

# SafetyTalk

## Topic: Severe Weather Emergency Plan

Whether it's a thunderstorm that brings tornadoes and lightning, tropical storm/hurricane that brings heavy rainfall and destructive winds, or winter storm that brings ice and heavy snow, staying safe means preparing your team in advance of a severe weather situation. It's important to have a written disaster program in place that includes a severe weather action plan.

### General Safety Tips

- Understand the building's alert system and evacuation procedure.
- Know where designated shelter areas are located and ensure that all staff members do as well.
- Make sure all employees are familiar with their designated roles (hall monitor, room leader, etc.).
- Have a clear, easy-to-follow communication and notification system for all staff members.
- Make sure everybody is familiar with facility closing procedures and call-in phone numbers.
- Ensure designated staff members (in each building and department) have at least one method of actively monitoring weather conditions (a weather radio, cell phone app or other instant alert system).
- Schedule disaster drills regularly to reinforce the message of being alert for any situation that will require fast action to ensure safety for all.

### Topics to Discuss

- Emergency procedures
- Traveling in inclement weather
- Emergency alert system
- Employee roles

### Resources

For more information about this topic, visit:

- United Heartland Resource Library – Weather: [UnitedHeartland.com/resource-library](https://www.unitedheartland.com/resource-library)
- Occupational Safety and Health Administration – Emergency Preparedness: [OSHA.gov](https://www.osha.gov)

# SafetyTalk

**Topic:** Severe Weather Emergency Plan

**Date:**

**Location:**

**Meeting Organizer:**

**Organization Name**

**Items Discussed:**

**Problem Areas or Concerns:**

**Attendees (Names/Signatures):**


**Comments:**