

HURRICANE SANDY

October 2012

After Action Report



CITY OF SUMMIT

OFFICE OF EMERGENCY MANAGEMENT

PURPOSE AND OBJECTIVES:

The purpose of this report is to analyze event results, identify strengths to be maintained and built upon, identify potential areas for further improvement, and support development of corrective actions.

The objective of this after action review is to evaluate:

1. The Emergency Operations Center
2. Shelter Operations
3. Field Operations
4. Communications and Data Management
5. Interagency cooperation

SCOPE:

The scope of this report is to review the preparedness of the Department of Public Works, the Office of Emergency Management and Emergency Operations Center, Summit Fire Department and Summit Police Department leading up to Hurricane Sandy on October 29, 2012 and actions taken during the event and in the days thereafter. This after action review and report is completed in keeping with emergency management best practices. The methodology used in performing this assessment is through a review of the actual event.

PARTICIPATING ORGANIZATIONS:

The City of Summit Office of Emergency Management Local Emergency Planning Committee (LEPC), Summit Administration, Summit Board of Education, Department of Community Services(engineering, public works, construction office, and technology), Department of Community Programs, Summit Fire Department, Summit Police Department, and Summit EMS.

STORM EVENT SUMMARY:

On the morning of October 22, 2012, Tropical Depression Eighteen formed in the southwestern Caribbean and six hours later, the depression became Tropical Storm Sandy. Some forecast model guidance suggested a storm of historic proportions could affect the U.S. east coast. Just after midnight on October 25, 2012, Sandy had become a Category 2 hurricane with top sustained winds of 110 mph.

As preparations continued along the east coast, the City of Summit also began its preparation for the impending storm. All City departments and LEPC members, made preparations respectively and the Emergency Operations Center (EOC) opened as well. On Friday October 26, 2012 a Summit LEPC meeting was held in the City's Emergency Operations Center. Later that day, representatives from emergency management, fire and police attended a briefing at the Union County Office of Emergency Management in Westfield, New Jersey.

The City Administrator conducted a conference call with department heads on Sunday, October 28, 2012. The Summit EOC would be opened as conditions dictated.

In the days leading up to the storm's landfall, each agency and department initiated preparation plans. On Monday, October 29, 2012, the Emergency Operations Center was formally activated at 1400 hours. The emergency management team would meet daily through Monday, November 12, 2012. The impact of Hurricane Sandy resulted in catastrophic damage to the JCP&L electric infrastructure throughout its service district – including the City of Summit. Some 8,400 line workers were engaged at the height of the restoration effort to re-establish electric service. Throughout the period of this storm event, City departments and agencies responded to several challenges some of which included the impact of a long-term power outage affecting a wide area of the community; road closures due to downed and energized electrical wires; downed trees and tree limbs; structural damage caused by downed trees; mass transit system disruption; fuel supply chain disruptions; temporary relocation of public elementary students to schools with electric

service; relocation of polling places during a general election and the operation and coordination of locations to serve as shelters and warming /charging stations.

The details of the various agency and department responses are detailed in the following sections along with recommendations for improvements.

Preparation Plans:

