

The Emergency Management Committee Mission Statement

The Emergency Management Committee (EMC) is a standing, volunteer group of Blackhawk Ranch (BHR) owners dedicated to the development and implementation of both proactive and reactive actions designed to mitigate emergency situations within the boundaries of BHR. The EMC is composed of three working groups: Fire Mitigation, Emergencies, and Outreach.

The Emergency Management Committee Organization

The EMC shall be organized as follows:

- EMC Chairperson:
 - Establish the goals of the EMC
 - Oversees all efforts of the EMC
 - Interacts with the BHR Board of Directors on matters of finance and monthly reports
 - Interacts with the grant award agents
 - Establishes ad hoc groups as necessary
 - Establishes methods to track and record key metrics: such as volunteer manhours
 - Provides transitional support for succession
- EMC Secretary
 - Track and record key metrics for the EMC and working groups
 - Maintain key documents (minutes, coalition participation, grants, etc.)
 - Communicate with committee members by email
- Working Group Leaders
 - Coordinate the working group's activities to meet the established goals
 - Conduct working group meetings as necessary
 - Provide progress reports to the EMC Chairperson
- Working Group members
 - Work toward fulfilling goals of each working group
 - Train volunteers in special equipment use and practices
- Non-Working Group Volunteers
 - periodically provide support as needed

EMC Working Groups

Fire Mitigation Working group

Community Fire Mitigation

- reduce the risk of fire by completing the goals of the Community Wildfire Protection Plan (CWFP)
- collaborate with the Outreach working group in updating and renewing our CWFP
- establish dates for all-community mitigation days, deciding where, when, and how best to utilize the POA volunteers
- encourage more property owners to help with the all-community mitigation days
- decide on the most needed places to mitigate (e.g. along road easements, around power poles, and in problem areas)
- work with Property Management Inc. (PMI) in contacting property owners concerning trimming and thinning trees on their properties along the roads and then contact them individually when mitigation work will begin on such properties

- participate in a national Wildfire Community Preparedness Day project around the 1st Saturday in May, the National Firewise Day

Chipper Maintenance

- be responsible for keeping fuel on hand for the chipper,
- complete routine maintenance as described in the Vermeer manual
- train chipper volunteers in proper chipper use and safety

******Communication Working Group (to be revised by group)**

Communication

- establish effective two-way radio communication on the ranch
- establish protocol for responding to emergencies
- contact and work with local fire, police, and hospital emergency personnel
- hold emergency drills among committee members and in collaboration with fire, police, and hospital emergency personnel

Emergencies

- coordinate with road committee to maintain emergency exits
- coordinate with road committee to update road signs, emergency exit signs, and update BHR map.
- maintain emergency firefighting water sources post emergency notices on Facebook
- maintain the Call-Em-All POA emergency notification system on the ranch

Outreach Working Group

Firewise

- renew the Firewise membership annually
- track and record key metrics for individual and group activities
- collaborate with other Firewise communities
- collaborate with the Fire Mitigation working group in updating and renewing the Community Wildfire Protection Plan (CWFP)

Education

- schedule a POA presentation for residents with speakers/demonstrations from a forestry agency, fire department, or emergency management office
- distribute “Welcome packets” with wildfire literature to all new residents
- create a newsletter that would focus on Emergency Management issues
- maintain a BHR Website presence

Grants

- discover, research, write, and submit grants
- Assist property owners in obtaining grants for their individual properties