

Wood County Board of Developmental Disabilities

PROCEDURE

Procedure #:	02-ALL-ALL-0450 (SF)	Subject:	Power Failure for all Wood County Board of DD
Effective Date:	02-14-95	Last Revision:	05-26-23
Person Responsible:	Health & Safety Coordinator		
Approvals/Date:	<u>Bruce Bauer 5-30-23</u>		
	Superintendent, WCBDD	Date	Department Director
			Date

<p>The following definitions will apply: Secondary Source of Light – May be emergency lighting, flashlight, or generator which produces electricity for emergency lights.</p>
<p>1. If a power failure occurs the secondary source of light shall be obtained and activated. Each facility shall have a secondary source of light and staff shall be in-serviced in their location.</p> <ul style="list-style-type: none"> a. Generators – Service and Support Building and Wood Lane School b. Emergency Lighting – Service and Support Building, Community Supports Building, and Fairview c. Flashlights – Wood Lane School and all other facilities
<p>2. After accounting for all individuals served and staff the supervisor will contact Maintenance On-Call.</p>
<p>3. Maintenance On-Call will investigate and determine the problem.</p>
<p>4. If the problem cannot be solved and the source of the problem appears to be electrical, Maintenance On-Call will report the power outage to:</p> <ul style="list-style-type: none"> a. For the East Gypsy Lane Road Complex (SSB, WLS, CSB) – October 1st – March 1st call Hancock Wood – 419-257-3241; March 1st – September 30th call Bowling Green – 419-354-6260 (business hours) or 419-352-1131 (Evenings) b. For Bowling Green Homes/Facilities, and Fairview - 419-354-6260 (business hours) or 419-352-1131 (Evenings)
<p>5. WCBDD: If inclement weather and an evacuation is necessary, please refer to procedure 02-ALL-ALL-0703 (SF).</p>
<p>6. Drills will take place quarterly (March, June, September, and December) and documented on form 03-ALL-ALL-0429, including a written analysis for each drill. That form will be completed and forwarded to the Superintendent or Designee.</p>

Forms: 03-ALL-ALL-0429
 03-ALL-ALL-0902

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