

**CITY OF ORANGE TOWNSHIP, NJ**  
**Honorable Mayor Dwayne Warren, esq.**  
**and**  
**CITY OF ORANGE TOWNSHIP, NJ**  
**OFFICE OF EMERGENCY MANAGEMENT**  
**Severe Weather Emergency Action Plan**



**Christopher Hartwyk, Business Administrator**  
**Raymond Wingfield, OEM Coordinator**  
**Elvin Padilla Jr., OEM Deputy Coordinator of Operations**  
**Kenneth M. Douglas, Fire Director**  
**Todd Warren, Police Director**  
**Marty Mays, DPW Director**

**DATE PREPARED: January 29, 2019**

**SEVERE WEATHER EMERGENCY ACTION PLAN**

## Severe Weather Emergency

Winter storms create a higher risk of car accidents, hypothermia, frostbite, carbon monoxide poisoning, and heart attacks from overexertion. Winter storms and blizzards can bring extreme cold, freezing rain, snow, ice, and high winds. A winter storm can;

- Last a few hours or several days;
- Knock out heat, power, and communication services; and
- Place older adults, young children, and sick individuals at greater risk.

### **IF YOU ARE UNDER A SEVERE WEATHER EMERGENCY, FIND SHELTER RIGHT AWAY**

- Stay off roads.
- Stay indoors and dress warmly.
- Prepare for power outages.
- Use generators outside only and away from windows.
- Listen for emergency information and alerts.
- Look for signs of hypothermia and frostbite.
- Check on neighbors.

### **PREPARE:**

- Know your area's risk for winter storms. Extreme winter weather can leave communities without utilities or other services for long periods of time.
- Prepare your home to keep out the cold with insulation, caulking, and weather stripping. Learn how to keep pipes from freezing. Install and test smoke alarms and carbon monoxide detectors with battery backups.
- Pay attention to weather reports and warnings of freezing weather and winter storms. Sign up for your community's warning system. The Emergency Alert System (EAS) and National Oceanic and Atmospheric Administration (NOAA).
- Gather supplies in case you need to stay home for several days without power. Keep in mind each person's specific needs, including medication. Do not forget the needs of pets. Have extra batteries for radios and flashlights.
- Learn the signs of, and basic treatments for, frostbite and hypothermia.

## **SURVIVE DURING**

- Stay off roads if possible. If trapped in your car, then stay inside call 911.
- Limit your time outside. If you need to go outside, then wear layers of warm clothing. Watch for signs of frostbite and hypothermia.
- Avoid carbon monoxide poisoning. Only use generators and grills outdoors and away from windows. Never heat your home with a gas stovetop or oven.
- Reduce the risk of a heart attack. Avoid overexertion when shoveling snow.
- Watch for signs of frostbite and hypothermia and begin treatment right away.
- Check on neighbors. Older adults and young children are more at risk in extreme cold.

## **RECOGNIZE AND RESPOND**

- Frostbite causes loss of feeling and color around the face, fingers, and toes.
  - Signs: Numbness, white or grayish-yellow skin, firm or waxy skin
  - Actions: Go to a warm room. Soak in warm water. Use body heat to warm. Do not massage or use a heating pad.
- Hypothermia is an unusually low body temperature. A temperature below 95 degrees is an emergency.
  - Signs: Shivering, exhaustion, confusion, fumbling hands, memory loss, slurred speech, or drowsiness
  - Actions: Go to a warm room. Warm the center of the body first chest, neck, head, and groin. Keep dry and wrapped up in warm blankets, including the head and neck.

Therefore, once the City of Orange Township along with the Orange Office of Emergency Management has declared a Severe Weather Emergency, the following will be highly recommended and/or enforced.

January 29, 2019

## EMERGENCY PERSONNEL NAMES AND PHONE NUMBERS

### DESIGNATED RESPONSIBLE OFFICIAL

Mayor Dwayne Warren	Phone (973) 266-4066
Business Administrator Christopher Hartwyk	Phone (973) 266-4010
OEM Coordinator Raymond Wingfield	Phone (862) 250-3140
OEM Deputy Coordinator of Operations Elvin Padilla Jr.	Phone (973) 747-9332
Police Director Todd Warren	Phone (973) 266-5003
Fire Director Kenneth M. Douglas	Phone (973) 223-9842
DPW Director Marty Mays	Phone (973) 266-4174

January 29, 2019



CITY OF ORANGE TOWNSHIP N.J.  
Office of Emergency Management



## EMERGENCY ACTION PLAN

**DATE: January 29, 2019**

**REFERENCE: SEVERE WEATHER EMERGENCY**

### A. PURPOSE

The purpose of this Emergency Action Plan is to properly identify the procedures for preparing, mitigating, response and recovery from a severe weather emergency.

### B. COMMUNICATIONS

If required, the following Emergency Operation Plan Annex will be implemented;

1. Alerting, Warning and Communications Annex
2. Emergency Operating Center Annex

#### **Emergency Phone Numbers include;**

Police Department  
911 or (973) 266-4111

Fire Department  
911 or (973) 972-7001

Ambulance  
911 or (973) 972-7001

### C. RESOURCES AND ASSET

All resources can be found in our Emergency Operation Plan;

1. Resource Annex

## **D. SAFETY AND SECURITY**

All resources can be found in our Emergency Operation Plan;

1. Law Enforcement Annex

## **E. STAFF RESPONSIBILITIES**

1. Unless during any emergency we encounter an out of the ordinary situation, staffing responsibilities are not altered. The decision to increase or decrease staffing levels, will rest solely in the Department heads and/or at the request of the administration.

## **F. UTILITIES MANAGEMENT**

1. All utilities management operation will be conducted by designated supervisors from each utility company. The Office of Emergency Management at the local, county and/or state level will monitor and communication with them during any event. Under paragraph B. Communications you will find the contact information

## **G. SHELTER/EVACUATION**

### **1. SHELTER**

During Severe Weather Emergencies, Essex County Office of Emergency Management would most likely declare a "Code Blue". This "Code Blue" will provide all local municipalities with a list of temporary shelters within Essex County.

The list will include;

- I. Facility Name
- II. Address
- III. City
- IV. Specific Population
- V. Additional Services
- VI. Contact Number
- VII. Date and Resources

Orange's current shelter for January 29, 2019 – January 31, 2019 will be;

Saint Mathew's Church  
 336 Oakwood Avenue  
 Hours of operations during the severe weather will be  
 9:00am – 9:00pm  
 Extended hours as per Church officials TBA.

Further resources can be found in our Emergency Operation Plan Annex;

1. Shelter Annex

## **2. EVACUATION**

In the event of an Evacuation of any municipal structure, the Evacuation Annex will serve as a guide.

Any extended care facilities evacuation will be coordinated through the State of NJ EMS task force.

## **H. DOCUMENTAION**

1. All pre and post incident documentation is imperative, therefore, personnel involved in managing an event, will maintain proper documentation and be available upon request.

January 29, 2019