

**LEVY COUNTY BOARD OF COUNTY COMMISSIONERS COMMISSIONERS****Government Serving Citizens****Charlie Kennedy, District 1****Rock Meeks, District 2****Desiree Mills, Chair, District 3****Tim Hodge, Vice Chair, District 4****Johnny Hiers, District 5****County Department Quarterly Report Process**

Levy County Department Heads shall be responsible for reporting on their department's activities every quarter beginning with the first quarter of Fiscal Year 2025.

Quarter	Period	Quarterly Report Due to the County Manager	Quarterly Report Included in the BoCC Agenda
First Quarter FY 2025	October-December	January 10, 2025	January 21, 2025
Second Quarter FY 2025	January-March	April 11, 2025	April 22, 2025
Third Quarter FY 2025	April-June	July 11, 2025	July 22, 2025
Fourth Quarter FY 2025	July-September	October 14, 2025	October 21, 2025
First Quarter FY 2026	October-December	January 14, 2026	January 20, 2026

All Levy County Departments shall use the following Quarterly Report Template.

Levy County Quarterly Department Report

Department Information

Name of Department	Emergency Management
Name of Department Head	Leatha Keene
Department Mission	Commit to protect the communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from disasters.

Department Staffing

	First Quarter FY 2025	Second Quarter FY 2025	Third Quarter FY 2025	Fourth Quarter FY 2025	First Quarter FY 2026
Number of Budgeted Full- Time Employees	3	3	3	3	
Number of Actual Full- Time Employees	2	3	3	2	
Number of Budgeted Part- Time Employees	0	0	0	0	
Number of Actual Part- Time Employees	0	0	0	0	
Comment	Job Posting in 2nd Qtr. (3rd employee)				

Department Deliverables

Deliverable <i>(To be determined by the Department Head)</i>	First Quarter FY 2025	Second Quarter FY 2025	Third Quarter FY 2025	Fourth Quarter FY 2025	First Quarter FY 2026
Preparedness	Attended community stakeholders meeting to gather information	Community Outreach & Education: Distributed emergency supply checklist,	5 – Community Outreach and Education Events.	4 - Community Outreach and Education Events.	

		and engaged residents through local events			
Response	Deployed State/FEMA Damage and Needs Assessment Teams	Worked to support 2 residential fire victims by navigating the process for immediate assistance	Enhancing response by actively engaging with community organizations and volunteer groups.	Executed an effective response by managing resources.	
Recovery	Held community partners meeting to assist in recovery	Participated in regional training focused on disaster recovery	Participated in FDEM training focused on disaster recovery	Participated in Tri-County Group Mtgs. to gain knowledge regarding long-term recovery assistance programs.	
Mitigation	Provided information and assistance for mitigation programs	Provided on-site assistance for Elevate Florida Program for residents	Participated in FEPA Mitigation Working Group Meetings.	Support projects that enhance mitigation and community resilience through the Elevate Fl. and HMGP Program.	
Comment					

Department Highlights

During the 4th quarter, Emergency Management participated in several Emergency Management activities, meetings, trainings, conferences, and events that advanced our program including but not limited to:

County Meetings –County Monthly Management Team Meetings, County Local Mitigation Plan Review Meeting, and the Inglis/Yankeetown Community Flooding Meeting,

Community Events – Tri-County Community Partner Networking Fair, Chiefland Methodist Church Back-To-School Bash, and supported the Williston Community Back to School Event, and the Cedar Key Food Pantry Outreach,

Staff Training – Clay County Active Treat Exercise, Florida Department of Agriculture and Consumer Services-(Emergency Support Function 17) County Presentation, and the Haystax-Critical Infrastructure Training, and the Aclarian Finance Training,

