

## OEM / NEIGHBORHOOD CAPTAIN PROGRAM

In response to the Sandy incident, the Watchung Mayor and Council are making numerous changes to improve the preparedness of the Borough in the event of another incident. Included among the improvements is a new website and Facebook page; upgraded telephone service; the purchase (to be installed) of back-up generators for Borough Hall, the Police Station, and Fire Department. The Borough also established and trained its first CERT (Community Emergency Response Team) members, responsible for providing support to the Office of Emergency Management (OEM) and Police in the event of an emergency.

Mayor Pote also has asked that the Borough establish an OEM “Neighborhood Captain Program”. This program is designed to identify and involve individual residents who would represent individual streets or neighborhoods. These individuals would be responsible for helping to ensure that effective two-way communication is established between the represented neighborhood and/or street and the Borough, in the event that power goes out for an extended period in neighborhoods and on streets in Watchung.

Specifically, this volunteer would be responsible for:

- Representing either a designated street or several streets or defined “neighborhood”
- Communicating to the Borough any specific issues or concerns that exist on the street(s) or neighborhood either after an incident (e.g., tornado or hurricane) or during an incident (e.g., power outage after a hurricane). This would mean canvassing the street, and potentially driving to Borough Hall to report on anything the Borough should be aware of (fallen trees, people in need, etc.)
- Canvassing the street or neighborhood to understand if there are any specific individual needs that aren’t being met (individual might require oxygen or a trip to the doctors, or requires bottled water or rations, etc.)
- Meeting, as needed, at Borough Hall with other neighborhood or street captains to understand the current situation relating to any incident that has occurred in town. At Borough Hall you would be responsible for picking up information, either verbally or documented (status updates, Q&A, instructions, etc.), to bring back to the neighborhood. It is possible that over an extended event, that the Borough would conduct press conferences or meetings once or twice daily in order to provide status updates to the public.
- Responsible for communicating back to the street or neighborhood residents any communications from Borough Hall. It is likely that this would largely meet putting into local mailboxes and documentation (fliers) that would provide to residents an update on the incident (current state, progress, anticipated response to specific issues, etc.)

Required Qualifications of Street or Neighborhood Captain:

- 21 years of age
- Ability to travel to Borough Hall (15 Mountain Boulevard) to pick up information, potentially 1 or 2 times a day during a an event in town
- Willingness to canvass assigned street(s) or neighborhood to assess issues or concerns
- Willingness to canvas residents to ensure that people are okay in their homes
- Willingness to communicate information back to Borough Hall regarding neighborhood or individual concerns or needs.
- Willingness to deposit in resident mailboxes fliers or other forms of communication from the Borough.

Registration Form:

Complete and return to: [Borough Hall, 15 Mountain Boulevard, Watchung, NJ 07069](#)

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## NEIGHBORHOOD CAPTAIN PROGRAM

I, \_\_\_\_\_, do hereby volunteer with the Office of Emergency Management (OEM) "Neighborhood Captain Program" of the Borough of Watchung. The OEM Coordinator will be in further communication with details and specific responsibilities.

Signed \_\_\_\_\_

Address: \_\_\_\_\_

Printed \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_