



**Homer-Center Recreation and Park Board
PO Box 45
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Emergency Response Guidelines

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CALL 911 FOR HELP IMMEDIATELY!

Call IMMEDIATELY at the first sign someone needs help.

DON'T ASSUME SOMEONE ELSE WILL CALL.

It is better for multiple calls to go to 911 than none.

When calling 911, provide the park name and address.

Park Names and Addresses

NAME	ADDRESS
Aultman Park	68 W 7th St. Aultman, PA 15713
Floodway Park	180 N. Main St. Homer City, PA 15748
In Town Park	131 E. Wiley St. Homer City, PA 15748
Lucerne Park	21 E 8th St. Lucernemines, PA 15754
Risinger Park	2541 Old Us 119 Hwy S. Homer City, PA 15748
Syntron Field	160 Booster Dr. Homer City, PA 15748

Armed Intruder

Armed Intruder procedures shall be activated in situations involving dangerous intruders where the risk of death or serious bodily injury is imminent.

Options for protecting yourself, you family, and others are: Running or Fighting.

Before your event begins, you should discuss with you family and the attendees a location where you will reunite if an emergency happens.

RUN

- The first, and best option, is to run to a place of safety.
- Constantly re-evaluate the situation.
- Once clear of the danger, assemble at a safe place, preferably the location you discussed ahead of time.
 - Call 911
 - DO NOT let your guard down. You are not completely safe until the actor is in custody or incapacitated.
- If you encounter the police or armed security:
 - Hands over your head.
 - Obey all of the officer's commands immediately.
 - Give a description and location of the actor.
 - Officers will NOT tend to casualties until the actor is incapacitated.

FIGHT

If you are face-to-face with the intruder, it is likely you will be killed unless you do something.

Any person is allowed to use force, even deadly force, to protect themselves or another from the imminent threat of death or serious bodily injury.

- Throw things
- Swarm the intruder
 - Grab the weapon and point it in a safe direction – DO NOT LET GO!
 - Tackle the intruder
 - Hit the intruder with any object you can find.

- If you are able to subdue the intruder:
 - RUN to a place of safety
 - CALL 911

If You Get the Weapon

If you come into possession of the weapon because the intruder surrenders, you take it from him/her, or you incapacitate the intruder remember: The police have been told someone at the park has a weapon, and when they arrive they are going to think you are the bad guy if you have are holding the weapon.

- Put the WEAPON in a GARBAGE CAN. Keep everyone away from the can.
- Inform the police of the location of the weapon upon their arrival.
- If you have the weapon in your hand and encounter the police:
 - Drop the weapon immediately – even before being told to do so!
 - Hands over your head.
 - Drop to your knees.

Emergency Casualty Care

It may be necessary for you to treat serious bleeding and other injuries before help arrives. CALL 911 BEFORE HELPING THE INJURED!

Use the **MARCH²** principles for treating severe traumatic injuries due to gun shots, stab wounds, vehicle crashes, or natural disasters (tornados). Treat injuries in this order:

M – Massive Bleeding

A – Airway

R – Respirations

C – Circulation

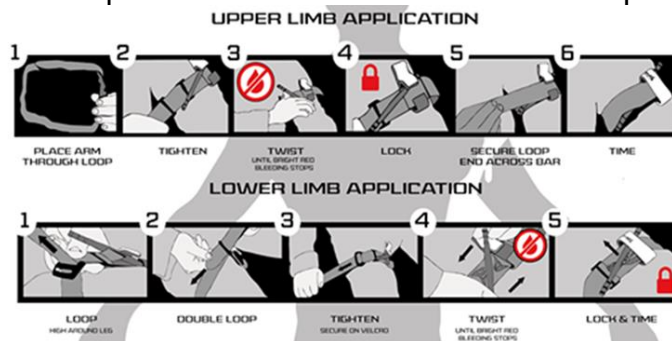
H² – Heat and Help

Use all of the people and resources available to help you:

- Have someone call 911 and remain on the phone with them until the police arrive.
- Stop Bleeding with napkins, paper towels, beach towels, blankets
- Use a belt as a tourniquet.

