



Sherwood Firewise Communities

Neighborhood Coordinator

Sherwood Firewise Communities (SFC) is a non-profit organization staffed by volunteers. SFC's mission is to make Sherwood Corridor residents safer and properties more prepared for emergencies through civic engagement programs and practical capacity-building projects that reduce risks to life, property, and resources caused by wildfires and earthquakes.

The SFC Neighborhood Coordinator project encourages individuals to work within their own neighborhood to promote emergency preparation and increase communication. The major wildfires in the past few years have proven that neighbor-helping-neighbor has saved lives.

SFC Neighborhood Coordinator Suggested Activities

1. Read this packet of information and become familiar with the information on sherwoodfirewise.org.
2. Identify 6-12 homes within your neighborhood
3. Contact each of these residents by phone, email, mail or in person
4. Briefly explain the purpose of SFC and the desire to make neighborhoods more fire safe
5. Provide a copy of the SFC Introduction sheet and the four Resident Handouts listed below
6. Request individuals to sign up for the Sheriff's Nixle and MendoAlert systems and to visit the SFC website to register for the SafetyNet Incident Notification and order Cal-fire approved address signs.
7. Request individuals to review handouts and to participate in an introductory neighborhood meeting.
8. Provide your contact email or phone for feedback from your neighbors if they want to support your neighborhood by working together or sharing resources to reduce fire risk and/or improve communication in case of an emergency. Return your contact pages to SFC.
9. Depending on feedback, join the TIES campaign as a neighborhood or as an individual and coordinate with SFC Working Team projects

Attached documents:

- Sherwood Firewise Introduction
- Additional Neighborhood Coordinator suggested activities
- Resident Handout "For Every Home"
- Resident Handout "Ready: Home Hardening Checklist"
- Resident Handout "Set: Emergency Preparedness"
- Resident Handout "Go: Evacuation Planning"

Sherwood Firewise Communities Introduction

Sherwood Firewise Communities (SFC) is a non-profit organization staffed with volunteers. SFC's mission is to make Sherwood Corridor residents safer and properties more prepared for emergencies through civic engagement programs and practical capacity-building projects that reduce risks to life, property, and resources caused by wildfires and earthquakes. SFC is supervised by a Steering Group and has three major Working Teams: Emergency Preparation, Communication, and Planning & Funding.

SFC began in April 2018 as a response to the local and deadly fires that happened to the inland Mendocino area. SFC works to create additional emergency access routes, temporary refuge areas and water tank-hydrants to serve the 5,000 Sherwood Corridor residents and property owners and to enhance emergency communication systems. SFC collaborates with other entities and agencies including Mendocino County, in particular the Office of Emergency Services, our local County Supervisor, as well as Cal-Fire, Mendocino County Fire Safe Council, Brooktrails Township Community Services District and the Brooktrails Fire Department. SFC has successfully created the SafetyNet communication system that sends emergency incident notifications of events that may affect the Sherwood Corridor (not a replacement of the Sheriff's Emergency Alert services). SafetyNet was used during the Oak Fire in 2020 allowing many residents to evacuate early. CalFire and the Mendocino County Sheriff have said that this was a model evacuation and one of the most orderly evacuations they have seen in their long careers.

SFC has successfully applied for and received many grants that are paying for a variety of services for our community including Chipper Days and Roadside Fuel Reduction, reopening Emergency Access Routes, Defensible Space fuel reduction programs with Cal Fire and development of the Sherwood Broadcastify channel to support SafetyNet. Increasing neighborhood communication and cooperation for emergency planning is the major goal of the SFC Neighborhood Coordinator Program.

Visit sherwoodfirewise.org or email info@sherwoodfirewise.org for more information.

Sherwood Firewise Communities Neighborhood Coordinators - Suggested Activities

Emergency Preparedness Activities Checklist (to be completed by Neighborhood Coordinator after contact with neighbors) Please read through the list below and check activities you want to pursue in your neighborhood. This form can be emailed to info@sherwoodfirewise.org or mailed to SFC.

Your Name: _____

Address: _____

Phone/cell: _____

Email: _____

Support your neighborhood by encouraging the following:

- ___ Register with Mendocino County OES Nixle and MendoAlerts services
- ___ Install Fire Code compliant reflective address signs (see Sherwoodfirewise.org website)
- ___ Encourage signing up for CERT and HAM radio training in the future
- ___ Participate in SFC Hazard Assessment and Reduction Programs (see Sherwoodfirewise.org)
- ___ Organize neighbors for group purchase Home and Car Fire Extinguishers (SFC seeking funding)
- ___ Organize neighborhood "Home Ignition Zone" pre-fire season cleanup around structures
- ___ Organize "home hardening" - roofing, siding, decks and vents - plus fire resistant landscaping
- ___ Organize neighbors 'Chipper day' for 100' defensible space (funding available periodically)
- ___ Help neighbors with personal evacuation planning and local networking with other neighbors
- ___ Join the SFC Emergency Preparation Working Team or one of the other Working Teams

