

**DOUBLE BOGIE  
PROPERTY OWNERS ASSOCIATION**

**DISASTER PREPAREDNESS PLAN  
September 27, 2011**



# **Double Bogie Property Owners Association Disaster Preparedness Plan**

**September 27, 2011**

## **Introduction:**

Each year, North Carolina communities are rocked by severe weather such as hurricanes and tropical storms, tornados, wildfires, floods and winter storms. We can also be confronted with major hazardous material (chemical) spills. All these events can lead to disasters that severely restrict and overwhelm emergency response resources, communications, transportation and utilities. In a disaster situation, Double Bogie Property Owners Association (POA) residents could find themselves cut off from outside emergency support they have come to expect at a moments notice through the 911 system.

Double Bogie POA needs to be prepared for large-scale disasters and we must learn how to take care of our families, friends and neighbors when local professional response personnel are not available for several days or weeks. Experience shows that neighbors naturally come together to help each other after a disaster, but neighborhoods that are already organized are better prepared to act right away. With preparation, you and your neighbors can save lives, reduce the severity of injuries, and lessen property damage. We understand that not everyone has the time or interest to become involved. But don't worry; you will get 100% participation the day of the disaster.

## **Purpose:**

The purpose of the Double Bogie Disaster Preparedness Plan is to provide important emergency preparedness guidelines and response information to our residents. We firmly believe that organizing now as a POA will help everyone react more quickly and effectively following a major disaster.

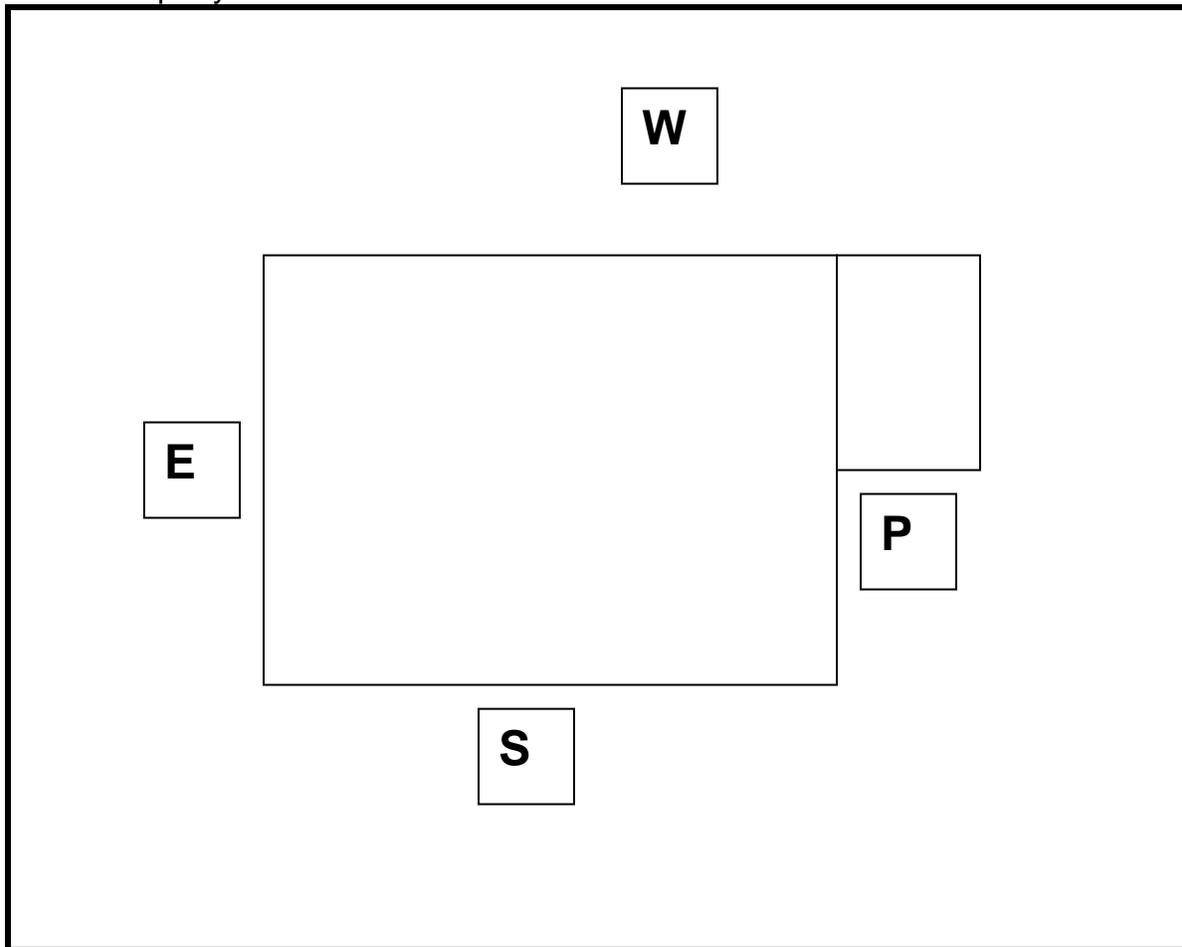
While this guide is intended to call neighbors into action following a major disaster, it is only one element to the overall goal of disaster preparedness. In addition to understanding the Double Bogie POA plan for disaster recovery, every resident is encouraged to:

