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How to be a neighborhood network captain/leader

Seven steps from Sonoma Citizens Organized to Prepare for Emergencies (plus RGE editions)

- 1) Define the scope of your neighborhood
 - * Include ten to twenty homes
 - * If HOA, segment into manageable groups
- 2) Build your neighborhood's leadership team
 - * Enlist two or three people
 - * Leaders should be:
 - Capable
 - Able to respond to rapidly changing situations
 - Creative
 - Committed
- 3) Take a census of the residents in your neighborhood
 - * Use the READY GLEN ELLEN Neighborhood Census Form
 - * Learn their special skills
 - * Learn their special needs
 - * Create a Phone Tree for emergency notifications
 - * Create an in person option for emergency notifications if needed
- 4) Add information about the individual homes
 - * Location of gas, water and electric shutoffs
 - * Special tools for use in emergencies
 - * Electric garage door and/or gate needs
- 5) Identify a central meeting area to congregate when emergency occurs
 - * Define alternative escape routes for evaluation
- 6) Schedule and conduct a meeting of your residents
 - * Introduce team leaders
 - * Review results of census (share the skills and needs)
 - * Discuss meet-up areas and escape routes
 - * Discuss communication and transport to medical control areas
 - * Discuss the telephone tree and in person emergency notification protocol
 - * Distribute suggested supply list, emergency guidelines, and home preparedness steps
 - * Socialize and have fun
- 7) Ongoing efforts
 - * Update census information for new residents
 - * Review census every four months for changes in residents, needs and capabilities.
 - * Review your planned meeting place and escape routes every four months
 - * Inform residents of changes, if any