

Culver CITY

DISASTER PREPAREDNESS GUIDE



A RESIDENT'S HANDBOOK FOR EMERGENCY SURVIVAL



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EMERGENCY NUMBERS

For assistance in an EMERGENCY	9 - 1 - 1
Police (non-emergency, 24/7)	310-837-1221
Fire (non-emergency, business hours only)	310-253-5900
California Highway Patrol	310-642-3939
City Hall	310-253-6000
CCUSD (School District)	310-842-4200
Poison Control	800-222-1222
Animal Services	310-837-1221
Vector Control	562-944-9656
Golden State Water	800-999-4033
Southern California Edison	800-655-4555
Southern California Gas	800-427-2200
Los Angeles Department of Water and Power . .	800-342-5397
Fire Station 1	310-253-6810
Fire Station 2	310-253-6820
Fire Station 3	310-253-6830
American Red Cross	800-733-2767
Southern California Hospital at Culver City	310-836-7000
Los Angeles County Department of Public Health - Westside	213-637-3600
Los Angeles County Social Services & Disaster Support Resource Line . . .	2 - 1 - 1

FOR
ASSISTANCE
IN AN
EMERGENCY
DIAL
911



INTRODUCTION

This guide is intended to promote individual awareness, family preparedness, and community resiliency during emergencies. Please use this guide as a tool to help you work together with your family, your neighbors, and your community to prevent, prepare for, respond to, and recover from disasters and emergencies regardless of cause, size, or complexity. Please keep this guide in an easily accessible location.

For additional information or to download an electronic copy of this guide, please visit www.culvercity.org/emergencyprep

Four Steps to Preparedness:

Are you prepared to survive a major earthquake, tsunami, fire, flood, act of terrorism or other disasters? By following these simple steps, you will be better prepared and self-sufficient after the next disaster.

1 Make a Family Disaster Plan

2 Build a Kit

3 Stay Informed

4 Get Involved

This guide was funded through the Los Angeles County Community Disaster Resilience Pilot Project (LACCDR) in which a group of Culver City Stakeholders participated in to create a more united and disaster resilient Culver City.



STEP 1:

MAKE A FAMILY DISASTER PLAN



1

The City of Culver City maintains a formal citywide disaster plan, also known as the Emergency Operations Plan (EOP), to coordinate emergency services provided by the city, county, state, federal, and volunteer agencies. When disaster strikes every effort will be made to maintain basic services to the community; however, survival during a disaster or emergency 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.

When discussing and formulating how you will write your family disaster plan, you need to first identify what types of emergencies you might face. Then, for each type of emergency you should ask yourself two basic questions:

“What am I going to do?”

and

“What am I going to need?”

The fact is, the moment to start thinking about what to do during an emergency should not be as the emergency is happening. Planning should be completed in advance, taking into account every member of the family, including pets, as well as every possible contingency.

Here are some of the basic elements of a **FAMILY DISASTER PLAN**

10 ESSENTIAL ACTIONS

- 1 Learn the threats in your neighborhood
- 2 Identify meeting places
 - Outside your home
 - Outside your neighborhood
- 3 Select your out-of-state contact
- 4 Know your evacuation routes
 - Exits and alternate ways to leave home
- 5 Know the location of utility shut-offs
 - Water • Gas • Electricity
- 6 Know the emergency policies of schools and adult-care centers
 - Emergency shelter/supplies
 - Transportation
- 7 Identify safe spots in each room to take cover, if needed
 - Under sturdy tables and desks
 - Against interior walls
- 8 Extra medications and cash
- 9 Make special provisions for
 - Children • Seniors • Pets
 - People with disabilities
 - Non-English speaking
- 10 Schedule annual disaster drills. (Consider scheduling your annual disaster drill on the evening of California's Great Shake Out (earthquake) Drill which occurs annually on the 3rd Thursday in October)



The Los Angeles County Emergency Survival Guide provided the content for this page.

To download a Family Disaster Plan checklist, visit www.culvercity.org/emergencyprep

EVACUATIONS

An Evacuation Order or Mandatory Evacuation, is a directive from public safety personnel to leave your home or business immediately. Failure to follow an Evacuation Order may result in endangerment to the lives of others, personal injury, or death. Once you have left the area, you will not be able to return until the Order has been lifted.