- Prepare for disaster by assembling home and car readiness kits, a “grab and go” bag, copies of important personal documents, purchasing a weather radio, and keeping the car’s fuel tank topped off when severe weather is imminent.
- Place a white rag on their mailbox following a disaster if they and their home are okay. This will allow responders to conduct search and rescue operations more quickly because they will know from the white rag that you are okay and they can go on to neighbors who need help.
- Refer to the Sample Day of Disaster Checklist included with this plan.

These guidelines are not intended to be legal, technical, or other professional advice, nor a substitute for such advice. These guidelines are simply ideas for you to consider in formulating your POA Disaster Preparedness Plan, a very important plan your POA should have in place.

**STREET ADDRESS: 2943 Bogie Lane**

Front Property Line



W = Water shutoff S = Water Spigots E = Electrical Shutoff P = Propane Tank

Residents: Mary and Bob Smith

Phone: (H) 555-5555 (C) 555-1919

Email: [msmith2@gmail.com](mailto:msmith2@gmail.com)

Medical Info: Vial for Life in top refrigerator shelf

Pet(s): Pugs Max and Xena

Emergency Contacts:

Julia Smith

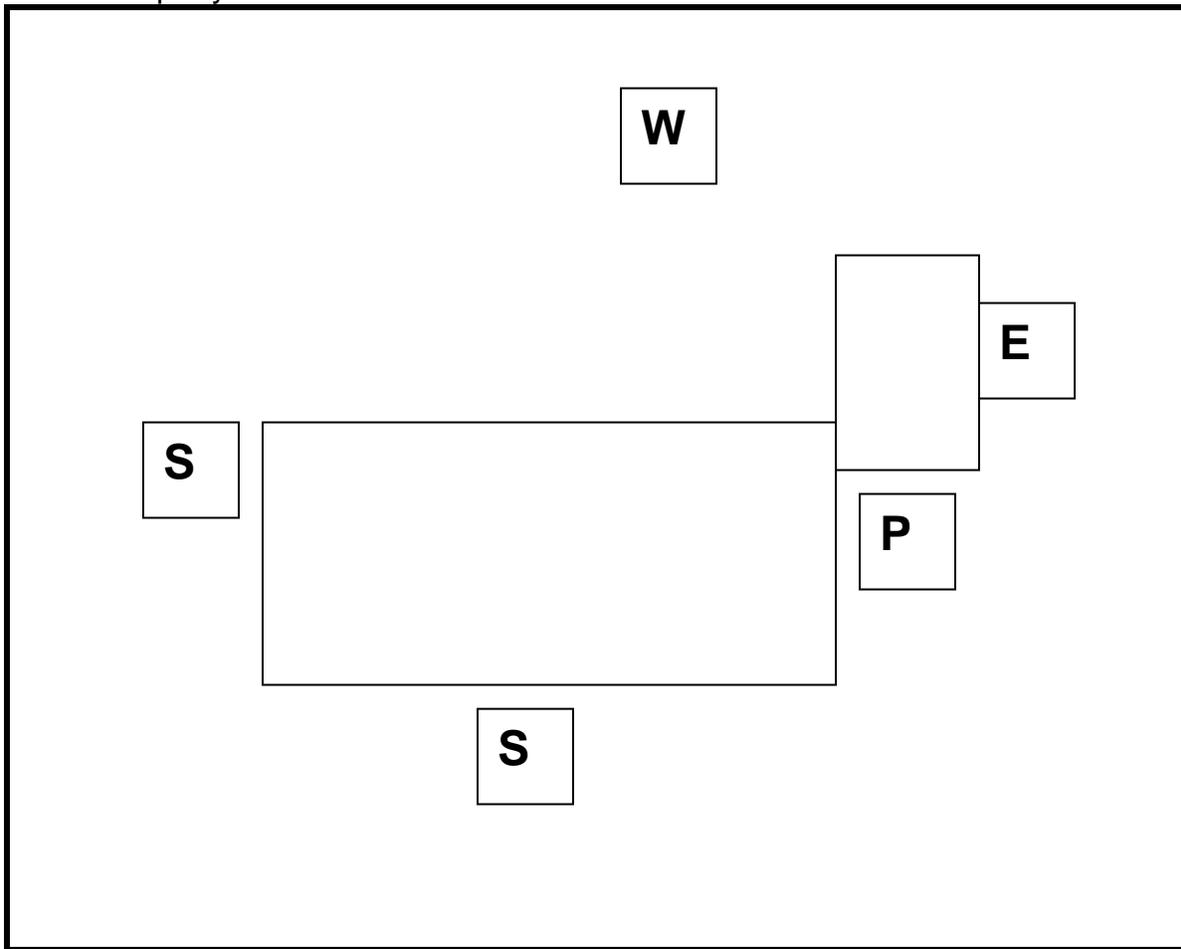
Phone: 810-555-1823

Paul Johnson

Phone: 356-555-6543

**STREET ADDRESS: 2974 Bogie Lane**

Front Property Line



W = Water shutoff S = Water Spigots E = Electrical Shutoff P = Propane Tank

Residents: Sammy and Cindy Sosa Phone: (H) 555-4949  
Email: [msmith2@gmail.com](mailto:msmith2@gmail.com)

Medical Info: Vial for Life in top refrigerator shelf

Pet(s): Bull Mastiff – Rocco

Emergency Contacts – Buck Sosa Phone: 813-555-9876

## **Organization:**

The Double Bogie POA Disaster Preparedness Organization follows. These individuals are charged with responsibilities for managing our POA disaster response. Support of these volunteers in their disaster roles by all residents of Double Bogie POA is essential for success.

