

### III. Section 3: EMERGENCY PREPAREDNESS

	Page #
<b>A. OVERVIEW</b>	301
<b>B. RESOURCES</b>	
NCA-NW Recommended Resources	303
Guidelines for Staying Put	308
Disaster Initial Report NCR	309
First Pages of Church Disaster Action Plan	310
<b>C. AFFILIATE REPORTS</b>	
Emergency Preparedness at Living Hope Normandy Park	313
Northwest District Meeting	201

## A. OVERVIEW OF AREA OF FOCUS EMERGENCY PREPAREDNESS

MAKE A PLAN \* BUILD A KIT \* HELP EACH OTHER

“The top three things that can save lives in a catastrophe are 1) make a plan, an emergency plan with meeting places and an out of area contact, 2) build a kit, prepare a supply kit for your family and pets that includes what you need to survive for at least 7 to 10 days. 3) help each other – by being prepared yourself.” [From [makeitthrough.org](http://makeitthrough.org)]

DISASTER RESPONSE IS BASED ON EMERGENCY PREPAREDNESS. As we have worked at both local and district levels, this is what we have realized. If we don't prepare our family and our church, we won't be ready to respond at a community level. If all the WaPac churches were prepared to be bases for responding to crisis, we would have quite an opportunity to make a difference in people's lives at times of emergency crises.

To gear up for WaPac preparedness, the leaders of this area of focus of NCA-NW, Jon Scott, Tim Wheatley, Debra Voelker and Jerry Kester, have met with several different agencies: Seattle City government, the local chief of police, a Federal Air Marshal, CEO of American Preparedness, Northwest District leaders, George Sisler of Nazarene Disaster Response, as well as experience around the Oso landslide with VOAD (Volunteer Organizations Active in Disaster).

This following plan is the product of this on-the-ground research:

### **WAPAC PLAN FOR EMERGENCY PREPAREDNESS and DISASTER RESPONSE**

**Our Niche: To provide care stations for first responders offering comfort, conversation and communication**

**NCA-NW** will encourage churches to become ready to act in emergencies by

- Meeting with the local police and fire departments to plan the role of the church so that the civic leaders will know the pastors by name
- Leading the church families to their own individual preparedness in their homes and vehicles
- Make available training opportunities for some through FEMA, CERT, Red Cross, the Y, etc.

**The District** will establish and build a **WaPac Disaster Fund**, gathered before ready disasters happen, administered by **WaPac NMI**

**WaPac NMI** will

- Set up a district disaster committee that will be structured in parallel with Incident Command System, recognized by aid agencies, that will include the NCA-NW leader of Emergency Preparedness
- Add the district “incident commander to the council
- Organize and deploy teams for Work & Witness Projects in places in need on the district
- Continue to organize the storage of a portion of the Crisis Care Kits in select churches on the district as communicated at WaPac District Assembly:

As part of the planning for the newly established Nazarene Compassionate Alliance Northwest, the WaPac NMI recognize the value of Crisis Care Kits (CCK’s). These are a simple but effective way of ministering to those in crisis locally as well as farther away. Four churches in our district (Mt. Vernon, Kent Hillside, Centralia and Ridgefield have agreed to store 42 crisis care kits each to be used on our district during times of emergencies. The NMI from each storing church will keep an inventory of the number of CCK’s they have and of the kits utilized. If someone in your community is facing a crisis, contact the storing church nearest you to pick up the CCK’s that you need.

