



4 Steps to Emergency Preparedness for All

Step 1: Find Your Five Trusted Allies and Share Your Plan

Identify five people who will become your trusted allies during a disaster or emergency. Your five trusted allies are people that will check on you and that you can communicate with before, during, and after a disaster or emergency so that they know you are safe or if you need help. Your list of five people should have complete contact information with phone numbers, email and street addresses. In some disasters or emergencies, phones may not be working. In that case, try to make contact through e-mail, text, social media, or in-person.

Do not depend on only one person. People work different shifts, take vacations and are not always available. Make sure some of the people on your list live close to you and have at least one person who lives out of the area.

When you are creating your contact list of trusted allies, ask each person the best way to contact them. Explain what you are asking them to do for you during an emergency or disaster. Make sure they understand and agree.

ACTIONS:

Create your list of Five trusted allies:

- Include as many different ways to contact each person as possible: phone numbers, emails and addresses.
- Contact each person in your group of allies and get their agreement.
- Keep your list updated.

Use it

- Make several copies of your list. Keep them where it will be easy to find. For example - on your refrigerator, inside the front door, in your purse or wallet, in your car glove box, saved in your mobile phone or on another electronic device, etc.
- Share a copy with each member of your group of allies.
- Put a copy in a sealed plastic bag in each of your emergency supply kits (go bag, car kit, keep it with you kit, etc.)
 - Check in with your trusted allies often, especially on Red Flag Warning days.



Step 2: Prioritize Your Health Needs and Create Lists

These are lists of your medication, disability-related supplies or equipment, and anything else you need daily. Decide what medication and equipment you need every day to be independent. Write down where you keep them and any information about them you may need during a disaster or emergency. This information can be useful to your trusted allies, first responders, or shelter staff. There may be phone apps that you can use to help develop these lists as well as having a written or printed list.

ACTIONS:

Create your Medical and Independent Living Needs List

- Make a list of all your medications and their use or dosage
- Make a list of equipment you need. For example, list equipment to help you hear (like hearing aids), see (like glasses), or get around (like a walker or wheelchair). Also list oxygen equipment and other devices that you need.

Use it

Make several copies. Keep them with your Contact Lists where it will be easy to find. Put them on apps in your phone if possible.



Step 3: Create Your Emergency Supplies Kits

Are you prepared for your important needs during an emergency or disaster no matter where you are? Emergencies and disasters can occur at anytime and anywhere. You may be at home, at work, on vacation, or just out and about. Keeping important items with you is key to successful emergency and disaster planning.

ACTION:

Pack emergency kits to have in different places:

- carry with you
- in your car
- in your home
- in your office



Step 4: Plan How and When to Evacuate

You do not need to evacuate in all emergencies. Make sure you know when to evacuate. Usually a city, county, or first responder will let you know. If it looks dangerous though, use your best judgement. Be familiar with all possible routes out of your home or office and to get out of your neighborhood.

It is important that you plan your evacuation strategy ahead of disasters. Develop a plan for yourself and your animal(s) on what to do in case of emergency or disaster: know when to evacuate, where to go, and what to take with you.

Think about how you want to exit your home or your office when a disaster happens and make a detailed map about where to go to meet friends, family, or your trusted allies (for home, work, or where you usually are).

Evacuation routes out of your neighborhood will depend on the type of disaster and where it is located. Know all the main routes out of your neighborhood, drive them ahead of time so that you are familiar with them before an emergency or disaster occurs.

ACTIONS:

Register for Alerts and Stay Informed

It is important to be informed – sign up for local alerts and warnings for your area so you know if and when you need to evacuate. There are also many emergency services apps and trusted news outlets available.

Create an evacuation plan

Write down your exit plans and evacuation routes in detail and where to meet for home, work, or wherever you usually are, including how you will evacuate and where you will go. If you have animals, include them in your evacuation plan.

Make sure you, your family, and trusted allies have a meet-up location away from your neighborhood in case you are separated in an emergency or disaster.

Practice your plan

- Practice your evacuation plan. Get familiar with it and see if anything should be changed, added, or removed.
- Make sure everybody in your plan knows the plan.



For more information or trainings, please contact any of the following organizations:

Community Resources for Independent Living (CRIL):

Ron Halog, Executive Director; **Phone:** (510) 881-5743 Ext. 30; **Email:** ron.halog@crilhayward.org;
Address: 439 A Street, Hayward CA 94541

Friends of Children with Special Needs (FCSN):

Sylvia Yeh, Executive Business Director;
Phone: (510) 739-6900 Ext. 3300;
Email: sylviayeh@fcsn1996.org;
Address: 2300 Peralta Blvd., Fremont, CA 94536

Day Break Adult Care Centers (DBACC):

Ofra Paz, Executive Director; **Phone:** (510) 834-4423; **Email:** ofra@daybreakcenters.org;
Address: 510 17th St, Oakland, CA 94612

Center for Elders' Independence (CEI):

Lenore McDonald, Director of Fund Development & Government Relations;
Phone: (510) 452-8835; **Email:** lmcdonald@cei.elders.org;
Address: 510 17th Street, Oakland, CA 94612

Eden I&R, Inc.:

Catherine Stahl, Development Manager;
Phone: (510) 537-2710 Ext. 511; **Email:** cstahl@edenir.org;
Address: 570 B Street Hayward, CA 94541

