TOWNSHIP OF TEANECK RESIDENT PREPAREDNESS GUIDE FOR EMERGENCIES





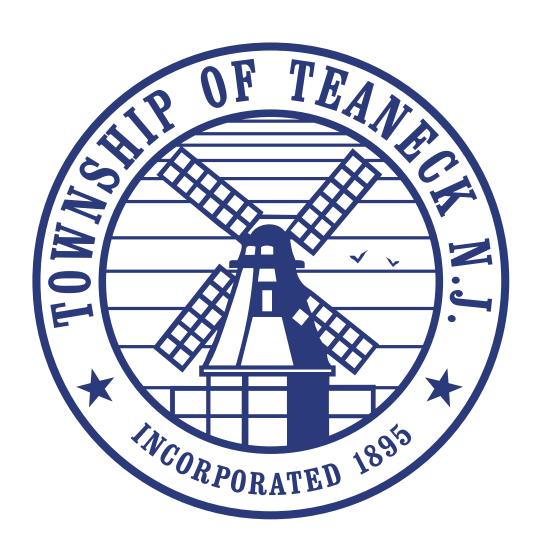




BE INFORMED, PLAN, PREPARE, AND RESPOND











The **RESIDENT PREPAREDNESS GUIDE FOR EMERGENCIES** is available on our website at www.teanecknj.gov with periodic updates.

Table of Contents

The Need for Emergency Preparedness	2
Important Phone Numbers	2
Types of Emergencies Likely to Occur	3
Severe Weather	3
Flooding	4
Extended Power Outages	5
Loss of Communications	5
Natural Gas Odor or Leaks	6
Drinking Water Emergencies	6
Hazardous Materials/Chemical Spills	7
Infectious Disease or Pandemic	7
Be Informed – Emergency Alerts and Monitoring Capabilities	8
Plan – Emergency Contacts, Shelter Options, and Evacuation	9
Prepare – Emergency Supply Kit	12
Respond – Personal Emergency Response and CERT	13
Your Personal Emergency Preparedness Guide	16
Job Aids, Forms, and Checklists	17-22
Services Directory	Inside Back







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THE NEED FOR EMERGENCY PREPAREDNESS

The Township of Teaneck strongly advocates that everyone in our community plan and prepare for a variety of emergencies that might affect our local residents. Recent emergency experiences have revealed that it may be necessary for you to be ready to take care of yourself and your loved ones for some period of time without outside assistance.

WHY? Teaneck and its public safety personnel prepare and train extensively for response to all types of emergencies, but a disaster affecting everyone within the community can quickly consume all available municipal, county, state, and federal resources. You may have to depend on your own resources for several days.

BE INFORMED, PLAN, PREPARE, AND RESPOND so you will be able to take care of yourself and your family in a time of crisis, whether a personal emergency, such as a house fire, or a community-wide disaster, such as a severe storm with prolonged power outage and/or flooding.

Please read and use this **RESIDENT PREPAREDNESS GUIDE FOR EMERGENCIES**, ask others in your family to read it as well, and keep it in a place where you can find it easily in an emergency situation. It will also help you know how to stay informed before, during, and after an event that threatens the safety and security of you and your loved ones.

At the end of this guide are a number of helpful planning aids and checklists to help you be able to respond to any challenge an emergency situation may send your way.

THANK YOU FOR USING THIS GUIDE TO HELP ENSURE YOU AND YOUR FAMILY ARE BETTER PREPARED FOR AN EMERGENCY SITUATION.

IMPORTANT PHONE NUMBERS

To Report an Emergency...Dial 911 Or Activate A Neighborhood Fire Alarm Box

Recorded Information Bulletins 201-837-4800

Police: 201-837-2600

Fire: 201-837-2085

Ambulance: 201-837-2600

Municipal Building: 201-837-1600



To Report Utility Problems

Call 911 or activate a fire alarm box only to report downed power lines, a gas odor, severe street flooding, or other dangerous conditions.

For all utility outages or other service-related issues, call the utility company directly!

Electricity & Natural Gas PSE&G

Report a Power Outage Get Service Restoration Updates 1-800-436-7734 www.pseq.com

<u>Water</u>

United Water Company

Report Water Problems
Get Service Restoration Updates
1-800-422-5987

www.unitedwater.com

(after hours emergency) 201-487-0011





Types of Emergencies Likely to Occur

IT IS VERY IMPORTANT TO PLAN AND PREPARE NOW FOR EMERGENCIES THAT CAN OCCUR IN OUR AREA. Otherwise, you may not have the time or ability to react in the middle of an urgent situation. Do it before you find yourself and your family dealing with the effects of a personal or community-wide emergency.

The residents of Teaneck and New Jersey are likely to see certain types of emergencies on a recurring basis. There are similar response requirements for many of these emergencies that will help to keep you and your family safe and secure. These typical emergency situations include:

SEVERE WEATHER (Hurricanes, Tropical Storms, Extreme Heat, and Winter Storm Events)



Monitor emergency alerts from Teaneck.

Tune into local TV, cable, and AM/FM radio stations for alerts/updates.



Listen on a battery operated radio for weather alerts and broadcasts from:

Emergency Alert System (EAS)

NOAA Weather

Severe weather conditions can occur year-round in our geographic area and can often be quite destructive. A hurricane, like Irene in 2011, or tropical storm, such as 'Superstorm' Sandy in 2012, is typically accompanied by high winds, heavy rain, flooding, and coastal storm surge. Teaneck residents in the summer months may find themselves in extended periods of extreme heat, accompanied with high levels of humidity and frequent thunderstorms. Many winter storms may be accompanied by heavy snowfall, icing, sleet, and/or freezing rain, along with dangerously low temperatures.

It is important to be prepared for severe weather before it strikes. Use the content of this guide to *BE INFORMED, PLAN, PREPARE, AND RESPOND.* This will help you be ready to take care of yourself and your loved ones for some period of time without outside assistance, regardless of the type of severe weather event you encounter.

Be Aware: In any severe weather conditions, power and communications services may be knocked out, sometimes for days at a time; steps must be taken in advance to protect your valuables and other personal items from wind and/or water damage; and loose items outdoors must be secured to minimize the danger to you and others.