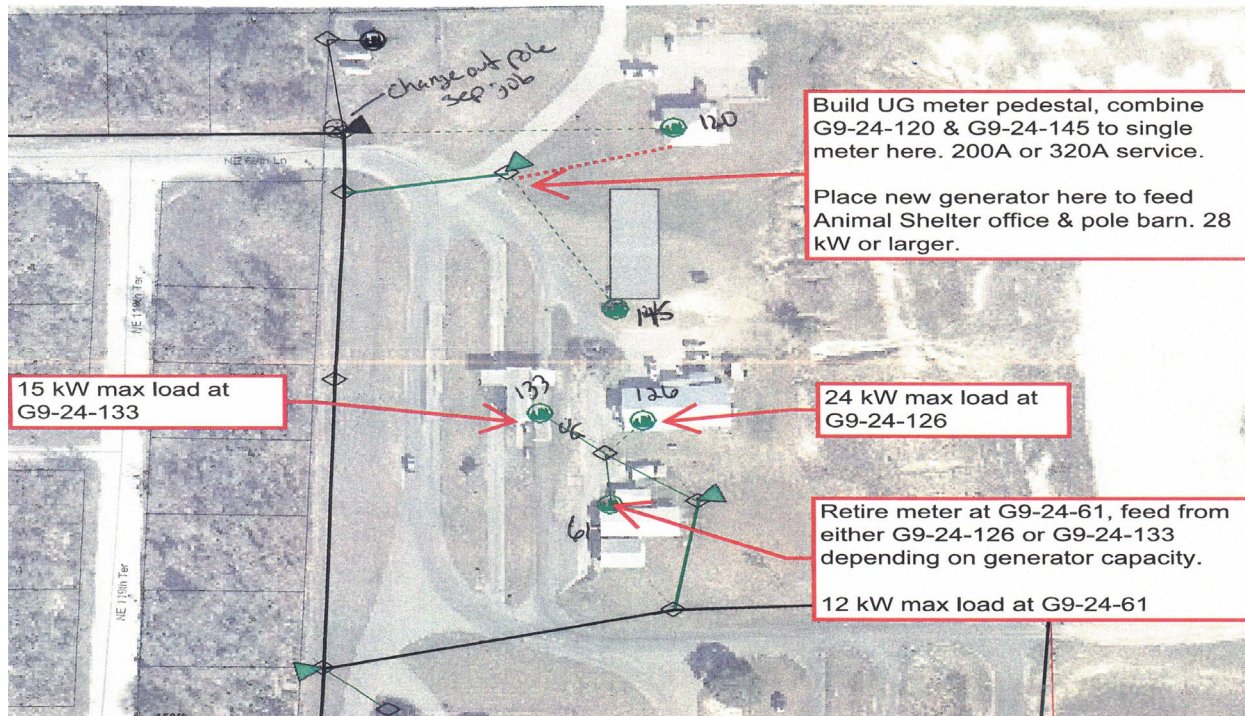
State/FEMA Meetings – FEMA Bi-Weekly Project Meetings, EMPA/EMPG Grant Monitoring Meeting, FEPA Mitigation Working Group Meeting, DEM and County EM Director’s Monthly Meetings, Local

Emergency Planning Committee Meeting, and the Region 3 Quarterly Meeting, and the FEPA/EM Director's Working Group Meeting,

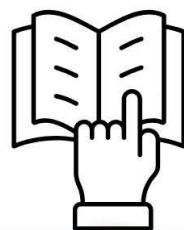
Partners Discussion Meetings – Tri-County Disaster Assistance Group General Meetings, and the Tri-County Resource Sharing Meetings.

Emergency Management in conjunction with Fleet Management developed a plan to enhance the preparedness, response and recovery efforts. The plan focuses on identifying specific needs and providing targeted support for the animal shelter, its operations, and staff to ensure effective emergency practices. The project includes, but is not limited to the following:

- * Transfer the generator from the former Development Srvs. Bldg. to the Landfill Bldg.
- * Enhance the electrical systems to the Animal Services and Landfill facilities.
- * Transferred a 500-gallon water wagon to Animal Services to support the emergency plan.



Emergency Management developed a Public Education – HURRICANE PREPAREDNESS GUIDE designed to provide residents with key information to help them stay informed and prepared before, during, and after a storm.

