

Updated 8-18-2010

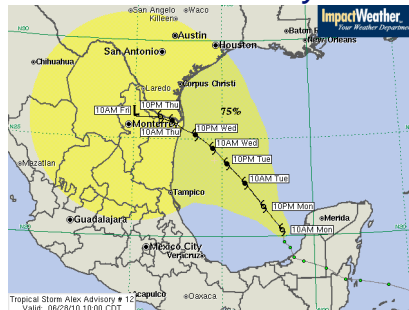


TEXAS A&M UNIVERSITY CORPUS CHRISTI

Hurricane / Tropical Storm Defense Plan

Tropical Storm Alex Advisory #12

Valid: 10:00 AM CDT Monday June 28, 2010



June 1, 2010

Public / Student Information Hotline
361-825-0000 or Toll Free 1-888-234-4887

Faculty / Staff Information Hotline
361-825-9999 or Toll Free 1-888-234-4005

Website: <http://safety.tamucc.edu>
National Hurricane Center: <http://www.noaa.gov>
National Weather Service: <http://www.nws.noaa.gov>

University Procedures
TEXAS A&M UNIVERSITY-CORPUS CHRISTI

34.07.99.C1.02 Hurricane/Tropical Storm Preparedness

Approved July 31, 2000

Revised October 11, 2007

Converted from Rule to procedure March 24, 2008

Supplements System Policy 34.07

Because of the proximity of its island campus to the Texas Gulf Coast, the University will maintain a Hurricane/Tropical Storm Defense Plan to safeguard students, faculty, and staff and to protect campus facilities in the event of a hurricane or tropical storm. The plan will cover responsibilities and courses of action for students, faculty and staff throughout the hurricane season. The Director, Environmental, Health & Safety and the President's Cabinet will be responsible for annually reviewing and updating the Hurricane/Tropical Storm Defense Plan.

Contact for Interpretation: Executive Vice President for Finance and Administration

EXPLANATION OF TERMS AND DEFINITIONS

Assessment Group: Members may include departments, colleges and contractors that support and sustain emergency responders and also coordinate emergency assistance provided by organized volunteer organizations, business and industry, and other resources.

Emergency Support Task Force: Members may include departments, colleges and contractors that support and sustain emergency responders and also coordinate emergency assistance provided by organized volunteer organizations, business and industry, and other resources.

Emergency Services Task Force: Members made up of representatives of key departments which may be called upon to provide emergency support, hurricane preparation and evacuation planning, damage assessment and develop immediate response plans in time of limited or major crises.

Emergency Response Contractors: Contractors trained to respond in emergency situations.

Emergency Public Information (EPI): Information that is disseminated to the public via the news media before, during and/or after an emergency or disaster.

Executive Policy Group: The Executive Policy Group consists of the President's Cabinet.

Finance & Administration: Responsible for all financial and cost analysis aspects of the incident and for supervising members of the Finance & Administration Section.

Incident Command System (ICS): The combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident and/or event.

Incident Commander (IC): The person responsible for the management of all incident operations. The IC is in charge of the incident site.

Liaison Officer: A member of the command staff responsible for interacting with representatives from cooperating and assisting agencies.

Logistics Sections: The section responsible for providing facilities, services, and materials for the incident.

National Incident Management System (NIMS): A System, mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, Tribal and local governments; the private sector; and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, Tribal and local capabilities, NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualified and certification; and the collection, tracking, and reporting of incident information and incident resources.

Operations Section Chief: The Operations Section Chief directly manages all incidents tactical activities and implements the IAP. The Operations Section Chief may have one or more deputies (preferably from other agencies in multijurisdictional incidents). Deputies will be qualified to a similar level as the Operations Section Chief. An Operations Section Chief should be designated for each operational period and will have direct involvement in the preparation of the IAP for the period of responsibility.