Massive Bleeding

1. Grab the wound with your hand and squeeze it to slow the bleeding.
2. For **extremity** wounds:
 - Apply a tourniquet – use a belt and a stick as an improvised tourniquet.



- DO NOT try to remove adhered clothing or impaled objects.
- Pack anything you have (napkins, paper towels, etc.) into extremity wounds.
- Wrap a towel and belt around the wound to form a pressure dressing.

3. For **neck and chest** wounds:

- Remove clothing from around the wound.
- DO NOT try to remove adhered clothing or impaled objects.
- DO NOT pack dressings into the wound.
- Seal the wound
 - Have the casualty exhale as forcefully as possible and hold their breath.
 - If the casualty is unconscious, wait for them to exhale. Help unconscious casualties by pressing on the chest as they exhale.
 - Cover the wound completely with duct tape, cling wrap, aluminum foil, piece from a plastic garbage bag, anything that can stop air from entering the chest.
 - Use tape to seal the dressing around the wound, or hold the dressing with your hand until help arrives.
 - Seal the tape around any impaled objects.
- Apply a pressure dressing or hold pressure on the wound.
- Check the casualty both front and back for additional wounds. Seal all chest wounds in the same way.

Airway

1. If you have had CPR training, open the airway according to your CPR training.
2. Monitor the casualty for vomiting. Clear any vomit from the mouth.
3. Position the casualty on their side, with the injured side next to the ground – arm extended above the head, head on the arm. If the casualty can breathe easier when sitting up, allow them to sit with their back against a wall or other support.

Respirations

1. Check for signs / symptoms of Pneumothorax (air in the chest).
 - Gunshot or stab wound to the chest
 - Sucking sound coming from chest
 - Frothy blood coming from wound
 - Coughing up blood
 - Difficult / painful breathing
 - Bluish tint to lips, fingertips, or nail beds
2. “Burping the Wound”
 - If signs / symptoms of a Pneumothorax make it difficult or impossible for the casualty to breath:

- Remove the pressure dressing and trauma dressing applied under “**neck and chest wounds**” above.
 - Pull up one corner of the tape until the wound is exposed.
 - Have the casualty exhale as forcefully as possible and hold their breath.
 - If the casualty is unconscious, wait for them to exhale. Help unconscious casualties by pressing on the chest as they exhale.
 - Air will exit the chest wound. It may be necessary for you to put your finger into the wound to allow the air to escape.
 - Re-apply the duct tape before the next inhalation.
 - Replace the trauma dressing and pressure dressing.
- Repeat as often as necessary until more advanced help arrives.

Circulation

1. If the casualty has no pulse:
 - If you have had CPR training, perform CPR according to your CPR training.
2. If the casualty has a pulse:
 - Position the casualty on their side, with the injured side next to the ground – arm extended above the head, head on the arm.
 - Monitor the casualty for vomiting. Clear any vomit from the mouth.

Heat

1. Cover the casualty with any blankets, coats, clothing, or etc. available.

Help

1. Call 911 and remain on the line.

Medical Incidents

If someone at the park experiences a medical emergency, proceed as follows:

- Call 911 at the first sign of trouble.
- When contacting 911, provide:
 - A basic summary of the emergency
 - The name and address of the park you are at.
 - The location within the park where help is needed.

Bomb Threats and Suspicious Packages

Bomb threats are a significant problem throughout the United States. Although more than 90% of bomb threats turn out to be pranks designed to be disruptive and cause chaos, each threat must be taken seriously because of the real potential for death and serious injury.

It is also important to remember that more often than an actual bomb, threats have been used as a precursor to a shooting in order to cause an evacuation and lure people into a more vulnerable position.

1. Threat is Received

- **If a call is received:**
 - The person receiving a call should complete the *Bomb Threat Checklist* as soon as possible while details are fresh in their mind.
 - Write down the number the call came from.

