CONRAD BLUCHER INSTITUTE FOR SURVEYING & SCIENCE PLAN

**Action Plan:**

- By June 1, update photographic/video record of CBI equipment.

**Hurricane/Tropical storm within 72 HOURS or 1250 miles of Corpus Christi**

- The Provost will contact the hurricane defense coordinator of the Blucher Institute. (Dr. Philippe Tissot) The hurricane coordinator will immediately notify the Assistant Director-Administration (Gina Concannon) immediately upon his notification by the Provost the potential hurricane/tropical storm threat in the Gulf of Mexico within 72 hours or 1250 miles of Corpus Christi of the Coast of Texas. Dr. Tissot will then contact both the secondary and the alternate.

**Hurricane within 48 hours or 1,000 miles of Corpus Christi**

- The President places the administrative/decision teams on Alert Status.
- Call designees should contact everyone on the phone list and advise them of the situation and whether help is needed.
- Back up all computers (Take backup disk with employees).

**Hurricane within 36 hours or 750 miles of Corpus Christi**

Blucher Institute Hurricane Defense Coordinator activates the Blucher Hurricane Defense Plan.

Once the Blucher Hurricane Defense Coordinator (Dr. Tissot) has activated the Blucher Hurricane Defense Plan, the following steps are to be followed immediately and without fail:

- James Rizzo will coordinate with the Emergency Manager, City of Corpus Christi to ensure that the TCOON system is operating at the Emergency Operations Center.
- Field ops personnel will fuel all boats and trucks and ready them for Hurricane storage in the compound or off-site. Boats are to be attached securely to a truck, blocks under axle; drain plugs in, and half filled with water. All loose articles in the boats are to be stored in shed or in conference room of Blucher.
- Satellite antennas and solar panels are to be removed from roof (NRC & Compound)
- Field ops personnel are to secure all loose articles behind the Blucher Institute in and around the sheds. All items are to be removed from the racks and the fence and stowed in a shed or the large conference room at Blucher.
- Remove all PC and computing equipment from offices on outer perimeter, which have windows. Place in designated internal storage areas. Cover with plastic sheeting to prevent water damage in case of a roof leak. Shut and lock all doors on the outer perimeter when complete.
- Designated data collection systems and personnel remove system to NWS/CCEMC/home/etc. and set up for data collection.
• All personnel are individually responsible for covering their own computer if they are in an inside area.

Designated Storage Areas

These areas are for the storage of computer equipment, computer peripherals, GPS equipment, Total Stations, Levels and any other valuable equipment.

<table>
<thead>
<tr>
<th>NRC 2nd and 3rd floors</th>
<th>Blucher and GISC Offices</th>
</tr>
</thead>
<tbody>
<tr>
<td>NRC 3410 (wet lab)</td>
<td>CBI 104 (Multi-Purpose Room)</td>
</tr>
<tr>
<td>NRC 3402 (Philippe’s office)</td>
<td>CBI 107 (Copy Room)</td>
</tr>
<tr>
<td>NRC 3400 (copy room)</td>
<td>CBI 112 (Student office)</td>
</tr>
<tr>
<td>NRC 3409 (office)</td>
<td>CBI 118 (Instrumental Lab)</td>
</tr>
<tr>
<td>CBI 122 (Washdown Lab)</td>
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</tbody>
</table>

• Personal belongings should be taken home and all loose papers and other items should be boxed and/or secured.
• Clean out all refrigerators.

Once All Above is Complete

• All equipment, devices, machines, etc. will be unplugged from every wall socket or power supply.
• If time allows, other items in outer perimeter offices can be covered or protected as much as possible with special attention given to books and school records.
• All office blinds will be closed; all doors will be closed and locked.
• All personnel will check in with the Hurricane Defense Coordinator of Blucher for further instructions. If there are other areas that require your assistance, you may be asked to help in order to complete the task.

NOTE:

When the mayor of Corpus Christi announces that all vehicles should leave any island areas this will be the signal for the University to evacuate all students. Regardless of how many hours in advance this may be – do NOT allow any student to stay here and work.

Hurricane within 24 hours of landfall or 500 mile range

• Physical plant will shut down the central plant.
• All vehicles should be fueled and parked behind Blucher or their designated location.
• Security will verify that all buildings are vacant secured. All personnel should evacuate the campus. **No on will be allowed to remain on campus.**
• James Rizzo will report to the Emergency Operations Center for the City of Corpus Christi to operate the TCOON system.

During the Storm
Personnel should, to the best of their ability, stay abreast to the progress of the storm via quickest method possible.

**After the Storm**

The President or a designee will contact the Assessment Team to meet on campus or at a designated site to evaluate damage and develop a plan to bring the campus back online.

The Blucher Damage Assessment team will assess the damage to the TCOON and other project platforms and develop a plan to bring the systems back online if funded by sponsors. Personnel will be called in as necessary to accomplish this task. The following is a list of the Assessment Team:

Philippe Tissot  
James Rizzo

- The Blucher Hurricane Coordinator or his designee will then contact the primaries listed on the phone tree. They will in turn call those on their list.
- If personnel do not hear from their primary within 8 hours of the storms passage, they should call their primary or call the Faculty/Staff Hotline at 361-825-9999 to find out conditions at the University and when clearance to return has been given.
- Do not try to return to campus before clearance is given.

**Upon Return to Campus**

- Report any damage to the Blucher Hurricane Coordinator or designee.
- Return to normal mode of business as quickly as possible.

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