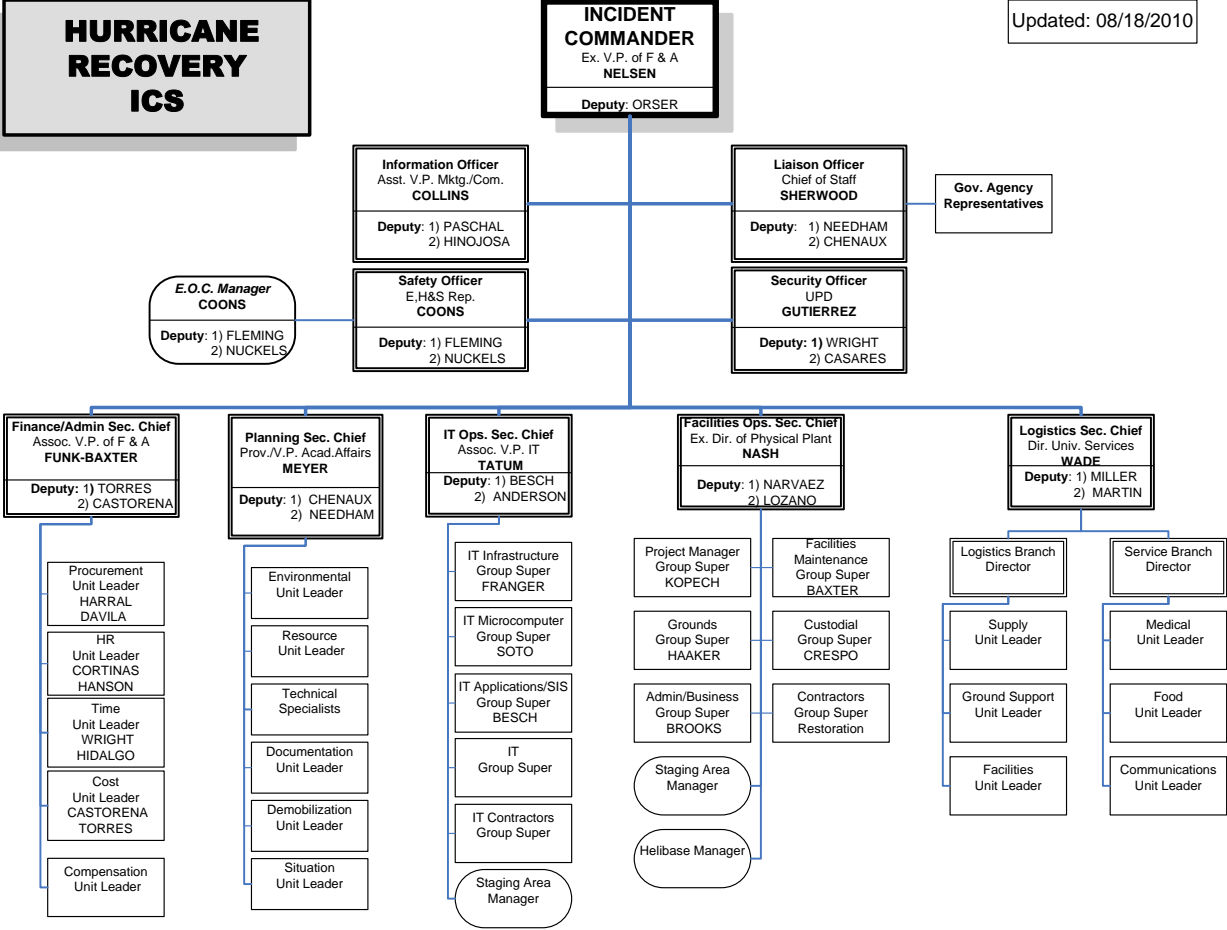
Planning Section Chief: The Planning Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepared the IAP for each operational period. This individual will normally come from the jurisdiction with primary incident responsibility and may have one or more deputies from other participating jurisdictions.

Public Information Officer (PIO): A member of the command staff responsible for interfacing with the media or other appropriate agencies requiring information directly from the incident. There is only one information officer per incident.

Safety Officer: The Safety Officer is responsible for monitoring and assessing hazardous and unsafe situations and for developing measures to ensure personnel safety. Develops the site safety plan.

HURRICANE RECOVERY ICS

Updated: 08/18/2010



HURRICANE COMMAND STRUCTURE - Revised 6/28/10

<u>Executive Policy Group:</u> Members may serve on the Assessment Group	<u>Office</u>
Dr. Flavius Killebrew, President & CEO	825-2621
Ms. Jody Nelsen, VP Finance & Administration	825-2322
Dr. Paul Orser, VP Planning & Institutional Effectiveness	825-5785
Dr. Ted Guffy, Interim Provost/VP Academic Affairs	825-2721
Dr. Trent Hill, VP Institutional Advancement	825-6005
Dr. Eliot Chenuaux, VP Student Affairs	825-5711
Dr. Mary Sherwood, Chief of Staff (External Liaison)	825-3175

<u>Public Information Officer:</u> May also serve on the Assessment Group	
Marshall Collins, Assistant VP Marketing & Communications	825-2427

<u>Emergency Services Task Force:</u> Members also serve on the Assessment Group	
Alan Gutierrez, Chief, University Police	825-5762
Mark Nash, Executive Director, ARAMARK Physical Plant	825-2422
Roy D. Coons, Director, Environmental, Health & Safety	825-5555
Terry Tatum, Assistant VP Technology	825-2785

<u>Assessment Group:</u>		
Jody Nelsen	Incident Commander	825-2322
Paul Meyer	Planning Section Chief	825-3996
Keith Franger	Telecommunications	825-5713
Kathy Funk-Baxter	F&A Section Chief	825-2495
Reginald Wade	Logistics Section Chief	825-5712
Amanda Drum	Housing	825-2612
David Billeaux	Faculty	825-2393
Ann DeGaish	Student Affairs	825-2481

<u>Preliminary Notification Group:</u>	
VP's, Deans, Directors	
Dr. Kelly Quintanilla, Dean, College of Liberal Arts	825-2599
Dr. Moustafa Abdelsamad, Dean, College of Business	825-2713
Dr. Art Hernandez, Dean, College of Education	825-5720
Dr. Frank Pezold, Dean, College of Science & Technology	825-3655
Dr. Mary Jane Hamilton, Dean, College of Nursing & Health Sciences	825-2649
Dr. James Needham, Dean, Community Outreach	825-2708
Dr. Harvey Knull, Dean, Graduate Studies and Research	825-2577
Dr. Lari Young, Director, Performing Arts Center	825-2374
Dr. Claudia McDonald, Associate VP for Special Projects	825-2712
Dr. Larry McKinney, Director, Harte Research Institute	825-2070
Mr. Tim Fitzpatrick, Director, Athletics	825-5542

<u>Preliminary Notification Group:</u>	<u>Office</u>
VP's, Deans, Directors	
Mr. Joe Schenk, Director, Art Museum of South Texas	825-3507
Dr. Roberto Garcia, Director, Garcia Center	882-7837
Ms. Christine Shupala, Director, Mary & Jeff Bell Library	825-2644
Dr. Susan Luis, Principal, Early Childhood Development Center	825-5953
South Texas School of Christian Studies – Tom Celelli, President	991-9403
John Henry Newman Catholic Center	993-5898

