**What is PREP?**

Hurricanes, tornadoes and severe weather can cause widespread damage to our neighborhoods and the community at large. While local emergency managers, utility crews, firefighters, law enforcement officers, paramedics and other emergency responders do an incredible job of keeping residents safe, they cannot do it alone. Individuals, families and the community working together during times of emergencies, play a vital role in surviving and recovering from a disaster.

For more information on the City of Tallahassee’s PREP Program, contact the Division of Neighborhood Affairs at (850) 891-8795.

Thank You To Our Partners

---

**FLORIDA SPECIAL NEEDS REGISTRY**

This statewide confidential registry, managed by the Florida Division of Emergency Management, in coordination with each local emergency management agency in the state, enables residents with special needs to register with their local emergency management agency to receive assistance during a disaster. The registry also provides first responders with valuable information to prepare for emergencies. This information helps emergency management officials plan accordingly for disasters. Registrants will be emailed periodically to verify and update the information they provided.

Who Should Register?

Residents of Leon County who have physical, mental, cognitive or sensory disabilities and will need evacuation and/or sheltering assistance during an emergency may register. The registry includes the name, address, caregiver information (if applicable) and the identified special need of the resident. All information you provide is confidential and protected under Florida Statutes.

If a resident with special needs lives with a family member or caregiver, that individual must also come to the shelter with the special needs resident.

Who Should NOT Register?

Residents of licensed facilities such as nursing homes, assisted living facilities or other group homes should not register. It is required by Florida Statute that these facilities have an Emergency Plan to care for their residents. Therefore, these residents should look to the management of their facility for evacuation instructions.

How to Register

There are 3 ways a resident can register for the special needs registry:

- **Access the Online Special Needs Registry Personal Survey Form via the Florida Division of Emergency Management’s Statewide Special Needs Registry website,** [https://snr.floridadisaster.org](https://snr.floridadisaster.org)
- **Fax the completed Special Needs Registry Survey Form to the Leon County Division of Emergency Management at (850) 606-3701**
- **Mail the completed Special Needs Registry Survey Form to:**

  *Leon County Division of Emergency Management*
  *911 A Easterwood Drive*
  *Tallahassee, FL 32311*

*Paper forms can be requested by contacting the Leon County Division of Emergency Management at (850) 606-3700.*

---

**DISASTER BUCKET SUPPLY LIST**

- **Batteries:** Be sure to keep these inside, in a cool, dry place.
- **Local Map:** If your phone and GPS batteries are low, you may have to find your way using an old-fashioned printed map.
- **Medications:** If you rely on medication, be sure to include it and your doctor’s information in your kit.
- **Cash:** It works even if your debit card doesn’t.
- **Duct Tape:** This heavy-duty tape will likely come in handy.
- **Dust Mask:** Storms can kick up particles in the air that can harm your lungs.
- **First Aid Kit:** A first aid kit will help you to attend to minor injuries like scrapes or sprains.
- **Flashlight:** The electricity may go out. A flashlight will help you see in the dark and is safer than using candles.
- **Games and Toys:** If you have children, games and toys that don’t depend on electricity will help keep them occupied.
- **Hygiene Products:** Staying clean is important, especially if utility services are interrupted. Most toiletries, hand cleansers, soap, toilet paper, toothbrushes and toothpaste are essential. Also, stock special items like diapers and feminine hygiene products, if needed.
- **Keys for Your Home and Car:** A spare set of keys will ensure you can quickly access your home or vehicle during an emergency.

---

**IMPORTANT CONTACTS**

- **City of Tallahassee Customer Service:** (850) 891-4968
- **City of Tallahassee Neighborhood Affairs:** (850) 891-8726
- **Tallahassee Fire Department:** (850) 891-6600
- **Tallahassee Police Department:** (850) 891-4200
- **Leon County Government:** (850) 606-3700
- **Capital Area Chapter of the American Red Cross:** (850) 878-6080
- **National Weather Service:** (850) 942-8833
- **Florida Division of Emergency Management:** (850) 413-9969
- **Ready.Gov:** (800) 621-3362
- **Salvation Army:** (850) 575-9798
- **AARP Fraud Watch Network Hotline:** (877) 908-3360
- **Capital Area Community Action Agency:** (850) 222-2043
- **Big Bend 211:** (850) 617-6333
- **WFSU 88.9 FM – Tallahassee’s designated station during an emergency.**
- **FLGetAPlan.com – Provides information to assist with building individual or family emergency plans.**