Department of Public Works	Summit Fire Department	Summit Police Department
<ul style="list-style-type: none"> • All staff was notified to be on stand-by for response. • Fuel supplies were topped off at both of the City’s fuel depots. • Wastewater pumping stations and related generators were inspected. • Equipment tested and readied. • Personnel concentrated on clearing catch basins. One crew operated sweeper trucks throughout days immediately prior to the storm event to keep the catch basins open. • Prepared all equipment for the restoration effort. • Sandbags were readied and placed on trailers. • Private tree contractor was placed on stand-by should we need additional resources. • Completed emergency tree work including cabling a tree and removing several trees. • Construction Officials notified contractors to secure their work sites as a precaution and to be prepared to come in to complete damage assessment as needed. • Completed leaf removal around storm inlets in anticipation of heavy rain. • Prepared barricades and safety equipment on trailers. • Removed equipment and signs on public parks that could be blown by high winds. 	<ul style="list-style-type: none"> • All equipment was checked Friday and Saturday in preparation for the storm forecasted to impact the area Monday. • Additional scene tape and flares acquired. • Operational meeting was held late Sunday morning on the 28th with officers to address needs for the impending storm. • An Incident Action Plan (IAP) was developed late Sunday that covered five, 24-hour operational periods which included two incident briefings per operational period. • Members were notified that as of 1200 hours Monday the 29th the fire department would execute the IAP. Staffing would include: <ul style="list-style-type: none"> ○ two 14 person shifts working 24 hours on and 24 hours off ○ two dispatchers remaining on duty for each operational period • Food and living supplies were brought in to sustain operations for five days. • An Incident Command System (ICS) structure was set which included an Incident Commander (IC), Operation section, Planning section and a Logistics section. • The city was divided into two areas with one supervisor per area to help coordinate operations within each area. 	<ul style="list-style-type: none"> • Officers were advised that they were on call as of Sunday, October 28th at 2400, or earlier if needed. • Platoons would go to 12 hour shifts beginning Monday, October 29th. • Extra officers would be brought in prior to storm to ensure there were officers on hand if warranted. • All officers were advised to bring additional clothing, personal hygiene items and phone chargers. Also advised that they should be prepared to bunk at headquarters. • All police and auxiliary police vehicles were fully fueled and supplied with necessary equipment. Extra supplies were ordered – emergency tape, flares, etc. • No overnight on-street parking permissions were granted starting Sunday, October 28th • Open trailer was stocked with portable stop signs and cones. • The newly acquired SPD Emergency Response Unit’s trailer (equipped with generators, power strips, tables, chairs and extension cords) would be deployed to the Summit Middle School where it would be used as a charging and information station. • DCS personnel provided extra radios to communicate with SPD. • Large city maps were set up in roll call room to track events as well as road closures. • Officer (or Aux officer) to be stationed at the Senior Citizen Center during the storm. • Request for Auxiliary Police was transmitted.

	<p>Summit Fire Department continued....</p> <ul style="list-style-type: none"> • A damage assessment group was established that worked closely with the EOC to track road conditions, building damage and hazardous conditions. • Prior to storm, firefighters visited the residents in Summit listed in the Special Needs data base that required a generator to power life sustaining medical equipment. 	<p>Summit Police Department continued....</p> <ul style="list-style-type: none"> • Parking Services pick-up truck placed in service. • Additional dispatchers were activated. • Orders were established as to the roles of the administration staff.
Public Information Annex		
<ul style="list-style-type: none"> • Prior to the storm, distributed English and Spanish Hurricane Preparation Fact Sheets to various warming station locations. • Updated website/GChannel with hurricane preparation info, how to report downed wires, how to report power outage, etc. 		

On October 29th, 2012 the increasingly strong winds began to pound the Northeast and Mid-Atlantic with wind gusts reaching hurricane force during the peak of the hurricane at Newark Airport (78 mph) and Atlantic City (77 mph) with N.J. recording top wind gusts of 90 mph at one point. In the aftermath of the storm, the staff of the City of Summit, Summit Fire and Police Departments (including EOC staff, Volunteer Firefighters and Summit Auxiliary Police Unit) worked the following hours:

Department of Public Works	Summit Fire Department	Summit Police Department
<p>All DPW members were required to stay in Summit Monday night. Response continued through two weeks, 6 days per week from dawn to dusk, ending at dusk due to the unsafe conditions with wires, trees down, etc. Over 3481 hours were worked by the DPW staff.</p>	<p><u>Two 14 person shifts working 24 hours on and 24 hours off</u></p> <p>1008 hours of overtime as well their regular shifts</p> <p><u>Two dispatchers remaining on duty for each operational period</u></p>	<p><u>Sworn Officers</u> 993 hours of overtime as well their regular shifts</p> <p><u>Dispatchers</u> 51.5 hours of overtime</p> <p><u>Auxiliary Officers</u> 158 hours of volunteered hours</p>

Below is a summary of each agency's response during the storm inclusive of events that were unrelated to the storm.

