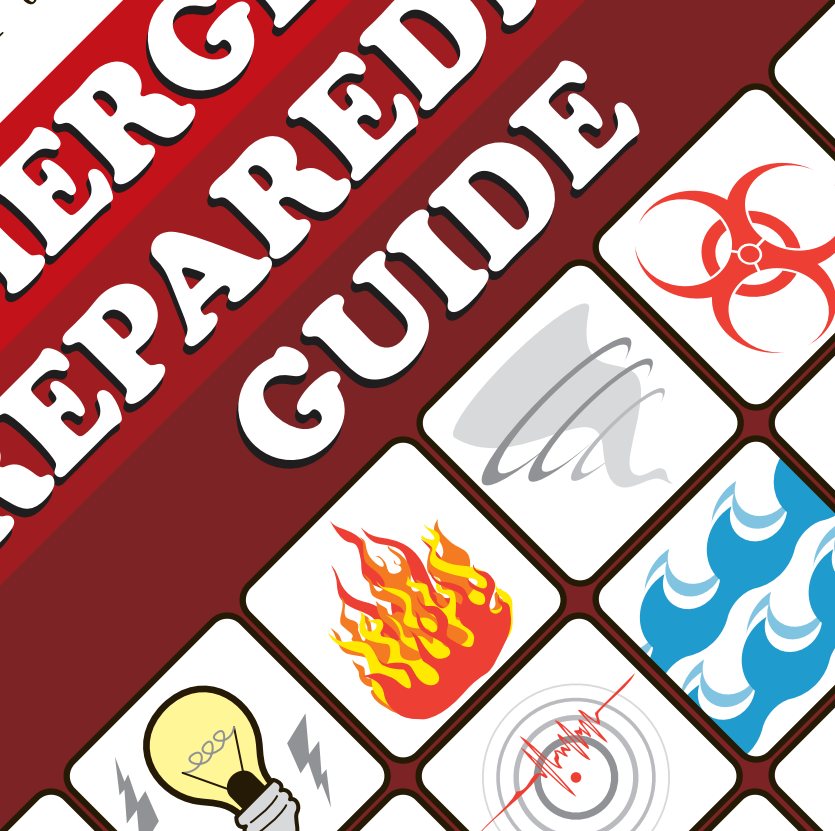


CITY OF CALABASAS



CITY of CALABASAS

EMERGENCY PREPAREDNESS GUIDE



A RESIDENT'S HANDBOOK
FOR EMERGENCY SURVIVAL

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CITY *of* CALABASAS

EMERGENCY HANDBOOK

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INFORMATION SOURCES

This booklet is intended to promote individual awareness, family preparedness and self-sufficiency for catastrophes or emergencies that may occur in the future. Detailed emergency plans are available at City Hall. The City has a full amateur communication station at City Hall. This facility can help connect our City with agencies in the State in times of emergency.

NOTE: The 911 Emergency Telephone System should be used to report life threatening emergencies only. These calls would include, but are not limited to, medical emergencies, fires and serious crimes in progress.

ADDITIONAL EMERGENCY NUMBERS ARE LISTED BELOW:

For assistance **IN AN EMERGENCY DIAL 911**
FIRE – POLICE - MEDICAL

Emergency	911
Ambulance (American Medical Response) Emergency	911
Agoura Hills Animal Shelter	(818) 991-0071
American Red Cross Hotline	(800) 540-2000
Calabasas City Hall	(818) 224-1600
California Highway Patrol	(818) 888-0980
Caltrans	(800) 427-7623
Kaiser Permanente - Woodland Hills	(818) 719-2000
Las Virgenes Municipal Water District	(818) 251-2100
Las Virgenes Unified School District	(818) 880-4000
Los Angeles County Fire Department Station #68	(818) 222-1107
Los Angeles County Fire Department Station #125	(818) 880-4411
Los Angeles County Dept. of Public Health	(800) 427-8700 or 211
Los Angeles County Dept. of Public Works	(800) 675-HELP
Los Robles Regional Medical Center	(805) 497-2727
Lost Hills Sheriff’s Station	(818) 878-1808
Poison Control Center	(800) 222-1222
Southern California Edison Company	(800) 655-4555
Southern California Gas Company	(800) 427-2200
West Hills Hospital	(818) 676-4000

INFORMATION SOURCES

EMERGENCY BROADCAST INFORMATION

Perhaps the two most important things to remember during and after an emergency situation are to REMAIN CALM and STAY INFORMED. If you stay calm and informed, you are better able to assess the situation and make rational decisions. Take time to think – taking the proper action may save a life.

Stay informed with reports broadcast on local radio (KNX 1070). The following are designated by the City as emergency broadcast sources:

Radio

Tune in to **AM 1630** on your car radio for City of Calabasas' emergency broadcast information.

The City of Calabasas website

www.cityofcalabasas.com

CTV - The Calabasas Channel

(City Government Access Channel)



CITY of CALABASAS



The Calabasas Channel

Connect-CTY

A city to resident communications service using land lines, cell phones (voice + text) and email. You may sign up at www.cityofcalabasas.com.

Connect-CTY™

INFORMATION SITES

During a declared emergency by the city, county or state, the following locations will be available for information:



Agoura Hills/Calabasas
Community Center

Calabasas Tennis and
Swim Center



INFORMATION SOURCES

First Aid & Information

During a declared emergency by the city, county or state, the following First Aid units will be available for basic first aid services and information:

Grape Arbor Park (Sector 1)

Corner of Canwood and Parkville.

De Anza Park (Sector 2)

3701 Lost Hills Road, first aid unit located at the east side of park by utility access road.

Gates Canyon Park (Sector 3)

Northern section of the park adjacent to Ahmanson Ranch.

Calabasas Park (Sector 4)

East of Bay Laurel Elementary in Calabasas Park (gated).

Calabasas High School (Sector 5)

22855 Mulholland Hwy, first aid unit located in the student parking lot along Old Topanga Canyon.

Tennis and Swim Center (Sector 6)

23400 Park Sorrento, first aid unit located south of pool in children's play area.

Calabasas High School (Sectors 7 & 8)

22855 Mulholland Hwy, first aid unit located in the student parking lot along Old Topanga Canyon.



Sector maps can be found at the end of this booklet.

SHELTER SITES

If it is necessary to open a shelter site, the following may be used depending on the location and condition of the site:



Calabasas High School

Agoura Hills/Calabasas
Community Center



When a shelter is opened or if an alternate site is used, the community will be notified of the location.

FAMILY PLAN

The City maintains a formal disaster plan which is designed to coordinate the emergency services provided by county, state, federal and volunteer agencies. Every effort will be made to maintain basic services to the community, but survival during a disaster depends on individual and family preparedness. A good place to begin emergency preparedness is with a family plan; your chances of survival are much higher if you plan and act as a unit. Discuss and formulate a written family plan which includes:

- Location and directions to shut off water and gas valves.
- Location of emergency supplies, food and medications.
- Specific individual responsibilities.
- Places to meet if family members become separated.
- Escape routes from the house.
- How to perform basic first aid and CPR.

Rehearse your plan

Practice it

Keep it updated

EMERGENCY SUPPLIES:

In the event of a major disaster, governmental emergency agencies will provide aid and resources on the basis of greatest need. Your family needs to be prepared to take care of itself for at least 72 hours, preferably 10 days. Emergency service agencies, including the American Red Cross suggest that each family keep on hand emergency supplies to meet basic needs. The list below outlines some of the suggested items.

- Bottled water, purification tablets or water filters (1 gallon, per person, per day)
- Canned & dried food or MRE'S (meals ready to eat)
- Flashlight
- Portable radio (battery operated, solar powered or hand crank radio)
- Extra batteries
- Emergency telephone numbers
- Sprinkler & hose (for fire)
- Adjustable wrench & utility turn-off instruction
- Matches (be sure there is NO gas leak before you strike a match or a lighter)
- Blankets
- Fire extinguisher
- Can opener, non-electric
- Portable toilet or large plastic bags for human waste
- Non-electric watch or clock
- Pet food and medications (if required)
- Heavy shoes (also keep a pair in auto)
- Prescription medication
- Knife (locked or fixed blade or "Leatherman" type tool)

EMERGENCY KIT

FIRST AID KIT:

- Gloves (non-sterile surgical)
- Safety pins
- Gauze rolls (4' wide)
- Tweezers/sewing needles
- Gauze pads (4x4)
- Scissors
- Triangle bandage
- First aid cream/antibiotic
- Band-Aids
- Splints: arm/leg (cardboard or flex aluminum)
- Adhesive tape (1" wide)
- Soap (liquid)
- Butterfly Band-Aids
- Eyewash (sterile saline)

OPTIONAL ITEMS:

- Blanket (disposable, "space")
- Instant ice packs
- Elastic (Ace) bandage
- Vaseline
- Plastic ziplock bags
- Pen/pencil & paper
- Laundry basket for dirty clothes
- Coloring books & crayons & other activities for children
- Eye patches
- Acetaminophen (Tylenol)
- CPR sheild (for artificial resp.)
- First aid book
- Surgipad or sanitary napkins



- Kit should be large enough and should have the proper contents for the place where it is to be used and the situation intended.
- Contents should be arranged so that the desired item can be found quickly without unpacking the entire container.
- Materials should be wrapped so that unused portions do not become dirty.
- Should be easy to carry, portable, and as lightweight as possible.
- Types: cardboard box, tackle box, duffle bag, backpack, fanny pack or suitcase.
- Emergency supply kits should also be kept in your car.

