

Emergency Preparedness 101: Plan, Prepare, Prevail

Barbie Little, WVU Extension Agent – Raleigh County
Megan Midcap, WVU Extension Agent – Lewis County

Educational Objectives

- Participants will learn topics to discuss with family, emergency protocol to follow, contact info, meeting locations and education.
- Participants will learn what items are needed to have on hand for a disaster kit, along with several optional emergency kits.
- Participants will identify measures to take when evacuating their home, including a list of important things to grab should they need to evacuate.

There is no mystery or secret to being prepared for any type of emergency. You do not need to be an expert to learn emergency protocol. Taking simple steps to prepare ahead of time will have you ready in an emergency.



What is Included in an Emergency Preparedness Plan?

Three areas need covered to have a complete emergency preparedness plan. First, your family plan; second, a 72-hour kit and emergency binder; and third, an evacuation list and car kit.

Family Plan

It is a good idea to be on the same page with your family about what to do in an emergency. Meet with family members to discuss responses to the dangers of fire, severe weather, earthquakes and other emergencies. Find safe spots in your home for each type of disaster.

Draw a floor plan of your home marking two escape routes from each room. Post emergency phone numbers near telephones. Teach children how and when to call 911, police and fire. Pick one non-local contact person and one local contact person to call in case of a disaster. Pick two reunion locations, one right outside of your home and one away from your neighborhood in case you cannot return. Revise and review the plan often with your family.

In case of evacuation, consider leaving a note on your door for people who may come to your house looking for you.

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Emergency Contact Numbers

It is important to identify the phone numbers of your emergency contacts before you need them. Fill out the following as it applies to you and your emergency plan.

- **Non-Local Contact:**

Name:

City:

Telephone:

- **Local Contact:**

Name:

Telephone:

- **Nearest Relative:**

Name:

Telephone:

- **Family Members:**

As it applies to you (mother, father, children, siblings, etc.) Name:

Telephone:

- **Non-Emergency Telephone Numbers:**

Police Department:

Fire Department:

Hospital:

- **Family Physician:**

Name:

Telephone:

- **Reunion Locations:**

Right outside of home:

Address:

Away from home:

Address:

Telephone:

Route to try first:

72-Hour Kits

72-hour kits contain items you may need for different disaster situations along with food and water to last you at least 72 hours (about three days). Containers should be waterproof with a locking lid, such as a milk jug. See details below for a milk jug kit. Durable totes that are easily recognizable are good to have and size should be based upon needs. The list below contains critical materials and should be added and reviewed for effectiveness at least twice a year. The list provides ideas of what to include, add items that make sense for you and your family.

Items to Include in Your Kit

- Supply of water
- Body warmer
- Trash bags
- Food
- Glow sticks
- Personal hygiene products
- First aid kit
- Tarp or tent
- Baby supplies
- Prescription medications
- List of contact info
- Games and books
- Extra pair of glasses
- Jumper cables
- Pet supplies
- Contact solution
- Car shovel
- Sanitation supplies
- Credit cards and cash
- Ropes
- Tire repair kit and pump
- Change of clothes
- Swiss army knife
- Maps of surrounding areas
- Sturdy hard-sole shoes
- N95 dust mask
- Sewing kit
- Battery powered radio
- Work gloves
- Something shiny for SOS
- Extra batteries
- Flashlights
- Whistle
- Blankets or sleeping bags
- Wind/waterproof matches
- Multipurpose tool
- Rain poncho
- Candles
- Head lamp





It is important to start by gathering items you already have in your home. Family involvement provides education on emergency preparedness. If you do not have certain items, make a list and spread your purchases out over time.

72-Hour Food Kit

Tailor kit food to your needs. Food kits should contain good sources of protein, including nuts, protein bars and peanut butter, which can be sustaining foods that help keep you full and are easy to store. Foods with protein, carbohydrates and good fats can help keep up your energy. Regardless of what you pack for food, some universal supplies should be included in your food kit (eating utensils, plates, cups, heating items, etc.). These also can be stored in a milk jug.

*Take into consideration medical need with your diet.

Detailed Instructions for Food & Milk Jug Kit

- Have one clean milk jug per person and a 2-liter bottle of water.
- Multiply the number of kits by the items listed in the shopping list and purchase the food items.