Department of Public Works	Summit Fire Department	Summit Police Department
<p>Waste Water:</p> <ul style="list-style-type: none"> • Three of the 4 pump stations lost power and were operating on generator power which required constant monitoring and attention. • Constantine Pump station generator failed, had to obtain and install a temporary 500 Kw generator at the Constantine Pumping Station. • The last station came back on-line on November 8th. <p>Signage and signalization:</p> <ul style="list-style-type: none"> • Regulatory signs that were blown over were repaired during and after the storm. • 25 signalized intersections lost power and required temporary signs to be placed out for safety. • Once power was restored the signal heads and arms were reset and repaired. • DPW assisted in road closure by placing barricades, cones and barrels when required by PD and FD. • The work to replace damaged regulatory and street signs continues. <p>Trees/Debris collection:</p> <ul style="list-style-type: none"> • Crews concentrated on opening roadways where possible starting with main roadways and the hospital. Then they were sent to their snow plow routes to clear debris initially using snow plows. • Crews responded to multiple requests for assistance from Police and Fire during and after the storm. • By Thursday afternoon most roads that could be cleared of debris by DPW were cleared. The remaining road closures were awaiting JCP&L response. • Over 225 private and public trees were removed from the right of ways and from across city streets. 	<p>Fire Department staff responded to: 430 total calls from October 29th to November 9th including:</p> <ul style="list-style-type: none"> • 42 Carbon Monoxide (CO) calls. The use of generators created a major CO problem; there were 18 serious CO incidents. • 2 structure Fire calls. A serious structure fire on October 31 was contained to the floor of origin due to the increased staff on duty. In addition, firefighters performed an animal rescue during their primary search of the building. • Firefighters used chain saws to remove limbs blocking roadways when wires were not present. • Firefighters investigated numerous downed wires, secured the scene and notified the appropriate utility. • Support vehicles were used to tow police department trailers. • Firefighters assessed the stability of structures damaged by falling trees and poles. Those structures were referred to the Construction Official for a more detailed inspection. • Additionally, 41 Springfield Ave, Spring Meadows, an 84 room assisted living care center, lost power during the storm. Working with Summit EOC and Union County EOC, generators were obtained to restore power to the facility. An evacuation IAP was developed in the event a facility evacuation was required. Firefighters maintained a fire watch due to the lack of a fire detection system. • Firefighters set up a generator for a resident needing power for life sustaining equipment and continued to fuel and maintain the generator for 12 days. • Assisted Summit Oaks Hospital with generator operation and fueling. 	<p>Officers responded to 1,316 service calls from October 29th to November 12th with 181 of them taking place during the height of the storm.</p> <p>Of the 1,316 service calls, it is estimated that close to 600 of them were storm related calls. In addition, there were an estimated 100 calls of service that were not recorded as officers went from one event to another.</p> <p>There were 13 motor vehicle accidents in total.</p>

Department of Public Works continued...

- Prior to the Nor'easter additional clearing of roadways of leaves in anticipation of the mid-week storm was completed.

Solid Waste/Garbage Collection:

- Compost area was open on Wednesday.
- The transfer station was closed due to a power outage which lasted through Saturday morning November 10th.
- Residential and downtown commercial garbage collection was cancelled for Wednesday and Thursday due to the power outage at the County Resource Recovery Center (incinerator.) Arrangements were made with the DEP and to locate a private facility to dump the garbage until the county facility was back in operation. Packer trucks sent directly to facility to unload trash.
- Garbage collection then resumed on Friday and Saturday. Three days of collection completed on Friday and Saturday. Regular collection schedule restored on Monday.
- Curbside recycling continued on schedule.
- Compost area was open 7 days per week from November 3rd through the 11th.
- Tuesday November 6th The County's incinerator in Rahway reopened and solid waste directed to that location.
- Power resumed at the transfer station on Saturday the 10th and the transfer station opened immediately to the public and was open throughout the weekend, including Monday, Veterans' Day.

Engineering:

- Engineering staff evaluated damage to all municipal properties and compiled a list. There was no significant damage to any of the buildings.

Summit Fire Department continued....

