ST. CLAIR COUNTY HOUSING AUTHORITY

DISASTER PLAN

March 2025

Approved by:

Ura Johns3/24/202

Vera Jones, Executive Director

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ST. CLAIR COUNTY HOUSING AUTHORITY

DISASTER PLAN

SECTION I

SCCHA Disaster Plan-Section I

1. Purpose

The purpose of this plan is to identify: (a) likely hazards (natural or man-made) that may affect properties and residents of the St. Clair County Housing Authority (SCCHA), and (b) actions necessary to respond to the impacts of an emergency or major disaster.

2. Types of Emergencies

The following are hazards that may impact SCCHA properties:

- Winter storms
- > Tornadoes
- > Flooding
- > Thunderstorms/high winds
- ➤ High summer heat
- Pandemic health issues
- **Earthquake**
- > Chemical spills or radiation exposure
- ➤ Gas Leak
- ➤ Fire
- Violent Criminal Behavior

3. Declaration of an Emergency

The authority to declare a SCCHA state of emergency rests with the Executive Director or his/her designee. Until the Executive Director makes such a declaration, the Authority's Property Manager(s) will take reasonable actions to address the emergency, safeguard persons and property, and secure Authority facilities. In the absence of the Executive Director, the succession of authority for directing an emergency situation is the Executive Director's designee.

Once an emergency is declared, it may be necessary to declare that only residents listed on a SCCHA lease and SCCHA staff are authorized to be at or enter Authority owned or operated buildings. Those who cannot present proper identification showing their legitimate business at any SCCHA declared disaster site or building with restricted access may be required to leave. Unauthorized persons may be subject to arrest.

In the event of major disasters occurring in or around any SCCHA property, the Property Manager(s) or their designee will be dispatched to the disaster site to determine the extent of any damage.

4. <u>Direction and Coordination</u>

All emergency operations will be directed by the Executive Director or his/her designee. In their absence, the first responder will assume control of the emergency response until relieved. Direct operational control of any major emergency or disaster response is the responsibility of the Property Manager. The Executive Director and Administrative staff members will meet on a regular basis during an emergency in regard to SCCHA's Disaster Plan and legal concerns in order to determine what actions are required beyond the standard emergency response protocols.

5. Emergency Operations Center

In the event of a major disaster or upon orders of the SCCHA's Executive Director, an Emergency Operations Center (EOC) will be established in the SCCHA's Central Office at 1790 South 74th Street, Belleville.

6. Response

In the event that one or more of the above hazards occur, the SCCHA will initiate the following actions:

a. Upon notification of an emergency or disaster, the Executive Director, Emergency Coordinator, Property Manager [First Responders] will assemble at the SCCHA headquarters, or alternate assembly site (if needed) to assess the situation, gain a preliminary assessment of damage or destruction to the property, number of casualties or number of people dislocated from their residences and determine what forms of communications are available. The First Responders will also coordinate with the police and fire departments, as well as medical services for their assistance.

Based on the results of the preliminary assessment, the Emergency Coordinator will:

- (i) coordinate efforts with fire, medical, and/or law enforcement personnel.
- (ii) identify an evacuation route to an alternate assembly area or emergency shelter (if needed).

7. Accounting for Personnel

The Department Head will tally the presence of SCCHA employees for those that fall under his/her sector.

8. Outage of Utilities

In the event of a widespread outage of utility service(s), SCCHA staff may coordinate with service providers to secure heating or cooling rooms and/or potable water/ice for affected

residents either on-site or off-site.

9. Resident Awareness

The Disaster Plan will be offered online. Central Office personnel as well as Property Managers will also have access to the Disaster Plan. A Disaster Plan will also be available at SCCHA Management offices.

ST. CLAIR COUNTY HOUSING AUTHORITY

DISASTER PLAN

SECTION II

SCCHA Disaster Plan-Section II

EMERGENCY TELEPHONE NUMBERS

St. Clair County Housing Authority 1790 South 74th Street Belleville, IL 62223

Day time telephone #: 618-277-3290

Nighttime telephone #: 618-277-7854

TDD telephone #: 1-800-545-1833, ext. 933

Contact Information:

 Executive Director:
 618-277-6919

 Property Manager AMP 1:
 618-277-6881

 Property Manager AMP 2,3:
 618-277-6882

 Property Manager AMPs 4,5,6:
 618-277-6889

Location of alternate site in the event that the main office must be evacuated, and operations established elsewhere:

Amber Court Community Center 536 North 41st Street Belleville, IL 62226

Note: The Amber Court Community Center is equipped with an emergency generator that will be automatically activated in the event of an outage. In emergency situations, SCCHA staff will be responsible for opening the Community Center building.

ST. CLAIR COUNTY EMERGENCY CONTACT INFORMATION

St. Clair County Emergency Management:

110 West Washington Belleville, IL 62220 618-825-2683

EMA Director:

618-825-2684

St. Clair County Sheriff's Department:

Emergency: 911

Non-Emergency:

700 North 5th Street Belleville, IL 62220 618-277-3505

Red Cross:

2 Elm Drive Belleville, IL 62221 618-397-4600

Salvation Army:

20 Glory Place Belleville, IL 62226 618-235-7378

Catholic Urban Programs:

7 Vieux Carre Drive East St. Louis, IL 62203 618-398-5616

ILLINOIS EMERGNECY CONTACT INFORMATION

Illinois Emergency Management Agency:

2200 South Dirksen Parkway Springfield, IL 62703 IEMA-OHS Main Office: 217-782-2700 24-hour Response: 217-782-7860

TTY: 888-614-2381

ATTACHMENT C - SUMMARY LIST OF UTILITY SERVICE PROVIDERS BY COMMUNITY IN ST. CLAIR COUNTY

CITY	COMPANY	UTILITY	PHONE	FAX	ADDRESS
					300 N. Water Works Dr. P.O. Box 24040 Belleville
	Illinois American Water	Water	(618) 239-2239	(618) 236-1186	IL 62226
Delleville			(0.4)		P.O. Box 428
	Ameren Illinois	Gas, Electric	1-800-755-5000	(618)234-4922	Belleville, IL 62222
vrienné ulkup					101 South Illinois Street
	City of Relieville	Sewer Trash	(618)233-6810	(618)233-2241	Belleville, IL 62220
	City or Delicering		12.22	13 /	300 N. Water Works Dr.
					P.O. Box 24040 Belleville
Dracklyn	Illinois American Water	Water	(618)239-2239	(618)236-1186	IL 62226
Dioonyii		The state of the s			P.O. Box 1366
		eld Tear Vilende			1800 Madison Avenue
	Metro East Sanitary District	Sewer Treatment	(618)876-1806	(618)876-2939	Granite City, IL 62040
					312 S. 5th Street
	Village of Brooklyn	Sewer Trash	(618)271-8424	(618)271-7910	Brooklyn, IL 62059
an annual of the children of the last of t	A model of the control of the contro		1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas Electric		(618)234-4922	Belleville, IL 62222
					300 N. Water Works Dr.
		- 119			P.O. Box 24040 Belleville
Cahokia Heights	Illinois American Water	Water	(618)239-2239	(618)236-1186	IL 62226
			1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
					1 American Bottom Road
	American Bottoms	Sewer Treatment	(618)337-1710	(618)337-8919	Cahokia, IL 62206
profits and the second of the second		The state of the s	The second secon		103 Main St
	Commonfields of Cahokia	Sewer	(618)337-3302	(618)332-3144	Cahokia Heights, IL 62206
					103 Main St.
	City of Cahokia	Trash	(618)337-3302	(618)332-3144	Cahokia Heights, IL 62206
designation of the state of the					909 S. Main Street
Casewille	City of Casevville	Water, Sewer, Trash	(618)344-1233		Caseyville, IL 62232
			1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas. Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
e di di permenua di Ara manana mana araya, permeta di di di Arabinahahahama ngin					300 N. Water Works Dr
					P.O. Box 24040 Belleville
Collineville	Illinois American Water	Water	(618)239-2239	(618)236-1186	IL 62226
			1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Believille, IL 62222
			1		125 S. Center Street
	City of Collinsville	Sewer, Trash	(618)344-5252		Collinsville, IL 62234
) and the second of the following the second of the second					100 N 2nd Street
	Village of Dupo	Gas, Water, Sewer, Trash	(618)286-3280	(618)286-5505	Dupo, IL 62239

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CITY	COMPANY	UTILITY	PHONE	FAX	ADDRESS
	Ameren Illinois	Flectric	1-800-755-5000 or (618)236-6227		P. O. Box 428 Belleville, IL 62222
			1-800-755-5000 or		P.O. Box 428
East Carondelet	Ameren Illinois	Gas, Electric		(618)234-4922	Belleville, IL 62222
		White Coulds Track	618)286_4727		950 State Street Fast Campdelet II 62239
	A Hande Of Fast Carolinoise	4 4 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6			1 American Bottom Road
East St. Louis	American Bottoms	Sewer Treatment	(618)33/-1/10	(618)33/-8919	Canokia, IL 62206
	Commonfields of Cahokia			649	2525 Mousette Lane
	(some of EStL)	Sewer	(618)337-3302	(618)332-3144	Cahokia, IL 62206
					P.O. Box 24040 Belleville
	Illinois American Water	Water	(618)239-2239	(618)236-1186	IL 62226
		AMA is any primary and a constraint of the const	1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
					301 Riverpark Drive
	City of East St Louis	Trash	618)482-6811		East St. Louis, IL 62207
The second secon	K.	5			255 S. Lincoln Avenue
Fairview Heights	O'Fallon Water Department	Water	(618)624-4500	(618)624-4508	O'Fallon, IL 62269
					300 N. Water Works Dr.
					P.O. Box 24040 Belleville,
	Illinois American Water	Water	(618)239-2239	(618)236-1186	IL 62226
					909 S. Main Street
	Caseyville Water	Water	(618)344-1233		Caseyville, IL 62232
	The state of the s		1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
man production of many solutions.	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				10025 Bunkum Road
	City of Faiview Heights	Trash, Sewer	(618)489-2000		Fairview Heights, IL 62208
					416 Ursula
Lebanon	City of Lebanon	Water, Sewer, Irasn		(010)03/-03//	Leballon, IL 02234
	A Branch Historia	Car Electric	(618)236-5227	(618)234-4922	Belleville 62222
And the first testing the second seco			1-800-755-5000 or		P.O. Box 428
Lenzburg	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
					215 N. Charles Street
	Village of Lenzburg	Water, Sewer	(618)475-3347		Lenzburg, IL 62255
manual delight property and the second secon	and a street street and the street street and the street street street and the street				212 N. Main Street
Marissa	Marissa Water Works	Water, Sewer, Trash	(618)295-2351	(618)295-3438	Marissa, IL 62257
THE PROPERTY AND THE PARTY AND THE		And the second s	1-800-755-5000 or		P.O. Box 428
	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
	a property of the state of the	Water, Sewer, Trash,			3 W Main Street
Maccoltah	City of Mascoutah	Electric	(618)566-2964		Mascoutah, IL 62258

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Swansea

Smithton

Washington Park

Ilinois American Water

Water

618)239-2239

(618)236-1186

P.O. Box 24040 Belleville 300 N. Water Works Dr. Swansea, IL 62226

Village of Swansea

Ameren Illinois

Illinois American Water

Water

Gas, Electric

1-800-755-5000 (618)239-2239

(618)234-4922

201 Service Street

618)236-1186

IL 62226

P.O. Box 24040 Belleville 300 N. Water Works Dr.

(618)234-3437

Sewer, Trash

Village of Smithton

Water, Sewer, Trash

(618)233-4180

(618)236-6227 1-800-755-5000 or

618)234-4922

Belleville, IL 62222 P.O. Box 428

Smithton, IL 62285 101 S. Main Street

Gas, Electric

Gas, Electric

(618)236-6227 1-800-755-5000 or

(618)234-4922

P.O. Box 428

St. Louis, Mo 63147

Belleville, IL 62222

1-800-989-2783

1-866-220-1309

(618)239-2239

(618)236-1186

IL 62226 7320 Hall Street

P.O. Box 24040 Belleville, 300 N. Water Works Dr. O'Fallon, IL 62269 255 S. Lincoln Avenue Belleville, IL 62222

Ameren Illinois

Ameren Illinois

Waste Management

Trash

Illinois American Water

Water, Sewer

Shiloh

Ameren Illinois

Gas,

Electric

(618)236-6227

(618)234-4922

City of O'Fallon

Sewer, Trash

(618)624-4500

618)624-4508

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CITY	COMPANY	UTILITY	PHONE	FAX	ADDRESS
		enderstates (I)	1-800-755-5000 or	and the second s	P.O. Box 428
	Ameren Illinois	Gas	(618)236-6227	(618)234-4922	Belleville, IL 62222
Millstadt	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	
44444		* Annual and the state of the s	The second secon		111 W. Laurel
	Village of Millstadt	Water, Sewer, Trash	(618)476-1514	(618)476-7091	Millstadt, IL 62260
		Company of the Control of Control	1-800-755-5000 or		P.O. Box 428
New Athens	Ameren Illinois	Gas, Electric	(618)236-6227	(618)234-4922	Belleville, IL 62222
		The Service of Berkeley in Proceedings State Assessed Services (Services)	To any amounting		905 Spotsylvania Street
	Village of New Athens	Water, Sewer, Trash	(618)475-2144	(618)475-9269	New Athens, IL 62264
	4		1-800-755-5000 or	de mile melle de se. 40	P.O. Box 428
New Baden	Ameren Illinois	Gas, Electric	(618)236-6227	618)234-4922	Belleville, IL 62222
		de montre en la constanta de l		P-Installer	1 E Hanover
	City of New Baden	Sewer, Trash, Water	(618)588-3813		New Baden, IL 62265
	with the statute of destination of the depth of the statute of the				300 N. Water Works Dr.
			erlinjske _r uge, på	104 AVE 10	P.O. Box 24040 Belleville,
O'Falion	Illinois American Water	Water	(618)239-2239	(618)236-1186	IL 62226
			1-800-755-5000 or		P.O. Box 428

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ATTACHMENT C - SUMMARY LIST OF UTILITY SERVICE PROVIDERS BY COMMUNITY IN ST. CLAIR COUNTY

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СПУ	COMPANY	טדונוזץ	PHONE	FAX	
		The second secon	1-800-755-5000 or		
	Ameren Illinois	Gas, Electric	(618)236-6227		(618)234-4922
	Added to the state of the state	The second secon			
	Metro East Sanitary District	Sewer Treatment	(618)876-1806		(618)876-2939
	,				
	Washington Park	Trash, Sewer	(618)874-2040		
the state of the s		Water, Gas, Electric,			
Waterloo	City of Waterloo	Sewer, Trash	(618)939-8600		

ST. CLAIR COUNTY LOCAL HOSPITALS

- 1. Memorial Hospital Belleville 4500 Memorial Drive Belleville, IL 62226 618-233-7750
- Memorial Hospital Shiloh 1404 Cross Street Shiloh, IL 62269 618-607-1000
- 3. HSHS St. Elizabeth's Hospital 1 St. Elizabeth's Boulevard O'Fallon, IL 62269 618-234-2120
- 4. Touchette Regional Hospital 5900 Bond Avenue Cahokia Heights, IL 62207 618-332-3060

EMERGENCY PROCEDURES SUMMARY SCCHA CENTRAL OFFICE

Location:

1790 South 74th Street Belleville, Illinois Executive Director: Vera Jones

Phone: 618-277-3290

After Hours Phone: 618-250-3744

Property Description:

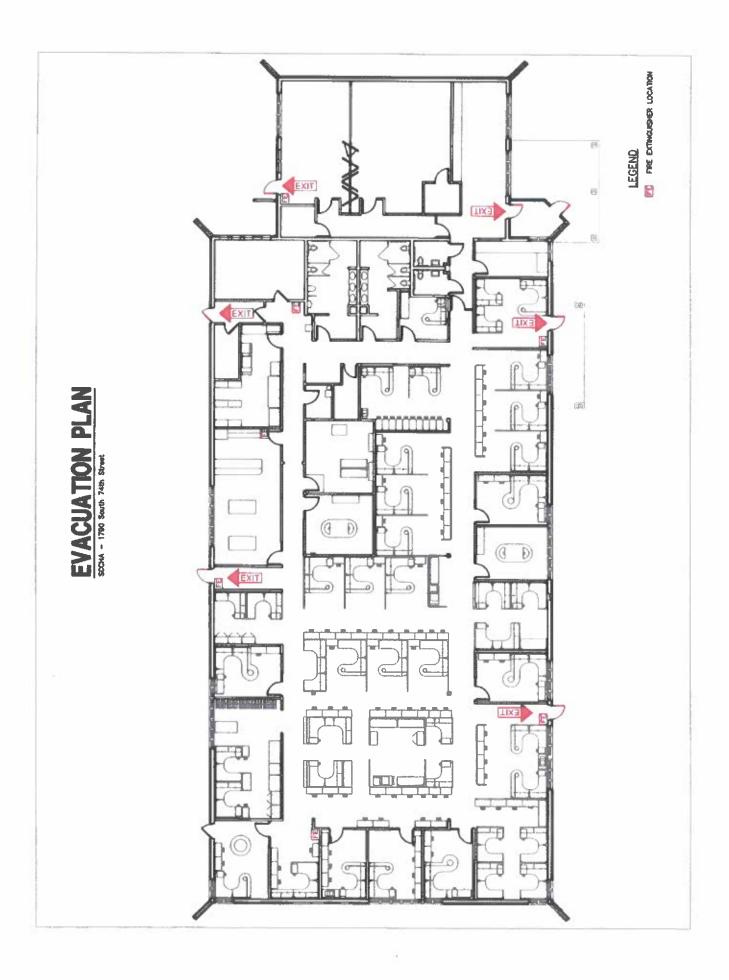
The one-story building is 70% brick and 30% wood siding.

