



TEXAS A&M UNIVERSITY CORPUS CHRISTI

Hurricane / Tropical Storm Defense Plan



June 1, 2011

Public / Student Information Hotline
361-825-0000 or Toll Free 1-888-234-4887

Faculty / Staff Information Hotline
361-825-9999 or Toll Free 1-888-234-4005

Website: <http://safety.tamucc.edu>
National Hurricane Center: <http://www.noaa.gov>
National Weather Service: <http://www.nws.noaa.gov>
<http://www.facebook.com/islanduniversity>

Dates of Revision

June 1, 1999
June 1, 2000
August 1, 2000
June 1, 2001
June 1, 2002
September 18, 2002
June 1, 2003
November 26, 2003
May 7, 2004
October, 2004
June 1, 2005
September 2005
June 1, 2006
September 21, 2006
May 1, 2007
June 20, 2007
June 1, 2008
October 20, 2008
June 1, 2009
June 1, 2010
June 1, 2011
July 27, 2011

University Procedures
TEXAS A&M UNIVERSITY-CORPUS CHRISTI

34.07.99.C1.02 Hurricane/Tropical Storm Preparedness

Approved July 31, 2000

Revised October 11, 2007

Converted from Rule to procedure March 24, 2008

Supplements System Policy 34.07

Because of the proximity of its island campus to the Texas Gulf Coast, the University will maintain a Hurricane/Tropical Storm Defense Plan to safeguard the campus community and to protect campus facilities in the event of a hurricane or tropical storm. The plan will cover responsibilities and courses of action for students, faculty and staff throughout the hurricane season. The Director, Environmental, Health & Safety and the President's Cabinet will be responsible for annually reviewing and updating the Hurricane/Tropical Storm Defense Plan.

Contact for Interpretation: Executive Vice President for Finance and Administration

EXPLANATION OF TERMS AND DEFINITIONS

President's Cabinet: The President's Cabinet consists of the President, the Provost and Vice President for Academic Affairs, the Executive Vice President for Finance and Administration, the Vice President for Institutional Advancement, the Vice President for Student Affairs, the Associate Vice President for Planning and Institutional Effectiveness, and others who may be appointed by the President. The Cabinet is responsible for decisions related to administrative services or changes in the present system of administrative management.

Academic Units: Academic Testing, Admissions and Records, Bell Library, Colleges and Departments, Community Engagement, Core Curriculum, Faculty Renaissance Center, Faculty Senate, Financial Assistance, Honors Program, Research and Scholarly Activities, Title V and TRIO and the Tutoring and Learning Center.

Finance: Responsible for all financial and cost analysis aspects of the incident and for supervising members of the Finance Section.

Incident Command System (ICS): The combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident and/or event.

Incident Commander (IC): The person responsible for the management of all incident operations. The IC is in charge of the incident site.

Liaison Officer: A member of the command staff responsible for interacting with representatives from cooperating and assisting agencies.

Logistics Sections: The section responsible for providing facilities, services, and materials for the incident.

National Incident Management System (NIMS): A System, mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, Tribal and local governments; the private sector; and non-governmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, Tribal and local capabilities, NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualified and certification; and the collection, tracking, and reporting of incident information and incident resources.

Operations Section Chief: The Operations Section Chief directly manages all incidents tactical activities and implements the IAP. The Operations Section Chief may have one or more deputies (preferably from other agencies in multijurisdictional incidents). Deputies will be qualified to a similar level as the Operations Section Chief. An Operations Section Chief should be designated for each operational period and will have direct involvement in the preparation of the IAP for the period of responsibility.

Academic Operations Section: Coordinates pre and post hurricane command strategies and decisions to the academic colleges, research and other academic units and develops the Academic portion of the IAP.

Facilities Operations Section: provides maintenance, reactive repair services, minor alterations, access control, and emergency facilities response for all campus buildings. Develops the Facilities portion of the IAP ***Information Technology Operations Section:*** provide appropriate media and computer infrastructure and related communication services. Develops the IT portion of the IAP.

Student Affairs Operations Section: implements actions necessary to assist students pre and post hurricane to include the evacuation, and accommodation of student residing in housing on the Island Campus Develops the Student Affairs portion of the IAP.

Planning Section Chief: The Planning Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepared the IAP for each operational period. This individual will normally come from the jurisdiction with primary incident responsibility and may have one or more deputies from other participating jurisdictions.

Public Information Officer (PIO): A member of the command staff responsible for interfacing with the media or other appropriate agencies requiring information directly from the incident.

Safety Officer: responsible for monitoring and assessing hazardous and unsafe situations and for developing measures to ensure personnel safety. Develops the site safety plan.

Security Officer: Responsible for law enforcement and campus security.

**TEXAS A&M UNIVERSITY — CORPUS CHRISTI
CORPUS CHRISTI, TEXAS**

HURRICANE/TROPICAL STORM DEFENSE PLAN

I. Purpose

This plan is intended to acquaint personnel with hurricane/tropical storm hazards, to indicate the action required to overcome or minimize these hazards, and to delineate responsibility in carrying out such action.

II. General

A hurricane is a cyclonic storm which, as a unit, normally travels at about 8 to 12 miles per hour and has a small center area of relative calm with an area of high wind velocity revolving counterclockwise about this central area. Hurricane winds are defined as those having a force greater than 75 MPH; however, they have been recorded well over 180 MPH.

III. Policy

- A. The Incident Commander will ensure the implementation of this plan.
- B. All non-essential personnel will evacuate the campus when tropical storm winds are imminent. Classes will close at the discretion of the Incident Commander upon notification that a storm threatens to hit the area. The campus will be closed within 8 hours of that notification. Campus buildings are not designated public shelters. Persons must seek shelter elsewhere.
- C. All University sponsored functions on or off campus are cancelled.

IV. Hurricane Hazards and Preventive Measures

- A. A wind blowing against a building produces a positive pressure on the windward side and negative pressure, or suction, on the opposite side of the building. A common occurrence in hurricanes is the breaking of windows or opening of doors on the windward side of a building. Through such openings, the wind enters the building and creates a positive pressure on the underside of the roof or on the inner side of the wall. This force in combination with external suction pressure, often carries off roofs or forces out the sides of buildings. It is important, therefore, that all access areas be secured as strongly as possible.
- B. Electrical hazards due to downed transmission wires are a major cause of hurricane deaths. Extreme care must be exercised to avoid fallen wires.

- C. Flying debris from damaged buildings and loose objects picked up and carried by the wind are responsible for much of the storm damage. Personnel must remain under cover during winds of hurricane velocity. It is required that all loose lumber, sheet metal, drums, pallets, outside trash containers, etc., be secured. Roofs of buildings in particular shall be checked and drain heads cleared.
- D. Damage caused by the entry of water into buildings through leaky doors, windows, and roofs, broken windows and backed up storm drains can be expected. Sandbags deployed at selected locations, lifting items from the floor, and covering equipment are common remedies.

V. Responsibilities

- A. President:
 - 1. Pre-approved broad policy relative to hurricane defense.
 - 2. Make the decision for evacuation of campus.
- B. Executive Vice President/Finance and Administration:
 - 1. Authorized by the President to assume the duties of the Incident Commander.
 - 2. The Incident Commander's responsibility is the overall management of the incident.
 - 3. Communicate with the President and advise on the university's state of readiness.
- C. Associate Vice President for Planning and Institutional Effectiveness:
 - 1. Authorized by the President to assume the duties of the Incident Commander.
 - 2. Serves as the Deputy to the Incident Commander.
- D. Provost:
 - 1. Serves as Academic Operations Section Chief.
 - 2. Communicate to the Deans when classes are to be cancelled.
 - 3. Communicate emergency instructions to the Deans and the Academic units.
 - 4. Inform Deans/Academic Units of the decision time line too close and evacuate the campus.
- E. Vice Provost:
 - 1. Serves as the Planning Section Chief.
 - 2. Activate Planning Section positions, as necessary.

- F. Vice President for Student Affairs:
 - 1. Serves as the Student Affairs Operations Section Chief.
 - 2. Implement any action necessary to evacuate students from the campus.
 - a. Develop a plan for resident students with no transportation for evacuation.
 - b. Establish shelter locations for evacuating specially identified students.
 - c. Coordinate evacuation of special student body population.
 - d. Coordinate with athletics for the evacuation and/or sheltering of traveling student athletic teams.

- G. Executive Director for Administrative Services:
 - 1. Serves as Section Chief for the Finance Section.
 - 2. Oversees hurricane preparation for Finance Section.
 - 3. Identify financial requirements for planned and expected operations.

- H. Assistant Vice President for Marketing & Communications:
 - 1. Serves as the Public Information Officer.
 - 2. Develop and implement communication plan for campus evacuation, return to campus, and media response during assessment stage following storm.
 - 3. Communicate with the Incident Commander regarding public announcements to be made during and after hurricane conditions.
 - 4. Establishes the operation of the Information Hotlines.