- Firefighters/inspectors assisted the Board of Education, providing a daily walk through inspection at each school while they were in session.
- Coordinated daily conference calls for our largest corporation partners with the NJ Office of Homeland Security and Preparedness "Private Sector" desk. This gave our private sector partners an opportunity to receive the latest updates from the NJ State Police Regional Operations and Intelligence Center. It also gave them a venue to share resources with similar agencies.

**Department of Public Works
continued...**

- City Engineering participated in the EOC and utilized GIS to develop maps for the emergency responders. Created maps of street closures for use by the emergency services responders and posted on the website daily.

DCS/Construction:

- City offices were open under partial power on Tuesday to assist residents with their questions. Almost all of the staff also had no power to their homes.
- Permit fees related to storm repairs were waived. Electric inspector was available for inspections every day. Same day turnaround was provided for storm damage permits.
- Inspected 69 Homes that were damaged. 39 had major damage, 11 had minor damage, and the remaining had no reportable damage. Four houses were placarded as unsafe for occupancy. This is the most individual home damage that Summit has seen in recent memory.

Fleet Maintenance:

- Maintained equipment for police, public works and fire through the storm response.
- Considerable time was spent securing fuel due to supply interruption.
- Prepared trucks that were being used for storm clean up with plows and spreaders and prepared snow removal equipment for nor'easter storm.

Miscellaneous:

- DPW transported cots and supplies to the Middle school, YMCA and DCP.
- Light tower was provided for the warming station at the middle school.

SHELTERS and WARMING STATIONS / CHARGING CENTERS

Shelter and Warming/Charging Station at **LCJ Middle School** opened on October 30 and remained opened until November 5.

- Total recorded warming/charging station visits at this location were: **6,971***
- Total recorded shelter stays at this location were: **194**
- Recorded Volunteers to LCJMS: **411**
- Recorded Medical Volunteers to LCJMS: **11**

Shelters at **YMCA and Community Center** were open between November 6 and November 12.

- Total recorded shelter stays at these locations were: **194**
- Cots and Blankets ARC: **70**

Total Recorded Shelter Guests at all locations: October 30, 2012 through November 12, 2012: **259**

(*) Warming and Charging continued at the following locations in the City after the closing of the LCJMS Center (NOTE: these centers did not record visitors for Warming and Charging):

The Community Center	The Connection for Women & Families
The Elks Club	The City of Summit Public Library
SAGE	The YMCA of Summit

The following communities, in addition to the Summit Residents, were served at Warming and Charging stations:

Berkeley Heights	Chatham
Dover	Linden
Millburn	Morristown
New Providence	Scotch Plains
Somerville	Springfield
Westfield	

Requests for animal sheltering were referred to the Red Cross Shelter in Morris Township.

SHARED SERVICES

During the course of the event, the shared service concept was utilized in the following ways:

- Department of Public Works - DPW Superintendent Cascais worked closely with New Providence who maintains the wastewater stations through a shared services agreement.
- Department of Public Works – Three (3) private tree service companies assisted after the storm.
- Department of Public Works – Fueling for Chatham Borough, alternate supplies coordinated with Morris County OEM.
- Department of Public Works – Coordinated with Union County OEM for fuel supplies.
- Summit Fire – Temporary loan of one engine to Millburn FD due to mechanical failure of their unit.
- Summit Fire – Coordinated with Merck for generator wiring equipment.
- Summit Police – Portable stop signs on loan from Madison Police.
- Summit Police – Coordinated traffic and security plans with NJ Transit Police for emergency bus service at the NJ Transit Station.

INJURIES and FATALITIES

One death was attributed to the storm. Elderly male suffered head trauma from a fall.

There were no other reported injuries relating to the storm.

