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September 7th, 2017

RE: **HURRICANE PREPAREDNESS**

Homeowners and Tenants:

In an effort to protect your safety and your property we are providing you with information that should assist you in the event the storm currently in the Atlantic pose a threat to our area. The enclosed information will help you address key items that you should pay particular attention to. Following these instructions will ensure the safety of you, your family and your home. These safety procedures covers everything from the use of generators to information on contacting the local Red Cross for assistance.

Safety tips:

The risks (if you don't do it right): carbon monoxide poisoning, electrocution, fire, and explosion.

- Never use wet hands to operate the generator.
- Never let water come in contact with the generator.
- Never run your generator in a garage because the carbon monoxide exhaust is toxic. Find a well-vented space, but be sure the generator isn't positioned outside an open window or any intake vent. Use a battery-powered carbon monoxide detector.
- Always turn the engine off before refueling and let the generator cool.
- Do not spill fuel. It can ignite.
- Store fuel and generator in a ventilated area and away from natural gas water heaters. Vapors can escape from closed cans and tanks, then travel to the pilot light and ignite.
- Never feed power from a portable generator into a wall outlet. This can kill linemen working to restore power. It also can damage your generator.
- Do not use power cords that are frayed. This can cause a fire. Be sure all prongs are intact and that the cord is outdoor-rated. The cord's wattage or amps must not be smaller than the sum of the connected appliance loads.

Additional supplies:

You will also need multi-gallon, vented containers for storing gasoline (fill before storm comes), engine oil, an outdoor-rated extension cord and a carbon monoxide detector.

For your medical needs:

- First aid kit
- Prescription medicines: list of medications including dosage, list of any allergies
- Extra eyeglasses and hearing aid batteries
- Extra wheelchair batteries and oxygen
- List of the style and serial numbers of medical devices such as pacemakers
- Medical insurance and medicare cards
- List of doctors, and emergency contacts
- Other needed items

Food and water Emergency Supplies:

- Recommended water supply is one gallon per day per person. Remember, plan for at least 3 days. Store water in sealed, unbreakable containers that you are able to handle. Identify the storage date and replace every 6 months.
- Non-perishable food supplies including any special foods you require. Choose foods that are easy to store and carry, nutritious and ready to eat. Be sure to rotate them regularly.
- Include a manual can-opener you are able to use.
- Remember, non-perishable food for all pets.

If You Need To Evacuate:

- Coordinate with your home care provider for evacuation procedures.
- Try to carpool, if possible.
- If you must have assistance for special transportation, call your local officials or 211.
- Wear appropriate clothing and sturdy shoes.
- Take your Disaster Supplies Kit.
- Lock all windows and doors in your home.
- Use the travel routes specified or special assistance provided by the local officials. Don't take any short cuts, since they may be unsafe.
- Notify shelter authorities of any need you may have. They will do their best to accommodate you and make you comfortable.