Be Aware: A lightning detection system is operational in some Township parks. When lightning is detected in the area, an audible alarm will sound (a continuous solid tone) and a strobe light will turn on. When this occurs, everyone must evacuate the area immediately.

Be Aware: Extreme heat conditions can be very dangerous and even life-threatening for older adults, young children, those who are ill or overweight, and pets.

- Limit outdoor activity to morning and evening hours, cut down on exercise, and rest often in shady areas. Stay cool in an air conditioned place, if possible.
- Drink more fluids, regardless of your activity level. Don't wait until you're thirsty to drink. Avoid alcohol and sugary drinks.
- Wear lightweight, light-colored, loose-fitting clothing.







- NEVER leave anyone (adult, child, or pet) in a closed, parked vehicle.
- Visit at risk adults at least twice a day and closely watch them for signs of distress. Infants and young children, of course, need much more frequent watching.

Be Aware: Teaneck ordinances specify various actions residents must take during a winter storm. Commercial properties have 12 hours to clear sidewalks; residential properties have 24 hours. If not used to strenuous physical activity, be sure to rest frequently when clearing snow from sidewalks. To allow the Department of Public Works to effectively clear snow, sleet, hail or ice, residents should be aware that:

Refer to Ordinance Section 36-10.1. for more detail on snow emergencies



- Parking of vehicles on public streets is prohibited (with some exceptions) whenever snow is falling and the accumulation is such that plowing is required.
- The parking restrictions remain in effect until the streets have been plowed sufficiently that parking on them will not interfere with the normal flow of traffic.
- Unoccupied vehicles blocking the snow removal process may be ticketed and towed.
- Avoid unnecessary travel as vehicles must remain off streets so emergency vehicles can have access.
- All hourly limits and meter fees in Township municipal parking lots are waived for a period commencing six hours before a snowfall is predicted until 24 hours after snow has ceased to fall.

FLOODING

Low-lying neighborhoods, particularly west of River Road; areas along waterways such as Overpeck Creek and the Hackensack River; and any street where the capacity of our stormwater drain pipes are temporarily inadequate to carry the water away are where flooding may occur in Teaneck during periods of excessive rainfall or rapid snow melt. Families living in the Hackensack River flood plain should also plan for the possibility of an upstream Oradell Dam failure or emergency water release.

Be prepared to shelter-in-place until the flood water recedes *OR* evacuate the local area using designated evacuation routes if advised to do so by authorities. Remember to take steps to protect valuables and other important personal items by moving them to a higher location to avoid water damage.



Monitor emergency alerts from Teaneck

Tune into local TV, cable, and radio stations for alerts/updates.

If you are in your automobile during a flood, please remember:

- **Do not attempt to drive through a flooded road**; turn around and go a different way. Protective barricades are there for your protection against unknown water depths.
- **Stick to designated evacuation routes** if you are advised to leave the local area. Do not try to take short cuts as they may be blocked.





- Be especially cautious if driving at night when it is harder to recognize flood dangers.
- Be aware that six inches of water will reach the bottom of most cars and can cause loss of control and/or possible stalling; a foot of water will float many vehicles; and two feet of water can carry your vehicle away, including SUVs and pick-ups.

EXTENDED POWER OUTAGES

Notify PSE&G of any life-sustaining equipment and get an alternative power source



Contact PSE&G to report power outage and get service restoration updates:

1-800-436-7734 www.pseg.com



Please remember that loss of power to your home, even for an extended period, is not typically a life-threatening emergency. **Do not call 911 or the Township to find out when your power will be restored.** The Township does not have access to power restoration information. You will need to contact PSE&G directly for service outage updates at 1-800-436-7734 or www.pseq.com.

- Call 911 or activate a fire alarm box only to report downed power lines or other dangerous conditions like trees entangled in the power or phone lines.
- Call PSE&G directly at 1-800-436-7734 to report a power outage that does not involve downed power lines or other hazardous conditions.
- Stay away from downed power lines never touch them under any circumstances.
- Know how to open your garage door without the electric opener.
- Remember that electric well and sump pumps will not operate without back-up generators.
- Turn off major appliances that are at risk if a power surge occurs; and do not use appliances if the light is dim as this indicates low voltage.
- Open refrigerators and freezers as little as possible. Food will keep for hours if door opening is kept at a minimum.
- If the outage is lengthy, use ice or dry ice for food preservation; and when in doubt about food or beverages, throw it out.
- Have a battery-operated radio and flashlight handy.

LOSS OF COMMUNICATIONS

Cell phone service may fail because your cell phone battery cannot be recharged, due to a sudden increase in calling volume, or as a result of cell tower power loss. People relying on internet, fiber optic, or cable providers for their phone service will lose dial tone as soon as the power is off unless battery or generator back-up is available in the home. This will also be the case for people who are using cordless telephone systems, regardless of how the phone service is delivered. Only those households with hard-wired copper lines and telephones that operate from a wall jack are less vulnerable to telephone failures.

Teaneck will provide public access to the Rodda Center during emergencies so you may power up your communications devices, such as cell phones and computers.



Contact your telephone service provider to report service-related problems





In addition, there is a network of over 300 public fire alarm boxes throughout the Township, located on various street corners and in front of almost all public and large commercial buildings. This system is independent of the power company, the telephone service providers, and private alarm companies. Reliability is very high and the alarms are monitored 24/7.

You may use the Teaneck fire alarm boxes to report any type of public safety emergency at any time, not just fires. This will give you immediate connection to public safety personnel even if all other communications devices are inoperable. Once you activate the alarm, stay at the fire alarm box until the first responders arrive on location.



Activate a fire alarm box to be connected to public safety personnel in an emergency.

NATURAL GAS ODOR OR LEAKS



Call 911 for a gas odor or gas leak

Since natural gas has no scent, a strong odorant that smells like rotten eggs is added to help you detect possible leaks. A natural gas leak can be a very dangerous, highly explosive, even life-threatening situation.

If you smell an odor of gas, do not do anything that will cause a spark. Leave your home, workplace, or school immediately! Call 911 from a neighbor's house or activate a fire alarm box.

- Do not turn off (or on) any switches or appliances.
- Do not use the telephone (this includes land, cable, and cell phones).
- Do not try to fix the situation yourself.

