

How to Organize Your Neighborhood

SSEPO
SOUTH SKYLINE
Emergency Preparedness
ORGANIZATION

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What is a Neighborhood?



A “neighborhood” is defined as groups of homes and residents that are in close proximity to each other or are characterized by other factors that lead to a formation of a “local group”.

There are different types of Neighborhoods.

Step 1: Neighborhood Leadership

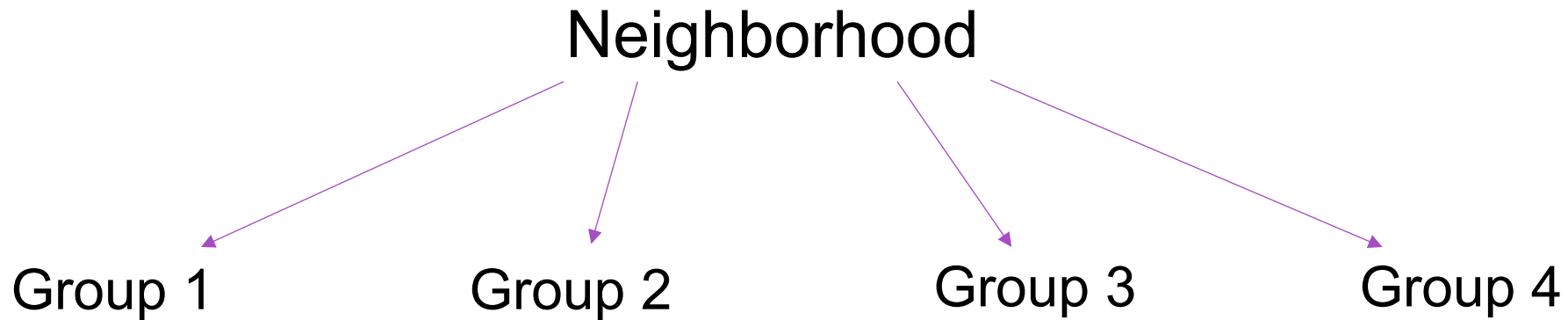
First and Most Important, You **MUST** Identify Your Neighborhood and a
LEADER



A NEIGHBORHOOD COORDINATOR

Step 2: Span of Control

Depending on the size of your community, adhere to Span of Control per the Incident Command Structure (ICS) --- no more than 6 – 8 residences per group or cluster. More than that and the span of control is too large to be effective.



Each Group or Cluster MUST have a Leader / Coordinator

Step 3: Community Meeting

Hold a neighborhood meeting or contact each neighbor to discuss:

Need for an Emergency Preparedness Plan – Why do we need to do this?

Educate neighbors on types of disasters and how to be prepared for each: Family Disaster Plan, Emergency Go Kits, Be Prepared to Stay or to Leave, Evacuation Routes, etc.

All the information you need can be found at www.SSEPO.org

Step 4: Develop a Neighborhood Emergency Communications Plan

Create a PHONE TREE. Determine what information to include:

- Phone numbers / Text Messages?
- Address
- E-mail
- Pets
- Gate Codes
- Special Needs
- Special Skills / Equipment: CERT, Ham Operator, Medical Personnel, AED, Tractors, Chain Saws, etc.
- Determine how the information is used; Be aware of privacy concerns

Step 4: Communications Plan - Internet

Consider establishing an ongoing communications channel, such as a neighborhood [GROUPS.IO](#), or [NEXTDOOR](#), for regular sharing of information and for emergency updates when necessary.

Step 4: Communications Plan - Radios

Determine if MURS, FRS or GMRS Radios would be an effective method of communication in your neighborhood, when traditional communication methods fail.

Conduct testing to determine which kind of MURS / FRS / GMRS radio would be most effective in your neighborhood.

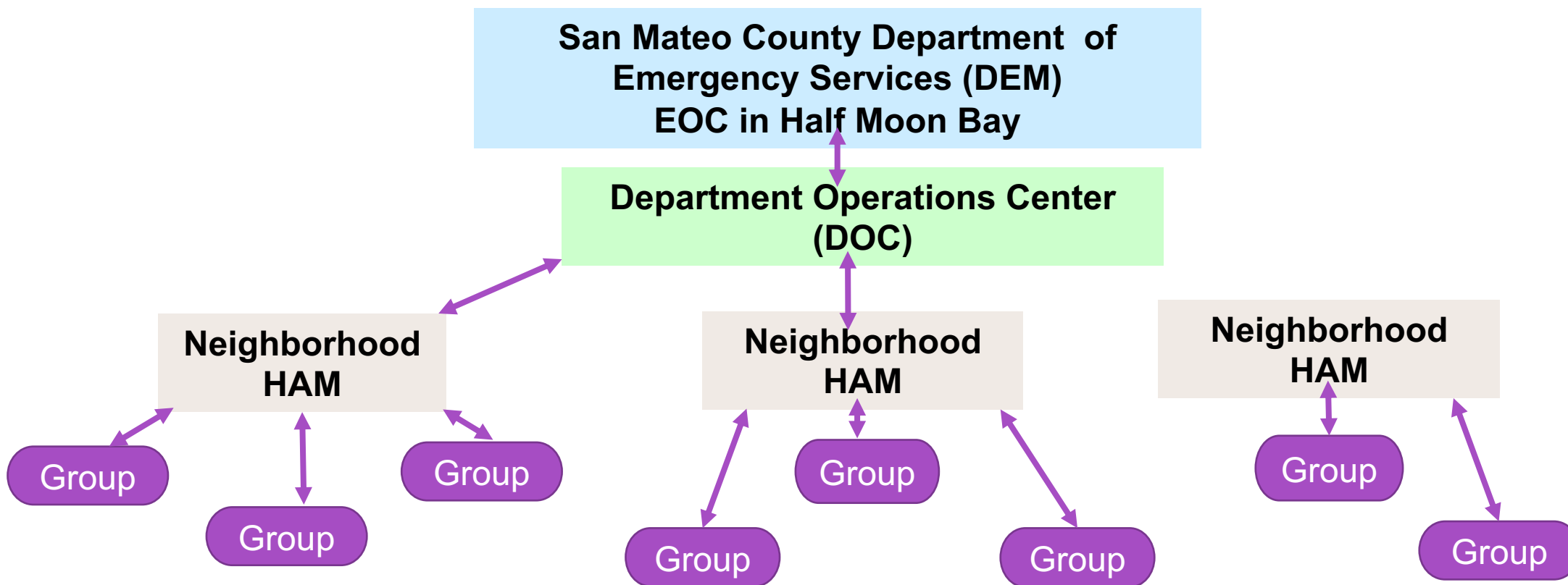
Identify HAM Radio operators in your community who can coordinate outside communications for getting emergency information and for requesting help when necessary.

Step 4: Communication Plan and ICS Structure

Become part of the Emergency Communications Infrastructure

Locate and integrate with local Emergency Preparedness resources (i.e., Fire, OES, Amateur Radio Emergency Services (ARES), Ham radio clubs.

Step 4: Radio Communications Plan



GMRS Radios

Step 5: Keep It Going

- Complete GIS Mapping of residences – identification of important information needed by Fire and First Responders.
- Conduct regular training and drills.
- Encourage neighbors to get CERT training
- Hold annual simulated emergency drills
- Regularly update the phone tree / contact list; include renters
- Consider becoming a **Firewise Community**