EMERGENCY KIT

GRAB & GO BAG!

An important first step to be ready for an order to evacuate is to assemble an emergency Grab & Go Bag that contains crucial supplies that you'll need if you evacuate from your home.

The American Red Cross has pre-packed kits available at www.redcross.org.

You may also assemble your own emergency Grab & Go Bag using some of the items listed. Be sure bags are labeled with each person's name, and keep them accessible.

GRAB-AND-GO BAG CONTENTS

- Personal travel size toiletries
- Lightweight flashlight with batteries inserted
- Extra pair of eyeglasses, if needed (an old pair works fine)
- Whistle to signal for help
- A few days of any prescription medicine
- A bottle or two of water
- High-protein, high-calorie energy food bars
- A change of clothes
- Small, soft comfort toy for each child
- Family photographs (one for each child and adult)

ONE ADULT SHOULD ALSO CARRY

- Family first aid kit
- Lightweight battery-powered radio
- Extra set of car, home, and safe deposit box keys
- Credit card and cash
- Copies of essential documents.

Include birth certificates, tax returns for the past two years, copies of drivers licenses, passports, and social security cards (copy both sides). Also include copies of deeds, vehicle titles, insurance policies, and appraisals of valuables (original documents should be in a safe deposit box).



BASIC FIRST AID

ADMINISTERING BASIC FIRST AID

CHOKING

If the person is unable to speak, cough or breathe, call 911. If the problem is resolved, you can call back and cancel.

1. Identify yourself and ask if you can help the victim. They can nod yes or shake their head no.
2. Stand behind the person.
3. Place the thumb side of your fist against the middle of the abdomen just above the navel.
4. Grab your fist with your other hand.
5. Give quick upward thrusts.
6. Repeat until the object is coughed up. Stop if the person becomes unconscious.



HEAD, BACK & NECK INJURIES (for severe pain or pressure in the head, neck, or back)

1. Check the scene first and then check the victim.
 - Identify yourself and ask the victim if you can help.
 - Apply basic precautions to prevent disease transmission.
2. If you think the victim has a head, neck, or back injury, call or have someone else call 911.
3. Minimize movement of the head, neck, and back.
 - Place your hands on both sides of the victim's head and support and maintain the victim's head in the position you found it.
 - If the head is sharply turned to one side, do not try to align it.
 - Remember - support the victim's head as you find it.



SHOCK

1. Check the scene first and then check the victim.
2. Cover the victim and keep her/him lying down. Cover only enough to keep her/him from losing body heat.
3. Do not give food or water.
4. Raise feet.
5. Obtain medical help as soon as possible.

BASIC FIRST AID

ADMINISTERING BASIC FIRST AID (cont'd)

CONTROLLING BLEEDING (for an open wound)

1. Check the scene first and then check the victim.
 - Identify yourself and ask the victim if you can help. Apply basic precautions to prevent disease transmission.
2. Cover wound with dressing.
3. Cover the dressing with a roller bandage.
 - Tie the knot directly over the wound.
4. Elevate the injured area.
 - Keep the wound above the level of the heart (only when you suspect that a bone is not broken).
5. If bleeding does not stop:
 - Apply additional dressing and bandages.
 - Use a pressure point to squeeze the artery against the bone.
 - Call or have someone else call 911.



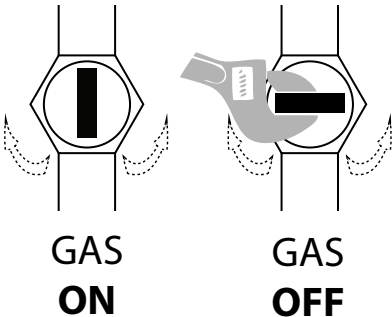
APPLYING A SLING TO ARM OR SHOULDER (if you cannot move or use an injured arm)

1. Check the scene first and then check the victim.
 - Ask the victim if you can help.
 - Apply basic precautions to prevent disease transmission.
2. If the victim is unable to move or use an injured arm... call or have some else call 911.
3. Support the injured arm above and below the site of injury.
4. Check for feeling, warmth and color below the injured area.
5. Place the sling
 - Leave the arm in the position you find it.
 - Place a triangular bandage under the injured arm and over the injured shoulder to form a sling.
6. Tie the ends of the sling at the side of the neck.
 - TIP: Place pads of gauze under the knots to make it more comfortable for the victim.
7. Recheck for feeling, warmth, and color below the injured area.



UTILITIES

It is imperative that all homeowners be aware of how to turn off their own utility services. The following instructions for gas, water and electrical turn-off were provided by the local utility companies. All family members should be familiar with them.



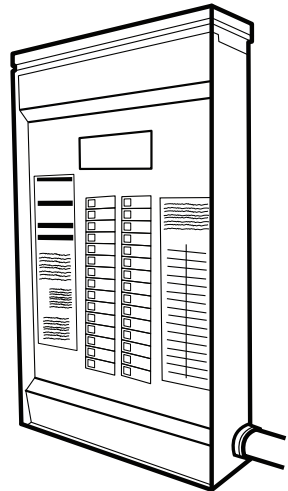
GAS SHUT OFF

Learn how to shut off gas (do so only in an emergency). The main shut-off valve is located next to your meter on the inlet pipe. Use a wrench and give it a quarter turn in either direction so that the bar runs crosswise on the pipe. The line is now closed.

ELECTRICITY SHUT OFF

Teach responsible members of your family how to turn off electricity at the main switch. This switch may be found on the circuit breaker panel or it may be separately located near the meter. Remember, do not operate any electrical switches if a gas leak is suspected.

To shut off the electricity to your home: Turn OFF individual breakers first, then the main switch. Turn back the ON main switch first, then individual breakers.



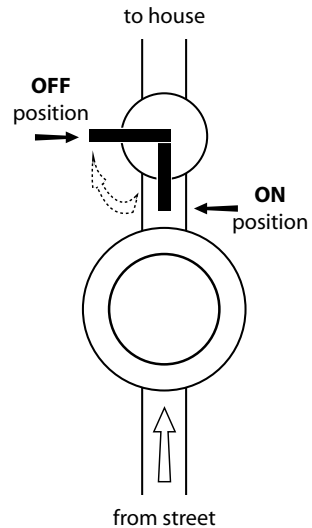
UTILITIES

WATER SHUT OFF

The water shut-off valve is found where the water enters the house. The main water shut-off valve is found with the meter in a concrete box in the sidewalk. Check with the local water department to see if a special tool is needed.

To shut off the water supply to your home:

- ◆ Open the cover with a long screwdriver or specialty tool.
- ◆ Locate the meter shut off valve (usually on the pipe coming from the sidewalk or street).
- ◆ Use a long-handled crescent wrench to slowly turn the valve one-quarter turn so that the lever is cross-wise to the pipe (see diagram). Some meters require a special valve wrench. These can be purchased at most hardware stores. You should know before disaster strikes what tool you will need to turn off the water supply to your house at the meter box.
- ◆ To turn your water back on, just reverse the above steps. Be certain to cover the meter box when you are finished.



Meter Box



UTILITIES

TELEPHONE SERVICE

Telephone service may be interrupted during a major disaster. Telephone service will be restored as quickly as possible, and is restored in the following order:

- 1 Emergency services
- 2 Long-distance service
- 3 Pay phones
- 4 Business and residential service

It is conceivable that as service is restored and you hear a dial tone, you would be able to call out-of-state, but not to your next door neighbor.

What you should know about calling "911" from a cell phone

Calling 9-1-1 • Landline vs. Cell Phone

First and foremost, it is preferable to find a landline from which to call 9-1-1. When calls to 9-1-1 are placed via a landline, the caller's location is immediately captured. If the caller hangs up or the call is otherwise interrupted, the 9-1-1 operator can still dispatch resources.

Where do 9-1-1 calls go?

When calling from a landline or cell phone, the call is routed to the local law enforcement agency. In the case of City of Calabasas, the call will be routed to the Lost Hills Sheriff's Station.

Please note that calls made from a cell phone may not reveal your location to the 9-1-1 operators as do landlines (unless equipped with global positioning systems receiver). For this reason, there are two important measures you can take when you connect with the 9-1-1 operator:

- Give your cell phone number to the operator immediately (in case the call is dropped).
- Know the precise location (the location of the incident you are reporting).



SCHOOLS

The Las Virgenes Unified School District has an established Emergency Disaster Plan. The District has developed three alternate plans each designed for different circumstances:

1. School In Session – Extensive Disaster

When immediate action is required as a result of extensive damage to buildings and highways in the local area, students will remain at the school site. The School District, in conjunction with the Red Cross or other mass care agencies will provide protection, shelter, food, and emergency care for all students until they are either picked up by a parent or designated adult, or can safely return home.

2. School in Session – Pending or Less Extensive Disaster

When warning of a catastrophe provides sufficient time for pupils to safely reach home, specific instructions will be given to the students by the principal or his/her designee. Students will be released to their parents or other designated adult or will be transported home as transportation becomes available. The School District will use an automated call system to alert parents as to what actions will be taken.