Other notes

☐ Resident Handout “For Every Home”



Emergency Checklist For Every Home

The following checklist provides basic preparation steps for every household to increase their ability to safely and quickly respond to an emergency evacuation. If time, there are many more items and issues to consider in evacuation and of course, individual needs or circumstances (such as critical medical equipment) may require additional planning. All family members, regardless of age, should be included in planning and practicing emergency drills. For more information visit sherwoodfirewise.org.

- Fire extinguisher in home - know how to use it.
- Fire extinguisher in each auto - know how to use it
- Register with Sheriff for evacuation order notification
<https://www.mendocinocounty.org/government/executive-office/office-of-emergency-services/emergency-notifications-and-alerts>
- Register with SafetyNet
<https://www.sherwoodfirewise.org/sfc-safetynet-registration-form/>
- Install Cal Fire address sign
<https://www.sherwoodfirewise.org/cal-fire-approved-address-sign-order-form/>
- Create family evacuation plan and checklist - perform practice drills
<https://www.sherwoodfirewise.org/wp-content/uploads/2019/08/SFC-Family-emergency-plan-19.08.17-2.pdf>
- Create a “go bag” for each family member and pet
<https://www.sherwoodfirewise.org/wp-content/uploads/2019/08/190730-GO-BAG-Checklist.pdf>
- Keep car gas tank at least ½ full at all times
- Know and practice driving public emergency exits
- Keep cell phone and charger handy
- Have a battery powered radio available
- Have masks and sanitizer in your car at all times
- Know how to turn off propane
- Establish a “meet-up” spot outside your residential area in the event an evacuation occurs when all family members are not at home.
- Establish an “out-of-area” contact person who all family members may call to coordinate reuniting and/or relay information.

❑ Resident Handout “Ready: Home Hardening Checklist”

Home Hardening Checklist Sherwood Firewise Communities www.sherwoodfirewise.org info@sherwoodfirewise.org		
ZONE 1 Ignition Space - Out 5'		Date Done
ROOF		
Repair any damage caused by age, UV exposure, wind etc. Care and replacement of roofs should be the highest priority. An old roof will increase the risk of home loss more than any other single component.		
Clear debris that has collected in roof valleys and gutters (such as tree needles, twigs, and leaves).		
If you have "bird spikes" at roof edges, clear debris.		
VENTS		
Check all vents to be sure they are intact and clear of debris.		
Replace damaged, over sized, or missing vents. All vents should be 1/8" to 1/4" metallic mesh to prevent embers from entering. Do not use fiberglass or plastic as they will burn and/or melt.		
Clear flammable materials stored near the inside of vents		
Protect eaves and cornices with baffles to block embers.		
WINDOWS		
Consider coverings for windows made of non-combustible material or plywood. Windows break with high heat or flame exposure providing an entry point for the fire. Double pane or tempered glass windows offer more protection.		
DECKS		
Keep clean of debris above and below the deck. Don't store any combustible materials below the deck especially where the deck meets the wall. If the area below the deck cannot be cleared out you can enclose with non-combustible material.		

SIDING	
Check siding for any damage and gaps and repair or replace. If you have wood shingles consider purchasing a gel fire retardant to be sprayed on in the event of a wildfire.	
Research fire retardant gel.	
Contact Cal Fire and Fire Department to let them know that gel and applicator will be available at your property.	
VEGETATION	
Replace or remove any highly combustible plants. Well tended and irrigated gardens are ok outside of the 5' Ignition Zone 1.	
ZONE 2 Firebreak Space - 5' to 30'	Date Done
VEGETATION	
Remove all combustible shrubs and replace with fire resistant low growing varieties.	
In heavily wooded areas remove the dried materials from top layer of the soil but leave leaf material that is beginning to decompose for the health of the soil.	
Leave a fuel break of at least 6' between shrubs to prevent fire spreading. Avoid conifers.	
Tree limbs should be trimmed at least 10' from ground. Prune limbs hanging over a structure and within 10' of chimney.	
Replace combustible mulches with fire resistant materials such as gravel or pea stone.	
Mow grasses and remove all dead plant material. Keep well irrigated.	
Use hardscapes such as stone patio or rock features.	
FIREWOOD & FENCING	
Wood and combustible fencing should be no closer than 10' to the structure. If needs be, install a firebreak with a noncombustible element.	
Firewood should be stored no less than 30' from the house (unless in a fireproof structure).	
FUEL	
Store all liquid fuel in a closed receptacle in a vented but fireproof structure.	