The building was constructed in 1994. Forty (40) employees work at the facility in a given workday.

Heat and cooling are by individual zones throughout the building. Each zone unit can individually control their desired temperature.

The building has smoke detectors throughout the building to a central fire monitoring panel for Fire Department call out.

There are six (6) fire extinguishers throughout the building. Fire extinguishers are located at the five (5) exits and in the Executive Director's reception area.



EMERGENCY PROCEDURES SUMMARY TOWNHOUSE COURT APARTMENTS BROOKLYN (30-01)

Location:

Brooklyn

One (1) Site - Family Units

600 South 6th Street, Apartment #'s: 101 to 200

Property Manager: Paula Sain

Phone: 618-277-6881

After Hours Phone: 618-277-7854

Property Description:

The property is comprised of twenty-three (23) two-story row type buildings and two (2) one-story buildings constructed in 1967.

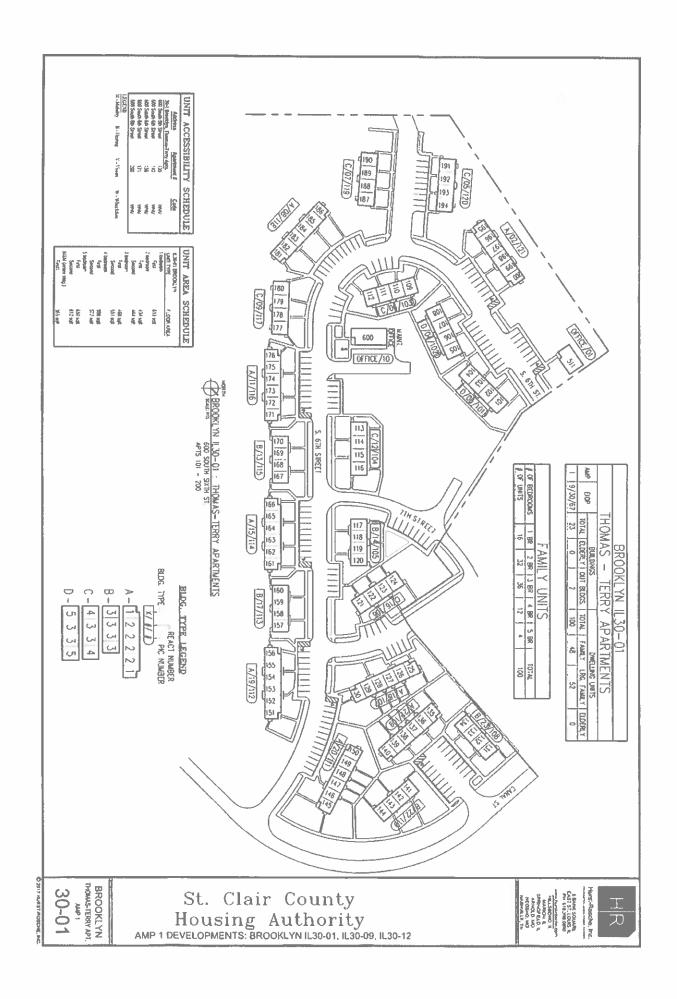
The Thomas Terry Apartments, the 30-01 portion, have a total of one hundred (100) units.

The buildings are 30% brick and 70% fiber cement siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.

Evacuation Route/Assembly Area: The onsite Maintenance Building has been designated as the assembly area for the Thomas Terry Apartments. The evacuation route will be determined by the Department Head.



EMERGENCY PROCEDURES SUMMARY CLAYTON MANOR APARTMENTS MARISSA (30-02)

Location:

Marissa

One (1) Site - Family Units

	Leslie Drive
51 to C52 61 to D62 71 to C72	Leslie Drive Leslie Drive Leslie Drive Leslie Drive
	61 to D62

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

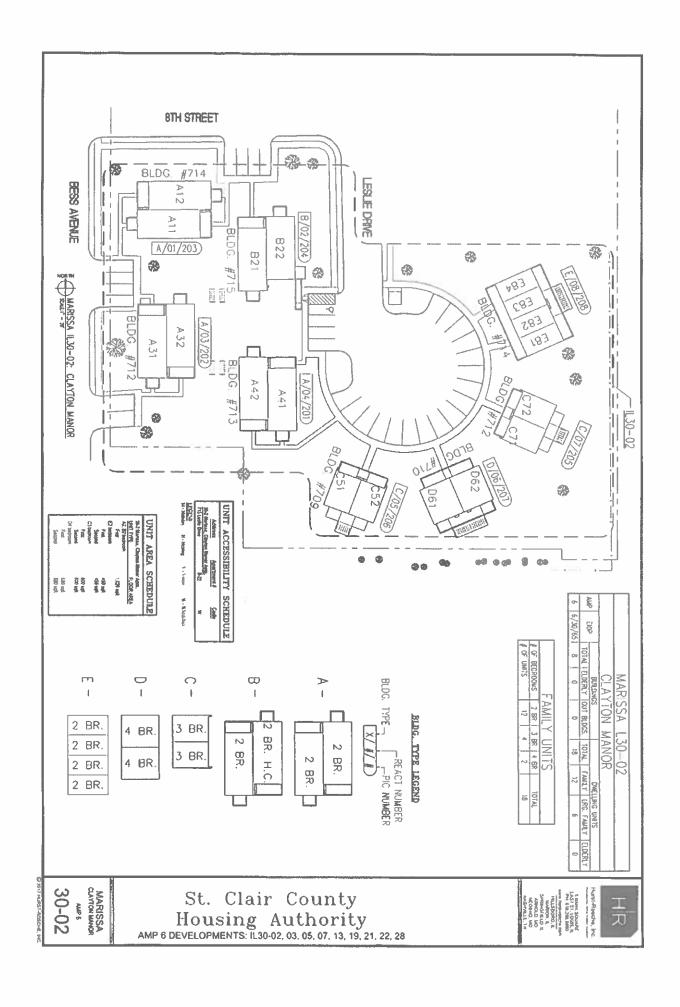
The property is comprised of eight (8) buildings. Four (4) two-story buildings. Three (3) of the two-story buildings are duplexes and one (1) building is a four plex. Four (4) buildings are one-story duplexes. All the buildings were built in 1965.

The Clayton Manor Apartments, the 30-02 portion, have eighteen (18) units.

The buildings are 75% brick and 25% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY BLUFFSIDE APARTMENTS DUPO (30-03)

Location:

Dupo

Two (2) Sites - Family and Elderly Units

1.	Site:	130:	Four (4) Units 1, 2, 3 and 4	North Second Street
		134:	Four (4) Units 1, 2, 3 and 4	North Second Street

2.	Site:	315:	Four (4) Units = 1, 2, 3 and 4	North Second Street
		335:	Four (4) Units – 1, 2, 3 and 4	North Second Street
		325:	Four (2) Units = 1, 2, 3 and 4	North Second Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

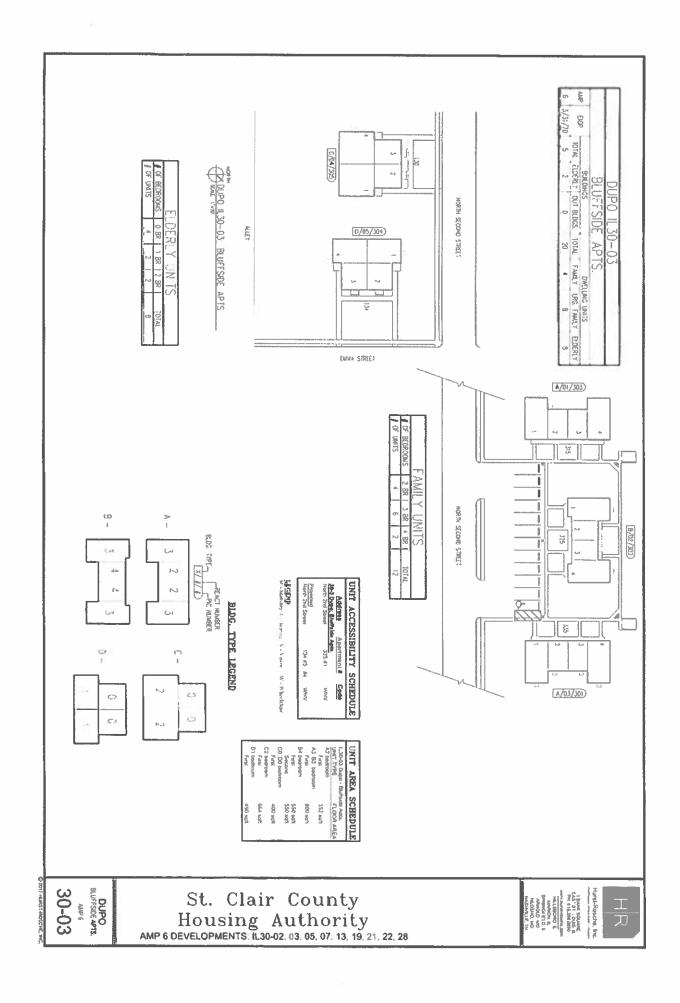
Three (3) four plex buildings (with one building containing two (2) two-story units) totaling twelve family units located at 315-325 South 2nd Street and two (2) single story four plex buildings totaling eight (8) elderly units located at 130 and 134 North 2nd Street.

The Bluffside Apartments have twenty (20) units.

The buildings are 65% brick and 35% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SURVEY SMITHTON APARTMENTS SMITHTON (30-05)

Location:

Smithton

One (1) Site - Elderly Units

501: 203, 205, 207 South Lincoln 502: 221, 223, 225 South Lincoln 503: 211, 213, 215, 217 South Lincoln

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

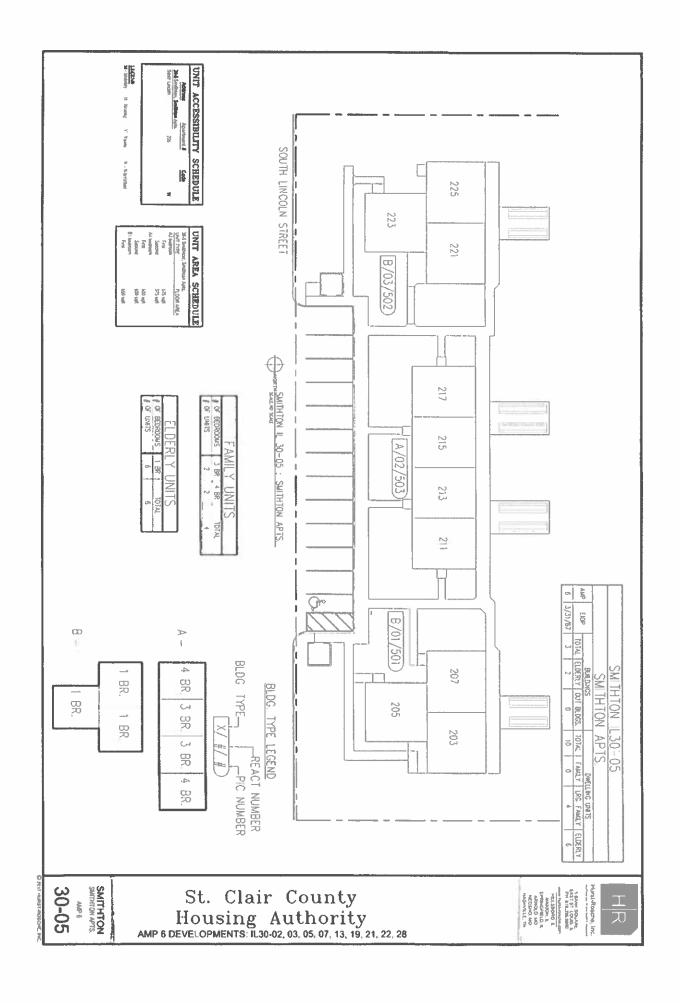
The property is comprised of three (3) buildings: two (2) three plexes and one (1) four plex. The three-plex is a one-story building and the four-plex is a two-story building constructed in 1969.

The Smithton Apartments have ten (10) units.

The buildings are 45% brick and 55% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY ERNEST SMITH SENIOR APARTMENTS CAHOKIA HEIGHTS 30-06

Location:

Cahokia Heights

One (1) Site - Family Units

608 to 614 South 44th Steet 4702 to 4738 Bates 4701 to 4739 Pearl

Property Manager: Kenisha Jordan

Phone: 618-277-6882

After Hours Phone: 618-779-5129

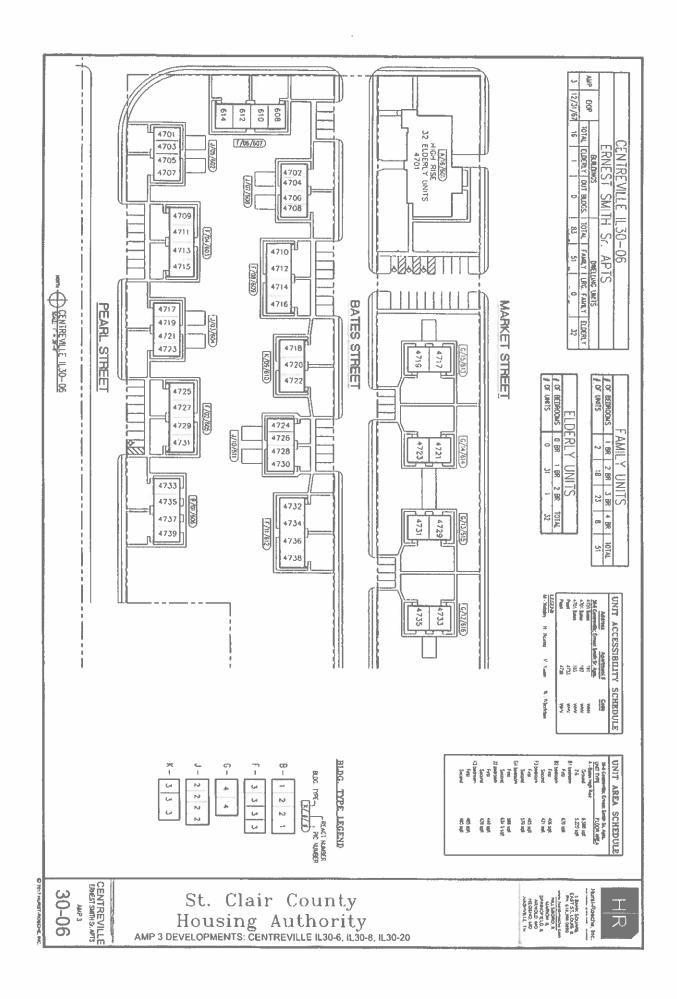
Property Description:

The property is comprised of sixteen (16) two-story row type buildings constructed in 1967.