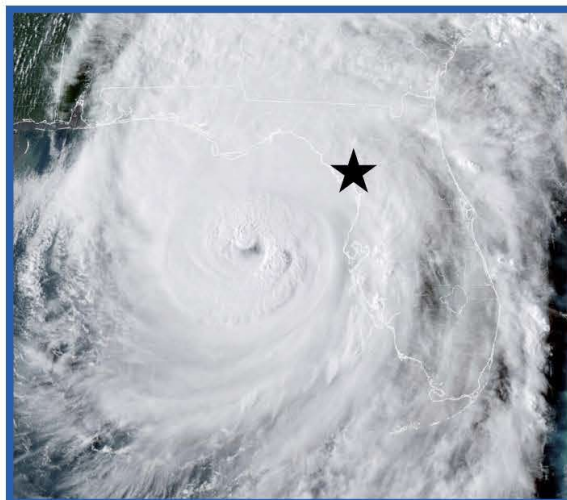


LEVY COUNTY

HURRICANE GUIDE

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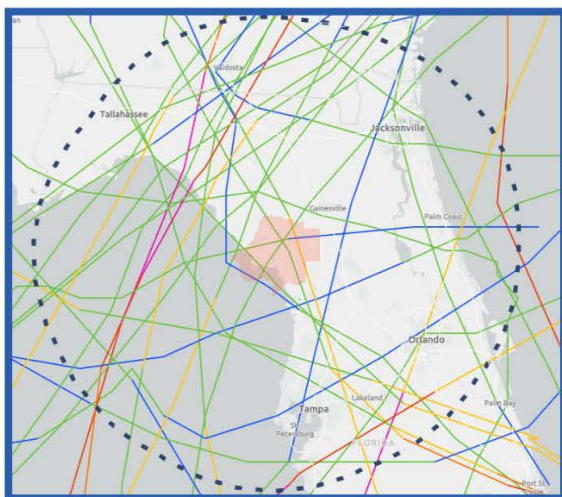
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LEVY COUNTY'S HURRICANE HISTORY

Levy County faces frequent threats from tropical storms and hurricanes. Even when storms don't directly strike our area—like Hurricanes Idalia and Helene—they can still cause serious impacts.

Hurricanes are something that our community must be ready for every year. It's important to understand the risks, be prepared, and know how to receive emergency alerts.





CREATE A KIT:

EMERGENCY SUPPLIES

GENERAL

- ☐ Water: One gallon per person per day, for at least seven days.
- ☐ Nonperishable food: at least a one-week supply.
- ☐ Non-electric can opener.
- ☐ Paper plates, plastic cups and utensils.
- ☐ Medications.
- ☐ Extra bottled oxygen if needed.
- ☐ First aid supplies.
- ☐ Wipes, hand sanitizer, soap, toilet paper, feminine supplies, diapers.
- ☐ Eyeglasses and extra contact lenses.
- ☐ Flashlight or lantern.
- ☐ Battery-operated or hand-crank radio.
- ☐ Extra batteries.
- ☐ Cellphone with charger, extra battery backup, solar charger.
- ☐ Cash, preferably small bills.
- ☐ Books, cards, board games.
- ☐ Paper and pencil.
- ☐ Whistle.
- ☐ Rain gear.
- ☐ Insect repellent.
- ☐ Sunscreen.
- ☐ Full tank of gas in vehicle.
- ☐ Repair kit for car tires.
- ☐ Extra gas cans.

DOCUMENTS

- ☐ Driver's license, passport, other ID cards.
- ☐ Proof of residency (a bill sent to your address).
- ☐ Social Security card.
- ☐ Birth certificate.
- ☐ Marriage license, wills, death certificates, military records and other hard-to-replace documents - not copies.
- ☐ Insurance policies for home, health, flood, auto, renters.
- ☐ Titles to house, vehicles, boats.
- ☐ Account numbers for bank, credit cards, savings and investments.

- ☐ Important numbers and emergency contacts.
- ☐ Medical records from pharmacy, doctors, blood type, vaccinations.
- ☐ Household inventory.
- ☐ Emergency access permit for barrier island residents and businesses.

BABIES

- ☐ Baby food.
- ☐ Formula.
- ☐ Sterilized bottles.
- ☐ Bottled water.
- ☐ Medications.
- ☐ Diapers.
- ☐ Wipes.
- ☐ Clothing.
- ☐ Thermometer.
- ☐ Pacifier.
- ☐ Blanket.
- ☐ Comfort items.
- ☐ Plastic trash bags for diapers.

SERVICE ANIMALS AND PETS

- ☐ See "Disaster Planning for Pets" flyer.

HOST HOME OR HOTEL

In addition to general supplies:

- ☐ Pillow and blankets.
- ☐ Air mattress, sleeping bag, floor mat.
- ☐ Change of clothing for several days.
- ☐ Other supplies needed by host home.

PUBLIC SHELTER – GENERAL

In addition to general supplies:

- ☐ Blanket, pillow, folding chair or twin-size air mattress.
- ☐ Change of clothing for several days.
- ☐ Special dietary items (sugar-free, low sodium, gluten-free, vegetarian/vegan, etc.) with can opener, if required. Basic food/water is provided.
- ☐ Wearable medical alert tag.
- ☐ Ear plugs.
- ☐ Eye mask/covering.

PUBLIC SHELTER – SPECIAL NEEDS

In addition to general supplies:

- ☐ Wheelchair, walker, cane, other medical equipment.
- ☐ Oxygen concentrator.
- ☐ Nebulizer.
- ☐ Written instructions or orders regarding your care.
- ☐ Caretaker's supplies.

