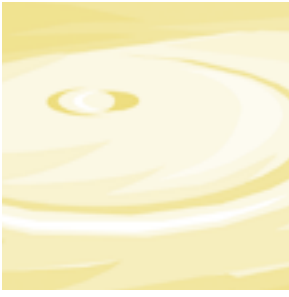


HURRICANE COMMUNICATION PLAN

Mississippi Gulf Coast
Community College





TROPICAL NOTICE

Tropical System
forecast to form/enter
in Gulf of Mexico

STEP 1: An initial Tropical Alert will be announced for the entire college on the front page of the website. All employees will be e-mailed a link to the front page. The message will read:

Hurricane X- Notice
Effective: Date

All MGCCC classes will meet as scheduled, and all of the college's campuses and centers are open for normal operations. College officials are actively watching the path of Hurricane X and its possible effects.

Hurricane X is forecast to enter the Gulf of Mexico within the next 24 hours, and the college has issued a "Tropical Notice." This notice is just to make all employees and students aware of potential tropical weather. This is only the first of four alert levels for the college.

All official college announcements will be posted on the college's website and should be considered a primary source of information. Updated information will be posted throughout the weekend.

Students and employees can also call the college's toll-free phone number at 1-866-735-1122 for weather updates.

College employees should take a moment to review your department's severe weather policies and plans. Please include any new Coast residents in early storm discussions since this experience might seem overwhelming.

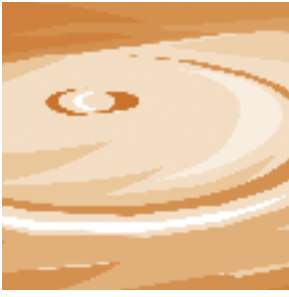
STEP 2: The college's toll-free phone number will be used as a source for hurricane information. Toll-free Message:

Thanks for calling Mississippi Gulf Coast Community College. This is a Hurricane X notice for (date.) All MGCCC classes will meet as scheduled, and all of the college's campuses and centers are open for normal operations. College officials are actively watching the path of Hurricane X and its possible effects. The college will be updating this message in advance of Hurricane X.

STEP 3: Executive Council should review all steps in the Hurricane Communication Plan and begin discussion of preparation with department heads. Dr. Lott, the vice president of Institutional Relations and public information coordinator (Bill Snyder) should begin monitoring several sources of weather information- Civil Defense, NOAA and local forecasters.

STEP 4: The public information coordinator (Bill Snyder) will verify all media contacts, phone numbers, fax numbers and e-mail addresses. The PIC should also make contact with key media players.

STEP 5: Contact the Information Technology director (David Besancon) about possible severe weather plans and time frames.



TROPICAL ALERT

Tropical System
48 hours from
college district landfall

STEP 1: An increased alert status of Tropical Alert will be announced for the entire college on the front page of the website. All employees will be e-mailed a link to the front page. The message will read:

Hurricane X- Alert **Effective: Date**

At this time, all MGCCC classes will meet as scheduled, and all of the college's campuses and centers are maintaining normal operations. College officials are actively discussing Hurricane X's possible affect on class schedules and employee work shifts.

Hurricane X is 48 hours away from a possible landfall within the college's district, and MGCCC has elevated its status to a "Tropical Alert." This alert is to make all employees and students aware of potential tropical weather.

All official college announcements will be posted on the college's website and should be considered a primary source of information for the employees and students. The website will remain available even if the college loses power.

Students and employees can also call the college's toll-free phone number, **1-866-735-1122**, for weather updates.

Instructors should discuss possible syllabus changes with students in case of class disruption. College employees should be actively discussing departments' severe weather policies and plans. Information and data "back-up" plans should begin immediately.

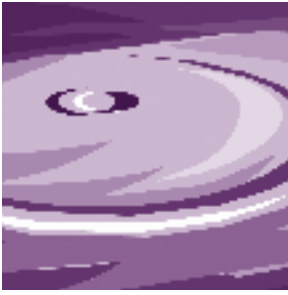
STEP 2: The college's toll-free phone number will be updated.