The row type buildings are 35% brick and 65% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY CLAYTON MANOR MARISSA (30-07)

Location:

Marissa

One (1) Site - Elderly Units

307: 1 to 4 8th Street 315: 1 to 4 8th Street 310: 1 to 6 8th Street Community Building: 8th Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

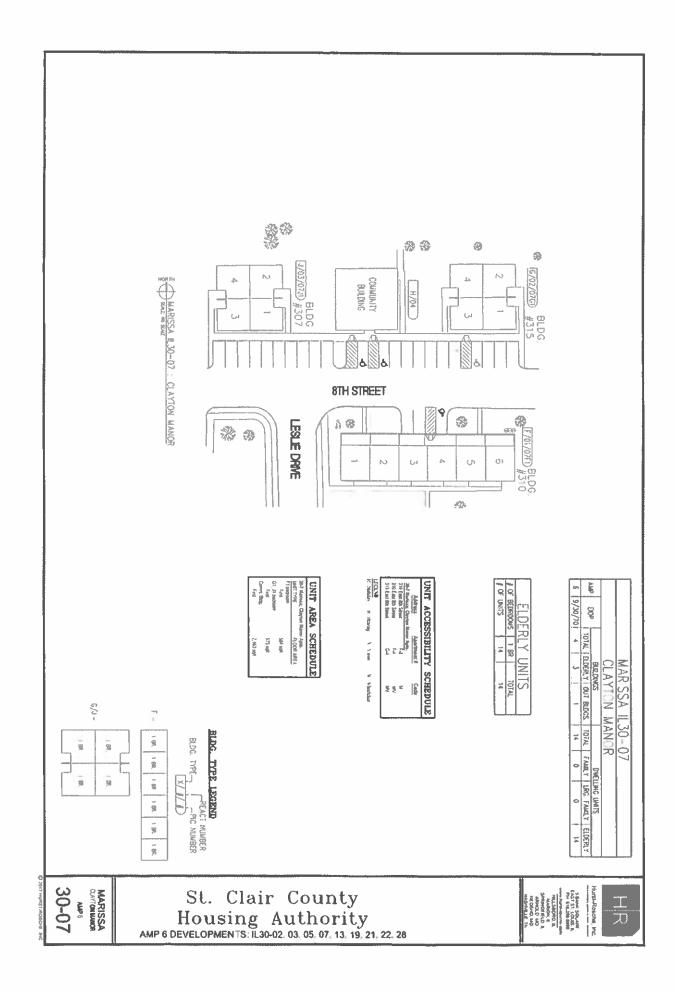
The property is comprised of four (4) one-story buildings. Two (2) buildings are a four (4) plex, one building is a six (6) plex and one (1) Community Building constructed in 1970.

The Clayton Manor Apartments, the 30-07 portion, have fourteen (14) units.

The buildings are 70% brick and 30% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY ERNEST SMITH SENIOR APARTMENTS CAHOKIA HEIGHTS (30-80)

Location:

Cahokia Heights

One (1) Site - Family Units

6020-6034 Clarita Avenue

Property Manager: Kenisha Jordan

Phone: 618-277-6882

After Hours Phone: 618-779-5129

Property Description:

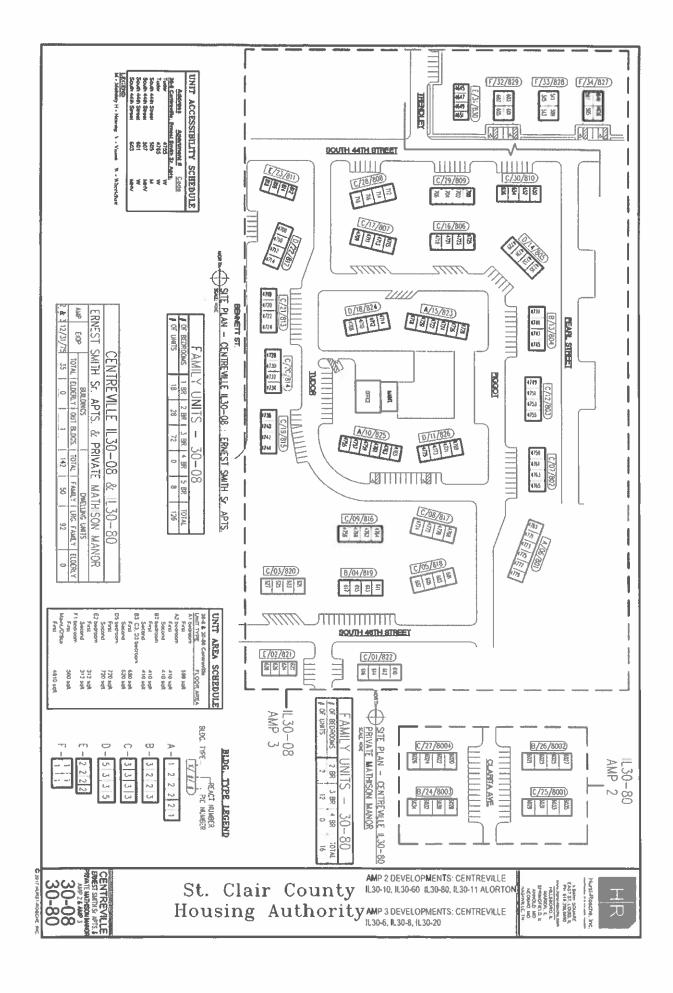
The property is comprised of four (4) row type buildings. Each building contains four (4) units. The buildings were constructed in 1975.

The Ernest Smith Senior Apartments, the 30-80 portion, have sixteen (16) units.

The row type buildings are 35% brick and 65% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY TOWNHOUSE COURT APARTMENTS BROOKLYN (30-09)

Location:

Brooklyn

One (1) Site - Elderly and Family Units

601 to 652

South 5th Street

Property Manager: Paula Sain

Phone: 618-277-6881

After Hours Phone: 618-277-7854

Property Description:

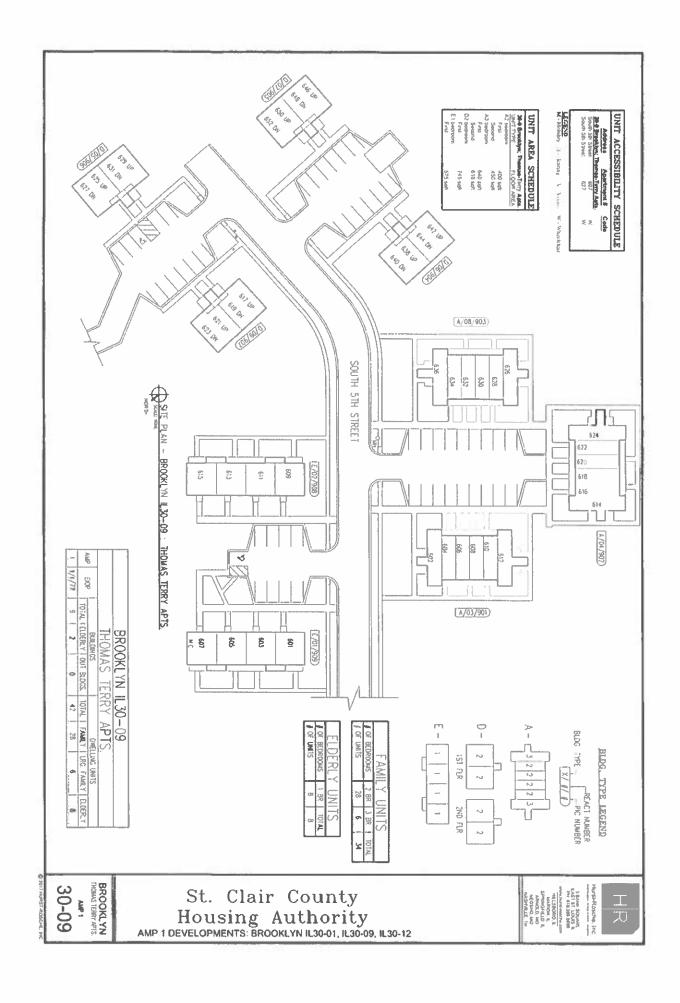
The property is comprised of two (2) one-story units, three (3) two-story townhouse apartments, and four (4) two-story four plex buildings constructed in 1977.

The Thomas Terry Apartments, the 30-09 portion, have forty-two (42) units.

The buildings are 100% wood siding.

Thirty-four (34) units have gas furnaces, stoves, and hot water heaters. Eight (8) units are completely electric.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY PRIVATE MATHISON MANOR APARTMENTS CAHOKIA HEIGHTS (30-10)

Location:

Cahokia Heights

One (1) Site - Family Units

5880 to 5940 Clarita Avenue 5867 to 5943 Mitchell Lane

Property Manager: Kenisha Jordan

Phone: 618-277-6882

After Hours Phone: 618-779-5129

Property Description:

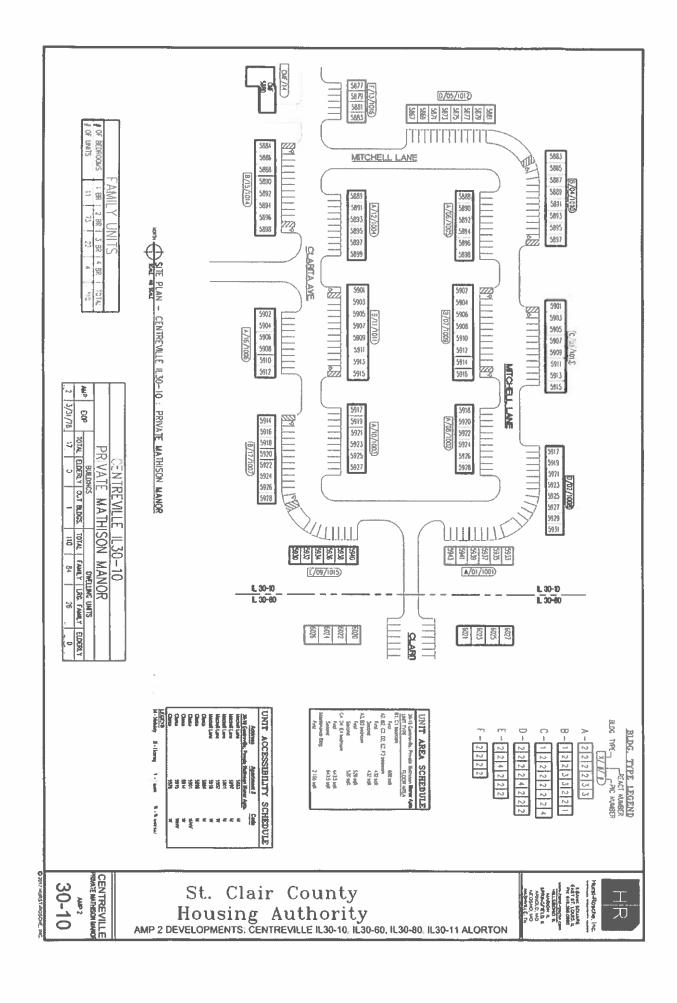
The property is comprised of sixteen (16) row type buildings and one (1) Maintenance building constructed in 1978.

The Private Mathison Manor Apartments, the 30-10 portion, have 110 units.

The row type buildings are 35% brick and 65% wood siding.

The outer circle units (70) are all electric. The inner circle units (40) have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY PRIVATE MATHISON MANOR APARTMENTS CAHOKIA HEIGHTS (30-60)

Location:

Cahokia Heights

One (1) Site - Family Units

6700-6707	Clarita Avenue
503-615	Hinckley Street
6601-6620	Carver Street
601-629	South 66th Street
6600-6644	Future Street
500	Hinckley Street (Management Office)
6801	Clarita Avenue (Family Resource Center)

Property Manager: Kenisha Jordan

Phone: 618-277-6882

After Hours Phone: 618-779-5129

Property Description:

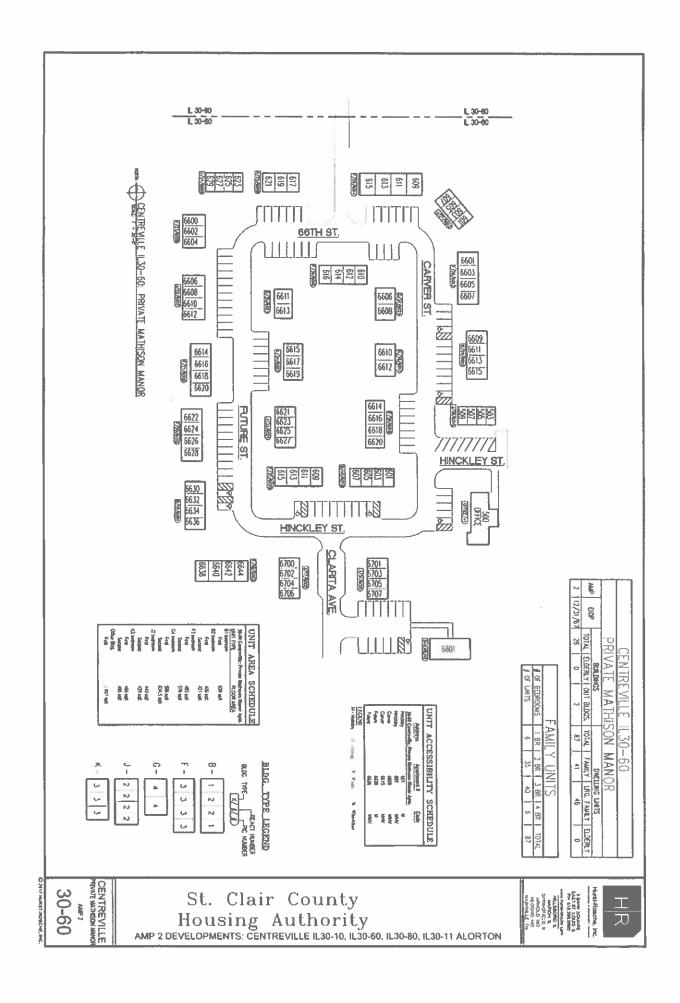
The property is comprised of twenty-four (24) row type buildings. One (1) Management office and One (1) Family Resource Center. The buildings were constructed in 1967.

The Private Mathison Manor Apartments, the 30-60 portion, have eighty-seven (87) units.

The row type buildings are 35% brick and 65% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY HAWTHORNE APARTMENTS ALORTON (30-11)

Location:

Cahokia Heights

One (1) Site - Family and Elderly Units

150-160 Moussette Avenue 101-206 Mobley Drive

Property Manager: Kenisha Jordan

Phone: 618-277-6882

After Hours Phone: 618-779-5129

Property Description:

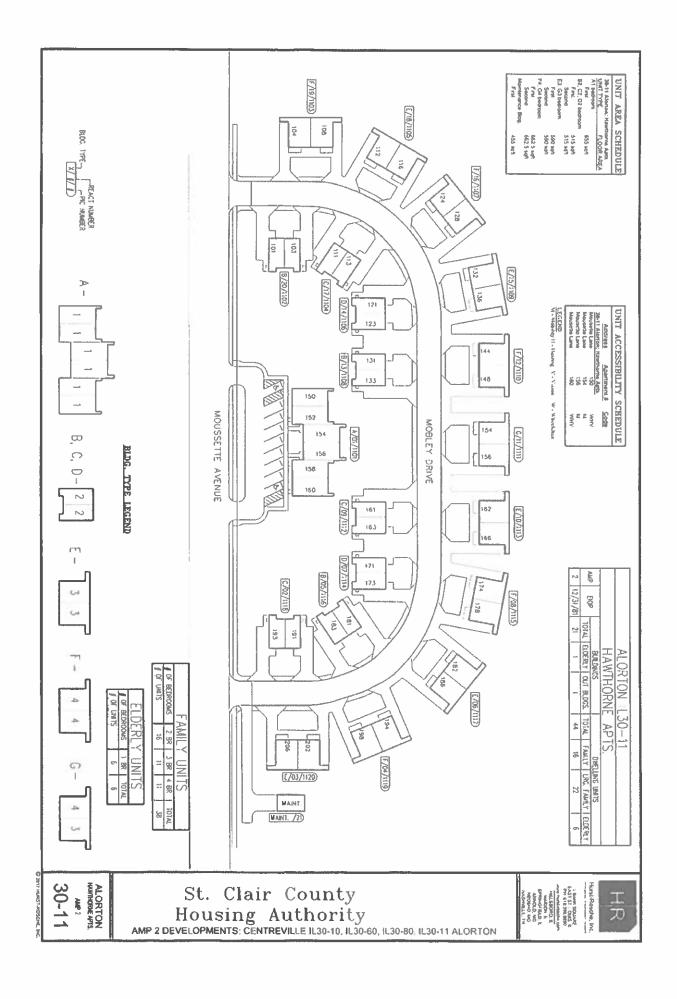
The property is comprised of twenty-two buildings (22). Twenty-one (21) buildings have two (2) units, and one (1) building has six (6) units constructed in 1981.

The Hawthorne Apartments have forty-four (44) units.

The buildings are 45% brick and 55% wood siding.