COMMUNICATION

The following is a summary of communication by agency:

Department of Public Works	Summit Fire Department	Summit Police Department
<p>Standard communication equipment used within the DPW. Provided police portable radios to key personnel to assure direct contact with emergency services.</p>	<p>FD communications equipment failed for nearly 20 minutes at 2100 hours on October 29th during the height of the storm due to increasing power surges. In response to this, the FD transferred to full generator power for the next four days in order to maintain a stable power source.</p>	<p>Sent out 39 <i>Nixle</i> alerts, both in text and email format. These alerts were sent out days prior to the storm as well as throughout the next two weeks. Over 60 residents subscribed to the <i>Nixle</i> system during the two week period of the storm. The subscriber number currently stands at over 2600 individuals.</p>

PUBLIC INFORMATION ANNEX

- Public Information Annex opened for pre-storm meetings with full PIO support.
- Prior to the storm, distributed English and Spanish Hurricane Preparation Fact Sheets to various warming station locations.
- Public Information Team was prepared to work 12 hour shifts and double teamed during height of storm.
- Recorded official timeline from all reporting Annexes during storm.
- Established an official sign in and out for EOC.
- Protocol established to provide public information through following channels:
 - CodeRED – EOC Coordinator and Mayor Dickson - 386, 962 calls made
 - City Website – Special Hurricane Sandy informational page implemented and updated daily
 - Government Channels – informational slides prior to and during storm – Emergency Scroll added
 - City Facebook Page – 65 posts
 - Twitter – over 200 tweets – with two accounts
 - Daily hand distribution at open warming/charging stations and around downtown

SAFETY and SECURITY

Citizen and first responder safety was the primary concern during the storm and in the weeks that followed. Below is a summary by agency of any additional safety and security measures that were put into place, or safety issues that occurred.

Department of Public Works	Summit Fire Department	Summit Police Department
<ul style="list-style-type: none"> • Extreme wind conditions during height of storm event required moving staff to safe positions off roadways. • On November 7th a nor'easter dropped 6" of snow on Summit. This required Public Works to divert their efforts from storm clean-up to snow removal on 	<ul style="list-style-type: none"> • Four firefighters were trapped in an engine for 45 min when their engine became entangled in energized wires. • Called in additional staff to revisit homes that were damaged by the storm in an attempt to secure property from further exposure from the upcoming nor'easter 	<ul style="list-style-type: none"> • Units were deployed for specific security initiatives. Since the Central Business District (CBD) had power immediately following the storm, two officers were assigned to the CBD walking posts throughout the day and night. . To combat the possibility of looting/break-ins and to reassure the residents still present,

<p>dangerous roadways and public properties. All workers once again worked through the night.</p>	<p>weather.</p> <ul style="list-style-type: none"> • Fire Inspectors visited shelter site on a daily basis to ensure safe conditions. 	<p>“spotlight” patrols were deployed nightly from 1800 – 0300 hrs. Foot patrols were activated where officers would complete “knock and greet” operations in the residential areas. Additional officers posted in critical areas until power restored.</p> <ul style="list-style-type: none"> • Both operations proved to be very proactive and reassuring to the Summit residents. During the two weeks, the department had one reported break in. Following an investigation, arrests were made.
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SUMMARY AND ACTION ITEMS:

The impact of Hurricane Sandy presented a variety challenges for the City. Overall the LEPC, municipal departments and agencies were well prepared and responded effectively. However, as is the case in every emergency, there were lessons learned and as a result, each agency has identified areas for improvement, both internally and externally. Unavoidable or unexpected events that hindered recovery are included as are action items for improvement. Actionable items are listed below; agencies will be assigned with a tentative start and completion date as well as the person responsible. This report and action items will be revisited in a period of no longer than ninety days from the date of distribution.

Unavoidable/Unexpected Occurrences

- Generators: With 4 city facilities operation on generators and the transfer station without power, a great deal of time was spent maintaining, repairing and acquiring a temporary generator.
- Food: The local restaurants were not open at the beginning and at the height of the storm. Alternate arrangements needed to be made in advance of the event. Overlook Medical Center responded by providing meals at no cost to responders.
- Accommodations: This was the first occurrence that required the entire DPW workforce to be housed overnight. Dangerous travel and weather conditions made retaining all personnel on site essential in order to be immediately deployed as conditions improved.
- Parts for equipment: After the storm, there was difficulty obtaining replacement parts for equipment due to the number of power outages and disrupted supply lines.
- Awaiting JCP&L response to remove entangled, energized wires from the remaining downed trees slowed the clean-up process substantially.
- Gas stations not being able to power their gas pumps created a shortage of stations to supply fuel. The resulting lines of vehicles required substantial resources to create traffic and security plans at the various gas stations. The mandatory odd - even license plate procedure and restoration of power reduced traffic congestion due to line up of vehicles.
- Disruption of NJ Transit train service necessitated greater numbers of citizens utilizing bus service. Lines of residents waited to board buses to New York City required traffic and security planning in coordination with NJ Transit Police.