---

**Additional Emergency Contact**

<table>
<thead>
<tr>
<th>Neighbor 1</th>
<th>Neighbor 2</th>
<th>Doctor’s Office</th>
<th>Hospital</th>
<th>Animal Control</th>
<th>Insurance Agent</th>
<th>Supervisor</th>
<th>Co-worker</th>
<th>Other Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
WHAT TO DO BEFORE A STORM

Knowing what to do after a storm will help protect your property and keep your loved ones safe and secure. Before going outside, make sure local officials have declared that it’s safe to go outdoors. After it has been confirmed safe to go outdoors, you can begin to assess any potential damage to your home and property. Here are some tips to follow after the storm is over:

• Collect copies of important papers like the deed to your home, insurance paperwork, financial information, etc. Put them together in a waterproof bag.
• Review your property/home insurance coverage and keep updated photos and/or a video inventory of your personal belongings.
• Make a list of important phone numbers, such as your insurance company, doctor and family contacts. Store them in your cell phone and print a hard copy to keep in the waterproof bag with your other important papers.
• Identify your evacuation routes. Have an alternate route planned in case the first option is not navigable.
• Identify a safe place in your home (interior room on the lowest floor) to ride out a storm and make sure everyone knows the location. If in a high-rise building, be prepared to take shelter on or below the 10th floor.
• Build a disaster supply kit, including a flashlight, batteries, cash, first aid supplies, medications, non-perishable food and copies of your critical information. Using an easily portable bucket or bag for your kit is best in case you need to evacuate.
• Pre-identify a meeting place in case your family is separated when the hurricane hits (consider your church or a local library). Make sure everyone knows the address and phone number.
• Trim or remove damaged trees and limbs to keep you and your property safe.
• Purchase a portable generator or install a permanent generator for use during power outages. The City offers low-interest loans to help with the purchase of generators. Call 891-4968 or visit Talgov.com for more information.

WHAT TO DO AFTER A STORM

Knowing what to do after a storm will help protect your property and keep your loved ones safe and secure. Before going outside, make sure local officials have declared that it’s safe to go outdoors. After it has been confirmed safe to go outdoors, you can begin to assess any potential damage to your home and property. Here are some tips to follow after the storm is over:

Tasks to Complete 3-5 Days before a Storm

Bring in all outdoor furniture, decorations, garbage cans and anything else that is not tied down.

Check rain gutters and downspouts to ensure they are clean and properly affixed to your house to prevent water damage to your property.

Cover your home’s windows. Permanent storm shutters offer the best protection for windows. A second option is to board up windows with 5/8” marine plywood, cut to fit and ready to install. Tape does not prevent windows from breaking.

To Protect Yourself from Contractor Fraud Always Remember to:

• Ask to see proof of insurance and licensing.
• Use well-known local contractors.
• Carefully review the contract and every document that requires a signature.
• Have your claims adjuster inspect damage and contracts before signing.
• Pay by check or credit card.
• Ask specifically whether you will be personally responsible for making repair payments or if the insurance company will make the payments directly.

To report suspicious activity, contact the Florida Department of Financial Services, Division of Consumer Services at 1-877-693-5236.

What to Keep and What to Throw Away

The aftermath of power outages and flooding during a disaster can quickly destroy food and medication. Knowing what items to keep and what items to throw away is essential to preventing illness from unsafe food and water. Here are some general guidelines:

• Foods that have been frozen and still contain ice crystals can be refrozen or cooked.
• Throw away:
  ▪ Perishable foods that have not been refrigerated properly due to power outages such as meat, fish, eggs, milk and leftovers
  ▪ Foods with unusual color, texture or odor
  ▪ Cans or food containers that are bulging, open or dented
  ▪ Food or medication that has been touched by flood water, which contains contaminants that may cause illness
• If the water utility has issued boil water notices for your area, do not use water for drinking, cooking or personal hygiene unless it is bottled, boiled or treated.

Never taste food to see if it is safe for consumption, even if it looks, smells and tastes normal. When dealing with food safety, the rule of thumb is “when in doubt, throw it out.”

When Sanitizing Items that Touch Food, Remember to:

• Wash with soap and clean water
• Rinse with clean water
• Sanitize by dipping for one minute in a solution of one cup of chlorine bleach in five gallons of clean water
• Allow to air dry