DRINKING WATER EMERGENCIES

Water is critical for your family's health. Public health guidelines call for one gallon of clean drinking water per person per day; but more may be needed if there are children, a nursing mother, or if the weather is hot. From discolored water to low water pressure to blocked drains to broken fire hydrants or burst water pipes flooding water into the street, water emergencies can happen at any time with no warning.

- Call United Water directly at **1-800-422-5987** or **201-487-0011** (after business hours) to report water problems.
- In the case of flooding in the street, call **911** to report the problem.
- Know where your main water and hot water heater shut-off valves are located in case of emergency; and keep a wrench handy to facilitate turning them off if advised to do so.
- Boil discolored water to kill any bacteria or use commercially available bottled water until the water company gives an 'all clear' report.
- Limit flushing toilets when water problems are occurring.



Contact United Water Company: 1-800-422-5987

www.unitedwater.com

For after hours emergencies, call

201-487-0011

Monitor TV, cable, and radio stations for alerts/updates





HAZARDOUS MATERIALS/CHEMICAL SPILLS



Hazardous materials come in the form of explosives, flammable, combustible, or corrosive substances, poisons, and radioactive materials. These substances are most often released as a result of transportation accidents (highways, railroads, waterways, and pipelines) or due to accidents in plants that manufacture, use, or store these materials. They can cause death, serious injury, long-lasting health effects, and damage to homes and other buildings.

Call 911 to report the incident.

Monitor emergency alerts from Teaneck **Monitor local** radio, cable, and TV stations.



- In the event of a hazardous materials incident, call 911 **immediately** and report the location. Monitor emergency alerts from Teaneck, as well as local radio,
- cable, and television stations, for specific instructions from authorities.
- Be prepared to shelter-in-place, potentially in a sealed room, or evacuate immediately with no delay if advised to do so by public safety personnel.
- If you are in a car, close the windows and shut off the heater or air
- Stay away and up wind from the incident scene.



INFECTIOUS DISEASE OR PANDEMIC

Teaneck's Health Officer and Bergen County's Health Department partner to plan for and control the spread of highly contagious diseases and pandemics such as influenza (flu). Health officers will monitor the situation and advise residents on the magnitude of an outbreak, how to receive preventative medications, personal protective action, and other information necessary to lessen the health impact. Instructions will be provided through newspapers, radio, television, websites, telephone lines, and local municipalities.

Generally, you should:

- Avoid close contact with people who are sick and keep your distance from others if you are ill.
- Stay home from work and school; do not run errands when you
- Wash your hands often to help protect you from germs.
- Avoid touching your eyes, nose or mouth to avoid germ contamination.
- Cover your mouth and nose with a tissue (or your arm) when coughing or sneezing.
- Practice good health habits regarding sleep, physical activity, fluid intake, and nutritious food.

Teaneck Health Department 201-837-1600 Ext. 1500

www.teanecknj.gov



Bergen County Health Department 201-225-7000

www.bergenhealth.org and www.bcoem.org

Monitor emergency alerts from Teaneck, as well as local radio, cable, and TV stations.





In order to provide our residents with timely notifications and informational bulletins, the Teaneck Township Public Safety Departments – Police, Fire, and Emergency Management – are using electronic information services, including Township e-mail alerts, recorded announcements, Reverse 911 calls, and Nixle text and/or e-mail messages, to communicate essential information to our citizens in the event of an emergency.

In addition, Teaneck has developed this **RESIDENT PREPAREDNESS GUIDE FOR EMERGENCIES** which is being mailed to all Township residents and will be available on our website at www.teanecknj.gov

The Teaneck School District has several resources to disseminate information on emergency situations, including a Parent Brochure on Emergency and Crisis Preparedness for public school children, individual school emergency procedures on the District website www.teaneckschools.org, and an automated dialing system that can send out alerts through e-mail and to multiple phone numbers.

Other emergency alert systems include:

- Emergency Alert System (EAS) broadcasts
- National Oceanic & Atmospheric Administration (NOAA) weather radio alerts
- New Jersey's Office of Emergency Management (OEM) weather links
- Bergen County OEM
- News media sources such as local radio, cable, and television stations
 - o News Radio 880 and WFDU 89.1 FM
 - o 1010 WINS
 - o Cablevision News12 New Jersey
 - o FIOS 1 News
 - o TV Channels 2, 4, 5, 7, 9 and 11

The Red Cross has a 'Safe and Well' registry that enables people within a disaster area to let their friends and family outside of the affected region know of their well-being. There also is telephone-based assistance at 1-866-GET-INFO for people without Internet access.

BE INFORMED

BE AWARE OF TEANECK'S
EMERGENCY ALERT CAPABILITIES AND
YOUR ALTERNATIVES FOR MONITORING
EMERGENCY INFORMATION

Detailed sign-up instructions are on pages 17 and 18.

- Township of Teaneck www.teanecknj.gov
- Nixle Information Service http://local.nixle.com/zipcode/07666
- Teaneck School District www.teaneckschools.org
- Emergency Alert System (EAS) www.fcc.gov/pshs/eas
- NOAA Weather Radio: online at www.erh.noaa.gov/er/phi/wxradio.htm and www.weather.gov
- New Jersey's Office of Emergency Management (OEM)
 www.ready.nj.gov
- Bergen County OEM www.bcoem.org
- News Media Sources -Local Radio, Cable, and Television Stations
- Red Cross 'Safe and Well' Registry www.redcross.org







Emergency situations can occur quickly and without warning. Emergencies can cause you to take shelter in your home for an extended period of time, force you to evacuate your home quickly, or trap you in a place away from your home, such as work or school.

Local authorities and relief workers will be on the scene with community-wide assistance, but Teaneck's public safety personnel may not be able to provide you and your family members with direct support for some time.

It is important for you and your loved ones to be able to deal with the effects of a communitywide emergency situation for between five to seven days without outside involvement. This means relying on your own resources within the family unit and offering aid to your friends and neighbors, wherever you can.

There are always members of our community that may need more assistance than others, but who are not in a life-threatening situation, including those with limited transportation options, people with health, disability, or mobility issues, elderly residents who are living alone, and so forth. Get to know who in your neighborhood may need you or other volunteers to reach out and help them.

The best way to cope with an emergency and ensure the safety and security of your loved ones is to plan what to do in advance.

Identifying ahead of an emergency what information is needed and what actions you and your family members must take will allow you to deal with disasters of all sorts much more effectively when they do occur. Make planning for emergencies a team effort involving everyone in the family, including children.

