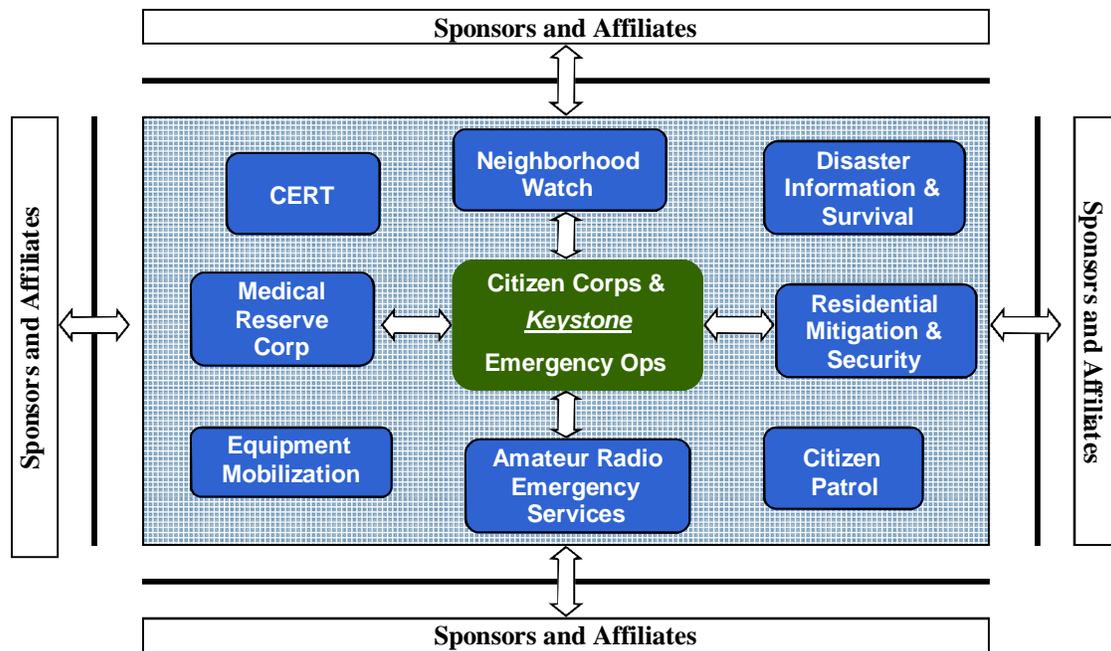
Since its founding in the mid 1800's Keystone has remained a special place in which to live, raise our families, work, and play. It's longevity and notoriety have always been rooted in our many neighbors' common desires and engagement in events, and issues. In that spirit, our CCEOP is modeled as a true expression of a community wide **"One Team – No Seam"**.

We want you.

Every Keystone resident is encouraged to explore each of the programs and then support one or more that can impact **Home, Neighborhood, or Community.**

Diagram B: Keystone CCEOP programs.

Our sponsors and affiliates are: Florida Division of Emergency Management; Sheriff's Office of Hillsborough County; Hillsborough County Emergency Operations; Amateur Radio Emergency Services (ARES) /RACES; Hillsborough County Fire Rescue; Temple Terrace Fire Rescue



CCEOP Accomplishments to date include:

- Active membership in the Council to embrace its collaborative umbrella and the programs presented in this plan.
- Recognized by the Hillsborough County Board of County Commissioners.
- Received a mini-grant from HC Neighborhood Relations to purchase certain equipment.
- Hosted an exercise that allowed public First Responders and neighbors to come together.
- Hosted CPR/AED training for interested individuals.
- Hosted regional expos for Citizen Corps affiliates.
- Teams that support Neighborhood Watch, Equipment Mobilization, and Community Emergency Response Team. BTW - each has success stories.

What's Next:

- Continue to build the core of accomplishments and team success stories.
- Bolster our current teams' ranks and capabilities
- Recruit for Citizen Patrol, local HAM amateur radio operators, and Medical Reserve Corps.
- Work with the Citizen Corps Council and affiliates to enhance training and exercises.

For you to Use the Home programs and join the Keystone CCEOP:

see Appendix A, Request Information, Start a Program, Join a team

We have **"Community through Vision and Unity"**

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**Appendix A Request information,
Start a Program, or
Join a Team**

Keystone residents who commit skills, time, or equipment are the core of our CCEOP and a safe and secure community. Clearly, it works with such commitment and we commend the “can do attitude” and outstanding community spirit.

For any of the **Home, Neighborhood, or Community** programs, you may: .

- Request additional Information - use the program’s listed contacts.
- Discuss a program - with someone who is doing it (**an excellent idea**).
- Put a program into action - contact it’s sponsor or the CCEOP manager.
- Join a program team - let the CCEOP manager know.

Please print and use this form as **your action checklist** and recordkeeping. You may also send it or an e-mail to the appropriate sponsor and/or the CCEOP manager.