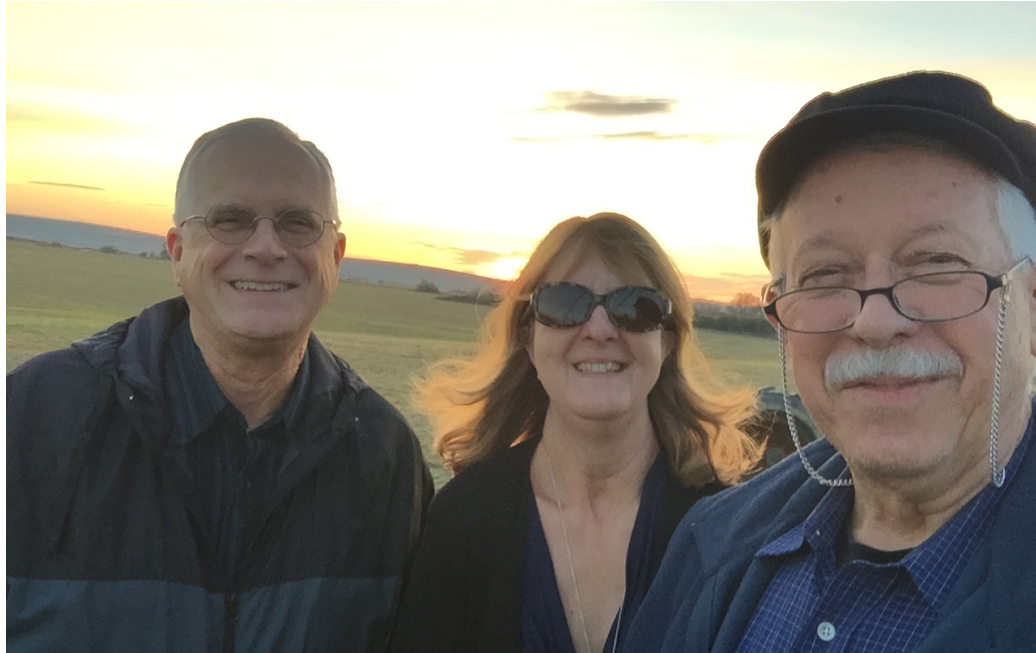
Our churches will continue to prepare CCK’s and bring them to Assembly or to the W&W conference in Portland in September.

**MAKE A PLAN \* BUILD A KIT \* HELP EACH OTHER**

On a national and international level Nazarene Disaster Response falls under the Nazarene Compassionate Ministries of the Church of the Nazarene. At these levels, the Church of the Nazarene is a leader in compassionate ministries and disaster response. Many of the best resources NCA\_NW recommends to affiliates are those from the website of Nazarene Disaster Response.

**How many of our churches will be recognized as a “Disaster Ready Church”, as defined by and registered with Nazarene Disaster Response. within the next year? NCA-NW hopes to help equip MANY of them!**

**MAKE A PLAN \* BUILD A KIT \* HELP EACH OTHER**



Tim Wheatley, Debra Voelker, Jon Scott: NCA-NW Emergency Preparedness

## B. RESOURCES

On a national and international level Nazarene Disaster Response falls under the Nazarene Compassionate Ministries of the Church of the Nazarene. At these levels, the Church of the Nazarene is a leader in compassionate ministries and disaster response. Many of the best resources NCA\_NW recommends to affiliates are those from the website of Nazarene Disaster Response.

Below find ways to connect via internet to many resources, both within our church and in the wider community.

[Nazarene Disaster Response | USA / Canada Region](http://www.usacanadaregion.org/compassion-disaster-response)  
[www.usacanadaregion.org/compassion-disaster-response](http://www.usacanadaregion.org/compassion-disaster-response)

**NAZARENE DISASTER RESPONSE (NDR)** is Nazarenes mobilizing for disaster through Readiness, Response, and Recovery. It is a ministry of the Church of the...

[What is NDR? - What does NDR do? - Where has NDR helped in the past?](#)  
[Disaster Preparation for Your Church](#)  
[NDR Resources](#)

Nazarene Disaster Response (NDR) is the grassroots response of Nazarenes to their communities when natural and human-made disasters strike. Local Nazarenes are in a unique position to understand, serve, and remain with disaster victims in their neighborhoods. In large-scale events the denomination can come alongside local

efforts with the support of volunteers and donors from across the country.

At a national level, **FEMA** has many different courses offered to help our volunteers prepare. As a starting point, the basic course is CERT training. CERT stands for Community Emergency Response Training. They also offer a course for training Chaplains. You can access a world of training through FEMA's Emergency Management Institute.

**EMERGENCY MANAGEMENT INSTITUTE (EMI)** Through its courses and integrated programs, EMI serves as the national focal point for the development and delivery of emergency management training to enhance the capabilities of State, local, and Tribal government officials; volunteer organizations; FEMA's disaster workforce; other Federal agencies; and the public and private sectors to minimize the impact of disasters and emergencies on the American public. EMI curricula are structured to meet the needs of this diverse audience with an emphasis on separate organizations working together in all-hazards emergencies to save lives and protect property. Particular emphasis is placed on governing doctrine such as the National Response Framework, National Incident Management System, and the National Preparedness Guidelines.