CONCLUSION:

Recommendations outlined in this report will require attention by several individuals and groups for resolution. Those recommendations and associated actions required are detailed in the attached matrix plan. Overall the various City departments and agencies performed in an exceptional manner throughout this event.

1. The Emergency Operations Center: (see matrix)
2. Shelter Operations: (see matrix)
3. Field Operations: (see matrix)
4. Communications and Data Management: (see matrix)
5. Interagency Cooperation: (see matrix)

AFTER ACTION PLAN MATRIX

CATEGORIES:

1. Emergency Operations Center
2. Shelter Operations (Includes Warming, Charging, Wi-Fi)
3. Field Operations (Includes Department of Public Works, Summit Fire, Summit Police)
4. Communications and Data Management (PIO)
5. Interagency Cooperation (Includes Volunteers)

#	After Action Description	Primary Responsible Agency	Agency POC	Start Date	Completion Date
	EMERGENCY OPERATION CENTER IMPROVEMENTS				
1	Develop an IAP for all major incidents to include relevant city agencies.	Office of Emergency Management (OEM)	Fire & Rescue Annex Coordinator	December 2012	Q2 2013
2	Utilize a dedicated damage assessment channel and position in the EOC.	OEM	Damage Assessment Annex Coordinator	December 2012	Q1 2013
3	Enhance EOC involvement to support operations through integration of Incident Command System.	OEM	Fire & Rescue Annex Coordinator	December 2012	Q2 2013
4	Incorporate Logistics and Planning sections into EOC.	OEM	Fire & Rescue Annex Coordinator	December 2012	Q2 2013
5	Host "Survivor for a Day" and "Are You Ready?" FEMA programs to improve community awareness.	Fire Department / Police Department	Deputy Coordinator Fire Deputy Coordinator Police	Q1 2013	Q1 2013
6	Assess EOC for facility improvements and hardening	OEM	EOC Annex Coordinator	Q1 2013	Q2 2013
	SHELTER OPERATION IMPROVEMENTS				
7	Identify multiple potential sites throughout the community to serve particular populations (government, private, church).	OEM	Shelter Annex Coordinator	Q1 2013	Q2 2013

8	Establish agencies that can assist with food service both commercial and volunteer. Establish contract parameters for such services.	Department of Community Programs	Social Services Annex Coordinator	Q1 2013	Q2 2013
9	Build an inventory of supplies for shelter operations. .	OEM	Shelter Annex Coordinator	Q1 2013	Q2 2013
10	Update resource list to include bus drivers in addition to buses available for use in special transportation and for evacuation. .	DCP	Social Services Annex Coordinator	Q1 2013	Q2 2013
11	Identify generator requirements for potential sheltering sites.	Department of Community Services	Public Works Annex Coordinator	December 2012	Q1 2013
12	Offer Red Cross sheltering training for volunteers.	OEM	Shelter Annex Coordinator	Q1 2013	Q2 2013
13	Consider signage for shelter sites to better identify location and facility use.	OEM	Shelter Annex Coordinator	Q1 2013	Q2 2013
14	Create a “responder shelter” and “responder family shelter” at the Community Center (Rec Center.)	OEM	Alert & Warning Annex Coordinator	December 2012	Q1 2013
	WARMING, CHARGING, WI-FI IMPROVEMENTS				
15	Identify public and private entities willing to serve as warming and charging stations.	DCP	Social Services Annex Coordinator	Q1 2013	Q2 2013
16	Create an SOP for Warming, Charging and Wi-Fi that standardizes operations.	DCP	Social Services Annex Coordinator	December 2012	Q1 2013
17	Ensure at least two locations have late and/or very early hours.	DCP	Social Services Annex Coordinator	December 2012	Q1 2013
	FIELD OPERATION IMPROVEMENTS				
18	Acquire generators for traffic signals,	Summit Police Department	Deputy Coordinator Police	December 2012	Q1 2013