An Evacuation Warning or Voluntary Evacuation, means that it is time to prepare to leave your home and the area, gather your family, pets, basic needs and important paperwork and listen for instructions from emergency responders. If you have special medical needs or limited mobility, you should prepare to leave the area when an Evacuation Warning is issued.



CULVER CITY SHELTERS

AN EVACUATION SHELTER MAY BE SET-UP BY THE RED CROSS AT THE REQUEST OF THE CITY IF AN AREA MUST BE EVACUATED FOR AN EXTENDED AMOUNT OF TIME.

THE AREAS LISTED BELOW HAVE BEEN PRE-IDENTIFIED AND VETTED BY THE RED CROSS AND CAN BE USED AS COMMUNITY SHELTER SITES IF:

- ❶ they have not been damaged by a disaster or emergency and;
- ❷ you have been directed by first responders to relocate there.

Culver City Senior Center

4095 Overland Ave.

Veterans Memorial Building

4117 Overland Ave.

Culver City Teen Center

4153 Overland Ave.

Please **DO NOT** self-evacuate to one of the locations above **UNLESS** directed by local authorities. After a disaster/emergency, shelter sites must be inspected to ensure that they are safe.

In some instances, community members may be directed to evacuate and take shelter at a location outside of the City. Make sure that you “Stay Informed” by one of the methods described in the “Stay Informed” section of this guide.

Make a plan ■ Practice it ■ Keep it updated

SHELTER-IN-PLACE

- Means that the best place to be safe is indoors.
- If you are driving a vehicle, and not close to your home or building, pull over to the side of the road. Preferably in a shaded spot and turn off the engine.
- Turn off air conditioner, heat, and fan utilities, seal the gaps around windows and doors.
- Do not venture out of your shelter until public safety personnel instruct you it is safe to do so.
- Listen to the radio for authorities to announce the threat has passed.

WHY YOU MIGHT NEED TO SHELTER-IN-PLACE

If there is a hazardous substance in the air outside, the best place to be is indoors. If authorities advise to “shelter in place,” you should remain indoors and do what you can to prevent the outside atmosphere from entering your shelter space. Use duct tape and plastic to seal around windows and vents. Listen to the radio for authorities to give the “All Clear” and do not venture out of your shelter space until then.



To download a Family Disaster Plan checklist, visit www.culvercity.org/emergencyprep

SCHOOLS

If your children attend a home daycare, preschool, private or public school in Culver City, it is important for you to be aware of the school's disaster plan and include it in your Family Disaster Plan.

You should be able to answer the following questions:

- Does the school have a disaster plan? If so, do I have a copy of it?
- Does the school maintain a parent-provided disaster supply kit for my child? If so, have I recently updated the kit so it is current?
- Have I calendared myself to update it annually? (Tip: Review it every daylight savings time)
- Does the school have adequate emergency supplies on hand to care for my child?
- How will I be notified of an emergency situation at school?
- Have I updated my contact or other emergency contact information with the school?
- Will my child be evacuated? If so, where?
- If my child requires special medications, can a short-term supply of these be kept at the nurse's office for use during an emergency?

SCHOOL NOTES:

SCHOOLS

Note from the Culver City Unified School District:



The Culver City Unified School District has developed a District wide Emergency Response Plan to ensure the safety and welfare of the students and staff. In addition, each school has developed a School Site Emergency Response designed to meet the specific needs of that school. Each school site is prepared and equipped to respond as an independent unit, including the storage of water, food, and first aid supplies [for] three days.

As a system, we are fortunate to have many proactive safety practices in place. From formal school plans, regular drills, security personnel, video surveillance and an active, full-time police officer, it is clear that school safety has always been our top priority. Our relationship with the Culver City Police and Fire Departments is very strong and this partnership is essential for crisis training, preparedness, prevention and response.

In the event of a disaster or emergency, please do not call the school and/or District Office. School phone lines are limited and will be needed by the school site personnel to summon emergency aid or coordinate evacuation. If communication is possible, the District will continually update parents on the status of the schools. Local radio and TV stations may carry information relative to the 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. High school students may be released at the principal's discretion, when it is deemed safe, without any prior notification.

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 local utility companies. All family members should be familiar with them.