EMERGENCY FAMILY CONTACTS

Pick your family contacts – two people you and your family members can call in case you are separated in an emergency and need to report in regarding your status (example: "we

PLAN



Planning aids (forms) are on pages 19 and 20.

- Emergency Family Contacts
- Other Important Contacts
- Shelter-In-Place Options
- Getting Out of the House
- Meeting Places
- Teaneck Reception Center
- Other Shelter Options
- Evacuation Routes
- Unique Needs
- Training and Practice





are okay"). Remember that local telephone service may be disrupted. So it is important to have both a local contact and one who is outside of the area, preferably in another state.

OTHER IMPORTANT CONTACTS

Keep family workplace and school contact information handy as well, so you can communicate to loved ones who may be at a different location; be sure to have your medical contacts and insurance information available in the event this is needed.

SHELTER-IN-PLACE OPTIONS

'Shelter-in-place' means to take immediate shelter where you are—at home, work, school, or in between. Local authorities may instruct you to "shelter-in-place" if there is a dangerous weather-related situation or if chemical or radiological contaminants are released into the environment.

AT HOME: Select two places in your home as "safe places". This may be a basement or a lower-level room in the interior of the house. The best choice is one with as few windows and doors as possible.

If officials advise people to "shelter-inplace" in a sealed room, you should have preselected a room with 10 sq. feet of floor space per person to provide sufficient breathable air for up to five hours. Have available a roll of duct tape, scissors, and plastic sheeting precut to fit the room's openings.

Show each family member how to turn off the water, gas, and electricity at the main switches if advised to do so by authorities; keep a wrench near the gas and water shutoff valves in your home in case you need it.

AT WORK: Contact your workplace to find out the plan for dealing with emergencies. Write the plan down so it will be available to you, if needed.

AT SCHOOL: A parent brochure concerning Emergency and Crisis Preparedness was

mailed to parents with children in the public schools during the summer of 2012 and is still current. Contact your children's schools to find out their plans for dealing with emergencies, how you will be notified, and where/when you can meet your child.

Parents with children in the Teaneck School District should be aware that the District has developed both building-specific and district emergency response teams. The goal of these teams is to protect all students while they are at school. School emergency management procedures include:

- Lock-down used when there is an imminent danger present in a building or the immediate surrounding area.
- Evacuation used when a location outside the school is deemed safer than inside the school.
- Shelter-in-place used when school administration wants to limit student movement temporarily.
- Emergency sheltering used when greater structural integrity or improved supervision and student protection is needed.

GETTING OUT OF THE HOUSE

If you need to get out of the house quickly, there is no margin for error. It is important to get out fast!



The best escape plans have two ways to get out of each room. The first option should be normal interior and exterior exit doors, but if a door is hot to the touch or blocked in some way, you must have another way out. Rooms





above the ground floor may need collapsible exit ladders stored for ready access. Exit options should be planned and practiced with all family members at least twice per year.

MEETING PLACES

Make sure your loved ones know where to go after getting out of the house. Pick two places to meet: 1) in your neighborhood in proximity to your house in the case of a sudden emergency such as a fire; and 2) outside your neighborhood in case you cannot return home.

TEANECK RECEPTION CENTER

The Township of Teaneck will provide a municipal reception center at the Rodda Center, 250 Colonial Court, for its residents during emergency situations. This may be used due to a site-specific emergency that forces people from their homes such as a fire or hazardous material spill; or a long power outage that causes you and your family to seek a place to cool off or get warm. The Rodda Center will not be used for overnight accommodations. Assistance will be provided Township on-site by employees community volunteers.



OTHER SHELTER OPTIONS

If conditions warrant, one or more schools and religious facilities may be opened as well, in cooperation with the Teaneck Public Schools and the Teaneck Clergy Council. Bergen County may respond with shelter options for overnight stays; and the Red Cross or Federal Emergency Management

Agency (FEMA) may furnish shelter or provide alternate housing such as a hotel or motel.

EVACUATION ROUTES

In some cases, you and your family may be required to leave the area in which you live. It is imperative to have a plan for evacuation before an emergency situation calls for you to do so. Often federal and state highways and other primary roads are designated as evacuation routes by authorities. Be aware that Emergency the Township's Office Management (OEM) may issue specific evacuation routes.

Engage the entire family in planning multiple routes out of your neighborhood. Once you have the alternate routes identified, print out and retain directions from MapQuest, Google, or other online mapping software. It is also a good idea to keep a map in your vehicle at all times in case any of these evacuations routes become impassable.

Identify in advance where you will stay after you depart the local area. This could be at the home of a family member, a friend, or a hotel/motel that meets your family's needs.

There is one other thing to remember. In an emergency, it will be very difficult, if not impossible, to get gasoline for your vehicles. Always try to maintain the gas tank at least half full. Do not put your lives in danger by running out of gas on the way out of town.

UNIQUE NEEDS

Your emergency plan options must be able to accommodate any unique needs related to family pets, infants or small children, and any family members with health, disability, or mobility issues. If someone has trouble seeing, hearing, walking, responding to instructions, or has medical problems, you will have more to do to be prepared for an emergency.

BE SURE TO REVIEW AND PRACTICE YOUR PLANS WITH FAMILY MEMBERS, INCLUDING CHILDREN, AT LEAST TWICE PER YEAR.





If there is an emergency in your area, you might not be able to get food, water, and the other basic necessities you need to survive. If the power is out for an extended period of time, you also might need a means to warm up or cool down. That is why a key action for preparedness is to make an emergency supply kit and keep it readily available in your home.

There are eight basics you should stock in this emergency supply kit: 1) water, 2) non-perishable food, 3) clothing and bedding, 4) a first aid kit containing emergency medical supplies, 5) non-prescription medicines that are age-appropriate for your family members, 6) prescriptions and personal hygiene items, 7) some basic tools and supplies, and 8) special items for any family members (or pets) with unique needs.

Water should be stored in tightly sealed plastic, fiberglass, or enamel-lined containers – one gallon per person per day. A three-day supply of compact, light weight, non-perishable food, preferably foods that require no refrigeration, cooking, or preparation, should be available for each family member. Both water and food should be stored in a cool, dark place.

