



## TOWN OF FENWICK ISLAND EMERGENCY MANAGEMENT NEIGHBORHOOD QUESTIONNAIRE

The following information will enable your Emergency Management Team to better assist you and your household in the event of a natural disaster or other widespread emergency. The information you provide is confidential for Emergency Management use only.

1. Name: \_\_\_\_\_

2. Physical Address: \_\_\_\_\_

3. Cell Phone: (1) \_\_\_\_\_ (2) \_\_\_\_\_

4. Email: (1) \_\_\_\_\_ (2) \_\_\_\_\_

5. Full Time: \_\_\_\_\_ Seasonal: \_\_\_\_\_ Home Phone: \_\_\_\_\_

a. If seasonal, alternate address: \_\_\_\_\_

6. Number of people in the household: Adults \_\_\_\_\_ Children \_\_\_\_\_

7. Special Needs: \_\_\_\_\_ Pets: \_\_\_\_\_

8. Local Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

9. Out of Area Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

10. Durable Power of Attorney: \_\_\_\_\_

11. Are you interested in being a Block Captain: YES / NO (see responsibilities & expectations on back)

Please return this form to:  
The Town of Fenwick Island  
Emergency Management Team  
800 Coastal Hwy.  
Fenwick Island, DE 19944  
Or email to :  
eellinger@fenwickisland.org

# BLOCK CAPTAIN RESPONSIBILITIES AND EXPECTATIONS

## **Block Captains will:**

1. Before a disaster, request neighbor's cooperation in completing the Neighborhood Questionnaire, or verifying changes from year to year to previously filled out forms.
2. Coordinate with other Block Captains in the Response Area to identify who covers which houses/streets.
3. Provide other periodic preparation materials to residents.
4. Identify Neighborhood Emergency location and act as the neighborhood leader there in the event of an emergency.
5. When an emergency event subsides, if an inconvenient event, check on vulnerable neighbors; if a catastrophic event, perform emergency activation steps and communicate with the Emergency Management Team.
6. When it is safe to do so, coordinate volunteers to assist with checking on vulnerable neighbors, checking on those displaying HELP signs, communications, first aid and other disaster response roles including monitoring info from the county.
7. Delegate the role of Block Captain to someone else temporarily in the event the usual Block Captain is unavailable.
8. Encourage neighbors to become Block Captains (more than one is advantageous), take first aid and CPR training when it is offered in the community.

## **Block Captains will not:**

1. Venture outside if it is not safe to do so (i.e., high winds, high flooding, falling debris, etc.)
2. Provide food and water for neighbors. They should purchase and store their own 30-day supply.
3. Provide medical aid beyond the scope of expertise - not all block captains are first-aid trained, and during a disaster they will be busy coordinating others to assist in providing response measures.