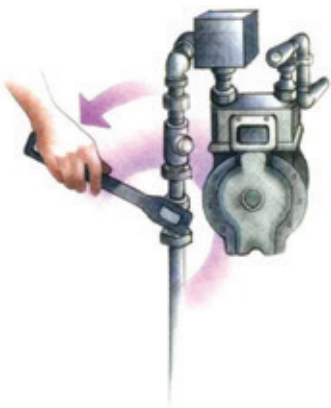
GAS SHUT OFF - ONLY IF YOU SMELL A NATURAL GAS ODOR

Learn how to shut off gas: (do so only if you smell a natural gas odor 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.

Natural gas is lighter than air, and it has a very high ignition temperature. For your protection, The Gas Company adds a distinctive odor to natural gas, so leaks are easily detected.

If you smell a natural gas odor --

- DON'T panic.
- DON'T light a match, candle or cigarette.
- DON'T turn electrical appliances or lights on or off.
- DO call the Fire Department if you cannot reach The Gas Company.



SMELL IT, HEAR IT, SEE IT

Note: If you shut the gas off you must call the SoCalGas Company to turn it back on 800-427-2200

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 on: main switch first, then individual breakers.



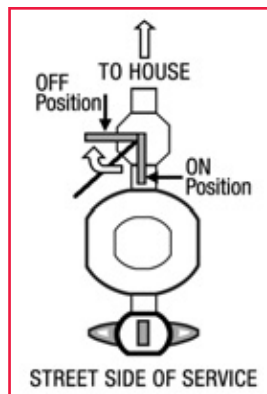
UTILITIES

WATER SHUT OFF

The water shut-off valve is found where the water enters the house. Also 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:

- Remove the two covers on the service (there is a small cover and larger outside cover);
- While facing your home from the street, locate the customer handle;
- Slowly turn the handle 1/4 turn clockwise, as indicated by the arrow in the figure.
- To turn your water back on, just reverse the above steps. Be certain to cover the meter box when you are finished.



TELEPHONE SERVICES

Telephone service may be interrupted after a major emergency. Remember to replace telephone handsets if they are knocked off their cradles, such as after an earthquake. Handsets "left hanging" will contribute to the telephone system becoming overloaded. In case of power failure it is recommended that you have a phone that does not require electricity.

Calling 9-1-1 from a Cell Phone:

Please note that calls made from a cell phone may not reveal your location to the 9-1-1 operators as landlines do. Whenever possible, call 9-1-1 from a landline phone to expedite service. There are measures you can take when you connect with 9-1-1 operators when calling from a cell phone:

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



FAMILY PET DISASTER PLAN

QUESTIONS TO ASK BEFORE DISASTER STRIKES:

- How will your pets be cared for while you are away from your home?
- Will you need assistance evacuating with your pets? Will you need to provide assistance to neighbors or friends?
- Is there a neighbor, local friend, or family who can look after and/or evacuate with your pets if you are unable to? Have you made these arrangements with them?
- How would your pets react during an emergency? If your pet is easily frightened or nervous, make sure caregivers are given instructions on how to soothe and calm the animal.
- What hotels in your area may be "pet friendly". Many may alter their policy during disasters. To find a hotel or motel that accepts pets check out www.petswelcome.com or www.takeyourpet.com.
- How will you provide identification information or prove ownership? Do you have recent color photographs and descriptions? Is your pet microchipped and is the number registered to you?
- Does your out-of-state contact person from your family's disaster plan also have information about your pets? Is that person's phone number on the pet's tags as well as their crates/other containers?
- Do you have a window sign near your front door that identifies what pets are in the house to emergency responders?
- Are your pets comfortable using their crate? Have you done their crate training? If a dog, are they used to wearing a muzzle?
- Have you practiced your plan with family discussions and drills? You need to know how long it will take you to get everything ready for an evacuation and what can go wrong!

WHEN A DISASTER/EMERGENCY STRIKES:

- Crate/contain your pets and put in vehicle
- Put all supplies (including your battery-operated radio) in your vehicle
- Evacuate together
- Notify your contacts
- Listen to your local EAS (Emergency Alert System) radio or TV stations. *(page 18)*



FIRST AID KIT

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



OPTIONAL ITEMS

- Instant ice packs
- Elastic (Ace) bandage
- Vaseline
- Plastic ziplock bags
- Pen/pencil & paper
- Coloring books, crayons & other activities for children
- Eye goggles
- Dust mask
- Surgipad or sanitary napkins
- Cash (small bills)
- Extra pair of glasses, hearing aid batteries, etc.

