

Pecan Square Emergency Preparedness Committee Meeting
August 25, 2022 @ 6:30 pm

Kyla Oberg opened the meeting at 6:30. Attached is the roster of attendees. Kyla informed that there were no additional edits from Hillwood or HOA Board for the Pecan Square Emergency Preparedness ("PSEP") Guide for Residents. A copy of this guide was provided to attendees and it will be available on the HOA website for residents.

Kyla informed the committee that back-ups for the following committee positions are needed:

- Toni Marquardt – Planning Secretary
- Pat Mason – Communications and Information Management
- Dan Mason – Operations
- Tim White – Logistics

Kyla explained that the HOA will have a budget for this committee. One of the items which will be purchased are t-shirts for team members. Committee members were asked to put their sizes on the roster prior to leaving.

HOA would like the committee to design magnets with emergency numbers on them to use as giveaways at community events in order to assist residents as well as bring awareness to the committee. Other possible budget items discussed were as follows:

- Weather station
- Non-destructible boxes for the emergency supplies
- Hard hats
- Reflective vests
- Radios
- Mass communication app

These items were discussed at length. Kyla will review the possibility of these items with the HOA. Anyone with more information as to types/brands of the above items should be shared with Kyla.

A chaplain team was recommended for the PSEP Committee.

There will be CPR training in October and committee members will have first choice at the available spots in the class.

The committee will have a presence at the following events in order to bring awareness to residents about the committee:

- October Fire Safety
- Market on the Square
- 10/15/22 National Night Out on the Square
- Events in the community
- April Emergency Preparedness

A form for residents to complete which will share pertinent information with the committee in the event of an emergency was discussed. Committee Secretary will draft a form for review. Anyone with suggestions should email her at mommytemail@gmail.com.

PSEP Committee will meet again on September 29th and October 20th. There be no meetings in November or December.

The meeting adjourned at 7:30.

Committee Meeting Agenda 8.25.2022

HOA Update

- No edits form Hillwood or HOA Board Roll out homeowner
- Weather station ideas recommendations

Review of Last Meeting

Incident Command

- Incident Commander Mark Pacheco, Kyla Oberg, or Bryan Cruze

Back-Ups for Committee Positions

- Planning - Toni Marquardt
- Operations - Dan Mason
- Logistics - Tim White
- Communications and Information Management - Pat Mason

Financial

T-Shirts

- Sizes for Team Members

Magnets

- Which numbers
- Handout for events

Supplies

- Box Recommendations
- Radios

Classes

- October CPR First Aid Class

Events

- October Fire Safety
- Market on the Square
- Events in the community
- April Emergency Preparedness

Ideas for Communications and Information Management

- Handouts
- Problems we foresee

Emergency Preparedness Committee 2022

Name	Position	Email	Phone	Address
Kyla Oberg	Incident Command (Chair Person)	kylaoberg@gmail.com	817-905-7512	804 Blueberry Way
Bryan Cruze	Incident Command (Chair Person)	Bcruze398@sbcglobal.net	972-740-6849	
Toni Marquardt	Planning (Secretary)	flomoloni@gmail.com	214-532-1401	2617 Little Wonder Lane
Pat Mason	Communications	patamason@yahoo.com	214-632-5324	2304 Jack Rabbit Way
Traci Honeycutt	Communications (North Phase Captain)	TraciHoneycutt1@gmail.com	817-875-7016	
Nirali Ambelal	Communications(Phase Captain South & Back up for Pat)	niraliambelal@gmail.com	214-682-2829	
Dan Mason	Operations	Dan.mason@haemonetics.com	817-505-5050	2304 Jack Rabbit Way
Tim White	Logistics	tim.vanwhite@gmail.com	480-589-5231	
Unassigned				
Autum Figueroa		layton.autumn@gmail.com	956-827-0152	2436 Coyote Way
Blane Skyles		blaneskiles@gmail.com	903-603-2926	
Dave Miller	Only onsite October to April	dm5996@gmail.com	317-697-0388	2329 Cobbler
Heather Rhone		Hcdspot@aim.com	817-999-6557	2528 Candle Lane
Heather Wagner		Sprsnupr@gmail.com	682-552-3017	2507 Little Wonder Lane
Hyrum Weibling				
Kim Thompson		Klithomps14@gmail.com	817-739-6126	2512 Jack Rabbit Way
Lauire Augustiniak		laug1668@gmail.com	734-972-1537	
Lance Colton		Pegasus7745@yahoo.com	325-665-6804	
Lonette Piefer		thepiefers@att.net	817-915-7086	712 Swift
Mallory Lopez		mallorybrianne@gmail.com	310-994-2049	