3. School Not in Session

This plan of operation will be used when any emergency condition exists while schools are not in session and the situation would prevent the normal operation of the school in a safe learning environment for students and staff. Students and parents will be notified through radio broadcast of school closures and/or an automated call system to each student's home.

In case of any type of emergency, do not call the school directly. School phone lines are limited and will be needed by the school site personnel to summon emergency aid or coordinate evacuation.

SCHOOLS

Local radio and T.V. stations will carry information relative to emergency procedures that will be in effect at each school site. Parents are also advised that children may not be released to anyone other than the parent, legal guardian, or person designated by the parent on the student emergency card. Parents may contact the School District offices at (818) 880-4000 for updates or general information.

All schools in the Las Virgenes Unified School District comply with the Capital Field Act for earthquake and seismic safety. Because of this, schools are usually the safest places for children to be in the event of an earthquake or other emergency. The high schools within the Las Virgenes Unified School District are designated Red Cross shelters in the event of an evacuation. The School District maintains and operates its own radio system along with cell phones and pay phones at each site to provide redundant communication capabilities in the event of a loss of normal phone service.



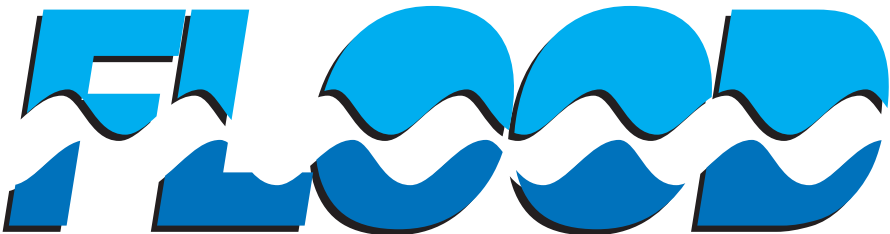
FLOOD

A flood situation in Calabasas is unlikely, but if emergency agencies notify residents of impending flood waters the following procedures are recommended:

- ◆ Move essential items and furniture to upper floors of your house.
- ◆ If floor areas become flooded, turn off the pilot lights of the furnace and hot water heater.
- ◆ If water rises above floor level, turn off the electricity at the main switch. Breakers first. USE CAUTION – do not stand in water when touching electrical switches or connections.
- ◆ If you suspect that water coming from faucets is contaminated, purify by boiling or use purification tablets.

If you must leave:

- ◆ Leave early enough so as not to be marooned by flooded roads, fallen trees or wires.
- ◆ Follow recommended routes. Watch for washed-out roadways, earth slides and downed electrical wires.
- ◆ Do not attempt to cross a stream or pool unless you are sure that the water is below your knees or the middle of the car's wheels all the way across.
- ◆ If your car stalls in a flooded area, abandon it if you can do so safely. Flood waters can easily wash away cars and their occupants.
- ◆ As you travel, keep listening to the radio for additional information and instructions from emergency service agencies.



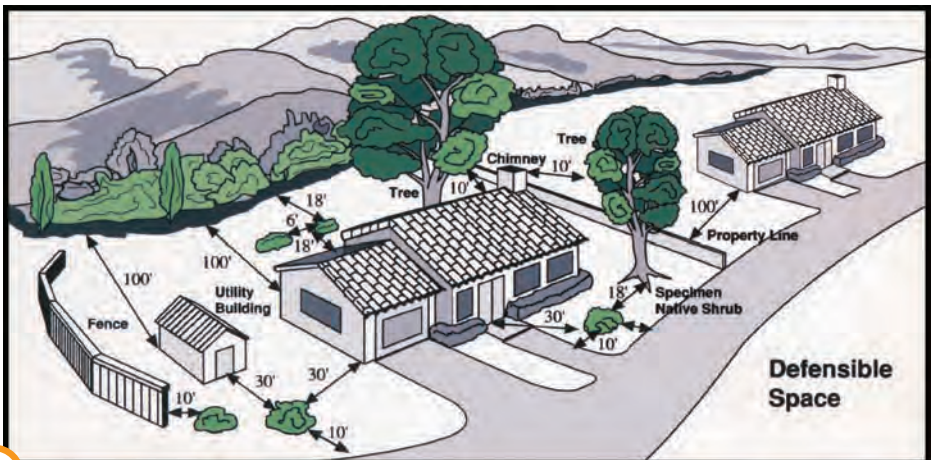
BRUSH CLEARANCE

BRUSH CLEARANCE INFORMATION

The Fire Department advises homeowners to prepare for the brush fire season well in advance to reduce the hazards for families and property.

Typical Fire Hazard Reduction Requirements for the City of Calabasas:

- REMOVE flammable vegetation and other combustible growth within 50 ft. of any structures. Thin out or remove other vegetation an additional 150 ft. from structures for a total of 200 ft. Exception: this does not apply to single specimens of trees, ornamental shrubbery or cultivated ground cover provided they do not form a means of readily transmitting fire from native growth to any structure.
- MAINTAIN all trees and shrubs free of dead wood and litter.
- TRIM lower one-third of branches from trees and shrubs.
- REMOVE limbs within 10 feet of the chimney. Cut away dead branches and limbs that over hang the roof.
- SCREEN the chimney outlet to prevent sparks from igniting the roof or brush. Use one-half inch mesh.
- CLEAN leaves, needles and twigs from roof gutters and eaves.
- CLEAR flammable vegetation within 10 feet of liquefied petroleum gas storage tanks.
- STACK wood piles away from buildings, fences and other combustible materials.



BRUSH CLEARANCE

BRUSH CLEARANCE INFORMATION

IF THE LAND IS PRIVATELY OWNED:

- Brush inspections begin by the local fire station in May of every year on IMPROVED PROPERTY.
- The minimum requirement for brush clearance is 200' from a structure.
- If not cleared, the local fire station will issue a notice of non-compliance, and the property owner will be given 30 days in which to bring the property into compliance.
- If still non-compliant, the local fire station will forward to the Brush Clearance Unit for enforcement. (The local fire station may, at its discretion, issue the property owner an additional 14 day extension to bring the property into compliance.)
- If property is inevitably turned over to the Brush Clearance Unit for enforcement, County Agriculture Weed Abatement Services will clear the property and include this service cost in the property owner's tax bill.

The Brush Clearance Unit inspects UNIMPROVED PROPERTY (vacant lots privately owned). Their phone number is (626) 969-2375.



IF THE LAND IS NOT PRIVATELY OWNED:

The Santa Monica Mountains Conservancy can identify which government agency owns a particular property. Brush clearance requirements vary between different government-owned lands, and are not enforced by the Los Angeles County Fire Department.

RED FLAG WEATHER

JUST WHAT IS "RED FLAG WEATHER" AND HOW SHOULD I REACT?
Red Flag Weather refers to certain weather conditions that lead to a greater possibility for a wildland fire that starts to spread rapidly. These conditions generally exist when the winds exceed 25 mph and relative humidity is below 15%.

On days such as these, listen to the news on radio or TV to see if a Red Flag Warning or Alert has been issued. If so, here are protective measures you can take:



RED FLAG WEATHER WARNING PREPAREDNESS STEPS

1. Park your car heading out with doors and windows closed, and know where your car keys are.
2. Disconnect automatic garage door openers and use the manual function (in case of power failure before you are able to exit).
3. Place your box of important documents, photos, and keepsakes inside your car.
4. Keep pet carriers readily accessible.
5. When you leave your home:
 - Keep drapes or other combustible window coverings OPEN (or remove them completely).
 - Keep fire-resistant window coverings CLOSED.
 - Close all interior doors of the house (this slows the spread of fire).
 - Close all windows.
 - Leave lights on (as long as power remains, your home will be more visible to firefighters through the smoke or darkness).

WILDLAND FIRE

Wildland Fire Preparedness Checklist

- Contact family members and make sure they are ready to leave.
- Put personal belongings and documents in your vehicle.
- Cover windows, attic openings, eaves, and vents with fire-resistive material such as 1/4-inch or thicker plywood. Close window shutters and blinds only if they are fire-resistant.
- Attach garden hoses with nozzles to spigots and place them so that they can reach all areas of your home. (These can be used by firefighters engaged in structure protection to put out spot fires once the fire has passed. They are ineffective for fighting a wildland fire.)
- Fill sinks, bathtubs, trash cans, and buckets with water. Place portable containers around your house for easy access.
- Close all windows and doors around your home to keep sparks from blowing inside.
- Shut off liquefied petroleum gas or natural gas valves.
- Move furniture away from windows and sliding glass doors to avoid their igniting from the fire's radiant heat.
- If you have children in school, follow their school's Disaster Plan.



NOTE: Pre-wetting your home and surrounding areas will not improve the safety of your home, and it wastes valuable water.

Remember:

In a major incident, fire protection agencies will probably not have enough equipment and manpower to be at every home. You cannot depend totally on their help. One of the firefighters' principal responsibilities is to stop the spread of fire from house to house. Therefore, if one home is on fire, firefighters might have to pass it by to save another in the path of the fire. Your careful planning and action during a fire can increase your chances of saving your home. Be prepared. Talk with your neighbors to see what resources they have. Ask your fire personnel for professional advice and assistance and feel free to stop by your local fire station for guidance.