- **If a note or other message communicates the threat:**
 - Leave the note/message in place, as it was found.
 - If the threat is received by email:
 - Print the email
 - Do not move or delete the email.
 - The police will instruct you how to preserve the email.

 - If the threat is received by social media:
 - Note the username of the sender
 - Take a screen shot or photograph of the threat.

2. Notifications

- Call 911
- If you have a Special Event Permit, call the Board Emergency Contact

3. Preliminary Search Procedures

- Conduct a brief search of the area around you. When conducting a search:
 - **No two-way radios or cell phones should be used.**
 - Do not turn on/off lights or electrical equipment.
 - **Suspicious objects should not be touched or moved.**

4. Suspicious Package or Device

- A suspicious package may be located during a search after a threat is received, or it may be encountered with no threat being made.

- **Found**
 - Move everyone a safe distance away from the potential device. Safe distances are shown in the chart below.
 - Wait for the police.

- **Not Found**
 - Remain in a safe location.
 - DO NOT conduct any further searches.
 - Wait for the police.

5. Evacuation

- Evacuate everyone from the park.
 - DO NOT let anyone evacuate by passing any suspicious object(s).

- Anyone with information about the threat should remain nearby until interviewed by the police.

6. Investigation

- All bomb threats will be reported to the police for investigation.

BOMB THREAT CALL PROCEDURES

Most bomb threats are received by phone. Bomb threats are serious until proven otherwise. Act quickly, but remain calm and obtain information with the checklist on the reverse of this card.

If a bomb threat is received by phone:

1. Remain calm. Keep the caller on the line for as long as possible. DO NOT HANG UP, even if the caller does.
2. Listen carefully. Be polite and show interest.
3. Try to keep the caller talking to learn more information.
4. If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
5. If your phone has a display, copy the number and/or letters on the window display.
6. Complete the Bomb Threat Checklist (reverse side) immediately. Write down as much detail as you can remember. Try to get exact words.
7. Immediately upon termination of the call, do not hang up, but from a different phone, contact FPS immediately with information and await instructions.

If a bomb threat is received by handwritten note:

- Call _____
- Handle note as minimally as possible.

If a bomb threat is received by e-mail:

- Call _____
- Do not delete the message.

Signs of a suspicious package:

- No return address
- Excessive postage
- Stains
- Strange odor
- Strange sounds
- Unexpected Delivery
- Poorly handwritten
- Misspelled Words
- Incorrect Titles
- Foreign Postage
- Restrictive Notes

DO NOT:

- Use two-way radios or cellular phone; radio signals have the potential to detonate a bomb.
- Evacuate the building until police arrive and evaluate the threat.
- Activate the fire alarm.
- Touch or move a suspicious package.

WHO TO CONTACT (select one)

- Follow your local guidelines
- Federal Protective Service (FPS) Police
1-877-4-FPS-411 (1-877-437-7411)
- 911

BOMB THREAT CHECKLIST

Date: Time:

Time Caller Hung Up: Phone Number where Call Received:

Ask Caller:

- Where is the bomb located? (Building, Floor, Room, etc.) _____
- When will it go off? _____
- What does it look like? _____
- What kind of bomb is it? _____
- What will make it explode? _____
- Did you place the bomb? Yes No _____
- Why? _____
- What is your name? _____

Exact Words of Threat:

Information About Caller:

- Where is the caller located? (Background and level of noise) _____
- Estimated age: _____
- Is voice familiar? If so, who does it sound like? _____
- Other points: _____

Caller's Voice

- Accent
- Angry
- Calm
- Clearing throat
- Coughing
- Cracking voice
- Crying
- Deep
- Deep breathing
- Disguised
- Distinct
- Excited
- Female**
- Laughter
- Lisp
- Loud
- Male**
- Nasal
- Normal
- Ragged
- Rapid
- Raspy
- Slow
- Slurred
- Soft
- Stutter

Background Sounds:

- Animal Noises
- House Noises
- Kitchen Noises
- Street Noises
- Booth
- PA system
- Conversation
- Music
- Motor
- Clear
- Static
- Office machinery
- Factory machinery
- Local
- Long distance







