

Workbook



Pets & Disasters: Preparing an Action Plan



SART Training Media



Pets & Disasters: Preparing an Action Plan

Workbook

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<www.flsart.org>.

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About Florida SART

SART is a multiagency coordination group consisting of governmental and private entities dedicated to all-hazard disaster preparedness, planning, response, and recovery for the animal and agriculture sectors in the state of Florida.

SART operates at the local level through county SART organizations.

SART utilizes the skills and resources of many agencies, organizations and individuals with its multiagency coordination group structure.

SART supports the county, regional, and state emergency management efforts and incident management teams.

SART Mission

Empower Floridians through training and resource coordination to enhance all-hazard disaster planning and response for animals and agriculture.

SART Goals

- Promote the active engagement of each county coordinator who is responsible for animal and agricultural issues
 - Provide assistance in the development and writing of county ESF-17 plans
 - Promote the establishment of a county SART to work as a multiagency coordination group to support emergency management and incident management teams
 - Provide training for all SART and animal and agriculture personnel
 - Identify county resources available for an emergency or disaster
 - Work to comply with the National Incident Management System (NIMS) document
-

Subject: Conduct an organizational meeting for a community committee for pets in disasters and begin developing an action plan for the committee.

Mission: Engage participants in organizing the committee and making an ongoing commitment to moving forward with it.

Learning Objectives

At the end of this unit, participants will:

1. Get an overview of emergency management
2. Learn about essential roles in disasters
3. Identify who should be involved
4. Assign responsibilities for major roles
5. Identify key resources
6. Make a commitment to moving forward

Worksheet 1 • Preparing an Action Plan**Review of *Pets & Disasters:*
*Identifying Community Needs & Resources***

What caught your attention?

What is unclear?

What will be our biggest challenge?

What is our greatest strength?

Worksheet 2 • Preparing an Action Plan

Key Contacts

Participants in the previous workshop, *Pets & Disasters: Identifying Community Needs & Resources*, named a group of organizations and key contacts representing them. Use this worksheet to review the organizations and contacts that have been identified and then add ones that are missing.

Try to have a least three names in each type of organization. You may want to use a separate sheet of paper for each type of organization.

| Organizations | | Key contacts |
|--|----------|--------------|
| Emergency management and other organizations involved in disasters | Involved | |
| | Needed | |
| Shelters and other animal agencies | Involved | |
| | Needed | |
| Animal community | Involved | |
| | Needed | |
| Key communicators | Involved | |
| | Needed | |
| Other community groups | Involved | |
| | Needed | |

Background for Worksheet 2 • Preparing an Action Plan

Possible Community Partners

Examples of groups to involve as partners in developing or enhancing a community plan for animals in disasters.

| | |
|--|--|
| Emergency management and other organizations involved in disasters | <ul style="list-style-type: none"> Emergency management Community Emergency Response Teams (CERT's) Fire/rescue Law enforcement Health department Other local government agencies Red Cross VOAD Search and rescue community |
| Shelters and other animal agencies | <ul style="list-style-type: none"> Animal Services/Control Humane Society Wildlife agencies |
| Animal community | <ul style="list-style-type: none"> DART Breeding clubs Other interest groups for various animals Wildlife rehabilitators Cooperative Extension Veterinarians Pet stores Dog and cat breeders Boarding stables Boarding kennels Pet groomers Veterinary schools Veterinary medical association Registered veterinarian health technician associations 4-H and other youth groups |
| Key communicators | <ul style="list-style-type: none"> Media Schools Access television stations List-serves Web services Ham radio operators Nonprofit organizations |
| Other community groups | <ul style="list-style-type: none"> Major businesses Nonprofit organizations Civic groups |

Worksheet 3 • Preparing an Action Plan

Committee Assignments

This worksheet is a tool for tracking procedures for a community disaster plan for animals. See unit *Sheltering Options in Mass Evacuations* for additional help with sheltering options. Your community may choose to organize along somewhat different lines. This is just a guide.