EVACUATIONS

Area evacuations are a last resort measure! The Sheriff is the director of all disaster services in Los Angeles County including evacuations. Lost Hills Sheriff's Station personnel will be responsible for:

- 1 Coordination & implementation of all emergency evacuation procedures for the affected areas.
- 2 Direct persons to safely evacuate the area and direct them to nearest Red Cross shelter or mass care center.
- 3 Coordinate traffic issues with the California Highway Patrol and maintain an orderly flow of traffic in cooperation with the California Highway Patrol, in order to expedite the traffic flow out of the affected area.
- 4 Protect life and property within the affected area.
- 5 Post incident management procedures.
- 6 Evacuation Notice definitions: "Evacuation Warning" - Voluntary Evacuation
"Evacuation Order" - Mandatory Evacuation.

Evacuation Order

An Evacuation Order is a directive from the Sheriff or Fire Department to leave your home or business immediately for your own safety. Failure to follow an Evacuation Order may result in endangerment to the lives of others, including first responders, personal injury, or death.

When an evacuation order has been issued for your area:

- Gather your family, pets, and disaster supply kit into your car and immediately leave your home or business.
- Follow the evacuation plan instructions and the directions from Sheriff's and Fire Department personnel.
- Drive carefully at a normal speed with your headlights on.

In the event of an evacuation, residents may be advised by different means, including public address system, loudspeaker, radio, or door-to-door. For an immediate evacuation order, gather only the essentials. Time is of the essence.

STAY CALM!

The following information is meant as a guideline. The key to surviving an emergency incident is prior planning and knowledge...

Remember the 5 P's: Prior - Planning - Prevents - Poor - Performance.

When you leave, take:

- Necessary medications and prescription glasses

EVACUATIONS

- Appropriate clothing you can carry and sturdy shoes
- Blankets
- Small important items: medical papers, insurance papers, passport, birth certificates, phone book and phone numbers

Leave a note on your front door identifying your destination and members in your party. This information may be invaluable to other family members and emergency service personnel. Lock all doors and windows if possible.

Animal Care

The preservation of life and health extends to animals as well as human beings during a major catastrophe. The primary responsibility for the care and safety of domesticated animals rests with the owner along with assistance from the Los Angeles County Department of Animal Care & Control (Agoura Hills Animal Shelter).

Should a catastrophe occur of such magnitude as to require evacuation, you are encouraged to take small pets (and sufficient food supply) with you in your car; be prepared to leave them in your car until adequate shelter can be obtained. If pets cannot be evacuated, owners should leave sufficient food and water to meet the animals needs for several days. You may call or take your animal to the Agoura Hills Animal Shelter at 29525 Agoura Road for kennel care during an emergency. If the capacity of the shelter is exceeded, arrangements are made with private kennels in the area. Horse owners should download "What Do I Do With My Horse In Fire, Flood and/or Earthquake?" www.etinational.com/docsandforms.html. The Los Angeles County Department of Animal Care and Control Equine Response Team is a volunteer organization that assists with the safe evacuation of livestock and also educates horse owners on disaster preparedness. For more information contact Mary Lukins at (818) 991-0071.

If you leave an animal at your home, but later wish the shelter to pick it up, call the Agoura Hills Animal Shelter at (818) 991-0071 and give full details including house or yard entry instruction, name and description of animal, and any other information that will facilitate the rescue. The Los Angeles County Department of Animal Care & Control also will have patrols on City streets searching for stranded or injured animals. All animals found will be taken to the Agoura Hills Animal Shelter and housed until claimed by owners. Shelter personnel strongly recommend that all pet owners tag or license and microchip their pets! Do not let your pets run free (farm type animals/horses). Having a horse run wild in the street creates an extreme hazard for evacuees and emergency personnel. Secure your pets.

EARTHQUAKE

Earthquakes are unpredictable and strike without warning. They range in intensity from slight tremors to violent jolts. The earth's movement is seldom the direct cause of injury. Most casualties are a result of falling and broken debris and fires.

The actual ground shaking and subsequent damage caused by an earthquake are dependent upon the intensity of the quake, distance from a fault line, and the geological condition of the underlying ground. Many low-lying areas of Calabasas may experience more ground shaking, than higher rocky areas, due to the relatively high water table. The ground below the surface in certain areas is composed of more water-saturated materials than higher, rockier areas of Calabasas and is therefore more susceptible to ground shaking. Homeowners should assess their situation and prepare their home to protect it from possible structural damage.

Emergency Readiness

Emergency readiness means that planning and preparatory work are done before an emergency happens. A family or individual should be prepared to calmly, promptly and sensibly deal with a disaster. Now, before an earthquake strikes, is the time to effectively plan, prepare and take precautionary actions as recommended by the American Red Cross.

Home Preparation

Remember to have a good pair of shoes and warm clothes readily accessible, especially during the night while sleeping.

- ⊙ Store heavy objects on lower shelves.
- ⊙ Fasten all top heavy furniture and mirrors to the walls.
- ⊙ Keep hanging objects away from areas where injuries could occur if they fall or sway.
- ⊙ Know where and how to turn off the gas, water, and electricity.
- ⊙ Have the proper wrench for turning off gas and water mains.
- ⊙ Place hoses where they can be located quickly in case of fire.
- ⊙ Install fasteners or latches on cupboard doors.
- ⊙ Bolt or strap down water heater or other gas appliances.
- ⊙ Hold a home earthquake drill and practice a family plan.

EARTHQUAKE

During an Earthquake:

REMAIN CALM! Stay where you are.

IF INDOORS – take cover under a desk, table, or corner. Stay away from glass, windows, or heavy unsecured furniture, and avoid the kitchen.

IF OUTDOORS – stay in the open away from power lines, buildings and trees.

IF IN YOUR CAR – pull over to the side of the road away from power lines or overpasses. Stay in your car until the shaking stops. When you drive watch for hazards created by the earthquake, such as fallen objects, downed wires, or damaged bridges or overpasses.

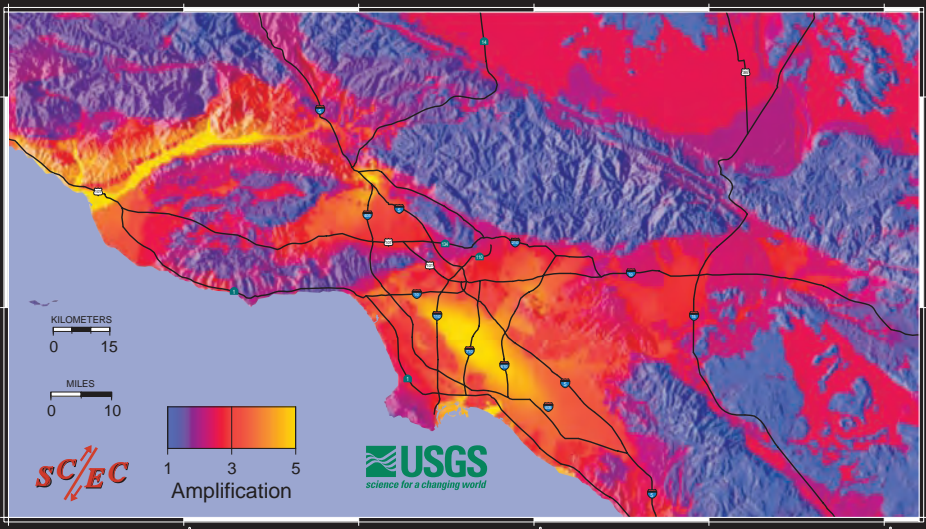
After the Quake:

The American Red Cross recommends the following procedures after a quake:

- ⦿ DO NOT panic, remain calm. Be prepared for additional shocks.
- ⦿ Keep a pair of heavy shoes under your bed to protect your feet from broken glass or debris.
- ⦿ CHECK for injuries. DO NOT attempt to move the seriously injured.
- ⦿ CHECK gas, water and electrical lines and appliances for damage.
- ⦿ SWITCH OFF electrical power if there is damage to the house wiring. Residents need not contact the Southern California Edison Company to report damages; outages are automatically relayed to a controller.
- ⦿ IF YOU SMELL, SEE OR HEAR GAS:
 - DO NOT search for a leak with a match.
 - DO NOT operate electrical switches or appliances.
 - VENTILATE THE ROOMS by opening windows and doors.
 - VACATE the house.
 - TURN OFF the gas at the meter.
 - NOTIFY Southern California Gas Company, Los Angeles County Fire Department or call "911".

