

TOWN OF FORT MYERS BEACH

EMERGENCY MANAGEMENT RESPONSIBILITY DETAILS

**A GUIDE TO UNDERSTANDING THE
RESPONSIBILITIES OF EMERGENCY
MANAGEMENT STAFF DURING A STORM
AND HOW YOU CAN HELP PROTECT
YOURSELF AND THE ISLAND!**



INTERNAL PRE-STORM PREPARATION

Town departments are responsible for storm preparations around the Island. This could include but is not limited to:

- Storm drain clean-outs
- Putting up storm shutters
- Getting items off the ground
- Strapping down items
- Bringing equipment off Island
- Inventory items (throughout year but update when a storm is coming)

Each department is responsible for preparing their specific locations. Culture Parks and Recreation preps Mound House and Bay Oaks; Public Works preps around the Island; however, all departments help where needed once their immediate duties are finished.

PUBLIC PRE-STORM PREPARATION

The best way to assist the Town is to keep your property and yourself prepared! This could include but is not limited to:

- Take pictures of your property and belongings
- Obtain your Hurricane Re-entry Pass
- Sandbags are available at Town Hall
- Gather important documents and insurance information

PROVIDE AND COORDINATE EMERGENCY / DISASTER TRAINING

The Human Resource Department assesses, determines and initiates emergency training for Town staff, including job specific emergency duties, CPR, defibrillator and all other associated emergency training for specific jobs. Town staff is required to complete FEMA ICS training.

HURRICANE AND DISASTER PREPAREDNESS EDUCATION

Town staff updates the Town Website Emergency Preparedness landing page. This page gives the public information on how to stay informed and how to be prepared for any disaster that may come our way.

PUBLIC COMMUNICATION

Town staff coordinates with Lee County to ensure our messages coincide with one another. When the Town activates for a disaster, residents and the public should keep an eye on the following:

- CodeRed
- Website Alerts and Newsflashes
- Social Media
- WGPU

Town staff stays in contact with Lee County and neighboring municipalities in the event a JIC is activated. CodeRed Website Alerts and Newsflashes Social Media WGPU

COORDINATE EMERGENCY PLANNING WITH OUTSIDE AGENCIES

Town staff maintain close contact and working relations with Lee County emergency management officials, LCSO, and the Fort Myers Beach Fire Department to plan and coordinate for disasters throughout the year. The Town has also began a partnership with WGPU to ensure we can keep the public informed via radio in case of an emergency.

IMPLEMENT HURRICANE PASS PROGRAM

Town staff have implemented Town of Fort Myers Beach Hurricane Re-Entry Pass Program, by issuing passes to residents, property owners, and business owners on Fort Myers Beach for re- entry to the island after an evacuation. Staff designs and contracts for the printing of the passes and compiles and maintains data from those who obtain a pass.

The Town has also implemented parking stickers. If a resident, business owner, or property owner does not have a Hurricane Re-entry pass, the Town of Fort Myers Beach parking sticker will act as a form of proof of ownership. Property owners are encouraged to reach out to Town Hall to obtain a sticker or Hurricane Re-entry pass. Town staff also have similar stickers on their cars in case of emergency response.

MAINTAIN EMERGENCY CONTRACTS

Town staff identifies emergency needs for staff. Contracts for various needs are obtained prior to hurricane season, i.e., hotel for staff to stay and location to bring Town vehicles.

- If the Town must activate post disaster, staff is aware that our meeting location before heading back to Estero Island is Target off San Carlos Blvd.
 - Human Resource staff will stay at Target to assist residents with questions and re-entry.
- Neighborhood Services staff will be located at the base of Matanzas Pass Bridge and the base of Big Carlos Pass Bridge to assist LCSO with re-entry.

IMPLEMENT EMERGENCY COMMUNICATION

Town staff develop, maintain and implement an emergency communications plan in the event that normal communications are compromised due to a catastrophic event. Town staff recently purchased, obtained, and tested (10) Motorola satellite radios to ensure communication is not lost internally, even if cell service is. These radios allow Town staff to communicate with LCSO and the Fire Department as well.

Staff regularly meet to discuss and stay informed on emergency procedures. Staff are aware of their department assignments and locations of responsibility.

MAINTAIN AND IMPLEMENT RECOVERY

Town staff develops, maintains and updates recovery plans for different scenarios, such as minimal damage, moderate to major damage and catastrophic damage recovery plans.

KEY INFORMATION

- **Town Hall Phone Number:** (239) 765 - 0202
- **Town Hall Address:** 2731 Oak St. Fort Myers Beach, FL 33931
- **Lee County Sheriff's Office Phone Number:** (239) 477-1830
 - In the event of an emergency, please call 911.
- **FMB Fire Department Phone Number:** (239) 590-4200
 - In the event of an emergency, please call 911.
- **Town website:** [Town of Fort Myers Beach, FL - Official Website](#)
- **Town Emergency Preparedness Page:** [Hurricane & Emergency Preparedness](#)
- **NOAA Website:** [National Oceanic and Atmospheric Administration](#)
- **FDEM Disaster Supply Kit:** [Disaster Supply Kit Checklist | Florida Disaster](#)