**Joe Montana, POA Disaster Coordinator and Double Bogie POA President** – responsible for preparing and coordinating the Double Bogie POA Preparedness Plan. Joe will take the lead in the POA Assembly Point, when established.

**Sally Goode, POA Communicator** - responsible for assisting the POA Disaster Coordinator in the Assembly Area by serving as the principal team member responsible for maintaining communications within the POA and with responders. It is very important that the Double Bogie POA “speak with one voice”.

**Mary Smith, Willie Mays (and all others listed on the Block Captain List, POA Block Captains** – one for every eight to ten residents. Block Captains are the interface with their eight to ten neighbors. They keep track of and update the lists you’ve asked everyone to fill out, execute the Phone Tree for their group and assist the POA Disaster Coordinator in the POA Assembly Area. They also select alternates to serve in their stead when they are unavailable.

**Jesse Owens, Louis Samperini and Jackie Joyner, POA Runners** – responsible for getting POA damage assessments to the CT CERT Command Post.

**Jack LaLanne and Hans Blorsky, Food Point of Distribution Personnel** – responsible for assisting in the operation of the Carolina Trace Food Point of Distribution (FPOD) and identifying a POA point of distribution. Once established, the FPOD will contain water, ice, and MREs (Meals, Ready to Eat) and will be manned by POA personnel. These people should be capable of lifting and carrying cases of water and MREs.

**Sandy Beaches and Windy Storms, Emergency Service Escorts** – responsible for guiding responders to POA disaster sites.

## Sample Day of Disaster Checklist

### 1. Check your home (if it is safe to do so)

#### **Is anyone seriously injured?**

If yes, get information to the POA designated Assembly Point

#### **Any fire?**

Small campfire size: If yes, extinguish it.

Large fire (door size or larger)? If yes, implement your evacuation plan. A large hot fire demands evacuation. If it's realistic, fight the fire after evacuation.

#### **Smell propane?**

If yes, don't use matches, candles, electrical switches or plugs, flashlights, or other spark producers; go outside to turn off the gas if there is a gas smell; turn off the electricity from outside if possible.

If no, do not turn off the gas.

#### **Water/plumbing leaks?**

If yes, shut off the water at the main shutoff. **TIP:** Be Cautious! Sewer damage in the hills above you threatens your water purity. You can fill your tubs, etc., and then shut down the system.