19	Acquire cots for officers for emergency duty barracks.	Summit Police Department	Deputy Coordinator Police	Q1 2013	Q3 2013
20	Continue to update citywide resource and equipment list	Fire Department	Resource Annex Coordinator	December 2012	Q1 2013
21	Identify critical public buildings that require uninterrupted power supply from generators	OEM	Public Works Annex Coordinator	Q1 2013	Q2 2013
22	Develop system with JCP&L to work directly with DPW to de-energized downed power lines to speed opening of blocked roadways.	DCS	Public Works Annex Coordinator	Q1 2013	Q2 2013
23	Assure that Union County Utilities Authority identifies alternate site for garbage and trash delivery when County facility not operational.	DCS	Public Works Annex Coordinator	Q2 2013	Q3 2013
24	Evaluate existing City Hall generator for capacity to expand coverage of the building.	DCS	Public Works Annex Coordinator	December 2012	Q1 2013
	COMMUNICATION AND DATA MANAGEMENT RECOMMENDATIONS				
25	Establish Technology Annex	OEM	DCS Director	December 2012	Q1 2013
26	Investigate the implementation of a local AM radio station for broadcast of emergency messages	OEM	Alert & Warning Annex Coordinator	Q1 2013	Q2 2013
27	Establish with USPS process for distribution of hardcopy emergency notifications during long-term events.	OEM	Public Information Annex Coordinator	Q1 2013	Q2 2013
28	Establish a phone line for recorded messages related to an emergency	OEM	Alert & Warning Annex Coordinator	Q1 2013	Q2 2013
29	Promote registration for all emergency notification systems.	OEM	Public Information Annex Coordinator	Q1 2013	Q2 2013

30	Formalize use all existing email notification lists: Schools, SDI, and Chamber of Commerce.	OEM	Public Information Annex Coordinator	December 2012	Q1 2013
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	INTERAGENCY PARTNERSHIP IMPROVEMENTS				
31	Meet with leadership of other communities about sharing responsibilities.	DCP	Social Services Annex Coordinator	Q2 2013	Q3 2013
32	Develop a list of government and non- profit organizations in communities nearby to assist those in need that come to Summit.	DCP	Social Services Annex Coordinator	Q2 2013	Q3 2013
	VOLUNTEER IMPROVEMENTS				
33	Create a Citizen Emergency Response Team with training and assignments	PD & FD	Deputy OEM Coordinators	Q1 2013	Q4 2013
34	Create an electronic communication chain utilizing all aspects of the City's social media. (BOE, DCP, SDI).	OEM	Public Information Officer	Q1 2013	Q2 2013
35	Develop a list of specialists that can assist with simple assistance to seniors such as finding a tree service, electrician etc.	DCP	Social Services Annex Coordinator	Q2 2013	Q3 2013
36	Mobilize animal organizations for foster care of animals during storms.	DCP	Social Services Annex Coordinator	Q1 2013	Q3 2013
37	Provide t-shirts, vests, caps for volunteers to be identified.	DCP	Social Services Annex Coordinator	Q1 2013	Q3 2013
38	Create a response team of Sports Presidents to inspect areas of their interest immediately following storms (once safe) to help to identify damage.	DCP	Social Services Annex Coordinator	Q1 2013	Q2 2013

OTHER GENERAL SUGGESTIONS:

- Purchase appropriate OEM apparel and identification for personnel

SANDY HITS SUMMIT





Department of Public Works clearing roadways from debris and snow.





Many Summit roads were impassable due to numerous downed trees and live wires in roadways.



Fuel lines – Governor enacted odd/even day gas rationing due to fuel shortages – emergency responders and Overlook personnel fueling their vehicles.



MASS TRANSIT SHUT DOWN DUE TO SANDY
Buses lined up at Summit Train Station and lines of daily commuters waiting to take buses into NY



Displaced Summit residents were provided shelter at the Summit Middle School and the Summit Area YMCA.



Over 1,800 residents took advantage of the warming/charging station at the Summit Middle School.