All units have electric furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY TOWNHOUSE COURT APARTMENTS BROOKLYN (30-12)

Location:

Brooklyn

Sites – six (6) Family Units

404-408	Canal Street
702-704	Washington Street
218-220	Washington Street
301-303	8th Street
200-202	3 rd Street
502-510	7th Street

Property Manager: Paula Sain

Phone: 618-277-6881

After Hours Phone: 618-277-7854

Property Description:

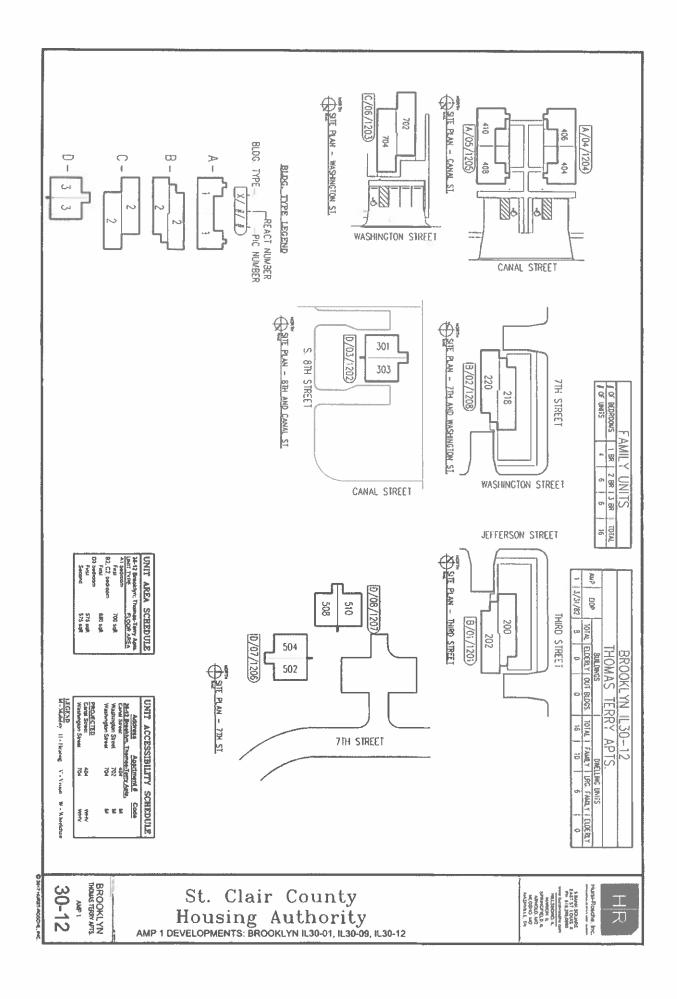
The property is comprised of eight (8) buildings, each containing two (2) units, constructed in 1982.

The Thomas Terry Apartments, the 30-12 portion, have sixteen (16) units.

The buildings are 45% brick and 55% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY BECKER PARK APARTMENTS NEW ATHENS (30-13)

Location:

New Athens

One (1) Site - Family Units

102-108 1109 Phillips Street	
202-208 1109 Phillips Street	
212-218 1109 Phillips Street	
222-228 1109 Phillips Street	
300 1109 Phillips Street (Community/Maintenace	e Ruildina)

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

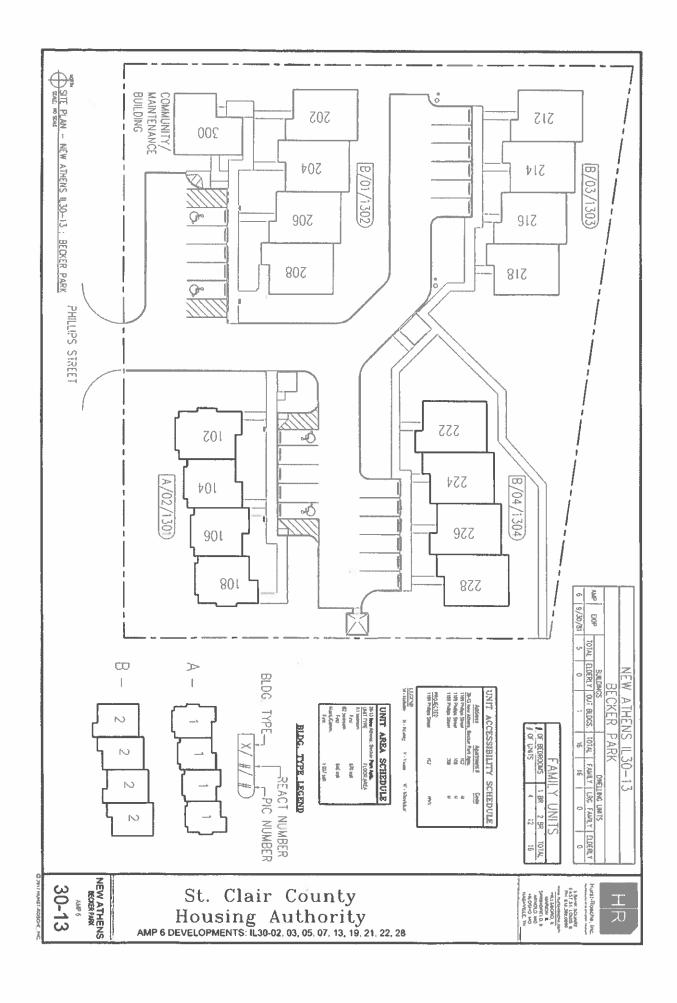
The property is comprised of four (4) buildings. Each building has four (4) units. There is one (1) Community/Maintenance building. All the buildings were Constructed in 1981.

The Becker Park Apartments have sixteen (16) units.

The buildings are 30% brick and 70% wood siding.

All units have gas furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY GARDENWOOD APARTMENTS LEBANON (30-14)

Location:

Lebanon

Sites – six (6) Family Units

501-505	South Plum Street
111-117	East Randle Street
502-506	East Dee Street
402-406	East St. Louis Street
702	Cherry Street
620	South Herman Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

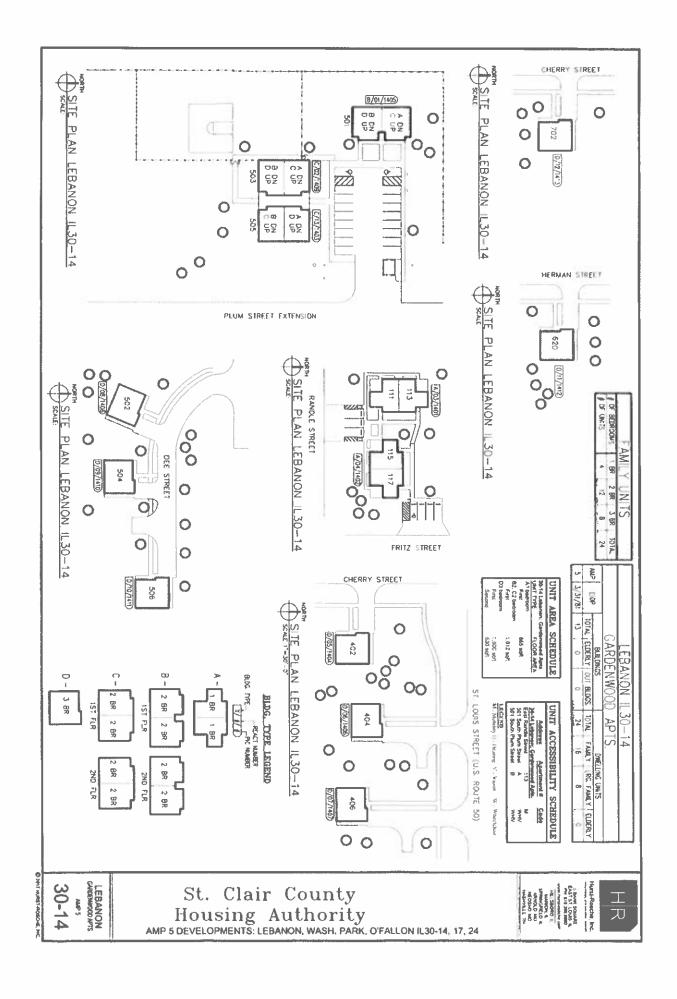
The property is comprised of thirteen buildings: Three (3) buildings have four (4) units. Two (2) buildings have two (2) units and also eight (8) are individual homes. All the buildings were constructed in 1981.

The Gardenwood Apartments have twenty-four (24) units.

The buildings are 35% brick and 65% wood siding.

All units have gas furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY BEL-PLAZA #1 HI-RISE BELLEVILLE (30-61)

Location:

114 South Church Street, Belleville, IL

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

Four-story 40% brick face and 60% Exterior Insulation and Gypsum Finish System (E.I.F.S.) above an open air parking garage. The building was constructed in 1983. Forty-eight (48) one-bedroom units and Common Area Open Atrium each floor level.

The building has an emergency generator which powers emergency lights on all floors and automatic doors at the entrance.

The building has two elevators.

All units have electric stoves including first floor Common Area Kitchen.

Heat and cooling is by central gas boiler/cooling tower that circulates water to a heat pump in each unit. Each unit can individually control their desired temperature.

Each floor has wired smoke detectors in the Common Area and hallways reporting to a central fire panel and Fire Department. Each unit has a smoke c/o detector. Elevator smoke detectors will stop the elevator from functioning and also open the doors for exit.

Each floor and stairwell have emergency lighting.

There are three (3) fire extinguishers at each floor level. Two (2) extinguishers, one (1) at each unit hallway and one (1) in Common Area for each floor level.

Bel Plaza I 114 South Church Street Belleville, IL 62220

Utility Account Numbers

Gas: #2671943006 (Ameren)

Electric: #2581701456 (Ameren)

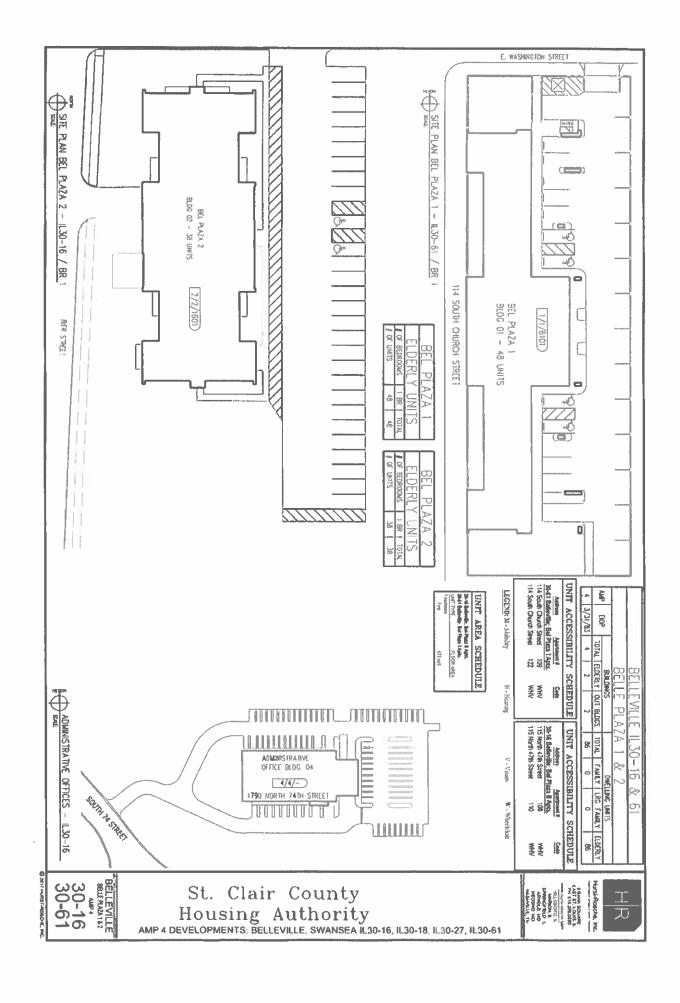
Water: #210002480850 (American Water)

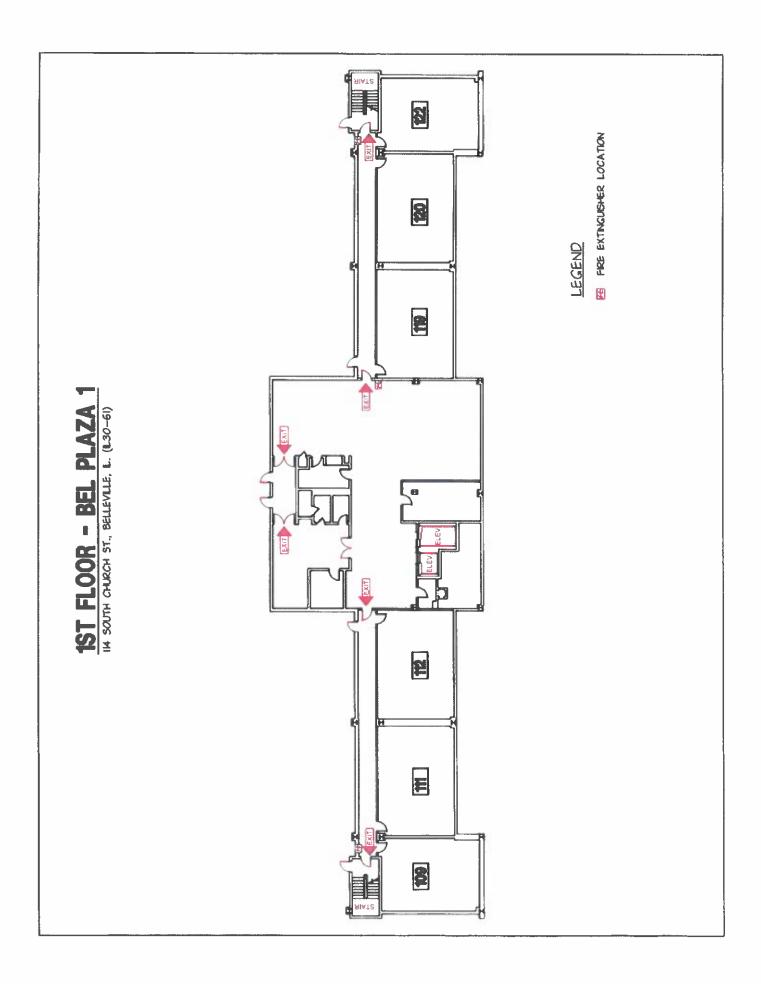
Water (Fire): #210003168917 (American Water)