Pecan Square Emergency Preparedness Guide for Residents

Here at Pecan Square, we understand the importance of being prepared for any type of unexpected or emergency event. In this guide, you will find helpful information including emergency contact numbers, preparedness tips for your household, and what to do in the event of certain types of events. We encourage you to use this information to develop your own emergency plans for you and your family members.

Emergency Numbers

Medical Emergency/ Fire	911
Denton County Non-Emergency	940-349-1600
ATMOS (Gas)	866-322-8667
CoServ (Electric)	844-330-0762
<small>(Please note if you have a family member who is on life saving electrical equipment let CoServ know you have a Critical Care member status by signing up for the Critical Care service.)</small>	
Town of Northlake (Water) M-F 8 am – 4 pm	940-648-3290
after hours emergency	972-942-4981
HOA During Business (General Manger)	214-558-6905
HOA FirstService Residential Customer Care 24/7	214-871-9700

Emergency Notifications/Alerts

The Argyle Fire District utilizes the Everbridge emergency alert system to provide mass emergency notifications to the residents and businesses within the Argyle, Bartonville, Copper Canyon, Lantana, and Northlake areas. You are HIGHLY encouraged to register for this service so that you can receive text and email alerts regarding severe weather or other emergency situations and what you should do to remain safe.

[CLICK HERE TO SIGN UP FOR THE EVERBRIDGE EMERGENCY NOTIFICATION SYSTEM](#)

Pecan Square Emergency Preparedness Team

Pecan Square has established its own Emergency Preparedness Team which can help provide support during events that don't require EMS or other first responder services. Residents can also reach out to the team for assistance in developing their own preparedness plans or if they have questions as to who they should contact to report issues following an actual event.

Please note that ALL medical and fire emergencies should be immediately reported to 911

Emergency Preparedness Team Resident Chair
Kyla Oberg 817-905-7512 kylaoberg@gmail.com

Pecan Square General Manager
Mark Pacheco 214-558-6905 mark.pacheco@fsresidential.com

Household Preparedness

Home Utilities

Water

- Know where water shut off valves are located for all internal and external water sources, and for the full house.
 - Measure distance from meter box to a landmark (i.e. tree) in case it is covered.
 - Consider applying WD 40 to the cut off valves for ease of use this could work on your gas meter as well

Gas

- Know where gas shut off is and proper shut off protocols, NEVER RESTORE GAS SERVICE, ONLY ATMOS CAN DO THIS

Electrical

- Know how to properly shut down your electrical circuit box and how to properly turn your electricity back on.
- Understand how GFI switches work and why they may be causing you to not be able to restore power to certain parts of your home.

Emergency Supplies

Every family is encouraged to consider having the following items on hand for an emergency. In general, having these items on hand can help emergency situations be less stressful and will help reduce the strain on our emergency response professionals as they navigate to those most in need. Individual needs will determine selection. These suggested items align with most needs concerned.

Go Bag Inventory

Medications	Extra Prescription Glasses
Formula/Diapers	Pet Supplies
Clothes	Cash
Copies of Identification	Hygiene products
Important numbers written down	Copy of Home-Owners Insurance

The American Red Cross and FEMA suggest enough inventory for 72 hrs. Expiration dates need to be checked periodically. (Electrical outages could last 7-10 days additional supplies encouraged)

- 3 gallons of water per person per day (family of two 18 gallons on hand)
- Nonperishable food such as cans, pastas and foods that do not require heat for preparation
- Medications
- Extra Prescription Glasses
- Formula/Diapers
- Pet supplies