Thanks for calling Mississippi Gulf Coast Community College. This is a Hurricane X notice for (date). Currently, all of the college's campuses and centers are open for normal operations. College officials are actively discussing Hurricane X's possible affect on class schedules and employee work shifts. The college will be updating this message all week in advance of Hurricane X.

STEP 3: College officials should be in direct contact with Civil Defense departments about forecasted path and time table. **Eighty percent of all hurricanes that enter the Gulf make landfall within 48 hours.**

STEP 4: All college vice presidents and department heads should be actively discussing storm preparations with employees, including "back-up" systems, employee contact numbers and any possible evaluation plans. **All time tables should consider that most storms make landfall outside of normal business hours.**

STEP 5: IR will begin to draft press releases about possible closures and set deadlines to receive rescheduling information from each campus and center for initial press release. The JD and JC campuses should prepare for possible media inquiries about coastal preparations. Perk Campus should prepare information about being a possible shelter.



TROPICAL WARNING

Tropical System
within 36 hours
of landfall

STEP 1: A Tropical Warning will be announced for the entire college on the front page of the website. All employees will be e-mailed a link to the front page and a press release will be sent out in the case of closures. The message will read:

Hurricane X- Warning Effective: Date

MGCCC cancels all classes

The college is closing all campuses and centers today (date) at noon in advance of Hurricane X to allow students and staff time to prepare their homes and families for possible severe weather. Student resident halls on the Perkinston Campus will close at (time) a.m.

Currently, the Coast is under a “hurricane warning” from the National Weather Service. Hurricane X is 36 hours away from a possible landfall within the college’s four county district.

The resumption of college activities will be officially announced on the college’s website. The website will remain available even if the college loses power. Students and employees can call the college’s toll-free phone number, **1-866-735-1122**, for periodic college updates.

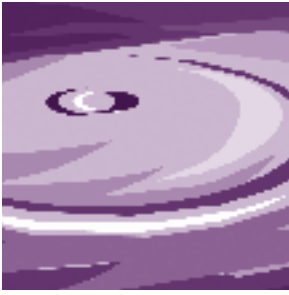
For students and employees evacuating, college information will be provided to local media and to Mississippi Public Broadcasting’s state-wide network of radio and television affiliates. MPB’s radio frequencies are listed on all state evacuation signs. Gulf Coast officials are considering a time table that allows those who evacuated time to return.

College employees should be finishing departments’ severe weather preparations, including information “back-up” and making plans to go home. After the storm has passed, please review this website and/or make contact with your immediate supervisor. Supervisors will notify essential personnel who will need to remain.

All media inquiries should be forwarded to the college’s public information coordinator (Bill Snyder) or vice president for Institutional Relations.

STEP 2: The college’s toll-free phone number will be updated.

Thanks for calling Mississippi Gulf Coast Community College. This a Hurricane X update for (date). Gulf Coast is closing all campuses and centers today (date) at noon in advance of Hurricane X until further notice. Following the storm’s landfall, college officials will access any damage and determine a restart date. This phone message will be updated with the latest information when it becomes available.



TROPICAL WARNING

Tropical System
within 36 hours
of landfall

STEP 3: IR will distribute class and event cancellation notices to all media through e-mail and fax. The PIC (Bill Snyder) will conduct follow-up phone calls to verify information has been received by the appropriate media member at all key stations. IR staff will also monitor news coverage to insure the message is being reported correctly. The press release will read:



Public Information Office
(601) 928-6315 • (601) 528-1260
(228) 326-2422 (personal cell)
Bill Snyder
Date

For Immediate Release: DRAFT...DRAFT
Date

MGCCC cancels all classes

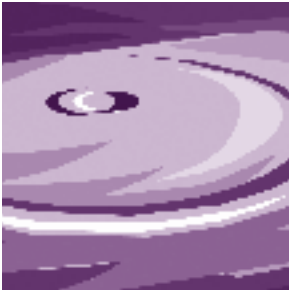
Mississippi Gulf Coast Community College is canceling all classes today (date) at noon in advance of Hurricane X to allow students and staff time to prepare their homes and families for severe weather.

Student residence halls on the college's Perkinston Campus will close on (date) at (time) a.m. All of the college's campuses and centers will be closed, and only key personnel should report to work.

All official college announcements and updates will be posted on the college's website at www.mgccc.edu. Updates will also be available by calling the college's toll-free phone number, 1-866-735-1122.

-END-

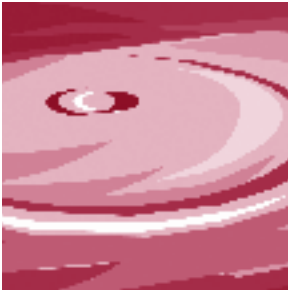
STEP 4: If network servers need to be taken off-line and powered down, the Computer Center (David Besancon) needs to inform all college personnel of cut-off time at least four hours in advance.



TROPICAL WARNING

**Tropical System
within 36 hours
of landfall**

- STEP 5:** All college cameras need to be serviced with fresh batteries, film or digital memory cards cleared for maximum pictures. These cameras need to be distributed to employees who will have access to campuses and centers after the storm passes. The college photographer (Rich Kopp) will be in charge of the video camera and responsible for filming any storm damage across the college. The public information coordinator (Bill Snyder) will also assist Rich Kopp with photography and video.
- STEP 6:** All employees with college cell phones or BlackBerry devices should be aware of battery life and charging phones as needed.
- STEP 7:** The college's Executive Council and IR staff will be conducting updates from off-campus locations and should be contacting each other regularly by cell phones or home numbers before, during and immediately following the storm.



TROPICAL WATCH

Tropical System
less than 24 hours
prior to landfall

STEP 1: A Tropical Watch will be announced for the entire college on the front page of the website. The message will read:

Hurricane X- Watch
Effective: Date

The college cancelled all classes and closed all campuses and centers at noon on (date). Regular college personnel are not available at any Gulf Coast location.

The Coast is currently under a “hurricane watch,” with Hurricane X less than 24 hours away from a possible landfall within the college’s district.

The resumption of college activities will be officially announced on the college’s website and through local news media. Students and employees can call the college’s toll-free phone number, **1-866-735-1122**, for periodic college updates.

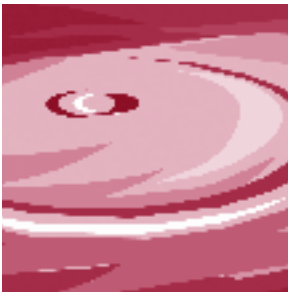
For evacuated students and employees, college information will be provided to Mississippi Public Broadcasting’s state-wide network of radio and television affiliates. MPB’s radio frequencies are listed on all state evacuation signs.

After the storm, all MGCCC employees should make contact with their immediate supervisor. All media inquiries should be forwarded to the college’s public information coordinator (Bill Snyder) or vice president for Institutional Relations.

Be safe!

STEP 2: All employees with college cell phones or BlackBerry devices should be aware of battery life and charging phones as needed.

STEP 3: The college’s Executive Council and IR staff will be conducting updates from off-campus locations and should be contacted by cell phones or at home numbers.



TROPICAL WATCH

Tropical System less than 24 hours prior to landfall

Mississippi Gulf Coast Community College - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address: <http://www.mgccc.edu>

MGCCC

Mississippi Gulf Coast Community College my college. my career.

- Admissions
- Financial Aid
- Programs of Study
- The College
- Athletics
- Locations
- Contact Us

Welcome to MGCCC

- Class Schedules
- Distance Learning
- Employee Email
- Employee Directory
- Job Opportunities
- Learning Labs
- MGCCC Library
- MGCCC News
- Student Email
- Web Services

new students | current students | alumni

Community College Week

TOP 100
Associate's Degree
PRODUCERS

about this photo

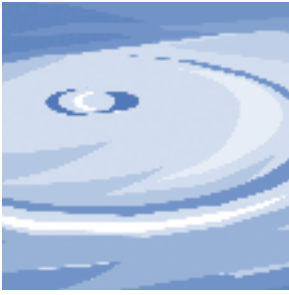
Search

SEVERE WEATHER UPDATE
HURRICANE DENNIS NOTICE
MONDAY NIGHT CLASSES WILL MEET
UPDATED: SUNDAY, JULY 15, 2006 5:49PM
Click here for more information.

1-866-735-1122 or
mgccc@farrington.com

© 2006 Mississippi Gulf Coast Community College
Questions or Comments: Send Webmaster

My Computer



POST-STORM UPDATE

**QUICK Return
1 to 3 days**

STEP 1: Following an examination of college property, a post-storm update will be announced on the front page of the college's website and in a press release. The message will read:

**Hurricane X- Update
Effective: Date**

MGCCC resumes classes and operations on (date)

The college is resuming classes and normal operations at all campuses and centers on (date). The residence halls on the Perkinson Campus will open at 4 p.m. on (date).

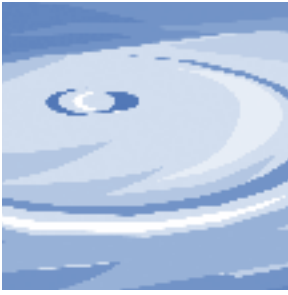
College personnel should also report to work as regularly scheduled. However, essential personnel - campus deans, maintenance and transportation - should report to work the day before (date) to survey and secure all areas that may have been affected by Hurricane X.

Students and employees should check the college website for further updates, or call the college's toll-free phone number, **1-866-735-1122**.

All media inquiries should be forwarded to the college's public information coordinator (Bill Snyder) or vice president for Institutional Relations.

STEP 2: The college's toll-free phone number will be updated.

Thanks for calling Mississippi Gulf Coast Community College. This a Hurricane X update for (date). Gulf Coast is resuming classes and operations at all campuses and centers today (date) at noon. This phone message will be updated with the latest information when it becomes available.



POST-STORM UPDATE

**SHORT-TERM Return
4 to 7 days**

STEP 1: A post-storm update will be announced on the front page of the college's website and in a press release. The message will read:

**Hurricane X- Update
Effective: Date**

MGCCC cancels classes for one week

Gulf Coast is canceling all classes and activities for one week until (date) in the wake of Hurricane X. The college has experienced moderate damage at both the Jackson County and Jefferson Davis campuses and minor damage at the Perkinston Campus. Most of the college is without electrical power.

"The safety of our students and staff are our top priority. That's the first step to getting back to normal," Gulf Coast president Dr. Willis Lott said. "Based on current conditions, we expect to reopen next week. Unfortunately, this time table is subject to change. If it does, we will announce it immediately."

It's vital that students and employees check the college's website or call the college's toll-free phone number, **1-866-735-1122**, for further updates throughout the week.

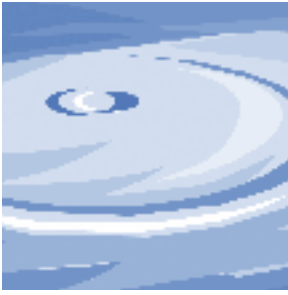
Essential personnel- campus deans, maintenance and transportation- should report to work on (date) to survey and secure all areas that may have been affected by Hurricane X. Contact your immediate supervisor to discuss work schedules.

College officials are also actively discussing possible changes to the semester's academic calendar to make up for loss of classroom time. Once plans are finalized, any possible changes will be announced immediately and discussed in detail with students by individual class instructors.

All media inquiries should be forwarded to the college's public information coordinator (Bill Snyder) or vice president for Institutional Relations.

STEP 2: The college's toll-free phone number will be updated.

Thanks for calling Mississippi Gulf Coast Community College. This a Hurricane X update for (date). Gulf Coast is canceling all classes and activities for one week until (date). The college has experienced moderate damage at both the Jackson County and Jefferson Davis campuses and minor damage at the Perkinston Campus. Most of the college is without electrical power. Crews are currently working to restore services. This phone message will be updated with the latest information when it becomes available.



POST-STORM UPDATE

**SHORT-TERM Return
4 to 7 days**

PUBLIC RELATIONS SUGGESTIONS:

Give a realistic time table from the beginning. Promising too much up front has serious public relations consequences. Prepare facts for news media.

