

# INDEX

<b>Incident Commander Checklist</b>	<b>3</b>
<b>Evacuation Protocol</b>	<b>5</b>
<b>Local Resources</b>	<b>10</b>
<b>Fairfax Infrastructure and Landmark Resources</b>	<b>11</b>
<b>Mutual Threat Zones (MTZ)</b>	<b>12</b>
<b>Cascade, Laurel Canyon, Deer Park, Frustuck, Manor Hill, Olema, Glen Drive, Oak Manor, Marinda Oaks, Taylor/Rocca, Willow Avenue, and part of Scenic Road in San Anselmo</b>	
<b>M.E.A.N.S. Activation Request</b>	<b>24</b>
<b>Sample M.E.A.N.S. Announcement Text</b>	<b>25</b>
<b>Radio Broadcast (1610 AM)</b>	<b>26</b>
<b>Sample Radio Text</b>	<b>29</b>

## **INCIDENT COMMANDER CHECKLIST**

- Locate FD – Establish Incident Command Post
- Unified Command
  - Select Command Post Location
- Declaring Evacuation Plan Activation
- Central Ordering Point (Dispatch)
- Communications – **BLUE COMMAND** – Upon Evacuation Plan activation, Fairfax Dispatch will request an ICS Talkgroup from Marin County Communications Center. (MCCC) This request will be made on **BLUE COMMAND** or IC CLL. MCCC will assign an ICS Talkgroup based on availability and advise Fairfax Dispatch. Mutual Aid resources responding to the incident will switch to **BLUE COMMAND** and advise MCCC or Fairfax Dispatch when they have arrived in the area. MCCC or Fairfax Dispatch will direct the resources to the assigned ICS Talkgroup.
- Establish Incident Objectives
  - Preserve life
  - Maintain order
  - Save property
- Establish Immediate Priorities
  - Determine affected area
  - Establish perimeters
  - Determine access routes in for emergency services
  - Determine evacuation routes
  - Determine needed resources
- Place Reserve Order (Resources)
- Number of Personnel Necessary
- Number of Barricades Necessary and Locations
- Number of Detour Signs Necessary
- Place Overhead Resource Order

- Evacuation Team Leaders by Location
- Group Supervisors
- Staging Area Manager
- Safety Officer
- Public Information Officer
- Liaison Officer
- Establish Staging Area for Resources
- Determine Safe Location for Evacuees to assemble per MTZ Plan

## **EVACUATION PROTOCOL**

### **I. GENERAL**

- A. Purpose: To establish responsibility, policy and procedure to evacuate all or part of the population from any stricken or threatened disaster area within the Town limits of Fairfax to locations providing relative safety and shelter.
- B. Organization: An evacuation could involve all emergency service organizations of the county. (See Organization Chart, Appendices to Basic Plan).

### **II. SITUATION**

- A. There are several emergency situations that may require an evacuation of part or the entire town. Evacuations may be needed as a result of criminal activity, fire, earthquake, flood, hazardous material accident, or transportation accident. Generally there are two kinds of evacuations:

#### **1. PRECAUTIONARY EVACUATION**

Precautionary Evacuation occurs when it is recommended to evacuate within a certain perimeter, usually a building or a block, until the initial situation is contained. This type of recommendation is usually found in hazardous material handling manuals and determined by the Fire and Emergency Services.

#### **2. EMERGENCY EVACUATION**

In an area under Emergency Evacuation, officers should:

- a) Direct homeowners to designated shelter
  - b) In the event of non-compliance,
    - 1. Advise the homeowner to shelter in-place,
    - 2. Get next of kin information,
    - 3. Notify Dispatch of the non-compliant homeowner's name and address.
- B. The public will be given official information related to evacuation. The public will act in its own interest and evacuate dangerous areas when advised to do so.

**III. MISSION**

To provide for an orderly and coordinated evacuation of the population should the need arise because of enemy attack, natural hazard or other major incident.

