

## **Appendix D**

### Glossary

## Glossary

**Approve:** Acceptable to the authority having jurisdiction. Also, Approved or Approval.

**As-Is:** Current or existing condition at time of survey.

**Access and Functional Needs Population(s):** Groups whose needs may not be fully addressed by traditional service providers. This includes groups that may feel they cannot comfortably or safely access and use the standard resources offered in disaster preparedness, response, and recovery. This includes, but is not limited to: those who have a physical and/or mental disability (blind, cognitive disorders, mobility limitations, deaf and/or hard of hearing, etc.); Limited or non-English speaking; medically or chemically dependent; geographically and/or culturally isolated; Frail elderly, and children. Source: FEMA.

**Accessibility:** A site, building, facility, or portion thereof that complies with the *Americans with Disabilities Act Accessibility Guidelines for Building and Facilities (Code of Federal Regulations 28 CFR Part 36)* and/or the *Florida Building Code—Building, Chapter 11* (reference: *Florida Building Code--Accessibility*). Also, Accessible.

**Assistance Animals:** Animals that work, provide assistance, or perform tasks for the benefit of a person with a disability, or provide emotional support that alleviates identified symptoms or effects of a person's disability. Although dogs are the most common type of assistance animal, other animals can also be assistance animals. Source: FEMA.

**Barrier Island (Coastal):** Geological features which lie above the line of mean high water and are completely surrounded by open marine waters that front upon the Gulf of Mexico, Atlantic Ocean, Florida Bay or Straits of Florida; reference Section 161.54(2), Florida Statutes.

**Board:** Unless otherwise specified, means a district school board, a college board of trustees, or a university board of trustees.

**Building Enclosure:** Exterior cladding, wall, window, louver and door assemblies, roof deck and skylight assemblies, and other components that enclose a building and serve as a barrier between exterior and interior environments. Also, Building Envelope.

**Certify:** Statement in writing by a duly licensed professional attesting to compliance with a standard. Also, Certification.

**Congregate Household Pet Shelter:** Private or public facility that provides refuge to rescued household pets and the household pets of shelterees in response to a declared major disaster or emergency. Source: FEMA.

**Glossary (continued)**

**Core Area (or Protected Area):** Portion(s) of a facility or building enclosed within one or more walls, partitions, ceilings or mezzanines, roofs, assemblies, screens, barriers or baffling that when surveyed and ranked as a complete enclosure can provide improved protection of occupants from identified hazard(s) when compared to the unprotected surrounding host or adjacent structure(s).

**Critical Support Systems:** Structures, systems and components required to ensure the health, safety and well-being of occupants. Critical support systems include, but not limited to, life-safety systems, potable and waste water systems, electrical power systems and heating, ventilation and air-conditioning (HVAC) systems. Source: ICC 500.

**Educational Facilities:** Means the buildings and equipment, structures, and special educational use areas that are built, installed, or established to serve primarily the educational purposes and secondarily the social and recreational purposes of the community and which may lawfully be used as authorized by Florida Statutes and approved by boards.

**Enhanced Hurricane Protection Area:** A new educational facility, or portion thereof, designed, constructed, inspected and maintained in accordance with the Public Shelter Design Criteria, section 453.25, *Florida Building Code—Building*.

**Essential Facility:** Buildings and other structures that are categorized as Risk Category IV in Table 1.5-1 of ASCE Standard 7-10, *Minimum Design Loads for Buildings and Other Structures*; buildings and other structures that are intended to remain operational in the event of an extreme environmental loading condition (e.g., flood waters and high wind).

**Evacuation Shelter:** A safe congregate care facility that provides services and is utilized for populations displaced by an emergency or disaster incident. An evacuation shelter may be located either inside (risk shelter) or outside (host shelter) of the disaster impact area and are typically operational for a period to not normally exceed 72 hours. Typically, these capacities are determined based on 20 square feet per person. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Risk Shelter:** Facilities designated as risk shelters may be located within the hazard risk zone (i.e., lie in the forecast path and associated error cone of an approaching hurricane or severe storm). Construction of these facilities meets established minimum safety requirements considered for least-risk decision making for the community.

**Host Shelter:** A facility that is safe and provides services, and is located outside of a hazard risk zone.

**Glossary (continued)**

**Evacuation Zone (Hurricane):** Area(s) designated by a jurisdiction's emergency management agency requiring evacuation from particular hurricane scenarios to protect populations vulnerable to storm surge inundation. Evacuation zones are developed taking into consideration all populated areas having a risk of storm surge inundation, and areas not subject to inundation but may be isolated as a result.

**Excluded Space:** Mechanical, electrical, plumbing and other utility rooms; telecommunication and information technology equipment rooms; storage rooms and closets; exterior/outside circulation and open corridors; restrooms, toilet rooms, and shower and drying areas; kitchen and food preparation rooms and serving areas; science rooms and labs; computer and information technology rooms and labs; mechanical shop areas; vocational and industrial technology shop areas and labs; library and media rooms and labs; administrative office and support areas; record vaults; and, attics and crawl spaces.