HOME

In addition to general supplies (if you shelter in place or for when you return home):

- ☐ Ice, coolers.
- ☐ Tarps with rope or elastic cord, sheets of plastic.
- ☐ Wrench, utility knife, hammer, nails.
- ☐ Duct tape.
- ☐ Dust mask.
- ☐ Portable toilet or large bucket with lid.
- ☐ Large garbage bags.
- ☐ Disinfectant.
- ☐ Unscented bleach with medicine dropper.
- ☐ Matches or lighter.
- ☐ Outdoor grill and extra propane or charcoal.



**STARTING HURRICANE SEASON 2025, ALL
EVACUATION ORDERS FOR LEVY COUNTY
WILL BE ISSUED BY EVACUATION ZONE.**



LEVY COUNTY'S EVACUATION ZONES



KNOW YOUR ZONE

Find out your evacuation zone at

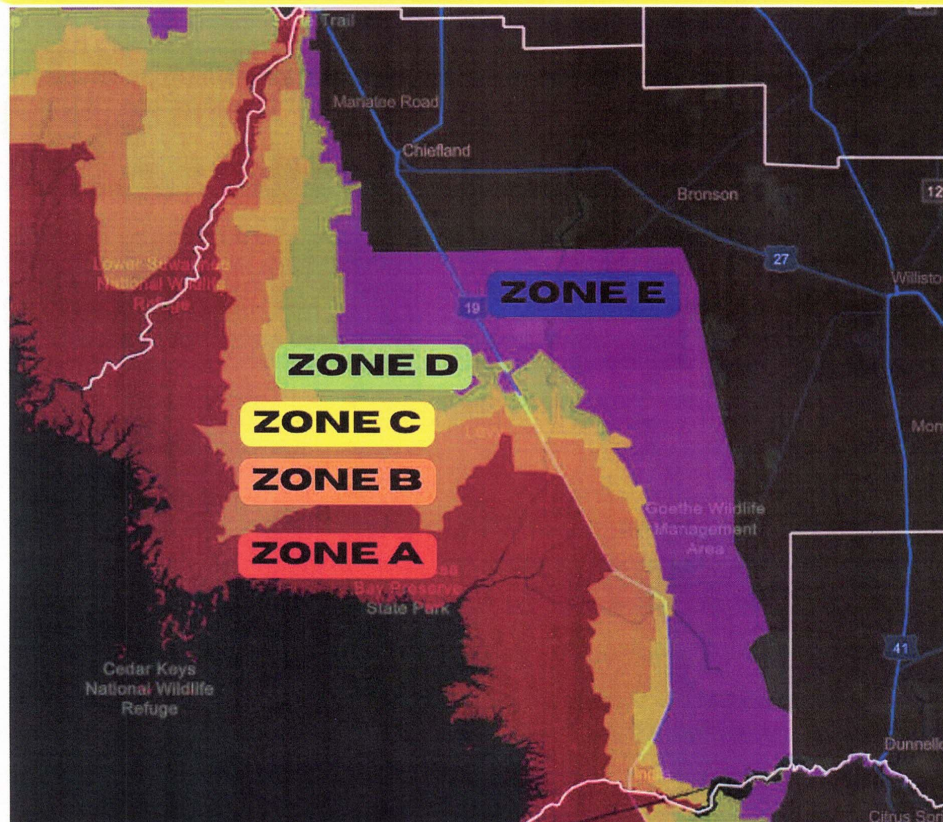
[www.floridadisaster.org/
knowyourzone/](http://www.floridadisaster.org/knowyourzone/)

Click: Know Your Zone Map

Type in your address



A more detailed version of the map below is located at the link above.



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HOW TO RECEIVE **EMERGENCY ALERTS**

ALERT LEVY



The Alert Levy system enables us to send **urgent alerts** to your cell phone, email, and more.



Sign up online at
www.AlertLevy.com
or scan the QR code



To sign up anonymously
for text alerts only, text
ALERTLEVY to 888777

Para suscribirse anónimamente solo a las
Alertas por mensaje de texto del Condado de
Levy, envíe un mensaje de texto con la palabra
LEVYESPANOL al 888777.

FACEBOOK



Find us on Facebook for
information on all aspects of
emergency preparedness.



Visit
Facebook.com/lcdem or
scan the QR code



Search for "Levy
County Emergency
Management" on
Facebook

MOBILE APP



Our mobile app puts our
website in your pocket,
providing quick access to critical emergency
information and resources.



iPhone users,
search "ALERT LEVY"
in the App Store or
scan the QR code



Android users, search
"ALERT LEVY" on the
Google Play Store or
scan the QR code

RADIO



Local WUFT radio provides
real-time updates from the
National Weather Service, Florida Department
of Emergency Management, and county
emergency management offices.