**IV. CONSIDERATION****A. EVACUATION ROUTES**

1. Main Arteries
  - Predetermined
  - Select Travel Routes based on Conditions at Time of Incident
  - Develop Routes
2. Secondary Roads
3. Steps, Lanes and Trails

**B. RESOURCES AVAILABLE**

1. Evacuation Shelters
2. Red Cross Shelters
3. Known Areas of Refuge
4. Known Water Shelters /Swimming Pools
5. Shelter in Place

**C. RESOURCES NEEDED**

1. Special Clothing/Gear for First Responders: [To include hats, goggles, Nomex jacket, Nomex pants, and gloves.](#)

**D. AFFECTED AREAS**

1. FIRE MTZ AREA – CASCADE  
Upper Southwest end of Fairfax
2. FIRE MTZ AREA – LAUREL CANYON  
Lower Southwest end of Fairfax
3. FIRE MTZ AREA – DEER PARK  
Southeast corner of Fairfax
4. FIRE MTZ AREA – FRUSTUCK  
Middle West area of Fairfax
5. FIRE MTZ AREA – MANOR HILL  
Upper Middle West area of Fairfax

6. Olema Area (MTZ area – none assigned)
7. Glen Drive Area (MTZ area - none assigned)
8. Oak Manor Area (MTZ area - none assigned)
9. Marinda Oaks Area (MTZ area - none assigned)
10. Taylor/Rocca Area (MTZ area - none assigned)
11. Willow Avenue Area (MTZ area - none assigned)
12. FIRE MTZ AREA - SCENIC  
Lower East end of Fairfax adjacent to San Anselmo

## **V. EVACUATION EXECUTION**

### **A. CHECKLIST**

- Isolate the incident and control access
- Request for Law Enforcement Mutual Aid
- Perimeter management, including access control
- Operations to safeguard evidence at all accidents
- Evacuations
- If appropriate, activate the Marin Humane Society for animal control
- If appropriate, notify Management for activation of the EOC

### **B. WINDSHIELD SURVEY**

1. Consider conducting a Windshield Survey of the area and think about:
  - a. Essential Service Buildings (government buildings)
  - b. Transportation routes
  - c. Utility infrastructures
  - d. Schools, hospitals/clinics (special population groups)
2. When doing a Windshield Survey:
  - a. Stay in your vehicle. This is an information-gathering task only.

- b. If possible, two people per vehicle. One person to drive and one person to take notes.
- c. Utilize a predetermined list of critical facilities.
- d. Gathering this information will determine the big picture, prioritization of response, and the incidents requiring the greatest allocation of resources.
- e. The sooner the Windshield Survey is accomplished, the sooner resources can be effectively allocated.

**C. CONTACTING AND EVACUATING THE PUBLIC**

- 1. General Estimate of personnel required for evacuation:
- 2. Single Family Dwelling – 2 people per block
- 3. Small Apartment Building – 2 people per building
- 4. Large Apartment Building – 2 people per floor
- 5. Business – evaluate, based on size and population of building
- 6. Other forms of contact:
  - a. Public address systems
  - b. Marin Emergency Alert Notification System (MEANS)
  - c. Ross Valley Broadcast Radio (1610 AM)
  - d. Commercial Radio and Television (Emergency Alert System)
  - e. Special Needs Facilities:

Privately housed special needs people. (HIPAA does not allow the release of a list of the people who receive assistance from the county because of special needs. This list is obtainable only after a state of emergency is ordered. For information regarding special needs individuals during state of emergency, contact Marin Health and Human Services Department, Elizabeth Thompson (415) 499-3620. Their office maintains a list of the names of people that receive assistance from the county. Private individuals with special needs that do not receive public assistance are not listed anywhere.)

**D. FORMS OF EVACUATION**

- 1. Foot
- 2. Private vehicle
- 3. Most roadways can accommodate approximately 2,500 autos per hour
- 4. The average vehicle can accommodate 4 people; allowing 10,000 people per hour per lane that can potentially be evacuated.

**VI. MUTUAL AID AVAILABLE**

- A. Contact COMM Center to request Mutual Aid from the Marin County Sheriff's Office. On average, there are 75 law enforcement officers on duty in Marin County at all times.
- B. Depending on need, CHP may provide up to 8 officers from within Marin County and 24 officers from outside Marin County (San Francisco, Oakland, and Santa Rosa) to assist in mutual aid for a mass evacuation.
- C. Marin County Sheriff's Department Search and Rescue is available through a request from COMM Center. They may provide 60 on-call volunteers and have the ability to use their own radio frequencies, or county radios. They have equipment to evacuate injured or special needs individuals, and they maintain topographical and regular maps of area.
- D. Marin County Humane Society is available through a request from COMM Center. Contact Lt. Steve Hill (415) 883-4621. They have one to two officers on duty 24 hours a day. They have the ability to make emergency shelters in any location upon request, and keep a log of which animals were rescued or located, and where they were found.
- E. Marin County Sheriff's Office of Emergency Services (415) 499-5040.
- F. Golden Gate Transit. Rich Hibbs/Superintendent of Safety. Cell Phone (415) 716-8591 /Dispatch (415) 457-1212.
- G. Whistlestop/Laidlaw - In case of emergency evacuation, would be able to reroute any available bus on the road. Buses hold an average of 40 people with two wheel chair seats per bus. They would be able to provide two additional buses within the hour. Buses have programmable banner that can read "Evacuation Bus" or other titles that would be helpful.
- H. Marin County Department of Public Works



