

INCLEMENT WEATHER, DISASTER, AND HEALTH EMERGENCY POLICIES MANNING PUBLIC LIBRARY

PURPOSE: The safety of patrons and staff at the Manning Public Library is always a top priority. To ensure the safety of all, the following inclement weather, disaster, and health emergency regulations have been approved by the board of trustees.

INCLEMENT WEATHER: When making a decision to close the library due to inclement weather, road conditions, area closings, weather reports, travel advisories, and staff availability will be considered. The Library Director will make the decision on closings. In the event that the Library Director cannot be reached, the senior staff member will make the decision on closing and let the director know as soon as possible. Any closings will be made known to City Hall and to the public through the local radio station.

TORNADO: In case of a tornado watch, patrons of the library will be informed of the weather conditions. The library computers, copiers, and fax machines will be turned off if severe lightning is in the area. If a tornado warning is issued, the staff will encourage all patrons to leave and seek shelter in a more secure area. Once the building is cleared, the staff may lock up the library and leave to seek more secure shelter if possible. Children will be allowed to call for a ride if necessary. If there is no time to seek shelter elsewhere, the staff will direct patrons to the safest areas of the library and remain there until danger has passed.

DISASTER POLICIES

FIRE: If there is a fire within the library or in an adjoining building, 911 will be called immediately, patrons will be required to leave, and the building will be closed.

WIDESPREAD EMERGENCY: In the event of a widespread emergency, the Manning Emergency Response Plan will be followed. Patrons and staff will be directed to one of the designated emergency shelters.

HEALTH EMERGENCIES: If there is a medical emergency within the library, 911 will be called immediately. The library is equipped with an Automatic External Defibrillator (AED). In the event a person becomes unresponsive inside, outside, or near the library, the most senior library staff member will retrieve the AED after instructing someone else to call 911. If no one else is available to call 911, the staff member will call 911 prior to retrieving the AED. The most senior library staff member will maintain control of the AED and its use until someone with superior medical training or someone on the Emergency Medical Services (EMS) arrives. Since each case is unique, staff should use their own judgment to do what is prudent and reasonable. No medication, including Aspirin, should ever be dispensed to the public.

Iowa Good Samaritan Act: Iowa Code 613.17 provides that a person who in good faith renders emergency care as assistance, without compensation, shall not be responsible for civil damages for any acts of omissions during the provision of emergency care. This act provides protection to the rescuer, even an untrained rescuer, and includes the use of an AED.

Iowa Tort Claims Act, Iowa Code Chapter 669 states that an employee does not have the responsibility to respond to emergencies.

Adopted 5/13/2013
Updated 5/18/2016