Your Name: _____

What do you wish to do?. Check the box/s of interest and add comments below.

- | | |
|---|---|
| <input type="checkbox"/> Security Survey | <input type="checkbox"/> Residential Mitigation for your home |
| <input type="checkbox"/> Neighborhood Watch | <input type="checkbox"/> Citizen Patrol |
| <input type="checkbox"/> Equipment Mobilization | <input type="checkbox"/> CERT |
| <input type="checkbox"/> Medical Reserve Corps | <input type="checkbox"/> Amateur Radio Operator |
| <input type="checkbox"/> Red Cross Shelter | |

Comments: _____

Contact Information

Physical Address: _____

Phone Numbers:

Home _____ Work _____ Cell _____

Email _____

Your participation is invaluable - please coordinate with:

Tom Aderhold, Keystone CCEOP Manager

This form can be sent to:

E-mail and phone calls are welcome

P.O. Box 95 Odessa, FL 33556

E-mail: tom@tomaderhold.com

968-6866 (h); 505-2334 (c)

Remember, all possible steps are taken to secure contact information. Contact numbers, emails and addresses are only maintained by the CCEOP Manager, Associate CCEOP Manager and appropriate Law Enforcement / Emergency Operations personnel.

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**Appendix B Potential Incidents that necessitate Response
(Keystone Area)**

The Keystone community plan area is located west of the Suncoast Parkway, east of Pinellas County, south of Pasco County and north of a meandering line, including South Mobley, Hutchinson Road and continuing east to Lake Park.

- A. Natural Disasters
 - 1. Hurricanes/Tornadoes
 - 2. Thunder/Lightning Storms
 - 3. Floods
 - 4. Extreme Heat/Drought
 - 5. House/Building Fires
 - 6. Wildfires
 - 7. Sinkholes

- B. Accidents
 - 1. Airplane Crash
 - 2. Hazardous Materials Transport/Incidents
 - 3. Explosion

- C. Terrorism
 - 1. Biological Threats
 - 2. Chemical Threats
 - 3. Weapons of Mass Destruction (WMD)
 - 4. Radiological Dispersion Devices (RDD)
(e.g., medical radiological waste explosion)

- D. Miscellaneous
 - 1. Civil Disturbances/Riots/Arson
 - 2. Missing/Abducted Children/Adults
 - 3. Wildlife disturbances
 - 4. Critical Infrastructure Destruction
(e.g., road destruction/obstruction; extended outages - power, phone, internet)

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Appendix C Equipment and Resource Mobilization Needs List

Members of the Keystone Community who commit their resources such as equipment, skills, time or other services are a vital part of our emergency / incident response capability.

A. Heavy Equipment

1. Earth Movers
2. Front Loaders
3. Fork Lifts
4. Backhoes
5. Trailers

B. Power Equipment

1. Generators
2. Long Power Cords
3. Chain Saws
4. Cutting/Welding Torches
5. Power Winches
6. Assorted Large Power Tools (Bolt Cutters, Drills, etc.)
7. Ropes, Chains, Pulley Equipment
8. Ear Protectors

C. Communication Equipment

1. Cell Phones (if still working)
2. Laptop Computers (if still working)
3. GPS Units
4. Ham/CB Radios
5. Marine Radios/Field Radios
6. Megaphones/Whistles
7. Military-Type Field Telephones
8. Roadside/Marine Flares
9. Copy Equipment
10. Personnel to be Messengers/Couriers and General Assistance (detailed below in F)

D. Subsistence Equipment

1. Emergency Food, Water, Medical Supplies
2. Outdoor Lighting
3. Large Fans/Out Door Heaters
4. Cooking Equipment
 - a. Outdoor Stoves
 - b. Grills
 - c. Pots, Pans, Dishes, Eating Utensils

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**Appendix C. Equipment and Resources Mobilization Needs List
(continued)**

. Provide equipment to support an incident response.

5. Large Tents
6. Tables/Chairs
7. Ice Machines
8. Large/Small Coolers
9. Tarps/Heavy Plastic
10. Water Storage Tanks
11. Sleeping Equipment (e.g., Sheets/Blankets/Pillows/Sleeping Bags)
12. Porto-Potties/Toilet Supplies

E. Transportation Equipment

1. Large/Small Trucks
2. Rescue Vehicles
3. Boats
4. 4 WD/Jeep-type Vehicles
5. Large RVs (for Emergency Shelter/Lighting/Storage)
6. Gas/Fuel Cans and "Fuel Caddies"
7. Horses/Pack Animals for Search/Rescue Operations/Riding Gear

F. Emergency Personnel

1. Retired/Active Doctors/Nurses
2. Retired/Active Police
3. Retired/Active Fire Rescue/EMT's
4. Emergency Equipment Operators
5. Dispatchers
6. Traffic Control Personnel
7. Messengers/Couriers and General Assistance Personnel (If Landlines and Cell Phones are Inoperative)
8. Property Owners to provide suitable tracts of land to be used as "Staging Areas"/"Command Posts"

G. Miscellaneous Equipment

1. Fire Fighting Equipment
2. Flashlights/Glow Sticks
3. Reflective Vests

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Appendix D. Equipment and Resource Commitment Form

Keystone residents who commit equipment, talent, or time are the core of our CCEOP and a safe and secure community. Clearly, it works with such commitment and we commend the “can do attitude” and outstanding community spirit.