<u>Tenants & Others: (to be notified by E,H&S)</u>	
State of Texas:	
Texas Commission on Environmental Quality - Susan Clewis, Regional Director	825-3104
- Spill Pager	1-800-244-3408
Texas Department of State Health Services-Seafood – Mike Ordner	825-3092
Texas Forest Service – Jason Furmaniak, FIA Forester	825-2822
Texas General Land Office – Manuel Freytes, Director, Asset Inspection Div.	825-3036
manuel.freytes@glo.state.tx.us (blackberry)	
Texas General Land Office – Jimmy Martinez, Regional Manager	
- Oil Spill Prevention/Response	825-3007
- On call	1-800-527-2431 # 3090
- Spill Line on Call	361-549-5310
Texas General Land Office – Jesse Solis – Permit Service Center	825-3050
Texas Parks & Wildlife – Kyle Spiller – Coastal Fisheries Division	825-3353
- On call	1-800-299-4099 # 7858
TAMU System:	
TAMU Health Science Center, Dr. Guadalupe Reyes	825-2807
Texas Sea Grant College Program, Rus Miget	825-3460
Federal Agencies:	
Allan Strand – Field Supervisor – US Fish & Wildlife	994-9005 x244
Marc Woodin – US Geological Survey	985-6266

**TEXAS A&M UNIVERSITY — CORPUS CHRISTI
CORPUS CHRISTI, TEXAS**

HURRICANE/TROPICAL STORM DEFENSE PLAN

I. Purpose

This plan is intended to acquaint personnel with hurricane/tropical storm hazards, to indicate the action required to overcome or minimize these hazards, and to delineate responsibility in carrying out such action.

II. General

A hurricane is a cyclonic storm which, as a unit, normally travels at about 8 to 12 miles per hour and has a small center area of relative calm with an area of high wind velocity revolving counterclockwise about this central area. Hurricane winds are defined as those having a force greater than 75 MPH; however, they have been recorded well over 180 MPH.

III. Policy

- A. The office of the president will serve as the headquarters for the implementation of this plan.
- B. All non-essential personnel will evacuate the campus when hurricane winds are imminent. Classes will close at the discretion of the President upon notification that a storm threatens to hit the area. The campus will be closed within 8 hours of that notification. Campus buildings are not designated public shelters. Persons must seek shelter elsewhere.
- C. All University sponsored functions on or off campus are cancelled.

IV. Hurricane Hazards and Preventive Measures

- A. A wind blowing against a building produces a positive pressure on the windward side and negative pressure, or suction, on the opposite side of the building. A common occurrence in hurricanes is the breaking of windows or opening of doors on the windward side of a building. Through such openings, the wind enters the building and creates a positive pressure on the underside of the roof or on the inner side of the wall. This force in combination with external suction pressure, often carries off roofs or forces out the sides of buildings. It is important, therefore, that all access areas be secured as strongly as possible.
- B. Electrical hazards due to downed transmission wires are a major cause of hurricane deaths. Extreme care must be exercised to avoid fallen wires.

- C. Flying debris from damaged buildings and loose objects picked up and carried by the wind are responsible for much of the storm damage. Personnel must remain under cover during winds of hurricane velocity. It is required that all loose lumber, sheet metal, drums, pallets, outside trash containers, etc., be secured. Roofs of buildings in particular shall be checked and drain heads cleared.
- D. Damage caused by the entry of water into buildings through leaky doors, windows, and roofs, broken windows and backed up storm drains can be expected. Sandbags deployed at selected locations, lifting items from the floor, and covering equipment are common remedies.

V. Responsibilities

- A. President:
 - 1. Pre-approved broad policy relative to hurricane defense.
 - 2. Make the decision to evacuate the campus.
- B. Executive Vice President for Finance and Administration:
 - 1. Authorized by the President to assume the duties of the Incident Commander.
 - 2. The Incident Commander's responsibility is the overall management of the incident.
 - 3. Communicate with the President and advise on the university's state of readiness.
- C. Associate Vice President for Planning and Institutional Effectiveness:
 - 1. Authorized by the President to assume the duties of the Incident Commander.
 - 2. Serves as Deputy to the Incident Commander.
- D. Provost:
 - 1. Communicate to the Deans when classes are to be cancelled.
 - 2. Inform Deans/academic departments of decision /time line to evacuate Campus.
 - 3. Communicate emergency instructions to Academic units.
- E. Vice Provost:
 - 1. Serve as the Planning Section Chief.
 - 2. Activate Planning Section positions, as necessary and notify Resources Unit of positions activated.

- F. Vice President for Student Affairs:
 - 1. Serves as the Deputy Planning Section Chief.
 - 2. Implement any action necessary to evacuate students from the campus.
 - a. Develop a plan for resident students with no transportation for evacuation.
 - b. Establish "asylum" locations for evacuating specially identified students.
 - c. Coordinate evacuation of special student body population.

- G. Senior Associate Vice President for Finance & Administration:
 - 1. Serves as Section Chief for the Finance & Administration Section.
 - 2. Oversees hurricane preparation for Financial Services.
 - 3. Identify financial requirements for planned and expected operations.

- H. Assistant Vice President for Marketing & Communications:
 - 1. Serves as the Public Information Officer.
 - 2. Develop and implement communication plan for campus evacuation, return to campus, and media response during assessment stage following storm.
 - 3. Communicate with the Executive Policy Group regarding announcements to be made during and after hurricane conditions.