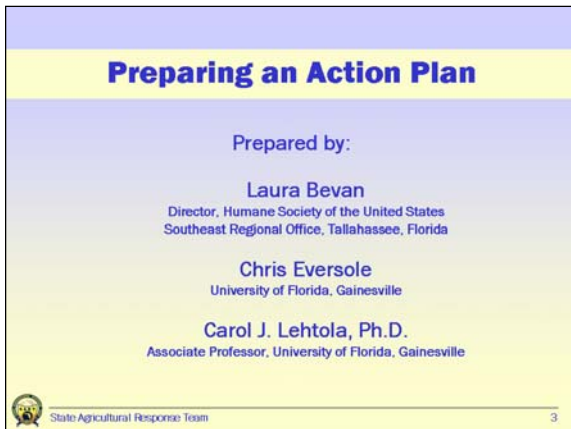
| Type of Assignment | What's in place | What needs attention | Who's responsible |
|--|-----------------|----------------------|-------------------|
| <p>Coordination/leadership</p> <ul style="list-style-type: none"> • Committee leadership • Coordination with emergency management • Procedures/forms needed | | | |
| <p>Administration</p> <ul style="list-style-type: none"> • Record-keeping • Financial management • Internal communications • Donation management • Procedures/forms needed | | | |
| <p>Staffing</p> <ul style="list-style-type: none"> • Trained staff • Untrained staff • Veterinarians/vet techs • Procedures/forms needed | | | |
| <p>Public information</p> <ul style="list-style-type: none"> • Community outreach during preparation • Public information during response • Press releases • Coordination with rumor control • Preparation for recovery • Procedures/forms needed | | | |

| Worksheet 3, continued | | | |
|--|-----------------|----------------------|-------------------|
| Type of Assignment | What's in place | What needs attention | Who's responsible |
| Sheltering <ul style="list-style-type: none"> • Establishing & managing shelters • Foster care • Procedures/forms needed | | | |
| Logistics <ul style="list-style-type: none"> • Pet food • Staff food • Equipment • Sites • Sanitation | | | |
| Abandoned animals <ul style="list-style-type: none"> • Lost & found • Dealing with strays • Procedures/forms needed | | | |
| Other assignments | | | |

Slides 1-3







Slides 4-6

Workshop Objectives

- Review community needs & resources for pets in disasters
- Get overview of emergency management
- Learn about essential roles in disasters
- Identify who should be involved
- Assign responsibilities for major roles
- Identify key resources
- Make commitment to moving forward

 State Agricultural Response Team 4


Existing plans can be improved

Work today on specific action to strengthen your plan

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Worksheet 1 - Reflections on Identifying a Community's Needs & Resources


- What caught your attention?
- What is unclear?
- What will be our biggest challenge?
- What is our greatest strength?

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Slides 7-9

Overview of Emergency Management

- Emergency Operations Center coordinates disaster planning & response
- Prior to disaster, collects information on hazards and resources
- Has network of partnerships
- Pet planning should fit into community's overall operations plan

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Incident Command System

- Mechanism for communications & coordination
- Foundation in group that responded to California wildfires in early 1970s
- Now used nationwide for all hazards

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Stages of Disaster Management


- Mitigation
- Preparation
- Response
- Recovery

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Slides 10-12

Our Focus

Preparation & Response




State Agricultural Response Team

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Preparation

- Planning
- Preparing for specific emergencies
 - Fire
 - Flooding
 - Haz-mat incidents
 - Bioterrorism




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Examples of Preparation

- Purchase equipment such as generators for community use
- Make agreements to use equipment & supplies
- Train volunteers



State Agricultural Response Team

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Slides 13-15

Response


Taking action when disaster is imminent or is occurring



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Examples of Response

- Activating animal rescue teams
- Opening emergency shelters that accept animals
- Distributing supplies and equipment

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Who to Involve

- Emergency management & other agencies involved in disasters
- Shelters & other animal agencies
- Animal community
- Key communicators
- Other community groups

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Slides 16-18

Organizations Involved in Disasters

- Emergency Management
- Health Department
- Other local government agencies
- Red Cross



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Organizations Involved in Disasters

