

# PUBLIC SAFETY COMMITTEE

## Meet with RAGBRAI Staff

West & East June 20/21/22

## Submit Crisis Management and Severe Weather Plan

### Chairperson's Role & Responsibilities

Advice from previous committee chairpersons of RAGBRAI overnight towns varies, but the top recommendation from all is to read the chapter pertaining to your committee. Familiarize yourself and your Co-chair (if you have one) with all the duties and responsibilities discussed in the handbook. Then educate your volunteers and co-workers about the content in your chapter. Reading the entire book is also recommended to eliminate duplication of effort among committees. Set up a budget immediately and establish a game plan. Then develop a timeline with specific completion dates for critical steps.

Keep these points in mind when conducting committee meetings:

- Have an agenda
- Keep meetings short, no longer than one hour
- Take minutes at each meeting
- Ask your Co-chair to attend
- Prepare for contingencies "What if?"

These are the overall responsibilities of a committee chairperson. And above all else-

**DON'T LET GREED BE THE MOTIVATOR. YOU SHOULD GET ALL AGREEMENTS IN WRITING. A COPY OF ALL AGREEMENTS SHOULD BE FORWARDED TO THE TREASURER.**

**The number one priority of RAGBRAI is the safety of pedestrians, cyclists and vehicle drivers.** The number one goal is that you must keep traffic moving at all times.

In June, the Iowa State Patrol and RAGBRAI host a special law enforcement/public safety meeting in your community. Your police chief, sheriff, Law Enforcement Chairperson and Public Safety Chair will receive an invitation to attend this meeting.

Police Departments and Sheriff's Departments that represent towns that the route passes through in nearby counties will also be invited to attend. In towns without a police department, the mayors or city administrators are invited to attend as well.

The Public Safety Committee will work closely with the RIDE RIGHT Committee, the Medical Committee and Law Enforcement Committee in addressing all safety issues, whether it is on the streets or in the campgrounds. The Law Enforcement Committee will have plenty to do upholding the law with the extra people in town, so they may call upon the Public Safety Committee to supplement the officers to direct traffic and help with other matters.

The Public Safety Committee will work closely with the Law Enforcement Committee, who is responsible for selecting the bike and support vehicle routes through town. **The earlier the routes are determined the better, since many planning decisions are based on the route in town.** The final route is submitted to the RAGBRAI Director at the Law Enforcement meeting on June 20 – 22 with no further changes.



The Public Safety Committee also will work with the Publicity Committee in developing and publishing maps showing alternate routes for local residents to use that are away from the bicycle route and the support vehicle route.

The RAGBRAI route markers will mark with colorful arrows the bike (orange) and vehicle support (green) routes through town. The Public Safety and Law Enforcement Committees will develop a plan and set barricades, cones, etc. A sample plan is at the end of the Law Enforcement section.

Some towns have had additional concerns to address when RAGBRAI riders were coming into

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town while residents were getting out of church on Sunday. You may want to have the bicycle route completely closed to vehicular traffic on one street and direct your church members onto another street to keep the groups away from each other.

Based on previous years, vehicles will start arriving in town as early as 6:00 a.m. and bikes as early as 10:00 a.m. These times depend on the distance between the previous overnight town and your town. The bulk of the vehicles should be in your town by noon and most riders by 6:00 p.m.

The Signage sub-committee of Publicity is responsible for making any additional support vehicle route signs while the Public Safety shall place them and remove them. These are typically large signs directing vehicles as they enter town.



### Traffic Control

RAGBRAI will bring a large amount of vehicle traffic, with approximately 1,700 support vehicles and sightseers observing the activities. Traffic can be a major challenge. We advise special one-way routes, closed streets, separate bicycle and vehicle routes in and out of the city, and shuttle service routes separate from the bicycle route, if possible.

It would be a good idea to try and get electronic traffic control signs from the Department of Transportation. Volunteers to help with traffic control in the past have included: explorers, scouts, reserves, volunteer firemen, National Guardsmen, neighborhood watch and local citizens.

Support vehicles must be directed to leave town only one way onto the support vehicle route. You have to do whatever it takes to make this work for the safety of the riders.

Here is a breakdown of vehicles that is an average for the past several years. You can anticipate entering your town with RAGBRAI:

➤ Large Trucks (24' Ryder/Penske)	148
➤ RVs	461
➤ Buses	122
➤ Other vehicles	735

### Signs/Barricades Plan

Part of your traffic control plan will be considerations for the timing and the placement of all traffic control materials. Included in this plan will be the item and quantity, location, and the time that the item needs to be placed. For example, traffic control materials will include sawhorse barricades, cones, portable stop signs, fencing, and any additional signs to mark street or lane closings, and dangerous obstacles for cyclists, such as storm drains. A sample of a Plan for Placement of Signs, Cones & Barricades can be found at the end of the Law Enforcement section.

