

## **Aina Haina Community Emergency Action Plan (6-25-14)**

*This Community Emergency Plan (CEP) is intended to serve as a reference and does not replace common sense, sound judgment, and prudent actions in response to a disaster. Every effort has been made to ensure the accuracy of this plan. However, the Aina Haina Community Association Emergency Sub Committee on Disaster Preparedness along with the City and County of Honolulu Department of Emergency Management and The State Civil Defense assumes no responsibility and disclaim any liability for any injury or damage resulting from the use or effects of the products or information specified in this Plan*

### **1. Purpose of Plan**

The purpose of this Plan is to educate and train the Aina Haina Community about the "All Hazard Approach" to disaster preparedness, mitigation, response, and recovery, and to reduce the impact of a disaster upon the Community.

### **2. Aim**

The aim is to empower the community by an internal assessment of capacity and by effective management of available resources. This plan is geared towards community members assisting fellow community members until such time as local or state resources are allocated and dispatched.

### **3. Plan Objectives**

- A. Aina Haina shall become an "All Hazards" resilient community.
- B. Aina Haina shall be self-sufficient for at least 72 hours or more, and able to sustain itself until County, State or Federal assistance arrives.
- C. Identify the risks most likely to impact the community.
- D. Identify vulnerable people / groups / establishments in the community.
- E. Identify community resources available to assist during an emergency.
- F. Establish a Community Emergency Team and subgroups to tackle identified issues.

### **4. Planning Assumptions**

- A. A major or catastrophic incident will overwhelm the capabilities of the City and county of Honolulu to provide prompt and effective emergency response and short-term recovery measures.
- B. Transportation infrastructure will be damaged and local transportation services will be disrupted.
- C. Widespread damage to commercial telecommunications facilities will be experienced.
- D. Homes, public buildings, and other critical facilities and equipment will be destroyed or severely damaged.
- E. Debris may make streets and highways impassable.
- F. Public utilities will be damaged and either fully or partially inoperable.
- G. Citizens may be forced from their homes and large numbers of dead and injured could be expected.
- H. Many citizens may be in life-threatening situations requiring immediate rescue and medical care.
- I. There will be shortages of a wide variety of supplies necessary for emergency use.

### **5. Organization and Responsibilities (See APPENDEX A)**

- A. Neighborhood Incident Commander: This individual is appointed prior to or immediately following an incident. Responsible for coordinating and directing the efforts of all citizen programs. Make him/herself known to the emergency services when they arrive and provide them with a copy of the CEP and to be available to provide local knowledge.

- B. Community Support Team Leaders: Leaders of their respective program in the Neighborhood (i.e. CERT Team Leader, Neighborhood Watch, Red Cross, etc) During an incident, the Incident Commander will direct these leaders.
- C. Community Block Coordinators: These individuals will ensure that their area of responsibility is prepared for, able to respond to and ready to recover from an incident. They will report to their Area Coordinator.
- D. Community Area Coordinators: These individuals are responsible to ensure that Block Coordinators have the necessary support they need to do their responsibilities. They will report to the Neighborhood Incident Commander.
- E. Community Incident Command Staff: These individuals work for the Community Incident Commander and are responsible for their assigned areas of responsibility.

## 6. Plan Maintenance

This plan will be reviewed and checked for accuracy every 6 months, by the Aina Haina Community Emergency sub-group. Any changes to the plan will be approved by the Aina Haina Community Association Board of Directors and distributed to all members.

## 7. Emergency Action.

In the absence of Government Emergency Services, the Community Emergency Team will lead the community response and act as a central point for information and communication for the community. The Team will link up as quickly as possible via phone/email/personal contact, or in an agreed meeting place; Pavilion, Recreation Hall, Aina Haina Park.

- A. Activation guideline procedures can be found in **Appendix B**. This procedure details the call out order, communicating of information to the community and logging of actions.
- B. Warning Systems
  - 1. City and County sirens
    - a. For a tsunami, sirens sounded three hours out and hourly thereof.
    - b. For a hurricane, sirens sounded during daylight hours prior to landfall.
  - 2. Other warning systems could be telephonic, word-of-mouth, etc.
  - 2. When a warning sounds, the Community Incident Commander will initiate activation of the Community Emergency Team.
  - 3. Specific triggers and escalation procedures are detailed in **Appendix C**.

