

Aina Haina Prepared Emergency Action Plan (10-10-15)

This Aina Haina Prepared Emergency Action Plan (AHPEAP) 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 Prepared Emergency Response Team (AHPERT), along with the City and County of Honolulu Department of Emergency Management (DEM) and Hawaii Emergency Management Agency (HEMA), 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 Action Plan

The purpose of this Action 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 to Aina Haina.

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 to Aina Haina.

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 and/or Federal assistance arrives.
- C. Identify the risks most likely to impact Aina Haina.
- D. Identify vulnerable people / groups / establishments in the community.
- E. Identify community resources available to assist Aina Haina during a disaster.
- F. Establish an Aina Haina Prepared Emergency Response Team (AHPERT) and subgroups to tackle identified issues in preparing for, responding to and recovery of a disaster in Aina Haina.

4. Planning Assumptions

- A. A major or catastrophic incident will overwhelm the capabilities of the City and county of Honolulu first responders and non-governmental agencies 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 leaving the community isolated.
- 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 such as water, communications, electricity, gas, 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 after a disaster.

5. Organization Responsibilities (See APPENDEX A for Organizational Chart)

- A. Community Incident Commander (CIC): 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 first responders when they arrive and provide them with a copy of the AHPCEP and Community Action Plan (CAP) to be available to provide local knowledge.
- B. Community Support Team Leaders (CSTL): Leaders of their respective teams in the response / recovery phase. During an incident, the CIC will direct these team leaders.
- C. Community Area Coordinators (CAC): These individuals are responsible to ensure that Community Block Coordinators have the necessary support they need to do their responsibilities. They will report to the Neighborhood Incident Commander.
- D. Community Block Coordinators (CBC): 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 Community Area Coordinator.
- 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 at least once annually and will be sent out to all members of AHPERT as well as to its government and non-government partners.

7. Emergency Action.

In the absence of local government emergency services, AHPERT 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 or go directly to pre-arranged duty locations upon order from the Community Incident Commander.

- 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, until one half hour prior to wave arrival.
 - b. For a hurricane, sirens will be sounded with sufficient time for evacuation prior to landfall.
 2. Other warning systems could be Nixle, telephonic, word-of-mouth, etc.
 3. When a warning sounds, the Community Incident Commander will initiate activation Of the AHPERT.
 4. 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 Kalaniana'ole 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 along Kalaniana'ole Hwy 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 located along the slopes of the valley.
- G. **Shooter incident** – Affect businesses, homes and schools at or near the incident scene.

9. Respect

AHPERT members shall act with respect toward all individuals at all times. Members must ensure their conduct is positive at all times, and in a disaster, members must act with compassion towards residents.

10. Harassment

Harassment in any form (sexual, religious, ethnical, racial, or otherwise) is offensive to the individual or group of individuals, as well as to this organization. Offensive actions refer to physical or verbal actions having the purpose or effect of creating a hostile, offensive, or intimidating learning or working environment and/or imply an ethnic, racial, religious, or sexual connotation. Examples include, but are not limited to: comments, cartoons, innuendos, or other personal conduct and/or mannerisms considered being offensive.

11. Ethics

As a basic guide, AHPERT members will base all actions and decisions on the ethical, moral, and legal consequences. Members will keep the value of life and the welfare of survivors constantly in mind.

- A. AHPERT members shall not be in possession of non-prescribed medications or illegal substances.
- B. AHPERT members shall not consume alcoholic beverages while training or during an activated incident.
- C. During an incident, AHPERT members shall not take pictures of any survivors.
- D. AHPERT members shall not remove property from an incident as a souvenir.
- E. AHPERT members will demonstrate proper respect and consideration for all team members at all times.

12. 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.
10. Describes policies for dealing with the media before, during and after disasters.

B. Training and Exercise

- All citizens need to keep up the skills they've learned to assist their neighbors.
1. Hold training classes on disaster preparedness at least once a quarter.
 2. Hold exercises (table top and functional) on disaster preparedness at least once a quarter.
 3. Coordinate and schedule CERT and ARC training.

C. Evacuation (Appendix D)

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 for Aina Haina.
3. Publish evacuation maps of Aina Haina.

D. Mass Care (Appendix E)

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 homes have been destroyed or are unsafe.

- a. Aina Haina Elementary School is the designated emergency evacuation shelter for high winds.
- b. Wailupe Community Park and Aina Haina Baptist Church may be designated as congregate shelters in the event it is necessary for longer term sheltering as well as non-high wind shelters.
- c. A shelter management team will be trained to manage shelters by American Red Cross.

E. Emergency Communications (Appendix F)

A communications plan will be established to ensure communications before, during and after a disaster.

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 Community Support Team Leader for cascading and decisions.

F. Functional Needs population (Appendix G)

There are neighbors in the community that may need assistance in preparing for and evacuating to a shelter in the neighborhood.

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

G. Pets (Appendix H)

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 I)

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 Kulaniana'ole Hwy.
2. Responsible for manning the shelters, Points of Distribution (POD) and any other locations as directed by the Community Incident Commander (CIC).

3. Establish mobile teams to ensure the safety and security of the neighborhood after a disaster.

I. Medical (Appendix J)

There will be no outside medical assistance to assist the injured after a disaster.

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

J. Search and Rescue (Appendix K)

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 Community Emergency Response Team (CERT) will initiate search & rescue operations upon the direction of the Community Incident Commander. (normally 4-12 hours after an incident).
2. Report all results to the Department of Emergency Management (DEM) or to first responder personnel in the field.

K. Counseling (Appendix L)

Community response workers as well as citizens will need emotional support after a disaster.

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 (Appendix M)

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.
3. The tsunami refuge areas in the community are Wailupe Community Park and Aina Haina Baptist Church.

M. Community Needs Assessment (Appendix N)

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

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

N. Logistics (Appendix O)

There will be no immediate assistance from the government. The community should be prepared to sustain itself for up to two weeks.

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. Trucks, vans busses, heavy machinery, cooking etc.
2. Procurement, storage and distribution of relief supplies.
 - a. Plan 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 P)

Transport of equipment, supplies citizens should not be an afterthought but should augment the planning process of planning for and responding to a disaster.

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

13. Recovery (Appendix Q)

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 Wailupe Community Park.
- C. Community Point of Distribution (CPOD) operations location will be at Aina Haina Elementary School.
 1. A CPOD team will be trained to staff the CPOD.
- D. Road/Debris Clearing
 1. The Road/Debris Team (R/DT) will be trained and is responsible for the initial clearing of roads in the neighborhood as a priority.
 2. Equipment and supplies will be staged at (TBD).

APPENDIX A: Organization Aina Haina Prepared Community Response Team

APPENDIX B: Activation Guideline Procedures

APPENDIX C: Flood Triggers and Escalation Procedures

APPENDIX D: Evacuation Plan

APPENDIX E: Mass Care

APPENDIX F: Communications Plan

APPENDIX G: Functional Needs

APPENDIX H: Pets

APPENDIX I: Safety and Security

APPENDIX J: Medical

APPENDIX K: Search and Rescue

APPENDIX L: Counseling

APPENDIX M: Tsunami

APPENDIX N: Community Needs Assessment

APPENDIX O: Logistics

APPENDIX P: Transport

APPENDIX Q: Recovery