Be sure to indicate which barricades will be manned or unmanned. Most communities agree that critical road closures with barricades were successful only when manned.

### Railroad Tracks

If a number of trains come through your community daily, it may be necessary to contact the railroad company about additional safety measures. In some communities, the railroad has had a flagman at crossings for vehicle traffic safety and has cooperated with the Public Safety Committee in scheduling trains through town.



The Public Safety and RIDE RIGHT committees should contact local railroad officials to discuss ways to make the crossings safer. **PLEASE, DO NOT COVER RAILROAD TRACKS!**

### Use of Golf Carts & Gators

The Public Safety Committee needs to consider the type of transportation to be used by volunteers during the event. **RAGBRAI strongly cautions communities regarding the use of golf carts, gators and ATVs because of the liability involved with volunteers using them.**

The Transportation Committee is charged with securing the appropriate vehicles. These vehicles should be well marked as official vehicles.

There was a golf cart/bicycle accident that occurred a few years back injuring cyclists in one of the overnight towns. There is a lawsuit pending on this case. In a lawsuit, not related to RAGBRAI, a town has been sued and lost the \$1 million case when a volunteer was hurt in a golf cart accident.

Golf carts are not covered for liability or physical damage off the insured owner's premise or the golf course. Make sure that any golf carts used by the organizing committee and volunteers have coverage for off premise use. Check with your insurance company to see if they can provide a Liability Insurance Package that automatically covers liability for the use of non-owned golf carts.

### **Crisis Management Plan**

A written Crisis Management Plan should be developed and every chair, committee member, and volunteer must have a copy. In the event of a crisis, it has to be very clear who the spokesperson will be, who needs to be contacted first, and how to reach the people in charge. This helps to prevent panic and stop rumors from spreading.

It is also important to plan how to communicate what needs to be communicated to the participants. Be prepared for the worst "what if" scenarios. This could be no electricity, the radio towers were knocked out, etc. Will you be prepared?

Law Enforcement, city officials, county officials and the RIDE RIGHT committee will have an important role to play in the development of the written plan. **You will also work with the Co-chair of each committee to develop the plan!**

The written plan must be completed and given to the RAGBRAI Director during the June meetings with the RAGBRAI Staff and Iowa State Patrol's Safety Education Officer Coordinator. **You will find an example of a Crisis Management Plan at the end of this section and electronic versions on the RAGBRAI Flash Drive (FD).**

Many towns have teamed up with county or area Emergency Management teams and have used RAGBRAI as an excellent test for equipment and personnel including the use of EMA trailers.

Some towns have employed the ICS (or Incident Command System) to determine how resources will be used, who will coordinate and how that information will be communicated.

### **Severe Weather Plan**

A vital component of your Crisis Management Plan is the Severe Weather Plan. Communities have used their alternate plans many times. Contact your county's Disaster Management Coordinator or Emergency Management Coordinator to see what plans currently exist. In late July, weather in Iowa can vary from hot and humid to drought-like conditions to very cold and rainy. It can also mean tornadoes or very high winds and thunder and lightning. It is the responsibility of the Public Safety Committee to write the plan and make sure that all aspects of the plan are ready and operational. This plan and shelter locations should be published in the tabloid that your town will be printing for riders and residents. Also the Information Center will need to include the plan and shelter location in their handbook.

As always, in case of a weather emergency, first assess the situation by calling the National Weather Service, local law enforcement or emergency responders. They can fill you in on what's happening. Also let the local agency decide if it is time to evacuate or take another course of action. Determine who the decision maker is should it be necessary to implement the plan.

You should have emergency shelters lined up, additional medical staff on call, and all churches, schools and local residents should be prepared to open their doors should there be a tornado warning. Know who has keys to the buildings and who specifically will open the doors if needed.

If the weather is starting to turn bad the Public Safety committee should begin to make preparations, just in case. The weather should be constantly monitored while RAGBRAI is in your community.

**You'll find an example of a Severe Weather Plan at the end of this section and electronic versions on the RAGBRAI Flash Drive (FD) that will give you some idea of what should be put together.**

### **StormReady Communities**

StormReady is a nationwide community preparedness program of the National Weather Service that uses a grassroots approach to help communities develop plans to handle all types of severe weather—from tornadoes to tsunamis. The program encourages communities to take a new, proactive approach to improving local hazardous weather operations by providing emergency managers with clear-cut guidelines on how to improve their hazardous weather operations.

