



# Storm Preparation and Recovery Operations Workshop

**Target Audience:** Designed for DOT, municipal public works, parks, streets/roads, water, wastewater, distribution/collection and/or storm water utility workers or any other government entity employees who may be called on for storm preparation and recovery operations, including “away” operations while providing mutual aid.

**This course is also recommended for** division supervisors, agency safety officers, department safety coordinators, general safety trainers and/or fleet team members.

**Additional applications would be** as an orientation for new employees and a good refresher for seasoned staff. As this course has a *Train the Trainer* component, it is also recommended for in-house assigned safety trainers.

Students will receive a Training Certificate!



**For more information or to inquire about upcoming training dates:**

**Email:** [info@wetrainamerica.com](mailto:info@wetrainamerica.com)

**Telephone:** 813.995.8872 (Tony)

**Website:** [WeTrainAmerica.com](http://WeTrainAmerica.com)

**Workshop Format:** Participants are sub-grouped at separate tables by department type. Each specialty group is challenged to identify and solve storm preparedness problems common to their division. Real-life “pre-, mid- and post-storm” issues are reviewed to develop proactive storm preparedness checklists for both facilities and field tasks.



## Program Highlights:

**Part 1—Personal/Family Preparation:** Common past experiences with smaller hurricanes lure many of us into complacency. In reality, relatively few public agency employees in Florida have been first-hand witnesses to a devastating hurricane such as Katrina, Andrew, Hugo, Irma or Michael. This section compares typical class 1, 2 and 3 hurricanes to class 4 and 5 storms.



Personal and family disaster preparedness suggestions are made based on actual life threatening/mass community disruption level hurricanes, not just tropical depressions and less intense hurricanes. An even higher level of personal readiness is contemplated for those of us who must separate from family while serving our municipality or agency during storm and recovery processes.



**Part 2—Preparing the Public Agency:** This part educates employees on the overall emergency management process. It discusses YOUR agency’s emergency management coordinator’s role and the basic features of an emergency operations center (EOC). It stresses the importance of each department declaring an allegiance to the EOC and the benefits derived from participating in a coordinated city/county/region-wide response, including the utilization of mutual aid.



**Part 3—Preparing the Public Agency Department(s):** This section discusses department level preparedness and reviews lists of activities performed on a calendar basis and on a time-line basis once an emergency is declared. Detailed activities include items that are critical as storms approach, pass over and exit the community. Many additional activities are detailed related to initiating and completing the recovery process.



**Part 4—Preparing Your Public Agency Employees:** This component covers important preparations on the part of the city, county, utility or government agency to possibly house, fit and provision your employees who may staff emergency centers or stage at other city locations. Discussion on special services such as FEMA meal/ice/drink tents, personal vehicle fuel allotments and travel kits (if providing mutual aid to distant storm-impacted cities) is included.



**Part 5—Storm Recovery Safety Issues:** This final section identifies hazards related to storm damage inspection, tree work, structure demolition, building tarping/repair and debris removal. It classifies activities and suggests safe work practices, including use of PPE (personal protective equipment) and appropriate outdoor apparel.



Specific Safety issues discussed include:

- puncture wounds
- hygiene
- cleanliness and decontamination
- trips and falls
- tree work and chain saws
- mobile equipment risks
- heat stress
- general exhaustion
- downed power lines
- flood water and drowning risk
- carbon monoxide risks
- lightning
- over exertion (lifting) injuries
- hazardous materials
- asbestos
- insects, vermin and domestic, wild animal risk
- ...and the many other hazards clean-up crews face

**Part 6—Storm Recovery Safety Briefings and Other Training:** As recommended by OSHA, periodic employee briefing/debriefing sessions, frequent “tailgate” meetings and the provision of other training information is important. A list of sources for free training information is provided.

Hurricane Preparations Checklist			
permit Clip Board Area			
Water - 1 gal/person/day x 7			
Water purification tablets	Water	Hot plate	Face mask/eye lens
No additives clean	Boiler	Plastic bags	Chenille/light fluid
Insulation	Various man	Hard floor	Gas grills
Door stop	Woods	Non-electrical copper	Gas tanks/bottles
Peanut butter jelly	Polter meat		
**** Supplies - General in Home ****			
Gas topped oil/can	Push water	Insect repellent	Entertainment items
Toilet box	Big light	Ry sweeper	Power inverter
Pen	Battery/cordless lamp	Children's toys	Spill zone
Batteries	Various	Cash	Generator
Toilet paper	Rain gear	Screen tent	Wax/paraffin wax
Hand sanitizers	Wash water	Soft hat	Antibacamine
Toilets/teeth	UV	Pub	
Matches	Salt TV	Solar light	
Check emergency kit	Wash gear - in car/truck	Extension cords	
Battery fans			
**** Personal ****			
Medication	Diapers		
Travel kit	Baby food		
**** Dwelling Shelter ****			
Window storm shutters	Auto Tie downs		
Door upper/lower locks	Door locks		
Blinds			
Garage door (Auto bracing)			
Lean furniture			
Shower doors			
**** Vehicles/Boats ****			
Plastic	Auto away from trees	Sea/land with water	
Boat covers (seawater)			
**** Emergency Gear ****			
Saw	Fire extinguisher	Eye protection	Eye protection
Gas law	Fire extinguisher	Eye protection	Eye protection
Gas	Fire extinguisher	Eye protection	Eye protection
Hammer	Fire water kit/kit	Fire kit	Rubber boots
**** Tools/Equipment ****			
Chainsaw	Machete		
Py saw	Hand saw		
**** Tree Care/Removal ****			
Tree limbs			
Trimming trees			
**** Roof ****			
Tarp	Sh tarp		
Roofing nails			

Department Hurricane Checklist			
Clip Board Area			
A - General Equipment		Condition - Exterior	
1	Glass (cracked / clean / missing pane)	9	Step/grip device
2	Missing (cracked / clean / missing pane)	10	Loose items/wire
3	Tires (pressure / sidewalls / tread)	11	Bucket/wheel/teeth/wear
4	Electrical Wiring (wire / mounts / fasteners)	12	Attachment Hydraulics Caps
5	Fluid Loss (cooling/lubrication system)	13	Spice screws
6	Hydraulics (lines / mounts / covers)	14	Other
7	Hanging / Trapped Debris	15	
8	New damage	16	
B - Under Hoops/Bins			
1	Oil Level	4	Seals/Gaskets (Oil Residue)
2	Belt condition/tightness	5	Coolant Reservoir
3	Battery terminals (Oiled / clean / coated)	6	
C - General Equipment - Interior			
1	Oil Cleanliness (dash board / seats / floor)	5	Park Brake
2	Engine (Quick Start / Stages / Plug / correct angle)	6	Seat/Belt Position
3	Yokes (RNR / control tightness)	7	Brake lock
4	Back-up Alarm	8	Horn
D - Hold Brake Assemblies			
1	Boom (seals/loose)	3	Clutch (leak)
2	Bucket cut in/out/obstent	4	Turn engine off!!!!
E - Walk Around (lights)			
1	Head Lights	4	Bacon
2	Emergency Flashers	5	Auxiliary Work Zone Lighting
3	Engine Sound Normal	6	Other
F - Other (special) System Components			
1		5	
2		6	
3		7	
4		8	
G - Yard / Facility			
H - Road / Work Zone / Location			
Item Description of condition			
Service Needed		Ceased	Noted for
		Operation	Service
		Made	Repaired
		Refined	
Signature: _____			