Vietnamese American Community Center of the East Bay (VACCEB):

Shannon Meredith, Senior Program Manager; **Phone:** (510) 891-9999; **Email:** smeredith@vacceb.org;
Address: 655 International Blvd. Oakland, CA 94606

World Institute on Disability (WID):

Marsha Saxton, Disability Studies Program, University of California, Berkeley; **Phone:** (510) 225-6400; **Email:** marsax@wid.org;
Address: 3075 Adeline St. Suite 280 Berkeley, CA 94703

Easy Does its Emergency Services:

Nikki Brown-Booker, Executive Director;
Phone: (510) 926-9137; **Email:** nikki@easydoesitservices.org;
Address: 3271 Adeline Street Unit B, Berkeley, CA 94703



Eglise Franco-Africaine de la Nouvelle Alliance (African French Church of The New Covenant)

Executive Director; Jacques Beugre
Phone: (510) 917-0696; **Email:** pastorjacquesefana@yahoo.com; **Address:**
2727 College Ave Berkley, CA 94705

Fremont Family Resource Center (FFRC):

Karen Grimsich, Aging and Family Services Administrator; **Phone:** (510) 574-2062;
Email: KGrimsich@fremont.gov; **Address:**
3300 Capitol Avenue, Building B Fremont, CA 94537

Futures Explored, Inc.:

Dienne Kelly, Interim Executive Director;
Phone: (925) 332-7183;
Email: diennekelly@futures-explored.org;
Address: 380 Salvio St. Ste 302 Concord, CA 94520

Comfort Homesake:

Marilyn Ababio, Executive Director; **Phone:** (510) 303-1099; **Email:** ababiom@yahoo.com;
Address: 5966 Foothill Blvd. Suite 123, Oakland CA 94605

Meals on Wheels of Alameda County:

Marisa P. Melo, Executive Director; **Phone:** (510) 777-9560; **Email:** marisa@feedingseniors.org;
Address: 1721 Broadway #201, Oakland, CA 94612

Senior Support Program of the Tri-Valley:

Robert Taylor, Executive Director; **Phone:** (510) 410-1741; **Email:** rtaylor@ssptv.org;
Address: 5353 Sunol Blvd, Pleasanton, CA 94566

Berkeley Disaster Preparedness

Neighborhood Network:

President, David Pattie
Email: info@bdpnnetwork.org;

Sudo Mesh:

Jenny Ryan, Co-Founder and Treasurer;
Phone: (315) 292-4656; **Email:** jenny@sudomesh.org;
Address: 4799 Shattuck Oakland, CA 94609



FIVE TRUSTED EMERGENCY ALLIES WHO KNOW OUR PLAN

When selecting your five Emergency Allies who know your plan, consider coaches, childcare providers, relatives outside the area, and neighbors on shared evacuation routes. Ask an out-of-state friend or relative to be your family's emergency contact.

Contact name	Phone number
1.	
2.	
3.	
4.	
5.	

***Include 1 out of area contact**

HEALTH and MEDICAL NEEDS LIST

Important medical and health related information	
Doctor's name:	
Phone number:	
Type of Health Insurance:	
Policy Number:	
Blood Type:	
Allergies and sensitivities:	
Medical and health related equipment	
1.	
2.	
3.	
4.	
5.	
Medication name:	Dosage and time taken:
1.	
2.	
3.	
4.	
5.	



EMERGENCY KIT CHECKLIST

- | | |
|--|--|
| <input type="checkbox"/> Three-day supply of non-perishable food and three gallons of water per person | <input type="checkbox"/> Extra eyeglasses or contact lenses |
| <input type="checkbox"/> Map marked with evacuation routes | <input type="checkbox"/> N95 mask |
| <input type="checkbox"/> List of important numbers in case your cell phone is lost | <input type="checkbox"/> An extra set of car keys |
| <input type="checkbox"/> Prescriptions, special medications, at least 1-week supply | <input type="checkbox"/> Credit cards, cash, or checks |
| <input type="checkbox"/> Battery-powered radio | <input type="checkbox"/> Flashlight |
| <input type="checkbox"/> Extra batteries and backup power | <input type="checkbox"/> Assistive devices or durable medical equipment |
| <input type="checkbox"/> Pet & service animal supplies (food, water, carrier, leashes) | <input type="checkbox"/> Copies of important documents (birth certificates, passports, etc.) |
| <input type="checkbox"/> Change of clothing, sturdy shoes | <input type="checkbox"/> Cell phone charging cord and extra battery |
| <input type="checkbox"/> Eating utensils | <input type="checkbox"/> Diaper bag |
| <input type="checkbox"/> Grooming utensils | <input type="checkbox"/> First aid kit |
| <input type="checkbox"/> Hearing devices | <input type="checkbox"/> Breathing equipment |
| <input type="checkbox"/> Sanitation and urinary supplies | <input type="checkbox"/> Walker/crutches/cane |
| <input type="checkbox"/> Wheelchair and repair kit | <input type="checkbox"/> Dentures |

EVACUATION ROUTES: KNOW WHERE TO GO

Evacuation Route 1:

Evacuation Route 2:

EMERGENCY MEETING PLACE

Make sure you and your family have a predetermined meet-up location away from your neighborhood in case you are separated in an emergency.

Emergency Meeting Place Location & Phone Number:

