

Tanah Keeta Scout Reservation

Summer Camp Emergency Procedures

Emergency Contact Information

- Martin County Emergency Management: Stephen G. Leighton, Director, Community Operations & Emergency Management, sgleighton@sheriff.martin.fl.us, (772) 220-7000
- Martin County Emergency Management Agency: 800 S. E. Monterey Road Stuart, FL 34994 (772) 287-1652 www.martin.fl.us
- Fire / Police / Emergency Medical: 911
- Ranger Steve: 561-307-9013
- Ranger Harlan: 561-723-5287
- Camp Health Office: 561-743-2945

Medical Care:

- Jupiter Medical Center: 1210 S Old Dixie Hwy, Jupiter, FL 33458
- Helix Urgent Care Tequesta: 225 US-1, Tequesta, FL 33469, (561) 747-4464
- Whenever an EAP (Emergency Action Plan) is enacted, the Camp Administrators (Camp Director and Program Director for summer camp and Campmasters and Camp Ranger for year round camping) take the lead unless otherwise directed. The camp office should be vacated by any non-essential personnel as it serves directly as the HQ during any EAP. For communication, safety, and emergency management purposes, only the Health Officer, or Camp Administrators, or their designee may direct a 911 call. If the media are present at Tanah Keeta, it is important that all staff direct them to the Scout Executive or his designee (i.e Camp Director or Program Director). Camp Staff should not relay any information to the media.

LOCATIONS OF EMERGENCY CONTACTS ON CAMP PROPERTY: All key camp personnel can be reached by camp radio.

- Summer Camp
 - Health Officer - Health Lodge located on the East side of the Lassiter Building
 - Camp Director / Program Director - Campmaster Cabin / Camp Office
 - Rangers – Ranger Harlan: Building to the east of the welcome shelter, Ranger Steve: home on the east side of the entrance road, or during working business hours the Maintenance yard.
- ROTC
 - Health Officer - Health Lodge located on the East side of the Lassiter Building
 - Camp Director / Program Director - TBD / Camp Office
 - Rangers – Ranger Harlan: Building to the east of the welcome shelter, Ranger Steve: home on the east side of the entrance road, or during working business hours the Maintenance yard.

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CAMP SIREN: In the event of an emergency in camp, the camp siren located by the handicraft will be sounded in one of two ways. Each way will direct you to a specific location.

1. Long blasts (30 seconds or more) - when this alarm is sounded all persons in camp will assemble in the parade field, quickly and safely, by unit / company, including all staff. Each leader will account for all the members of his or her group and then await direction. If any member of the unit is missing, Camp Staff will be directed to the campsites and program areas to clear the areas (Troop Guides for Campsites / Program Directors for Program Areas, Quartermasters / Commissioners for remaining Camp Buildings).
2. Short blasts (10 seconds each) - when this alarm sounds it indicates severe weather and everyone should move to their assigned location, quickly and safely, as follows:
 - a. LASSITER BUILDING: Sugar Sand, Muscogee, Ponderosa, Fox, and dorms.
 - b. DINING HALL: Ute, Apache, Tequesta, Timuqua, Creek, all Cabins, Program Cabin and Campmaster

Once in the location the unit leader should account for everyone and report to the Camp Director (Lassiter) or Program Director (Dining Hall)

No one is to leave either the parade field or designated shelters until an all clear is giving by either the Camp Director or Program Director only.

EVACUATION:

- If Camp is ordered for immediate evacuation, the Camp Director will coordinate the evacuation in consultation with Martin County Emergency Management Services. Groups will remain together and accounted for by the group leader. Location for holding for evacuation will be determined by the situation at hand. Follow the guidelines for the siren unless instructed otherwise. Jonathan Dickenson Park Visitors Center has been approved to be an off property evacuation location that is accessible via walking. For need to transport off property it is HIGHLY recommended that units arriving by charter bus, notify their transportation company that in event of an emergency that they will need bus transport from the facility. This should be included in their contract with their transportation company.
- Parents of campers will be called after the evacuation has taken place and parents will be told where the campers will be going or where they are located.
- All roadways will be kept open for emergency vehicles and normal traffic flow. Traffic control, on camp property, will be handled by the senior camp staff. All vehicle traffic will follow a clockwise direction, yielding to emergency vehicles.
- If the media are present at Tanah Keeta, it is important that all staff direct them to the Scout Executive or his designee (i.e Camp Director / Program Director or Rangers). Camp Staff / Volunteers should not relay any information to the media.

SEVERE WEATHER / TORNADOS: Severe Weather Alert will be issued by short blasts of the camp siren. If severe weather approaches, and/or the alarm is sounded, immediately and safely evacuate to the Dining Hall or the Lassiter as assigned and take attendance. If the severe weather happens in the middle of the night, the unit leader will ensure that all members are awoken and travel to the correct location. If moving to the correct location is not possible, take shelter in the closest building or seek shelter in low lying areas. **NOTE: trees are a hazard during severe storms / tornados. Please make sure all scouts in tents that are near trees are evacuated immediately.** Severe weather will be signaled by short blasts of the siren.

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LIGHTENING / THUNDERSTORMS: When thunderstorms approach, the aquatics and COPE / Climbing areas will shut down and report to the Camp Office at which time all areas will secure their areas and report to their designated secure location. The camp office will also constantly monitor these conditions. These locations are:

- Outdoor Skills- Lassiter Building
- WINGS- Dining Hall
- Ranges-Shelter in place
- Aquatics-Shelter in place
- COPE- COPE Pavilion
- Handicraft- Shelter in place
- Ecology-Shelter in place

HURRICANE: If a hurricane watch is issued, we will begin hurricane preparations at camp as outlined in the Gulf Stream Council Hurricane Preparedness Plan. We will prepare to cancel the following week of camp. If a hurricane warning is issued we will begin camp evacuations as follows:

- Camp Director will notify all Scoutmasters / ROTC Officers to advise them of evacuation.
- Unit leaders will either use the transportation they arrived in and / or contact parents for pick up.
- ROTC units will contact bus transportation service / parent pick up as needed. If outside transportation is needed, the Camp Director will contact Martin County Emergency Services. However, it is HIGHLY recommended that ROTC units arriving in charter buses have as part of their contract that buses will be available for emergency transport if needed.
- Camp and GSC will issue an e-blast and post on their website of evacuation details.
- Camp staff and GSC staff will assist in the preparation of camp as time warrants.

FIRE:

- Fires in camp can vary in size, location and intensity. Because of this the fire-fighting procedures will vary slightly. NOTE: only trained staff will be dispatched and directed to assist with small, manageable fires. NO ONE IS TO PUT THEMSELVES IN A HAZARDOUS SITUATION.
- If your unit discovers a fire, mobilize in a safe area, take role call and send two members to the Camp Office to report the fire. Proceed to the parade field (if it is safe to do so). Staff will respond by sounding the siren for the camp to gather safely and quickly in the Parade Field.
- Staff will report and be directed by Camp Administration as to their role:
 - Troop Guides will clear their campsites if they are not in the vicinity of the fire
 - Staff will be directed to assist in evacuation
 - Staff may be directed to the area with fire suppression tools
- Calls for professional fire fighters will be made by the Camp Administrative Team.

HAZARDOUS MATERIALS SPILL: Care should be taken when confronted with any unknown material, and should be taken very seriously. If you discover any unknown substance (leak, spill or container) or the odor of LP gas or any other noxious odor, immediately clear the area (at least 500 feet in all directions) and report this to the camp office who will contact the Camp Director and Camp Ranger. Do not attempt to identify or detect any leaks or spills.

If you detect gas leaking from a pressurized cylinder, clear the building and all persons for at least 1,000 and alert the camp office. Ensure the area remains clear.