#### **Everything is OK and you will be staying at home?**

Think about something simple your neighbors can do to let everyone know that they are OK and staying at home. **TIP:** Perhaps something like hanging a white flag out in front of their house, maybe on their mailbox. An alternative would be to provide each neighbor with two 9" x 12" pieces of cardboard – one red and one green – that they could display in a front window that is visible from the street. If they are OK and staying home they would place the green cardboard in the window or if they need help they would place the red cardboard in the window. Search and Rescue Teams can save valuable time by passing houses where all is OK and going on with their search and rescue efforts.

## **You will be leaving your home?**

Turn off the electricity at the meter before you leave. **TIP:** When power is restored, forgotten electrical appliances that have fallen or were left on start the majority of fires in evacuated homes.

Tell your neighbors and Block Captain you are leaving.

Post a note on your front door telling rescue workers how to contact you.

Go to #2 – Check in at the POA designated Assembly Point and leave another note on how to contact you.

Make sure you have your preparedness kit and “grab-and-go” bag with you.

## **2. Gather at the designated POA Assembly Point.**

This will be your POA self-help center. Here you can find neighbors to help you; and, you can join POA teams charged with tasks like: checking status of utilities and performing a damage assessment of the POA, starting common area cleanup and removing debris, and determining the sources of drinking water and food.

# DOUBLE BOGIE POA BLOCK CAPTAINS AND BLOCKS

As of: September 27, 2011

Name	Address	Phone #	email
<b><u>BLOCK 1</u></b>			
* <b>Mary Smith</b>	2943 Bogie Ln	555-5555	<a href="mailto:msmith2@gmail.com">msmith2@gmail.com</a>
Jim Harkins	2945 Bogie Ln	555-5602	<a href="mailto:jmarkins@charter.net">jmarkins@charter.net</a>
Jerry Rice	2948 Bogie Ln	555-8765	<a href="mailto:jrice@windstream.net">jrice@windstream.net</a>
Frank Thomas	2959 Bogie Ln	555- 9876	<a href="mailto:FThomas@gmail.com">FThomas@gmail.com</a>
J.J. Stokes	2963 Bogie Ln	555-4321	<a href="mailto:jjstokes101@gmail.com">jjstokes101@gmail.com</a>
Babe Ruth	2965 Bogie Ln	555-1234	<a href="mailto:bighits60@windstream.net">bighits60@windstream.net</a>
Leah Malot	2966 Bogie Ln	555-9872	<a href="mailto:lmalot93@gmail.com">lmalot93@gmail.com</a>
Serena Williams	2973 Bogie Ln	555-2873	<a href="mailto:tennis1@windstream.net">tennis1@windstream.net</a>
Sammy Sosa	2974 Bogie Ln	555-4949	<a href="mailto:hitter2@gmail.com">hitter2@gmail.com</a>
Gete Wami	2975 Bogie Ln	555-3838	<a href="mailto:gwami17@charter.net">gwami17@charter.net</a>

## **BLOCK 2**

* <b>Willie Mays</b>	2987 Wooden Club	555-1212	<a href="mailto:willieM@windstream.net">willieM@windstream.net</a>
----------------------	------------------	----------	--

**...And so on through your POA blocks.**

\* **Denotes Block Captain. Also note:** Block Captains are the interface with eight to ten neighbors. They keep track of and update this list as changes occur. They also execute the Phone Tree for their group and assist the POA Disaster Coordinator in the POA Assembly Area. Block Captains are also responsible for appointing a "back-up" as needed to ensure their block has coverage at all times.

## **Assembly Areas:**

Double Bogie POA will have an evacuation assembly area for situations where we are ordered by emergency management officials to evacuate the POA. Understand that it is not likely that Carolina Trace residents will be given an evacuation order in any instance other than a wildfire or major chemical spill; however, wildfires and chemical spills are two of the possible disaster scenarios we could face and we should be ready. We will also identify an assembly area within the POA for situations where we are not given an evacuation order and we ride out the storm in our homes.

### **Evacuation Assembly Area:**

During disasters such as major chemical spills and wildfires, we are apt to receive mandatory evacuation orders from emergency management officials. When we receive orders to evacuate, Block Captains or their designees will ensure each resident in their block is informed of the mandatory evacuation and that they are informed of available evacuation routes as described below. Block Captains will also make arrangements to evacuate those in their block with special needs.