- I. Associate Vice President for Information Technology Services:
 - 1. Serves as the IT Operations Section Chief.
 - 2. Oversees IT Hurricane disaster preparation and defense.
 - 3. Responsible for planning for; coordination of; and management of the media, telecommunications and computer servers of TAMUCC.
 - 4. Establishes internet service at remote Operations Center.

- J. Director of Physical Plant:
 - 1. Serves as the Facilities Operations Section Chief.
 - 2. Oversee Physical Plant hurricane disaster preparation and defense.
 - 3. Procure, store and maintain in an operable condition all supplies and equipment necessary to this plan.
 - 4. Take necessary steps to effect hurricane defense measures as outlined in Section VI of this plan.

- K. Chief of Staff
 - 1. Serves as Liaison Officer to outside organizations.
 - 2. Serves as liaison to the Corpus Christi and/or Nueces County Emergency Management authorities.
 - 3. Maintain communications with City of Corpus Christi Emergency Operations Center (826-1100), and National Guard (855-6381, 855-6550, 855-1011).

- L. Director, University Services:
 - 1. Serves as Logistics Section Chief.
 - 2. Organize and staff Logistics Section, as appropriate.

- M. Chief of University Police:
 - 1. Serves as the Security Officer.
 - 2. Assists Section Chiefs in implementation of plan.
 - 3. Takes necessary steps to effect hurricane defense measures as outlined in VI of this plan, especially as it pertains to the evacuation of personnel.
 - 4. Coordinate evacuation procedures with the Federal and State Agencies on campus.
 - 5. Organizes Campus Emergency Response Team (CERT).
 - 6. Responsible for Campus Security.

- N. Director, Environmental, Health & Safety:
 - 1. Serves as the Emergency Operations Center Manager.
 - 2. The Director ensures that the TAMU Hurricane/Tropical Storm Defense Plan is reviewed and updated annually.
 - 3. Develop and recommend measures for assuring personnel safety, and to assess hazardous and unsafe conditions.

- O. University Faculty and Staff, Federal, State tenants and CCISD personnel: - see Faculty/Staff Action Plan - page— 2.1

- P. Students - see —Student Action Plan - page—3.1

VI. Hurricane Procedures

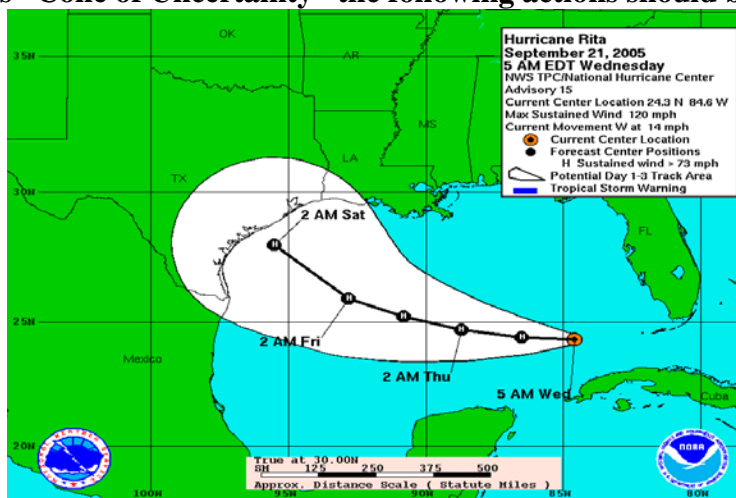
- A. Beginning of Hurricane Season
 - 1. The Director, Environmental, Health & Safety announces beginning of hurricane season and requests all departments review the Hurricane Defense Plan and their departmental plans.
 - 2. Physical Plant commences pre-season preparations.
 - 3. Check roofs of buildings for loose debris; insure drain heads are cleared.
 - 4. Inspect custodial supplies for adequate materials (mops, buckets, squeegees, batteries, and battery-powered lights, etc.).

5. Ensure adequate fuel (gasoline and diesel) on hand for operation of emergency generators and vehicles following storm.
6. Inventory and replenish emergency supplies.
7. Ensure adequate supply of sand bags.

VII. HURRICANE/TROPICAL STORM CONDITIONS

Note: Due to the unpredictable nature of a Hurricane, it is extremely difficult to base an action on the storms speed and course. Response actions indicated in this plan are based on the City of Corpus Christi's Emergency Operations Center recommendations as well as Corpus Christi being located within the National Hurricane Center's "Cone of Uncertainty". National Hurricane Center forecast models have an inherent error of 300 miles on either side of the track for the 72 hours forecast period, 200 miles for the 48 hour forecast track and 100 miles for the 24 hour forecast period. The action guidelines listed below may be adjusted accordingly as more information on the storms track becomes available to the President's Cabinet.

- A. **When the Corpus Christi area is located within the National Hurricane Center's "Cone of Uncertainty" the following actions should be considered.**



1. The Incident Commander directs the Public Information Officer to announce that the campus is monitoring a storm.
2. All Departments should review the Hurricane/Tropical Storm Defense Plan, departmental plan and review their role, responsibilities and duties.

- B. **When the Corpus Christi area comes under a Hurricane Watch the following actions should be considered. (hurricane conditions are possible within 36 hours)**

1. President's Office activates the Incident Command System and notifies the Chancellor.
2. The Incident Commander, or her/his designee, contacts the personnel or organizations listed on pages 5.2 through 5.4.
3. Incident Commander holds a strategy meeting to prepare the campus to activate the Hurricane/Tropical Storm Defense Plan.
4. Physical Plant on alert to make preparations to secure University Buildings.
5. *Library and Art Museum should have assistance in securing what they consider to be their priority collections at this stage.*

6. *Backup of student records, library catalog, alumni records, and other relevant data should occur at this stage.*
7. Emergency Hotline Number should be released at this time.
8. Make final checks of roofs for loose debris, clear drain heads, secure outside furniture.

C. When the City of Corpus Christi Emergency Management authorities order the “High Profile Vehicles (RV’s boats, etc) to evacuate areas prone to flooding (ex. Padre Island) the following items shall be considered. Approximately 24 Hrs. prior to Tropical Storm conditions in Corpus Christi.

1. President’s Office confers with the Incident Commander to make the decision to close and evacuate the campus.
2. Vice Presidents notify respective area of responsibility of the decision to close the campus.
3. All University-related functions are to be canceled.
4. Academic Operations Section Chief notifies Deans to dismiss class.
5. Student Affairs Operations Section Chief notifies students and begins evacuation of resident halls.
6. *All resident students are evacuated to a predetermined safe location.*
7. Public Information Officer notifies the media of the campus **closure and evacuation.**
8. The Facilities Operations Section Chief initiates the University shutdown procedures.
9. All faculty, staff and departments shutdown offices and evacuate (8 hr. limit).
 - a) Begin implementation of specific department hurricane plan.
 - b) Back up all computer data at this time. Consider making more than one back up and storing these back ups in different watertight places. After shutting off, and where possible, all electronic equipment should be placed above the floor and covered with plastic.
 - c) All windows closed, and locked.
 - d) All Venetian blinds lowered.
 - e) All University vehicles delivered to Motor Pool for fueling.
 - f) Secure labs, research animals and remove items that require refrigeration.
 - g) You will have (8) hours to accomplish the University shut down. All personnel leave the University at completion of hurricane preparations. Be sure to check out with immediate supervisor. Take personal items, they are not covered by University insurance.
 - h) The University Police Department will perform a security check of the campus to verify that persons not working directly with the Incident Command Team have evacuated the campus.

10. Physical plant hurricane procedures.
 - a) All personnel report to supervisors for hurricane team assignments.
 - b) Facilities Operations Section Chief obtains a Purchase Card to be used after the storm for cleanup. The Physical Plant will keep records of Purchase Card Transactions until the Purchasing Department is able to return to the campus and reestablish operations.
11. University Police procedures.
 - a) All personnel report to Chief of Police (Security Officer) for assignments.
 - b) Make final inspection of premises to confirm complete evacuation of all other persons. (Faculty, staff, students, and tenants)
 - c) Communications procedures activated. (see Pg.1.3)
12. Environmental, Health & Safety procedures; E,H&S staff report to the Director for assignments.

D. Prior to tropical storm force winds arriving in the Corpus Christi area these items should be considered.

1. Central Plant is shut down.
2. Physical Plant fuels and stores all vehicles.
3. Physical Plant runs final check, verifies utilities to all buildings have been shut off.
4. Security verifies that all personnel have left the campus and buildings are locked.
5. *Campus should be fully evacuated.*

IMMEDIATELY AFTER THE STORM

1. The President's Cabinet, under direction of the President or a designee, contacts the Emergency Services Task Force to meet on campus or at a designated site to evaluate damage and develop immediate response plans.

Emergency Services Task Force notifies the following:

- a. Director, Central Procurement and Texas Facilities Commission Representative and information.
- b. Texas Division of Emergency Management or Department of Public Safety, Regional Liaison Officer.