DISASTER KIT RECOMMENDATIONS

- Kits should be easy to carry, portable and as lightweight as possible.
- Contents should be arranged so that desired items can be found quickly without unpacking the entire kit.
- Materials should be wrapped/stored in portions so that unused portions do not become tainted/dirty.
- Consider using a plastic or cardboard box, tackle box, duffle bag, backpack, fanny pack or suitcase.
- Keep an extra emergency kit/supplies in your car.
- Keep a "Grab-And-Go" bag for each family member in case you have to evacuate quickly for sudden emergencies

GRAB & GO KIT

- Personal travel size toiletries
- Lightweight flashlight with batteries
- Extra pair of eyeglasses
- Whistle to signal for help
- Copies of prescription medicine documents and medicine supplies for a few days
- Water supply for three days or longer
- High-protein, high-calorie energy food bars for at least three days
- One complete change of clothes
- Sanitation and hygiene supplies
- Blanket
- Special provisions, if needed in your family, for the elderly, individuals with disabilities & access and functional needs, small children,
- Small entertainment games and books
- Family photographs of and for each family member

CAR KIT

- Cash (small bills)
- Critical documents (identification, list of medications, etc.)
- Prescription medicines
- First Aid kit
- Water (not contained in plastic, i.e. foil water pouches or paper cartons)
- High-energy, non-perishable foods (granola bars, raisins, peanut butter)
- Flashlight w/extra batteries and/or light sticks
- Battery-powered or hand-cranked radio
- Cell phone charger/external battery pack
- Hand sanitizer
- Toothbrush, toothpaste, floss
- Toilet paper/baby wipes
- Water filter
- Whistle to signal for help
- Towel
- Blanket/sleeping bag
- Hand warmers
- Rain poncho
- Sunscreen
- Extra clothing
- Boots/closed-toe shoes
- Protective gloves
- Dust/N95 mask
- Goggles
- Local maps
- Swiss Army knife
- Shovel
- Jumper cables
- Spare tire
- Tire repair/basic tool kit
- Current registration & insurance
- Empty gasoline container
- Polyethylene rope (for towing, rescue, etc.)
- Flares/warning triangle
- Fire extinguisher

To download a Family Disaster Supplies Kit checklist, visit www.culvercity.org/emergencyprep

SOURCES OF DRINKING WATER

In an emergency you can use water already in your water heater tank, plumbing, and in ice cubes. Do not use water from the reservoir tank of your toilet.

- Access reserves in the water heater by opening the spigot at the bottom of the tank, attach a garden hose and strain the water through a coffee filter or clean cloth.
- Before you access the water in your plumbing, locate the water inlet/shutoff valve for house, condominium or apartment and turn off the water.
- Pools, spas, waterbeds and similar sources of water can be used for sanitary purposes only. Do not drink the water from these sources.



RATIOS FOR PURIFYING WATER WITH BLEACH

Water Quantity	Bleach Added
1 Quart	4 Drops
1 Gallon	16 Drops
5 Gallons	1 Teaspoon

AFTER ADDING BLEACH, SHAKE OR STIR THE WATER CONTAINER. LET STAND 30 MINUTES BEFORE DRINKING.

Most utilities are only responsible for repairs to their meters. They will not be able to repair damages to your pipes or electrical wiring. However, repairs may be required before utility connection can be restored. Be patient and wait for the proper clearances from utility companies and health officials.

STEP 3: STAY INFORMED

3

In the event of a local emergency or disaster, the City has the following systems in place to relay important information to you. **Please take action today to make sure you can stay informed via one or all of these communication systems.**

CULVER CITY WEBSITE: www.culvercity.org

In case of an emergency, we will post important information on our website. Please add us to your favorites or bookmark our [Current Disaster Information](#) page.