It should also be recognized that these commitments may involve significant inconvenience, loss of use, possible damages, and privacy issues. However, we are confident that most will chose to bear these RELATIVELY minor hardships when life and property are seriously threatened in our community.

All possible steps are taken to secure contact information. Contact numbers, emails and addresses are only maintained by the CCEOP Manager, Associate CCEOP Manager and appropriate Law Enforcement / Emergency Operations personnel.

Name _____

Equipment _____

Personal Skills

(Describe: e.g. Driver, _____

Caregiver, Cook, _____

Diver, Messenger/ _____

Courier, etc.) _____

Contact Information _____

Physical Address _____

Phone Numbers:

Home _____ Work _____ Cell _____

Email _____

Your participation is invaluable - please coordinate with:

Tom Aderhold, Keystone CCEOP Manager

This form can be sent to:

E-mail and phone calls are welcome

P.O. Box 95 Odessa, FL 33556

E-mail: tom@tomaderhold.com

968-6866 (h); 505-2334 (c)

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Appendix E CERT Field Gear & Equipment

The **Community Emergency Response Team (CERT)** consists of individuals & organizations who:

- Have been CERT trained in light structural search & rescue and medical triage of individuals impacted by an incident.

The following checks lists were developed by citizen groups that dealt with disasters in their communities. The CERT training program was also developed to support citizen groups who deal with a variety of urgent situations. Training is available – please ask our CCEOP Manager and/or CERT sponsor organizations .

Keystone is subject to incidents / disasters that could involve wooded areas, lakes, or structures. Although the equipment and response must be appropriate for the incident there is equipment and supplies common to almost all of them. Please note that some are essential while others are optional.

Search & Rescue involving Structures

You Wear

CERT

- Bag / Back Pack - CERT
- Gloves – Work
- Eye Protection – Goggles / Safety Glasses
- Hard Hat
- Hard Hat / Head Flashlight (optional)
- ID Badge with Picture
- Radio - FRS
- Rain Poncho / Slicker
- Vest / Shirt – CERT - Green
- Boots – Heavy sole, High Top
- Socks, thick
- Whistle – on string / lanyard

You Carry in your Bag / Back Pack

Survival

Medical

- Water - 2 bottles per S&R team – bring own
- Snacks – High Energy - Non-perishable
- Water purification tablets
- Flashlight
- Batteries – extra & bulbs
- Light Sticks / Secondary flashlight
- Insect repellent
- Knife – Utility / Pocket

- Gloves – Latex, medical
- Face masks – Nose & Mouth filter
- Bandage Packages
 - First Aid Kit - Band Aids
 - Ace – Triangle – Tape – Gauze roll
 - Sterile – Hot & Cold Packs
- Blanket, Thermal
- Soap – bacterial, hand
- Waste Bag – infectious (Red)
- Markers -
- Tapes
 - Triage – Multi Color
 - Duct tape
- Splints – card board - collar
- Scissors (Trauma)

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**Appendix E CERT Field Gear & Equipment
(continued)**

Additional items for Search & Rescue

- Caution Tape – Yellow
- Crescent wrench – 8 inch
- Markers – lumber pencils - orange spray paint
- Tape – masking – duct (2")
- Note Pad – Pen & Pencils
- Screw Drivers – straight & phillips
- Rope – 50 feet
- Cribbing
- Shovel
- Ax – fireman's
- Flashlights
- Road Flares

Command Center & Logistics

- Maps of area
- HAM Radios – hand Held (3)
- Cell Phones and back up batteries
- Tents – (3) 10x10
- Generators – Clean Power – General use
- Power Cords
- Gas tanks
- Outdoor Lights – 2 banks
- Coolers – large & small
- Tarps – several (12x12)
- Fire Extinguishers
- Back Boards
- Chain Saws
- Ladder
- Crow bar
- Gas & Water Wrench

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Appendix F. Potential Staging Areas/Command Posts

- A. Keystone Park/Austin Davis Branch Library
- B. Winn Dixie Grocery Store Parking Lot
- C. Camp Brorein, Boy Scouts of America, Boy Scout Road
- D. Various Churches in Keystone
- E. Glenn Winograd's Property – 30 acres and a Large Storage Building