

City of Elizabeth City Warming Center Policy

Policy Title: Warming Center Operations Policy
Effective Date: January 6, 2025
Policy Owner: City of Elizabeth City Administration
Designated Location: Senior Center,
215 S. Water Street, Elizabeth City, NC 27909

Purpose

To provide a safe, warm environment for residents of Elizabeth City during extreme cold weather events, ensuring the health and safety of individuals who may be at risk of exposure to dangerously low temperatures.

Scope

This policy applies to the activation, operation, and deactivation of the City of Elizabeth City's Warming Center, located at the Senior Center. It outlines the procedures, services, and responsibilities to ensure the effective operation of the Warming Center.

Activation Criteria

The Warming Center will be activated under the following conditions:

1. Temperatures are forecasted to drop to 10°F or below, including wind chill.
2. A cold weather advisory, freeze warning, or extreme weather alert is issued by the National Weather Service.
3. Requests for assistance due to widespread heating system failures or power outages.

Hours of Operation

- Standard Hours: 8:00 AM to 8:00 PM during activation.
- Extended Hours: May be implemented during prolonged cold weather emergencies.

Services Provided

- A heated, safe space for individuals and families.
- Basic amenities such as chairs, blankets, and light refreshments.
- Restroom facilities.
- Referrals to additional resources for shelter, food, or medical assistance as needed.

Staffing and Supervision

1. City Personnel: Warming Center operations will be supervised by designated City staff from the Administration Division, Emergency Management Team, and the Elizabeth City Police Department.
2. Training: All staff and volunteers will receive training on safety.

