



**POLICY UTILIZING THE VILLAGE HALL
AS A TEMPORARY SHELTER
January 2012**

Policy Statement

In the past, the Village has experienced several power outages due to weather, construction or excess demand placed on Com-Ed. During one of the outages, power was lost to some areas of the Village for more than 48 hours.

The Village of Lincolnshire has in place a "Disaster Preparedness Plan" which deals with flooding, tornados, plane crashes, man-made disasters, hazardous chemical spills and other such incidents. While the Village's plan does address extended power outages with respect to maintaining the Village's water supply, sewage treatment operations, and the E-911 Telecommunications system, it doesn't specifically address the Village's operation of emergency shelters. The Village's plan does discuss emergency shelters however, they are the responsibility of the Lake County Office of Emergency Services and the Lake County Chapter of the Red Cross to open and staff.

The Red Cross advises that they have never opened a shelter due to a power outage as most people stay in their homes, stay with neighbors or relatives, or stay in a local motel or hotel until the power is restored. If the Red Cross were to open a temporary shelter, they typically utilize schools or churches as these facilities are equipped with kitchens, bathrooms, and in most cases, shower facilities. The Red Cross also maintains a supply of cots.

The Mayor and Village Board feels there is a need for the Village of Lincolnshire to have additional accommodations for the Village residents during extended power outages and not have to rely on Lake County or the Red Cross to open a temporary shelter. The thought was to use the Village Hall as a temporary shelter for the residents as the Village Hall is equipped with kitchen, bathroom and shower facilities.

After looking at other disaster plans and tailoring the criteria to our specific needs, the following conditions would warrant the opening of the Village Hall as a temporary shelter during an extended power outage:

- When the power outage extends for more than 24 hours; and
- The outside temperature is below 32 degrees or greater than 90 degrees; and
- the resident is unable to stay with friends, relatives or at a hotel/motel in the area; or
- when a combination of other factors, conditions or other exigent circumstances exist that would warrant the opening of a shelter.

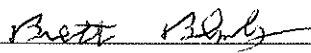
When the above conditions are met, any resident requiring shelter services should then contact the Lincolnshire Police Department for further information and assistance.

While the above criteria are to be used as a general guideline, the Village encourages any resident who has a special need or requires special accommodations not to hesitate to contact the Village for assistance. While it may not be necessary to open the shelter, we could be a resource to the resident and provide you with the necessary assistance or information you may require, or assist you in locating a hotel/motel room in the area.

Also, please remember that if your power goes out it is imperative that you contact Com-Ed at 1-800-EDISON1 to report the outage. **The Village has set up a special email site to gather information on service interruptions. We ask residents to send an email to electricity-outage@village.lincolnshire.il.us.** You should include the following information in your email:

1. Name, Address, Type of Incident: Outage or surge or flickering
2. Date of Incident, Duration of Incident
3. Contact information (email or phone number) where we may reach you if we have questions about the incident

We will use the information gathered to identify problem areas and will work with ComEd to improve service. **Tell your neighbors**



Brett Blomberg, Mayor