## Local Resources

- A. Pavilion - limited shelter location (no cooking or shower facilities)
- B. Central Ballfield - potential staging area or tent area for the American Red Cross, Bathrooms, Snack-shack Kitchen.
- C. Manor School, White Hill School
- D. Hertz Rental
- E. Department of Public Works:
  - Backhoe
  - Dump Trucks
  - Barricades
  - Chainsaws

<b>Fairfax Department of Public Works Resources</b>		
<b>Item</b>	<b>Available</b>	<b>Needed</b>
Road Closed Signs	2	10
Do Not Enter Signs	2	10
Detour signs	0	15
Detour signs w/arrows	5	15
Barricades wooden	80	20
Barricades (other)	10	20
Other (misc.)	10	TBD
Cones	10	50

## **Infrastructure & Landmark Resources**

- **Fairfax**

- A. Cascade**

- B. Laurel Canyon**

- C. Deer Park**

- D. Frustuck**

- E. Manor Hill**

- F. Olema**

- G. Glen Drive**

- H. Oak Manor**

- I. Marinda Oaks**

- J. Taylor/Rocca**

- K. Willow Avenue**

- L. Scenic Road, S.A.**

# **FAIRFAX**

## **A. CASCADE AREA FIRE MTZ AREA – CASCADE GROUP**

### **Main Roadways**

- Bolinas Road

### **Secondary Roadways**

None

### **Critical Buildings / Infrastructure**

### **Water Tanks**

- Water tank across from 650 Bolinas

### **Fire Roads**

- Cascade Fire Road
- Pipeline Fire Road.

**B. LAUREL CANYON AREA  
FIRE MTZ AREA – LAUREL CANYON GROUP**

**Main Roadways**

- Pine Drive
- Laurel Drive
- Cascade Drive
- Bolinas Road

**Secondary Roadways**

- Toyon Drive
- Woodland Road
- Oak Road
- Laurel Drive
- Cypress Drive
- Canyon Road

**Critical Buildings /Infrastructure**

- None

**Fire Roads**

- Canyon Road
- Road behind 35 Woodland to 99 Toyon

**C. DEER PARK AREA  
FIRE MTZ AREA - DEER PARK GROUP**

**Main Roadways**

- Porteous Avenue
- Meernaa Avenue
- Forrest Avenue
- Hillside Drive

**Secondary Roadways**

- Creek Road
- Dominga Avenue

**Critical Buildings /Infrastructure**

- Fairfax-San Anselmo Children's Center, 199 Porteous Avenue
- Deer Park Villa Restaurant, 367 Bolinas Road

**Water Tanks**

- End of Crest Road past 106 Crest

**Fire Roads**

- Bridgeway Fire Road

**D. FRUSTUCK AREA  
FIRE MTZ AREA – FRUSTUCK GROUP**

**Main Roadways**

- Frustuck Avenue
- Bolinas Road

**Secondary Roadways**

- Wreden Avenue
- Manzanita Avenue
- Park Road

**Critical Buildings /Infrastructure**

- Town Hall, Police Dept., Pavilion 142-144 Bolinas Road
- Fire Dept. 14 Park Road, Youth Center 16 Park Road, Women's Club 46 Park Road
- Apartment complexes at 200 Bolinas, 235 Bolinas
- Businesses at 150 Bolinas and 6 – 12 School Street Plaza

**Fire Roads**

- None

**E. MANOR HILL AREA  
FIRE MTZ AREA – MANOR HILL GROUP**

**Main Roadways**

- Scenic Road
- Tamalpais Road
- Redwood Road

**Secondary Roadways**

- Bothin Road
- Iron Springs Road
- Manor Road

**Critical Buildings /Infrastructure**

- Assisted living apartments 80 – 84 Park Road, 3 – 5 Frustuck apts.
- Marin County Fairfax Library, 2097 Sir Francis Drake
- Bucklew House, 2401 & 2403 Sir Francis Drake