Other items

- Gas or propane powered generator
 - Gas and or propane for your generator
- Spare gas for your car as well in case you need to reach an operating gas station, but understand that gas on hand expires and should be used and replaced regularly
- Batteries
- Charged external batteries for phones and devices
- Flashlights
- Candles/Matches/ lighter
- First Aid Kit
- Weather Radios – battery operated
- Pet Kennels
- N95 masks
- Plastic and duct tape
- Tarp / plastic sheeting
- Walkie Talkies
- Battery operated fans
- Heat reflective blankets during the summer
- Space Heaters if we have rolling power
- Blankets during the winter
- Backup batteries for medical equipment
- Ice and Cool items in your fridge should be good for 4 hrs. in the fridge 24 -48hrs in the freezer depending on how full your freezer is. If there is prolonged outage it may be necessary to move your fridge and freezer items to a cooler. Items in the fridge need to be kept at 40 degrees Fahrenheit.
- Sand/Ice Melt
- Snow Shovels
- Manual Can opener
- Fire Extinguisher chemical/water

First Aid Kit

Basic Inventory

Antiseptic wipes (BZK or alcohol-based)
Antibacterial ointment e.g. bacitracin
Medical adhesive tape 10 yard 1" width
Compound tincture of benzoin
Assorted adhesive bandages
Butterfly bandages
Gauze pads (various sizes)
First-aid manual or information cards

Nonstick Sterile Pads
Fine point tweezers
Safety Pins
Blister treatment
Ibuprofen/other pain-relief medication
Insect-sting relief treatment
Antihistamine

Wraps, Splints, and Wound Covering

Elastic Wrap
Oval eye pads
Hydrogel-based pads
First-aid cleanse pads with anesthetic
Rolled Gauze
Liquid Bandage

Rolled, stretch-to-conform bandages
Triangular cravat bandage
Finger splint (s)
SAM splint (s)
Hemostatic (blood-stopping) gauze

Medications/ Treatments

Hand sanitizer (BKZ or alcohol based)
Aloe vera gel
Aspirin (for response to heart attack)
Oral rehydration salts

Loperamide tablets
Injectable epinephrine for allergic reactions
Antacid tablets
Lubricating eye drops or an eyewash

Tools and Supplies

Knife (or multi-tool with knife)
Small mirror
Medical gloves (pre. Nitrile)
Irrigation syringe with 18-gauge
Cotton-tipped swabs
Needle-nose pliers with wire cutter
Duct tape (small roll)
Small notepad & waterproof pencil or pen
Medical waste bag (this can be a big Ziploc bag)
Staple Gun w/ staples 500

Standard oral thermometer
Paramedic Shears (blunt-tip scissors)
Razor blade or #15 or #12 blade scalpel
CPR mask
Magnifying glass
Waterproof container for all med supplies
Emergency heat-reflecting blanket
Headlamp (preferred) or flashlight
Whistle

Recommended Items for Kids

Coloring books
Toys including stuffed animal or doll for comfort

Games that do not require power
Snacks they like

Recommended Items for Pets

Crate
Food
Chew Toys
Water in addition to family water
Pet ID

Medications
Pee Pads
Treats
Leash

Crate - while you may not crate your animal if you are required to evacuate many shelters will require crates for your pets. In Texas pets cannot be turned away, but due to allergies of others you can be forced to house them in a different part of the shelter and in a crate.

Power Outage

Power outages can occur at any time. Pecan Square is not limited to one single power grid so it possible that some areas may lose power while others don't. In this case see if you can stay with a neighbor or friend if they still have power and only if you feel comfortable doing so.

During the summer/spring months if there is a breeze and it is cooler outside than inside, we recommend opening windows to cool the home.

During the winter/ fall if it is cold, we recommend closing off rooms not in use and blankets. Notify CoServ of the outage in case they have not been notified.

Tornado

Tornado season is typically March – August, but it may happen in other months.

Make sure you know the best place in your home you should wait out a tornado warning or actual tornado. We do not have tornado sirens. Weather radios with batteries or hand cranks will be your most useful tool to determine when you should take shelter and for how long. If you do not have a reenforced room or a tornado shelter, find your inner most room or closet and shelter there. The area should not be on any outside wall and should not have any windows. It is advisable to store your emergency supplies and kits in this type of shelter in your home.