**Functional Needs Support Services:** Services that enable children and adults to maintain their usual level of independence in a general population shelter. FNSS includes reasonable modification of policies, practices and procedures, durable medical equipment, consumable medical supplies, personal assistance services and other goods and services as needed. Children and adults requiring FNSS may have physical, sensory, mental health, cognitive and/or intellectual disabilities affecting their ability to function independently without assistance. Reference Section 3.1, *Guidance on Integration of Functional Needs Support Services in General Population Shelters*, FEMA, 2010.

**General Population Shelter:** Location(s) that are, in whole or in part, to provide shelter and services to persons who have no other option for sheltering. These shelters provide basics such as food, water and basic first aid. Persons evacuating to a pet friendly shelter should bring their own supplies such as pet food, pet cages/carriers, blankets, toiletries/hygiene items, medications and clothing. To the extent possible, back-up generator power may be made available. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Gross Square Footage:** The enclosed interior floor area of a facility, measured from the outside surfaces of all enclosing walls that form the boundaries of the spaces.

**Guideline:** Criterion or procedure established to assist in determining a course of action, but not necessarily required or enforceable by law. A framework that can assist in decision making.

**Host Shelter:** See Evacuation Shelter

**Glossary (continued)**

**Household Pet:** A domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes. Source: FEMA.

**Included Space:** All rooms and areas not included in the definition of excluded space.

**Long Span (Roof):** See Open Span.

**Marginal:** Lower end of adequate, appropriate or suitable conditions; less than preferred.

**Mass-Care:** Emergency provision of life sustaining services to ensure the health, safety and well-being of a congregate population; as examples, shelter, food and water, sanitation, first aid, security.

**Mega-Shelter:** An arena, stadium, convention center or similar very high-occupancy facility that is used to shelter an exceptionally large population of shelterees from a major disaster. Mega-shelters are often designed, planned or designated to accommodate more than 5,000 shelterees in dormitory area(s) at the same time. A mega-shelter may be used at any time in the emergency cycle (evacuation, response and recovery) and may be located inside or outside of the disaster impact area. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Mitigation:** Actions taken to prevent or reduce the risk to life, property, social, economic activities, and natural resources from natural or technological hazards.

**Net Square Footage:** The enclosed interior floor area of a facility, measured from the inside surfaces of all enclosing walls that form the boundaries of the spaces.

**New Construction:** Means any construction of a building or unit of a building in which the entire work is new. An addition connected to an existing building which adds additional square footage to the space inventory is considered new construction. See section 453.5.8, *Florida Building Code--Building*.

**Occupancy:** The purpose for which a building or other structure, or part thereof, is used or intended to be used.

**Glossary (continued)**

**Occupant Support Areas:** Areas required to ensure the health, safety and well-being of occupants. Occupant support areas may include, but not limited to, shelter management, food preparation, water and food storage, electrical and mechanical rooms, toilet and other sanitation rooms, and first-aid stations. Source: ICC 500.

**On-site:** Means located either inside, immediately adjacent to, or on the same contiguous property grounds of a facility, building or place and under the control of the owner or lawful tenant.

**Open Span (Roof):** An area in a structure where the clear distance between load bearing or supporting elements (e.g., walls, beams, columns, etc.) in the shortest direction is 40 feet or more.

**Person(s) with Special Needs:** Someone who during periods of evacuation or emergency require sheltering assistance due to physical impairment, mental impairment, cognitive impairment, or sensory disabilities. See Rule 64-3.010(1), Florida Administrative Code.

**Pet-friendly Evacuation Shelter:** A pet-friendly evacuation shelter is a public emergency shelter that accommodates humans and household pets in nearby facilities or in different areas of the same facility. Source: Florida State Animal Response Team (or FLSART).

**Pet Friendly Shelter:** Location(s) that are, in whole or in part, to provide shelter and services to persons with companion animals (pets) who have no other option for sheltering. These shelters may allow caregivers to remain with pets. These shelters provide basics such as food, water and basic first aid. Persons evacuating to a pet friendly shelter should bring their own supplies such as pet food, pet cages/carriers, blankets, toiletries/hygiene items, medications and clothing. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Qualitative:** Assessment based upon empirical methods and observed qualities and characteristics.

**Recognize:** Acceptance or acknowledgement of validity based upon observations, acquired facts, documents and certifications available at the time of survey. Also, recognition.

**Glossary (continued)**

**Recovery Shelter:** A safe congregate care facility that provides services and is utilized for populations displaced by an emergency or disaster incident. Typically, these capacities are determined based on 40 square feet per person. May also be known in some documents as a Standard Shelter. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Short-Term Shelter:** A safe congregate care facility that provides services and is utilized for a period not to normally exceed two (2) weeks for populations displaced by an emergency or disaster incident.