EARTHQUAKE

- ⊙ CHECK SEWAGE LINES before using the toilet. If damaged, line the toilet with plastic trash bags.
- ⊙ CHECK THE BUILDING for structural damage.
- ⊙ CHECK CLOSETS AND CUPBOARDS and open doors cautiously.
- ⊙ CHECK WATER PIPES. If damaged, shut off the supply at the main valve. Use emergency water obtained from water heaters, toilet tanks (not the bowl), melted ice cubes, and canned fruit and vegetables. Use purification tablets or boil to purify the water if necessary. If you question the quality of water after a disaster, purify it before drinking. You can heat water to a rolling boil for one minute or use commercial purification tablets to purify the water. You can also use household liquid chlorine bleach if it is pure, unscented, 5.25% sodium hypochlorite. To purify water using liquid chlorine bleach, use the following guidelines: How to purify water: 1 quart of water – add 4 drops of bleach, 1 gallon of water – add 16 drops of bleach, 5 gallons of water – add 1 teaspoon of bleach. Once bleach is added, stir well & let sit for 30 minutes before drinking.
- ⊙ DO NOT go sightseeing into damaged areas.
- ⊙ STAY OFF the telephone and listen to the radio for information.
- ⊙ IF YOU MUST EVACUATE, cooperate with the public safety agencies.








Earthquake Ground-Motion Amplification in Southern California

TERRORISM

Devastating acts, such as the terrorist attacks on the World Trade Center and the Pentagon, have left many concerned about the possibility of future incidents in the United States and their potential impact. They have raised uncertainty about what might happen next, increasing individual stress levels. Nevertheless, there are steps we can take to prepare for the unexpected and reduce the stress that you may feel now and later if and when that next incident occurs. Taking preparatory action can reassure you and your children that you can exert a measure of control even in the face of such events. Remember, terrorism is not limited to acts of violence from outside. Local terrorism is very real.

Homeland Security Advisory System

Familiarize yourself and your family with the Homeland Security Advisory System:

COLOR	RISK OF ATTACK
 RED	Severe Risk
 ORANGE	High Risk
 YELLOW	Elevated Risk
 BLUE	Guarded Risk
 GREEN	Low Risk

Biological Attack

One of the many unsettling characteristics of chemical agents is that some of them cannot be seen or smelled. Citizens can protect themselves by observing the following rule of thumb: If a single person is on the ground, choking or seizing, it is likely this individual is having a heart attack or some sort of seizure. However, if several people are down, coughing, vomiting, or seizing, they could be reacting to the presence of a toxic substance. Evacuate the area immediately and dial "911", making sure to tell the dispatcher that a hazardous gas may be present.



Indoors: If indoors, exit the building as rapidly as possible. Once outside, if you believe that you may have been exposed to the toxic substance, discarding your modesty, shedding your clothes could save your life. Taking off your outer clothing can remove roughly 80 percent of the contamination hazard. Look for a nearby fountain, pool, or other source of water so that you can quickly and thoroughly rinse any skin that may have been exposed (e.g., jump in the pool). Studies show that plain water is an effective decontaminant. The Fire Department will arrive as soon as possible, and begin decontamination procedures.

PSYCHOLOGICAL ASSISTANCE

Indoors: (cont'd) Try to remain calm. Rescuers will triage everyone so that they can give medical attention to the most seriously affected individuals first. Even if you are not displaying symptoms of exposure (e.g., eye problems), medical personnel on scene will want to examine and advise you about follow-up care. Law enforcement may also need to speak with you about what you may have observed or been exposed to, to assist with their investigation.

Outdoors: Birds and other small animals would very quickly be overcome by a poison gas, so if birds are dropping from the sky, that is another warning sign of toxic trouble. The most important thing to do is to get a physical barrier between you and the toxic cloud. Get indoors quickly—preferably into a building but even being inside a car will help. Shut all windows and doors and turn off the air conditioner. Try to plug any air drafts (e.g., under doors). This technique is known as sheltering in place. Call "911" and notify authorities that a hazardous gas may be present. If that is indeed the case, the wind may carry the toxic hazard away within a relatively short period of time. Stay indoors, and turn on the television and/or radio for news and announcements. Authorities will notify you when it is safe to go outside. If you are at home, put your clothes in a plastic bag and take a shower, this will help remove any contamination that might have occurred before you were able to get indoors.

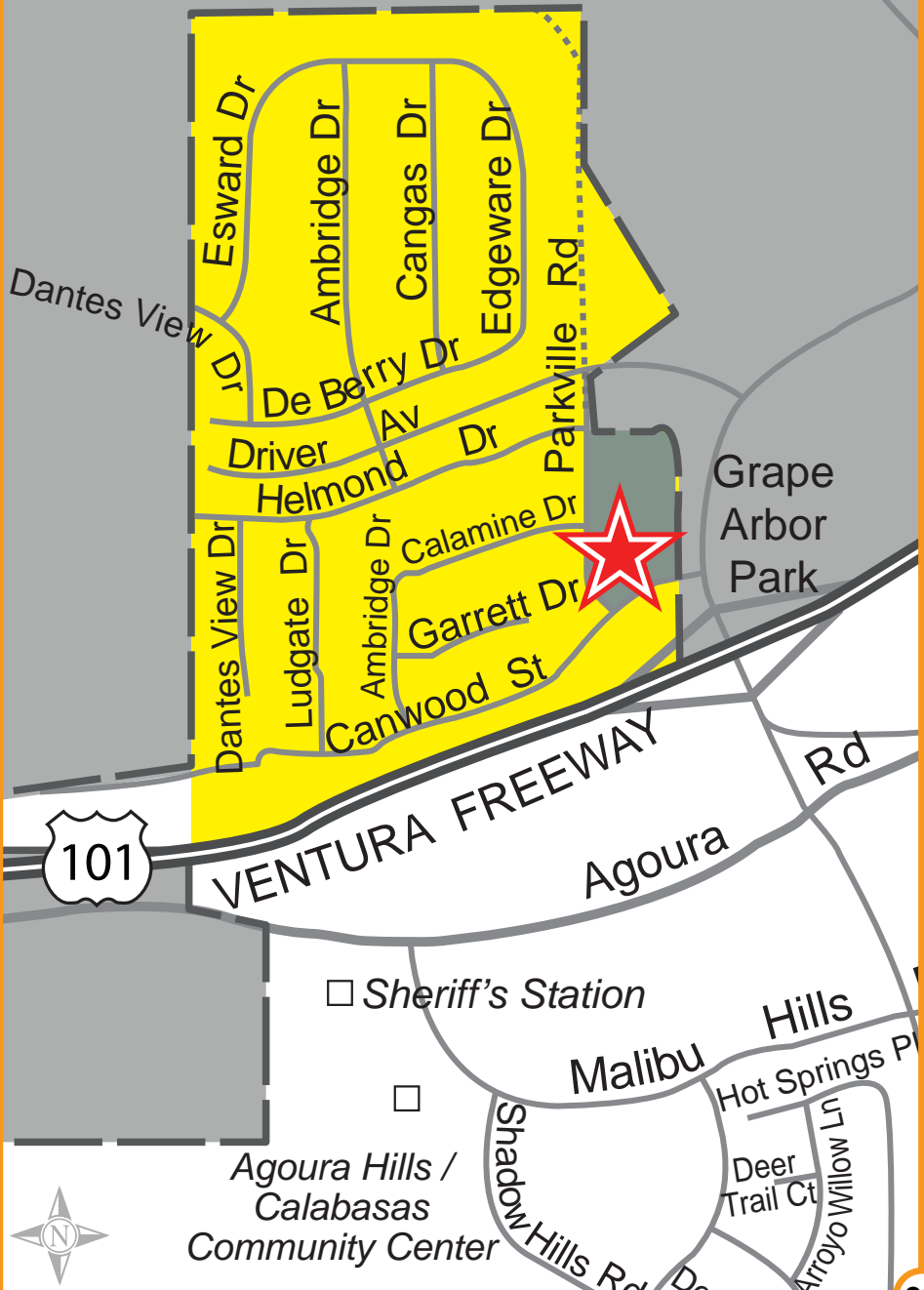
Sheltering In Place: If you are advised by local officials to "shelter in place," what they mean is for you to remain inside your home or office and protect yourself there. Close and lock all windows and exterior doors. Turn off all fans, heating and air-conditioning systems. Close the fireplace damper. Get your emergency supplies kit and go to an interior room without windows that is above ground. Using duct tape, seal all cracks around the door and any vents into the room. Keep listening to your radio or television until you are told all is safe or you are told to evacuate.

PSYCHOLOGICAL ASSISTANCE

First aid is the initial help received by a person and is concerned only with the immediate situation. Yet the greatest need for psychological assistance will come after the situation is over. There may be panic, withdrawal, or uncontrolled behavior especially in children. The American Red Cross advises that it is important to accept the person's right to his own feelings; attempt to calm the victim, communicate confidence, and encourage the person to speak freely about fears and feelings. Remember, the more planning that is done beforehand in disaster preparedness, the better the family will be equipped to handle an emergency situation physically and emotionally.