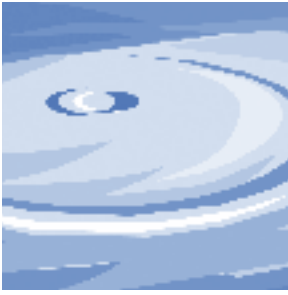
Expect some power and communications problems. Even with a glancing blow from a strong hurricane, power can be out for a week. Traditional phone lines could also be affected, and if so, T1 lines will also be damaged. Cell phone networks will experience some overload problems.

Get current information for billboard posters.

After a storm, maintaining contact within a department after a storm assists the college with recovery. It is crucial for all college personnel to return to work as quickly as it is safe to do so. Departments can contribute to this process by providing a clearer picture of the location and availability of department personnel.

Developing a department contact list and communicating department personnel status to college authorities is one method of assisting the college during this process. This would include cell phone numbers, cell-phone evacuation numbers, alternate e-mail addresses and any other contact information you need to get in touch with your personnel. These numbers should be compiled BEFORE a crisis strikes, and should be continuously updated.

Have local and statewide emergency numbers available. It is important for the college to maintain contact with county, city, state and selected federal officials.



POST-STORM UPDATE

**LONG-TERM Return
8 to 21 days**

STEP 1: A post-storm update will be announced on the front page of the college's website and in a press release. The message will read:

**Hurricane X- Update
Effective: Date**

MGCCC cancels classes and activities for three weeks

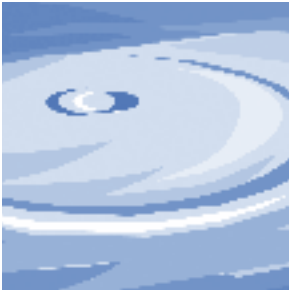
Gulf Coast is canceling all classes and activities for three weeks after receiving significant damage throughout the college.

On the Coast, the Jackson County and Jefferson Davis campuses took the full force of Hurricane X, making roads impassable, peeling back roofs, and causing water damage in both offices and classrooms. The college is expecting to be without electrical power for several weeks.

All media inquiries should be forwarded to the college's public information coordinator (Bill Snyder) or vice president for Institutional Relations.

STEP 2: The college's toll-free phone number will be updated.

Thanks for calling Mississippi Gulf Coast Community College. This a Hurricane X update for (date). Gulf Coast is canceling all classes and activities for three weeks until (date). On the Coast, the Jackson County and Jefferson Davis campuses took the full force of Hurricane X, making roads impassable, peeling back roofs, and causing water damage in both offices and classrooms. The college is expecting to be without electrical power for several weeks. Crews are currently working to restore services. This phone message will be updated with the latest information when it becomes available.



POST-STORM UPDATE

**LONG-TERM Return
8 to 21 days**

PUBLIC RELATIONS SUGGESTIONS:

Give a realistic time table from the beginning. Promising too much up front has serious public relations consequences.

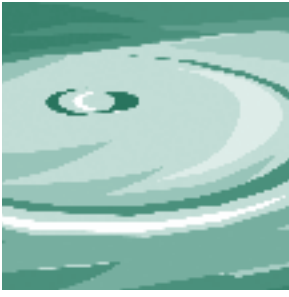
Expect major power and communications problems. Singing River Electric and Mississippi Power predict two to four weeks without power for a direct hit from a major hurricane. Traditional phone lines and T1 lines will be severely damaged. Cell phone networks will experience major overload problems.

Housing will be a major issue for students and employees after the storm. Many will be focusing on home repairs or finding a place to live. This reality must be remembered in all releases and media interviews.

With major damage, many classes will be forced to relocate. Once these decisions are made, it's imperative this information be produced quickly and in a viewer-friendly format for the Web and printed materials.

Instructors will have to make major changes to class syllabuses for the semester. The college's website could have an option for instructors to post revised syllabuses.

The college's atmosphere will also need major repairs after the storm. During this prolonged period, plans should begin for clothing and household drives to start the day students and staff return. Involving the Reflections teams would be a natural fit. The first week of resumed classes should also include "comfort and aid" events for students. (i.e., a free breakfast or lunch on each campus, along with free counseling.)