- Purchase a wing stove and fuel pellets from emergency preparedness store. Only one stove is necessary per family.
- Cut straight down the middle of a milk jug diagonal from the handle. Go about one-third of the way down. At the bottom of that cut, make a horizontal slice coming from each side, but leave about 2 inches of the jug intact. This should make a sort of hatch that you can pull open and insert the items in.
- Place the necessary items into each milk jug according to the contents list. Put Tang and cocoa servings into small zip-lock bags (1/4 cup per serving). If you have extra food left over, stick it in as space permits. Tape the milk jug up. Tape contents list to the outside of the jug and record today's date and the family member who will use that kit.

*Please note this kit is very basic and may not be enough food to stay comfortable.



Jug of water. Photo by Chiot's Run. <https://www.flickr.com/photos/chiotsrun/>



Milk Jug Optional Shopping List

Item	Number per kit	Number of kits	Total to Buy
Tang (1/4 cup each serving)	2 servings		
Instant Oatmeal	2 packets		
Granola Bars	2 servings		
Cocoa mix (1/4 cup each)	2 servings		
Single serving stew with pop top lid	1 can		
Gum	9 sticks		
Candles (that won't melt)	9 pieces		
Beans and Wieners with pop top lid	1 can		
Fruit roll-up	3		
Single serving Lipton noodles	2 pouches		
1-ounce package raisins	1		
1-ounce package of beef jerky	2 packages		
Plastic spoons	3		
Matches	1 package		
Snack size zip-lock bags for Tang and cocoa	4 bags		
Clear packing tape to close	6 inches		
Wing stove	1 stove		
Fuel pellets	3 packages		
Misc. extras			

- This kit requires 2-liter bottle of water to reconstitute the foods included.
- Save and reuse the Beans and Wieners can to heat other foods in, if needed.
- Three (2-liter) bottles of water are suggested for each person.

Bathroom Detail:

Get a 5-gallon bucket and enough plastic bags for all the members of your family. This will serve as a temporary toilet. Change the bag each time someone needs to use the toilet.

Bags and toilet paper can be stored in the bucket prior to being needed. This could also be taken in the car if you need to evacuate.



Emergency Binder

An emergency binder is a compilation of documents. Store your binder in a fireproof/waterproof locked box that is small enough to be transported with you in an emergency. Though much of this is kept online, if power is out for days, cell towers are down, you are unable to return home or are in temporary housing after an emergency, it is good to have copies of this information.

Items to Include in Your Emergency Binder

Vital Documents

Birth certificates, Passports, Immunization records, CASH – keep small bills, Copy of your will, Medical information, Military and church papers, Diplomas and transcripts, Marriage certificates, Adoption papers, Pet records, Proof of citizenship

Insurance Information

Auto insurance policy, Life insurance policy, Medical insurance policy, Homeowners insurance policy, Pictures and lists of all your personal belongings for insurance, Contact information for insurance agents

Financial Information

Copy of credit cards, Bank statements, Retirement statements, Social Security statements, Internet passwords (banking, personal, etc.), Utility statements, Work/tax documents, Deeds to properties, Titles to cars, boats, etc. Warranty information

Evacuation List and Car Kit

When disaster strikes the last thing, you want to be thinking about is what to grab. Your evacuation list should include: 72-hour kits, emergency binder, photos and journals. Tape the list near the exits to your house so you won't have to decide what to grab during a crisis. There are times when a disaster happens unannounced. If you must leave your house immediately, or are traveling when a disaster happens, keeping a kit prepared in your car could save a life.

Car Kit

The following items are for an emergency car kit:

- Water (a case of bottles would be excellent)
- 72-hour kit food, high calorie meal bars
- Cash (small bills and include some change)
- Wipes (and diapers if you have kids)
- Emergency blankets/hand warmers
- Jumper cables
- Car shovel/pick
- Pocket knife
- First aid kit
- Radio
- Package of batteries (for flashlights and radio)
- Toilet paper roll
- Spare clothes for small children
- Coffee can heater



Emergency Kit, Photo by Karen Witt.



Resources

Emergency Preparedness. (n.d.). Food Storage Made Easy. Retrieved February 18, 2024, from: <https://foodstoragemadeeasy.net/emergency-preparedness/>

Keeping you Emergency Kit Nutritious. (2015. March 11). WVDHHR. Retrieved from: [Keeping you Emergency Kit Nutritious \(wv.gov\)](https://www.wvdhhr.gov/keeping-you-emergency-kit-nutritious)

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