Assessment Group assignments:

- ◆ UPD secures campus from unauthorized access and looting.
 - ◆ Completes assessment of damage to the campus' physical plant and auxiliary enterprises. Establishes communication with federal/state assistance offices.
 - ◆ Completes immediate survey of campus to identify and isolate safety hazards (biological, electrical, structural, gas leaks, etc.)
 - ◆ Develops and carries out plan to resume university operations.
 - ◆ Establishes communication networks, handles immediate media inquiries, establishes emergency communications, assesses damage to telecommunications systems, initiates repair procedures, establishes emergency computing stations, assesses damage to computing services and initiates repair procedures.
 - ◆ Assesses damages to tidal system networks, carries out plan to resume services.
2. Remaining personnel wait to report to campus upon notification by immediate supervisor or through an announcement on the local media services.
 - Faculty and Staff listen to local radio/TV stations for information.
NOTE: Listen to radio/TV for announcements of when to return to the campus, monitor the University website or contact the University via the Public Information Hotline **361-825-0000. NOAA Weather Radio (Corpus Christi 162.44 MHZ).**
 - For information about campus status during and following the storm, call the **Faculty/Staff Information Hotline: 825-9999 or the Toll Free Number 888-234-4005 or the University Police: 825-4444.**
<http://www.facebook.com/islanduniversity>
 3. Department Heads, once notified to return, will, through normal administrative channels, initiate surveys of department status.
 4. If you are not assigned to the Emergency Services Task Force do not return to Campus until contacted by a Task Force member or your supervisor.

HURRICANE COMMAND STRUCTURE - June 2011

President's Cabinet:

- President
- Executive Vice President for Finance & Administration
- Associate Vice President for Planning & Institutional Effectiveness
- Provost & Vice President for Academic Affairs
- Vice President for Institutional Advancement
- Vice President for Student Affairs
- Chief of Staff

Incident Command :

- Incident Commander
- Planning Section Chief
- Finance Section Chief
- Logistics Planning Chief
- IT Operations Section Chief
- Student Affairs Operations Section Chief
- Academic Operations Section Chief
- Facilities Operations Section Chief

Assessment Group: Members also serve in the Incident Command.

- Associate Vice President for Information Technology

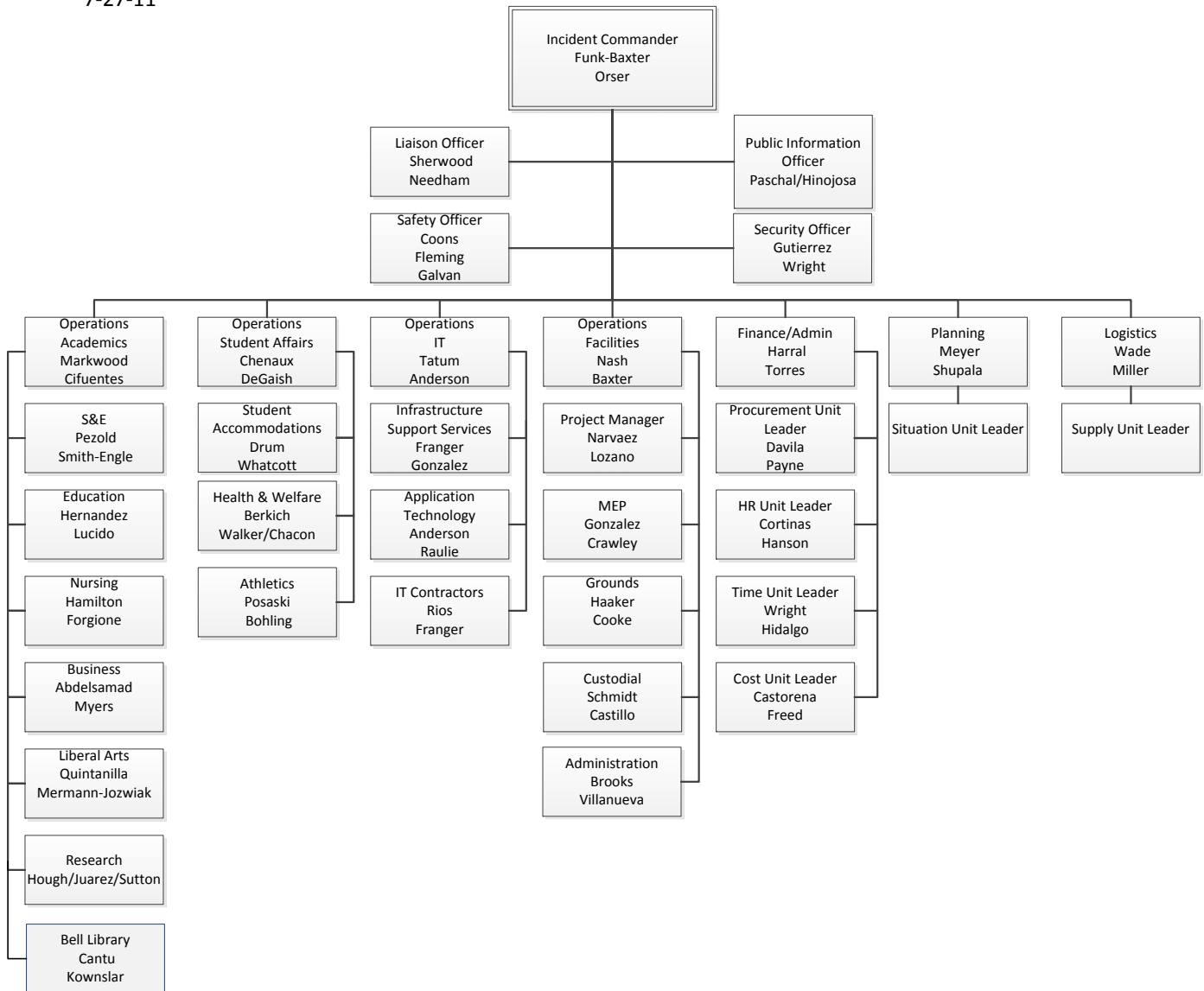
- Assistant Vice President for Marketing & Communications
- Chief, University Police

- Director, Physical Plant
- Director, Environmental, Health & Safety

6/10/2011

Hurricane ICS

7-27-11



HURRICANE/TROPICAL STORM PLAN 2011
Custodial Rooms – from Custodial Manager
Hurricane Trash Can Liners

Are stored as follows: (Please note HURRICANE USE ONLY written on side of box)

Building	Custodial Closet
1. Corpus Christi Hall	#127
2. Center for the Arts	#139
3. Student Services Building	#115 A
4. Bell Library	#112 D1
5. Faculty Center	#160
6. Glasscock	#110 (under renovation)
7. Center for the Sciences	#102
8. Center for Instruction	#134
9. Science & Technology	#121
10. University Services Center	#100 B
11. Moody Sustainer Fieldhouse	Next to Racket Ball Court #3
12. Physical Plant	#127
13. Motor Pool	
14. Central Supply	
15. Central Plant	
16. Central Receiving/Warehouse	
17. Classroom West	Next to Office # 105
18. Classroom East	#111
19. Early Childhood Development Center	#120
20. Natural Resources Center	#1013
21. Blucher Institute	Between Men's & Women's Restroom
22. Driftwood	#110
23. Sandpiper	#112
24. Procurement	#105
25. Performing Arts Center	#113
26. University Center	#102A
27. Harte Research Institute	#125
28. Bay Hall	#114
29. Dugan Wellness Center	
30. Island Hall	
31. O'Conner Building	
32. Coastal Bend Business Innovation Center	
33. Woo Sung Lee Welcome Center	
34. Antonio E. Garcia Arts & Education Center	
35. Hamlin Center	
36. Tennis Center	
37. Press Box	

PHYSICAL PLANT

BUILDING PREPARATION PLANS - June—2011

Sandbags deployed at select locations.

