



# Family Emergency Procedures

## Providence City

164 North Gateway Drive • Providence, Utah 84332 • (435) 752-9441 • Fax (435) 753-1586  
Fire, Police, and Medical Emergencies: 9-1-1 • Poison Control Center: 1-800-456-7707

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In case of an emergency and the family is separated, the family should have a plan that will reunite the various family members. Location sites should be selected adjacent to the family home, at a neighbor's, in the neighborhood, and in the community to allow for various levels of emergencies.

List these locations for your family emergency plan below:

Home Area: \_\_\_\_\_

Neighbor: \_\_\_\_\_

Neighborhood: \_\_\_\_\_

Community: \_\_\_\_\_

## Medical and First Aid Supplies

A well-supplied First Aid Kit must be tailored to the individual needs of your family. Existing health problems in the family, for example, heart disorders, diabetes, serious allergies, asthma, or ulcer, may make it necessary to include specific medicines in your First Aid Kit. It is also necessary to consider the ages of family members and what special needs they might have:

- Elderly members of the family may have special needs.
- Infants or small children within the family may need items such as baby oil, etc.
- Should a member of the family be pregnant, you must provide your First Aid Kit with supplies for emergency childbirth and the aftercare of the mother and infant.

### List of Basic Supplies

Antiseptic Solution – Iodine compounds such as Chlorohexidine. (Ask your pharmacist for these.)

NOTE: Do not use Mercurochrome or Merthiolate.

Neosporin

Antiseptic Soap

Normal Saline Solution- 1 teaspoon table salt to 1 pint water

Water Purification – for each gallon of water, use 4 purification tablets, or 12 drops of Tincture of Iodine, or 8 drops of liquid chlorine bleach. If water is cloudy, double these amounts.

Rubbing Alcohol – 70%



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Aspirin tablets  
Acetaminophen (Tylenol)  
Diarrhea Medicine  
Nausea Medication – such as Emetrol  
Petroleum Jelly  
Thermometer  
Tweezers  
Scissors  
Safety Pins – assorted sizes  
Measuring Spoons  
Matches – in waterproof case  
Paper Drinking Cups – for administering liquids  
Heavy String  
Small Splints – Popsicle sticks, tongue depressors, etc.  
Band-Aids – assorted sizes  
Cotton – sterile, absorbent  
Gauze Rolls – 2 in, 3 in, and 4 in  
Dressings – 4 x 4 in, sterile  
Tape Roll – 2 in wide (micropore tape, paper tape, or adhesive tape)  
3 Triangular Bandages (slings) – 40 in  
Sanitary Napkins – can be used for dressings or for splint padding.  
Insect Repellent  
Caladryl  
Syrup of Ipecac  
Individual Medical Needs

## Care and Maintenance of Supplies

Medicines in your emergency supplies should be carefully labeled with the name of the medicine, directions for use, and necessary warnings (i.e., POISON, “External Use Only”, etc.) These labels should be clearly visible. All stored medicines should be placed out of reach of children, packed to prevent breakage, and stored in a cool dry place. Best storage temperature should be below 70°, but above freezing. Rotation of medical and emergency supplies is strongly urged to prevent waste due to deterioration and to eliminate the danger of using outdated medications



## 72-Hour Portable Kit

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These are suggested minimum needs for a 72-hour portable kit. They should be adjusted to meet the need of your family.

- Water: 1 Gallon (8 lbs.) per person per day for 3 days (8 drops chlorine bleach per gallon)
- Food & Utensils: Minimal or Non cook, Lightweight, Palatable, Can Opener, Cooking and Eating Utensils
- Clothing: 1 Change, Extra Shoes, Rain Gear, Adequate Winter Wear
- Bedding: Sleeping Bags, Blankets
- Personal Hygiene: Including Feminine Hygiene and Baby Items, Toothbrush, Toothpaste, Soap, and Shaving Gear.
- First Aid Kit: See the Family Emergency Procedures form for a basic First Aid Kit. Include personal medications.
- Shelter: Tenet or Tarp, Rope ¼" x 36"
- Tools: Pocket Knife, Small Tools, Axe, Pointed Shovel
- Light: Flashlight, Batteries, Candles, Matches or Lighter
- Communication: Radio, Batteries, 1 Whistle per person
- Fuel: For Cooking, Light, Heat
- Important Papers & Items: Wills, Testaments, Stocks, Securities, titles, Certificates, Insurance, Current Family Pictures, I.D. Cards and Tags, Inventory of Household Items, Pencil and Paper, Maps, Phone Numbers, Emergency Manual, Car Keys, House Keys, Books
- Money: Cash. Have smaller bills rather than large ones. Credit or Debit cards.
- Remember: Keep car gas tank at least half full.



# Communication Assessment

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Each Family should make 2 assessment communication banners to be kept with their emergency preparedness materials. These banners should be 4” by 36” and one green and one red. In the event of an emergency immediately hang a banner in a visible place near the front entrance. These banners allow for immediate communication of the status for you and your family. Civil authorities will be able to assess those families withing our area that require assistance.

**Red Banner**                      Emergency Medical assistance needed NOW

**Green Banner**                      All family members at this location accounted for and okay.

## Local Communications

Communications are by the telephone or will be set up on two-way radio at the churches and schools in the area.



# Chemical Emergency

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### How to Do **In-Place Sheltering** during a Chemical Emergency (From Cache County Local Emergency Planning Committee)

In-Place Sheltering simply means staying inside your home, business, or other facility, or seeking shelter in the nearest available building. In-Place Sheltering keeps you inside a more protected area during an accidental release of toxic chemicals, or emergencies involving hazardous materials where air quality may be threatened.

#### **When should you In-Place Shelter?**

Local authorities are responsible for issuing orders for In-Place Sheltering during chemical or hazardous material emergencies. You may receive notice from Police, Fire and Emergency Management Officials, directly or through radio or TV broadcasts. **An emergency vehicle going through your area with a Hi-Lo Siren sounding continuously means an emergency situation may exist in your area.** You should immediately tune to your local Emergency Alert System (EAS) for more information. The primary EAS station for Cache Valley is KVNU 610 AM. **Emergency information, including steps to be taken, will be broadcast continuously until the emergency is over.**

- If possible, bring pets inside.
- Close and lock all doors and windows to the outside.
- Turn off all heating and air conditioning systems, and switch inlets or vents to the “closed” position.
- Close all fireplace dampers.
- Seal gaps around window-type air conditioners, fireplace dampers, doors, and windows with tape, plastic sheeting, wax paper, aluminum wrap, or other material.
- Seal all bathroom exhaust fans or grills, range vents, dryer vents, and all other openings, as much as possible
- Close drapes and shades covering windows.
- Stay away from windows and doors.
- Remain inside until you are informed by Police, Fire and Emergency Management Officials directly, or through radio and/or TV broadcasts, that it is safe to leave.

If time does not permit you to seal the entire home, close exterior doors and windows and as many internal doors as possible, then move to a room that can be easily sealed and seal that room.



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### In-Place Sheltering in your Workplace

In addition to the directions listed for your home, you should take the following steps:

- Ensure that all ventilation systems are set to 100 percent re-circulation so that no outside air is drawn into the building.
- If 100 percent re-circulation is not possible, ventilating systems should be turned off.
- Minimize the use of elevators as they tend to “pump” air in and out of a building while moving up and down.
- Again, remain inside until you receive notice from Police, Fire and Emergency Management Officials directly or through radio and/or TV broadcasts, that it is safe to leave.

When In-Place Sheltering has been ordered because of an accidental release of toxic chemicals, remember **DO** the following:

1. Stay inside your place of business, home, or in another enclosed building.
2. Stay tuned to the Emergency Alert System (EAS) on your radio or TV for more information.

Do **NOT** call 9-1-1 unless it is a life-threatening emergency.

Do **NOT** go outside unless specifically instructed to evacuate.

Most chemical emergencies last for only a few hours. A 72-Hour Emergency Preparedness Kit, or at least the following items would be valuable for your home as well as your workplace.

- Flashlight
- Battery-Powered Radio
- Drinking Water
- Non-Perishable, Ready-to-Eat Foods for Family and Pets
- Can Opener
- Hygiene Products
- Fire Extinguisher
- First Aid Kit
- Adjustable Wrench
- Change of Clothing
- Sleeping Bags
- Money



# Earthquakes

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### Before An Earthquake

1. Have a water and food supply
2. Organize a 72-hour portable emergency kit.
3. Bolt down or provide strong support for water heaters and other appliances.
4. Consider earthquake insurance

### During An Earthquake

1. STAY CALM
2. If you are indoors, stay inside and find protection on a doorway, or crouch under a desk or table, away from windows or glass dividers; avoid masonry wall (brick) and chimneys (fireplaces)
3. If you are outside, stand away from buildings, trees, telephones, and electric lines.
4. If you are on the road, drive away from underpasses/overpasses; stop in a safe area; stay in the vehicle
5. If you are in an office building, stay next to a pillar or support column or under a heavy table or desk.