Building the kit may take place over time if desired, as you purchase and store a few items at a time. Check your kit every six months to ensure nothing has reached its expiration date and replace any items that have. A good way to remember to do this is to check the emergency supply kit when you change your clocks in the spring and the fall.

Important family information like copies of birth certificates or passports, credit card numbers, cash in small denominations, medical information, and a copy of your Emergency Preparedness Guide should be compiled and ready to go.

Keep all items you will most likely need during an evacuation in an easy-to-carry container such as a large covered plastic container, camping backpack, or duffle bag.

PREPARE



Preparation aids (checklists) are on pages 21 and 22.

- Emergency Supply Kit
 - Water
 - Non-Perishable Food
 - Clothing and Bedding
 - o First Aid Kit
 - Non-Prescription Medicines
 - Prescriptions and Hygiene Items
 - Basic Tools and Supplies
 - Unique Needs of Infants and Toddlers, Health/Mobility Issues, and Pets
- Important Family Information
 - Family Documents
 - Credit Card Numbers and Cash
 - Medical Alert Tags/Bracelet
 - Copy of Your Emergency Preparedness Guide





"It takes a village..." to paraphrase our former First Lady and Secretary of State, Hillary Clinton. These words are never truer than when responding to the aftermath of an emergency situation.

First, ensure the safety and well-being of you and your loved ones. Then, consider helping others as you can be a valuable provider of aid during a time of crisis when professional emergency responders are not immediately available.

There are always members of our community who may need more assistance than others, but who are not in a life-threatening situation. These people include those with limited transportation options, home-bound individuals, people with health, disability, or mobility issues, elderly residents who are living alone, and so forth. These are residents who must rely on others to reach out and help them.

In order to extend our reach to these residents in emergency situations, Teaneck is instituting a **Community Emergency Response Team (CERT) Program**. The CERT Program will be activated and maintained using program guidelines, best practices, and training modules provided by the Federal Emergency Management Agency (FEMA).

Teaneck would like to encourage you to volunteer to offer aid to those who may just need an extra helping hand during an emergency situation. This could take the form of a ride to and from the Rodda Center, looking in on an elderly citizen to reassure and let them know they are not forgotten, or dropping off some essential supplies to a family less prepared than you.

The formation of Teaneck's Community Emergency Response Team will be driven by interested members of the community. Natural volunteers are members of neighborhood watch groups, community-based organizations such as Rotary or Kiwanis, communities of faith, school staff members, workplace employees, scouting organizations and other groups that come

RESPOND

TEANECK'S PUBLIC SAFETY & COMMUNITY PARTNERSHIP

Listen To and Act On Instructions From Public Safety Authorities

Ensure the Safety and Well-being of You and Your Loved Ones

Volunteer to Assist Others in Non-Life Threatening Situations



FORMATION OF TEANECK'S CERT (Volunteer Sign-up Form on page 23)

CERT EMERGENCY RESPONSE TRAINING

CERT TEAM ROSTER MAINTAINED
BY COMMUNITY PARTICIPANTS

Volunteer to be a Member of

Teaneck's Auxiliary Police

Teaneck Fire Department Box 54 - Canteen Unit

Teaneck Volunteer
Ambulance Corps (TVAC)





together regularly for a common purpose. To be successful, our CERT program will require a proactive partnership between the community and Teaneck's local government and emergency response agencies.

To become a CERT member, you must take the CERT training. Teaneck's Office of Emergency Management (OEM) will support these community-driven CERT efforts by offering the required emergency response training to volunteers in conjunction with Bergen County's existing CERT program.

There are many jobs within a CERT for someone who wants to be involved and help, so any interested individual can become a valuable CERT team member. The best candidates for CERT teams are those that live in and know the neighborhoods they will be serving.

In more critical situations, our CERT volunteers, using the basic disaster response skills learned and practiced in training, may be involved in areas such as fire safety, light search and rescue, team organization, and disaster medical operations.

Contained in the guide is a form that can be used to volunteer as a CERT member. Rosters of trained CERT team members will be posted on the Township's website www.teanecknj.gov by OEM; however, the accuracy of these lists must be a responsibility of the CERT volunteers.

You may also be interested in more direct support of Teaneck's public safety professionals. If so, you may volunteer for Teaneck's Auxiliary Police, Teaneck Fire Department Box 54 – Canteen Unit, or Teaneck Volunteer Ambulance Corps.

AUXILIARY POLICE PROGRAM

The Teaneck Police Department is seeking dedicated individuals to join its Auxiliary Police Program. If you are interested in applying, applications are available at Teaneck Police Department headquarters. For further information about the volunteer program, you may contact Teaneck Police Department Traffic Bureau, 900 Teaneck Road, Teaneck, NJ 07666, (201) 837-2600 ext.2249.

Minimum Requirements

- Resident of Township of Teaneck
- Citizen of the United States
- At least 18 years of age and able to read, write and speak the English language
- Valid New Jersey Driver's License by date of appointment and a favorable driving record
- Physically able to perform assigned duties (a physical disability is not a disqualifier if the person is able to perform assigned duties)
- Free of criminal convictions and/or offenses of moral turpitude
- Good moral character (based upon contemporary standards)

Time Commitment

- Attend and complete the Auxiliary Police Training Course at the Bergen County Law and Public Safety Institute in Mahwah. This training is provided with no fee to the volunteering individual.
- Applicants must successfully complete fifty-two (52) hours of Initial Training. Classes are held twice a week in four-hour blocks of instruction. (Example: Mondays and Wednesdays from 7:00 pm to 11:00 pm)
- Minimum of four (4) weeks of Field Training (total of 160 hours).
- Minimum of eight (8) hours of service per month (24 hours per quarter).





Minimum Requirements

- Satisfactory completion of a background investigation.
- Meet other requirements as established by the Teaneck Police Department

Time Commitment

 Attendance at half of the Township's scheduled events (e.g., parades, street fair, fireworks, football games, and so forth)

TEANECK FIRE DEPARTMENT BOX 54 – CANTEEN UNIT

Teaneck Fire Department Box 54 – Canteen Unit is a volunteer rehabilitation unit that provides communications, canteen, and ground support services using three vehicles which are maintained, licensed, and insured by the Township of Teaneck. Box 54 provides hot and cold water, coffee, and other refreshments at long term fire, rescue, and police investigation scenes. Funding for supplies is from donations made by Teaneck and other fire departments. The Box 54 vehicles are kept at Fire Headquarters on Teaneck Road and Fire Station 2 on Cedar Lane. Residents should call 201-837-2085 for further information about joining as a volunteer and/or contributing funds or supplies to the unit.