**Water Tanks**

- Water tank, near 39 Redwood Road

**Fire Roads**

- Fairfax Ridge Road
- Summit Road
- Iron Springs Fire Road
- End of Bay Road

**F. OLEMA AT SIR FRANCIS DRAKE  
FIRE MTZ AREA – None assigned**

**Main Roadways**

- Olema Road

**Secondary Roadways**

- Rockridge Road
- Marin Road
- 1<sup>st</sup> block Manor Road
- Bothin to Rockridge
- Westbrae
- Monte Vista

**Critical Buildings /Infrastructure**

- Camp Tamarancho

**Water Tanks**

- Two past last gate above 600 Monte Vista

**Fire Roads**

None



**G. GLEN DRIVE AT SIR FRANCIS DRAKE  
FIRE MTZ AREA – None assigned**

**Main Roadways**

- Glen Drive

**Secondary Roadways**

- McKenney Drive to Herrera
- Mitchell Drive

**Critical Buildings /Infrastructure**

- White Hill School, 101 Glen Drive
- Lefty Gomez Field
- Shadow Creek development, 2900 block Sir Francis Drake

**Water Tanks**

None

**Fire Roads**

- Glen Fire Road
- Baywood Pipeline Fire Road
- Smith Ridge Fire Road
- Other unnamed fire roads

**H. OAK MANOR AT SIR FRANCIS DRAKE  
FIRE MTZ AREA – None assigned**

**Main Roadways**

- Oak Manor Drive

**Secondary Roadways**

- Gregory Drive (county)

**Critical Buildings /Infrastructure**

- Manor School, 150 Oak Manor Drive
- Oak Manor strip mall, 2400 block SF Drake (county)
- Victory Village, 2626 SF Drake
- Jehovah Witness Church and Kingdom Hall Church 2600 SF Drake
- Fairfax Community Church and Day Caring Preschool 2398 SF Drake
- Care Meridian convalescent home 2390 SF Drake
- Multiple apartment buildings 2300 – 2600 block of SF Drake

**Water Tanks**

- Top of Oak Manor Drive

**Fire Roads**

- Various unnamed fire roads

**I. MARINDA OAKS AT SIR FRANCIS DRAKE  
FIRE MTZ AREA – None assigned**

**Main Roadways**

- San Miguel Court
- Marinda Drive

**Secondary Roadways**

- Archangel Court
- Vista Way
- Marinda Court

**Critical Buildings /Infrastructure**

- St. Rita's School, Church, and Rectory, 100 & 102 Marinda Drive
- Fairfax Veterinary Clinic (potential source of antibiotics, etc.), 2084 Sir Francis Drake Boulevard
- Multiple small businesses, mini mall 2000 block Sir Francis Drake

**Fire Roads**

- Unnamed fire roads

**J. TAYLOR/ROCCA AT SIR FRANCIS DRAKE  
FIRE MTZ AREA – None assigned**

**Main Roadways**

- Claus Drive
- Rocca Drive
- Taylor Drive

**Secondary Roadways**

- Parker Lane
- Geary Avenue
- Sady Lane
- Claus Circle

**Critical Buildings /Infrastructure**

- Fairfax Market grocery store, 2040 Sir Francis Drake
- Bennett House, 53 Taylor
- Rino Gas, 1942 SF Drake and Valero Gas, 1789 SF Drake
- Apartment buildings 1700 block Sir Francis Drake
- Numerous downtown businesses, restaurants, and theatre

**Fire Roads**

- None

**K. WILLOW AT SIR FRANCIS DRAKE  
FIRE MTZ AREA – None assigned**

**Main Roadways**

- Willow Avenue

**Secondary Roadways**

- Ridgeway Avenue
- Upper Ridgeway Avenue
- Chester Avenue
- Live Oak Avenue
- Juniper Court

**Critical Buildings /Infrastructure**

- O'Donnell's Fairfax Nursery 1700 Sir Francis Drake Boulevard
- Pancho Villa's Restaurant 1625 Sir Francis Drake Boulevard

