

Children's Water Festival

SPECIAL EVENT EMERGENCY ACTION PLAN (EAP)

I. GENERAL

The Children's Water Festival will be held at Island Grove Regional Park, 501 North 14th Ave, Greeley Colorado. The Event Center, Exhibition Hall, the 4H Building and the grass are in front of these buildings will be used.

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the "Children's Water Festival" (hereinafter referred to as the event) in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

I. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

II. BASIC PLAN

A. EAP Event Representative

- 1. The EAP event representative will be identified as the point of contact for all communications regarding the event.
 - a. PRIMARY CONTACT: Tammy Rusch
 - b. Cell phone number: (970) 301-1255
 - c. Email: TRusch@ccwcd.org
 - d. Alternate contact and cell phone number:
 - Danyelle McCannon (970) 313-6202
 - Ruthanne Schaffer (970) 5183606



B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available to the 911 operator:
 - a. location of the emergency
Island Grove Regional Park
501 North 14th Avenue
Greeley Co
 - b. nature of emergency
 - c. contact person with callback number.
Tammy Rusch (970)301-1255
2. We will not have on-site EMS (local fire department and ambulance service will be on site.
3. We will not have on-site LAW ENFORCEMENT. Local police are aware of the event and will be patrolling the area.

4. C. Severe Weather

1. Weather Forecasts and current conditions will be monitored through National Weather Service 's Weather Forecast Office web site at www.weather.gov/bou
2. Before the event – if severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make notification to those attending the event that a hazardous weather condition exists and direct them to shelter
4. There are very limited provisions for sheltering participants in the events of severe weather.
5. This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have passed since thunder was last heard.
 - a. **In the event of severe weather, the Special Events Manager or his/her designee has the authority, above and beyond the EAP event representative, to delay and/or cancel an event**

D. Fire

1. No specific Hazard has been identified as an increased risk of fire at this event.
2. All staff will be instructed on the safe use of Portable Fire Extinguishers.

3. The use of open flame for grilling or in cases where there is an increased risk of fire due to conditions at the event, the local fire department must approve such conditions, and they will be subject to the local Fire Code.
4. Should an incident occur that required the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator:
 - a. location of the emergency
Island Grove Regional Park
501 North 14th Avenue
Greeley Co
 - b. nature of emergency
 - c. contact person with callback number.
Tammy Rusch (970)301-1255

E. Medical Emergencies

1. As with any event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related as well as traumatic injuries.
2. The limited provisions for on-site Emergency Medical services at this event include:
 - a. First Aid Station at the main entrance to the Event Center. Local fire department and ambulance will be on location.
3. The EAP event representative will contact 911 to request medical assistance. The caller should have the following information available to the on-site EMS officer or 911:
 - a. location of the emergency
Island Grove Regional Park
501 North 14th Avenue
Greeley Co
 - b. nature of emergency
 - c. contact person with callback number.
Tammy Rusch (970)301-1255

F. Law Enforcement

4. The EAP event representative will contact 911 to request this resource. The caller should have the following information available to the on-site LAW ENFORCEMENT officer or 911:
 - a. location of the emergency
Island Grove Regional Park
501 North 14th Avenue
Greeley Co

- b. nature of emergency
- c. contact person with callback number.

Tammy Rusch (970)301-1255

G. Emergency Vehicle Access

1. Access for emergency Vehicle will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not obstruct protective features, sidewalks, or public throughways.
4. Crowd control, if needed, will be managed by STAFF
5. Parking for vendor and staff vehicles will be on the west parking area of Island Grove, behind the buildings.
6. Parking for attendee vehicles will be in the east parking are near the arena.

H. Other Special Conditions at the event

Students and accompanying adults will be in the Event Center, Exhibition Hall and 4H building. There are activities planned for the grass area in front of the buildings. Students and accompanying adults will be transitioning between the buildings and the grass area. There will be no traffic permitted on the circle drive.

V. Contact Information

Event Organizer	Tammy Rusch	(970) 301-1255
Police Department	No On-Site Supervisor	911
Emergency Medical Services	No On-Site Supervisor	911
Fire Department	No On-Site Supervisor	911
General Emergency		911

VI. Event Area Map (attach)

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