Threat Language:

- Incoherent
- Message read
- Taped
- Irrational
- Profane
- Well-spoken

Other Information:



Homeland Security

Threat	Threat Description	Explosive Capacity	Building Evacuation Distance	Outdoor Evacuation Distance
	Small Package/letter	1 lb	40 ft	900 ft
	Pipe Bomb	5 lb	70 ft	1,200 ft
	FedEx Package	10 lb	90 ft	1,080 ft
	Vest/Container Bombs	20 lb	110 ft	1,700 ft
	Parcel Package	50 lb	150 ft	1,850 ft
	Compact Car	500 lb	320 ft	1,900 ft
	Full Size Car/Minivan	1,000 lb	400 ft	2,400 ft
	Van/SUV/Pickup Truck	4,000 lb	640 ft	3,800 ft
	Delivery Truck	10,000 lb	860 ft	5,100 ft

Emergency Weather Procedures

Weather/Tornado Watch – Bad Weather Is Possible

If a severe thunderstorm, flood, tornado, or other severe weather WATCH is issued, severe weather is possible. Parks in the watch area are considered closed for the duration of the watch. You should cancel your event and leave the park as quickly as possible. You may return to the park when the watch has expired.

Weather/Tornado Warning – Bad Weather IS COMING

If a severe thunderstorm, flood, tornado, or other severe weather WARNING is issued, SEVERE WEATHER IS IMMINENT! Parks in the warning area are considered closed for the duration of the warning. You should cancel your event and leave the park as quickly as possible. You may return to the park when the warning has expired.

If a tornado IS SIGHTED and there is no time to evacuate the park:

- **LIE FLAT IN A DITCH OR CULVERT WITH HANDS OVER HEAD.**

Community Incidents

Incidents in the community that could affect the parks include, but are not limited to bank robberies, escaped prisoners, barricaded gunman, transportation accidents, and hazardous material spills.

- Leave the park as soon as possible.
- Call 911 to report suspicious persons or vehicles.
- Check radio stations and social media for instructions from emergency service agencies for evacuating areas affected by a hazardous material spill.

Child – Lost or Abducted

Prevention

- Account for all children at all times.
- Properly supervise children at all times.
- Take a picture of all children when you arrive at the park, so you have a current picture showing the clothes they are wearing.
- Stick a mailing label or other adhesive label on the back of small children with the child's name, parent/guardian's name, and a mobile phone number.
- Report any suspicious persons or vehicles to the police immediately. They might not pose an immediate threat, but you could prevent a future abduction.

When a Child Has Been Lost or Abducted

1. Notify everyone in the park.
2. Call 911
3. Search the entire park, beginning with the area where the child was last seen.
4. **Search any ponds, rivers, or other water first.**
5. If the child has a cell phone, call it.
6. Interview anyone who was last seen with the child, or last saw the child.
7. Obtain a description of the child.
 - a. In the case of a potential child abduction, obtain a description of the suspect(s) and vehicle(s) and the names of any witness(es).
8. When the police arrive
 - a. Furnish a picture and full description, including clothing.
 - b. Inform the police if the child has any special needs or disabilities.
 - c. Make all witnesses available to the police.

Earthquakes

While earthquakes are rare in Pennsylvania, they do happen and our buildings do not have the benefits of retrofitting programs that other states, with larger and more severe earthquakes, have implemented.

Recommended Earthquake Safety Actions

You cannot tell from the initial shaking if an earthquake will suddenly become intense...so always Drop, Cover, and Hold On immediately!

- **DROP** to the ground (before the earthquake drops you!);
- **COVER** your head and neck with your arms and seek shelter by getting under a sturdy table if nearby; and
- **HOLD ON** to your shelter and be ready to move with it until the shaking stops.

If there no tables near you, drop to the ground. Be in a crawling position to protect your vital organs and be ready to move if necessary and cover your head and neck with your hands and arms.