- I. Associate Vice President for Information Technology Services:
 - 1. Serves as the IT Operations Section Chief.
 - 2. Oversees IT Hurricane disaster preparation and defense.
 - 3. Responsible for planning for; coordination of; and management of the media, telecommunications and computer servers of TAMUCC.

- J. Director of Physical Plant:
 - 1. Serves as the Facilities Operations Section Chief.
 - 2. Oversee Physical Plant hurricane disaster preparation and defense.
 - 3. Procure, store and maintain in an operable condition all supplies and equipment necessary to this plan.
 - 4. Take necessary steps to effect hurricane defense measures as outlined in Section VI of this plan.
 - 5. Inventory and update food, water stores and emergency supplies.

- K. Director, University Services:
 - 1. Serves as Logistics Section Chief.
 - 2. Organize and staff Logistics Section, as appropriate

- L. Chief of University Police:
 - 1. Serves as the Security Officer.
 - 2. Assists Section Chiefs in implementation of plan.
 - 3. Takes necessary steps to effect hurricane defense measures as outlined in VI of this plan, especially as it pertains to the evacuation of personnel.
 - 4. Maintain communications with City of Corpus Christi Emergency Operations Center (826-1100), and National Guard (855-6381, 855-6550, 855-1011).
 - 5. Coordinate evacuation procedures with the Federal and State Agencies on campus.
 - 6. Organizes E-Cert Team.
 - 7. Responsible for Campus Security.

- M. Director, Environmental, Health & Safety:
 - 1. Serves as Emergency Operations Center Manager.
 - 2. Serves as liaison to the Corpus Christi and/or Nueces County Emergency Management authorities.
 - 3. The Director ensures that the TAMU Hurricane/Tropical Storm Defense Plan is reviewed and updated annually.
 - 4. Develop and recommend measures for assuring personnel safety, and to assess hazardous and unsafe conditions.
 - 5. Environmental, Health & Safety coordinates evacuation procedures with the Federal and State Agencies on campus.

- N. University Faculty and Staff: - see Faculty/Staff Action Plan - page—2.1

- O. Students - see —Student Action Plan - page—3.1

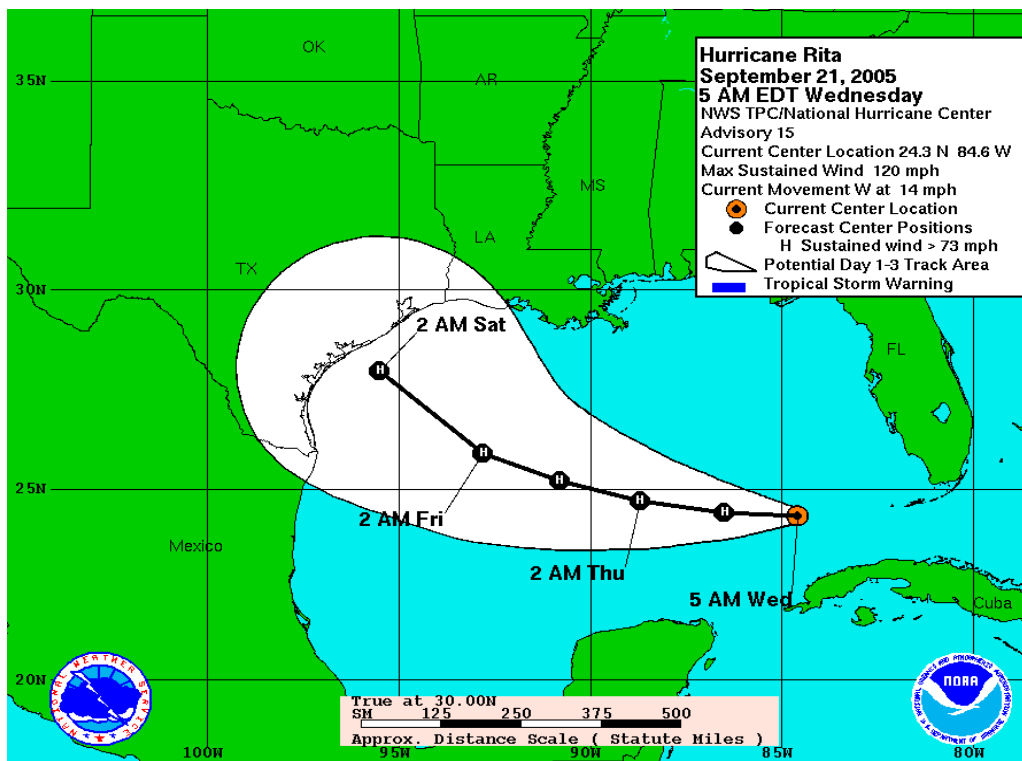
VI. Hurricane Procedures

- A. Beginning of Hurricane Season
 - 1. Director, Environmental, Health & Safety announces beginning of hurricane season and requests all departments review Hurricane Defense Plan and departmental plan.
 - 2. Physical Plant commences pre-season preparations.
 - 3. Check roofs of buildings for loose debris; insure drain heads are cleared.
 - 4. Inspect custodial supplies for adequate materials (mops, buckets, squeegees, batteries, and battery-powered lights, etc.).
 - 5. Ensure adequate fuel (gasoline and diesel) on hand for operation of emergency generators and vehicles following storm.
 - 6. Inventory and replenish emergency supplies.
 - 7. Ensure adequate supply of sand bags.