TEANECK VOLUNTEER AMBULANCE CORPS

The Teaneck Volunteer Ambulance Corps (TVAC) is Teaneck's only emergency ambulance service, responding to over 3,000 calls for service every year. The all volunteer Ambulance Corps is known for its rapid response and basic life saving skills. Our volunteers perform a valuable service to the community and routinely save lives and reduce suffering.

If you have any questions, please go to TVAC's website www.teaneckvac.org or call 201-837-2600 and ask for the Ambulance Corps. Applications to join TVAC are available on the website, can be completed online or by mail, and will be followed by an interview.

When you join as a volunteer, you will become a part of a well organized, well prepared team that will count on you as a valued member. Men and women of all races, religions, ethnic groups and sexual orientations are invited to join. Out of town residents are welcome. TVAC will help you to obtain training as a state certified Emergency Medical Technician (EMT) and assist you in utilizing state funding to cover the cost of your training.

Minimum Requirements

- At least 15.5 years of age
- Able to read, write and speak English
- Capable of strenuous physical exertion
- Physically able to perform assigned duties which include lifting
- In good health and of good moral character (contemporary standards)
- No previous training is necessary, but you will be required to become an EMT within nine (9) months of joining.

Time Commitment

- All members must commit to a minimum of four (4) hours per week on duty and be ready to respond in uniform from our headquarters.
- Completion of a required bi-annual ten (10) hour Sunday shift.
- Volunteers who live outside of Teaneck must be able to commit four (4) hours between 7:00 am and 7:00 pm, or be able to sleep at headquarters one night per week between 11:00 pm and 7:00 am.



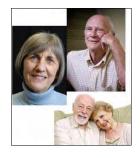


YOUR PERSONAL EMERGENCY PREPAREDNESS GUIDE

The Township of Teaneck and its public safety agencies strongly recommend that everyone in our community plan and prepare for a variety of emergencies that might affect our local residents. While our first responders will be on the scene with community-wide assistance in a disaster situation, please recognize that it may be necessary for you to be ready to take care of yourself and your loved ones for between five to seven days without outside involvement. This means relying on your own resources within the family unit and offering aid to your friends and neighbors, wherever you can.

This **RESIDENT PREPAREDNESS GUIDE FOR EMERGENCIES** has been developed to help you **BE INFORMED, PLAN, PREPARE, AND RESPOND** in an emergency situation. If you complete the planning aids, forms, and checklists contained in this guide, you will have taken a positive step toward ensuring the safety and well-being of you and your loved ones in a time of crisis, and you should be able to respond to any challenge an emergency situation may send your way.

Thank you for using this Guide to be better prepared for an emergency situation. The following pages – Page 17 to Page 22 – consist of job aids, forms, and checklists that will assist you to create your own personal emergency plan and to perform the appropriate preparations in advance of the next emergency situation.











EMERGENCY ALERTS AND INFORMATION MONITORING

Share this with all family members and put contacts in your cell phone.

To Report an Emergency...Dial 911 Or Activate A Neighborhood Fire Alarm Box

Recorded Information Bulletins 201-837-4800

Police: 201-837-2600

Fire: 201-837-2085

Ambulance: 201-837-2600

Township Main Number: 201-837-1600







To Report Utility Problems

Call 911 or activate a fire alarm box only to report downed power lines, a gas odor, severe street flooding, or other dangerous conditions.

For all utility outages and other service-related issues, call the utility company directly!

Electricity & Natural Gas PSE&G

Report a Power Outage
Get Service Restoration Updates
1-800-436-7734
www.pseq.com

<u>Water</u>

United Water Company

Report Water Problems
Get Service Restoration Updates
1-800-422-5987

www.unitedwater.com

(after hours emergency) 201-487-0011

In Teaneck, there is a fail-safe system of public fire alarm boxes distributed throughout the Township, located on various street corners and in front of almost all public buildings and large commercial buildings. Do not hesitate to use these fire alarm boxes if you believe emergency assistance is needed promptly. If you activate the fire alarm box, please stay there so you can advise first responders about the emergency situation you are reporting.

In order to provide our residents with timely notifications and informational bulletins, the Teaneck Township Public Safety Departments – Police, Fire, and Emergency Management – are using electronic information services – Township e-mail alerts, Reverse 911 calls, and Nixle text and/or e-mail messages – to communicate essential information to our citizens.



To sign up for alerts from Teaneck and Bergen County, go to the Township website at www.teanecknj.gov and click on "Alert Me" on the left side of the home page. Fill in the form to be subscribed automatically to alerts on public emergencies (as well as other categories of information) and click "Sign Up". Then click on the link that says "Continue to the Bergen County OEM Emergency Notification registration form" to get emergency telephone alerts and/or text messages from the County.

REVERSE 911

The REVERSE $911^{\$}$ Emergency Notification System provides public safety personnel the ability to send out telephone alerts community-wide or to targeted areas of the Township. This is an extremely effective community outreach tool that can be used to automatically disperse important alerts and updates to our residents in an emergency situation.







Free to Public Safety
Agencies

The Nixle Community Information Service allows police to create and publish messages to be delivered to subscribers instantly via cell phone text message and/or e-mail. Messages generally are abbreviated and include emergency or planned street closures, building closures, or information on missing or suspicious persons. To begin receiving notifications, you must access Nixle via www.teanecknj.gov (left menu) or at http://local.nixle.com/zipcode/07666.

THE TOWNSHIP OF TEANECK USES BOTH TWITTER AND FACEBOOK FOR OUTBOUND MESSAGES
ONLY. DO NOT USE OUR SOCIAL MEDIA NETWORKS TO COMMUNICATE WITH US IN AN
EMERGENCY AS THESE SITES ARE NOT MONITORED BY TEANECK PUBLIC SAFETY PERSONNEL.





The Teaneck School District has several resources to send current information on emergency situations to you and your family.



A parent brochure concerning Emergency and Crisis Preparedness was mailed to parents and guardians district-wide during the summer of 2012 and is still current. Also parents can access the Teaneck schools website at www.teaneckschools.org to get additional information about individual school emergency procedures.