EVERBRIDGE: Register your cell phone number, home phone number and email address with Everbridge, the City of Culver City's Official Emergency Mass Notification System. Everbridge will be used to send voice messages, text messages and email messages to residents and businesses during times of emergencies and disasters. Notifying the public when a disaster strikes might be the one and only safeguard the public can count on to save their lives and protect their property. It's easy to get started. [Visit our City Member Portal and get registered.](#) www.culvercity.org/emergencyprep

SOCIAL MEDIA



@CityofCulverCity
@CulverCityFD
@CulverCityPoliceDepartment



@CityCulverGov
@CulverCityFD
@Culver_CityPD

CABLE: Channel 35

LOCAL RADIO STATIONS:

AM 1690 City's Radio Station
AM 1070 Los Angeles
AM 1260 San Fernando Valley
AM 1620 Malibu
AM 760 Simi Valley/Canoga Park

USEFUL APPS:

ABC7 Fox News
FEMA CBS News
Red Cross KTLA 5 News
NBC News CNN

A hand-cranked or battery operated radio with spare batteries should be kept in a handy location.





USEFUL WEBSITES

California Office of Emergency Services (OES)	www.oes.ca.gov
Department of Homeland Security.....	www.ready.gov
L.A. County Emergency Operation Center	www.lacoa.org
American Red Cross, Los Angeles Chapter	www.redcross.org
Federal Emergency Management Agency (FEMA).....	www.fema.gov
U.S. Geological Survey for Earthquake Information	www.usgs.gov
Center for Disease Control & Prevention	www.cdc.gov
Emergency Survival Program	www.espfocus.org
AccuWeather	www.accuweather.com
National Weather Service	www.weather.gov/subscribe
CHP Traffic Incident Information	http://cad.chp.ca.gov
Air Quality Control	www.aqmd.gov

ADDITIONAL LINKS

Culver City Police Department	www.culvercitypd.org
Culver City Community Emergency Response Team (CERT)	www.culvercitycert.org
Real Time Traffic.....	www.quickmap.dot.ca.gov
Public Health Information.....	www.publichealth.lacounty.gov
Los Angeles County Information	www.lacounty.gov
Los Angeles City Information	www.lacity.org
Local School Information	www.ccusd.org

STEP 4: GET INVOLVED

4

In Culver City there are many ways to get involved!



CULVER CITY CERT

Consider joining our Culver City Community Emergency Response Team (CERT) where you will learn how to protect yourself, your family and your neighborhood in an emergency situation. In CERT training, citizens learn:

- ❶ Light Search & Rescue
- ❷ Disaster Psychology
- ❸ Terrorism Awareness
- ❹ Incident Command
- ❺ Disaster Medical Operations
- ❻ Basic Fire Suppression

Trainings are offered three times a year and are taught by Culver City volunteers and our Fire Department.

For more information visit www.culvercitycert.org or call 310-253-5900.



CCARES

Culver City has a robust Amateur Radio Team known as CCARES, Culver City Amateur Radio Emergency Services. The team works closely and trains with the Culver City Fire Department and CERT to better assist the community during a citywide emergency or disaster that might disable telephone or cellular phone services. Community members can acquire an FCC license and join CCARES. For more information visit <http://www.ccares.net/> or email ccares@ccares.net

NEIGHBORHOOD NETWORKS

Know your neighbors

To learn more about Neighborhood Watch contact our Police Department at 310-253-6258 or our City's Emergency Preparedness Coordinator at 310-253-5900.

A neighborhood network provides a way for neighbors to communicate with each other in the event of an emergency. Neighbors typically perform 70% of all rescues in major disasters. By dividing a larger community into smaller clusters of streets and having a communications plan, these neighborhoods can keep each other informed and safe during an emergency. Currently, some opportunities to get to know your neighbors and be prepared for emergencies include:

- Creating neighborhood directories and phone trees
- Sharing each other's utility shut-off location information
- Organizing first aid and CPR classes or CERT (Community Emergency Response Team) training
- Caring for children and neighbors with disabilities and others with access and functional needs
- Rescuing pets

Examples of Existing neighborhood networks are Neighborhood Watch Associations, NERTs (Neighborhood Emergency Response Teams – created by those who are active in CERT or have taken CERT training) NextDoor.Com groups, etc.

DO YOU KNOW YOUR NEIGHBORS?

Here is why:

- Emergency response teams may be delayed
- Your neighbors may be the first ones who can help
- They know where you live and will have a better idea of what you might need

SO MEET YOUR NEIGHBORS TODAY!

Being prepared for an emergency begins with "hello".