VII. HURRICANE/TROPICAL STORM CONDITIONS

Note: Due to the unpredictable nature of a Hurricane, it is extremely difficult to base an action on the storms speed and course. Response actions indicated in this plan are based on the City of Corpus Christi's Emergency Operations Center recommendations as well as Corpus Christi being located within the National Hurricane Center's "Cone of Uncertainty". National Hurricane Center forecast models have an inherent error of 300 miles on either side of the track for the 72 hours forecast period, 200 miles for the 48 hour forecast track and 100 miles for the 24 hour forecast period. The action guidelines listed below may be adjusted accordingly as more information on the storms track becomes available to the Executive Policy Group.

A. When the Corpus Christi area is located within the National Hurricane Center's "Cone of Uncertainty" the following actions should be considered.



1. The President's Office directs the Public Information Officer to announce that the campus is monitoring a storm.
2. All Departments should review the Hurricane/Tropical Storm Defense Plan, departmental plan and review their role, responsibilities and duties.

B. When the Corpus Christi area comes under a Hurricane Watch the following actions should be considered. (hurricane conditions are possible within 36 hours)

1. President's Office places the Emergency Services Task Force on **alert status** and notifies the Chancellor.
2. The Incident Commander or her/his designee contact the personnel or organizations listed on pages v and vi.
3. President holds a strategy meeting to prepare the campus to activate the Hurricane/Tropical Storm Defense Plan.
4. Physical Plant on alert to make preparations to secure University Buildings.
5. *Library and Art Museum should have assistance in securing what they consider to be their priority collections at this stage*
6. *Backup of student records, library catalog, alumni records, and other relevant data should occur at this stage.*
7. Emergency Hotline Number should be released at this time.
8. Make final checks of roofs for loose debris, clear drain heads, secure outside furniture.

C. When the City of Corpus Christi Emergency Management authorities order the "High Profile Vehicles (RV's boats, etc) to evacuate areas prone to flooding (ex. Padre Island) the following items shall be considered. Approximately 24 Hrs. prior to Tropical Storm conditions in Corpus Christi.

1. President's Office notifies Hurricane Incident Command members of decision to evacuate the campus.
2. Vice Presidents notify respective area of responsibility of the decision to close the campus.
3. All University-related functions are to be canceled.
4. Provost notifies Deans to dismiss class.
5. Vice President for Student Affairs notifies students and begins evacuation of resident halls.
6. *All resident students are evacuated.*
7. Assistant Vice President for Marketing & Communications notifies the media of the campus **closure and evacuation.**
8. Physical Plant Director initiates the University shutdown procedures.
9. All faculty, staff and departments shutdown offices and evacuate (8 hr. limit).
 - a) Begin implementation of specific department hurricane plan.
 - b) Back up all computer data at this time. Consider making more than one back up and storing those copies in different watertight places. Park any hard disks and unplug all computers and office equipment. All equipment should be placed above the floor and covered with plastic.

- c) All windows closed, and if possible, locked.
 - d) All Venetian blinds lowered.
 - e) All University vehicles delivered to Motor Pool for fueling.
 - f) Secure labs and remove items that require refrigeration.
 - g) All personnel leave the University at completion of hurricane preparations. Be sure to check out with immediate supervisor. You will have eight (8) hours to accomplish shutdown. Take personal items, they are not covered by University insurance.
 - h) The University Police Department will perform a security check of the campus to verify that persons not working directly with the Emergency Services Task Force Team have evacuated the campus. If you have questions about whether or not you are a member of the Emergency Services Task Force, refer to page v of this document or contact the Office of the Executive Vice President for Finance & Administration.
10. Physical plant hurricane procedures.
- a) All personnel report to supervisors for hurricane team assignments.
11. University Police procedures.
- a) All personnel report to Chief or University for assignments.
 - b) Make final inspection of premises to confirm complete evacuation of all other persons. (Faculty, staff, and students)
 - c) Telecommunications procedures activated. (see Pg.1.3, I for procedures)

D. Prior to tropical storm force winds arriving in the Corpus Christi area these items should be considered.

1. Central Plant is shut down.
2. Physical Plant fuels and stores all vehicles.
3. Physical Plant runs final check, verifies utilities to all buildings have been shut off.
4. Security verifies that all personnel have left the campus and buildings are locked.
5. *Campus should be evacuated.*

IMMEDIATELY AFTER THE STORM

1. The Executive Policy Group under direction of the President or a designee contacts the Emergency Services Task Force to meet on campus or at a designated site to evaluate damage and develop immediate response plans.

Emergency Services Task Force notifies the following:

- a. Director, Central Procurement (512) 463-0209 and Texas Facilities Commission (512) 463-3600 – Representative and information.
- b. Texas Division of Emergency Management (512) 424-2138 or Department of Public Safety, Regional Liaison Officer (361) 698-5500.

Emergency Services Task Force assignments:

- ◆ Completes assessment of damage to the campus' physical plant and auxiliary enterprises. Establishes communication with federal/state assistance offices.
 - ◆ Develops and carries out plan to resume university operations.
 - ◆ Completes immediate survey of campus to identify and isolate safety hazards (biological, electrical, structural, gas leaks, etc.)
 - ◆ Establishes communication networks and informs the campus community, media and public of developments. Assistant Vice President for Communications handles immediate media inquiries. Director of Telecommunications establishes emergency communications, assesses damage to telecommunications systems, initiates repair procedures. Assistant Vice President for Technology establishes emergency computing stations, assesses damage to computing services, initiates repair procedures.
 - ◆ Secures campus from unauthorized access and looting.
 - ◆ Assesses damages to tidal system networks, carries out plan to resume services.
2. Emergency Services Task Force calls additional personnel as needed to resume University operations.
 3. Remaining personnel wait to report to campus upon notification by immediate supervisor or through an announcement on the local media services.
 - ◆ Faculty and Staff listen to local radio/TV stations for information.
NOTE: Listen to radio/TV for announcements of when to return to the campus, monitor the University website or contact the University via the Public Information Hotline, **361-825-0000. NOAA Weather Radio (Corpus Christi 162.44 MHZ).**
 - ◆ For information about campus status during and following the storm, call the **Faculty/Staff Information Hotline: 361-825-9999 or the Toll Free Number 888-234-4005 or the University Police: 361-825-4444.**
 4. Department Heads, through normal administrative channels, will initiate surveys of department status.
 5. If you are not assigned to the Emergency Services Task Force do not return to Campus until contacted by a Task Force member or your supervisor.