BAY HALL

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Deactivate Emergency Generator

BELL LIBRARY

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands /furnishings indoors
- BM Secure all shutters
- G/R Seal main doors at front entrance (east side). Utilize overhead doors

CENTER FOR INSTRUCTION

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Secure all shutters
- BM Deactivate emergency generator

CENTER FOR THE ARTS

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Secure all shutters

CENTER FOR THE SCIENCES

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors

CENTRAL PLANT

- BM All loose material cleared from roof
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM All roof drains cleared
- BM Deactivate Emergency Generator

CENTRAL WAREHOUSE/RECEIVING

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands /furnishings indoors

CHEMICAL STORAGE BUILDING

- G/C All loose material cleared from roof
- BM All roof drains cleared

CLASSROOM EAST

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands /furnishings indoors

CLASSROOM WEST/MODULAR I

- BM All loose material cleared from roof
- BM All roof drains cleared

CONRAD BLUCHER INSTITUTE

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands /furnishings indoors

CORPUS CHRISTI HALL

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Secure all shutters

DUGAN WELLNESS CENTER

- BM All loose materials
- BM All roof drains cleared
- BM Deactivate Emergency Generator

ECDC

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Disassemble and store portable buildings in cafeteria
- G/R Check picnic tables and move loose furniture into building

ENTRY STATIONS/KIOSKS

- C Move all trash containers inside

EXTERIOR CAMPUS – HIKE/BIKE; PARKING LOTS; BEACH

C Move all trash containers indoors

FACULTY CENTER

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

FIELD HOUSE

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishing indoors

FLOUR BLUFF BUILDING

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

GLASSCOCK

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Secure all shutters

GARCIA CENTER

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Secure all shutters

HARTE RESEARCH CENTER

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Deactivate emergency generator

HAMLIN BUILDING

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Secure all shutters

ISLAND HALL

BM All loose material from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands

MOTOR POOL/BOAT STORAGE

BM Secure building

NATURAL RESOURCES CENTER

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Deactivate emergency generator

PERFORMING ARTS CENTER

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Deactivate emergency generator

O'CONNER BUILDING

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Deactivate emergency generator

PHYSICAL PLANT COMPLEX

BM All loose material cleared from roof

BM All roof drains cleared

C Move all smoking receptacles and newspaper stands / furnishings indoors

BM Secure all shutters

G/R Park all equipment indoors

PRESS BOX

BM All loose material cleared from roof

BM Secure all shutters

PRINT SHOP

C Move all smoking receptacles and newspaper stands / furnishings indoors

PROCUREMENT BUILDING

BM All loose material cleared from roof

BM All roof drains cleared

1.15

SANDPIPER/DRIFTWOOD BUILDINGS

C Move all smoking receptacles and newspaper stands / furnishings indoors

SCIENCE & TECHNOLOGY

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Deactivate emergency generator

STUDENT SERVICES CENTER (Round Building)

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors

TENNIS CENTER

- G/C All loose material cleared
- G/C All drains cleared
- G/C Move all smoking receptacles and newspaper stands / furnishings indoors

UNIVERSITY CENTER

- BM All loose materials cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors
- BM Deactivate emergency generator

UNIVERSITY SERVICES CENTER

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors

WOO SUNG LEE ALUMNI WELCOME CENTER

- BM All loose material cleared from roof
- BM All roof drains cleared
- C Move all smoking receptacles and newspaper stands / furnishings indoors

ON-GOING CONSTRUCTION

RELIGIOUS AFFILIATES

STUDENT HOUSING

- C – Custodians; BM – Building Maintenance; G/C – Grounds/Custodians;
- G/R – Grounds/Recycling

Faculty / Staff Action Plan

TEXAS A&M UNIVERSITY-CORPUS CHRISTI HIGHLIGHTS OF HURRICANE/TROPICAL STORM DEFENSE PLAN

Hurricane/Tropical Storm Faculty/Staff Action Plan *(Refer to Hurricane/Tropical Storm Defense Plan) Pg 1.1*

Hurricane/Tropical Storm season officially begins June 1 and extends through November 30. In the event a hurricane/tropical storm threatens the Coastal Bend area and Texas A&M University-Corpus Christi, the campus will be evacuated. The following plan outlines procedures and steps that will ensure the safety of the campus community. The **Faculty/Staff Information Hotline, 361-825-9999 or Toll Free 1-888-234-4005**, will be set aside as a weather and campus information source during storm conditions.

<http://www.facebook.com/islanduniversity>

Beginning of Hurricane Season, June 1

Review campus hurricane plan:

- ◆ Department Directors review Department action plans with employees.
- ◆ Department Directors check emergency supplies (i.e. garbage bags, plastic sheeting, sandbags).

In the interest of economy and time, it is recommended that each college and department obtain early on the emergency supplies required to protect their respective areas of responsibility. The Physical Plant stocks these supplies on a limited basis. Contact the Physical Plant at extension 2324 to place a work order requesting the items listed below at which time an account number must be provided. The supplies can be picked up at the Physical Plant Central Supply Warehouse.

When the City of Corpus Christi Emergency Management authorities order the High Profile Vehicles (RV's, boats, etc) to evacuate areas prone to flooding (ex. Padre Island) the following items should be considered. Approximately 24 hrs. prior to Tropical Storm conditions in Corpus Christi.

1. President's Office notifies the Incident Commander of decision to close and evacuate the campus.
2. Vice Presidents notify respective area of responsibility of the decision to close the campus.
3. All University-related functions are to be canceled.
4. Academic Operations Section Chief notifies Deans to dismiss class.
5. Student Affairs Operations Section Chief notifies students and begins evacuation of resident halls.
6. *All resident students are evacuated to a predetermined safe location.*
7. Public Information Officer notifies the media of the campus **closure and evacuation.**
8. The Facilities Operations Section Chief initiates the University shutdown procedures.
9. All faculty, staff and departments shutdown offices and evacuate (8 hr. limit).
 - a) Begin implementation of department specific hurricane plan.
 - b) Back up all computer data at this time. Consider making more than one back up and storing these backups in different watertight places. After shutting of, and where possible, all electronic equipment should be placed above the floor and covered with plastic.
 - c) All windows closed, and if possible, locked.
 - d) All Venetian blinds lowered.
 - e) All University vehicles delivered to Motor Pool for fueling.
 - f) Secure labs, research animals and remove items that require refrigeration.
 - g) You will have eight (8) hours to accomplish shutdown. All personnel leave the University at completion of hurricane preparations. Be sure to check out with immediate supervisor. Take personal items, they are not covered by University insurance.
 - h) The University Police Department will perform a security check of the campus to verify that persons not working directly with the Incident Command Team have evacuated the campus.

10. Physical Plant hurricane procedures.
 - a) All personnel report to supervisors for hurricane team assignments.
 - b) Facilities Operations Section Chief obtains a Purchase Card to be used after the storm for cleanup. The Physical Plant will keep records of Purchase Card Transactions until the Purchasing Department is able to return to campus and reestablish operations.
11. University Police procedures.
 - a) All personnel report to Chief of Police (Security Officer) for assignments.
 - b) Make final inspection of premises to confirm complete evacuation of all other persons. (Faculty, staff, students and tenants)
 - c) Communications procedures activated (see Pg 1.11)

Prior to tropical storm force winds arriving in the Corpus Christi area these items should be considered.

1. Central Plant is shut down.
2. Physical Plant fuels and stores all vehicles.
3. Physical Plant runs final check, verifies utilities to all buildings have been shut off.
4. Security verifies that all personnel have left the campus and buildings are locked.
5. *Campus should be fully evacuated.*

IMMEDIATELY AFTER THE STORM

1. The President's Cabinet under direction of the President or a designee, contacts the Emergency Services Task Force to meet on campus or at a designated site to evaluate damage and develop immediate response plans.

Emergency Services Task Force notifies the following:

- a. Director, Central Procurement and Texas Facilities Commission Representative for information.
- b. Texas Division of Emergency Management or Department of Public Safety, Regional Liaison Officer.

Assessment Group assignments:

- ◆ UPD secures campus from unauthorized access and looting.
 - ◆ Completes assessment of damage to the campus' physical plant and auxiliary enterprises. Establishes communication with federal/state assistance offices.
 - ◆ Completes immediate survey of campus to identify and isolate safety hazards (biological, electrical, structural, gas leaks, etc.)
 - ◆ Develops and carries out plan to resume university operations.
 - ◆ Establishes communication networks, handles immediate media inquiries, establishes emergency communications, assesses damage to telecommunications systems, initiates repair procedures, establishes emergency computing stations, assesses damage to computing services, and initiates repair procedures.
 - ◆ Assesses damages to tidal system networks, carries out plan to resume services.
2. Remaining personnel wait to report to campus upon notification by immediate supervisor or through an announcement on the local media services.
 - ◆ Faculty and Staff listen to local radio/TV stations for information.
NOTE: Listen to radio/TV for announcements of when to return to the campus, monitor the University website or contact the University via the Public Information Hotline, **361-825-0000. NOAA Weather Radio (Corpus Christi 162.44 MHZ).**
 - ◆ For information about campus status during and following the storm, call the **Faculty/Staff Information Hotline: 825-9999 or the Toll Free Number 888-234-4005 or the University Police: 825-4444.**
<http://www.facebook.com/islanduniversity>
 3. Department Heads, through normal administrative channels will initiate surveys of departmental status.
 4. If you are not assigned to the Emergency Services Task Force do not return to Campus until contacted by a Task Force member or your supervisor.

Student Action Plan

TEXAS A&M UNIVERSITY-CORPUS CHRISTI HIGHLIGHTS OF TROPICAL STORM/HURRICANE DEFENSE PLAN

Hurricane/Tropical Storm Student Action Plan

Hurricane Season officially begins on June 1 and runs through November 30. In the event a tropical storm/hurricane threatens the Coastal Bend area and Texas A&M University-Corpus Christi, the campus will evacuate. The following plan outlines procedures and steps that will ensure the safety of the campus community. **The Public/Student Information Hotline, 361-825-0000**, will be set aside as a weather and campus information source during storm conditions. Should you have any questions about this plan contact the **Office of Student Affairs, ext. 2612 or off campus at 361-825-2612**.

