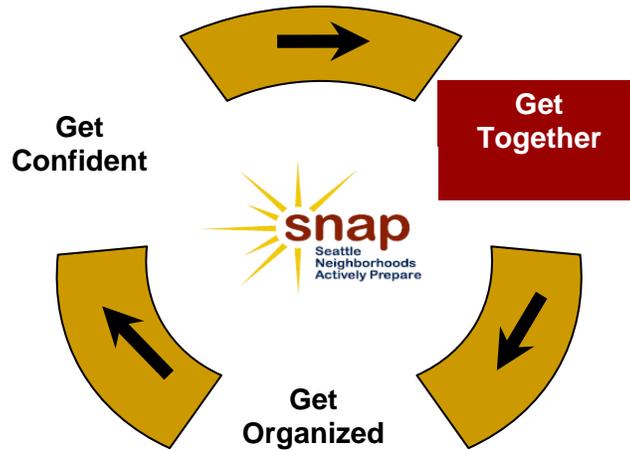




You're Invited to a Neighborhood Preparedness Meeting



This meeting is to learn about basic preparedness and decide if we would like to use the City's SNAP program to get organized and ready to take care of each other in disasters. **Disasters Happen! Let's get ready together!**

Date: _____

Time: _____

Place: _____

For more information and to RSVP, contact:

_____ at (_____) _____
Or e-mail _____

S.N.A.P.
Getting Ready
Getting Connected
Getting Strong

City of Seattle
Office of Emergency Management
2320 4th Ave
Seattle, WA 98121-1718
206-233-7123



Disaster Preparedness Meeting



HERE

Disaster Preparedness Meeting



This Way

**Draw Your Arrow Here*



Hosting the first SNAP meeting

Before the meeting:

- Decide the date and location for the meeting
- Arrange for a Host Packet from Seattle Office of Emergency Management (OEM) at 206-233-7123 or e-mail snap@seattle.gov. When you call or e-mail, please be prepared to give us the following information:
 - Name
 - Address
 - Phone number
 - Your meeting date
 - Number of neighbors you are inviting to the meeting
 - Let us know that you would like a SNAP Host Packet (The host packet will include enough preparedness brochures for your neighborhood, a copy of a sign-in sheet and a flyer that you can complete and copy to advertise the meeting to your neighbors.)

Please allow 2 weeks for processing and mailing or arrange to pick up the materials.

Night of the meeting:

- Post signs directing people to the meeting
- Have the sign-in sheet available for neighbors to complete either as they come in or during the meeting
- Arrange the room so that people can easily talk with each other

Agenda:

- Start the meeting with introductions:
 - Name and where you live:
 - Rate your current level of preparedness 1 - 5: (*1 not well prepared and 5 is well prepared*)
- Purpose of this meeting is to
 - Share information on personal and family preparedness
 - Decide if we want to prepare together for disasters
- Distribute Preparedness Brochures encouraging families to put together a disaster supplies kit, create a family disaster plan, including an out of area contact for when the phone lines are overwhelmed following a disaster.
- Distribute the SNAP brochure
- Decide as a neighborhood if you want to organize to take care of each other when disaster strikes.
 - **Neighborhood Time Commitment:** Tonights meeting – 1 hour
 - Next part – getting organized – 60 – 90 minute meeting and group activity
 - Third part – practice drills – 45 minutes to 1.5 hours, depending on the drill.

- If the answer is yes! At tonight's meeting, be sure everyone completes the sign in sheet. This starts your communications plan for your neighborhood. Choose a person to be the neighborhood captain and a person to be a point of contact with Seattle Office of Emergency Management. (see sign in form for directions)
- Set a date for the next meeting. Between now and the next meeting work on personal and family preparedness.

E-mail your neighborhood contact information to SNAP@seattle.gov

Seattle Neighborhoods Actively Prepare (SNAP) Neighborhood Contact Information

Program Date: _____

Neighborhood Captain:

Neighborhood Point of Contact to SNAP Program Administrator

<p><i>Please Print</i></p> Name: _____ Address: _____ Phone: _____ E-Mail _____	<p><i>Please Print</i></p> Name: _____ Address: _____ Phone: _____ E-mail: _____
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Neighbors/Households participating in SNAP:

Please Print Clearly

Name	Address	Phone	E-mail

Choose a Neighborhood Captain and a Point of Contact for your neighborhood. These two people will be on our e-mail distribution list for receiving newsletters, program updates and class announcements. It will be the responsibility of the Captain and Point of Contact to redistribute the information to the SNAP neighbors.

