



AFTER ACTION PLAN- CITY OF BAY CITY

Name:	Dan Shook, EMC	EVALUATED EVENT:	HURRICANE BERYL
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List the top three (3) organizational strengths:

- 1.) **Communication:** The staff did a great job communicating with each other and using one person to push information to the public. This continued even when there was a loss of city-wide phone and internet. Communication sent out via hyper reach text alerts and social media before and after the storm—continually shared EOC posts.
- 2.) **Preparing:** City staff did great with storm preparations prior to landfall. This included staff meetings, clearing storm drains, ditches, and providing sandbags for the public.
- 3.) **Teamwork:** City staff did great with teamwork. Staff from all departments were used and worked together to obtain a common goal. Staff volunteered to man cooling centers and partnered with Red Cross to provide hot meals for community.

ISSUE	RESOLUTION	ASSIGNMENT	COMPLETED & DATE
Loss of communication when major fiber line was cut	Purchase radios to be used by non-PD/Fire personnel	Public Works	Yes
When a loss of communications occurs, provide for "runners" to communicate to different locations (i.e. airport)	Add for a runner to be assigned when there is a loss off communications to the EOP	Emergency Management Coordinator	
Radios went into site trunking when major fiber line was cut	Engineer redundancy in radio system's connection to TXWARN	Emergency Management Coordinator	
Dispatch requests additional portable radios in case there is a loss of consoles	Provide additional radio capabilities for dispatch to be used when consoles are down.	Emergency Management Coordinator	
Dispatch requests headsets to be used through the computer system	Provide headsets with microphones for dispatch.	Police Chief	
City needs one person that all communication is funneled through	Hire PIO for all communication	Communication Director	
Need more staff able to transmit messages on Hyperreach	Provide training to additional staff to send messages on Hyperreach	Emergency Management Coordinator	
Two generators did not auto-start. One was able to be manually started. The second had a radiator issue.	Sign contract with generator maintenance contractor to perform load testing and ensure functionality prior to emergency. Training for on-site staff to troubleshoot issues.	Public Works	

Two spare generators were at public works but unable to be used due to lack of compatibility with facilities.	Obtain pig-tails for each facility to plug into generator.	Public Works	
All equipment needs to be signed out	Create form for issuing equipment that is used during the emergency.	Emergency Management Coordinator	Yes
No City Emergency Operations Plan	Create a City-specific Emergency Operations Plan.	Emergency Management Coordinator	Yes
Shelter needs to be in place for post-storm evacuees	Identify and plan for the implementation of a shelter to be used post-storm.	Emergency Management Coordinator	
Cooling centers were created after the storm, but not planned for ahead of the storm.	Add cooling centers to a checklist to be planned for ahead of an emergency.	Emergency Management Coordinator	
Need a coordinator to handle all volunteer organizations before, during, and after the storm	Identify the coordinator and provide instruction on how to coordinate the volunteer organizations.	Emergency Management Coordinator	
Need a list of those staying at EOC	Hire PIO for all communication	Communication Director	
There was confusion on how to do FEMA paperwork. New forms did not provide all of the information needed.	Create new forms that provide for the needed information that can be used to file with FEMA for reimbursement.	Emergency Management Coordinator	Yes
A city-wide meeting to review hurricane response and responsibilities pre,	Schedule an annual city-wide meeting that will review and discuss emergency planning.	Emergency Management Coordinator	

during, and post emergency.			
Brush site was closed due to need for chipping. There was no assigned location for storm debris drop-off.	Secure an adequate location for citizens to drop off storm debris	Public Works	
Documentation of city facilities and infrastructure	Assign employees to document facilities and infrastructure prior to an emergency. Purchase the additional equipment to ensure proper documentation.	Public Works	
Accommodations for level 1 staff were in hotels. Some hotels do not have generators and rented rooms were not available past the first day.	Provide a city-owned location for level 1 staff to stay at that would allow for response to the storm.	Emergency Management Coordinator	
Decision to offer sandbags to public was less than 24 hours prior to storm, causing a congestion at MSB.	Decide early on sandbag availability. Set up entrance and exit to allow flow of traffic.	Public Works	
Emergency pay for level 1 personnel: The decision of emergency pay was made after the emergency.	City policy need to be revised to clearly define pay and application. We are asking employees to leave their family during a crisis.	Human Recourses	

<p>Preparation for outside assistance for storm debris clearing should be made in advanced.</p>	<p>Be prepared ahead of time to submit STAR request early. Submit RFP for storm debris collection by May 1.</p>	<p>Public Works</p>	
<p>Disaster assessment. Staff had to perform both road clearing and assessment.</p>	<p>Obtain mapping tool to utilize during the assessment and deploy staff only after roads have been cleared.</p>	<p>Public Works</p>	
<p>Help for citizens with debris removal and resources for damages.</p>	<p>Put together a directory for citizens to use all year. Communicate this directory to citizens often after the storm.</p>	<p>Emergency Management Coordinator</p>	