



PREPARING FOR EMERGENCIES: HOW TO CREATE AN AGENCY PLAN & HELP YOUR CLIENTS DURING A DISASTER

INTRODUCTION AND OPENING QUESTIONS:

Have you ever been involved with or affected by a disaster?

What was the impact?

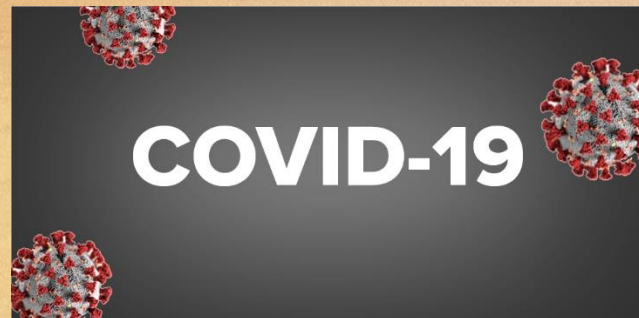
Has your agency been impacted by any disaster?

How did this affect your services or clients?

MA DISASTERS



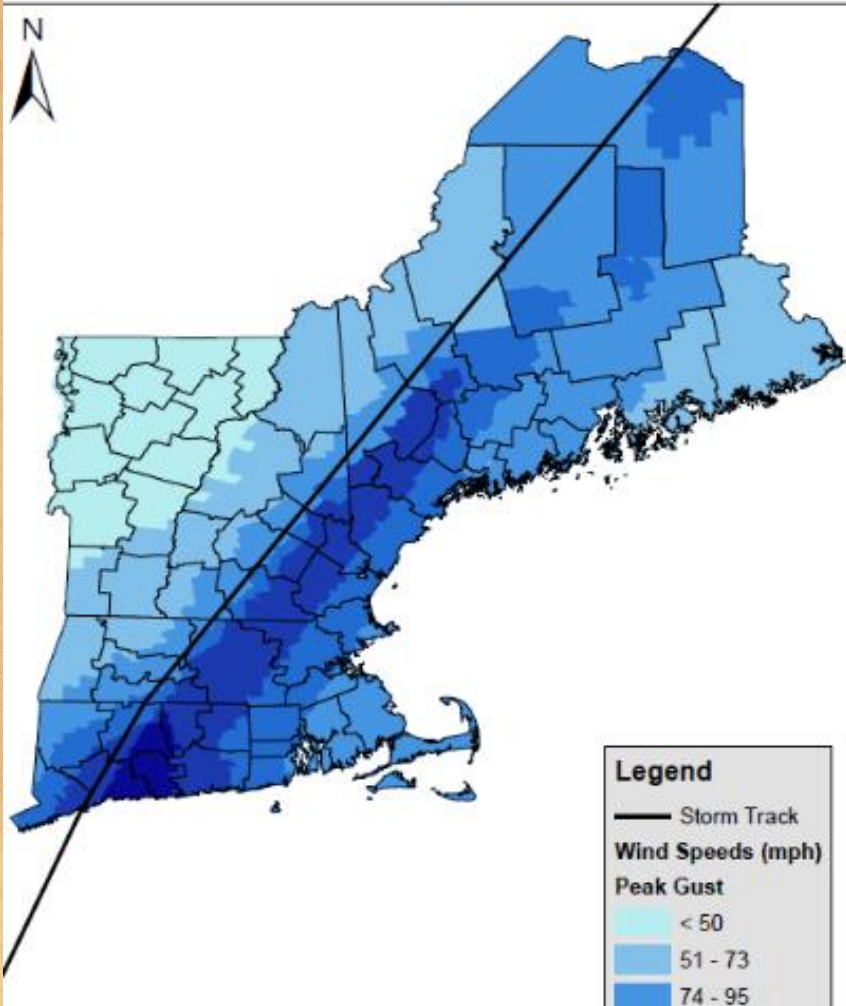
- ▶ Worcester tornado 1953
- ▶ Blizzard of '78
- ▶ Boston Marathon Bombing and Watertown Manhunt
- ▶ Springfield MA Tornado