**Long-Term Shelter:** A safe congregate care facility that provides services and is utilized for durations typically longer than two (2) weeks for populations displaced by an emergency or disaster incident.

**Reduction Factor:** Factors used to reduce the net floor area in order to accommodate presence of exterior and interior walls, furnishings, equipment, walkways, etc., resulting in the net usable floor area.

**Remodeling:** Means the changing of existing facilities by rearrangement of spaces and their use and includes, but is not limited to, the conversion of two classrooms to a science laboratory or the conversion of a closed plan arrangement to an open plan configuration.

**Renovation:** Means the rejuvenating or upgrading of existing facilities by installation or replacement of materials and equipment and includes, but is not limited to, interior or exterior reconditioning of facilities and spaces; air-conditioning, heating, or ventilating equipment; fire alarm systems; emergency lighting; electrical systems; and complete roofing or roof replacement, including replacement of membrane or structure.

**Retrofit:** Modifications performed upon an existing structure or infrastructure with the goal of significantly reducing or eliminating potential damage due to a specific hazard.

**Risk Shelter:** See Evacuation Shelter

**Safe:** Affording protection that at a minimum is consistent with the intent of American Red Cross publication *Hurricane Evacuation Shelter Selection Standards* (formerly ARC 4496). Also, Safer and Safest.

**Glossary (continued)**

**Saffir-Simpson Hurricane Scale:** The current prevalent system of classifying hurricane intensity in the Atlantic, Caribbean and East Pacific oceans. Hurricanes are categorized on a scale of 1 (minimum) to 5 (extreme) based on wind velocity and provides examples of types of damage and impacts in the United States associated with winds of the indicated intensity.

**Service Animal:** Any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items. The definition of Service Animal was changed on March 15, 2011 by the Dept. of Justice to limit Service Animals to dogs only with a subsection addressing Miniature Horses. Source: FEMA.

**Shelter:** A designated place, building or facility of relative safety that temporarily provides services with the goal of preserving life and reducing human suffering. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Shelter Envelope:** Vertical and horizontal materials and assemblies that enclose a shelter area and serve as protective barriers from hurricane wind and debris hazards. The shelter envelope includes roof coverings, roof assembly, roof top vent & equipment penetrations for assemblies, exterior walls, door and window assemblies, glazing, skylight assemblies, louvers and where applicable floor and interior wall assemblies that separate the shelter from unprotected areas of a host building.

**Shutters:** Permanent or temporary closures or shields and assemblies that serve as a structural barrier to resist wind induced loads that act on their surface(s), to include aerodynamic and wind-borne debris impact loads.

**Sea, Lake and Overland Surges from Hurricanes (SLOSH):** A computerized numerical model developed by the National Weather Service to estimate storm surge heights resulting from historical, hypothetical or predicted hurricanes by taking into account atmospheric pressure, size, forward speed and track data. These parameters are used to create a model of the wind field which drives the storm surge.

**Site:** The spatial location of existing or planned facility(s), ancillary structures and utilities, improvements and surrounding environment. A space of ground occupied or to be occupied by a facility or program

**Special Needs Client(s):** See Person(s) with Special Needs.

**Glossary (continued)**

**Special/Medical Needs Shelter (SpNS):** Location(s) that are, in whole or in part, designated under Chapter 252 and section 381.0303, Florida Statutes, to provide shelter and services to persons with special needs who have no other option for sheltering. These shelters are designated to have back-up generator power. Special needs shelter services are to minimize deterioration of pre-event levels of health. See Rule 64-3.010(10), Florida Administrative Code. Typically, these capacities are determined based on 60 square feet per person. Source: Florida Emergency Preparedness Association, Mass Care Work Group.

**Standard:** Reference, criterion or procedure that is accepted or acknowledged as being authoritative, and establishes a minimum quantitative or qualitative measure or attribute that can be required and enforceable by law.

**Storm Surge:** An abnormal rise in sea level accompanying a hurricane or other intense storm, and whose height is the difference between the observed level of the sea surface and the level that would have occurred in the absence of the storm. Storm surge is usually estimated by subtracting the normal or astronomical high tide from the observed storm tide.

**Survey:** A gathering and assessment of provided or available information to be used as necessary to carry out the purposes of sections 252.35(2)(p) and 252.385(2)(a), Florida Statutes. Information may include data, facts, figures, interviews, opinions, reports, studies, maps, photographs, construction drawings, specifications and observation samplings.

**Usable Square Feet (or Net Usable Square Feet):** Floor area of included spaces reduced to account for: structural building features, such as thickness or dimensions of partitions, walls and columns; fixed, mounted or movable objects, such as instruction, illustration or decorative features; cabinetry, casework and consoles; furniture, fixtures and equipment; or other features that under probable conditions cannot be removed or stored away to maximize available floor space during use as a hurricane evacuation shelter.