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StormReady, a program started in 1999 in Tulsa, OK, helps arm America's communities with the communication and safety skills needed to save lives and property— before and during the event. StormReady helps community leaders and emergency managers strengthen local safety programs. For more information on the StormReady program, please visit: [www.stormready.noaa.gov/](http://www.stormready.noaa.gov/)

### Considerations for Severe Weather Plan

When planning the location of your campground, look to see whether it is near creeks, rivers, gullies, or in low-lying, flood-prone areas. Consider avoiding these sights - because they could flood while the riders are there. Have an alternate site in case it floods before the riders get there.

### Identifying Storm Shelters

Inform the riders of where shelters are in case of bad weather and make it clear that in case of evacuation, they can ride their bicycles to the shelter but no bikes are allowed in the shelter. All shelter locations should be clearly marked on the tabloid and tear-off maps with the appropriate icons.

Your Publicity/Signage Committee can produce STORM SHELTER signs to be displayed in buildings where guests can seek shelter during bad storms. The Public Safety Committee is responsible for distributing and hanging these signs at the shelters.

### In case of lightning:

You may wish to tell people who may be camping under trees that if there is a storm with lightning to leave their tents for safer places. Encourage them to go to a building, picnic shelter, car, house, etc., away from metal and power poles with conductors in them.

### In case of hail:

In camp, there's not a whole lot you can do. People are safe in their tents unless it is large hail, which will go right through. The biggest problem here is that if you have hail, you may have a severe storm coming.

### In case of tornadoes:

Have tornado shelters picked out ahead of time. Then let the local weather agency or police put on the tornado siren. If there is a need to evacuate, make sure people move quickly but safely.

If possible, do not evacuate to a school gym. If you look at tornado damage to schools, the gyms are always torn apart because the pressure created in that huge space tears the roof right off. The safest places are basements, inside rooms (never near windows) on the northeast corner of the building, under stairs and in bathrooms.

Depending on your local weather service, you should have a few minutes after a tornado has been spotted to evacuate. However, a tornado could develop on top of your head. Pay heed to tornado watches and keep an eye on the weather for any possible developments.

**The following guidelines regarding severe weather on the road are printed in the RAGBRAI Participants Guide for the riders.**

### In case of lightning:

Take immediate shelter at a farm house, if available.

If no shelter is available, find a clearing away from trees. Lightning strikes the tallest point and travels down the point, sometimes arcing to things - including people - nearby. Never stand near a tree. Once you find a clearing, squat on your toes. Have as little of your body touching the ground as possible.

Staying on your bike is an option for each person to decide upon. It's not the safest place to be, but sometimes it's the safest place at the time. No, the rubber tires won't protect you from lightning. But you're traveling and not high up, so chances are extremely slim of getting hit.

### In case of hail:

A bike helmet will protect your head from getting hit. If the hail stays on the ground and you're riding your bike, you could slip and fall. If there is no lightning (generally if there's hail that means a severe storm and that probably means lightning) get under a tree. **But ONLY if there is no lightning.**

### Worst case scenario - in case of tornado:

A tornado watch means that conditions are favorable for formation of a tornado. That doesn't mean there is one around.

A tornado warning means that rotation has been spotted in the clouds or a funnel has actually touched down. If there's rotation and there is a warning, take cover immediately.

A tornado will generally come from the southwest moving northeast. Most people are injured or killed by the flying debris. A tornado can force a blade of grass into a fence post, so obviously it can kill a person. Also, tornadic storms can produce more than one funnel; lots of lightning, rain and hail. Everyone should take immediate action and find shelter.

**The number one priority of RAGBRAI is the safety of pedestrians, cyclists and vehicle drivers.**

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### **PUBLIC SAFETY COMMITTEE TIMELINE & CHECKLIST**

This is a schedule that worked for a town last year. Set a timeline that is reasonable for your community.

