

NBSIA Member Services Safety Bulletin

October 2020

WILDFIRE PREPAREDNESS PREPARE TODAY FOR TOMORROW'S WILDFIRE

Local Wildfires can Impact School Facilities in 3 Ways:

- Flying embers can land on and ignite combustible external elements of a building, combustible yard storage, and vegetation/debris
- Heat radiating from flames in close proximity to a building raises the temperature of the exposed building components to autoignition point
- Wildfire can reach building walls resulting in direct flame impingement

Mitigate school facility exposure by creating a defensible space around building with protocols to decrease the chance of embers entering the facilities. For fire mitigation consider topography, building design, construction, yard storage, vegetation, and emergency response.

BEFORE A WILDFIRE:

Develop a written pre-wildfire plan to include:

- Develop access and egress paths on an evacuation map
- Protocols for accessing parent and staff communications system
- Identify communication channels for a wildfire event
- Develop a protocol for when and how to evacuate employees and establish primary and secondary exits out of the building
- Consult with your local fire agency to develop specific mitigation activities for each school site
- Plan at least two evacuation routes out of the area
- Designate rooms to Shelter-in-Place as a last resort
- Identify sites to monitor air quality data - AirNow.gov
- Address computer server backup
- Develop a protocol to shut down HVAC systems
- Develop a protocol to close the building including the gas and electric utilities

- Develop a Fire Watch protocol if fire alarms are disabled
- Keep Properly maintained fire extinguishers in strategic locations

Train Employees on the Following:

- Fire Extinguisher Use (annually)
- General Fire Safety
- Wildfire Training (includes health effects, risks, respirator use and more) Cal/OSHA Section 5141.1 Appendix B
- Conduct evacuation drills regularly so all employees are familiar with their assigned duties and evacuation routes
- Maintain defensive space – readyforwildfire.org
- Remove any unnecessary combustible material from inside and around buildings
- Maintain good housekeeping
- Provide at least 50-feet of separation between any combustible yard storage and buildings.
- Lock all fire protection control valves in the wide-open position and inspect weekly.
- Maintain appropriate emergency supplies including flashlights, battery-powered portable radios, extra batteries, first-aid kits, non-perishable foods, and bottled water.
- Procure N95 masks for voluntary or required staff use.
- **Designate one (1) or more employees to collect, retain and collate District Expenses for presentation to NBSIA, CALOES and/or FEMA for possible reimbursement or an insurance claim.**



Contact Us

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WILDFIRE PREPAREDNESS PREPARE TODAY FOR TOMORROW'S WILDFIRE (CONTINUED)

SITE SECURITY

- Limit site access to authorized personnel during any wildfire emergency. Authorized personnel include essential employees and contractors.
- Secure and inspect all potential entrance points to your campus and buildings including external doors, windows, and gates.
- Inspect and test exterior lighting systems weekly.
- Test and maintain security systems. Implement the District's Fire Watch protocol if fire alarm is disabled.
- If the school site is idle and vacant, provide onsite security.

DURING A WILDFIRE

- Implement the district HVAC shutdown protocol. Close windows
- Prepare to evacuate. Evacuation orders are typically rapid for affected areas.
- Use cell phones or battery-operated radios for the latest emergency information.
- If you are unable to evacuate:
- Shelter-in-Place: stay inside, go to a pre-designated room, away from outside walls. Close doors but leave them unlocked for quick access by firefighters.
- Ensure rescue workers are aware you are inside a building by marking your position with articles of clothing or bright colored materials placed on the outside of your location.



AFTER A WILDFIRE

- Depending on the amount of debris and contamination, hire a remediation company to clean school sites and facilities; contact NBSIA for a vendor list.
- Designees submit District expense to NBSIA, CALOES and/or FEMA for possible reimbursement.
- Submit Incident/Accident Report to NBSIA.



RESOURCES:

[NBSIA Large Building Property Loss Worksheet](#)

[NBSIA Property Loss Report](#)

[NBSIA Incident Report](#)



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