

Preparing for a Disaster

Step 1: Beginning of storm season

- A. Educate the congregation how they individually should prepare
 - Non-perishable food, water, flashlights, hand cleaner, paper towels, TP
- B. Recruit volunteers
 - Leadership team of at least 3 people
 - Sign-up work team volunteers (leaders and workers)
 - Sign-up Phone/office team to contact congregation; assist with intake calls
 - Housing – families who can temporarily provide a room in their home
- C. Resources needed and stored (tools, tarps, generators, nail gun, ladders, chain saws, etc.)

Step 2: Before an announced storm

- A. Contact volunteers to be prepared to respond.
 - Secure church campus
 - Purchase water, food and fuel
- B. Notify church members
 - To have go bag ready, emergency supplies in hand, gas tank full
 - Should have a network in place to have someone check on them
 - Must evacuate if in a mandatory evacuation zone

Step 3: After the storm arrives

- A. Activate war room team (leadership, staff, key volunteers)
- B. Initiate calling of members to verify their status
 - Provide housing referrals to those in need
 - Notify war room of specific need requests
- C. Set up phone system, on-line needs requests, volunteer/group sign up
- D. Team work crews
 - Team supervisor to visit job sites and evaluate needs and skill level required
 - Provide manpower, tools and materials as deemed necessary
 - a. All workers must have proper PPE
 - Food team should provide lunch/drinks for work team
 - Have homeowners and volunteers sign liability release
 - Supervisor to inspect job site at completion of days' work
- E. Group coordinator
 - Contact volunteer groups to establish size of group, skill level, number of days they will be available, tools and supplies they will bring with them.
 - Coordinate housing, beds and meals for group. (Notify food team)
 - Establish building access, and rules governing their stay.
- F. Permitting
 - Assist homeowner in obtaining permits from building department
- G. Insurance/FEMA
 - Assist homeowners in filing necessary forms and photos
- H. Counseling
 - Refer individuals in need of counseling to the pastor, or other mental health professionals.