Listen live at
WUFT.org on
**BEACON -
WUFT HD4**



Tune to
88.5 on
your radio



Search "BEACON 24/7
Local Alerts" on the
App Store & Google
Play Store or scan the
QR code

Depending on the threat, we may open additional phone lines. When announced, call (352) 486-5155 or (352) 486-5576 at any time to speak with a staff member who will answer your questions.

CONTACT US:

Call us at (352) 486-5213
Monday-Friday, 8 AM - 4:30 PM

For additional contact info and helpful
links, visit www.levydisaster.com

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Levy County Pet Emergency Shelter Information



The Levy County Pet Emergency Shelter will be located at



Levy County Animal Services
12055 NE 69th Lane
Bronson, FL 32621



Know Before You Go

- Cats and Dogs Only
- First Come, First Served
- Pets will only be accepted from owners staying in a Levy County shelter.
- Owners remain responsible for their pets and must provide care for them (weather permitting).

Required Items for Owners to Provide

- Written proof of the following up-to-date vaccinations: Rabies, Bordetella, & Distemper with Lepto 4. Vaccinations can be administered by on-site staff for a \$10 (card or check only) fee per vaccine.
- Proper ID on animal collar and on all belongings
- Carrier/cage of sufficient size for the animal to stand, stretch, and turn around (will have owner's name, address, pet name, and other pertinent information clearly and securely labeled)
- Leash
- Ample water/food supply (with bowls) & any necessary medication(s)
- Newspapers, plastic disposable gloves, & trash bags for handling waste
- Favorite toy
- If possible, provide a photo of you and your pet



The kennels allow pets to move between **indoor and outdoor areas**, weather permitting, while ensuring protection from the elements.

We offer several **play areas** for you to enjoy with your pet(s).



Levy County Animal Services **staff will remain on site** to ensure the safety of all pets.



Levy County

Disaster Planning for Pets



Create a Pet Disaster Supply Kit

If you evacuate out of the area with your pet, you will need essential supplies to care for them. Keep items in an accessible place and store them in sturdy containers that can be carried easily (duffle bags, covered trash containers, etc.). Make sure all pets wear collars and tags with up-to-date ID. Your pet's ID tag should contain their name, your telephone number and any urgent medical needs. Be sure to also write your pet's name, your name, and contact information on your pet's carrier.

Your pet disaster supply kit should include the following:

- Pet first-aid kit and guide book (ask your vet what to include)
- 7-10 days' worth of canned (pop-top) or dry food (be sure to rotate every two months)
- Disposable litter trays (aluminum roasting pans are perfect)
- Cleaning supplies: litter, paper toweling, liquid dish soap, disinfectant, garbage bags, etc.
- Pet feeding dishes and water bowls
- Extra collar or harness as well as an extra leash
- Photocopies and/or USB of medical records and a two-week supply of any medicine your pet requires (Remember to routinely rotate food and medication out of your emergency kit)
- At least seven days' worth of bottled water for each person and pet
- A traveling bag, crate or sturdy carrier, ideally one for each pet
- Flashlight
- Blanket
- Recent photos of your pets (in case you are separated and need to make "Lost" posters)



Finding A Safe Place

- Contact hotels located outside of an evacuation zone to check policies on accepting pets and restrictions on number, size, and species. Ask if "no pet" policies could be waived. Keep a list of pet friendly places and call ahead for reservations.
- Ask others outside the area if they could shelter your animals.
- Make a list of boarding facilities and vets who could shelter animals in an emergency. Many vet facilities have disaster boarding policies, so contact them early to find out the medical requirements for boarding your pets during a disaster.

Other Links

Florida Pet-Friendly Lodging:
petswelcome.com

Horse Boarding:
equinenow.com/boarding

Livestock Preparedness:
fdacs.gov/AnimalEmergency



Preparing Your Pets for Disasters

Take a look at these helpful links to learn how to make a plan and build a kit for your pet. Scan the QR code, click the highlighted link, or type in the web address.



floridadisaster.org/planprepare/pets



Ready

ready.gov/pets



ASPCA

aspca.org/pet-care/general-pet-care/disaster-preparedness



COMING SOON FOR BOARD ADOPTIONS

Currently Undergoing Revisions for FDEM approval:

Levy County Local Mitigation Strategy Plan (LMS)

Levy County Comprehensive Emergency Management Plan (CEMP)