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LOST CAMPER:

NOTE that the BUDDY SYSTEM is a requirement for all campers (both Scouts and R.O.T.C). The buddy system means that no one is to go anywhere in camp without at least one buddy. No exception.

For summer camp / ROTC report lost camper to the camp office immediately. Camp staff will check the camper sign out sheet. The camp office will first put a BOLO out on the radio for the scout (first name+ Troop # or Company). Camp staff will first check all of the tents in the campers campsite AND his merit badge or class schedule. The camp staff will then, if still necessary, enact the siren. Camp will assemble at the flag pole (long blasts). Units will take attendance. If lost camper has not assembled, the staff will be mobilized for an organized, coordinated camp-wide search. All units must stay in place until the scout is located. Health Officer to report to flagpole and then directed from there.

If the missing person is not found, the Camp Administrative Team will contact the Sheriff's Department for a Search Team.

LOST SWIMMER / BOATER: Aquatics staff will initiate lost swimmer / boater alert. Camp will assemble at the flag pole (long blasts). Troops / Companies will take attendance. In the interim, the Aquatics Search Team will initiate the search. If lost swimmer / boater has not assembled, the Camp administration will direct additional staff to the search. All units must stay in place until the camper is located. Aquatics Director takes the lead of the search, working closely with camp administration. Health Officer to respond to waterfront area.

ACCIDENTS: Give immediate first aid and contact the health officer on duty. All area directors have radios to contact the health officer. For communication and organization sake, 911 should only be called by the Health Officer, a Camp Administrator or their designee in ANY situation.

ENCOUNTERS WITH WILDLIFE: Tanah Keeta Scout Reservation is 640 acres of mostly wilderness with a large wildlife population. Please respect the wildlife and do not capture, touch, corner or harass any animals. In some cases, such as with our gopher tortoises, it is a crime to do so. Keep in mind that having food of any type in your tent or in your campsite is an invitation for animal guests. If you encounter any wildlife, please slowly recede from their environment. Report any dangerous wild life to the camp office. If you are bitten by an animal, report to the health lodge.

LIMITATIONS DUE TO EXTREME HEAT: As in accordance to government standards, extreme heat will be declared when the temperature exceeds 10 degrees above the average high temperature for that day. As a camp policy, a moderate heat warning will be in place when the temperature is 5 degrees higher than the average high temperature for that day.

June

91°F (Average High)
96°F (Moderate Heat Warning Starts)
101°F (Extreme Heat Warning Starts)

July

92°F (Average High)
97°F (Moderate Heat Warning Starts)
102°F (Extreme Heat Warning Starts)

August

94°F (Average High)
99°F (Moderate Heat Warning Starts)
104°F (Extreme Heat Warning Starts)

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Policy for Moderate Heat: The camp administration will declare a moderate heat alert. All program areas will be directed to limit the amount of heat and sun exposure on campers. More support staff will also be shifted to help in keeping water available in all areas. Adults will be reminded to watch for symptoms of heat exhaustion and sunstroke. Staff and leaders should watch Scouts for inappropriate clothing for hot weather, and for adequate fluid intake.

Policy for Extreme Heat: The camp administration will declare an extreme heat alert. Vigorous activities will be canceled as deemed necessary by the camp administration. All program areas will be directed to keep campers in the shade, with exception of the aquatics pool area which will continue to run efficiently as possible. More support staff will also be shifted to help in keep water available in all areas. Adults will be reminded to watch for symptoms of heat exhaustion and sunstroke. Staff and leaders should watch Scouts for inappropriate clothing for hot weather, and for adequate fluid intake.

NUCLEAR ACCIDENT: If an accident at a nuclear power plant were to release radiation in your area, local authorities would activate warning sirens or another approved alert method. They also would instruct you through the Emergency Alert System (EAS) on local television and radio stations on how to protect yourself.

