

Pristine Place Homeowners Association

All Hazards Emergency Response Plan

Purpose: To establish an All Hazards Response Plan to assist in providing support just before, during, and following a disaster during the time professional emergency responders may not be available and to have in place the steps necessary to return the community to pre-event condition. In addition to clearly define the responsibilities and roles of The Pristine Place Board of Directors, the Pristine Place Citizens Emergency Response Team (CERT), and other identified community groups prior, during, and following a disaster.

Definitions:

Disaster: A **disaster** is a natural or man-made hazard that has come to fruition, resulting in an event of substantial extent causing significant physical damage or destruction, loss of life, or drastic change to the environment. A disaster can be ostensibly defined as any tragic event with great loss stemming from events such as hurricanes, tornados, catastrophic accidents, fires, or explosions. A disaster must be declared by Hernando County or another governmental body and has or will likely result extensive injury and lose of life or property damage in Pristine Place.

Board of Directors (BOD): The **board of directors** is a body of elected community members who jointly oversee the operation and activities of Pristine Place.

Property Manager: The **property manager** is the person or group who is responsible for the day to day management of community property, equipment, and physical capital assets that are acquired and used to maintain community functions. Property management involves the processes, systems and manpower required to manage all community property assets, and related items including acquisition, control, accountability, responsibility, maintenance, utilization, and disposition.

Community Emergency Response Team (CERT): A **CERT** is a group of community volunteers organized as a neighborhood-based team that receives special training to enhance their ability to recognize, respond to,

and recover from a major emergency or disaster situation. Teams are trained by professional responders in areas that will help them take care of themselves and others before, during and after a major emergency. As an organized team, individuals can provide limited vital services in the absence of and while waiting for the arrival of emergency responders, and they often assist once responders arrive.

Crimewatch: **Crimewatch** is a crime prevention program that enlists the active participation of volunteer residents in cooperation with law enforcement to reduce crime, solve problems, and improve the quality of life in a community. This program uses daily neighborhood patrols and education programs to meet its goals.

Club House Committee: A group of community volunteers who manage the day to day operating of the Pristine Place Club House and related areas i.e. the pool, gym, and tennis courts and provide or coordinate maintenance and repairs to those areas.

Responsibilities and Actions:

Board of Directors:

1. To develop and update as needed a disaster plan which encompasses the period of time including pre and post event as well during the event.
2. To support the establishment and assist with maintaining a CERT Team in Pristine Place by (a) assisting in membership drives (b) providing space in the community newsletter to promote CERT and provide a pathway for community education.
3. Permit CERT the use the Pristine Place Club House and other assets for meetings, training and community education at no charge.
4. Create and fund a yearly line item in the community budget for CERT. The dollar amount, to be based on team and community needs, will be developed in coordination with the CERT Team leader or designee and the Budget Committee.
5. Makes provisions for other community groups i.e. Crimewatch and the Club House Committee to have or readily obtain the resources they would need to respond to or assist in the response to a disaster
6. Establish a time during regular Board of Director meetings for the CERT Team leader or designee to report on team actives or emergency management events or information of interest to the community
7. During or just prior to a disaster consult with the CERT TEAM leader or designee as to planned team response and other recommend community actions.

8. Provide for or directly maintain community mitigation efforts such as DRAs, storm drains, etc
9. Recognize the CERT Team leader or designee as the community leader during or just prior to a disaster and authorize him/her to take actions in the best interest of the community. The team leader should consult with and provide updates to the Board President or designee whenever possible prior to taking action not normally within their role.
10. May limit non-resident access to the community following a disaster.
11. Participates in after event evaluation(s) and updates this plan from recommendations received

Property Manager:

1. Participates in after event evaluation(s) and update this plan from recommendations received
2. Coordinates the maintenance of community mitigation efforts such as DRAs, storm drains, etc
3. Advises the BOD of recommendations to improve mitigation or community responses to disasters.
4. Assists with obtaining items needed for emergency responses as needed.
5. Coordinates repairs to the club house & related areas, and the common areas following an emergency.
6. Maintains a list and relationships with contractors or other vendors whose services or materials may be needed to return the community to pre-emergency conditions.
7. Maintains communications with the CERT leader or designee and the BOD during the emergency if possible.
8. Supplies residents, if requested information identifying contractors or other vendors whose services or materials may be needed to return their homes to pre-emergency conditions.

Community Emergency Response Team:

1. Maintain team readiness thru team based training and participates in Hernando County and other emergency management training opportunities.
2. Establish relationships with other CERT teams in adjacent communities for training and mutual assistance
3. Develop an understanding of emergency response resources within Spring Hill and Hernando County
4. Provide to the BOD and the general community information on disaster planning and planned responses.
5. Makes recommendations to the BOD in regards to mitigation and emergency response.
6. Provide disaster mitigation and response education to the BOD and Pristine Place residents.
7. Relays to the BOD any notices of impending disasters and recommended actions.
8. Establish a team plan for response to a disaster.
9. Assists in informing residents of a possible emergency
10. Deploy the Pristine Place CERT team after activation by Hernando County. (note CERT teams can only deploy following activation by Hernando County)
11. Establish a command post and first aid treatment area in the Pristine Place Club House. (the tennis court will be used if the club house has been damaged)
12. Establish communication with the Hernando County Emergency Operation Center (EOC) by phone, cell phone, ICOM radio, 800Mzh radio, HAM radio, or a runner system.
13. Provide community coordination and leadership.
14. Conduct a damage assessment of Pristine Place and relay the information (including any information about the surrounding area) to the EOC to permit the best emergency response
15. Conduct a systematic search based on the damage assessment and provide light rescue.
16. Provide shelter in the club house to residents whose homes are damaged
17. Direct or otherwise coordinate other Pristine Place resources i.e. Crimewatch, Club House Committee during the emergency.
18. Provide the EOC with updates as requested or based on community needs. Updates the BOD and property manager.
19. Assists professional rescuers upon their arrival.

20. Maintains first aid, search, and shelter activities until no longer needed or being relieved.
21. Conducts with CERT team members, the BOD, Property Manager, and representatives of other community groups i.e. Crimewatch and the Club House Committee an after event evaluation(s) to assess the current plan and make recommendations for changes.

Crimewatch:

1. May assist in informing residents of a possible emergency
2. Assists with controlling access by non-residents following an emergency
3. May supply additional manpower to assist CERT in damage assessment, staffing the club house, and post emergency search & light rescue
4. Conducts neighborhood patrols to report possible criminal activities to the Hernando County Sheriff's Office following the disaster.
5. Participates in after event evaluation(s) and updates this plan from recommendations received

Club House Committee:

1. Given warning, prepares the club house to reduce possible damage. I.e. secure loose furniture and equipment.
2. May assist CERT with operations at the club house.
3. Make urgent repairs to club house and related area post emergency as possible.
4. Advises on large scale repairs to the club house post emergency
5. Participates in after event evaluation(s) and updates this plan from recommendations received.

Statement:

The Pristine Place BOD will maintain an All Hazards Emergency Response Plan. This plan will be reviewed yearly or following an emergency event. This will be a shared responsibility of the Pristine Place Board of Directors and Pristine Place CERT team or its successor. If there is not an active CERT team, the BOD will submit this plan for review to Hernando Emergency Management Department.

This plan is not all encompassing, but designed to provide guidelines for disaster mitigation and response

Prepared on June 27, 2011

Review by June 26, 2012 or post event

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Pristine Place CERT Team Leader

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President, Pristine Place Board of Directors