SCHOOL MESSENGER

The School Messenger is a automated rapid dialing system that allows the District to call parents at multiple numbers (home, work, and cell) and/or send out e-mails to alert them to emergencies. Parents sign up by filling out an emergency contact form at the beginning of each school year.

Other emergency alert systems include:

- Emergency Alert System (EAS) broadcasts
- National Oceanic & Atmospheric Administration (NOAA) weather radio alerts
- New Jersey's Office of Emergency Management (OEM) weather links
- News media sources such as local radio, cable, and television stations
 - o News Radio 880 and WFDU 89.1 FM
 - o 1010 WINS
 - Cablevision News12 New Jersey
 - o FIOS 1 News
 - o TV Channels 2, 4, 5, 7, 9 and 11

The Red Cross developed the 'Safe and Well' registry which enables people within a disaster area to let their friends and loved ones outside of the affected region know of their well-being. By logging onto www.redcross.org and clicking on 'Get Assistance', you may post messages indicating that you and family members are safe and well at a shelter, hotel, or at home; and that you will contact friends and family directly as soon as possible. During large-scale disasters, there will be telephone-based assistance via **1-866-GET-INFO** for people whom do not have Internet access, but wish to register on the 'Safe and Well' website. You may also use the toll-free 'Contact Loved Ones' voice messaging service at **1-866-78-CONTACT**.





EMERGENCY FAMILY CONTACTS AND OTHER IMPORTANT CONTACTS

Give this information to all family members and put contacts in your cell phone

Family Contact In New Jersey	Family Contact In A Different State
Name:	Name:
City/State:	City/State:
Cell Phone:	Cell Phone:
Work Phone:	Work Phone:
Home Phone:	Home Phone:
E-Mail:	E-Mail:
Social Media:	Social Media:
Nearest Relative	Family Work and School Contacts
Name:	Father: Work
City/State:	Mother: Work
Cell Phone:	School Name:
Work Phone:	Phone:
Home Phone:	School Name:
E-Mail:	Phone:
Social Media:	School Name:
	Phone:
Medical Contacts	Insurance Information (inc. Policy #s)
Hospital:	Medical Ins.:
Phone	Phone
Doctor: (specialty)	Drug Ins:
Phone	Phone
Doctor: (specialty)	Home Ins.:
Phone	Phone
Pharmacy:	Auto Ins.:
Phone	Phone
Veterinarian:	Other Ins:
Phone	Phone





EMERGENCY SHELTER AND EVACUATION OPTIONS

It is best to arrange in advance for shelter and evacuation options that will allow your entire family to stay together if at all possible.

Give this information to all family members and practice at least twice per year

SHELTER-AT-HOME Safe Place 1:	GETTING OUT OF THE HOUSE Escape Route 1
Safe Place 2:	Escape Route 2:
Sealed Room:	Escape Route 3:
MUNICIPAL RECEPTION CENTER (For Warming Up, Cooling Down, Powering Up and Catching Up – No Overnight Stays)	MEETING PLACES In Our Neighborhood:
Rodda Center 250 Colonial Court Teaneck, NJ	Outside of Our Neighborhood:
OTHER SHELTER OPTIONS (Family or Friends, Hotel/Motel, Red Cross) Shelter Option 1:	EVACUATION ROUTES (Best Alternate Routes to Leave the Area) Evacuation Route 1:
Shelter Option 2:	Evacuation Route 2:
Shelter Option 3:	Evacuation Route 3:
Shelter Option 4:	TIP: Keep a map in your car in case these evacuation routes are impassable.





EMERGENCY SUPPLY KIT

Put this kit together, keep it readily available, and check/replenish it every six months

WATER

(More may be needed if there are children, a nursing mother, or if the weather is hot)

One gallon per person per day Water purifying agents

FOOD

Three to seven-day supply per person (Preferably foods that require no refrigeration, cooking, or preparation; and remember weight will be a consideration)

Ready-to-eat meat & fish, soup, fruit, and vegetables

Powdered or canned milk

Powdered, crystallized or boxed fruit juice

Dried or smoked meat (like beef jerky)

Dried fruit (apricots, cherries, dates, or figs)

Dried vegetables (green beans or kale)

Dehydrated soups (soup in a cup or bouillon cubes)

High-energy food (trail mix, peanut butter, nuts, granola bars)

Stress foods (hard candy, cookies)

Staples (salt, pepper, sugar)

Check for expiration dates and rotate the water and food supply every six months

CLOTHING AND BEDDING

One or two complete changes of clothing for each family member

Sturdy shoes or work boots for each family member

Sleeping bag or bedding/pillows for each family member

Thermal underwear (for winter)

Rain gear, hat, gloves, and sunglasses

FIRST AID KIT

(Keep one for home; another in your car)

Sterile adhesive bandages (assorted sizes)

3" and 2" sterile gauze pads (8-12 each)

3" and 2" sterile roller bandages (3 each)

Hypoallergenic adhesive tape

Medicine dropper

Scissors, tweezers, safety razor blades,

safety pins, needles and thread

Non-breakable thermometer

Wooden applicator sticks

Petroleum jelly or other lubricant

Moistened wipes (8-10 packages)

Latex gloves

Non-Prescription Medicines

(Age-appropriate for all family members)

Vitamins

Pain reliever (aspirin or non-aspirin)

Antacid

Laxative and anti-diarrhea medication

Antiseptic and/or rubbing alcohol

Eye wash

PRESCRIPTIONS AND HYGIENE ITEMS

Prescription drugs (one week supply)

Personal hygiene items (hair brush or comb, toothbrush & toothpaste, feminine supplies, etc.)

.c.....e sappiics

Toilet paper

Disinfectant/antiseptic cleansing agent

Bar soap and liquid detergent

Household chlorine bleach

Plastic garbage bags & bucket with lid

Small shovel (for digging a latrine)





BASIC TOOLS AND SUPPLIES

Extra set of car keys, credit cards, and cash in smaller denominations

Copy of your Preparedness Guide for Emergencies

Pictures of family members and pets to help find them in case you are separated

Paper and writing instrument (pencil, pen)

Cell phone and charger

Non-electric can opener, utility knife, and small grill with charcoal

Lighters or matches in a water-proof container

Aluminum foil and sealable plastic bags Mess kits or paper cups/plates and plastic utensils

Shut-off wrench for gas and water Battery operated radio to receive AM/FM stations and extra batteries (also consider getting a radio that receives NOAA emergency weather advisories)

Flashlight and extra batteries

Small fire extinguisher (ABC type)

Signal flare, compass, and pliers

Plastic storage containers

Plastic sheeting and tape

Dust mask and work gloves

IMPORTANT FAMILY DOCUMENTS

Keep copies of these records in a waterproof, portable container.