BEGINNING OF HURRICANE SEASON, JUNE 1

- ◆ Review the Student Action Plan for Hurricane/Tropical Storm.
- ◆ Update list of necessary phone numbers and information needed in case of evacuation.

BEGINNING OF SUMMER/FALL SEMESTER

- ◆ Students obtain a copy of the Student Action Plan for Hurricane/Tropical Storm from the Internet at www.tamucc.edu
- ◆ Plan and prepare for an evacuation should a storm threaten to make landfall in the Corpus Christi area.

Your preparations should include the following.

1. Make travel arrangements and refer to the attached Corpus Christi area map for evacuation routes.
 2. Have an out-of — area point of contact that family and friends can call to learn your evacuation plans.
 3. If you do not have a car, arrange for car pooling with friends and/or roommates.
 4. If you do not have a car or cannot arrange for personal evacuation, contact the **Office of Student Affairs at 361-825-2612**. <http://www.facebook.com/islanduniversity>
- ◆ Students residing at Camden Miramar who will need assistance to be evacuated by the university should contact the **Office of Student Affairs (361-825-2612)** at the beginning of the semester.

HURRICANE/TROPICAL STORM CONDITIONS

- ◆ The President's Cabinet under the direction of the President notifies the Incident Commander to close and evacuate the campus.
- ◆ The Student Operations Section Chief, the Vice President for Students Affairs communicates campus evacuation decision to students and begins evacuation of residential students who require assistance.

IMMEDIATELY AFTER THE STORM

- ◆ DO NOT ATTEMPT TO RETURN TO CAMPUS UNTIL AN OFFICIAL ANNOUNCEMENT INSTRUCTS YOU TO RETURN.
- ◆ Listen to radio/TV for announcements of when to return to the campus, monitor the University website or contact the University via the Public Information Hotline, **361-825-0000**.
- ◆ Students that are calling from out of the Corpus Christi area can call the **Public Information Hotline at: 1-361- 825-0000 or the Toll Free 1-888-234-4887.**

<http://www.facebook.com/islanduniversity>

STUDENT HANDBOOK - HELPFUL HURRICANE INFORMATION

HAZARDS:

Storm Surge: Storm surge is a dome of water often 50 to 100 miles wide that sweeps across the coastline along and to the right of where the eye crosses the coast. In general, the stronger the winds in the hurricane, the higher the storm surge. If the hurricane makes landfall during high tide, the impact will be even greater.

WIND:

Hurricane force winds of 74 mph or more can destroy buildings, mobile homes, trees and power poles. Debris, such as signs, roofing material, siding and small items left outside, become flying missiles in a hurricane. The strongest winds occur in a region of the hurricane called the eyewall. Wind gusts in the right side of the eyewall are the most destructive. Hurricane force winds can be felt as far as 150 inland from the coast.

INLAND FLOODING:

Flooding from tropical cyclones is a major threat to people well inland from the coast. Very slow moving tropical storms and hurricanes can produce tremendous rains of 20 to 30 inches or more, resulting in disastrous flooding.

TORNADOES:

Tropical cyclones can produce tornadoes adding to the storm's destructive power. Tornadoes are most likely to occur in the right front quadrant of the tropical cyclone in the eyewall region or in the outer rainbands as far as 150 miles away from the center.

PRE-STORM PREPARATIONS:

- Students should update their emergency contact information with point of contact, address and telephone numbers utilizing <http://sail.tamucc.edu>.
- Make a detailed inventory of all your belongings. A photographic record of all items is very valuable when it comes to fast settlement of insurance claims. Make certain your belongings are covered by either your parents' home-owners policy or a separate rental policy. Texas A&M University-Corpus Christi and or Camden Miramar are not liable for lost or damaged property.
- Identify with whom you will stay in the event an evacuation is necessary.
- Make arrangements for transportation in the event you evacuate. Make sure your transportation can accommodate any equipment or other supplies that you need to take with you.
- The following is a list of some items that could be stored in advance:
 - Extra copies of your prescriptions in case your physician's office is damaged and not operational.
 - At least 1 one-month supply of medications.
 - Identification
- **DO NOT STAY IN A MOBILE HOME NEAR THE COAST UNDER ANY CIRCUMSTANCE.**

AFTER THE DISASTER – Do not attempt to return to campus until an official announcement instructs you to return.

- Dispose of damaged property which presents a health hazard or which may hamper local clean-up operations. Be sure to adequately document discarded items by saving your receipts, photographing the items and by compiling a room-by-room inventory of missing or damaged goods.
- If you perform any of the clean-up activities yourself, consider your safety and the safety of others in performing these tasks.
- Move personal property to a protected area.
- Remove the water and wet items. Try to leave it as well ventilated as possible to help in the drying out process.
- Clean and dry wood furniture as soon as possible. Be careful not to rub in abrasives such as soil or plaster that may have fallen on the surface.
- Try to dry bedding and upholstered furniture that is saturated with water. Don't store other possessions near these items.
- Dry radios, televisions and other electric devices. Have all electrical equipment exposed to water professionally serviced before using them.
- Caution! Do not attempt to start a flood-damaged car before it has been inspected as that may cause additional engine damage.

PORTABLE EMERGENCY DISASTER SUPPLY KIT: (goes with you)

- 7-day supply of non-perishable food and a manual can opener. (can tuna, beans, granola bars, etc.)
- 7-day supply of water (one gallon per person)
- Portable, battery-powered radio or television and extra batteries.
- Flashlight and extra batteries.
- First Aid kit and manual.
- Sanitation and hygiene items (hand sanitizer, moist towelettes, and toilet paper)
- Matches in waterproof container.
- Whistle.
- Extra clothing, blankets, and sleeping bags.
- Kitchen accessories and cooking utensils.
- Photocopies of identification, insurance, prescriptions, household inventory and credit cards.
- CD or photocopies of important documents (birth and marriage certificates)
- Cash and coins.
- Special needs items such as prescription medications, eye glasses, contact lens solution, and hearing aid batteries.
- A good Texas map showing county roads as well as highways.
- Booster/jumper cables, tire pump, spare tire and flares.
- White Distress Flag.
- List of family phone numbers and addresses outside the area.
- Cell Phone and charger.

- Don't forget to review your emergency plan information and update your communication plan; including home, work, school, and cell phone numbers as well as your "Out-Of-Town" contact person's number.

FINAL CHECKLISTS:

Actions to take when Storm is in the Gulf:

- ✓ Listen for official bulletins on local television, radio and NOAA weather radio.
- ✓ Fill your vehicle's tank with gas and check fluid levels.
- ✓ Obtain adequate supply of prescription medicines.
- ✓ Get Extra cash.
- ✓ Double check your Disaster Supply Kit.
- ✓ Follow instructions issued by Campus Administration or local officials.
- ✓ EVACUATE IMMEDIATELY IF ORDERED TO DO SO.

FINAL ACTIONS IF LEAVING:

- ✓ Unplug small appliances.
- ✓ Completely empty your refrigerator and freezer.
- ✓ Notify family members or other contact outside of the warned area of your evacuation plans.

EVACUATIONS:

Evacuees need to consider the travel path of the hurricane and your destination in choosing evacuation routes. Listen to local authorities and emergency broadcasts about weather and highway conditions. It takes between 18 and 30 hours to evacuate the coastal counties in advance of tropical storm force winds. Prepare to stay at your evacuation destination for a week or more, as reentry into the affected region may be restricted. I-37 cannot handle all traffic evacuating from the Corpus Christi area. Alternate evacuation routes are encouraged.

TXDOT Road Conditions 1-800-452-9292

TXDOT Corpus Christi District office 1-361-808-2300

TXDOT will have courtesy patrols along hurricane evacuation routes to assist motorists.

RETURNING HOME:

- ✓ Restrict your driving to emergency only as initial road conditions may be unsafe, flooding or debris clogged road.

ON-CAMPUS
HURRICANE EVACUATION
PROCEDURES

*Do I have to leave the campus if TAMU-CC states that we must evacuate?

Yes, for your safety everyone must leave the island if the university calls for an evacuation.

*International Students should carry their Passports.

*Identify your method of evacuation.

I am driving my car.

STEP 1: take your driver's license, SandDollar card and copy of lease or class registration form;

STEP 2: locate your best route out of Corpus Christi;

STEP 3: fill out your "University Evacuation Contact Card", and turn it in at the Kiosk;

STEP 4: leave the city (follow directions on enclosed map);

I have no transportation and I live on campus.

STEP 1: come to the Camden Miramar Clubhouse or sign up to receive instructions;

STEP 2: take your driver's license, SandDollar card and copy of lease or class

registration form. Take only 1-2 small, carry-on bags, a blanket, and a pillow with you;

STEP 3: follow the evacuation instruction given by university officials;

STEP 4: leave the city with University Transportation.