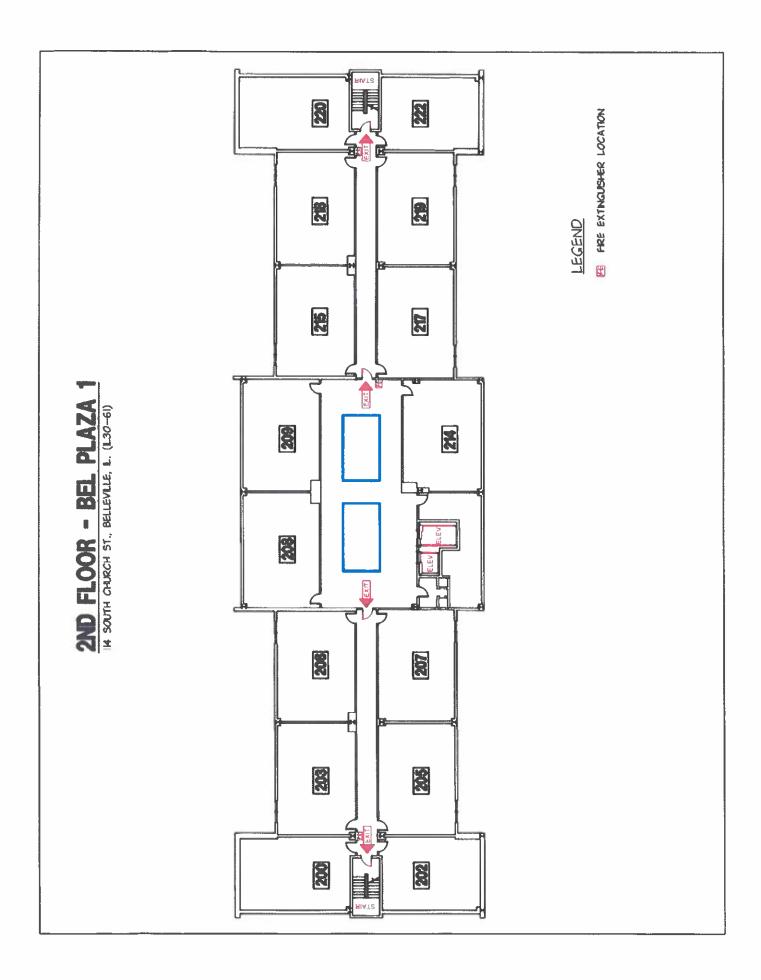
Utility Phone Numbers

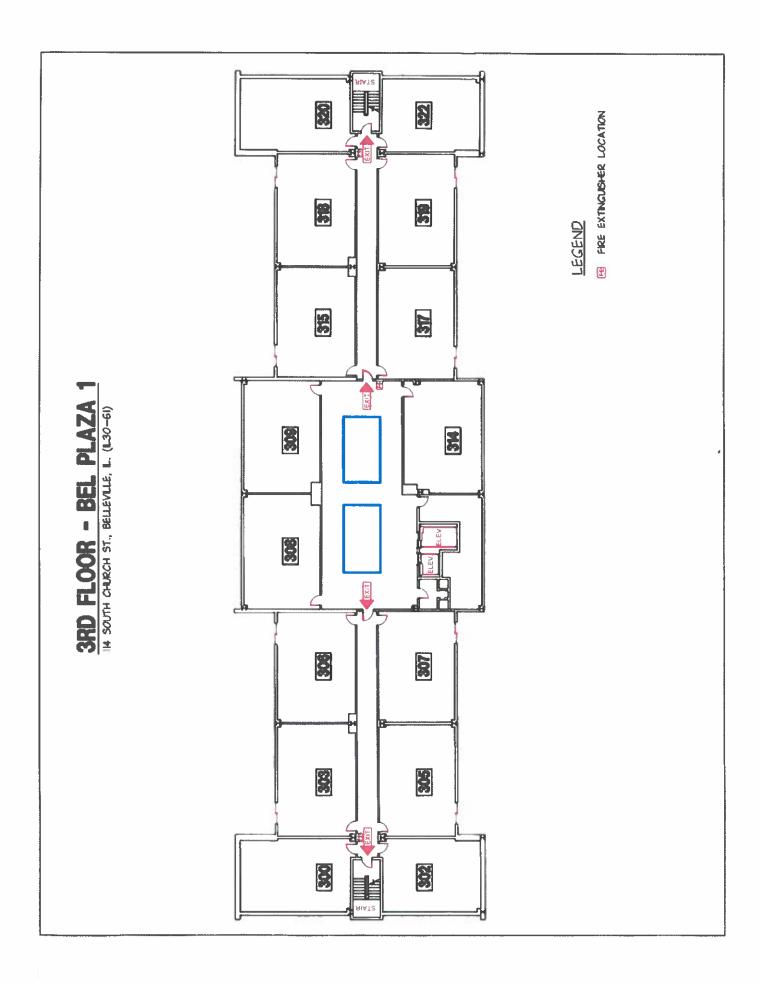
Ameren: 800-232-2477

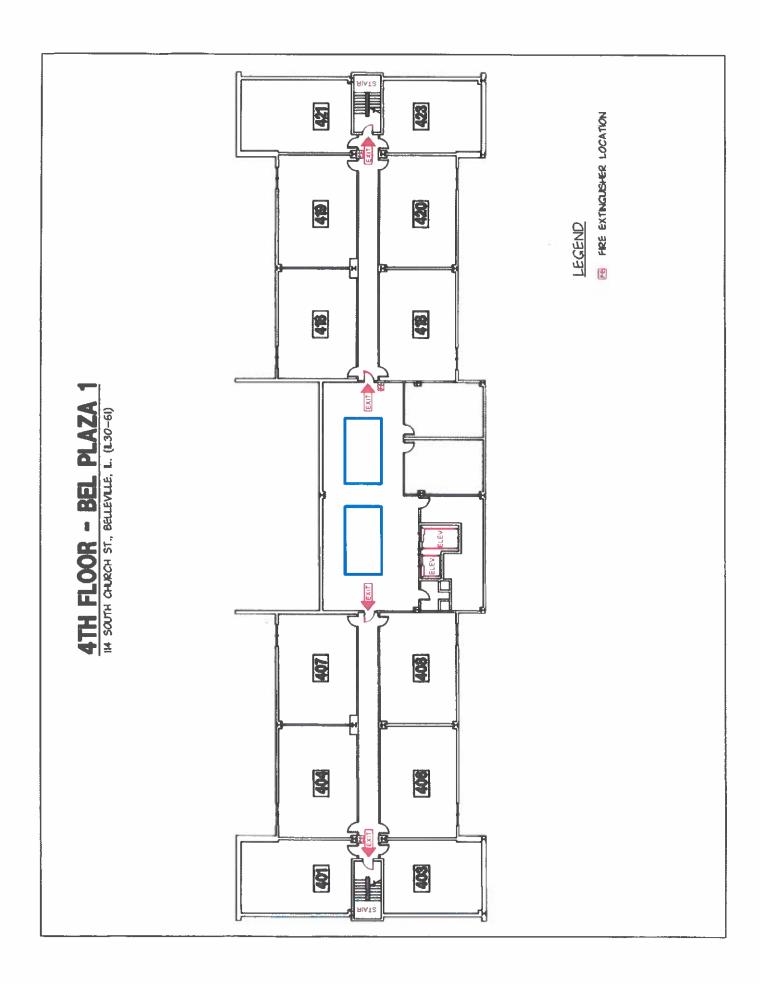
American Water: 800-422-2782











EMERGENCY PROCEDURES SUMMARY BEL-PLAZA #2 HI-RISE BELLEVILLE (30-16)

Location:

115 North 47th Street, Belleville, IL

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

Four-story 40% brick face and 60% Exterior Insulation and Gypsum Finish System (E.I.F.S.). The building was constructed in 1983. Thirty-eight (38) one-bedroom units and Common Area Open Atrium each floor level.

The building has an emergency generator which powers emergency lights on all floors and automatic doors at the entrance.

The building has one elevator.

All units have electric stoves including the first floor Common Area Kitchen.

Heat and cooling are by central gas boiler/cooling tower that circulates water to a heat pump in each unit. Each unit can individually control their desired temperature.

Each floor level has wired smoke detectors in the Common Area and hallways reporting to a central fire panel and Fire Department. Each unit has a smoke c/o detector. Elevator smoke detectors will stop the elevator from functioning and also open the doors for exit.

Each floor and stairwell have emergency lighting.

There are three (3) fire extinguishers at each floor level. Two (2) extinguishers, one (1) at each unit hallway and one (1) in Common Area for each floor level.

EMERGENCY PROCEDURES SUMMARY BEL-PLAZA #2 HI-RISE BELLEVILLE (30-16)

Location:

115 North 47th Street, Belleville, IL

Property Manager: N/A Phone: 618-277-6889 After Hours Phone: N/A

Property Description:

Four-story 40% brick face and 60% Exterior Insulation and Gypsum Finish System (E.I.F.S.). The building was constructed in 1983. Thirty-eight (38) one-bedroom units and Common Area Open Atrium each floor level.

The building has an emergency generator which powers emergency lights on all floors and automatic doors at the entrance.

The building has one elevator.

All units have electric stoves including the first floor Common Area Kitchen.

Heat and cooling are by central gas boiler/cooling tower that circulates water to a heat pump in each unit. Each unit can individually control their desired temperature.

Each floor level has wired smoke detectors in the Common Area and hallways reporting to a central fire panel and Fire Department. Each unit has a smoke c/o detector. Elevator smoke detectors will stop the elevator from functioning and also open the doors for exit.

Each floor and stairwell have emergency lighting.

There are three (3) fire extinguishers at each floor level. Two (2) extinguishers, one (1) at each unit hallway and one (1) in Common Area for each floor level.

Bel Plaza II 115 North 47th Street Belleville, IL 62226

Utility Account Numbers

Gas: #9692389006 (Ameren)

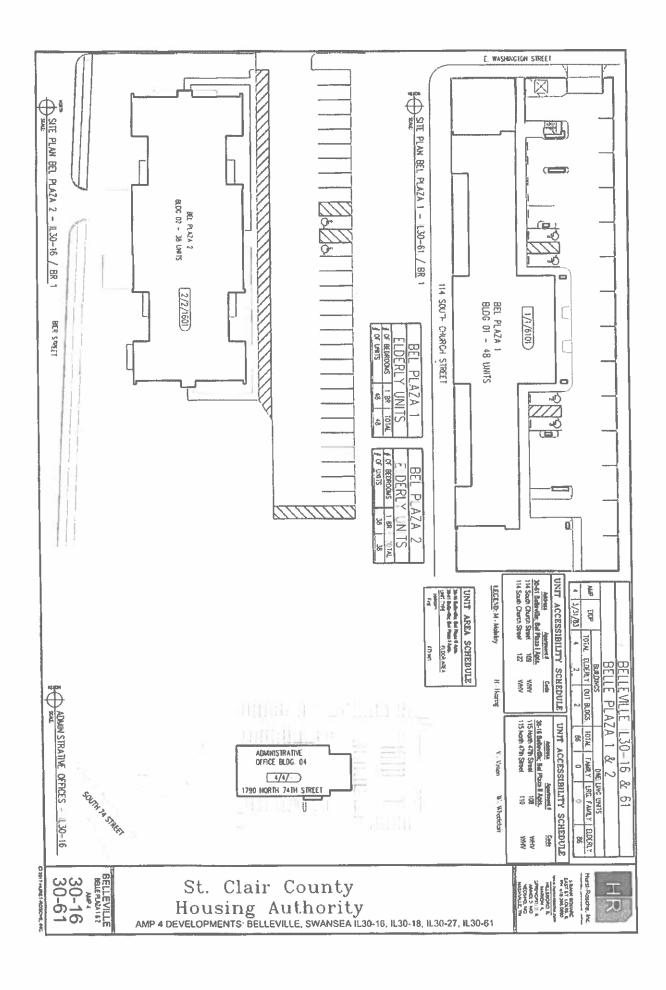
Electric: #9690823852 (Ameren)

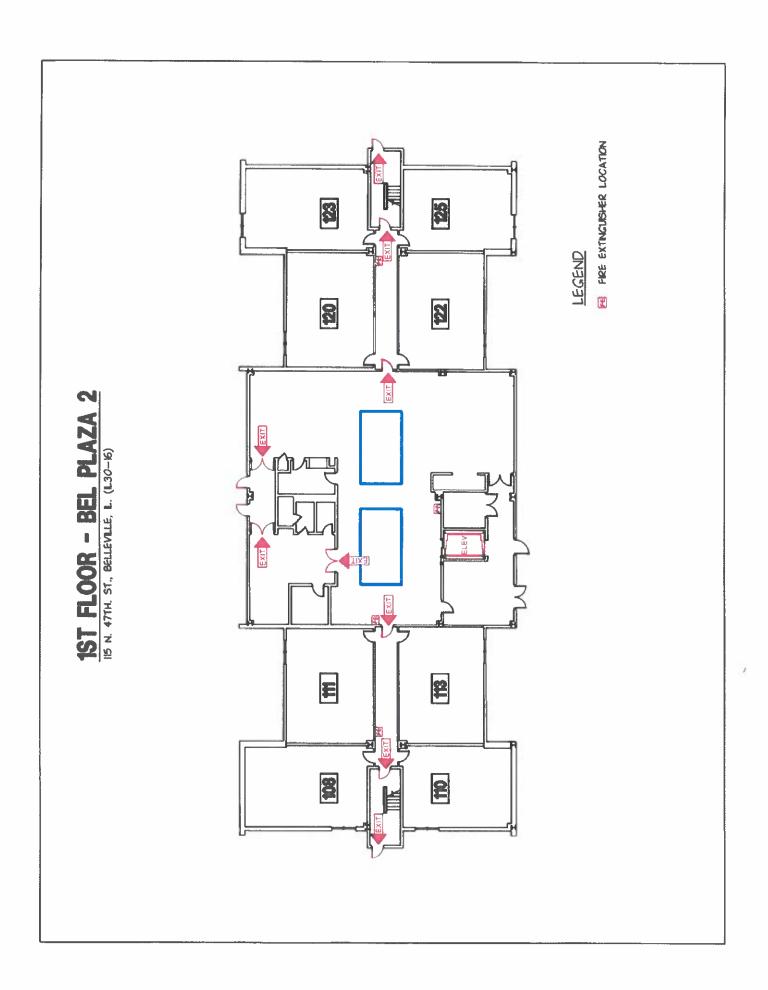
Water: #210003415798 (American Water)

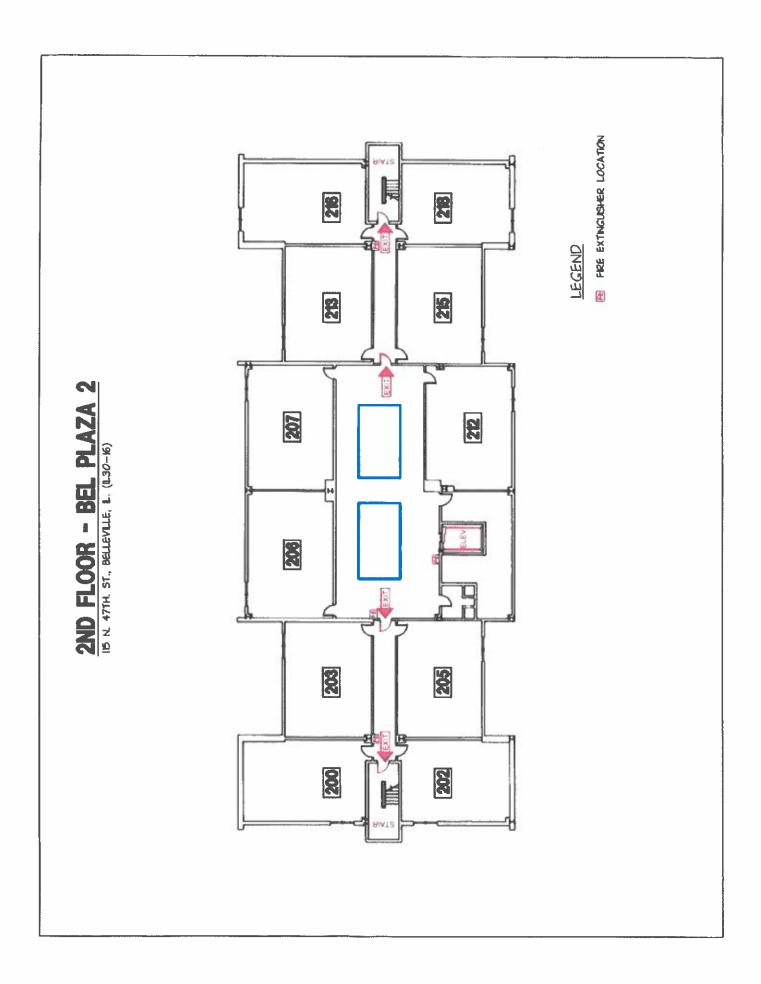
Utility Phone Numbers

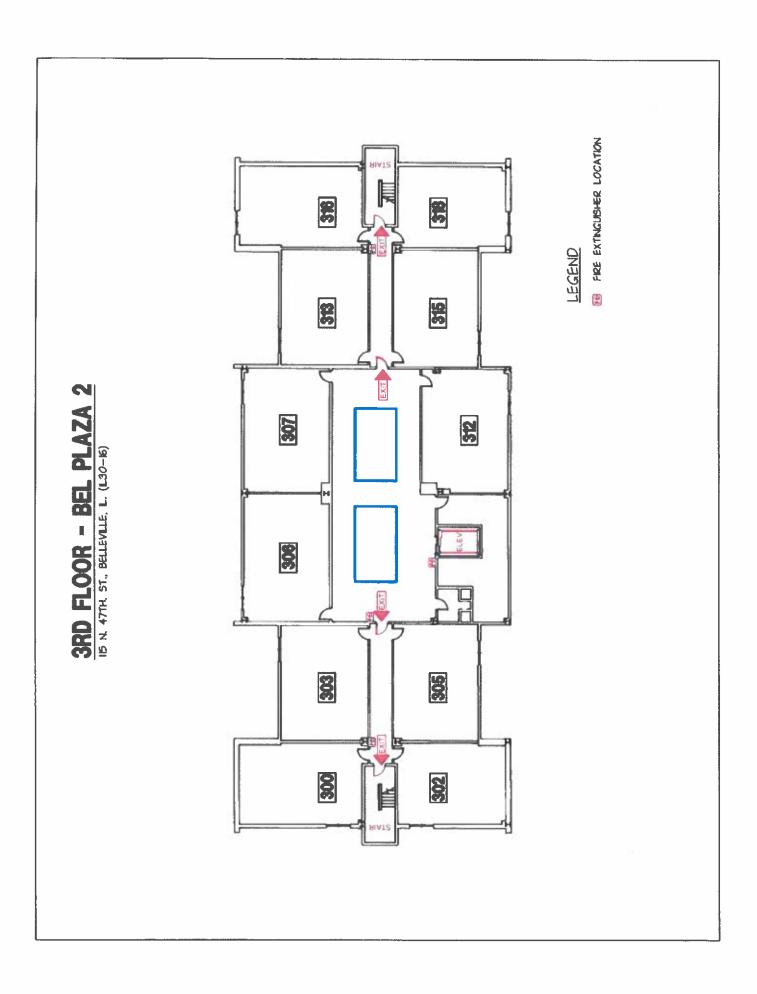
Ameren: 800-232-2477

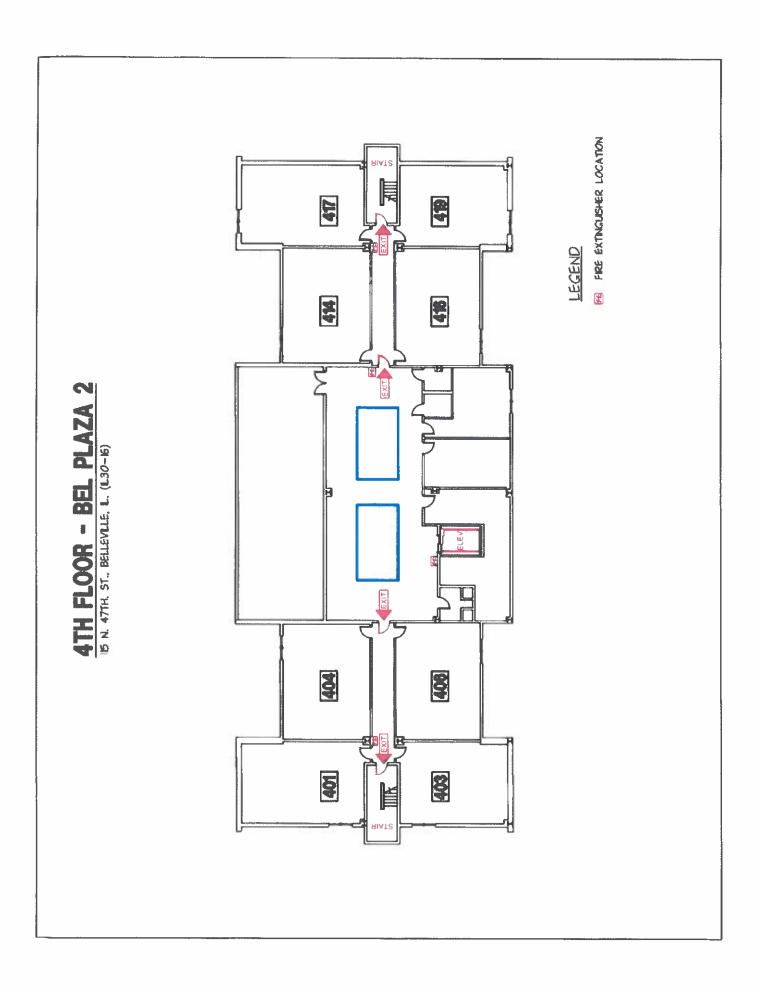
American Water: 800-422-2782











EMERGENCY PROCEDURES SUMMARY WASHINGTON PARK APARTMENTS WASHINGTON PARK (30-17)