- Follow the EAS instructions carefully.
- Minimize your exposure by increasing the distance between you and the source of the radiation. This could be evacuation or remaining indoors to minimize exposure.
- If you are told to evacuate, keep car windows and vents closed; use re-circulating air.
- If you are advised to remain indoors, turn off the air conditioner, ventilation fans, furnace and other air intakes.
- Shield yourself by placing heavy, dense material between you and the radiation source. Go to a basement or other underground area, if possible.
- Do not use the telephone unless absolutely necessary.
- Stay out of the incident zone. Most radiation loses its strength fairly quickly.

SUSPICIOUS PERSONS ON PROPERTY: Camp Staff should ask if they have a wristband and if not, direct them to the camp office immediately. Report the incident to the camp office immediately. If a staff member does not feel safe approaching an "unwelcomed visitor", move any scouts into a safe location with other staff members and report it to the camp office ASAP. Camp staff members should never disclose the location of any campers or other staff members to visitors except via the camp office. Visitors must sign-in and sign-out through the camp office and wear a visitor wristband at all times on property.

ACTIVE SHOOTER: Quickly determine the most reasonable way to protect your own life. Remember that students and visitors are likely to follow the lead of employees and managers during an active shooter situation.

1. **Get out (evacuate).** If there is an accessible escape path, attempt to evacuate the premises. Be sure to do the following:
 - Have an escape route and plan in mind.
 - Evacuate regardless of whether others agree to follow.
 - Leave your belongings behind.
 - Help others escape, if possible.
 - Prevent individuals from entering an area where the active shooter may be located.

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- Keep your hands visible.
 - Follow the instructions of any police officers.
 - Do not attempt to move wounded people.
 - Call 911 when you are safe.
2. **Hide out.** If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place should:
- Be out of the active shooter's view
 - Provide protection if shots are fired in your direction (i.e., an office with a closed and locked door)
 - Not trap yourself or restrict your options for movement

To prevent an active shooter from entering your hiding place:

- Lock the door.
- Blockade the door with heavy furniture.

If the active shooter is nearby, do the following:

- Lock the door.
- Silence your cell phone and/or pager.
- Turn off any source of noise (i.e., radios, televisions).
- Hide behind large items (i.e., cabinets, desks).
- Remain quiet.

If evacuation and hiding out are not possible, do the following:

- Remain calm.
- Dial 911, if possible, to alert police of the active shooter's location.
- If you cannot speak, leave the line open and allow the dispatcher to listen.

3. **Take out (take action against the active shooter).** As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:
- Acting as aggressively as possible against him or her
 - Throwing items and improvising weapons
 - Yelling
 - Committing to your actions

How to Respond When Law Enforcement Arrives

Law enforcement's purpose is to stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were heard.

- Officers usually arrive in teams of four.
- Officers may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets, and other tactical equipment.
- Officers may be armed with rifles, shotguns, and handguns.
- Officers may use pepper spray or tear gas to control the situation.
- Officers may shout commands, and may push individuals to the ground for their safety.

How to react when law enforcement arrives:

- Remain calm and follow the officers' instructions.

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- Put down any items in your hands (i.e., bags, jackets).
- Immediately raise hands and spread fingers.
- Keep hands visible at all times.
- Avoid making quick movements toward officers such as holding on to them for safety.
- Avoid pointing, screaming, and/or yelling.
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises.

Information to provide to law enforcement or the 911 operator:

- Location of the active shooter
- Number of shooters, if more than one
- Physical description of shooter(s)
- Number and type of weapons held by the shooter(s)
- Number of potential victims at the location

FATAL OR SERIOUS ACCIDENT: Upon the notification of a fatal or serious injury in camp, the following procedures are enacted:

1. The proper authorities are notified (911).
2. The Scout Executive is notified.
3. Identify witness and collect information.
4. All communication to the family and media is conducted by the Scout Executive.