I have no transportation and I live off campus.

STEP 1: contact the 211 Transportation Assistance Registry www.211texas.org/211# or dial 211 from your phone, voice IP toll free access number – may have technical difficulties when dialing 211 from your cell.

*How do I know when it is ok to return.

STEP 1: call (361) 825-0000 or 1-888-234-4887 or visit online at www.tamucc.edu or <http://www.facebook.com/islanduniversity>

STEP 2: Return to the campus only after clearance has been given;

A: if driving, make sure all roads that you are driving are open and safe;

B: if utilizing the University's assisted Evacuation Program, you will be instructed to return to the same bus that you evacuated. Detailed instructions will be provided by the city.



Texas A&M International University

Emergency Guest Housing Logistics Form to be completed by Student Affairs

Page 1 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

University Name: _____

Projected Arrival: _____

Projected Departure: _____

University Incident Commander Contact Information

IC Name: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Zip Code: _____

Office Phone: _____ Cell Phone: _____

E-mail address: _____

Administrator accompanying students*: _____

*Please note that this must be an administrator at the rank of director or higher in Student Affairs, we prefer this person be from university housing.

Office Phone: _____ Cell Phone: _____

E-mail address: _____

Chief Student Affairs Officer: _____

Office Phone: _____ Cell Phone: _____

E-mail address: _____

Director, Student Health Services: _____

Office Phone: _____ Cell Phone: _____

E-mail address: _____

Texas A&M International University

Emergency Guest Housing Logistics Form

Page 2 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

Director, Counseling Services: _____

Office Phone: _____ Cell Phone: _____

E-mail address: _____

Director, International Programs: _____

Office Phone: _____ Cell Phone: _____

E-mail address: _____

Initial Request for Accommodations*

* Please note that your institution must provide 1 Resident Assistant for every 100 students and 1 FTE housing staff member for every 200 students, minimum of one (1) RA and Administrator.

Full Time Faculty/Staff: _____ Registered Students: _____

University Police Officers: _____ Special Program Students: _____

Resident Assistant Staff: _____ **TOTAL:** _____

Will your institution need to have an "Early Arrival" day for staff members? If yes, please describe reason(s) and number expected: YES NO

Will your institution be sending any fully certified Peace Officers? YES NO
Male: _____ Female: _____

Will your officer(s) be bringing a university patrol vehicle? YES NO

Can service weapons and ammunition be secured in the vehicle? YES NO

Will your officer(s) need to set up a satellite department office? YES NO

Texas A&M International University

Emergency Guest Housing Logistics Form

Page 3 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

Do any guests, listed in the initial request above, require ADA compliant accommodations? If yes please list accommodations needed. YES NO

Are any guests, listed in the initial request above, currently undergoing any type of medical or pharmaceutical treatment, which will require medical assistance or accommodations? If yes please list accommodation needed. YES NO

Parking & Transportation*

Will you be allowing guests to drive personal vehicles and come separate from your motor coaches? If yes, please provide an estimated number. YES NO

Number of coaches: _____

Number of personal vehicles: _____

*please note that they will need a permit and maybe parking in an off-site location and then transported to the TAMIU campus. Your coaches will need to provide this service.

FOOD SERVICE

Meal Services:	Breakfast	Lunch	Dinner
Start times	7:00	12:00	6:00
	8:30	1:30	7:30

Please note that our meal periods are staggered to help in having the freshest food available during the entire service period.

Emergency Guest Housing Logistics Form

Page 5 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

REGISTRATION/CHECK IN

To aid our arrival preparations, we request that at departure your institution's Student Affairs Operations Chief contact the TAMIU Emergency Operations Center (EOC) at (956) 326-3250 to inform our EOC that the traveling party has departed. It is at this time the passenger manifest needs to be provided to the TAMIU EOC at fax number (956) 326-2324. We request that the Ranking Traveling Administrator contact the TAMIU EOC (956) 326-3250 upon entering Webb County. Upon arrival at TAMIU a uniformed TAMIU Police Officer will escort the traveling party to our processing center.

It is important to note that for TAMIU staff to properly intake your traveling party, in addition to being included on your departure manifest, each guest must bring with them their university issued picture ID card and their Driver License or other form of State ID. As part of the registration process all guests will be required to fill out a registration card and complete a short medical evaluation.

TAMIU campus location: _____

CURFEW

To aid in the maintenance of peace on the TAMIU campus, all guests must be in their assigned emergency housing facility by 12:30 a.m. each night. Those guests who are not in their assigned facility may be referred to the University Police Department for questioning before admittance is granted.

**IT IS IMPORTANT TO NOTE THAT FOR THE DURATION OF YOUR STAY AT TAMIU
THERE IS A CURFEW OF 12:30 AM EACH DAY**

EMERGENCY GUEST HOUSING ACCOMODATIONS

Accommodations are extremely utilitarian and designed to provide the basic needs of shelter and appropriate sanitation. At this time we are unable to supply mattresses, cots or floor mats for sleeping. Our Emergency Guest Housing accommodations have an ambient air temperature of approximately 72 degrees Fahrenheit. In the interest of indoor air quality the system runs automatically and will not be changed. Please inform your students to bring appropriate attire.

Lighting

There are security lights in all of our guest housing sleeping facilities and they are on 24 hours per day. Day lighting turns on at 7:30 a.m. and turns off at 10:30 p.m. each day.

3.12

Texas A&M International University

Emergency Guest Housing Logistics Form

Page 6 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

BEWARE OF THE WILDLIFE

The TAMIU campus is surrounded by largely untouched grasslands; this means that we have a significant amount of wildlife – poisonous snakes, deer, javelina (wild pigs), raccoons, spiders and other natural features in and among our campus grounds. It is highly encouraged that all guests remain on the established walking paths and sidewalks. **DO NOT** attempt to approach or startle these animals they can and will attack if provoked which can lead to substantial injury.

Guest Identification

Each guest will be provided with a unique TAMIU identification card. All guests are expected to carry this card with them at all times. This card is our campus' way of identifying our guests and granting admission to the emergency housing facilities and other campus events & amenities. We require our guests to carry this card so we can easily identify them and attempt to prevent others from accessing guest sleeping quarters.

International Students

Please remind and verify all **NON** United States of America citizens, in the traveling party, that they must bring all of their immigration documents (passport, visa's and other documents). This is extremely important because, upon departure from Laredo, Texas U.S.A. all members of your traveling party will be required to pass through a Border Patrol inspection station. Ensuring that all members of the traveling party have the required documents will reduce the time spent at the Border Patrol station.

Your International Program's office will need to activate its Continuity of Operations Plan (COOP) as directed by the U.S. Department Homeland Security. For questions regarding this requirement please consult the U. S. Department of Homeland Security – Federal Emergency Management Administration website at <http://www.fema.gov/government/coop/>

U.S. Mail

Should your institution's incident commander or executive officers need to send information or materials to you please use the mailing address below. We will only release mail to the ranking traveling administrator. This address is not for general mail; as such we do not encourage guests to receive mail at this time. In the event that your stay exceeds seven (7) days we will provide all guests with a mailing address.

Mailing Address: **Texas A&M International University
Emergency Housing – (TAMUI)
5201 University Blvd.
Laredo, TX 78041**

3.13

Texas A&M International University

Emergency Guest Housing Logistics Form

Page 7 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

Guest Services

For added convenience, we will operate a Guest Service Center in the foyer of the Emergency Guest Housing Accommodations facility; the service center is open 24 hours a day. Should guests need to report a maintenance issue, check the message board, view the daily activities or make a telephone call, this and more can be done at the service center. Should guests need specialized assistance please come to the service center so a Hospitality Services Staff member can assist.

Hospitality Services Important Numbers:

Guest Services

Main lobby (956) 326-3260

Fax (956) 326-3261

Message Center (956) 326-2100

Emergency Services

TAMIU Police Department

(956) 326-2911

Laredo Fire Department and Ambulance Services 911

TAMIU Information Desk

Student Center Rotunda (8a – 10p): (956) 326-4636

Staff Availability: TAMIU has staff available 24 hours a day at the Guest Services Center should guests need assistance. We will provide, the ranking traveling administrator, a listing of key TAMIU staff who will be working with your institution while on campus and how to contact them.

Telecommunication Services: We provide wireless internet access points in and among the campus buildings and grounds for our guests and courtesy telephones in the Guest Services Lobby, 24 hours a day. We request, during peak hours, that guest's limit their usage of courtesy phone services to 20 minutes so that all of our guests may have the opportunity to make important phone calls.

Linen Service: TAMIU does not have the ability to supply linens for our emergency housing guests. As part of your planning, please inform the traveling party that they must bring bed linens and towels. In the case of an extreme emergency we do have a limited linen supply to assist.

Laundry Facilities: A complete, coin operated, laundry facility is available in the Residential Learning Community Clubhouse.