Location:

Washington Park

Sites – eight (8) Family and Elderly Units
1267-1269	North 47 th Street
1521-1525	North 54th Street
1520-1526	North 54th Street
1923-1927	North 61st Street
1920-1924	North 56th Street
236	North 61st Street
240	North 61st Street
1800	North 60th Street
1826	North 57th Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

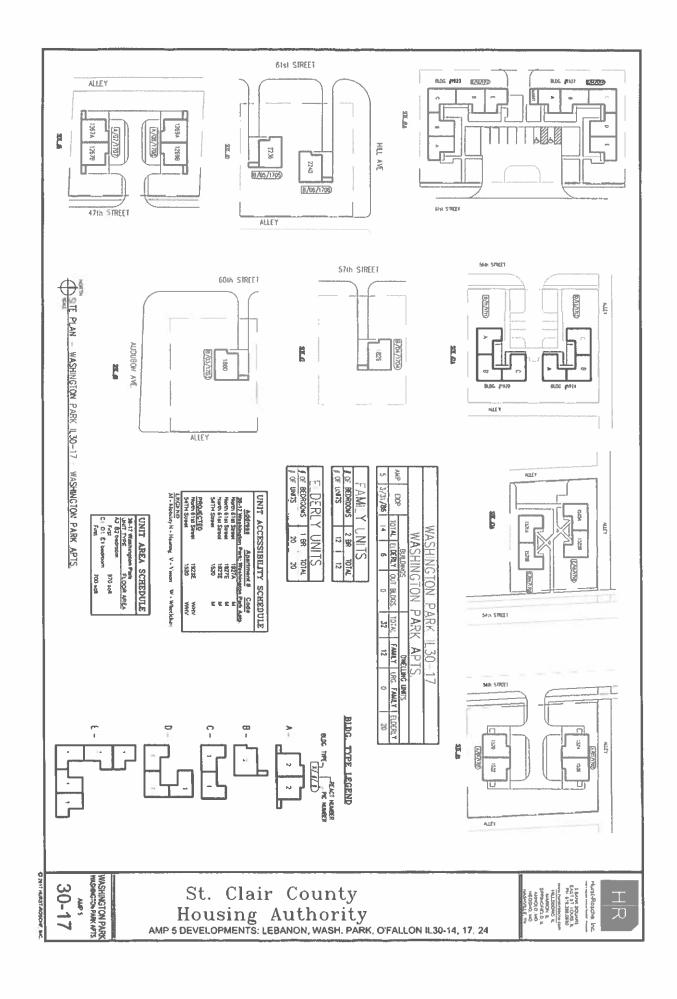
The property is comprised of fourteen (14) buildings: Six (6) buildings have two (2) units. Two (2) buildings have three (3) units. Two (2) buildings have five (5) units, and four (4) individual homes constructed in 1986.

The Washington Park Apartments have thirty-two (32) units.

The buildings are 35% brick and 65% wood siding.

All units have gas furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY FULLERTON ROAD APARTMENTS SWANSEA (30-18)

Location:

Swansea

One (1) Site - Elderly Units

412-424

Fullerton Road

426

Fullerton Road (Community Center)

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

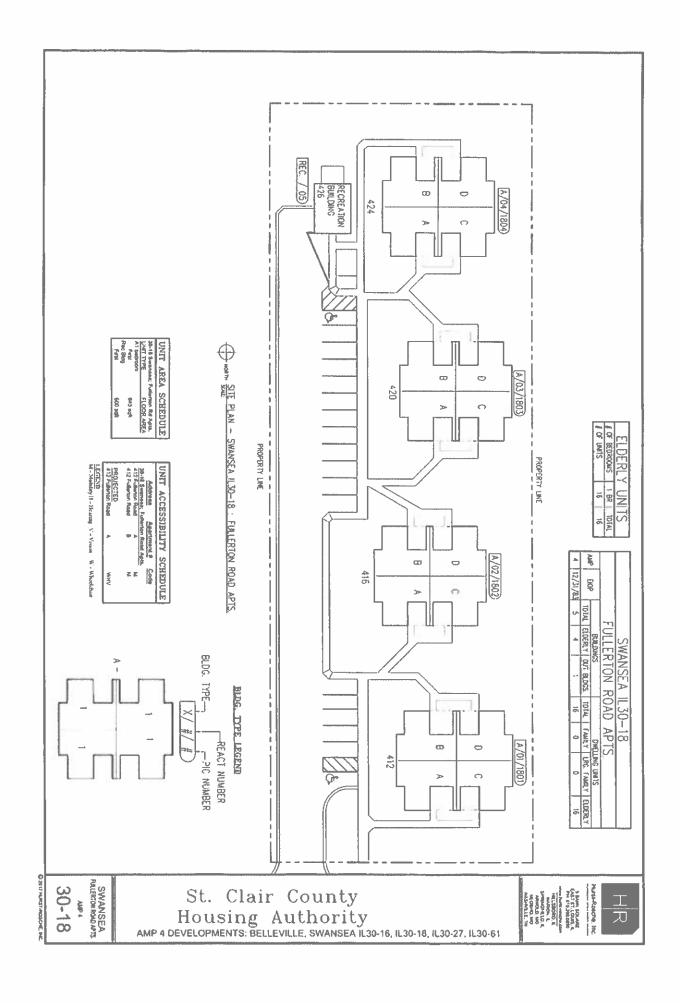
The property is comprised of four (4) buildings: Each building has four (4) units. There is one (1) Community Center at the location. The buildings were constructed in 1983.

The Fullerton Road Apartments have sixteen (16) units.

The buildings are 30% brick and 70% wood siding.

All units have electric furnaces, stoves and hot water heaters.

All units have battery smoke co detectors.



EMERGENCY PROCEDURES SUMMARY LAKEVIEW APARTMENTS LENZBURG (30-19)

Location:

Lenzburg

One (1) Site - Family Units

119-133 Lake Drive

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

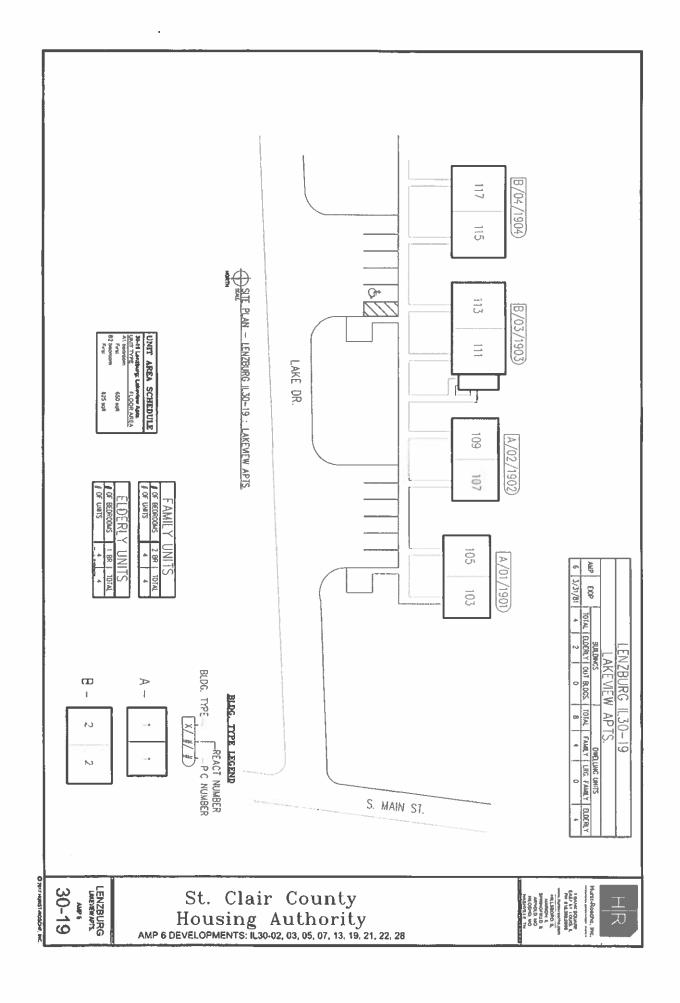
The property is comprised of four (4) buildings: Four (4) duplex buildings that were constructed in 1985.

The Lakeview Apartments, the 30-19 portion, have eight (8) units.

The buildings are 40% brick and 60% wood siding.

All units have gas furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY ERNEST SMITH SENIOR APARTMENTS CAHOKIA HEIGHTS 30-20

Location:

Cahokia Heights

One (1) Site – Elderly Units

4632-4646 Market Avenue

Property Manager: Kenisha Jordan

Phone: 618-277-6882

After Hours Phone: 618-779-5129

Property Description:

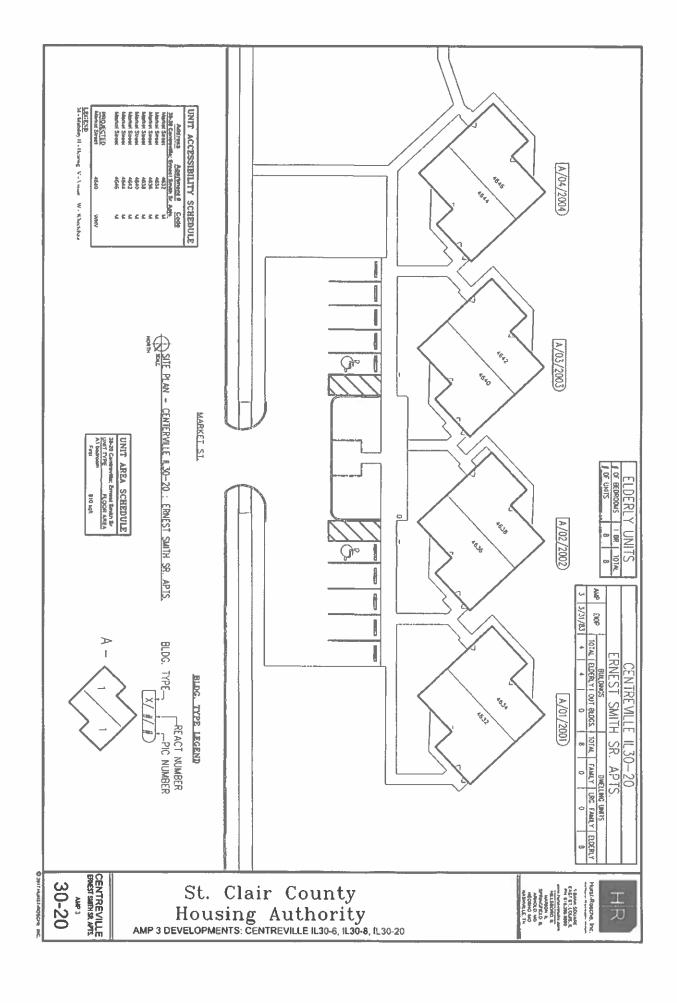
The property is comprised of four (4) buildings, each containing two (2) units. The buildings were constructed in 1983.

The Ernest Smith Senior Apartments, the 30-20 portion, have 8 units.

The buildings are 30% brick and 70 % wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY RICKERT STATION APARTMENTS NEW ATHENS (30-21)

Location:

New Athens

One (1) Site - Elderly Units

700-730 Clinton Street
 732 Clinton Street (Community/Maintenace Building)

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

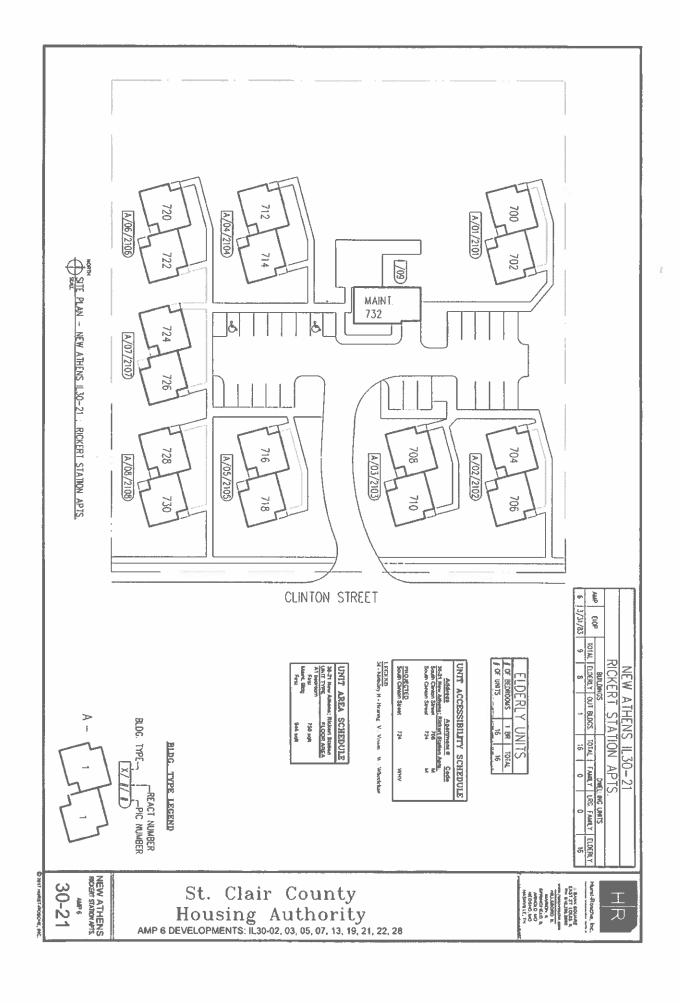
The property is comprised of nine (9) buildings. Each building has two (2) units. There is one (1) Community/Maintenance building. The buildings were constructed in 1983.

The Rickert Station Apartments have sixteen (16) units.

The buildings are 45% brick and 65% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY HERITAGE MANOR APARTMENTS MILLSTADT (30-22)

Location:

Millstadt

Sites - Three (3) Elderly and Family Units

1-10	Pine Street
115-121	East Laurel Street
3-9	West Oak Street
303-311	South Jefferson Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

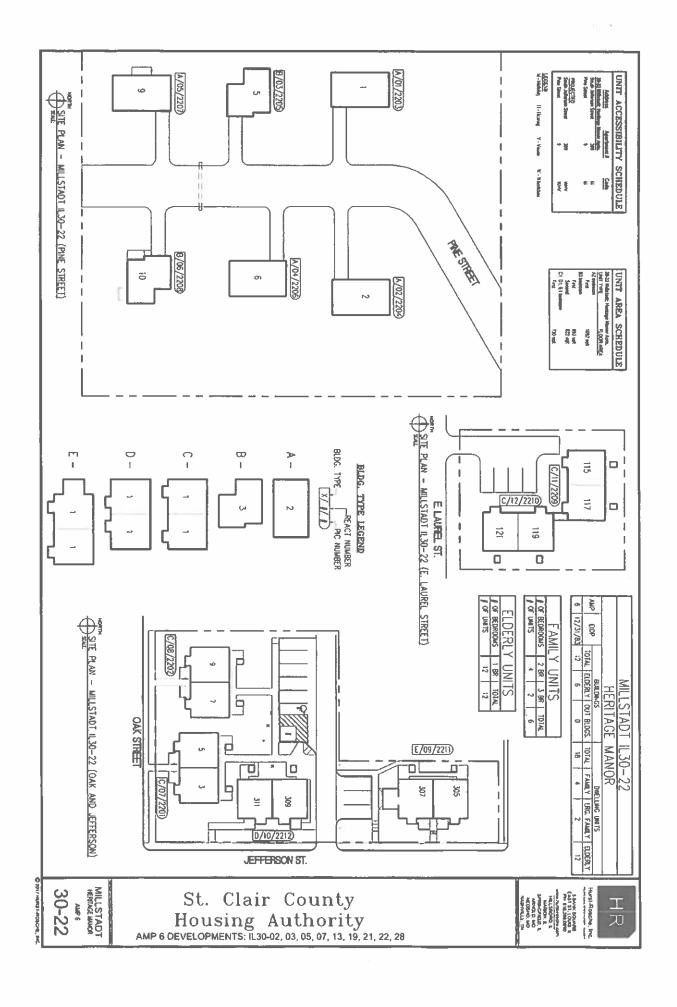
The property is comprised of twelve (12) buildings: Six (6) single-family homes and six (6) two-unit buildings constructed in 1981.