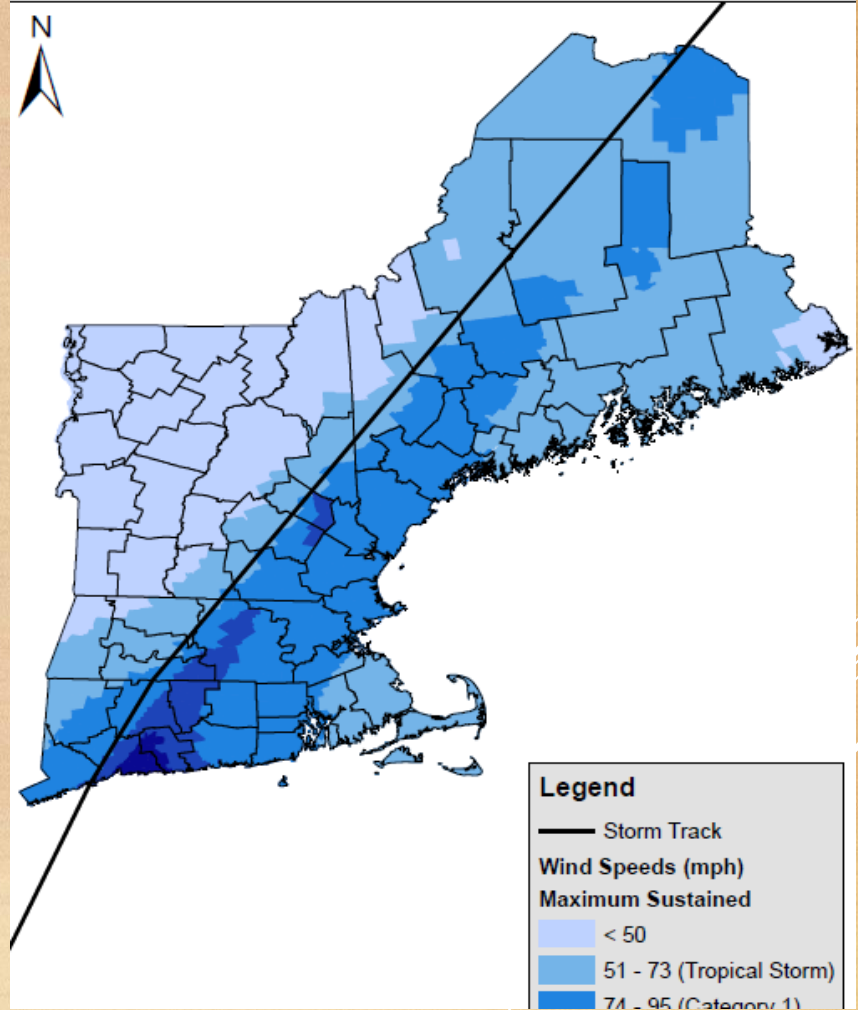
TRAINING OBJECTIVES

- ▶ Consider pre-impact planning for your agency
 - ▶ Review and complete your agencies disaster plan
 - ▶ Consider opportunities for your agency to support regional disaster response
 - ▶ Discuss disaster home preparedness
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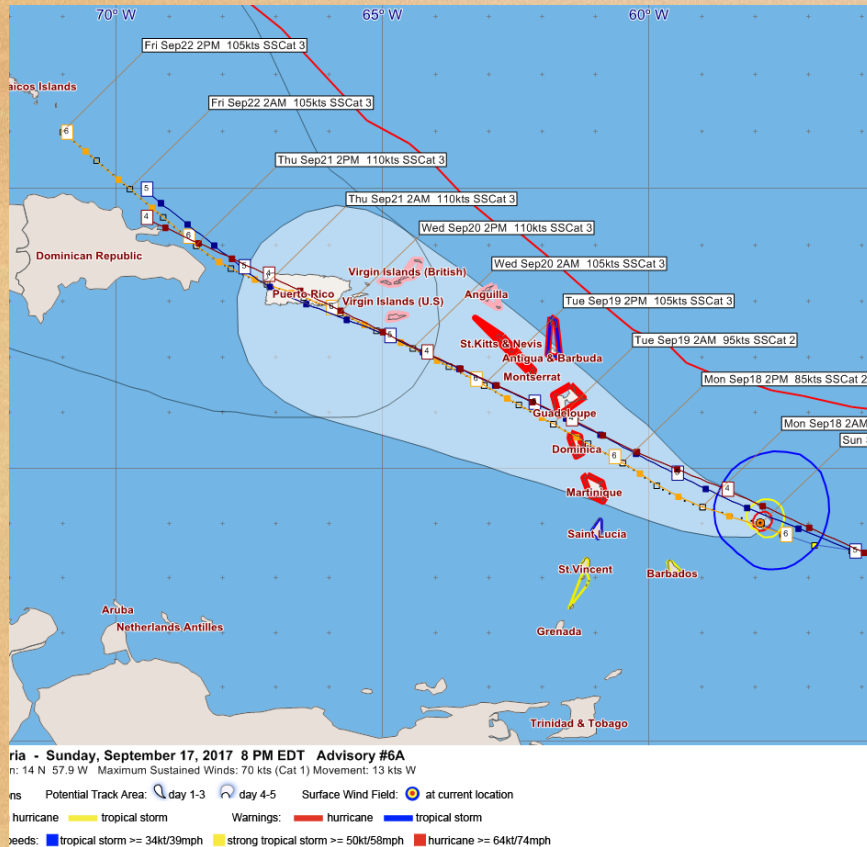
Peak Gust Wind Speeds
Category 3 Hurricane Scenario
FEMA Region 1