**Fire Roads**

- None

## **SAN ANSELMO**

### **L. SCENIC AREA FIRE MTZ AREA – SCENIC GROUP**

#### **Main Roadways**

- Center Boulevard
- Forrest Avenue

#### **Secondary Roadways**

- Francis Avenue
- Scenic Road
- Spruce Avenue
- Canyon Road
- Humbolt Avenue

#### **Critical Buildings/ Infrastructure Resource**

- Post Office 773 Center
- Apartment building 780 Center
- Fair-Anselm Plaza businesses 701 – 769 Center
- Good Earth grocery store 720 Center
- The old Marin Town and Country Club, some private residences on the historic site at 60 Pastori

#### **Fire Roads**

- None

## **MEANS Activation Request**

- Call the Comm Center call-taker at 499-7233 and ask for a MEANS Activation. They will locate OES personnel, who will activate MEANS.
  1. The back-up contact is the Comm Center Supervisor at 499-7237.
- OES personnel will ask for the map page designation of the geographical area of the notification. The Thomas Bros. Map system is the standard used by Marin County O.E.S. Select the map page and grid to be notified, and advise OES personnel.
  1. For example, a notification for the Laurel Canyon Area would be Map Page 565, Grids G6, G7, H6, and H7.
- Advise OES personnel (OES/DO) of the announcement to be recorded and sent. Discuss the following with the OES/DO:
  1. Determine if Directional Calling is appropriate for your event, (an example of Directional Calling would be to start calls nearest a fire and call outward, in the direction of the fire, thereby notifying the residents in immediate danger, and working away from them) and employ it, if applicable;
  2. Request an Activation Summary Report and give the FAX number that report is to be sent to;
  3. If appropriate to your event, ask for certain telephone numbers you want the system to discriminate against (hostage situation, escapee, etc.);
  4. Confirm the number of calling attempts we want made. The default should be, “1”;
  5. Ask how many calls are projected for the selected areas. The selected area is determined by the map Page and Grids given by you to OES personnel;
  6. Ask how long the calls are projected to take.

### **Items to note:**

By way of the previous example, the selection of Map Page 565, Grids G6, G7, H6, and H7 will necessarily select, and eventually call, homes that are not within the area we wanted. These are acceptable overages. While the system is faster with a lesser amount of unnecessary calls made, 30 – 50 extra calls are acceptable. It would be time prohibitive to attempt to manually add individual telephone numbers.

OES personnel have the capability to “draw” the selection line nearly anywhere they want. If time is not an issue, a tighter area within Grids G6, G7, H6, and H7 can be selected and individual telephone numbers can be deleted from the call notification. This might be helpful, for example, if a hostage situation existed and your team did not want the suspect to know what the police were doing.

## **M.E.A.N.S. Evacuation Drill Announcement Text**

This is a test. This is only a test. This is an important message from the Fairfax Police Department. We are conducting a joint drill with the Ross Valley Fire Department and the Marin County Office of Emergency Services.

The purpose of this drill is to evaluate our ability to communicate with, and assist our citizens during an emergency. This is not an emergency. This is a drill. We are testing our new telephone broadcast system, called M.E.A.N.S., for Marin Emergency Alert Notification System.

For further information, please tune your radio to the Ross Valley's broadcast radio at 1610 AM or visit our website at [www.fairfaxpd.org](http://www.fairfaxpd.org).



**EMERGENCY BROADCAST RADIO STATION****1610 AM**

<b>Fairfax's Message Blocks</b>	<b>Call-Sign Message Block</b>
<b>31 – 40</b>	<b>WPKX 394</b>

To Record and Schedule a message for broadcast:

- **258-4649**
- System will answer, *“Hello. Please enter your security code followed by the pound sign.”*
  - Press [1][2][3][4][5][#]
- System will prompt, *“Main Menu, to hear command list, press \*0#”*
  - Press [\*1] to Record a Message
  - Press [\*2] to Hear a Message
  - Press [\*3] to Erase a Message
  - Press [\*4] to Set Message Spacing
  - Press [\*5] to Modify the Broadcast
  - Press [\*6] to Hear the Broadcast
  - Press [\*7] to Set the Record Source
  - Press [\*9] to Play Weather Radio during Message Spacing
  - Press [\*11] to Optimize Message Space
  - Press [\*12] to Set the Calendar
  - Press [\*21] to Set the Clock
  - Press [\*22] to Schedule a Message or Message List
  - Press [\*23] to Hear a Schedule
  - Press [\*24] to Cancel All Schedules for a Specified Day
  - Press [\*41] to Create a Message List
  - Press [\*42] to Hear a Message List
  - Press [\*43] to Make a Message List the Current Broadcast
  - Press [\*44] to Erase a Message List
  - Press [\*51] to Terminate the Session and Hang Up
  - Press [\*61] to Record for a Specified Time
  - Press [\*62] to Control the Transmitter
  - Press [\*71] to Set the Security Code
  - Press [\*127] to Reset the System
- **To Go On the Air Live, Press [\*8#]:**
  - After Pressing [\*8#] the system will respond with:

*To go on the air live, press 1#.*

*To return to the Main Menu press #*

To go on the air live press 1 followed by the pound sign. After 1# you will hear a **beep**. This **beep** indicates that you are now broadcasting live. While broadcasting live any DTMF tones can be entered except the pound (#) key. To terminate the live broadcast, press #. If the pound (#) key is pressed the system will respond:

*'Main Menu, to hear the command list, press \*0#'*

- **To Record a Message, press [\*1#]**

- After pressing [\*1#] the system will respond with:

*"Record time available is xxxx seconds."*

Provides the total record time available in seconds. This number will vary depending upon the number of messages previously recorded.

*"Record source is mic/line/telephone/handset."*

The system will define which source is being utilized to input the message. Refer to para G (To set the record source).

*"To record a message, enter the message number followed by the pound sign."*

Enter the message number (31 – 40) followed by the pound (#) sign. Listen for, *"Begin recording at the beep."* (pause) **beep**, and record the message. When recording is complete, press [#] The system will respond with:

*"Message x, record complete."*

*"To return to the Main Menu, press #."*

- **To Hear a Message, press [\*2#]**

- After pressing [\*2#] the system will respond with:

*"To hear a message, enter the message number followed by the pound sign."*

Enter the message number followed by the pound (#) sign. The system will respond with: *"Message x."* The selected message will then be played.

If a valid message number is entered, the message (if any) is played followed by a single **beep**. If there is no message recorded under a valid number, a single **beep** is played. The system will respond with: *"Main Menu, to hear the command list, press \*0#"*

If a valid message number is entered, but that message is not on the current schedule, the system will respond with: “*Message x.*” **beep** “*Main Menu, to hear the command list, press \*0#*”

*“To hear all messages, press 999#.*

Press **[999#]** For each message greater than 0 in length, the number is announced and the message is played. Messages are played in ascending numerical order. This continues until all messages have been played. At the end of all messages, a single **beep** is played.

*“To return to the Main Menu, press \*0#.”*

- **To Erase Messages, press [\*3#].**

- After pressing **[\*3#]**, the system will respond with:

*To erase a message, enter the message number followed by the pound sign.”*

If a valid message number is entered, the system will respond with: “*Please wait (pause) beep Message x, erase complete.*” “*Main Menu, to hear the command list, press \*0#*”

*To erase all messages, press 999#.*

Press **[999#]**. 999# may only be entered as a valid command, when it is the first valid command following \*3#. Otherwise, it is treated as an invalid message number. In other words, the user cannot decide to erase all messages after deleting selected individual messages.

*To return to the Main Menu, press #.*

Press **[#]**

## **Radio Broadcast Sample Radio Text**

### **TOWN OF FAIRFAX COMMUNITY EVACUATION TEST**

On Day, Month ## at 9:00 a.m., members of the Fairfax Police Department and the Ross Valley Fire Department will conduct the first of several exercises that will eventually guide Fairfax's Disaster Preparedness Response Plan. The purpose of this particular test, which will be in the Laurel Canyon Area, is to evaluate communications systems, procedures and protocols.

Residents will be notified via the Marin Emergency Alert Notification System (MEANS), recently implemented for emergency use by the Town of Fairfax. You will receive a prerecorded message, via telephone, with instructions and information regarding the purpose of the test. If you have special needs, are elderly, or infirmed, please call the Fairfax Police Department at 453-5330 with information about your special needs. This information will assist public safety officials who are conducting evacuations, should the need arise.

We will also conduct a separate real-time exercise designed to ascertain potential problems during a real evacuation. There will be no evacuation at this time. This exercise will only be performed by Fairfax Police Department officers, who will canvas the Laurel Canyon Area. They will attempt contact at each known door in the area. Officers will leave a Press Release for this exercise with each citizen contacted, or on the front door of those residences where personal contact was not made. If contact was not made at your address, please contact us so we can put you on our list of addresses in the Laurel Canyon area. Please feel free to call us at 453-5330, or, if you have Internet access, email us at [fairfaxpd@fairfaxpd.org](mailto:fairfaxpd@fairfaxpd.org).