3.14

Texas A&M International University

Emergency Guest Housing Logistics Form

Page 8 of 8

Please complete pages 1 – 3 and return to TAMIU via fax at (956) 326-2324

Recreational Facilities: *SPACE PERMITTING.* Our emergency housing guests will have access to multiple TAMIU amenities during their stay. These amenities could include our state-of-the-art Recreational Sports facilities, Dusty’s Den Game Room, the Lamar Bruni Vergara Planetarium and our housing complexes’ swimming pools and spa. There may also be other cultural events taking place on the campus during your stay, you will be able to enjoy these events too.

Suggested Packing List: *Please note, it is recommended that emergency housing guests NOT bring extreme valuables with them; the TAMIU Police Department can not secure these items or ensure their safety.*

Laredo, Texas is in a semi-arid environment and seldom receives rain. Laredo’s average temperatures range from low’s in the 70’s to high’s in the upper 90’s most of the year. This can vary during late fall to early spring by as much as 15 degrees. While we suggest that your guest pack lightly we do encourage all guests to bring a sweater or light jacket, slacks or jeans, appropriate exercise apparel/shoes and possibly a swim suit. Standard “street clothes” are otherwise acceptable on our campus.

IMPORTANT ITEMS TO BRING

Bed Sheets

Blanket

Pillow

Towels, washcloths

Clothes

Medications

Driver License & Student ID

Immigration Documents

Personal Toiletries

Reference Books/Games

Campus Map



TEXAS A&M UNIVERSITY CORPUS CHRISTI



Emergency Phone Numbers

State and Local Emergency Organizations

Emergency Telephone List (revised 6/1/2011)

On-Campus Emergency

Emergency Assistance	9-911
University Police	361-825-4444
Environmental, Health & Safety	361-825-5555
University Health Center	361-825-2601
Physical Plant	361-825-2324
Poison Control	1-800-222-1222
Poison Non-Emergency	361-886-2600

Off-Campus Emergency

Dial 911- from off campus telephones

City of Corpus Christi Emergency Operations Center (EOC)	361-826-1100
City of Corpus Christi EOC Duty Officer	361-826-1100
Local Emergency Planning Committee Administrator	361-826-3960
City of Corpus Christi Emergency Management	361-826-4636
Department of Public Safety	361-698-5500/fax 361-698-5528
Division of Emergency Management (Austin)	512-424-2138/fax 512-424-2444
National Response Center	1-800-424-8802
State Spill Response	1-800-832-8224

Fire

Corpus Christi Fire Department	361-880-3900
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Police

Corpus Christi Police Department	361-886-2600
Department of Public Safety	361-698-5600
Nueces County Sheriff	361-826-2900
FBI (Federal Bureau of Investigation)	361-883-8671
If no answer call Houston	713-693-5000

Ambulance

EMS	361-826-3942
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Hospital

Christus Spohn Medical Emergency Rooms	
Memorial Medical Center - 2606 Hospital Blvd	361-902-4160
Shoreline - 600 Elizabeth St at Ocean Drive	361-881-3811
South - 5950 Saratoga at Staples	361-985-5811
Corpus Christi Medical Centers Emergency Rooms	
Bay Area Medical Center	
- 7101 SPID @ Rodd Field Rd	361-761-3406
Doctors Regional Medical Center	
- 3315 S Alameda	361-761-1468
Halo Flight Air Ambulance 315 Pinson Road	361-289-2013 / 361-289-5185

HURRICANE COMMAND STRUCTURE – Revised 7 /20/11

<u>President’s Cabinet:</u> (Members may serve on the Assessment Group			
	<u>Office</u>	<u>Home</u>	<u>Cell</u>
Dr. Flavius Killebrew, President & CEO	825-2621		
Ms. Kathy Funk-Baxter, Ex.VP Finance & Administration	825-2322		
Dr. Paul Orser, VP Planning & Institutional Effectiveness	825-5785		
Dr. Chris Markwood Provost/VP Academic Affairs	825-2722		
Dr. Trent Hill, VP Institutional Advancement	825-6005		
Dr. Eliot Chenaux, VP Student Affairs	825-5711		
Dr. Mary Sherwood, Chief of Staff (Liaison Officer)	825-3175		

<u>Public Information Officer:</u> May also serve on the Assessment Group	
Steve Paschal, News/Editorials and Public Affairs	825-2427
Cassandra Hinojosa News Editorial Writer	825-2337

<u>Assessment Group:</u>		
Kathy Funk-Baxter	Incident Commander	825-2322
Paul Meyer	Planning Section Chief	825-3996
Keith Franger	Infrastructure Technology Services	825-5713
Judy Harral	F&A Section Chief	825-2495
Amanda Drum	Housing	825-2612
David Billeaux	Faculty	825-2393
Ann DeGaish	Students	825-2481
Reginald Wade	Logistics Section Chief	825-5712

<u>Assessment Group:</u> Members also serve on the Incident Command	
Terry Tatum, Associate VP Information Technology	825-2785
Alan Gutierrez, Chief, University Police	825-5762
Mark Nash, Director, Physical Plant	825-2422
Roy D. Coons, Director, Environmental, Health & Safety	825-5555

<u>Academic Affairs Notification Group:</u>	<u>Office</u>
VP's, Deans, Directors	
Dr. Kelly Quintanilla, Dean, College of Liberal Arts	825-2599
Dr. Moustafa Abdelsamad, Dean, College of Business	825-2713
Dr. Art Hernandez, Dean, College of Education	825-5720
Dr. Frank Pezold, Dean, College of Science & Technology	825-3655
Dr. Mary Jane Hamilton, Dean, College of Nursing & Health Sciences	825-2649
Dr. James Needham, Dean, Community Outreach	825-2708
Dr. Luis Cifuentes, Dean, Graduate Studies and Research	825-2577
Dr. Lari Young, Director, Performing Arts Center	825-2374
Dr. Larry McKinney, Director, Harte Research Institute	825-2070
Mr. Tim Fitzpatrick, Director, Athletics	825-5542
Mr. Joe Schenk, Director, Art Museum of South Texas	825-3507
Dr. Roberto Garcia, Director, Director, Antonio Garcia Ed.Center	882-7837
Ms. Christine Shupala, Director, Mary & Jeff Bell Library	825-2644
Dr. Susan Luis, Principal, Early Childhood Development Center	825-5953
Dr. Rick Bell, Director, Coastal Bend Business Innovation Center	653-2576

<u>Tenants & Others: (to be notified by <u>Liaison Officer</u>)</u>	<u>Office</u>
State of Texas:	
Texas Commission on Environmental Quality	
- Susan Clewis, Regional Director	825-3104
- Spill Pager	1-800-244-3408
Texas Department of State Health	
Services-Seafood – Mike Ordner	825-3092
Texas Forest Service –	
Jason Furmaniak, FIA Forester	825-2822
Texas General Land Office –	
Manuel Freytes, Director – Asset Inspection Division	825-3036
5.3	

Tenants & Others: (to be notified by Liaison Officer) continued

	<u>Office</u>	
Texas General Land Office – Jimmy Martinez, Regional Manager - Oil Spill Prevention/Response - On call - Spill Line on Call	825-3007	1-800-527-2431 # 3090 361/549-5310
Texas General Land Office – Jesse Solis – Permit Service Center	825-3050	
Texas Parks & Wildlife – Leslie Williams – Ecosystem Resources Program Lower Coast Team Leader - On call	825-2329	1-800-299-4099 # 7858
Faye Grubbs – Upper Laguna Madre Ecosystem Leader	825-3353	
TAMU System:		
TAMU Health Science Center, Dr. Guadalupe Reyes	825-2807	
Texas Sea Grant College Program, Rus Miget	825-3460	
Federal Agencies:		
Allan Strand – Field Supervisor - US Fish & Wildlife - Pat Clements	994-9005 x244 994-9005	
Marc Woodin – US Geological Survey	985-6266	
South Texas School of Christian Studies – Tom Celelli, President	991-9403	
John Henry Newman Catholic Center	993-5898	

Contractors (contact information included in the confidential Hurricane Plan)