## 8. Planning

Description of Hazards (Hazard Assessment)

- A. **Flooding** – Of homes and Aina Haina Shopping center along Aina Haina stream as well as both sides of the valley .
- B. **Tsunami** – Flooding and destruction of homes and Aina Haina Shopping Center along Kalananole Highway and low lying areas Makai and areas just mauka of it
- C. **Hurricane** – Destruction of homes in the entire valley as well as damages to Aina Haina Shopping Center from high winds. Flooding of homes as well as Aina Haina Shopping Center from inundation.
- D. **Brushfire** – Affect homes located along the slopes of the valley.
- E. **Chemical spill** – Affect homes, schools and businesses close to the spillage.
- F. **Landslides** – Affect homes along the slopes of the valley.
- G. **Shooter incident** – Affect businesses, homes and schools at or near the incident scene.

## 9. Work Groups

- A. **Public Outreach and Information**
  - 1. Make the Community Aware of the Plan.
  - 2. Get the word out to the community on disaster and notification information.

3. Encourage population to sign up with Nixle.
4. Work with Neighborhood Security Watch organizations on disaster preparedness.
5. Conduct an annual emergency/disaster preparedness fair.
6. Conduct outreach to schools, faith based groups, care homes, and business to provide information about emergency plans, "go kits", NOAA radios, etc.
7. Schedule speakers from local and state emergency management agencies.
8. Develop public information packets for residents & businesses.
9. Provide information on Business Continuity Plans (BCP) for businesses in Aina Haina.
10. Describes policies for dealing with the media before, during and after disasters.

#### **B. Training and Exercise**

1. Hold training classes on disaster preparedness once a month.
2. Hold exercises (table top and functional) on disaster preparedness once a quarter.
3. Coordinate and schedule CERT and ARC training.

#### **C. Evacuation**

The evacuation plan will be a guide for the whole community to coordinate their efforts with disseminating early warning to ensure timely and orderly evacuation of the vulnerable areas and persons.

1. Identify evacuation routes.
2. Establish evacuation procedures
3. Evacuation Maps - (**Appendix D**)

#### **D. Mass Care**

##### **1. Feeding**

Food provision is aimed at meeting the needs of an affected population during an emergency.

- a. Work with the American Red Cross (ARC) to identify restaurants and food establishments.
- b. Establish short-term distribution of food plan.
- c. Establish long-term distribution of food plan.
- d. Assess community food supply needs.
- e. What are the food storage requirements?
- f. What storage capacities are available?
- g. Feeding team will be organized and trained to support the needs of the community.

##### **2. Shelter**

In some cases urgent shelter provision is needed for those whose houses have been destroyed or are unsafe.

- a. Aina Haina Elementary School is the designated emergency evacuation shelter.
- b. The former Wailupe Elementary School may be a designated congregate shelter.
- c. A shelter management team will be trained to manage the shelters by ARC.

#### **E. Emergency Communications**

A communications plan will be established to ensure communications before, during and after a disaster. (**Appendix E**)

1. Develop a pool of licensed amateur radio operators who will establish emergency communications at selected shelters and command and control sites.
2. Family Radio Services (FRS) objective is to provide speedy communication and help to provide appropriate support for vulnerable residents.
3. All information and actions to be reported to the Communications Coordinator for cascading & decisions.

#### **F. Functional Needs population (Appendix F)**

1. Locate functional needs citizens who need assistance in preparing for a disaster.
2. Identify those in need of transportation to a shelter.

### **G. Pets (Appendix G)**

Homeowners will not leave their pets behind.

1. Train volunteers who will staff the pet shelter.
2. All pets will be in cages at the designated shelters.
3. They will come with their own emergency kit
4. Pet owners are responsible for their pets. (Feeding, exercising, etc)

### **H. Safety and Security (Appendix H)**

Identify the actions to take to ensure the protection of the affected population and their belongings as well as the safety of the emergency responders.