Faculty / Staff Action Plan

TEXAS A&M UNIVERSITY-CORPUS CHRISTI HIGHLIGHTS OF HURRICANE/TROPICAL STORM DEFENSE PLAN

Hurricane/Tropical Storm Faculty/Staff Action Plan *(Refer to Hurricane/Tropical Storm Defense Plan) Pg 1.1*

Hurricane/Tropical Storm season officially begins June 1 and extends through November 30. In the event a hurricane/tropical storm threatens the Coastal Bend area and Texas A&M University-Corpus Christi, the campus will be evacuated. The following plan outlines procedures and steps that will ensure the safety of the campus community. The **Faculty/Staff Information Hotline, 361-825-9999 or Toll Free 1-888-234-4005**, will be set aside as a weather and campus information source during storm conditions.

Beginning of Hurricane Season, June 1

Review campus hurricane plan:

- ◆ Department Directors review Department action plans with employees.
- ◆ Department Directors check emergency supplies (i.e. garbage bags, plastic sheeting, sandbags).

In the interest of economy and time, it is recommended that each college and department obtain early on the emergency supplies required to protect their respective areas of responsibility. The Physical Plant stocks these supplies on a limited basis. Contact the Physical Plant at extension 2324 to place a work order requesting the items listed below at which time an account number must be provided. The supplies can be picked up at the Physical Plant Central Supply Warehouse.

When the City of Corpus Christi Emergency Management authorities order the High Profile Vehicles (RV's, boats, etc) to evacuate areas prone to flooding (ex. Padre Island) the following items should be considered. Approximately 24 hrs. prior to Tropical Storm conditions in Corpus Christi.

1. President's Office notifies Emergency Services Task Force of decision to evacuate the campus.
2. Vice Presidents notify respective area of responsibility of the decision to evacuate.
3. All University-related functions are to be canceled.
4. Provost notifies Deans to dismiss class.
5. Vice President for Student Affairs notifies students and begins evacuation of residential students.
6. *All resident students are evacuated.*
7. Assistant Vice President for Marketing & Communications notifies the media of the campus evacuation.
8. Physical Plant Director initiates the University shutdown procedures.
9. Coordinate evacuation procedures with the Federal and State Agencies on campus.
10. All faculty, staff and departments shutdown offices and evacuate (8 hr. limit).
 - a) Begin implementation of department specific hurricane plan.
 - b) Back up all computer data at this time. Consider making more than one back up and storing these back ups in different watertight places. Park any hard disks and unplug all computers and office equipment. All equipment should be placed above the floor and covered with plastic.
 - c) All windows closed, and if possible, locked.
 - d) All Venetian blinds lowered.
 - e) Close and lock your office door.
 - f) All University vehicles delivered to Central Plant for fueling and storage.
 - g) Secure labs and remove items that require refrigeration.
 - h) All personnel leave the University at completion of hurricane preparations. You will have eight (8) hours to accomplish shutdown. Take personal items, they are not covered by University insurance. Be sure to check out with your immediate supervisor.
 - i) The University Police Department will perform a security check of the campus to verify that persons not working directly with the Emergency Services Task Force have evacuated the campus. If you have questions about whether or not you are a member of the Emergency Services Task Force, refer to page v of this document or contact the Office of the Executive Vice President for Finance & Administration or the Director of Physical Plant.
11. The University is not responsible for your personal items. They are not covered under the University's insurance. It is recommended that you take your personal items home.

IMMEDIATELY AFTER THE STORM

1. The Executive Policy Group under direction of the President or a designee contacts the Emergency Services Task Force to meet on campus or at a designated site to evaluate damage and develop immediate response plans.

Emergency Services Task Force notifies the following:

- a. Director, Central Procurement (512) 463-0209 and Texas Facilities Commission (512) 463-3600 — Representative and information.
- b. Texas Division of Emergency Management: (512) 424-2138 or Department of Public Safety, Regional Liaison Officer (361) 698-5500.

The Emergency Services Task Force assignments:

- ◆ Completes assessment of damage to the campus' physical plant and auxiliary enterprises. Establishes communication with federal/state assistance offices.
 - ◆ Develops and carries out plan to resume university operations.
 - ◆ Completes immediate survey of campus to identify and isolate safety hazards (biological, electrical, structural, gas leaks, etc.)
 - ◆ Establishes communication networks and informs the campus community, media and the public of developments. Assistant Vice President for Marketing & Communications handles immediate media inquiries. Director of Telecommunications establishes emergency communications, assesses damage to telecommunications systems, initiates repair procedures. Assistant Vice President for Technology establishes emergency computing stations, assesses damage to computing services, initiates repair procedures.
 - ◆ Secures campus from unauthorized access and looting.
 - ◆ Assesses damages to tidal system networks, carries out plan to resume services.
2. Emergency Services Task Force calls additional personnel as needed to resume University operations.
 3. Remaining personnel wait to report to campus upon notification by immediate supervisor or through an announcement on the local media services.
 - ◆ Faculty and Staff listen to local radio/TV stations for information.
NOTE: Listen to radio/TV for announcements of when to return to the campus, monitor the University website or contact the University via the Public Information Hotline, 361-825-0000. **NOAA Weather Radio (Corpus Christi 162.44 MHZ).**
 - ◆ For information about campus status during and following the storm, call the **Faculty/Staff Information Hotline: 825-9999 or the Toll Free Number 888-234-4005 or the University Police: 825-4444.**
 4. Department Heads, through normal administrative channels will initiate surveys of departmental status.
 5. If you are not assigned to the Emergency Services Task Force do not return to Campus until contacted by a Task Force member or your supervisor.