Tornados are another one of those weather anomalies that do not always affect an entire neighborhood.

Your priority

- Check on your family and pets
- Secure your property
- Check in with your block captain (if you have not met your block captain and tornado season is upon us, please feel free to contact the resident Chairman to find your block captain)

Your Property is no longer standing

- Collect your family
- Collect your go bag
- Let your block captain know everyone is present and accounted and that you are proceeding to the designated evacuation spot which the block captain will have information for if you need transportation out of the neighborhood
- If you can leave and proceed to a hotel, family member's house, or a shelter please let your block captain know you are leaving. This allows us to effectively communicate with emergency services where the greatest need is needed, and time will not be spent looking for your family.

- If a pet is missing, please let your street captain know this as well. Make sure your street captain has good contact information for you as every attempt will be made to reunite you with your pet.

If you check your home and family and find you are in need of urgent or emergency care and cannot reach 911, please send someone to your street captain who will be in touch with the incident command center who will dispatch help as soon as possible. Please try to evaluate the extent of the injury and problem so that the appropriate help can be sent.

If everyone is okay and you can remain in your home, please still check in with your street captain. As emergency services arrive on the scene, they will be looking to see who is in the most need and evacuating as needed.

Hail

Hail season is typically March-May in Texas, but nationally it is not uncommon to see in June.

Hail damage rendering a home uninhabitable is rare.

Roof damage, window damage, and automobile damage are most likely during a hailstorm.

- Plastic Sheeting and duct tape can help seal the windows against further water damage.
- Tarps can help cover holes in the roof.

Please refer to tornado and power outage plans above should further help be needed.

If you are outside seek shelter. Please note The Arena may not be the safest place to seek shelter as the roof is metal.

Flooding

Flooding can occur at any time the rain has reached a saturation point. While Pecan Square is not on a flood plain and not considered to be at risk for flooding it is possible an individual's home could flood from rain or plumbing and as such residents should be prepared to handle a flood situation until help can arrive.

If Major Flooding Occurs

- Turn off your Power
- If plumbing is at fault turn off your water to the house
- Move Furniture on top of counter tops as needed if it's not raining furniture could be moved outside.

Fire and Grass Fires

Fires can occur at any time.

Make an Escape Plan

A home fire is reported every 88 seconds. Once the smoke alarm sounds, a fire can spread quickly, leaving only a minute or two to escape. That's why it's so important to have a home escape plan.

Start by drawing a map for your home and following these guidelines from the NFPA:

- Plan two ways to escape from each room
- Make sure all doors and windows leading outside open easily
- Identify secondary routes – a window onto an adjacent roof or a collapsible ladder from upper-story windows
- If you live in a multi-story building, plan to use the stairs – never the elevator
- Designate an outside meeting place a safe distance from the house where everyone should meet

When and How to Use Fire Extinguisher

Always put your safety first; if you are not confident in your ability to use a fire extinguisher, get out and call 9-1-1.

The American Red Cross cautions you to evaluate the situation and ensure:

- Everyone has left or is leaving the home
- The fire department has been called
- The fire is small, not spreading, and there is not much smoke
- Your back is to an exit you can use quickly

P Pull Tab

A Aim low at base of fire

S Squeeze Handle

S Sweep side to side with extinguisher

Grass Fires

Grass Fires are most likely to occur during a draught and our community should be prepared to deal with a grass fire both on a household perspective as well as a community perspective since we will have parks, green areas, and walking nature trails.

- Call 911
- Clear the area making sure no cars are in front of fire hydrants
- Cars that can safely be moved should be moved
- On lookers should be encouraged to leave the area to make room for emergency services (block captains or committee members can help if available)

Severe Freeze or Ice Storm

Pre-Freeze

- Winterize your home by wrapping all exposed pipes both externally and internally with rags, newspaper, foam, or other insulating material.

External:

- Remove garden hoses from outdoor spigots and drip the water a minimum of 5 drips per minute.
- Drain water and shut off the irrigation system.
- Prepare for snow removal.