### After An Earthquake

1. Check for injuries. Provide First Aid.
2. Check for safety – gas, water, sewage breaks; check for downed electric lines; turn off interrupted utilities as necessary; check for building damage and potential safety problems during aftershocks, such as cracks around chimney and foundation; check for fires.
3. Clean up dangerous spills.
4. Wear shoes.
5. Tune radio to an emergency station and listen for instructions from public safety agencies
6. Use the telephone only for emergencies.
7. As soon as possible, notify your family that you are okay.
8. Do not use matches or open flames in the home until you are sure there are no gas leaks.
9. Don't turn light switches off and on. Sparks created by the switch contacts can ignite gas fumes.
10. In public buildings, follow evacuation procedure immediately and return only after the building has been declared safe by the appropriate authorities.
11. Report damages or needs to your Neighborhood Coordinator.

### Things You Need to Know

1. How, where, and when to turn off electricity, gas, and water.
2. First Aid.
3. Plan for reuniting your family.
4. Plan and practice a family drill at least once a year.



## Fire

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#### Before

1. Make sure home is free of combustible materials.
2. Don't run wires under carpets or rugs.
3. Know avenues of escape. HAVE A FAMILY PLAN and have frequent fire drill.
4. HAVE A PLACE TO MEET – so no one tries to go back into a burning building looking for someone needlessly.
5. Have a fire extinguisher in the house and car.
6. Have escape ladders for all the windows higher than eight feet off the ground (especially for children).

#### During

1. If you are outside, do not return for anything.
2. Go to the nearest house or building and call your fire department by dialing 9-1-1. REPORT THE ADDRESS AND TYPE OF FIRE. LISTEN TO AND FOLLOW INSTRUCTIONS.
3. If you are inside and have time, make sure everyone is out.
4. If anyone else is home, report to the meeting place, then see that the telephone call to the fire department is made.
5. If you are in a closed room or office, do not open the door without first feeling it or the doorknob. If it is warm or hot, do not open it, but unlock it to assist rescue or fire personnel.
6. If there is smoke coming under the door, use clothes, sheets, etc. to stop the smoke from coming in.
7. If you are at home and there is a window stay close to the floor and exit through the window, using the escape ladder if necessary.
8. If you should catch on fire, do not run. Drop to the ground and start rolling over and over to smother the flames.
9. If you see someone on fire, use a coat or blanket, etc., not your bare hands to smother the flames.
10. Watch to see that children don't go back inside to rescue a pet or prized possession.
11. Turn off the gas and electricity, if possible, from outside the house.
12. In a public building, follow the established evacuation procedures.

#### After

1. Do not re-enter the building until appropriate authorities have given permission.
2. Plan and practice a family drill at least once a year.



# Floods

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### Before a Flood

1. Know the elevation of your property in relation to flood plains, streams, and other waterways. Determine if your property is likely to be flooded.
2. Make advanced plans of what to do and where to go.
3. Store food, water, and critical medical supplies (prescriptions, etc.)
4. Fill your car with gas in case you must evacuate.
5. Move furniture and essential items to higher elevation if time permits.
6. Have a portable radio and flashlight with extra batteries.
7. Open basement windows to equalize water pressure on foundations and walls.
8. Secure house and consider flood insurance.

### Evacuation

1. Listen to local radio and/or TV for weather information
2. If you are asked to evacuate, shut off main power switch, main gas valve, and water valve. Follow local evacuation plans and routes.
3. Do not attempt to drive over a flooded road, as it might be washed out. While you are on the road, watch for possible flooding at bridges, dips, and low areas.
4. Watch out for damaged roads, slides, and fallen wires.
5. Drive slowly in water; use low gear.
6. If driving and vehicle stalls, abandon it immediately and seek higher ground.
7. Do not attempt to cross a stream on foot where water is above your knees.
8. Register at your designated evacuation center and remain at the evacuation center until informed you may leave.

### After a Flood

1. Remain away from evacuated area until public health officials and building inspector have given approval.
2. Check for structural damage before entering.
3. Make sure electricity is off; watch for electrical wires.
4. Do not use an open flame as a light source because of the possibility of escaping gas. Use flashlights. Beware of dangerous sparks.
5. Do not use food that has been contaminated by flood water.
6. Test drinking water potability.