#### **MARCH 2022**

- Determine how many volunteers you will need
- Meet with Law Enforcement Committee
- Budgets due to Budget/Fundraising Committee
- Meet with RIDE RIGHT Committee

#### **APRIL 2022**

- Meet with RIDE RIGHT and Law Enforcement Committees regarding routes
- Meet with Law Enforcement to discuss Crisis Management and Severe Weather Plans
- Complete written plan for placement of cones, barricades & signs
- Meet with Publicity's Signage sub-committee and RIDE RIGHT regarding signage plan for the town route
- Conduct safety survey of sites to be used during RAGBRAI
- Compile list of possible emergency shelters

#### **MAY 2022**

- Survey locations to determine if owners would allow them to be used as emergency shelters
- Develop plans to correct safety deficiencies
- Meet with Web site Committee
- Complete emergency shelter surveys to determine capacity, etc.
- Develop worker chart for intersections
- Meet with Law Enforcement and Transportation Committees regarding shuttles and parking

#### **JUNE 2022**

- Determine additional signage and electronic signage needed
- Determine and secure barricades needed
- Determine equipment needed
- Meet with RAGBRAI Staff, Submit Crisis Management and Severe Weather Plan to RAGBRAI
- Attend safety meeting for Law Enforcement consisting of Iowa State Patrol Safety Education Coordinator, county sheriff, and local police from overnight and pass-through towns
- Complete corrective actions of safety deficiencies
- Review crisis plans with all committees

#### **JULY 2022**

- Finalize and distribute traffic routing maps and emergency shelter location maps
- Work with Publicity's Map sub-committee to get maps of all traffic routes and emergency shelters
- Volunteer orientation and training meeting
- Community clean-up

#### **AFTER RAGBRAI**

- Send out thank you notes
- Complete surveys
- Final meeting with RAGBRAI Staff

**RAGBRAI® PUBLIC SAFETY BUDGET  
STORM LAKE, IOWA (JULY 24, 2015)**

**REVENUE**

<b>Public Safety Income</b>	<b>Budgeted</b>	<b>In-Kind</b>	<b>Actual</b>
Barrier Tape (In-Kind)	0.00	100.00	100.00
FD Administration (In-Kind)	0.00	3,375.00	3,375.00
FD Staff (In-Kind)	0.00	400.00	400.00
Emergency Lighting (In-Kind)	0.00	0.00	0.00
100 KW Generator (In-Kind)	0.00	0.00	0.00
Sponsorship	0.00	0.00	0.00
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<b>TOTAL REVENUE</b>	<b>\$0.00</b>	<b>\$3,875.00</b>	<b>\$3,875.00</b>

**EXPENSES**

<b>Public Safety Expenditures</b>	<b>Budgeted</b>	<b>In-Kind</b>	<b>Actual</b>
Printing of Signs	250.00	0.00	250.00
Barricades	1,000.00	0.00	2,042.22
Cones	1,000.00	0.00	0.00
Barrier Tape	100.00	0.00	100.00
FD Administration	3,375.00	0.00	3,375.00
FD Staff	400.00	0.00	400.00
Street Dept. Barricade Staff	1,200.00	0.00	647.81
Street Dept. Cleaning Staff	1,600.00	0.00	0.00
Emergency Lighting	0.00	0.00	0.00
100 KW Generator	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
<hr/>			
<b>TOTAL EXPENSES</b>	<b>\$8,925.00</b>	<b>\$0.00</b>	<b>\$6,815.03</b>

	<b>Budgeted</b>	<b>In-Kind</b>	<b>Actual</b>
Total Revenue	\$3,875.00	\$3,875.00	\$3,875.00
Total Expenses	\$8,925.00	\$0.00	\$6,815.03
<b>TOTAL PROFIT/LOSS</b>	<b>-\$5,050.00</b>	<b>\$3,875.00</b>	<b>-\$2,940.03</b>

Officers on bikes can maneuver through crowds of RAGBRAI



Keeping bike and vehicle traffic flowing and controlled is essential.



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## Severe Weather Plan (sample)

### TIPTON'S SEVERE WEATHER PLAN FOR RAGBRAI®

#### GENERAL

Should severe weather threaten or strike in the Cedar County area during RAGBRAI the following procedures should be used to protect the visitors of Cedar County and the Tipton community.

#### STORM WATCHES AND WARNINGS

Storm watches and warnings are and will be issued by the National Weather Service and will be transmitted over local commercial radio, and local television

A **watch** means that, conditions are favorable for the formation of severe weather in a designated area. Preparations should be made to protect yourself and persons around you.

A **warning** means that a severe thunderstorm, tornado, or severe weather has been spotted in the area. Immediate action must be taken to get to a safe location or shelter.

#### EARLY WARNINGS

In the event that dangerous storms are approaching the area, the following procedures will be utilized to better warn local residents and visitors. The decision to sound the sirens in the event of severe weather will be in accordance with the City of Tipton's Severe Weather procedures. The Fire Department Officers may sound the siren any time they deem necessary. For early warnings, the Emergency Management Coordinator, Police Chief, or Fire Chief may call for the sirens to be sounded.