- First Responders
 - Police, fire/rescue, emergency medical services (EMS)
- Interest
 - Frequently part of families with pets
 - Usually glad to help people with their pets



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Organizations Involved in Disasters

- Role of first responders
 - Normally first on scene, managing emergency
 - Responsible for security & access to evacuated & hazardous areas
- Involving first responders
 - Communicate needs & capabilities of animal community
 - Train them in animal handling & rescue



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Slides 19-21

Organizations Involved in Disasters

- Community Emergency Response Team (CERT)
- Volunteer Organizations Active in Disasters (VOAD)

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Shelters & Other Animal Agencies

- Animal services department or shelters
- Humane Society
- Play pivotal role in responding to a disaster
- However, need to work closely with other agencies and organizations

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Animal Community

- Motivated to help themselves
- Communicate with others
- Serve as volunteers

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Slides 22-24

Animal Community

- Veterinarians
 - Treating injured animals
 - Monitoring health of sheltered animals
- Involve specialists in large animals and exotics



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Key Communicators

- Media
- Schools
- Access television stations
- List-serves
- Web services
- Ham radio operators

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Other Organizations

- Private sector
 - Pet stores, groomers, large businesses
 - Donations
 - Distribute public education material
- Nonprofit organizations & civic groups
 - Spread the word
 - Provide volunteers

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Spreading the Umbrella

- Be inclusive, not exclusive
- Involvement in members' self-interest
- Educate own groups & public

 State Agricultural Response Team 25

Worksheet 2 - Key Contacts

| | Organizations | Key Contacts |
|----------|---------------|--------------|
| Involved | | |
| Needed | | |

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Lead Agency


- Serves as primary point of contact with emergency management officials & Incident Command Center
- Coordinates response & recovery efforts for pets
- Collects & distributes information

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Lead Agency

- What are our options?
- What should be the basis of the decision?
- Can we resolve it now or do we need to continue to work on it?
- What would be the alternate lead agency?

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Responsibilities

Coordination/leadership


- Committee leadership
- Coordination with emergency management
- Visible in community


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Responsibilities

Administration 1

- Record-keeping
- Financial management



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Responsibilities



Administration 2


- Internal communications
- Donation management


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Responsibilities

Staffing

- Trained staff
- Untrained staff
- Veterinarians & vet techs




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Responsibilities

Public information

- Community outreach during preparation
- Public information during response
- Press releases
- Coordination with rumor control
- Preparation during recovery

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Responsibilities

- Sheltering
 - Establishing & managing shelters
 - Foster care
- See *Sheltering Options in Mass Evacuations* unit



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Responsibilities

Logistics

- Pet food
- Staff food
- Equipment
- Sites
- Sanitation



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Responsibilities



Abandoned animals

- Lost & found
- Dealing with strays




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Worksheet 3 - Committee Assignments

- What's in place?
- What needs attention?
- Who's responsible?

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Wrap-Up

- What key decisions have we made?
- How have we enhanced relationships among committee members?
- When will we meet again
 - As a full committee
 - As subcommittees
- Will we take responsibility?

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Resources

- SART Web site
 - www.flsart.org
- Animal-related resources
- Emergency management resources
- Ag safety resources
- FEMA training

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Resources

This publication and other materials for SART training programs are available on the World Wide Web at the Florida SART Web site, <www.flkart.org>.

Training units include:

- Make It Happen! Toolkit for Planning a Community-Based SART Training Event
- Introducing SART
- Introducing Florida Aquaculture
- Aquaculture: Emerging and Endemic Diseases
- Aquaculture: Quarantine Issues
- Aquaculture: Emergency Management of Aquaculture Facilities

Note: As new materials become available, they will be posted on the Web site <www.flkart.org>.

The following are sources of additional information about the subjects and agencies mentioned in this module.

Florida Department of Community Affairs, Division of Emergency Management Emergency Response Team

<http://www.floridadisaster.org>

Resources directly related to animals and disasters include:

American Red Cross

<<http://www.redcross.org/services/>>

Topics include *Pets and Disaster—Be Prepared*, *First Aid for Pets* and *Barnyard Animal Rescue Plan*

Animal Management in Disasters, Sebastian E. Heath, Mosby, 11830 Westline Industrial Drive, St. Louis, MO 64164. Available through many Internet booksellers.