The Double Bogie POA Assembly Area, when we are ordered to evacuate, will be in the Wal-Mart parking lot, approximately three miles north of the entrance to Carolina Trace. We will meet in this assembly area to gain accountability for our residents, pass information on the current status of the evacuation order and to plan for recovery once we are allowed to re-enter the POA. Known evacuation routes from the Double Bogie POA follow:

There are several possible evacuation routes from Double Bogie POA. Know them!

1. Traceway open to front gate. Take normal exit route to Carolina Trace entrance and proceed to the Double Bogie POA Assembly Area location at the Wal-Mart parking lot.

2. There are two alternative exits if Traceway is closed near the Entrance Gate.
  - a. Route A – Exit left on Traceway to Indian Trails and proceed to the gate near the water tower area and exit onto Hwy 87 and then proceed to the Double Bogie POA Assembly Area located at the Wal-Mart parking lot.
  - b. Route G – Exit left on Traceway to Chelsea Drive towards Sedgemoor POA. Turn right on Chelsea Drive. Turn left on Argyll Drive. Drive to just before Yorkshire Circle and turn left through the Emergency Exit Gate to Hwy 87 and proceed to the Double Bogie Assembly Area located in the Wal-Mart parking lot..
3. Traceway not open to exits listed above. Exit Double Bogie POA right onto Traceway. Drive to Permanent Emergency Road between Highland Woods and Mallard Cove. Proceed through gate to Cox Mill Road and turn left to proceed to Hwy 421. Turn left on Hwy 421 and proceed to Hwy 87. Turn left on Hwy 87 and proceed to the Double Bogie POA Assemble Area at the Wal-Mart parking lot.
4. Traceway is not open going left or right. Evacuate through the golf course by golf cart or by foot. Assemble on golf course in the vicinity of 2940 Bogie Lane, the Double Bogie POA Assembly Area. Depending on the threat to the Club House or Entrance Gate areas you will be advised of the evacuation route and destination. Golf cart operators are encouraged to pick up those with the most difficulty walking.
5. In the event all land evacuation routes are closed, assemble at the POA Assembly Area for evacuation by pontoon boat.

#### POA Assembly Area:

The Double Bogie POA Assembly Area to be used when we have ridden out the storm in our homes will be on the empty lot located at 2940 Bogie Lane. This assembly area will serve as both our POA “nerve center” and self help center.

In this assembly area we will:

Establish a bulletin board to keep neighbors informed.

Monitor radio stations and post conditions on the bulletin board for neighbors.

Set up an emergency phone system by locating at least two phones (one a cell phone) that may be used in an emergency. All residents should make sure that they know these numbers ahead of time and share them with family.

Track people leaving the POA, how they can be located, and when they plan to return to the POA. If you are evacuating the POA, please post a 3x5 card on your front door for first responders in case they need to contact you and on the Assembly Area bulletin board so neighbors know how to contact you.

Organize work teams and establish work schedules for cleanup of POA common areas while ensuring time is left for cleanup of homeowner property. Initial tasks for work teams include: checking the status of utilities, performing damage assessments, starting cleanup of roadways and debris removal, determining the sources of drinking water and food, and determining security requirements within the POA.

### **Recovering After a Disaster:**

The recovery efforts following a major disaster will require the concerted efforts of all members of your POA. Neighbors will need to assist each other in restoring your POA to normal. We live in a private, gated community and will be on our own to recover following a major disaster. For many, the weeks and months of recovery after a disaster can be even more traumatic than the catastrophe itself.

Energy Needs: Think about cooking together to save resources. Establish sites for latrines or port-a-potties and learn how to maintain them. Set up a POA plan for waste collection.

Shelters: People do not like staying in shelters. If your home is still inhabitable, consider sheltering neighbors.

Security: Following a major disaster, there are people who will take advantage of the situation. Uninhabited homes and unlighted areas invite looters and thieves. As soon as you determine that access to your POA streets is not needed by emergency vehicles, park cars across the ends of the streets and post people there to monitor people coming through. Merely having someone there to ask “who are you visiting?” may deter unwanted visitors. The fact that Double Bogie POA is being watched works in much the same way as Neighborhood Watch programs can deter crime.

Cleaning Up: A work schedule for clearing streets and common use areas will be posted daily on the bulletin board in the Assembly Area. Time for cleaning up individual homes will be factored in to this work schedule. Understand that going into your damaged home and seeing a terrible mess is very stressful so consider “buddying up” with a neighbor in cleaning up your and his/her individual home as a way to reduce stress.