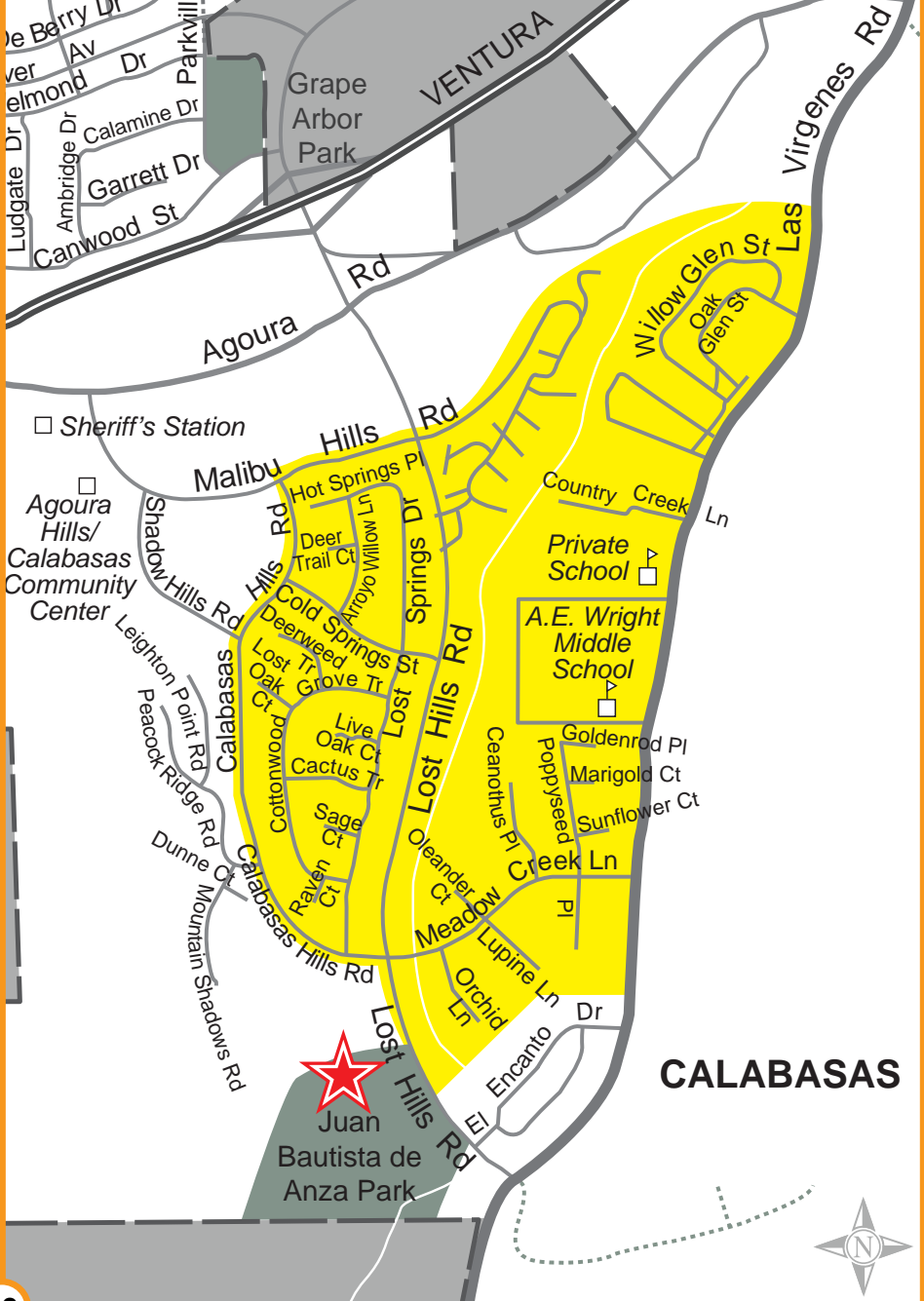
SECTOR 1: GRAPE ARBOR PARK

★ *First Aid Unit Locations - See page 6 for location details*



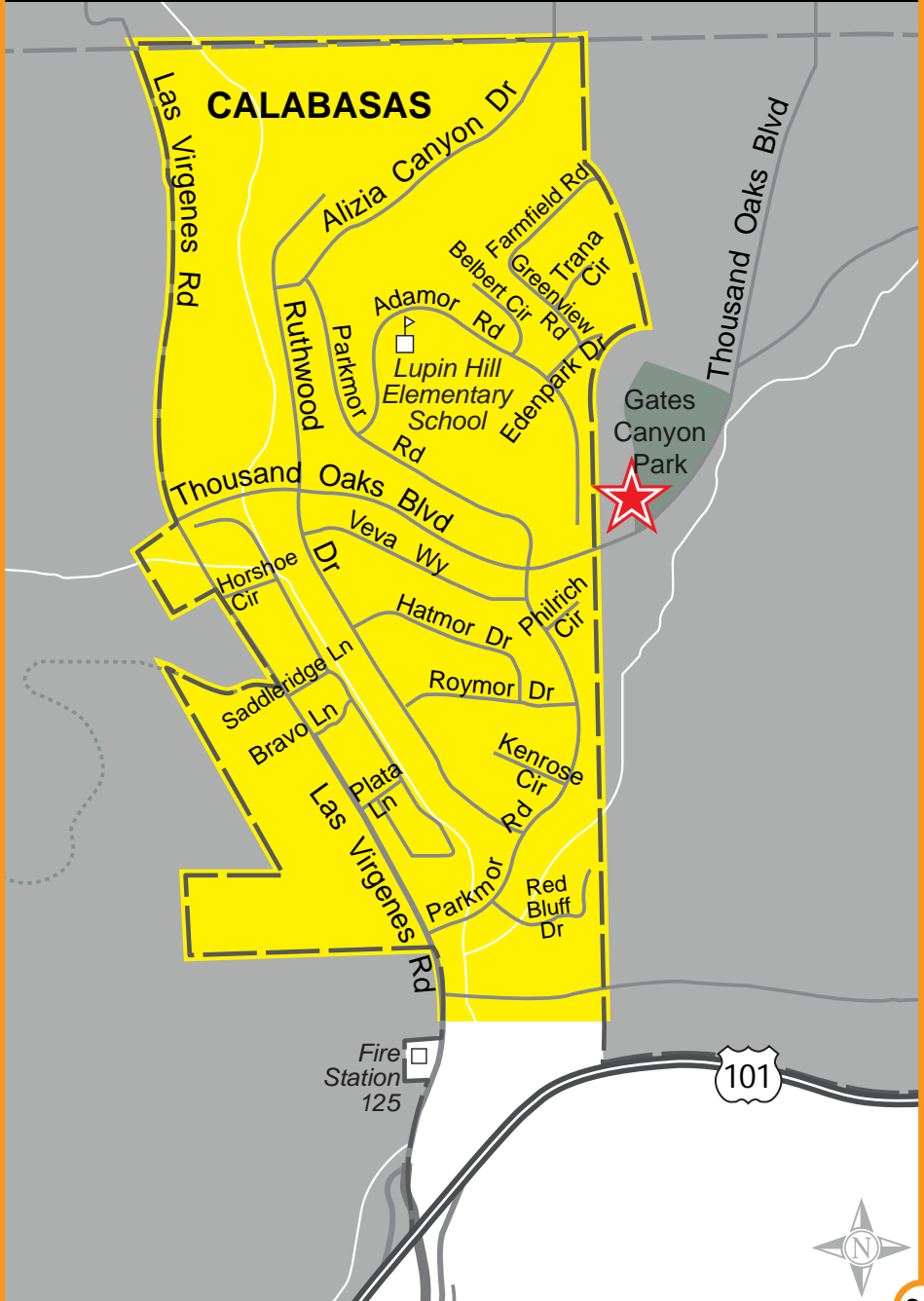
SECTOR 2: DE ANZA PARK

★ First Aid Unit Locations - See page 6 for location details




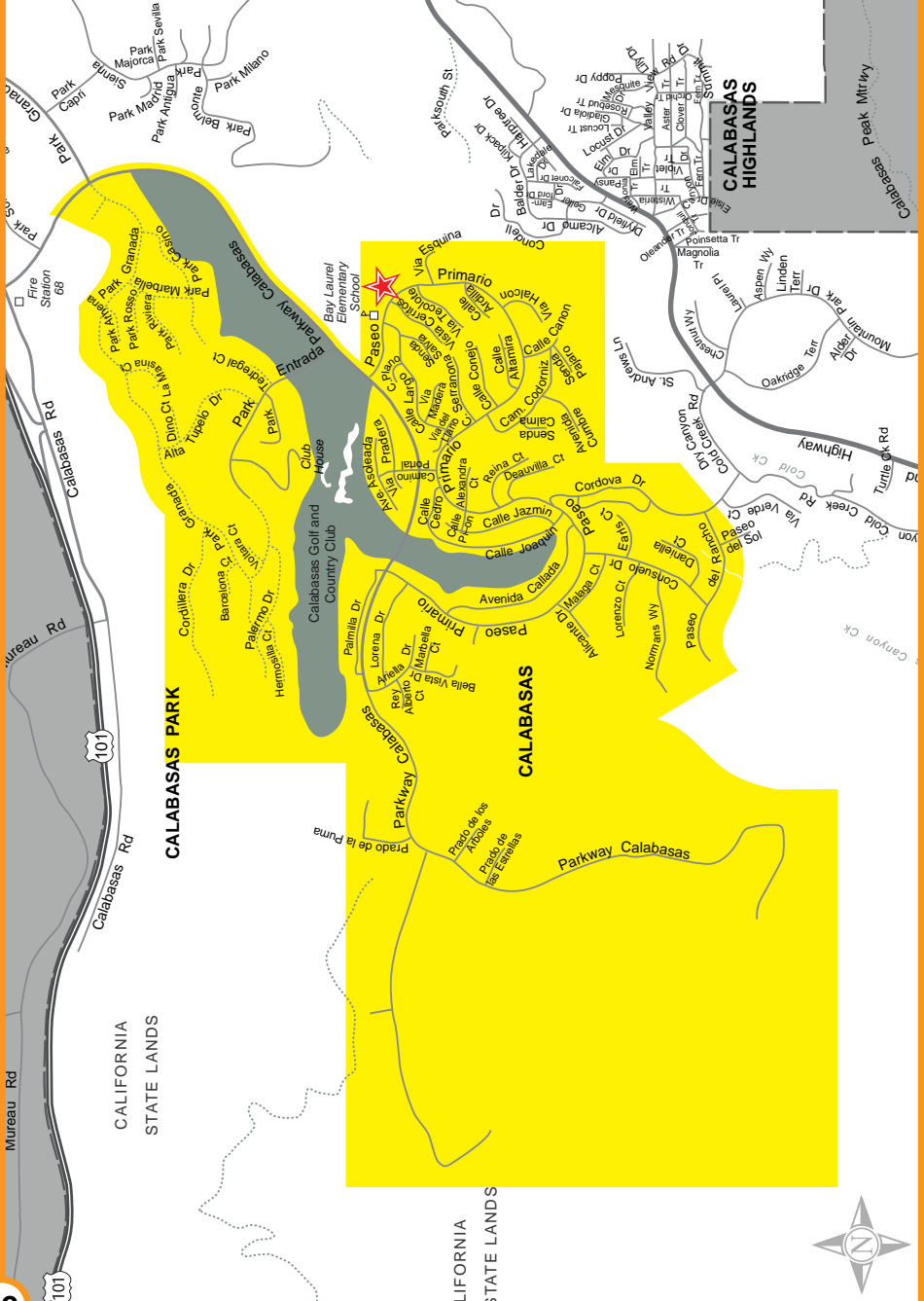
SECTOR 3: GATES CANYON PARK

★ *First Aid Unit Locations - See page 6 for location details*



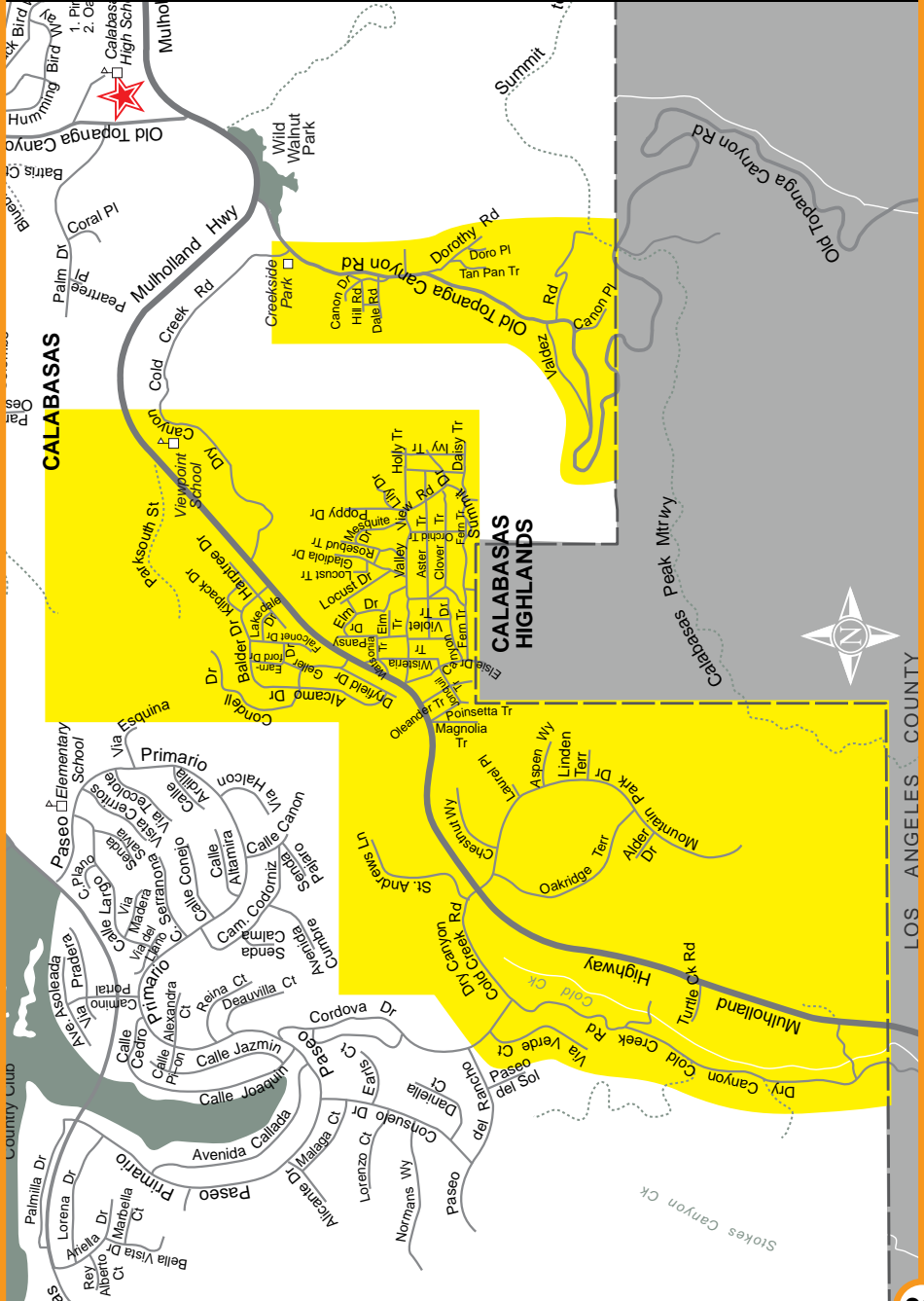
SECTOR 4: CALABASAS PARK

 **First Aid Unit Locations - See page 6 for location details**



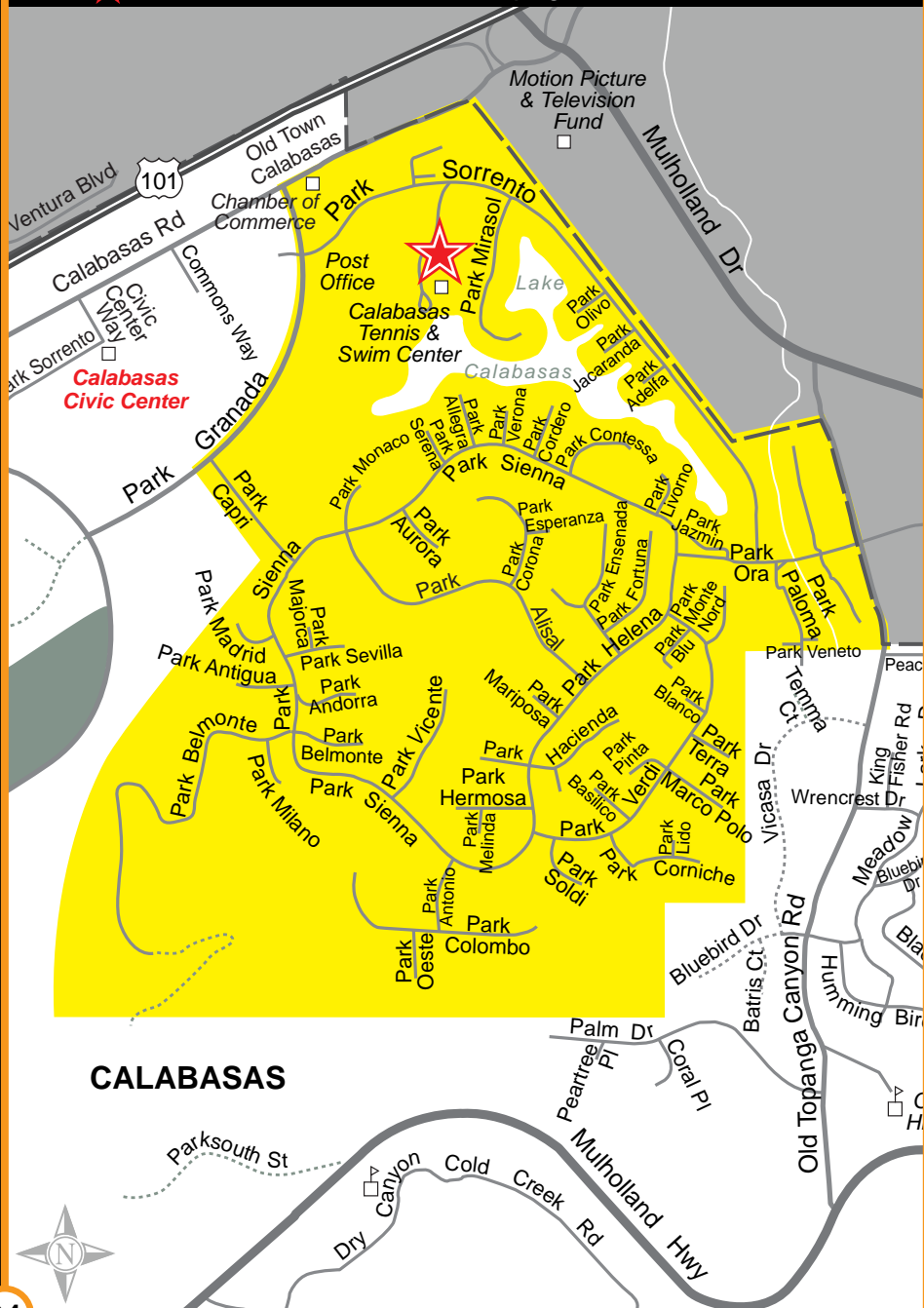