Drivers licenses and passports

Credit card account numbers

Bank account numbers

Inventory and pictures of valuable

household goods

Certificates of birth, marriage, etc.

Family health information (allergies, special treatment needs, and the like)

UNIQUE NEEDS

For Infants and Toddlers:

Diapers or pull-ups

Moistened wipes

Formula

Baby food

Medications

Powdered milk and juices

Age-appropriate bottles, cups, or

glasses

Comfort items (special blanket, stuffed

toy, or doll)

Entertainment items (toys, games,

books)

Pack n' Play (use for controlled play

space and safe sleeping area)

For Adults, Elderly, or Disabled:

Prescription drugs (one-week-supply minimum)

Extra eye glasses or contact lenses and supplies

Mobility aids (wheelchair, cane)

Hearing aids and extra batteries

Special medical supplies (colostomy supplies, insulin and syringes, denture supplies)

Entertainment items (games, cards, books)

For Pets:

Pet food and treats

Collar, leash, and identification tags

Muzzle (if needed)

Pet carrier or cage

Medicines

Copy of immunization records

Comfort items (bed, special blanket,

favorite toy)





VOLUNTEER COMMUNITY EMERGENCY RESPONSE TEAM (CERT)

If you are interested in becoming a Teaneck CERT volunteer, please complete the following form and mail it to: CERT Volunteer Program, Township of Teaneck, 818 Teaneck Road, Teaneck, NJ 07666; or e-mail it to: cert@teanecknj.gov

Name:	TELEPHONE:			
Address:	CELL PHONE:			
EMPLOYED BY:	E-Mail:			
Please place a check by all of the CERT Support Areas of interest to you:				
Emergency Psychology Support Checking on home-bound individuals Looking in on elderly residents Counseling and calming children Other, as needed Emergency Transportation Support Rides to/from the Rodda Center Trips to pick up or deliver essential supplies Other, as needed	CERT Community Communications CERT Team Organization CERT Team Leadership CERT Team Member CERT Trainer Fire Safety Light Search and Rescue Disaster Medical Operations Other (Please specify)			
Please identify any prior experience you have had in Emergency Response:				
SIGNATURE:	DATE:			
For Internal Use Only: Date received Resident Non-Resident Address verification – Yes No CERT zone – 1 2 3 4 5 6 7 8 Date scheduled for CERT training	Date of background check Other Twp volunteer position, if any Date added to CERT roster			





NOTES





TEANECK MUNICIPAL SERVICES DIRECTORY

Manager's Office	William Broughton, MAS, CPM, Township Manager	(201) 837-1600 ext. 1001 twspmanager@teanecknj.gov
Assessor's Office	James R. Tighe, Tax Assessor	(201) 837-1600 ext. 1401 assessor@teanecknj.gov
Building Department	Steven M. Gluck, Construction Official	(201) 837-1600 ext. 1101 building@teanecknj.gov
Clerk's Office	Jaime L. Evelina, RMC, Township Clerk	(201) 837-1600 ext. 1025 clerk@teanecknj.gov
Engineering Department	Township Engineer	(201) 837-1600 ext. 1728 engineering@teanecknj.gov
Finance Department	Christine L. Brown, CPA, RMA, Chief Financial Officer	(201) 837-1600 ext. 1251 finance@teanecknj.gov
Fire Department	Anthony Verley, Fire Chief	(201) 808-8080 For emergencies, dial 9-1-1
Health & Human Services Department	Kenneth Katter, M.A., CPM, Health Officer	(201) 837-1600 ext. 1500 health@teanecknj.gov
Human Resources Department	Dean B. Kazinci	(201) 837-1600 est. 1651 humanresources@teanecknj.gov
Library	Michael D. McCue, MLS, Library Director	(201) 837-4171 mccue@bccls.org
Municipal Court	Jill Graham, Court Administrator	(201) 837-1600 ext. 1820 court@teanecknj.gov
Police Department	Robert A. Wilson, MPA, Chief of Police	(201) 837-2600 For emergencies, dial 9-1-1
Public Works Department	Fran Wilson, CPWM, CRP, Director of Public Works	(201) 837-1600 ext. 1700 dpw@teanecknj.gov
Purchasing Department	Kevin J. Lynch, MPA, QPA, Purchasing Agent	(201) 837-1600 ext. 1300 purchasing@teanecknj.gov
Recreation Department	Glenna D. Crockett, CPRP, R.A., Superintendent of Recreation	(201) 837-7130 recreation@teanecknj.gov

For sewer backups, call DPW at (201) 837-1600 ext. 1700 Monday - Friday,

7 AM – 3 PM. Other times, contact the Teaneck Police Department at (201) 837-2600.

TEANECK MAYOR AND COUNCIL

Mohammed Z. Hameeduddin, Mayor Adam J. Gussen, Deputy Mayor

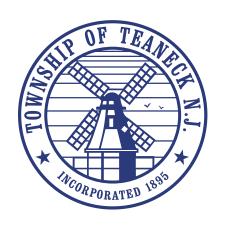
Elie Y. Katz, Councilmember Lizette P. Parker, Councilmember Henry J. Pruitt, Councilmember Mark J. Schwartz, Councilmember Emil "Yitz" Stern, Councilmember

Township of Teaneck

Municipal Building Teaneck, NJ 07666

PRESORTED STANDARD U.S. POSTAGE PAID S. HACKENSACK NJ PERMIT NO. 757

Postal Customer ECRWSS



Township of Teaneck 818 Teaneck Road Teaneck, NJ 07666 www.teanecknj.gov 201-837-1600

PUBLIC SAFETY CONTRIBUTORS

Robert A. Wilson, Chief of Police
Anthony Verley, Fire Chief
Larry Robertson, Office of Emergency Management
William Broughton, Township Manager