Student Action Plan

TEXAS A&M UNIVERSITY-CORPUS CHRISTI HIGHLIGHTS OF TROPICAL STORM/HURRICANE DEFENSE PLAN

Hurricane/Tropical Storm Student Action Plan

Hurricane Season officially begins on June 1 and runs through November 30. In the event a tropical storm/hurricane threatens the Coastal Bend area and Texas A&M University-Corpus Christi, the campus will evacuate. The following plan outlines procedures and steps that will ensure the safety of the campus community. **The Public/Student Information Hotline, 361-825-0000**, will be set aside as a weather and campus information source during storm conditions. Should you have any questions about this plan contact the **Office of Student Affairs, ext. 2612 or off campus at 361-825-2612**.

BEGINNING OF HURRICANE SEASON, JUNE 1

- ◆ Review the Student Action Plan for Hurricane/Tropical Storm.
- ◆ Update list of necessary phone numbers and information needed in case of evacuation.

BEGINNING OF SUMMER/FALL SEMESTER

- ◆ Students obtain a copy of the Student Action Plan for Hurricane/Tropical Storm by accessing the TAMUCC website. Click on Hurricane Defense Plan.
- ◆ Plan and prepare for an evacuation should a storm threaten to make landfall in the Corpus Christi area.

Your preparations should include the following.

1. Make travel arrangements and refer to the attached Corpus Christi area map for evacuation routes.
 2. Have an out-of —area point of contact that family and friends can call to learn your evacuation plans.
 3. If you do not have a car, arrange for car pooling with friends and/or roommates.
 4. If you live on campus and do not have a car or cannot arrange for personal evacuation, contact **Camden Miramar at 361-825-5000**.
- ◆ If you live off campus, monitor the local media and follow instructions given for the City of Corpus Christi emergency evacuation.

HURRICANE/TROPICAL STORM CONDITIONS

- ◆ The Executive Policy Group under the direction of the President notifies the Emergency Services Task Force to close and evacuate the campus.
- ◆ Vice President for Students Affairs communicates campus evacuation decision to students and begins evacuation of residential students who require assistance.

IMMEDIATELY AFTER THE STORM

- ◆ DO NOT ATTEMPT TO RETURN TO CAMPUS UNTIL AN OFFICIAL ANNOUNCEMENT INSTRUCTS YOU TO RETURN.
- ◆ Listen to radio/TV for announcements of when to return to the campus, monitor the University website or contact the University via the Public Information Hotline, **361-825-0000**.
- ◆ Students that are calling from out of the Corpus Christi area can call the **Public Information Hotline at: 1-361-825-0000 or the Toll Free 1-888-234-4887**.

STUDENT HANDBOOK HELPFUL HURRICANE INFORMATION

HAZARDS:

Storm Surge: Storm surge is a dome of water often 50 to 100 miles wide that sweeps across the coastline along and to the right of where the eye crosses the coast. In general, the stronger the winds in the hurricane, the higher the storm surge. If the hurricane makes landfall during high tide, the impact will be even greater.

WIND:

Hurricane force winds of 74 mph or more can destroy buildings, mobile homes, trees and power poles. Debris, such as signs, roofing material, siding and small items left outside, become flying missiles in a hurricane. The strongest winds occur in a region of the hurricane called the eyewall. Wind gusts in the right side of the eyewall are the most destructive. Hurricane force winds can be felt as far as 150 inland from the coast.

INLAND FLOODING:

Flooding from tropical cyclones is a major threat to people well inland from the coast. Very slow moving tropical storms and hurricanes can produce tremendous rains of 20 to 30 inches or more, resulting in disastrous flooding.

TORNADOES:

Tropical cyclones can produce tornadoes adding to the storm's destructive power. Tornadoes are most like to occur in the right front quadrant of the tropical cyclone in the eyewall region or in the outer rainbands as far as 150 miles away from the center.

PRE-STORM PREPARATIONS:

- Make a detailed inventory of all your belongings. A photographic record of all items is very valuable when it comes to fast settlement of insurance claims. Make certain your belongings are covered by either your parents' home-owners policy or a separate rental policy. Texas A&M University-Corpus Christi and or Camden Miramar are not liable for lost property.
- Identify with whom you will stay in the event an evacuation is necessary.
- Make arrangements for transportation in the event you evacuate. Make sure your transportation can accommodate any equipment or other supplies that you need to take with you.
- The following is a list of some items that could be stored in advance:
 - Extra copies of your prescriptions in case your physician's office is damaged and not operational.
 - At least 1 one-month supply of medications.
 - Identification
- **DO NOT STAY IN A MOBILE HOME NEAR THE COAST UNDER ANY CIRCUMSTANCE.**

AFTER THE DISASTER – Do not attempt to return to campus until an official announcement instructs you to return.