Cotton
Nouveau
FM Global

EMERGENCY TELEPHONE LIST – June 2011

American Electric Power (Customer Service)	877-373-4858
City of Corpus Christi (City Hall)	880-3000
Ambulance Administration (EMS)	826-3942
Emergency Management	826-1100
Gas Division	854-4396
City of Corpus Christi Emergency Operations Center (EOC)	826-1100
City of Corpus Christi EOC Duty Officer	826-1100
Local Emergency Planning Committee Administrator	826-3960
Corpus Christi Fire Department Administration	826-3900
Corpus Christi Police Department Switch Board	886-2600
Storm Water Division	826-1888
Waste Water Emergencies	826-1818
Water Emergencies	826-1888
Federal Agencies	
Homeland Security–Federal Emergency Management Agency-Reg 6 (Denton)	940-898-5399
National Oceanic and Atmospheric Administration	504-589-4414
National Weather Service (Marine Forecast)	361-289-0753
Naval Air Station: Emergency Management-Senior Chief Garcia	961-2385/533-1993
Federal Agencies on Campus	
U.S. Fish and Wildlife Service – Pat Clements (cell 361-658-2174)	361-994-9005
U.S. Geological Survey-Tx Gulf Coast Field Stat-Ecological Research	361-985-6266
Scott Carr - Marine Ecotoxicology	361-825-3216 /(361-825-3217 thru 7/2/11)
State Agencies	
Texas Facilities Commission -(Lori Padilla (Austin)	512-239-5004 ofc
Joe Ross (Waco) thru 6/30/11)	254-752-7916 ofc / 254-752-7918 fax
Dana Williams (Austin)	512-463-3565 ofc / 512-236-6179 fax
Director, Texas Facilities Commission (Richard Ehlert)	512-463-0209
Texas Facilities Commission Emergency Response	512-463-3600
Texas Division of Emergency Management	512-424-2138
Department of Public Safety – CC District Office	361-698-5500
DPS -State Operations -operating 24/7	512-424-2208
Texas A&M University System Risk Management	
Kevin McGinnis- Director	979-458-6330 ofc / 979-458-6247 fax
Risk Management & Safety (Henry Judah, Risk Mgr)	979-458-6234 ofc / 979-458-6247 fax
A&M Sys Chief of Safety, VP Safe/Security (Chris Meyer)	979-845-1362 ofc /979-862-7804 fax
Texas Department of Transportation	361-808-2300
Emergency Road Conditions/Permit Office	361-808-2241 or 1-800-452-9292
State Agencies on Campus	
Texas Forest Service - College Station	979-458-6650
Texas General Land Office - Field Operations	361-825-3030
(Deputy Commissioner, Rene Truan –Austin)	512-463-5200
Texas General Land Office - Oil Spill Division	361-825-3300
(Oil Spill Prevention & Response – Austin)	512-475-1575
Texas Commission on Environmental Quality - Austin Reg 11	512-339-2929 / 825-3100
Texas Parks & Wildlife Coastal Fisheries Div., Dir. - Austin	512-389-4864 / 825-3353
Relief Agencies	
American Red Cross	361-887-9991
Salvation Army	361-884-9497

Hurricane Web Sites and Media Contacts

HURRICANE WEB SITES – June 2011

1. National Hurricane Center www.nhc.noaa.gov/
2. Federal Emergency Management www.fema.gov/
3. Intellicast USA Weather: System Tracking www.intellicast.com/DrDewpoint/Library/1384/
4. National Weather Service-Office of Meteorology www.nws.noaa.gov/
5. Storm Tracking By Year <http://leonardo.met.tamu.edu/weather/>
6. TAMU Meteorology <http://atmo.tamu.edu>
7. The Weather Channel www.weather.com/
8. Texas Department of Public Safety www.txdps.state.tx.us/
9. Texas A&M University-Corpus Christi <http://www.tamucc.edu/>
10. Conrad Blucher Institute for Surveying and Science www.cbi.tamucc.edu/
11. Impact Weather <http://www.impactweather.com>
12. City of Corpus Christi www.cctexas.com/?fuseaction=main.view&page=774
13. National Hurricane Center Storm Surge http://www.nhc.noaa.gov/psurgegraphics_at1.shtml?gm
14. NOAA daily weather briefing <http://www.srh.noaa.gov/crp/?n=briefing>
15. Impact Graphics http://www.weather.gov/ghls/php/ghls_index.php?sid=CRP
16. National Weather Service-Corpus Christi www.weather.gov/corpuschristi

TAMUCC - ENVIRONMENTAL INTERNET SITES: HURRICANE RESPONSE AND SAFETY 2011

- EPA <http://www.epa.gov/hurricane>
- EPA Chemical Emergency <http://yosemite.epa.gov/oswer/ceppoehs.nsf/content/BackGround>
- Center for Disease Control <http://www.bt.cdc.gov/>
- National Response Team <http://www.nrt.org/>
- U.S. Coast Guard <http://www.uscg.mil/>
- National Response Center & Online Notification Forms <http://www.nrc.uscg.mil/index.html>
- Federal Emergency Management Administration <http://www.fema.gov>
- Department of Homeland Security <http://www.dhs.gov/index.shtml>
- OSHA <http://www.osha.gov/>
- U.S. Fish and Wildlife Service <http://www.fws.gov/>
- * NOAA Office of Response and Restoration <http://response.restoration.noaa.gov/>
- Texas General Land Office <http://www.glo.state.tx.us/oilspill>
- Texas Commission on Environmental Quality <http://www.tceq.state.tx.us/>
- Texas Parks and Wildlife Department <http://www.tpwd.state.tx.us/>
- * DOT North American Emergency Response Guidebook <http://phmsa.dot.gov/hazmat/library/erg>
- * MSDS <http://www.ilpi.com/msds/index.html>
- * NIOSH Pocket Guide to Chemical Hazards <http://www.cdc.gov/niosh/npg/npg.html>
- * Guide to Chemical Protective Clothing <http://www.cdc.gov/niosh/ncpc/ncpc1.html>
- * Incident Management Handbook <http://www.uscg.mil/hq/nsfweb/docs/FinalIMH18AUG2006.pdf>
- Emergency Response Notification System http://www.epa.gov/oem/content/er_cleanup.htm
- Computer-Aided Management of ER Ops <http://www.epa.gov/emergencies/content/cameo/index.htm>
- National Spill Control School <http://sci.tamucc.edu/nscs/>

Hurricane Forecast Sites - June 2011

http://cimss.ssec.wisc.edu/tropic2/	Tropical Cyclone Sits
http://weather.gov	Natl. Weather Service Forecasts
http://www.rap.ucar.edu/weather/model/	Forecast Models
http://www.emc.ncep.noaa.gov/gmb/tpm/emctpc/ens/	GFDL Model Track
http://www.hpc.ncep.noaa.gov/medr/medr.shtml	Mid Range Forecast
http://www.hpc.ncep.noaa.gov/5km_grids/5km_gridsbody.html	5 km Grid Models
http://www.hurricanealley.net/	Hurricane Forecast Tracks
http://www.hurricanecity.com/	Hurricane Forecast Tracks
http://www.nhc.noaa.gov/HAW2/english/basics/models.shtml	Hurricane Models
http://www.hurricanetrack.com/	Hurricane Tracking Site
http://www.weather.gov/view/national.php?thumbs=on	National Weather Service Data Site
http://www.nhc.noaa.gov/	National Hurricane Center
http://www.srh.noaa.gov/graphical/sectors/crp.php/	Local Corpus Christi Models
http://radar.weather.gov/ridge/index.htm	National Doppler Radar Sites
http://www.nrlmry.navy.mil/tc.html	Navy Tropical Cyclone Site
http://www.weather.gov/	National Weather Service- Local Forecasts
http://www.noaa.gov/	Hurricane News
http://www.aoml.noaa.gov/hrd/	Hurricane Research Division
http://www.nws.noaa.gov/om/marine/zone/gulf/crpmz.htm	Corpus Christi Marine Forecasts
http://www.rap.ucar.edu/weather/	Forecast Maps and Models
http://weather.unisys.com/	Forecast Models
http://www.hpc.ncep.noaa.gov/basicwx/basicwx_wbg.php	Short Range Forecast Maps
http://www.ndbc.noaa.gov/	Natl. Buoy Data Center
http://www.opc.ncep.noaa.gov/UA.shtml	Ocean Prediction Center
http://www.srh.noaa.gov/	Local City Forecasts

MEDIA CONTACTS – June 2011

Television Stations

- | | |
|----------------------------|----------|
| 1. Catholic Communications | 289-6437 |
| 2. KEDT TV(PBS) Channel 16 | 855-2213 |
| 3. KIII-TV (ABC) Channel 3 | 986-8300 |
| 4. KORO TV | 883-2823 |
| 5. KRIS-TV (NBC) Channel 6 | 886-6100 |
| 6. KAJA-TV | 886-6101 |
| 7. KDF-TV | 886-6101 |
| 8. KZTV (CBS) Channel 10 | 883-7070 |

Radio Stations

- | | | |
|------------|----------|----------|
| 1. KBSO FM | 289-0999 | |
| 2. KOUL FM | 560-5685 | |
| 3. KKTX AM | 289-1100 | |
| 4. KRYS FM | 289-0111 | |
| -KUNO AM | 289-0111 | |
| -KNCN FM | 289-0111 | |
| -KMXR FM | 289-0111 | |
| | -KSAB FM | 289-0111 |
| 4. K-SIX | 882-5749 | |

EAS – Emergency Alert Systems

- | | |
|----------------------------|----------|
| 1. KEYS -1440 | 583-3516 |
| 2. KNCN-101.3 | 289-0111 |
| 3. KZFM – 95.5, K-BAY 92.7 | 883-3516 |
| 4. KKBA 92.7 | 883-3516 |

News Papers

- | | |
|--------------------------------|----------|
| 1. Corpus Christi Caller Times | 884-2011 |
|--------------------------------|----------|