- Introduce yourself and let them know you live nearby
- Tell them you are making a plan in the event of an emergency and want to share your information
- Exchange contact information such as a phone number or email



MEDICAL SERVICES

The following hospitals are located in or near Culver City:

- **Southern California Hospital at Culver City**
3828 Delmas Terrace, Culver City, CA 90232. 310-836-7000
- **Cedar Sinai Marina Del Rey Hospital**
4650 Lincoln Blvd., Marina Del Rey, CA 90292. 310-823-8911
- **Kaiser West Los Angeles**
6041 Cadillac Ave., Los Angeles, CA 90034. 323-857-2000

Depending upon the magnitude of the situation, the Fire Department will assess the overall medical needs within the area. Medical facilities may be overwhelmed, making it necessary for health care professionals to focus on providing service to the most severely injured. Therefore, it is strongly recommended that as a part of your family disaster preparation, each home have a first aid book and a well-stocked first aid kit stored together in an easy to reach location. A pre-assembled kit may be purchased, or a small tool kit, clearly labeled and dated, may be filled with such items as antibiotic ointment, aspirin, bandages, adhesive tape and a ten-day supply of medication taken on a continuing basis. Check expiration dates periodically.

Consider First Aid apps for your phone such as "First Aid" by the American Red Cross

In an
emergency,
dial 9-1-1
for an
ambulance



BASIC FIRST AID

CONTROLLING BLEEDING:

- Check the scene for safety first, then check the victim.
 - Identify yourself and ask the victim for permission to help.
 - Use basic precautions to prevent disease transmission, such as gloves.
- Cover the wound with a dressing, such as a gauze pad, and apply firm pressure.
- Cover the dressing with a roller bandage, not so tight as to restrict blood flow to the extremity. Tie the knot directly over the wound.
- Elevate the injured area if necessary to reduce the blood flow to the injury. Do this only if no broken bones are suspected and if not causing further pain.
- If bleeding does not stop:
 - Apply additional dressing and bandages over the first dressing.
 - Apply pressure to pressure points in victim's arms or legs.
 - Ensure 9-1-1 is called.



OPENING THE AIRWAY / RESCUE BREATHING:

If the victim does not appear to be breathing:

- Ensure 9-1-1 is called
- Gently tilt the head back and lift the chin
- Look, listen and feel for breathing for 5 seconds
- Use a CPR mask or other protective breathing barrier if one is available

Untrained rescuers should provide compression-only (Hands-Only) CPR, with or without dispatcher guidance, for adult victims of cardiac arrest. The rescuer should continue compression-only CPR until the arrival of an AED (Automated External Defibrillator) or rescuers with additional training. All lay rescuers should, at a minimum, provide chest compressions for victims of cardiac arrest. In addition, if the trained lay rescuer is able to perform rescue breaths, he or she should add rescue breaths in a ratio of 30 compressions to 2 breaths. The rescuer should continue CPR until an AED arrives and is ready for use, EMS providers take over care of the victim, or the victim starts to move.

2 STEPS TO SAVE A LIFE



If the victim is breathing, but remains unconscious:

- Place the victim on their side in case they vomit and monitor breathing and movement.

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.

- ❶ Identify yourself and ask if you can help the victim. They can nod “yes” or shake their head “no.”
- ❷ Stand behind the person.
- ❸ Place the thumb side of your fist against the middle of the abdomen just above the navel.
- ❹ Grasp your fist with your other hand.
- ❺ Give quick upward thrusts.
- ❻ Repeat until the object is coughed up. Stop if the person becomes unconscious.

At least one person in each home should have basic training in first aid and CPR (cardio-pulmonary resuscitation). Skills learned in a first aid course will enable one or more of your family members to assist you and your neighbors in time of emergency.

Certified training courses are offered by local hospitals, the American Heart Association, and the American Red Cross.

SHOCK:

Signs of shock:

- Breathing is fast and shallow. Victim seems to be panting.
- Capillary refill is longer than 2 seconds, pinch the victim’s nail-bed or the palm of the hand at the base of the thumb. The color returns to normal only after more than 2 seconds.
- The victim is unable to follow a simple command such as “squeeze my hand.”

Treatment for Shock:

- Call 9-1-1.
- Lie victim flat on their back with their legs raised 8-10 inches above the ground.
- Keep victim’s temperature normal, not too hot, not chilled.
- Treat victim very gently and give nothing by mouth in case she/he becomes unconscious.