The Heritage Manor Apartments have eighteen (18) units.

The buildings are 45% brick and 55% wood siding.

All units have gas furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY JEFFERSON SQUARE APARTMENTS O'FALLON (30-24)

Location:

O'Fallon

Sites – Two (2) Family Units

804-806 Jefferson Street 301-303 Estate Drive

306 Estate Drive (Community Building)

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

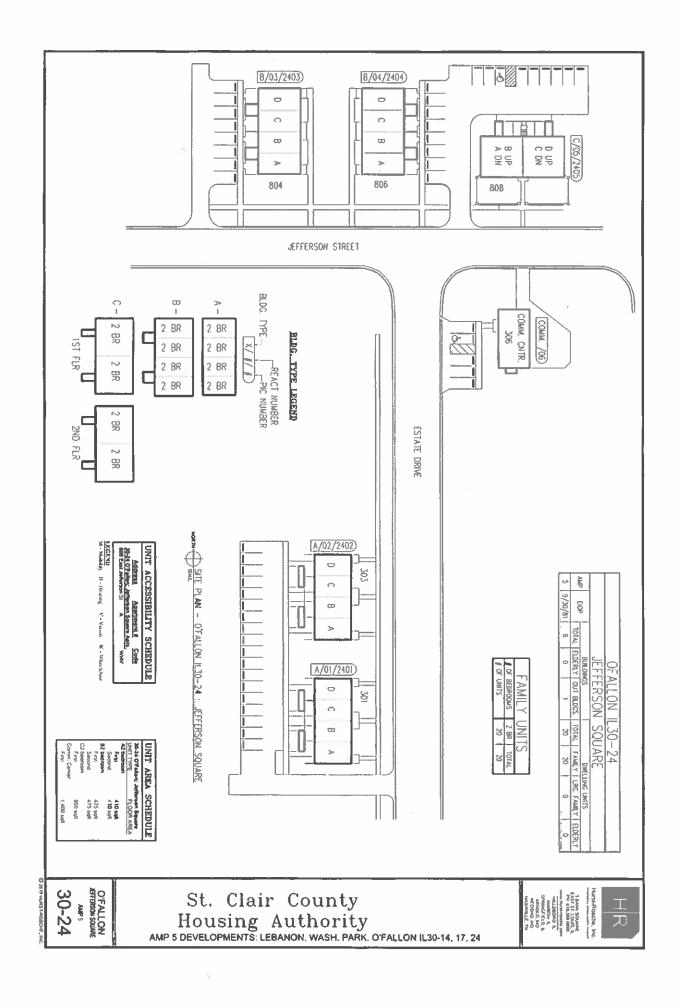
The property is comprised of six (6) buildings. Five (5) four-unit buildings and one (1) Community Building constructed in 1981.

The Jefferson Square Apartments have twenty (20) units.

The buildings are 40% brick and 60% wood siding.

All units have electric furnaces, stoves, and hot water heaters.

All units have battery smoke co detectors.



EMERGENCY PROCEDURES SUMMARY AMBER COURT APARTMENTS BELLEVILLE (30-27)

Location:

Belleville

One (1) Site - Elderly Units

4100-4116

Amber Court

536

North 41st Street (Community/Maintenace Building)

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

The property is comprised of ten (10) buildings. Four (4) nine-unit buildings, three (3) four-unit buildings, two (2) eight-unit buildings and one (1) Community building. The buildings were constructed in 1986.

The Amber Court Apartments have sixty-four (64) units.

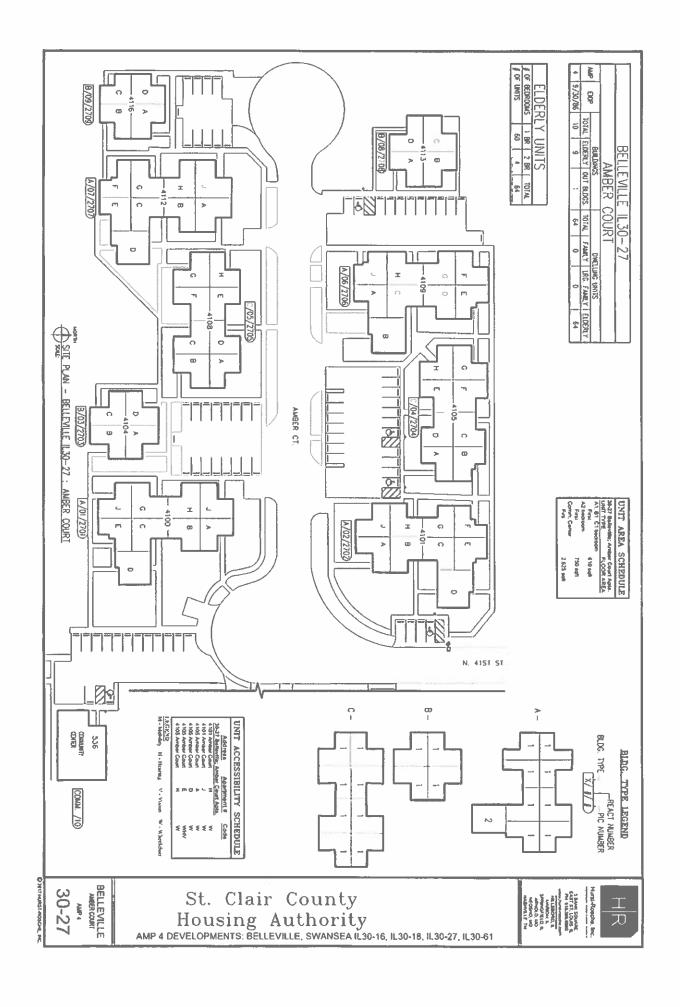
The buildings are 70% brick and 30% wood siding.

All units have electric furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.

The assembly area/evacuation route will be coordinated with the Department Head.

Note: The Amber Court Community Center is equipped with an emergency generator that will be automatically activated in the event of an outage. In emergency situations, the Executive Director or his/her designee, will be responsible for opening the Community Center building.



EMERGENCY PROCEDURES SUMMARY LAKEVIEW APARTMENTS LENZBURG (30-28)

Location:

Lenzburg

One (1) Site - Family Units

119-133 Lake Drive

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

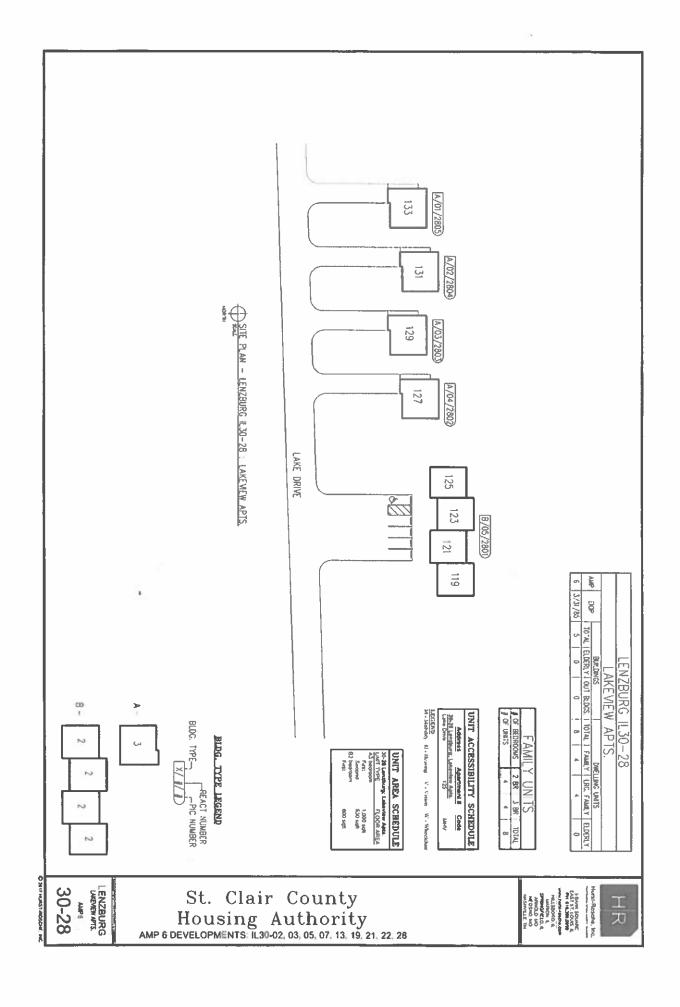
The property is comprised of five (5) buildings: One (1) four-plex and four (4) individual homes that were constructed in 1985.

The Lakeview Apartments, the 30-28 portion, have eight (8) units.

The buildings are 40% brick and 60% wood siding.

All units have gas furnaces, stoves and hot water heaters.

All units have battery smoke c/o detectors.



EMERGENCY PROCEDURES SUMMARY CEDAR RIDGE APARTMENTS LEBANON (901)

Location:

Lebanon

One (1) Site - Elderly Units

101-108	203 North Fritz Street
201-208	203 North Fritz Street
301-310	203 North Fritz Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

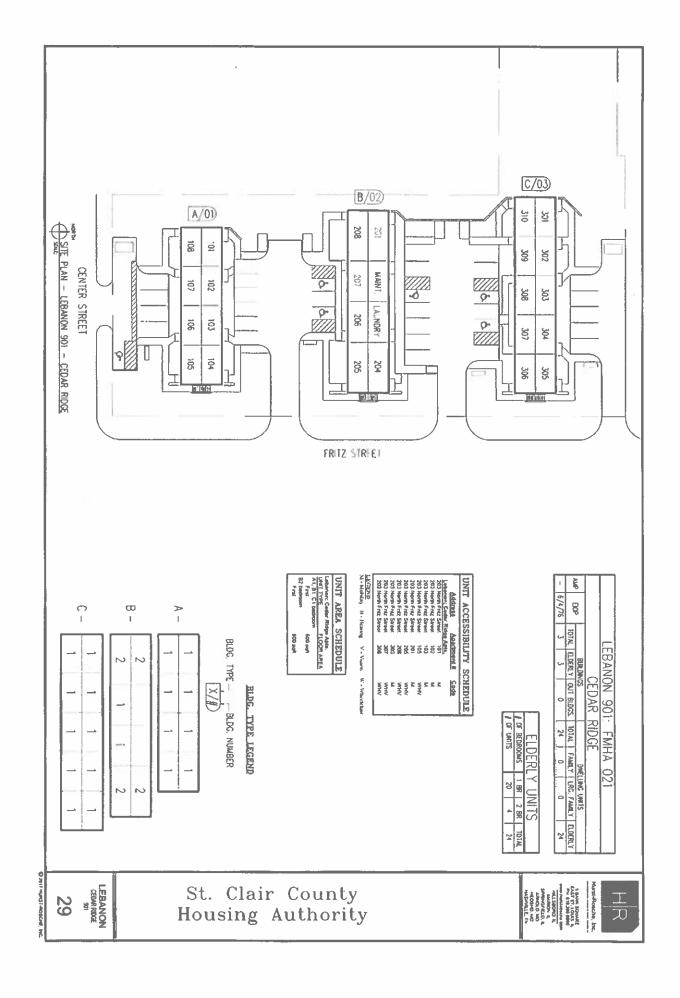
The property is comprised of three (3) buildings. One (1) building has eight (8) one-bedroom units. One (1) building has four (4) two-bedroom units and two (2) one-bedroom units. There is also a maintenance and common laundry facility in this building. One (1) building has ten (10) one-bedroom units. The buildings were constructed in 1976.

The Cedar Ridge Apartments have a total of twenty-four (24) units.

The buildings are 35% brick and 65% wood siding.

All units have electric furnaces, stoves, and hot water heaters.

All units have battery smoke co detectors.



EMERGENCY PROCEDURES SUMMARY GWENDOLENE COURT APARTMENTS BELLEVILLE (803)

Location:

Belleville

One (1) Site - Elderly Units

544 A, B, C, D	North 41st Street
544 E	North 41st Street
546 A, B, C, D	North 41st Street
548 A, B	North 41st Street
550 A, B, C, D	North 41st Street

Property Manager: Melissa Zurbrugg

Phone: 618-277-6889

After Hours Phone: 618-570-4572

Property Description:

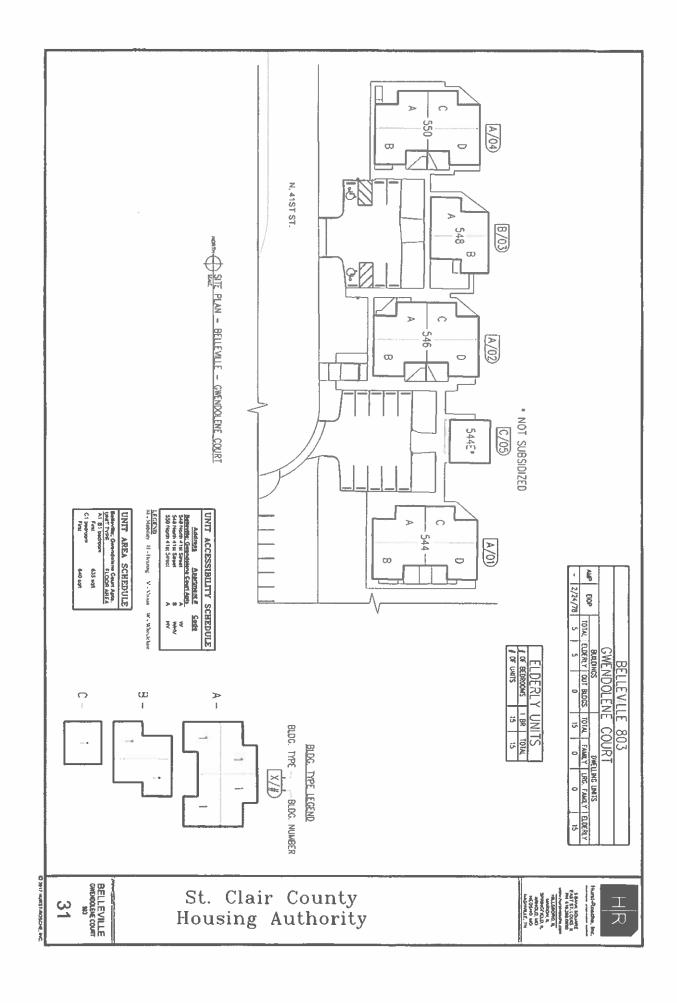
The property is comprised of five (5) buildings. One (1) building is a single unit. One (1) building is a duplex, and the three (3) other buildings are four-plex units. The buildings were constructed in 1978.

The Gwendolene Court Apartments have a total of fifteen (15) units.

The buildings are 40% brick and 60% wood siding.

All units have electric furnaces, stoves and hot water heaters.

All units have battery smoke co detectors.