# High Winds

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### Preparation

1. Survey your home and/or property. Take note of materials stored, placed, or used, which in the event of high winds could become missiles and destroy other structures or be destroyed. Devise methods of securing these materials where they will still be accessible for day-to-day needs.
2. Keep radio and/or TV on and monitor for wind advisories.
3. If possible, board up, tape, or shutter all windows (leave some ventilation).
4. Draw some water for emergency use in the event that water services are interrupted.
5. Have a supply of flashlights, spare batteries, candles, First Aid equipment, medicines, etc., available for emergency use.
6. Secure outdoor furniture, trash cans, tools, etc.

### During High Winds

1. Take shelter in hallways, closets, and away from windows.
2. Stay out of areas where flying objects may hit you or destroy your place of refuge.

### After Winds Subside

1. Inspect for structural damage.
2. Check all utilities for damage and proper operation.
3. Monitor radio and/or TV for instructions from local authorities.
4. Report damage and needs to your Neighborhood Coordinator.



## Emergency Procedures for Natural Gas & Electrical

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### Emergency Control of Natural Gas

1. Check house piping and appliances for damage.
2. Check for fires or fire hazards
3. Do not use matches, lighters, or open flames.
4. Do not operate electrical switches, appliances, or battery-operated devices if natural gas leaks are suspected. This could create sparks that could ignite gas from broken lines.
5. If gas line breakage is suspected, shut off the gas at the meter. This should be done however, only if there is a strong smell of natural gas or if you hear gas escaping.
6. Wear heavy shoes in all areas near broken glass or debris. Keep your head and face protected from falling debris.
7. Turn on a battery-operated radio (if no gas leaks are found) or car radio to receive disaster instructions.
8. Do not use your telephone except in extreme emergency situations.

### Emergency Procedures for Home Electrical Circuits

1. Familiarize yourself and family with the location of the electrical breaker panel.
2. Turn off breakers for areas of concern.
3. Main breaker may be shut off if in doubt.
4. In case of basement flooding:
  - a. Think before stepping in any water.
  - b. A shock hazard may exist even in an inch of water if an extension cord connection is on the floor.
  - c. If the electrical panel is upstairs, shut off all circuits.
  - d. If the electrical panel is in the basement, determine whether it can be reached on dry ground. If not refer to the next step.
5. Check your house electrical meter. If it is on your home, there may be a main disconnect switch (breaker) next to it. If the meter is on an underground service, it may be in front of your home; but there should be a main breaker where the line enters the home. Shut it off.



## Power Outage

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#### Before the Power Outage

1. Learn the location of fuse box or circuit breaker.
2. Store candles, flashlights, and extra batteries in a handy place.
3. Have food and water supplies on hand, since the outage may last awhile.
4. Know the location of all camping equipment (stove, lantern, sleeping bags). You may need them. Make sure the equipment is operational and that you know how to use them. REMEMBER THAT CAMPING EQUIPMENT REQUIRING GASOLINE, PROPANE, WHITE GAS, COLEMAN FUEL, OR CHARCOAL BRIQUESTS SHOULD NOT BE USED INSIDE THE HOUSE – ONLY OUTSIDE.
5. Keep adequate supply of fuel on hand. Propane, white gas, gasoline, and Coleman fuel must not be stored in the house or garage, as they are too volatile. Only kerosene may be used in the house and stored in direct sunlight and is limited in quantity to one 55-gallon drum on a person's property.
6. Keep your refrigerator well defrosted. Built-up ice works against your freezer.

#### During the Power Outage

1. Unplug all your appliances. The surge of power that comes when power is restored could ruin your appliances.
2. Turn off all but one light switch.
3. A major problem during an outage is food thawing in the refrigerator or freezer. Open door only to take food out and do so as quickly as possible. If you have access to dry ice, place it in a cardboard box and then on top of food.
4. When using camping equipment during an outage, remember to do so outside. Use only a fireplace, a properly installed wood stove, or a new style kerosene heater used in a safe area with the room vented. i.e., fresh outside air coming into the room.
5. Report any downed lines.
6. Do not allow children to carry lanterns, candles or fuel.

#### After the Outage

1. When power is restored, plug in appliances one by one, waiting a few minutes in between each one. This may prevent an overload in the system.
2. Be patient. Energy may first be restored to police, fire departments, and hospitals.
3. Examine your frozen food. If it still contains ice crystal, it may be refrozen. If meat is off color or has an odd odor, throw it away.

Call and report power outages to Rocky Mountain Power, text **OUT** to 759677. Treat all downed wires as live and dangerous. Report dangerous conditions at 1-877-508-5088.