Plants:

- Bring small container plants indoors.
- Push large outdoor container plants together, move close to the house and wrap the bases with plastic, burlap or blankets to conserve warmth.
- Cover bedded plants with plastic or burlap. Dr. Moon recommends fabric over plastic

Internal:

- Set thermostat to a minimum of 60 degrees.
- Open cabinet doors in bathrooms and kitchen to allow for warm air flow to the pipes.
- Allow a small trickle of water from all external and internal faucets including hot and cold sides.
- Fill bathtubs with water (flush toilets) in the event that you lose water.
- In unheated garages shut off water to washing machine, water softeners and recirculating systems.
- Close blinds and curtains to conserve heat.
- Close off rooms not in use to conserve heat.
- Insulate hot water heater.

Post Freeze

- Thoroughly inspect your property
- If you have a broken pipe or leak. Call a licensed plumber immediately
- Turn off and drain water in your house by locating the main line from your water meter. Turn off the valve that enters your house.
- Then run all your indoor faucets to drain water from your pipes.
- Disconnect garden hoses and hoses to your washing machine.
- Failing to swiftly address a broken pipe will cause further damage and impact your water bill

Assuming 3,100 homes

Communications and Information Management Pecans Square

Incident Commander or Co Chair activates communications and Information Manger

Communications and Information Manager activates 6 phase captains report this committee member

6 Phase Captains activate 5 block captains reporting to them (one would have 6 people reporting to them)

31 Block Captains activate 5 street captains per Block Captain

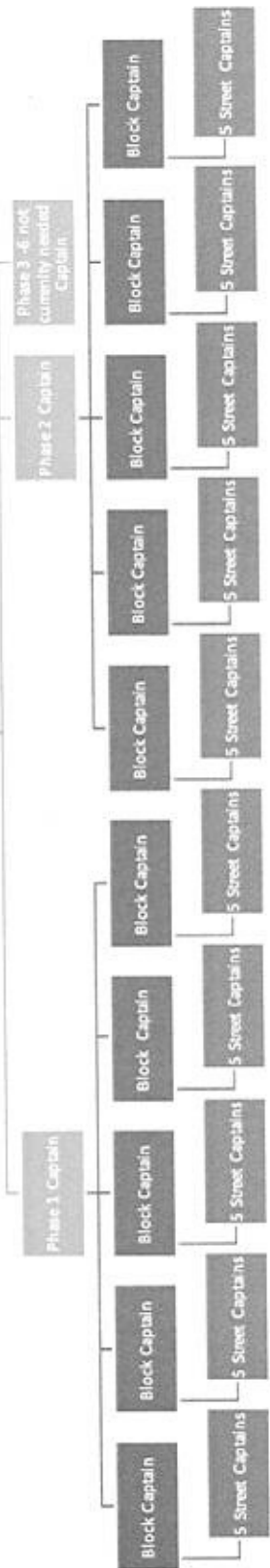
155 Street Captains check on themselves and the other 19 homes (20 homes per captain including them)

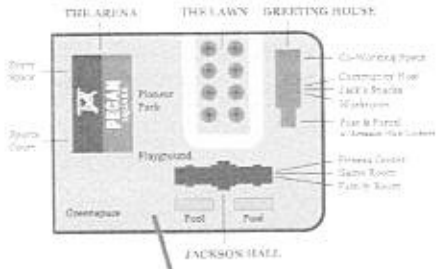
Currently have two volunteers for Phase Captains. Currently need two Phase captains with a third coming online close behind.