EMERGENCY PROCEDURES SUMMARY TOWNHOUSE COURT APARTMENTS BROOKLYN (082)

Location:

Brooklyn

One (1) Site - Family Units

115-129 North Sixth Street

Property Manager: Paula Sain

Phone: 618-277-6881

After Hours Phone: 618-277-7854

Property Description:

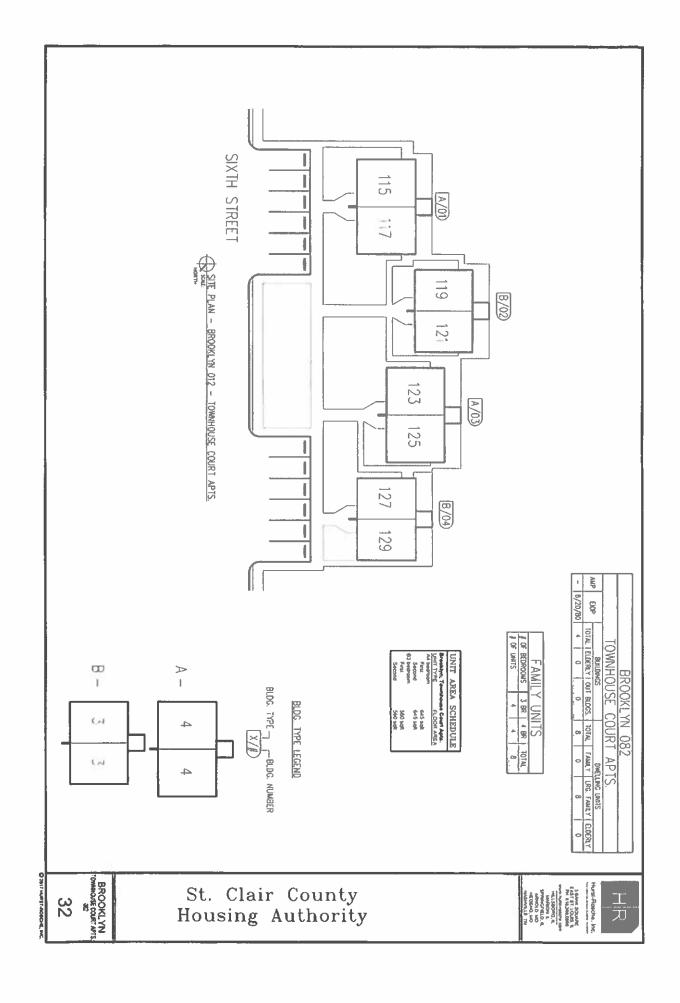
The property is comprised of four (4) buildings. Each building has two (2) units. The buildings were constructed in 1980.

The Townhouse Court Apartments have a total of eight (8) units.

The buildings are 40% brick and 60% wood siding.

All units have gas furnaces, stoves, and hot water heaters.

All units have battery smoke c/o detectors.



ST. CLAIR COUNTY HOUSING AUTHORITY

DISASTER PLAN

SECTION III

Emergency Procedures

1. Fire

In all cases of fire, local emergency services must be notified immediately by calling 911. They, in turn, will notify SCCHA Maintenance and Management. Observe the following procedures:

If an emergency exists, activate the building alarm, if any. Note: In some buildings, the alarm rings only inside the building so you must report the fire by phone.

For large fires that do not appear controllable, evacuate all rooms and close all doors to contain the fire. Immediately notify the Fire Department and do not lock doors when exiting.

When the building evacuation alarm is sounded, an emergency exists. Walk quickly to the nearest marked exit and alert others to do the same.

Assist the disabled in exiting the building. Do not use the elevators during a fire. Smoke is the greatest danger in a fire, so stay near the floor where the air will be less toxic.

Once outside, move to a clear area at least 500 feet away from the affected building. The designated meeting area is the northeast corner of the parking lot by the dumpsters. Department heads are responsible for taking account of their departments. Keep streets, fire lanes, hydrants and walkways clear for emergency vehicles and crews.

If requested, assist emergency crews as necessary.

An Emergency Operations Center may be set up near the emergency site. Keep clear of this area unless you have official business.

Do not return to an evacuated building unless the building has been declared safe by fire/law enforcement personnel.

Note: If you become trapped in a building that is on fire and you have access to a window, place an article of clothing (shirt, coat, etc.) outside the window as a marker for rescue crews. If there is no window, stay near the floor where the air will be less toxic. Shout at regular intervals to alert emergency crews of your location.

2. Natural Disasters

Tornadoes

A tornado is a violent windstorm characterized by a twisting, funnel-shaped cloud. It is spawned by a thunderstorm and is produced when cool air overrides a layer of warm air, forcing the warm air to rise rapidly. Tornado season is generally March through August, although tornadoes can occur at any time of year. They tend to occur in the afternoons

and evenings.

The best place to seek cover during a tornado is the most interior room on the lowest level of a building. Tornadoes strike with incredible speed. Wind speeds may approach 300 miles per hour. These winds can uproot trees and structures and turn harmless objects into deadly missiles, all in a matter of seconds. Normally a tornado will stay on the ground for no more than 20 minutes; however, one tornado can touch down several times in different areas. They are most destructive when they touch down.

Tornado Watch

A Tornado Watch means conditions in your area are favorable for tornado formation. You should remain alert and take the following actions:

Review actions to take should the situation change to a Tornado Warning, or if a funnel cloud is sighted.

Ensure no physical restrictions exist that would prevent free movement to the nearest safe area; clear any blocked doors, aisles, etc.

Continue normal activities but be alerted to weather outside; monitor a radio/television or watch the sky for worsening weather conditions.

Do not phone SCCHA. Keep telephone lines clear for emergency communication.

Tornado Warning

A Tornado Warning means that a tornado has been sighted. You should take the following actions:

Take cover. Preferably, proceed to the nearest safe area or shelter. Because of possible electrical failures, you should use the stairs, not the elevator. Remain well clear of windows and other glass.

In multi-story buildings, you should move to the ground level. Interior hallways and small rooms, such as closets, are usually safe areas. Put as many walls as possible between yourself and the outside. If possible, get to a stairwell for protection during the storm.

If you are in a frame or sheet metal building and weather conditions permit, move to a brick or stone building for added protection.

Be aware of flying debris. Flying debris from tornadoes cause most fatalities and injuries.

Floods

A flood is a high flow or overflow of water from a river or other body of water. Heavy rains from tropical storms, hurricanes, or frequent thunderstorms over a short period of time can result in flooding. Flash floods due to heavy rains can cause water levels to rise quickly, even in a matter of hours. Fast moving flood waters are powerful enough to sweep away vehicles, uproot trees, level buildings, and destroy bridges.

Note: When flooding occurs, there is not always enough time for a watch or warning to be issued before conditions become dangerous.

Flood Watch

A Flood Watch will be issued for situations related to widespread general flooding.

Flash Flood Watch

A Flash Flood Watch will be issued for serious situations in which life and/or property are in danger. A Flash Flood Watch covers flash flooding, widespread urban, small stream, and headwater flood events.

Review actions to take should the situation change to a Flood or Flash Flood Warning.

Ensure no physical restrictions exist that would prevent free movement to the nearest safe area; clear any blocked doors, aisles, etc.

Continue normal activities but be alerted to the weather outside; monitor a radio/television or watch for worsening weather conditions.

Do not phone SCCHA. Keep telephone lines clear for emergency communication.

Flood Warning

A Flood Warning will be issued when the inundation of a normally dry area near a stream or other watercourse is expected, or unusually severe ponding of water is expected.

Flash Flood Warning

A Flash Flood Warning will be issued in response to a few hours of locally heavy rainfall, a dam or levee failure, or water released from an ice jam rapidly flooding nearby land.

If an evacuation is ordered, move as quickly as possible to get to a safe area.

If on foot, do not attempt to walk through flood waters. Stay away from storm drains, ditches, ravines, and culverts. If it is moving quickly, even water six inches deep can knock you off your feet.

If you are in a car, do not attempt to drive through flooded areas.

Severe Winter Storms

Severe winter storms are most likely to bring ice, strong winds and freezing rain. Such storms can prevent employees and/or residents from traveling to work and/or other destinations or cause them to have to leave work and/or other destinations early to avoid dangerous conditions on the roadways. Severe winter storms can also cause structural damage and power outages.

The SCCHA has one central and three-site offices that need to remain open during normal business hours. However, situations may arise when weather-related conditions or other emergencies necessitate that the SCCHA announce a delayed arrival time, an early dismissal time, or that offices will be open for essential staff only. In all cases, employees and/or residents must use their best judgment in determining their own safety when traveling to and from work and/or other destinations.

Winter Weather Advisory

A Winter Weather Advisory is issued when a winter storm or hazardous winter weather is occurring or imminent and is an inconvenience.

Continue normal activities but be alerted to the weather outside; monitor a radio/television or watch for worsening weather conditions.

Do not phone SCCHA. Keep telephone lines clear for emergency communication.

Use caution when traveling and be aware of deteriorating road conditions.

Winter Storm Watch

A Winter Storm Watch is issued when significant winter weather (heavy snow, sleet, and/or freezing rain) is expected within 36 hours.

Continue normal activities but be alerted to the weather outside; monitor a radio/television or watch for worsening weather conditions.

Review actions to take should the situation change to a Winter Storm Warning.

Winter Storm Warning

A Winter Storm Warning is issued when a significant winter storm or other hazardous winter weather is imminent or occurring and is a threat to life and property.

Consider future travel needs (commuting, picking up children) and plan accordingly.

If an early dismissal is announced, do not delay in leaving work and getting home, or to another safe location, before travel conditions deteriorate further.

Blizzard Warning

A Blizzard Warning signals severe winter weather with sustained winds of at least 35 miles per hour, blowing snow that may reduce visibility to ¼ mile or less for at least 3 hours, and dangerous wind chills. Remain indoors and avoid all travel.

Earthquakes

During an earthquake, remain calm and quickly take the following actions:

If indoors, seek refuge in a doorway or along an interior wall with no items around that could be a falling hazard to you. Stay away from glass windows, shelves, and heavy equipment.

If outdoors, move quickly away from buildings, utility poles and other structures. Caution: Always avoid power or utility lines as they may be energized.

If in an automobile, stop in the safest place available, preferably away from power lines and trees. Stop as quickly as safety permits but stay in the vehicle for the shelter it offers.

After the initial shock, evaluate the situation and if emergency help is necessary, call

911.

Always protect yourself and be prepared for aftershocks.

Damaged facilities should be reported to SCCHA personnel.

Note: Gas leaks and power failures create special hazards. Please refer to the section on Utility Failures.

If an emergency exists, activate the building alarm.

Note: In some buildings, the alarm rings only inside the building and you must also report the emergency by phone to police at 911.

When the building evacuation alarm is sounded, walk to the nearest marked exit and ask others to do the same.

Remember that elevators are not to be used unless directed specifically by emergency personnel.

Once outside, move to a clear area at least 500 feet away from the affected building(s). Keep streets, fire lanes, hydrants, and walkways clear for emergency vehicles and crews.

If requested, assist emergency crews as necessary.

An Emergency Operations Center (EOC) may be set up near the emergency site. Keep clear of such areas unless you have official business.

Do not return to an evacuated building unless authorized specifically by emergency personnel.

3.Pandemic Health Issues

In response to COVID-19 or any other viruses, bacteria, or diseases that could cause a pandemic, SCCHA will take the necessary precautions to reduce the spread of germs between employers and the public.

A "multiple barrier approach" to reduce exposure and transmission will be implemented if a pandemic were to arise. These barriers include:

- Personal Health and Hygiene-be aware and stay home if you are sick and avoid touching your face
- Hand Washing-effective and frequent
- Masking-face masks as recommended by CDC
- Social Distancing-aware of yourself and others, maintain 6 feet of separation
- Cleaning of Workspace-effective and frequent
- Work Planning-to maximize social distancing

- Workplace Health Screening-a collective commitment to others in the workplace
- Personal Protective Equipment (PPE)-as appropriate
- Workplace Policies and Procedures-to support and encourage implementation of multiple barriers

The purpose of this "multiple barrier approach" is to protect the health of all SCCHA workers, residents and anyone who visits SCCHA locations.

4. Chemical Spills or Radiation Exposure

During an emergency involving a chemical spill or radiation exposure, remain calm and take the following actions:

Immediately report any spillage of hazardous chemical or radioactive material to the SCCHA personnel.

Move away from the accident scene and help keep others away. Do not walk into or touch any of the spilled substance. Try not to inhale gases, fumes or smoke.

When reporting, be specific about the nature of the material involved and exact location. Local law enforcement will contact the necessary specialized authorities and medical personnel.

The staff person(s) on site should assist fire/law enforcement personnel in evacuating the affected area if requested.

Anyone who may be contaminated by the spill is to avoid contact with others as much as possible, remain in the vicinity, and give their names to law enforcement. First aid and cleanup required by specialized authorities should begin at once.

If a building emergency exists, activate the building alarm.

Note: In some buildings, the alarm rings only inside the building, and you must also report the emergency by calling 911.

When the building evacuation alarm is sounded, an emergency exists. Walk quickly to the nearest marked exit and alert others to do the same.

Remember that elevators are not to be used unless directed specifically by emergency personnel.

Once outside, move to a clear area at least 500 feet away from the affected building(s). Keep streets, fire lanes, hydrants and walkways clear for emergency vehicles and crews.

If requested, assist emergency crews as necessary.

An Emergency Operations Center (EOC) may be set up near the emergency site. Keep

clear of this area unless you have official business.

Do not return to an evacuated building unless told to do so by an authorized official.

5. Violent Criminal Behavior

Everyone is asked to help make all Authority properties safe by being alert to suspicious situations and promptly reporting them.

The following procedures should be used by staff and residents who witness violent criminal behavior:

If you are a victim or a witness to any criminal offense, avoid risks!

Promptly notify local law enforcement at 911 as soon as possible and report the incident, including the following information:

Nature of the incident Location of the incident Description of person(s) involved Description of property involved

If you observe a criminal act, or whenever you observe a suspicious person on SCCHA property, immediately notify police. Staff should report the incident to their supervisor where a noted "Code Word" will be announced over the intercom system to alert employees of the incident.

Assist the officers when they arrive by supplying them with all additional information and asking others to cooperate.

6. Utility Failures

In the event of a major utility failure occurring during regular working hours, immediately notify Maintenance at its emergency number (work order) at (618) 277-7854.

If there is a potential danger to building occupants, or if the failure occurs after work hours, on the weekend, or during a holiday, call the emergency number (work order #) at (618) 277-7854.

Follow the standard evacuation procedures if a building emergency exists. Always observe the above procedures when utility emergencies arise:

Electrical/Light Failure

Emergency lighting may not provide sufficient lighting in corridors and stairs for safe exiting. It is therefore advisable to have a flashlight and portable radio available for emergencies.

Elevator Failure

If you are trapped in an elevator, use the emergency phone. Turn on the emergency alarm (located on the front panel), which will signal for help.

Plumbing Failure/Flooding

Discontinued use of all electrical equipment. Notify Maintenance at (618) 277-7854 (work order). If necessary, vacate the area.

Gas Leak

Discontinue all operations. Do not switch on lights or any electrical equipment. Remember, electrical arcing can trigger an explosion. Call appropriate utility company and/or law enforcement. SCCHA should then be informed through the emergency work order # at (618) 277-7854.

7. Medical/Psychological Emergency

Call 911 to request assistance.

When calling for emergency medical assistance, give the following information:

Nature of medical emergency (type of injury, number of injured).

Location of emergency -- building and room number (you may need to be specific about the location of the building), your name and the phone number from which you are calling. If possible, stay on the phone until released by the 911 dispatcher.

Psychological Crisis

A psychological crisis exists when an individual threatens to harm him/herself or others or is out of touch with reality possibly due to severe drug reactions manifested by hallucinations or uncontrollable behavior.

If a psychological crisis occurs:

Never try to handle a situation that you feel is dangerous on your own.

If possible, reach out to the Suicide and Crisis Lifeline by calling 988.

If needed, notify local law enforcement of the situation by calling 911. Clearly state that you need immediate assistance. Give your name, location and the nature of the emergency.

8. Public Relations Issues

The SCCHA has two basic guidelines to observe in a crisis:

Only authorized spokespersons will meet or talk with the media.

Only information will be released; no speculation is to be offered.

Additional Procedures:

All executive and supervisory personnel have been notified to report emergencies to the Executive Director.

All calls from the news media are referred directly to the Executive Director and/or his/her designer.

9. Transportation Accidents

Another potential emergency involves transportation accidents. Such incidents might include injury or loss of life resulting from an accident involving SCCHA owned and/or operated vehicles, as well as a commercial conveyance carrying SCCHA staff or residents.

For such incidents, SCCHA officials should be prepared to provide basic directory information about the employees and/or residents involved. There also may be a need to respond to questions regarding how the trip was associated with employment or residence at the SCCHA. For additional information, please reference SCCHA's Personnel Policy Attachment -- Vehicle Use Policy.

Family notification should be handled by the Executive Director or, in the case of a resident, by the Property Manager.

If the vehicle was owned/operated by the SCCHA at the time of the incident, information may be needed about who was operating the vehicle and their training experience, as well as information about the condition and maintenance of the vehicle.

Train Accident/Derailment

Since many SCCHA properties are near railways, there is a potential for a train accident/derailment. If an accident of this kind occurs, take the following action:

Report such an incident to local law enforcement at 911.

Stay away from the accident; trains often carry hazardous materials that could leak into the atmosphere if a train derails.

SCCHA staff will assist as requested in coordinating the emergency response with non-SCCHA entities such as the Fire Department and the Emergency Medical Services.

If the train derailment causes an evacuation of any public housing communities or SCCHA facilities within a one-to-three-mile radius, the SCCHA will put the EOC procedures into place.