SECTOR 5: CALABASAS HIGH SCHOOL

★ First Aid Unit Locations - See page 6 for location details



SECTOR 6: TENNIS & SWIM CENTER

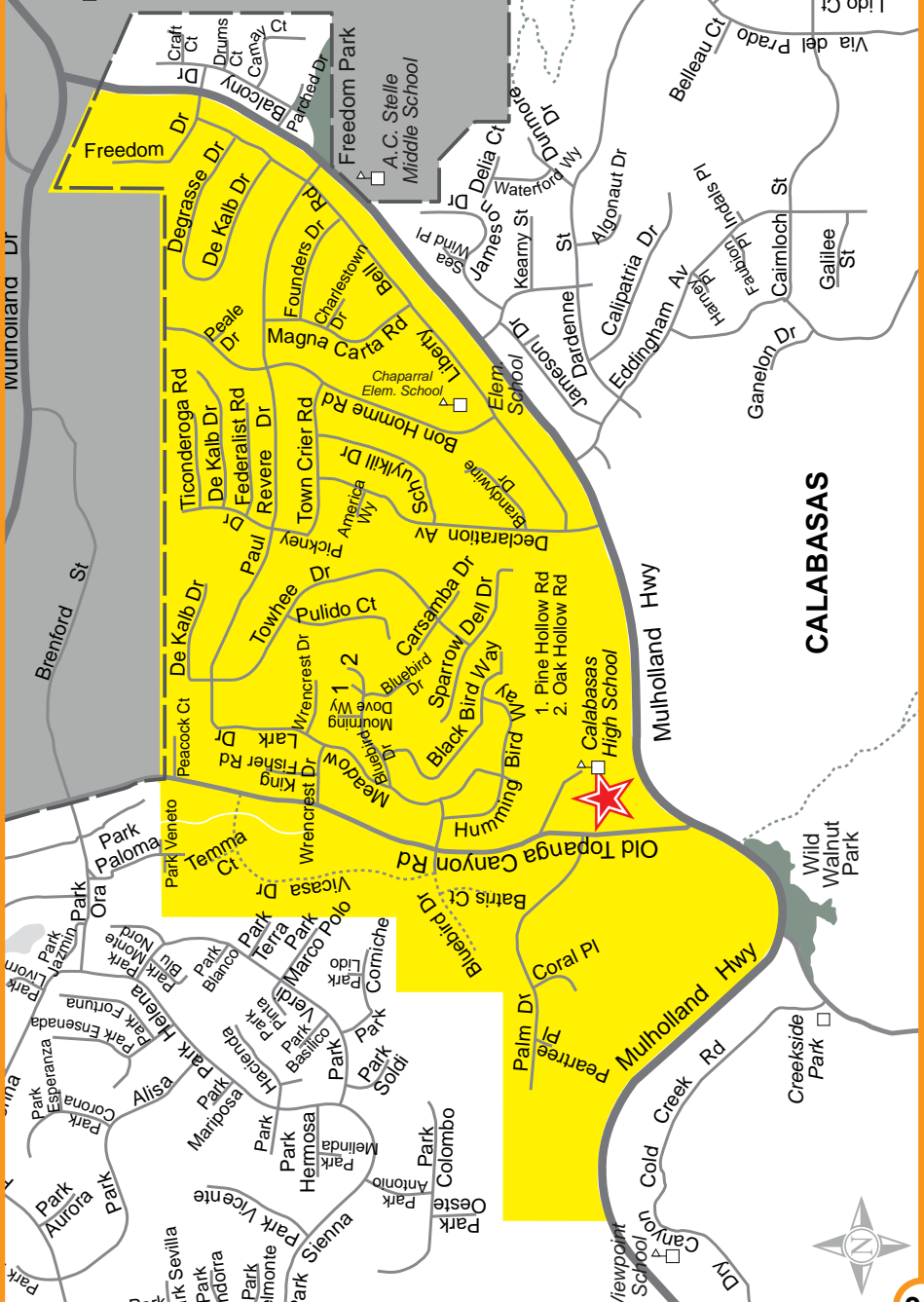
★ *First Aid Unit Locations - See page 6 for location details*



CALABASAS

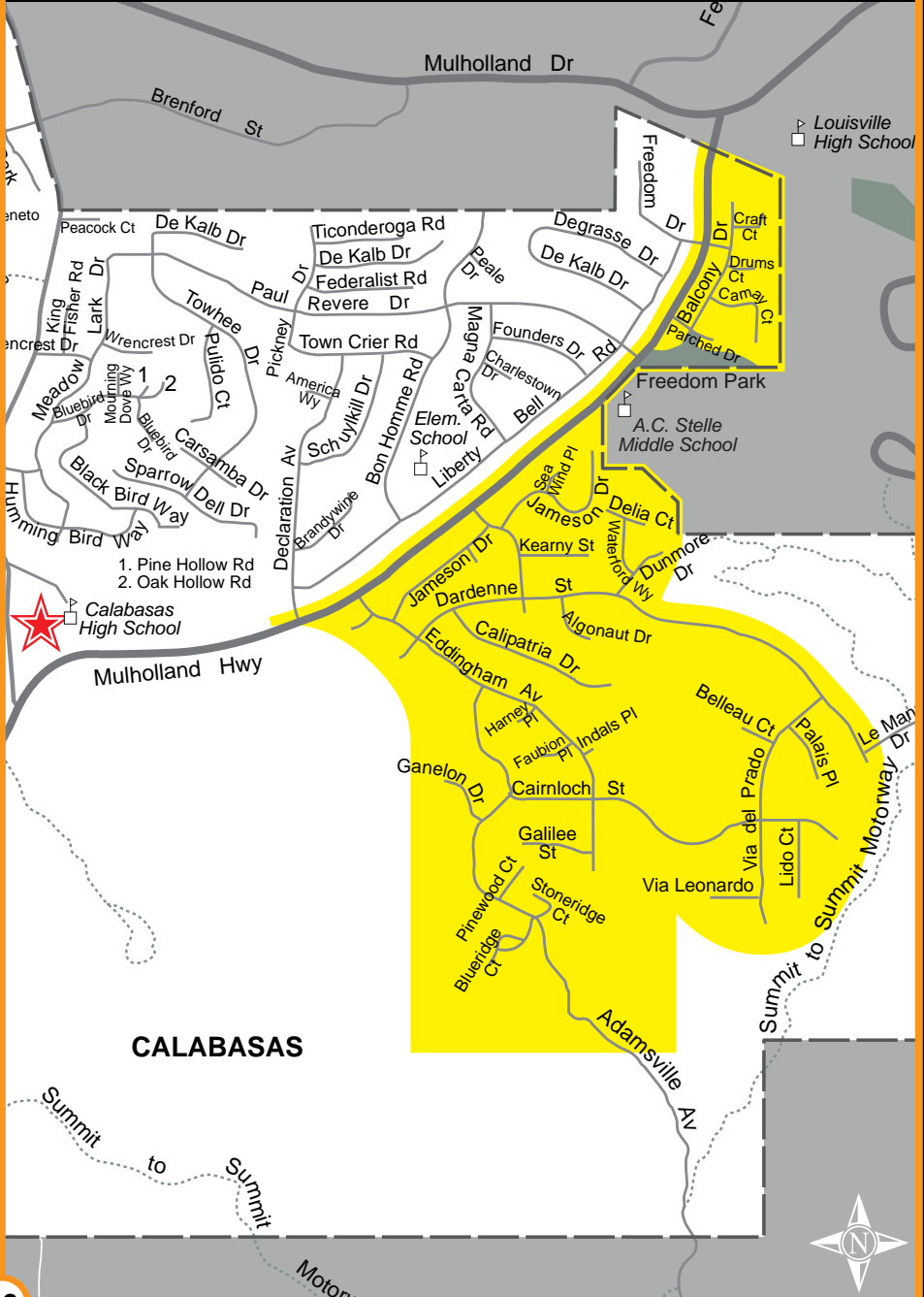
SECTOR 7: CALABASAS HIGH SCHOOL

★ First Aid Unit Locations - See page 6 for location details



SECTOR 8: CALABASAS HIGH SCHOOL

★ First Aid Unit Locations - See page 6 for location details



Keep this handbook and other emergency materials in a specific predetermined location where all family members can find them.

Additional copies of this handbook may be obtained from the Calabasas City Hall (818) 224-1600.

Information in this handbook was compiled from and checked by authoritative emergency service sources. While every reasonable effort has been made to insure its accuracy, the City of Calabasas is not responsible and assumes no liability for any actions undertaken by any person utilizing information contained in these handbook pages.



NOTES:

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EMERGENCY PREPAREDNESS GUIDE



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