ZONE 3 Defensible Space - Out 100'	
VEGETATION	
Trim grasses to no more than 3" in height.	
Remove small trees (less than 6" in diameter at chest height) and brush.	
Prune tree limbs to a height of at least 10'. If tree is downhill adjust the pruning to a greater height accordingly.	
Wooded areas beyond 60' can be left a bit more wild. You will still need to thin, prune & limb up trees.	
Remove dead trees, limbs, and vegetation.	
Trim tree canopies regularly to keep their branches a minimum of 10 feet from other trees.	
Remove trees less than 6" diameter at chest height to create spacing for fire breaks.	
<p>START NEAR THE HOME CREATING A CLEAN, LEAN AND GREEN ZONE AROUND ALL STRUCTURES.</p> <p>BEGIN WITH THE EASIEST AND LEAST EXPENSIVE ACTIONS.</p> <p>KEEP WORKING OUTWARDS ON THE MORE DIFFICULT ITEMS UNTIL YOU HAVE COMPLETED YOUR ENTIRE PROJECT.</p>	
see: https://www.readyforwildfire.org/	
Note: Other items you want to consider for home safety (let us know at info@sherwoodfirewise.org):	



Are You **Set?** **GO BAG** Checklist

Put together your **GO BAG AND SUPPLIES** before a wildfire or other disaster occurs and keep all easily accessible so that you can grab items and go should you have to evacuate and be away from your home for an extended period of time. **Each person** should have a readily accessible GO BAG. Backpacks make great GO BAGS for non-food items. Storing food and water in a vehicle or tub or chest on wheels will make it easier to transport. Keep all GO BAGS and Supplies light enough to be able to lift into your vehicle. For more information on emergency supplies, visit www.ready.gov.

GO BAG AND SUPPLIES Checklist: *Small items in bags or backpacks, larger supplies separately*

- ☒ Three-day supply of non-perishable food and three gallons of water per person
- ☒ A sturdy pair of shoes or boots (preferable) and a spare flashlight near your bed and handy in case of a sudden evacuation at night.
- ☒ Respirator or Mask (N95, available at most hardware stores)
- ☒ Map marked with at least two alternate routes out of your neighborhood. (Brooktrails street maps with road legends are available at Brooktrails Township CSD Office)
- ☒ Prescriptions or special medications, ask your doctor for a multiday supply and renew annually
- ☒ A change of clothes. Long sleeved shirts, long pants, socks, underwear (all garments should be cotton or wool, bright colored jackets, shirts and pants are best).
- ☒ Leather work gloves and full coverage goggles
- ☒ Spare battery and charger for cell phone - solar charged battery packs are available
- ☒ Extra eyeglasses or contact lenses with supplies
- ☒ An extra set of car keys, credit cards, cash (smaller bills recommended) or traveler’s checks
- ☒ First aid kit in a GO BAG and keep one in the vehicle
- ☒ Headlamp and / or Flashlight (handheld) rechargeable, solar and hand crank
- ☒ Battery-powered radio and extra batteries, solar and hand crank - also can have light
- ☒ Spare batteries for flashlights, headlamp, and radio; back-up power for medical devices
- ☒ Sanitation supplies (toilet paper, feminine hygiene, baby wipes/diapers)
- ☒ Copies of important documents (birth certificates, passports, important phone numbers, etc.)
- ☒ CHILD GO BAG - a favorite stuffed animal, book, or game, small flashlight, identification docs
- ☒ PET GO BAG - Carriers and bags with leashes, food, medications and water for **each** pet!
- ☒ VEHICLE GO BOX - Water supplies, heavy boots, small fire extinguisher, DC battery charger
- ☒ FOOD CHEST - Tote or cooler with wheels for food supplies
- ☒ SPECIAL NEEDS equipment and supplies

Computers and battery backups - Use battery backups (computer UPS - Uninterruptible Power Supplies work well) for internet modems, routers, and phones. This can help ensure you receive emergency alerts. If you require hearing aids, ensure you can promptly answer and hear phone calls at night. For alerts, register for NIXLE and/or MendoAlerts-EVERBRIDGE at the Mendocino County Sheriff website.



Your Personal WILDFIRE ACTION PLAN



During High Fire Danger days in your area, monitor your local media for information on wildfires and be ready to implement your plan. Hot, dry, and windy conditions create the perfect environment for a wildfire.