HURRICANE SEASON 2006

Forecasters predict high
hurricane activity

NOAA PREDICTS VERY ACTIVE 2006 NORTH ATLANTIC HURRICANE SEASON

Residents in Hurricane Prone Areas Urged to Make Preparations

May 22, 2006 — NOAA today announced to America and its neighbors throughout the north Atlantic region that a very active hurricane season is looming, and encouraged individuals to make preparations to better protect their lives and livelihoods. May 21-27 is National Hurricane Preparedness Week. (Click NOAA illustration for larger view of Hurricane Katrina aftermath in Biloxi, Miss. Click here for high resolution version. Please credit "NOAA.")

During a news conference at the NOAA National Hurricane Center, Deputy Secretary of Commerce David A. Sampson noted, "Preparation is the key message that President Bush wants to convey during National Hurricane Preparedness Week. The impact from these storms extends well beyond coastal areas so it is vital that residents in hurricane prone areas get ready in advance of the hurricane season."

"For the 2006 north Atlantic hurricane season, NOAA is predicting 13 to 16 named storms, with eight to 10 becoming hurricanes, of which four to six could become 'major' hurricanes of Category 3 strength or higher," added retired Navy Vice Adm. Conrad C. Lautenbacher, Ph.D., undersecretary of commerce for oceans and atmosphere and NOAA administrator.

On average, the north Atlantic hurricane season produces 11 named storms, with six becoming hurricanes, including two major hurricanes. In 2005, the Atlantic hurricane season contained a record 28 storms, including 15 hurricanes. Seven of these hurricanes were considered "major," of which a record four hit the United States. "Although NOAA is not forecasting a repeat of last year's season, the potential for hurricanes striking the U.S. is high," added Lautenbacher.

Warmer ocean water combined with lower wind shear, weaker easterly trade winds, and a more favorable wind pattern in the mid-levels of the atmosphere are the factors that collectively will favor the development of storms in greater numbers and to greater intensity. Warm water is the energy source for storms while favorable wind patterns limit the wind shear that can tear apart a storm's building cloud structure.

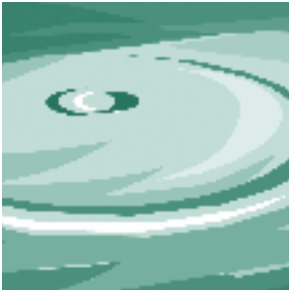
This confluence of conditions in the ocean and atmosphere is strongly related to a climate pattern known as the multi-decadal signal, which has been in place since 1995. Since then, nine of the last 11 hurricane seasons have been above normal, with only two below-normal seasons during the El Niño years of 1997 and 2002.

With neutral El Niño/Southern Oscillation (ENSO) conditions expected across the equatorial Pacific during the next three to six months, the NOAA Climate Prediction Center scientists say that neither El Niño nor La Niña likely will be a factor in this year's hurricane season. (Click NOAA image for larger view of conditions that will make 2006 an above-normal hurricane season. Please credit "NOAA.")

"Whether we face an active hurricane season, like this year, or a below-normal season, the crucial message for every person is the same: prepare, prepare, prepare," said Max Mayfield, director of the NOAA National Hurricane Center. "One hurricane hitting where you live is enough to make it a bad season."

The north Atlantic hurricane season runs from June 1 through November 30. NOAA will issue a mid-season update in early August just prior to the normal August through October peak in activity.

The north Atlantic hurricane seasonal outlook is a product of NOAA's Climate Prediction Center, National Hurricane Center and Hurricane Research Division. The NOAA National Hurricane Center has hurricane forecasting responsibilities for the north Atlantic as well as the east Pacific regions.



GENERAL INFORMATION

Important facts about hurricanes and where to get the latest weather information

Atlantic Storm Names 2006

| | |
|----------|---------|
| Alberto | Michael |
| Beryl | Nadine |
| Chris | Oscar |
| Debby | Patty |
| Ernesto | Rafael |
| Florence | Sandy |
| Gordon | Tony |
| Helene | Valerie |
| Isaac | William |
| Joyce | |
| Kirk | |
| Leslie | |

Category 1 Hurricane:

Winds 74-95 mph (64-82 kt or 119-153 km/hr). Storm surge generally 4-5 feet above normal. No real damage to building structures. Damage primarily to unanchored mobile homes, shrubbery and trees. Some damage to poorly constructed signs. Also, some coastal road flooding and minor pier damage. Hurricane Lili of 2002 made landfall on the Louisiana coast as a Category 1 hurricane. Hurricane Gaston of 2004 was a Category 1 hurricane that made landfall along the central South Carolina coast.

