

Broward College Central Science Labs

Natural Disaster/Hurricane Preparedness Plan

Objective

The object of this plan is to establish procedures to minimize storm related damage to departmental property and to protect the lives of personnel. This plan provides general guidance to Broward College campuses (hereafter referred to as BC) and recommends specific actions to be taken. It also identifies individuals responsible for fulfilling actions listed in the plan. The plan gives primary consideration to those actions necessary to protect departmental property and personnel.

Weather Conditions and Required Actions

The risk of damage from high winds and flooding from rainwater exists on all campuses. In the event a hurricane threatens Broward College facilities, the National Hurricane Center will issue warning information through public releases. Two very important terms used in hurricane advisories are:

Hurricane Watch

This condition is declared for an area when there is a threat of hurricane conditions within 24-36 hours. When a hurricane watch is declared the Emergency Coordinator and each Campus Emergency Coordinator should review their respective plans and insure that all persons affected are briefed.

Hurricane Warning

This condition is declared when hurricane conditions are expected within 24 hours. Hurricane conditions include winds of 74 miles per hour (64 knots) or greater. When this condition is declared for the Broward County area, the BC President or his designee may declare the College closed. All persons within the college will be instructed to leave the campus except those assigned duties in this plan. Following completion of those protective duties, all persons should leave campus. Personal safety should always take priority over preparations to prevent facility or equipment damage.

Hurricane Watch Activities

Computer and data systems: A full backup of all computer systems should be conducted in the event a Hurricane Watch is issued. Backed up information should be stored in two separate locations.

Hurricane Warning Activities

General Office/Lab Preparation: When a hurricane warning is issued, individual offices and work areas should be checked and "storm readied" by the owner

- Close and lock all windows
- Turn off and unplug all electrical equipment
- Computers and other electrical equipment should be moved away from windows
- Shut down computers, then disconnect computers from data lines and electrical lines
- If there are employees who are away from the office, then insure that their office is "storm readied"
- Vital records (paper) protection: paper based records vital to operations should be secured in a safe place which will remain dry. Ideally, copies should be retained in an alternate location or electronically
- Science labs and similar environments:

- should turn off emergency switches to gas, water, and electric in each laboratory, storage area, and/or preparation room
- equipment should be unplugged and removed from networks
- Science labs should cover laptop storage carts, computers, and exposed equipment with plastic sheeting
- Plastic squeeze bottles should be collected, placed in trays in the fume hoods and closures should be loosened
- Any items in refrigeration that may be frozen should be moved into the freezer
- Living organisms should be fed, cared for, and secured if they cannot be evacuated with staff, student, or faculty caregiver.
- Secure all chemical and biohazard areas.

Following completion of this duty, those not assigned other tasks should leave campus.

Communication

Faculty and staff should call: 954-201-6600

Students should call: 954-201-4900

In the event of an actual natural emergency, the Broward College homepage <http://broward.edu> will be updated regularly to provide important weather conditions and BC states of emergency, to include closure information. The President of Broward College or his designated representative/spokesperson will be the sole and final approving authority for closing Broward College and/or campuses.

If possible, our website <http://browardcentralscience.org> will have audio and/or written information on our **NEWS** page.

WFOR (Channel 4 - CBS)

Hurricane Simulcast partners:

WAXY Sports Talk 790 AM The Ticket, WFTL News/Talk 850 AM, WLRN (NPR) 91.3 FM, WLYF Lite 101.5 FM, WMXJ Magic oldies 102.7 FM, and WTPS News/Talk 1080 AM

WTVJ (Channel 6 - NBC)

Hurricane simulcast partners:

WQAM Sports Radio 560 AM
NBC6 87.7 FM

WSVN (Channel 7 - FOX)

Hurricane simulcast partner: WEDR 99.1 FM Urban Contemporary, WFLC The Coast 97.3 FM and WHQT Hot 105.1 FM

WPLG (Channel 10 - ABC)

Hurricane simulcast partners: WIOD News/Talk Radio 610 (periodic simulcast) and WINZ 940 AM (continuous simulcast)

WLTV (Channel 23-Univision)

Hurricane simulcast partner: WQBA 1140

WSCV (Channel 51-Telemundo)

Hurricane simulcast partner: TBA

ADDITIONAL RADIO STATIONS

WMCU (Christian Radio-89.7 FM)

WAVS 1170 AM

WZTA (Mega 94.9 FM)

WLVJ 1040 AM

WJNA 640 AM

NEWSPAPERS

South Florida Sun-Sentinel

South Florida El-Sentinel

The Herald - Broward Edition

National Hurricane Center – <http://www.noaa.gov>

Federal Emergency Management Agency (FEMA) – 1-800-621-3362

Broward County

American Red Cross – 954-763-9900

Animal Care and Regulation – 954-359-1313

Broward County Hurricane Hotline – 954-831-4000

Broward Emergency Management Agency – 954-831-3900

Special Needs Registry and Shelter – Broward – 954-537-2888

Miami-Dade County

American Red Cross – 305-644-1200

Miami-Dade Animal Care and Control – 305-884-1101

Miami-Dade County Office of Emergency Management – 305-468-5400

Miami-Dade Emergency Evacuation Assistance Program – 305-513-7700

Special Needs Hotline/Registry – 305-513-7700