1. Responsible for manning the roadblocks along Klianianaole Hwy.
2. Responsible for manning the shelters, Points of Distribution (POD) and any other locations as directed by the Community Incident Commander.
3. Establish mobile teams to ensure the safety and security of the neighborhood after a disaster.

### **I. Medical (Appendix I)**

1. Identify all medical resources in Aina Haina.
2. Create a medical evacuation and hospitalization plan.
3. Work with American Red Cross and the Medical Reserve Corps (MRC) to provide medical assistance to injured citizens.

### **J. Search and Rescue (Appendix J)**

One of the priority social welfare tasks in many relief operations is to quickly initiate a search for missing people and reunite lost family members.

1. The Aina Haina CERT will initiate search & rescue operations upon the direction of the Community Incident Commander. (normally after 4-12 hours after an incident).
2. Report all results to the Community Incident Commander.

### **K. Counseling (Appendix K)**

1. Identify the mental health resources in the community.
2. Work with American Red Cross and the Mental Health Division of Department of Health to provide counseling to citizens that have been impacted by a disaster.

### **L. Tsunami**

1. Establish a Tsunami Ready Community for Aina Haina.
2. Develop, maintain, and update a community plan for the Tsunami Ready grant program and seek funding from SCD. **(Appendix L)**
3. Identify tsunami refuge centers and how it is to be operated.

### **M. Community Needs Assessment (Appendix M)**

Effective response operations are practically impossible without a precise emergency or disaster situation assessment and a thorough evaluation of required humanitarian relief.

1. Community Assessment Teams (CAT) will be formed and trained to do an assessment of the community after a disaster.
2. The assessment standards will follow the FEMA standards used for a disaster.
3. The CAT will assemble at Aina Haina Elementary School.
4. Report all findings to the Community Incident Commander.

### **N. Logistics (Appendix N)**

1. Identify what resources are available and in what quantities in the community. Neighbors who are Ham Operators, Health/Medical experience, Carpenters, Electricians, Plumbers, CERT and /or ARC trained volunteers.
2. Procurement, storage and distribution of relief supplies.
  - a. Describes how relief supplies are procured, stored and distributed.
  - b. Determine available storage sites.

- c. Conduct training for personnel responsible for logistics.
- d. Determine what Emergency Relief Supplies are available.
- 3. Water and Sanitation
  - A supply of clean drinking water is a priority in an emergency. Sanitation includes provision of safe water; disposal of human excreta, wastewater and garbage; insect and rodent control; safe food handling; and site drainage.
  - a. Distribution, storage and treatment of water (emergency water supply)
  - b. Disposal of human waste (emergency sanitation--e.g. latrines)

**O. Transportation (Appendix O)**

- 1. A transportation plan will be made to ensure movement of personnel and supplies..
- 2. Identify what vehicles are available and where are they.
- 3. Review and update pickup locations every six months.

**10. Recovery (Appendix P)**

Recovery of a community as soon as possible is necessary for the community to get back to normal as soon as possible.

- A. An assessment will be done by the Community Assessment Team.
- B. Disaster Assistance Centers (DAC) locations will be at Aina Haina Elementary School and the former Wailupe Elementary school.
- C. Point of Distribution (POD) operations locations will be at Aina Haina Elementary School.
  - 1. A POD team will be trained to staff the POD.
- D. Road/Debris Clearing
  - 1. The Road/Debris Team (R/DT) will be trained and is responsible for the clearing of the major roads.
  - 2. Equipment and supplies will be staged at \_\_\_\_\_.

- APPENDEX A: Organization and Responsibilities
- APPENDEX B: Activation Guideline Procedures
- APPENDEX C: Flood Triggers and Escalation Procedures
- APPENDEX D: Evacuation Maps
- APPENDEX E: Communications Plan
- APPENDEX F: Functional Needs
- APPENDEXG: Pets
- APPENDEX H: Safety and Security
- APPENDEX I: Medical
- APPENDEX J: Search and Rescue
- APPENDEX K: Counseling
- APPENDEX L: Tsunami
- APPENDEX M: Community Needs Assessment
- APPENDEX N: Logistics
- APPENDEXO: Transport
- APPENDEX P: Recovery

# Aina Haina Community Emergency Planning Team Diagram