Category 2 Hurricane:

Winds 96-110 mph (83-95 kt or 154-177 km/hr). Storm surge generally 6-8 feet above normal. Some roofing material, door and window damage of buildings. Considerable damage to shrubbery and trees, with some trees blown down. Considerable damage to mobile homes, poorly constructed signs and piers. Coastal and low-lying escape routes flood 2-4 hours before arrival of the hurricane center. Small craft in unprotected anchorages break moorings. Hurricane Frances of 2004 made landfall over the southern end of Hutchinson Island, Florida as a Category 2 hurricane. Hurricane Isabel of 2003 made landfall near Drum Inlet on the Outer Banks of North Carolina as a Category 2 hurricane.

Category 3 Hurricane:

Winds 111-130 mph (96-113 kt or 178-209 km/hr). Storm surge generally 9-12 feet above normal. Some structural damage to small residences and utility buildings, with a minor amount of curtainwall failures. Damage to shrubbery and trees, with foliage blown off trees and large trees blown down. Mobile homes and poorly constructed signs are destroyed. Low-lying escape routes are cut by rising water 3-5 hours before arrival of the center of the hurricane. Flooding near the coast destroys smaller structures, with larger structures damaged by battering from floating debris. Terrain continuously lower than 5 feet above mean sea level may be flooded inland 8 miles (13 km) or more. Evacuation of low-lying residences with several blocks of the shoreline may be required. Hurricanes Jeanne and Ivan of 2004 were Category 3 hurricanes when they made landfall in Florida and in Alabama, respectively.

Category 4 Hurricane:

Winds 131-155 mph (114-135 kt or 210-249 km/hr). Storm surge generally 13-18 feet above normal. More extensive curtainwall failures, with some complete roof structure failures on small residences. Shrubs, trees and all signs are blown down. Complete destruction of mobile homes. Extensive damage to doors and windows. Low-lying escape routes may be cut by rising water 3-5 hours before arrival of the center of the hurricane. Major damage to lower floors of structures near the shore. Terrain lower than 10 feet above sea level may be flooded, requiring massive evacuation of residential areas as far inland as 6 miles (10 km). Hurricane Charley of 2004 was a Category 4 hurricane made landfall in Charlotte County, Florida with winds of 150 mph. Hurricane Dennis of 2005 struck the island of Cuba as a Category 4 hurricane.

Category 5 Hurricane:

Winds greater than 155 mph (135 kt or 249 km/hr). Storm surge generally greater than 18 feet above normal. Complete roof failure on many residences and industrial buildings. Some complete building failures, with small utility buildings blown over or away. All shrubs, trees and signs blown down. Complete destruction of mobile homes. Severe and extensive window and door damage. Low-lying escape routes are cut by rising water 3-5 hours before arrival of the center of the hurricane. Major damage to lower floors of all structures located less than 15 feet above sea level and within 500 yards of the shoreline. Massive evacuation of residential areas on low ground within 5-10 miles (8-16 km) of the shoreline may be required. Only 3 Category 5 Hurricanes have made landfall in the United States since records began: The Labor Day Hurricane of 1935, Hurricane Camille (1969), and Hurricane Andrew in August, 1992. The 1935 Labor Day Hurricane struck the Florida Keys with a minimum pressure of 892 mb--the lowest pressure ever observed in the United States. Hurricane Camille struck the Mississippi Gulf Coast causing a 25-foot storm surge, which inundated Pass Christian. Hurricane Andrew of 1992 made landfall over southern Miami-Dade County, Florida causing 26.5 billion dollars in losses--the costliest hurricane on record. In addition, Hurricane Wilma of 2005 was a Category 5 hurricane at peak intensity and is the strongest Atlantic tropical cyclone on record with a minimum pressure of 882 mb.

<http://weather.unisys.com/hurricane/>

<http://www.nhc.noaa.gov/>