1 IMPORTANT PHONE NUMBERS

EMERGENCY CONTACTS

Name

()
Phone

Name

()
Phone

SCHOOLS

Name

()
Phone

Name

()
Phone

FAMILY & FRIENDS

Name

()
Phone

Name

()
Phone

2 WHAT TO TAKE

Insurance Papers

Photos

Emergency Supply Kit

Prescriptions

Important Documents

3 EVACUATION

WHEN TO GO

WHERE TO GO

HOW TO GET THERE

DESTINATION

WHO TO TELL (BEFORE AND AFTER)

ANIMAL SHELTER

Name

()
Phone



WILDFIRE EVACUATION CHECKLIST

To be used when emergency action is needed: wildfires, earthquakes, evacuations, or other public safety incidents where lives may be at risk. **Online registration required for evacuation notices!** Register at NIXLE www.nixle.com and www.mendocinosheriff.com to receive evacuation notices. Mendocino County Sheriff’s office is responsible for evacuation notices to residents. Use the SFC SafetyNet, social media, radio, scanners to provide additional information. **Refer to SFC Emergency Resource List or visit www.sherwoodfirewise.org for additional information or to register for SafetyNet.**

EVACUATION ORDER: Leave now! Evacuate immediately.

Do not delay to gather valuables or prepare your home. Follow any directions given in the evacuation order.

ALWAYS:

COMMUNICATIONS

- Keep your cell phone fully charged
- Keep your gas tank at least ½ full.
- Notify an out-of-area contact of your phone number and status.
- Leave a note with your contact info and out-of-area contact taped to fridge or inside a front window.
- Check on or call neighbors to alert them to prepare at first sign of fire.

ON YOUR PERSON

- Dress all family members in long sleeves and long pants; heavy cotton or wool is best, no matter how hot it is.
- Wear full coverage goggles, leather gloves, head protection.
- Cover faces with a dry cotton or wool bandanna or scarf over an N95 respirator. Tie long hair back.
- Carry a headlamp and flashlight (even during the day).
- Carry car keys, wallet, ID, cell phone, and spare battery.
- Drink plenty of water, stay hydrated.
- Put “Go Kits” in your vehicle.

PETS & ANIMALS

- Place pets in carriers NOW. You won’t be able to catch them later.
- Be sure your pets wear tags.
- Place carriers (with your pets in them) near the front door, with fresh water and extra food.
- Prepare horses and large animals for transport and consider moving them to a safe location early, before evacuation is ordered.

EVACUATION WARNING:

Evacuate as soon as possible. A short delay to gather your Go Kit and prepare your home may be OK. Leave if you feel unsafe or conditions change.

IF TIME ALLOWS:

INSIDE THE HOUSE

- Shut all windows and doors and leave them unlocked.
- Remove combustible window shades and curtains; close metal shutters.
- Move furniture to the center of the room, away from windows.
- Leave indoor/outdoor lights on.
- Shut off HVAC and ceiling fans.

OUTSIDE & IN NEIGHBORHOOD

- Place combustible outdoor items (patio furniture, doormats, trash cans, etc.) in garage or 30’ from structures
- Shut off gas at the meter or propane tank; move small tanks at least 15’ away from combustibles.
- Connect garden hoses with squeeze-grip nozzles to outdoor spigots for use by firefighters.
- Fill water buckets and place around outside of house..
- Clean your gutters and blow leaves away from house.
- Back your car into driveway, loaded, with doors and windows closed.
- Prop open fence and side gates
- Tape large red X on front door to indicate to firefighters all people and pets have evacuated the house.
- Seal attic and ground vents with pre-cut plywood or metal covers (even duct tape will protect from ember entry) if time allows.
- Patrol your property and monitor conditions. Leave if spot fires ignite or conditions change.

SHELTER IN PLACE: Stay in your

current location or the safest nearby building or unburn-able area. May be required when evacuation is impossible, too dangerous, or unnecessary.

WHEN YOU LEAVE:

- Leave immediately if ordered.
- Don’t wait for an evacuation order if you feel; leave early if unsure.
- Assist elderly or disabled neighbors.
- Carpool with neighbors to reduce traffic.
- Take only essential vehicles with adequate fuel.
- In your car, turn on headlights, close windows, turn on inside air and AC, tune to local radio.
- Drive slowly and defensively; be observant.
- Take the fastest route to an emergency access, cleared area, , or away from the fire if possible.
- Proceed downhill, away from the fire if possible.
- If roads are impassable or you are trapped: take shelter in a building, car, or an open area; stay far from vegetation; look for wide roads, parking lots, playing fields, ponds or lakes, etc.
- If trapped, you are better protected inside a building or vehicle.
- Don’t abandon your car in the road if passage is impossible. If you must leave your car, park it off the road and consider other options for shelter.
- Evacuate on foot only as a last resort.
- Remain calm - panic is deadly.

Much of this information came from FIREsafe Marin, www.firesafemarin.org
Compiled by Sherwood Firewise Communities at www.sherwoodfirewise.org