# Thunderstorms & Lightning

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### Protect Yourself

1. When a thunderstorm or lightning threatens, get inside a home or large building, or inside an all-metal vehicle (not a convertible). Stay indoors and don't venture outside unless absolutely necessary.
2. Stay away from open doors and windows, fireplaces, radiators, stoves, metal pipes, sinks and plug-in appliances.
3. Don't use plug-in electrical equipment such as hair dryers, electrical blankets, or electric razors during the storm.
4. Except for emergencies, don't use the telephone during the storm. Lightning may strike telephone lines outside.
5. If outside, with no time to reach a safe building or vehicle, follow these rules:
  - a. Do not stand underneath a natural lightning rod such as a tall, isolated tree in an open area.
  - b. Avoid projecting yourself above the surrounding landscape, as you would do if you were standing on hilltop, in an open field, on the beach, or fishing from a small boat.
  - c. Get out of the water and off small boats.
  - d. Get away from tractors and other metal farm equipment.
  - e. Stay away from wire fences, clotheslines, metal pipes, rails exposed sheds or anything that is high that would conduct electricity. Some of these could carry electricity to you from some distance away.
  - f. Don't use metal objects like fishing rods and golf clubs. Golfer's cleats shoes are particularly good lightning rods.
  - g. Stay in your automobile if you are traveling. Automobiles offer excellent lightning protection.
  - h. Get off and away from motorcycles, scooters, golf carts and bicycles.
  - i. If no buildings are available, your best protection is a cave, ditch or canyon, or under-high clumps of trees or shrubs.
  - j. If only isolated trees are nearby, your best protection is to crouch in the open, keeping twice as far away from isolated trees as trees are high.
  - k. When you feel the electrical charge – if your hair stands on end or your skin tingles – lightning may be about to strike. Drop to ground immediately.

### First Aid

1. Persons struck by lightning receive a severe electrical shock and may be burned, but they carry no electrical charge and may be handled safely.
2. A person "killed" by lightning can often be revived by prompt mouth-to-mouth resuscitation, cardiac massage and prolonged artificial respiration.
3. In a group struck by lightning, the apparently dead should be treated first; those who show vital signs will probably recover spontaneously, although burns and other injuries may require treatment.



# Winter Storms

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### Before a Storm

1. Arrange for emergency heat supply in case of power failure.
2. Prepare automobile, battery-operated equipment, food, heating fuel and other supplies.
3. Prepare a winter survival kit. You should have the following items in your car: Blankets or sleeping bags, flares, high energy foods (candy, raisins, nuts, etc.) First Aid Kit, flashlights, extra shovel, windshield scraper, sack of sand.
4. Your car will help keep you warm, visible, and alive should you be trapped in a winter storm. A lighted candle will help keep you from freezing, but you must remember to have window open slightly for ventilation. Make sure the exhaust pipe is not blocked by snow or other obstructions.
5. Keep car fuel tank above half full.

### During and After a Storm

1. Dress warmly. Wear multiple layers of protective, loos-fitting clothes, scarves, mittens, and hoods. Cover the mouth and nose to protect lungs from extremely cold air.
2. Avoid travel, but if you become stranded, stay in your vehicle – keep it ventilated, bundle up light and emergency candle for warmth, occasionally change positions and DON'T PANIC.
3. Avoid overexertion. Heart attacks are a major cause of deaths during and after winter storms. Shoveling snow or freeing stuck vehicles can be extremely hard work. Don't overdo it!
4. Beware of the chill factor if winds are present.
5. Be prepared for isolation at home. If you live in a rural area, make sure you can survive at home for a week or two in case a storm isolates you and makes it impossible for you to leave.

### If a Warning is Issued, a Storm is Imminent. Know Winter Words of Warning

1. WATCH – A winter storm is approaching.
2. FLURRIES – Intermittent snowfall that may reduce visibility.
3. SLEET – Small particles of ice usually mixed with rain. If enough sleet accumulated on the ground, it will make the roads slippery.
4. HEAVY SNOW – When four or more inches are expected withing a 12-hour period.
5. FREEZING RAIN OR FREEZING DRIZZLE – Expected rain is likely to freeze as soon as it strikes the ground, putting a coating of ice or glaze on roads and everything else that is exposed. If substantial layer of ice is expected to accumulate from the freezing rain an ICE STORM is forecast.
6. BLIZZARD – the most dangerous of all winter storms. It combines cold air, heavy snow, and strong winds that blow the snow about and may reduce visibility to only a few yards. Winds 35 mph. Temperature 20°F or lower.
7. SEVERE BLIZZARD – that a very heavy snowfall is expected, with winds of at least 45 mph or temperature of 10°F or lower.