Missing Pet Network

<<http://www.missingpet.net>>

Triumph Over Tragedy, Disaster Handbook Video Series: Helping Four-Legged Friends Survive the Storm (18 minutes).

The video is available to view in its entirety at the National Ag Safety Database Web site, <<http://www.cdc.gov/nasd/>>.

The entire video series is available at the **IFAS Disaster Handbook** Web site, <<http://disaster.ifas.ufl.edu>>. Go to the *Other Disaster Products* link. The series also is available at IFAS Publications, PO Box 110011, Gainesville, FL 32611, (800) 226-1764.

Humane Society of the United States Disaster Center
<<http://www.hsus.org/ace/18730>>

Links include *Disaster Preparedness Brochures*, *Disaster Preparedness for Pets*, *Disaster Preparedness for Horses and HSUS Disaster Planning Manual for Animals*.

Laura Bevan, director, The Humane Society of the United States Southeast Regional Office, Tallahassee, FL ZIP, (850) 386-3435, lbevan@hsus.org

The National Ag Safety Database has articles on handling horses and livestock safely. Go to “animals” under topics at <<http://www.cdc.gov/nasd/>>.

Hawkins Guide on Equine Emergencies and Horse Trailering on the Road

Blue Green Publishing Co., PO Box 1255, Southern Pines, NC 28388

Equine Trailer Rescue video, Horse Park of New Jersey, PO Box 548, Allentown, N.J. 08501

The following are sources of information on emergency management in general.

Federal Emergency Management Agency

<<http://www.fema.gov>>

IFAS Disaster Handbook, prepared by the University of Florida’s Institute of Food and Agricultural Sciences.

<<http://disaster.ifas.ufl.edu>>

Other parts of ***Triumph Over Tragedy, Disaster Handbook Video Series*** are:

- Surviving the Storm—Coordination, Communication and Cooperation (30 minutes)
-

- A Community Response to Managing Post-Disaster Stress (45 minutes)
See information on availability above.

Extension Disaster Education Network (EDEN)

<<http://www.eden.lsu.edu/>>

Occupational Safety & Health Administration's (OSHA) Emergency Preparedness and Response Page

<<http://www.osha.gov/SLTC/emergencypreparedness/index.html>>

Other resources related to agricultural safety are listed below.

National Agricultural Safety Database (NASD)

<<http://www.cdc.gov/nasd>>

Florida AgSafe network

<<http://www.flagsafe.ufl.edu/>>

Online training courses from FEMA's Emergency Management Institute (EMI) are available at no cost at <http://training.fema.gov>. CEU certificates are available.

Especially useful may be:

- *Animals in Disaster: Module A, Awareness And Preparedness, IS 10*. Accessed this course at <<http://training.fema.gov/EMIWeb/IS/is10.asp>>.
- *Animals in Disaster: Module B, Community Planning, IS 11*. Access this course at <<http://training.fema.gov/EMIWeb/IS/is11.asp>>.

Other related EMI courses are:

- *Introduction to CERT (Community Emergency Response Teams), IS-317*. It provides background information on the concept of community members being able to work together during a disaster. Access this course at: <<http://training.fema.gov/EMIWeb/IS/is317.asp>>.
 - *Basic Incident Command System, IS-195*. Access this course at: <<http://training.fema.gov/EMIWeb/IS/is195.asp>>.
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- *Livestock in Disasters*, IS-111. Access this course at:
<<http://training.fema.gov/EMIWeb/IS/is111.asp>>.

Other courses that might be useful with this module include:

- *Emergency Preparedness* (IS-2)
- *State Disaster Management* (IS-208)
- *The EOC's Role in Community Preparedness, Response and Recovery Activities* (IS-275)
- *Role of Voluntary Agencies in Emergency Management* (IS-288)
- *Disaster Basics* (IS-292)

A listing of all the IS courses offered by FEMA can be found at:
<<http://training.fema.gov/EMIWEB/IS/crslist.asp>>.