Maximum Sustained Wind Speeds
Category 3 Hurricane Scenario
FEMA Region 1



FIRST CONSIDERATION: PRE-LANDFALL PLANNING



- ▶ Do you have a written plan for what actions need to be taken?
- ▶ How does your agency respond or begin to prepare?

AGENCY BASIC DISASTER PLAN (PAGE 2)

- ▶ **Review Introduction**
- ▶ **Your agencies disaster team:**
- ▶ **Alternate location when needed:**
- ▶ **When to activate:**
(if communication is not possible)

AGENCY BASIC DISASTER PLAN (PAGE 3)

- ▶ **1) Assess safety of your staff and volunteers:**
 - Best ways to do this?**
 - Challenges?**
 - Have a 'Communication Tree'**

- ▶ **2) Assess safety of site:**
 - How to do this?**
 - Food safety?**
 - Utilities?**
 - Access to location?**

AGENCY BASIC DISASTER PLAN (PAGE 4)



- ▶ **Essential Services could be:**
 - Vital services to the community
 - Safe operations
 - Safety of staff and volunteers
 - Others?
- ▶ **Your location's capacity could be:**
Normal---Minimal—Increased
- ▶ **Develop the list of essential services for your agency**
- ▶ **Once completed, prioritize them if your capacity would be limited**

AGENCY BASIC DISASTER PLAN (PAGE 5)

▶ **Get a Message Out to the Public**

Can you open? If so, what hours?

If we can't open, can you send resources/staff/volunteers elsewhere?
Where?

Will you need donations? If so, what? Can you process those donations?

Do we need volunteers?

▶ How will you get your message out to the public?

Ex. Panama City, FL after Hurricane Michael, all relevant information was all compiled on one website and phone number.

▶ **Make a list of contacts that you might use to help you get your message out to the public.**

AGENCY BASIC DISASTER PLAN (PAGE 6)

- ▶ **Community Contacts:**
- ▶ **Notify staff and volunteers regarding operations/plan/needs**
- ▶ **Notify The Food Bank of WMA**
- ▶ **Emergency Management Director for your town**
(Do you have this contact information?)
- ▶ **Notify local and state contacts**
- ▶ **Complete utility contact list**
 - **Both phone numbers and web links**
- ▶ **Complete the full list of contacts you would use to share information**

AGENCY BASIC DISASTER PLAN (PAGE 7)

- ▶ **Helping your clients prepare for a disaster. The key basic questions to ask:**
- ▶ **How will I receive emergency alerts and warnings?**
- ▶ **What is my shelter plan? (in your house, in your community, or beyond)**
- ▶ **What is my evacuation route and emergency meeting locations?**
- ▶ **What is my family/household communication plan? (paper and electronic)
(also include important documents and information safely stored)**

Massachusetts Alerts App

Sign up for “Reverse 911” services from your city/town and your child’s school.

Recommended to regularly share this information with clients

- ▶ MEMA Activation and Disaster Feeding Task Force
- ▶ Chelsea 'Hot Spot'
- ▶ Food Bank and Supply Chain Issues
- ▶ Governor Emergency Feeding Task Force
- ▶ Emergency Management Component

COVID EMERGENCY FEEDING REPORT



PERSONAL AND HOME PREPAREDNESS



- ▶ Being prepared means having your own supplies to last for at least 72 hours:
- ▶ What essential supplies would be needed for your home for 72 hours?
- ▶ Also think about:
 - ▶ What if there is a pet?
 - ▶ Small children?
 - ▶ Seniors?
 - ▶ **www.ready.gov**

SUPPORTING REGIONAL DISASTER RESPONSES: CAN YOUR AGENCY HELP?

- ▶ **Merrimack Gas Explosions**
- ▶ Emergency Feeding
- ▶ Community Support
- ▶ Mobile Outreach
- ▶ What is your capacity to help?
- ▶ Coordination plan with other agencies (COAD)





- 1) Exercising and Maintaining the Plan
- 2) Complete the written disaster plan for your agency
- 3) Any Questions?

FINAL SUMMARY