North Phase Captain Traci Honeycutt

South Phase Captain Nirali Ambelal

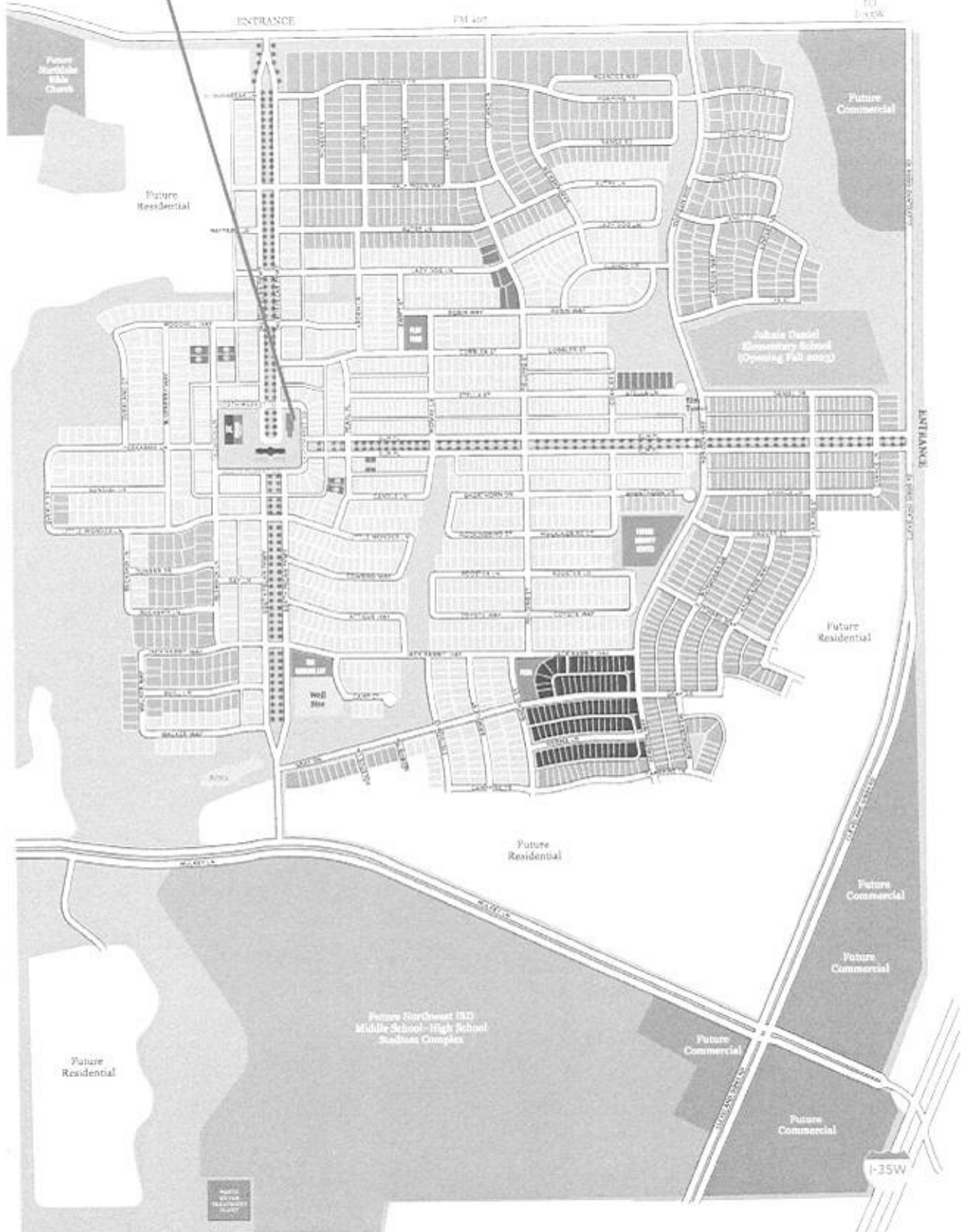
Communications and Information Management





PECAN SQUARE.

- CONVENTY HOMES
COLL BROTHERS
1,400 - 2,100 sq ft
- DAVID WEEKLEY HOMES
PERRY HOMES
1,100 - 1,700 sq ft
- D.W. HORTON
WALDE HOMES
1,100 - 1,400 sq ft
- ASHLEY WOODS
CONVENTY HOMES
HIGHLAND HOMES
1,400 - 2,100 sq ft
- MIXED HOMES
- EXISTING RESIDENTIAL
- FUTURE RESIDENTIAL
- NATURAL AREAS
LWS PARKS
- COMMERCIAL
- SCHOOL



HILLWOOD COMMUNITIES 2022 Developer of the Year

Hillwood Communities is a registered trademark of Hillwood Communities. All other trademarks are the property of their respective owners. © 2022 Hillwood Communities. All rights reserved.