KNOW YOUR HAZARDS

The City of Culver City faces dangers from a wide variety of natural or human-caused disasters. Some dangers, such as wildfires and earthquakes, are more common than others. In recent years, new scientific information and news of other disasters throughout the U.S. and the world, have provided heightened awareness of the threats and possible consequences of disasters and an ever-more-vivid picture of our vulnerabilities.

It is important as individuals to know the dangers in your community and ways you can take action to prepare for them.

The kind of disasters/emergencies that can impact Culver City include:

- Earthquakes
- Winterstorm/Flooding/Landslides
- Thunderstorm
- Extreme Heat
- Fire
- Hazardous Materials Incidents
- Terrorism
- Pandemics & Communicable Disease
- Active Shooter

For more detailed information on the hazards listed above, please visit www.culvercity.org/emergencyprep

EARTHQUAKES

The time to prepare for an earthquake is **NOW**...not next week or after the shock. Protect your family by taking the actions on the **BEFORE Checklist** as soon as you can. It's a good idea to make copies of the **DURING Checklist** and post them by your house and garage exits and in all your family cars.



BEFORE THE EARTHQUAKE

- Identify safe spots in each room of your home. Note sturdy tables, desks, and interior walls. Know your danger spots: windows, mirrors, hanging objects, fireplaces, and tall, unsecured furniture.
- Conduct practice drills with your family and know the safest locations in your home.
- Decide how and where your family will reunite, if separated during an earthquake.
- Choose an out-of-state friend or relative to contact so family and friends know your status.
- Learn First Aid and CPR and put together a First Aid Kit.
- Learn how to shut off gas, water and electricity; it may be necessary during an earthquake.
- Check chimneys, roofs, walls, and foundations for stability – make sure your house is bolted to its foundation.
- Secure your water heater and major appliances as well as tall, heavy furniture, hanging plants, mirrors, and picture frames. Visit www.earthquakecountry.org/step1/ online for ways to secure your home.
- Keep breakables, heavy objects, and flammable or hazardous liquids such as paints, pest sprays, and cleaning products in secured cabinets or on lower shelves.
- Participate in organizing your neighborhood to be self-sufficient after an earthquake.

To download a Family Disaster Plan checklist, visit www.culvercity.org/emergencyprep

EARTHQUAKES

DURING THE EARTHQUAKE

- If indoors, stay there. Get under a desk or table or stand in a corner. Stay away from windows, bookcases, file cabinets, heavy mirrors, hanging plants and other heavy objects that could fall. Watch out for falling plaster and ceiling tiles. Stay under cover until the shaking stops. Hold on to your cover – if it moves, move with it.
- If outdoors, get into an open area away from trees, buildings, walls, and power lines.
- If driving, pull over to the side of the road and stop. Avoid areas around power lines. Stay in your car until the shaking is over.
- If in a crowded public place, do not rush for the doors. Crouch and cover your head and neck with your hands and arms.



*The Los Angeles
County Emergency
Survival Guide
provided the content
for Earthquake sec-
tion of this guide.*

EARTHQUAKES

AFTER THE EARTHQUAKE

- Do not attempt to use the telephone unless there is an immediate, life-threatening emergency.
- If it is safe, check for gas and water leaks, and broken electrical wiring or sewage lines. If there is damage, turn the utility off at the source and immediately report gas leaks to your utility company.
- Stay away from downed power lines and warn others to stay away.
- Do not attempt to re-light the gas pilot unless your gas line has been thoroughly inspected. Call the Gas Company for assistance.
- If you are able to safely do so, check your building for cracks and damages, including the roof, chimney, and foundation.
- Turn on your portable radio for instructions and news reports.
- Cooperate fully with public safety officials and follow instructions; they are trained to ensure safety.
- Do not use your vehicle unless there is an emergency.
- Be prepared for aftershocks.

Stay calm and help others.

- If you evacuate, leave a message at your home telling family members and others where you can be found.



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 City of Culver City Fire Department Emergency Preparedness (310) 253-5900 or by downloading a digital copy from www.culvercity.org/emergencyprep

Information in this handbook was compiled from and checked by authoritative emergency service sources (including excerpts from the County of Los Angeles' Emergency Survival Guide). While every reasonable effort has been made to insure its accuracy, the City of Culver City is not responsible and assumes no liability for any actions undertaken by any person utilizing information contained in this guide book.



NOTES & CONTACTS

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DISASTER PREPAREDNESS GUIDE