Bottom-line: It will not be easy; but by working together after a major disaster, we can return our community to the great community it is today.

## **POA RESOURCES**

**The following pages are listings of POA resources.**

## **CHILD CARE**

Gete Wami	2975 Bogie Ln	555-3838
Lou Gehrig	2985 Bogie Ln	555-0987

## **CHAINSAW OPERATOR**

Paul Bunyan	2998 Bogie Ln	555-6754
Roger Staubach	2989 Double St	555-4566
Steve Young	2991 Double St	555-7878

## **FIRST AID TRAINING**

Mary Smith	2943 Bogie Ln	555-5555
Mark McGwire	2999 Double St	555-4444
Jerry Rice	2984 Bogie Ln	555-3333
Mary Poppins	2946 Bogie Ln	555-2221

## **BLANKETS, BEDDING, TENTS**

Joe Montana	2967 Bogie Ln	555-5656
Ben Coleman	2985 Wooden Club	555-1213
Alicia Jones	2924 Wooden Club	555-0002

## **BOAT**

Jim Harkins	2945 Bogie Ln	555-5602
Frank Thomas	2959 Bogie Ln	555-9876

## **CONSTRUCTION EXPERIENCE**

Ty Pennington	2961 Bogie Ln	555-9999
Norm Abrams	2984 Wooden Club	555-8123
John Smith	2943 Bogie Ln	555-5555

## **EMERGENCY WATER SUPPLIES**

Sparky Anderson	2983 Wooden Club	555-4432
Eve Gunderson	2970 Bogie Ln	555-3321

## **FIRST AID SUPPLIES**

Mike Spivey	2981 Wooden Club	555-3456
Cliff Martin	2988 Wooden Club	555-4567

## **FOOD PREPARATION**

Mary Smith	2943 Bogie Ln	555-5555
Sammy Sosa	2974 Bogie Ln	555-4949
Gete Wami	2975 Bogie Ln	555-3838
Willie Mays	2987 Wooden Club	555-1212

## **FOUR WHEEL DRIVE VEHICLE OR TRUCK**

J.J. Stokes	2963 Bogie Ln	555-4321
Cindy Lauper	2992 Wooden Club	555-8583
Tom Jones	2924 Wooden Club	555-0002

## **GENERATOR**

Darius Rucker	2947 Double St	555-0007
Leah Malot	2966 Bogie Ln	555-9872

## **GRILL**

Jerry Rice	2948 Bogie Ln	555-8765
Babe Ruth	2965 Bogie Ln	555-1234
Willie Mays	2987 Wooden Club	555-1212

## **HAM RADIO OPERATOR**

Ready Kilowatt	2982 Wooden Club	555-3131
----------------	------------------	----------

## **LANTERN**

Serena Williams	2973 Bogie Ln	555-2873
Ready Kilowatt	2982 Wooden Club	555-3131

## **SPOTLIGHT**

Steve Young	2991 Double St	555-7878
Cindy Lauper	2992 Wooden Club	555-8583
Tom Jones	2924 Wooden Club	555-0002

## **STRESS MANAGEMENT SKILLS**

Thomas Kirk	2988 Wooden Club	555-8888
-------------	------------------	----------

## **TARPS**

Babe Ruth	2965 Bogie Ln	555-1234
Frank Thomas	2959 Bogie Ln	555-9876
Sammy Sosa	2974 Bogie Ln	555-4949

## **WALKIE TALKIE**

Jim Harkins	2945 Bogie Ln	555-5602
Mary Smith	2943 Bogie Ln	555-5555

## **WATER SHUTOFF TOOLS**

J.J. Stokes	2963 Bogie Ln	555-4321
Thomas Kirk	2988 Wooden Club	555-8888

## **WORK TOOLS**

Leah Malot	2966 Bogie Ln	555-9872
Jerry Rice	2948 Boogie Ln	555-8765
Cindy Lauper	2982 Wooden Club	555-8583
Sammy Sosa	2974 Bogie Ln	555-4949
Willie Mays	2987 Wooden Club	555-1212

## **HAND CRANK/SOLAR POWERED WEATHER RADIO**

Sparky Anderson      2983 Wooden Club      555-4432

Gete Wami      2975 Bogie Ln      555-3838

## **OTHER ITEMS**

Mary Smith      2943 Bogie Ln      555-5555      Computer Skills

Bud Mooreland      2987 Bogie Ln      555-0006      ex-MP

Sherri Cox      2979 Wooden Club      555-3339      Water Barrels