- Dispose of damaged property which presents a health hazard or which may hamper local clean-up operations. Be sure to adequately document discarded items by saving your receipts, photographing the items and by compiling a room-by-room inventory of missing or damaged goods.
- If you perform any of the clean-up activities yourself, consider your safety and the safety of others in performing these tasks.
- Move personal property to a protected area.
- Remove the water and wet items. Try to leave it as well ventilated as possible to help in the drying out process.
- Clean and dry wood furniture as soon as possible. Be careful not to rub in abrasives such as soil or plaster that may have fallen on the surface.
- Try to dry bedding and upholstered furniture that is saturated with water. Don't store other possessions near these items.
- Dry radios, televisions and other electric devices. Have all electrical equipment exposed to water professionally serviced before using them.
- Caution! Do not attempt to start a flood-damaged car before it has been inspected as that may cause additional engine damage.

PORTABLE EMERGENCY DISASTER SUPPLY KIT: (goes with you)

- 7-day supply of non-perishable food and a manual can opener. (can tuna, beans, granola bars, etc.).
- 7-day supply of water (one gallon per person).
- Portable, battery-powered radio or television and extra batteries.
- Flashlight and extra batteries.
- First Aid kit and manual.
- Sanitation and hygiene items (hand sanitizer, moist towelettes, and toilet paper).
- Matches in waterproof container.
- Whistle.
- Extra clothing, blankets, and sleeping bags.
- Kitchen accessories and cooking utensils.
- Photocopies of identification, insurance, prescriptions, household inventory and credit cards.
- CD or photocopies of important documents (birth and marriage certificates).
- Cash and coins.
- Special needs items such as prescription medications, eye glasses, contact lens solution, and hearing aid batteries.
- A good Texas map showing county roads as well as highways.
- Booster/jumper cables, tire pump, spare tire, flares.
- White Distress Flag.
- List of family phone numbers and addresses outside the area.
- Cell phone and charger.

- Don't forget to review your emergency plan information and update your communication plan; including home, work, school, and cell phone numbers as well as your "Out-Of-Town" contact person's number.

FINAL CHECKLISTS:

Actions to take when Storm is in the Gulf:

- ✓ Listen for official bulletins on local television, radio and NOAA weather radio.
- ✓ Fill your vehicle's tank with gas and check fluid levels.
- ✓ Obtain adequate supply of prescription medicines.
- ✓ Get Extra cash.
- ✓ Double check your Disaster Supply Kit.
- ✓ Follow instructions issued by Campus Administration or local officials
- ✓ **EVACUATE IMMEDIATELY IF ORDERED TO DO SO.**

FINAL ACTIONS IF LEAVING:

- ✓ Unplug small appliances.
- ✓ Completely empty your refrigerator and freezer.
- ✓ Notify family members or other contact outside of the warned area of your evacuation plans.

EVACUATIONS:

Evacuees need to consider the travel path of the hurricane and your destination in choosing evacuation routes. Listen to local authorities and emergency broadcasts about weather and highway conditions. It takes between 18 and 30 hours to evacuate the coastal counties in advance of tropical storm force winds. Prepare to stay at your evacuation destination for a week or more, as reentry into the affected region may be restricted. I-37 cannot handle all traffic evacuating from the Corpus Christi area. Alternate evacuation routes are encouraged.

TXDOT Road Conditions 1-800-452-9292

TXDOT Corpus Christi District office 1-361-808-2300

TXDOT will have courtesy patrols along hurricane evacuation routes to assist motorists.

RETURNING HOME:

- ✓ Restrict your driving to emergency only as initial road conditions may be unsafe, flooding or debris clogged roads.

Whether you live off campus or at Camden Miramar you are not to return to the campus until instructed to do so by the TAMUCC Vice President for Student Affairs.

ON CAMPUS
HURRICANE EVACUATION
PROCEDURES

*Do I have to leave the campus if TAMU-CC states that we must evacuate?

Yes, for your safety everyone must leave the island if the university calls for an evacuation.

*Identify your method of evacuation.

I am driving my car.

STEP 1: take your driver's license, SandDollar card and copy of lease or class registration form;

STEP 2: locate your best route out of Corpus Christi;

STEP 3: fill out your "University Evacuation Contact Card" and turn it in at the Kiosk.

STEP 4: leave the city (follow directions on enclosed map);

I have no transportation and I live on campus.

STEP 1: come to the Camden Miramar Clubhouse to sign up and receive instructions;

STEP 2: take your driver's license, SandDollar card and copy of lease or class registration form. Take only 1-2 small, carry-on bags with you;

STEP 3: follow the evacuation instruction given by university officials;

STEP 4: leave the city.

*How do I know when it is ok to return.

STEP 1: call (361) 825-0000 or 1-888-234-4887

STEP 2: Return to the campus only after clearance has been given;

A: if driving, make sure all roads that you are driving are open and safe;

Don't Drown –Turn Around

B: if utilizing the city's assisted Evacuation Program, you will be instructed to return to the same bus that you evacuated. Detailed instructions will be provided by the city.



EVACUATION ROUTES

The Texas Department of Public Safety has worked out a system to ease traffic flow problems when great numbers of people leave the city, as they did during Hurricane Allen. The following highway are recommended depending upon your destination:

- Houston – U.S. 77, 77A to U.S. 59
- San Antonio or Austin – Interstate 37 or U.S. 81
- West of Corpus Christi – FM 624 west from Corpus Christi and I-35 North from Cotulla.

NOTE: Texas Highway 35 along the coast is very often impassable due to high tides pushed in front of a hurricane. This route is not recommended. Consider a route which will take you directly away from the coast, not parallel to it.