Do not move to another location. Earthquakes occur without any warning and may be so violent that you cannot run or crawl. You are more likely to be injured if you try to move around during strong shaking. You should always Drop, Cover, and Hold On immediately!

If you are unable to Drop, Cover, and Hold On: If you have difficulty getting safely to the floor on your own, get as low as possible, protect your head and neck, and move away from windows or other items that can fall on you.

In a wheelchair: Lock your wheels and remain seated until the shaking stops. Always protect your head and neck with your arms, a pillow, a book, or whatever is available.

In a stadium or theater: Stay at your seat or drop to the floor between rows and protect your head and neck with your arms. Don't try to leave until the shaking is over. Then walk out slowly watching for anything that could fall in the aftershocks.

Outdoors: Move to a clear area if you can safely do so; avoid power lines, trees, signs, buildings, vehicles, and other hazards.

Driving: Pull over to the side of the road, stop, and set the parking brake. Avoid overpasses, bridges, power lines, signs and other hazards. Stay inside the vehicle until the shaking is over. If a power line falls on the car, stay inside until a trained person removes the wire.

MYTH – Head for the Doorway:

We now understand that doorways are no stronger than any other part of the structure, and do not provide protection from falling or flying objects. You are safer under a table.

Floods

Flooding is the number one natural hazard in the Commonwealth of Pennsylvania.

Floodway Park poses particular dangers from flooding. It is called Floodway Park for a reason!

Floodway Park is situated on the banks of Yellow Creek. Before 1977, Floodway Park was an area of businesses and residences. These structures were heavily damaged on July 20, 1977 when a severe flood struck Homer City and Center Twp. The damaged structures were demolished, and the area was converted to a park.

Floodway Park sits only approximately 4' about the normal stream level of Yellow Creek. ANY amount of rain can cause portions of the park to be inundated with fast moving water. The rain does not necessarily have to occur locally. Heavy rain miles away upstream can result in the park flooding quickly.

Yellow Creek is NOT part of the park. Persons should not wade or swim in the creek. Children should be carefully supervised near the water. Persons can easily be swept away by the moving water.

Flood Watches

- A flood WATCH means flooding is possible.
- Check media and NOAA Weather Radio for information about current conditions.
- Prepare to cancel any plans to use the parks or any events in the case a Flood Warning is issued.
- Parks will remain open.
 - Visitors and users at Floodway Park must remain vigilant as flooding can occur with little or no warning.
 - If Yellow Creek rises to the level of the walking track at the park, visitors and users should cancel their plans and events and leave the park.

Flood Warnings

- A flood WARNING means flooding is imminent or occurring.
- Check media and NOAA Weather Radio for information about current conditions.
- Cancel any plans to use the parks or any events immediately when a Flood Warning is issued.
- All parks in the warning area are closed for the duration of the warning.

Mass Illness

Mass illness at a park would most likely result from contamination of food/beverages.

To minimize the possibility of food borne illness, follow the [recommendations](#) of the US Food and Drug Administration.

If a mass illness event occurs at a park:

1. Determine the number of people affected.
2. ISOLATE the affected people.
3. Contact 911
 - a. Provide a summary of symptoms and the number of people affected.
4. If you have a Special Event Permit, call the Board Emergency Contact.
5. Attempt to determine the route of contamination creating the incident (i.e., ingestion, inhalation, absorption, dermal contact).
6. Attempt to determine the source of the contamination creating the incident
 - a. contaminated food or drink (hepatitis – A, salmonella, E-Coli, etc.),
 - b. prescription or over-the-counter medicines,
 - c. alcohol,
 - d. illegal drugs,
 - e. pesticides, hazardous materials, etc.
7. Initiate monitoring for other potential victims.
 - a. As others become sick, move them to the isolation area with the other patients.

Pandemic Response

During a pandemic, the Board will close the parks when directed to do so by federal, state, or local authorities.

If parks are permitted to remain open, everyone using the parks must obey all federal, state, and/or local orders regarding masks, social distancing, gathering size limitations, etc.

The Board will post specific guidance for using the parks to our website.