#### TORNADO WARNING

1. The outdoor warning sirens will be sounded for a period of two minutes.
2. All persons must move to shelters immediately.
3. See shelter and shuttle bus list attachment.
4. Phone list attached.
5. All persons must remain in designated shelters until receiving official notification that it is safe to leave the shelters.
6. The RAGBRAI Communications Committee will assist affected persons in taking or making emergency calls.
7. A communications and status board will be placed on the campgrounds to post messages to the bikers.

#### ASSISTANCE

Assistance in emergency situations will be handled by the following:

1. Law Enforcement personnel with radios, sirens, and loud speakers.
2. Fire department personnel and vehicles with radios, sirens, and loud speakers.
3. Tipton's RAGBRAI communications committee personnel.

Storm spotters will be assigned from local fire departments around the area with assistance from local law enforcement and Emergency Management personnel. Safety and evacuation procedures should be posted at campsites and information centers.

Should evacuation by shuttle bus be needed, follow the directions posted at campsites or consult RAGBRAI officials.

Should an emergency occur the Public Safety Chairman or designee will be the official spokesperson.

#### CAMPSITE A" SHELTER ASSIGNMENTS

Campsite	Shelter
Park	High School
Fairgrounds	Initially go to Matthews building, or other structure Then to Middle School



**Crisis Management Plan (sample) (FD)**

**RAGBRAI CRISIS PLAN  
Storm Lake, Iowa 2015**

- I. A Crisis is defined as any incident that exceeds the expectations or projections of normal operations during an event such as Ragbrai.

A crisis may be defined but is not limited to the following:

Serious Accident  
Serious Criminal Incident Connected to the Event  
Haz-Mat or Related Event within the Venue  
Serious Water Incident near or attached to the Event  
Fatality  
Bomb or Domestic Terrorism Threat  
Civil Disobedience

- II. In the case of a Crisis Incident normal standards of command will be followed to determine jurisdiction.

Incidents which occur within the city limits of Storm Lake will be handled by the Storm Lake Public Safety Department (police & fire)

Incidents which occur outside the city limits will be handled by the Buena Vista County Sheriffs Department and/or appropriate fire department dependent on where the incident occurs.

Incidents which occur on the lake will be handled by the Buena Vista County Sheriffs Department, the Iowa DNR and Storm Lake Public Safety specifically the Fire Department when requested.

The Iowa State Patrol will have a number of troopers in the area and along the bike route to assist with law enforcement matters.

Medical Emergencies will be handled by the Buena Vista County Paramedics and the Buena Vista Regional Medical Center.

- III. Incident Command and Incident Management will be utilized in the supervision and control of the Ragbrai Event and any crisis that may be related to the event.

In the case of crisis, critical committee members may be asked to report to the Mobile Command Post for joint decision making. Their response in the time of crisis should be safe and swift.

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The Mobile Command Post for the Ragbrai Event will be located in Radio Park next to the State Radio Facility.

The Primary EMS / First Aid Station will be located in Radio Park near the Mobile Command Post.

A secondary EMS / First Aid Station will be located in Frank Starr Park

- IV. In cases or incidents that cannot be handled by on-scene supervisors and staff in the Storm Lake Venue the Public Safety Director may authorize the activation of the Emergency Operations Center.

The Storm Lake Public Safety Emergency Operations Center (EOC) is located at the Public Safety Building at 401 East Milwaukee Avenue. If the EOC is activated then key persons from the City of Storm Lake organization will be summoned to that location based on resource needs. In addition key personnel from the Ragbrai Committee may be asked to report to that location.

In the case that the Emergency Operations Center (EOC) is activated the meeting room at the Storm Lake Fire Station will automatically be designated as a Briefing Room for other Ragbrai committee and staff members and briefings will be announced and scheduled when and if needed.

- V. In the case of major crisis incident that may require resources from outside the Storm Lake/Buena Vista County area then the appropriate coordination will take place with the Buena Vista County Emergency Management Office, the State of Iowa Emergency Management / Homeland Security Office and the State of Iowa Emergency Operations Center.

### Critical Contact Numbers:

Emergency	911
Non-Emergency	749-2525
Storm Lake Public Safety	732-8010
Buena Vista County Sheriffs Department	749-2530
Iowa State Radio	732-1341
Ragbrai Mobile Command Post	299-5217