

Emergency Management Responsibility Details

- **Emergency Management Planning** – Police staff maintains and updates the Sanibel Emergency Management Plan. This includes coordinating efforts between all City Departments and recommending enhancements to department hurricane action plans. Police staff also develops plans for preparation, evacuation and recovery.
- **Maintain contact with weather consultant** – Police staff maintains close contact with the City’s weather consultant throughout the hurricane season for up to date forecasts of weather systems that may impact Sanibel.
- **Coordinate emergency planning with outside agencies** – Police staff maintains close contact and working relations with Lee County emergency management officials, local municipalities, local fire districts, schools, utilities, taxing districts and community partners throughout the year.
- **Implement Hurricane Pass Program** – Police staff implements the City of Sanibel Hurricane Pass Program, by issuing passes to residents, property owners and business owners on Sanibel and Captiva for re-entry to the islands after an evacuation. Staff designs and contracts for the printing of the passes, and compiles and maintains data from the hurricane pass applications.
- **Hurricane and disaster preparedness education** – Police staff designs and contracts for the printing of educational brochures and disseminates them to the public; prepares and disseminates articles for local newspapers and holds public awareness seminars.
- **Maintain and implement emergency evacuation plans** – Police staff implements evacuation plans for Sanibel if the need arises. This includes public notification and maintaining a safe route for the evacuation as conditions permit.
- **Maintain and implement re-entry plans** – Police staff develops, maintains and implements plans for island re-entry after an evacuation has been initiated.
- **Maintain and implement recovery plans** – Police staff develops, maintains and updates recovery plans for different scenarios, such as; minimal damage, moderate to major damage and catastrophic damage recovery plans.
- **Implement disaster security plan** – Police staff maintains and implements a disaster security plan that maximizes the protection of personal property after an emergency evacuation of Sanibel and maintains the security detail until the return of property owners or as conditions permit.
- **Implement emergency communication plan** – Police staff develops, maintains and implements an emergency communications plan in the event that normal communications are compromised due to a catastrophic event.
- **Implement Special Needs Program** – Police staff develops, maintains and implements plans to assist the special needs population on Sanibel in the event of an emergency evacuation, through partnership with F.I.S.H. and Lee County Emergency Management. This plan includes identifying the special needs population prior to an emergency, tracking special needs population through a data base, assessing their needs and either directing them to providers who can assist them or provide direct assistance if necessary.

- **Maintain emergency contracts** – Police staff identifies emergency needs for food, water, community resource centers, communications, transportation, housing, supplies, support resources and equipment and secures contracts to provide the needed resources during an emergency.
- **Provide and coordinate emergency / disaster training** – Emergency management coordinator assesses, determines and initiates emergency training for City staff, including; job specific emergency duties, CPR, defibrillator and all other associated emergency training.
- **Participate in Lee County Disaster Council** – The emergency management coordinator attends monthly Lee County Disaster Council meetings and facilitates a dialog regarding the City of Sanibel disaster mitigation and preparedness needs.
- **Participate in Lee County Medical Society meetings** – The emergency management coordinator attends monthly Lee County Medical Society meetings and facilitates a dialog regarding emergency medical needs and conditions of special needs citizens and planning for medical emergencies, including pandemic influenza.