In Seattle a good place to start is with the Office of Emergency Management. They have a network of neighborhood hubs called SNAP. Snap stands for **SEATTLE NEIGHBORHOODS ACTIVELY PREPARE**. Materials are also available through EOM at [Makeitthrough.org](http://Makeitthrough.org).

**MAKE IT THROUGH** has partnered with The Seattle Times' Newspapers in Education program, providing community sponsored electronic newspapers, learning programs and online activities to educational organizations throughout Washington state and beyond to help foster literacy and real world learning. Our materials are provided below to download and use as a resource. The program is FREE and educational organizations are welcomed to register. To learn more about The Seattle Times' Newspapers in Education program email [nie@seattletimes.com](mailto:nie@seattletimes.com) or call (206) 652-6290.



**PREPARE YOUR FAMILY**

Learn how families can prepare for a natural disaster.  
Ready.gov: Kids

FEMA has a very kid friendly site that they have set up. Click the link to see more.  
Prepare for Specific Disasters (Ready.gov)

This FEMA site lists all types of disasters and how to prepare for each situation.

For more thorough preparation guidelines, consider becoming an Disaster Ready Church! We will give you instructions to create a comprehensive disaster action plan and have it personally reviewed by our National Director.

### **GUIDELINES FOR BECOMING AN NDR DISASTER READY CHURCH**

- Set up a local church committee of Emergency Preparedness. Make copies of the CHURCH DISASTER ACTION PLAN for the members, review it and make a local plan to complete the process
- Your church will need to fill this out as completely as possible. This will include:
  - Appointing an Emergency Coordinator and team members
  - Defining congregation's disaster mission
  - Do pre-disaster safety mitigation
  - Survey resources in your neighborhood
  - Necessary evacuation and communication planning
  - Service continuity planning
  - Consider roles for aiding the community and make appropriate connections
- Send it to NDR National Director for review (ndr@nazarene.org).
- The National Director will set up a conference call with the Emergency Coordinator and team members to discuss the plan, suggest modifications, answer questions, and finalize the action plan.
- The church will receive a Disaster Ready certificate.
- An updated plan should be filed with the National Director annually.

Once an NDR Disaster Ready Church, you become our ally on our district and in the region. We will contact you if there is a significant disaster that occurs in your area. The process ensures two things:

- 1) You are able to take care of yourselves in the event of disaster
- 2) You are able to serve others.

**AMERICAN PREPAREDNESS** This warehouse was recommended by the Chief of Police in Normandy Park and for good reason. They have prepared for emergencies for 35 years. They will present at Connecting Point Conference and will work with NCA-NW to equip individuals, families and churches for emergencies.

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## DISASTER RESPONSE RESOURCES

- Keeping Safe During Fire Cleanup
  - Source: Church World Service | Published: 2009
- Keeping Safe During Flood Cleanup
  - Source: Church World Service | Published: 2009
- Bringing God's Presence to Trauma Victims
  - Resource about crisis counseling for those who have gone through a personal or large-scale disaster.
  - Source: Church World Service | Published: 2002
- Church Preparedness for Disaster
- Nazarene Churches should ignore all the information about contacting Southern Baptist agencies, but good prep information. Check out the appendix.
  - Source: SBC Disaster Relief | Published: 2008
- Cooperative Faith-Based Disaster Recovery in Your Community
  - Explains the short-term and long-term disaster response process.
  - Source: Church World Service | Published: 2002
- Disaster Mental Health Response Handbook
  - This 180-page booklet should be used as a reference instead of read through. Explains immediate responses, assessment of victims, interventions for different types of victims.
  - Source: NSW Health | Published: 2000
- Emotional and Spiritual Care, an introduction on basis concepts
  - Source: NVOAD | Published: 2004
- Long-term Recovery Manual
  - Source: NVOAD | Published: 2004
- Preparing for Disaster for People with Disabilities and other Special Needs
  - Source: FEMA & Red Cross | Published: 2005
- NDR Forms
- Incident or Accident Form
- NDR Disaster Initial Report
- NDR Reimbursement Request
- NDR Volunteer Registration
- Release of Liability - Property Owner
- Keeping Safe During Fire Cleanup
  - Source: Church World Service | Published: 2009
- Keeping Safe During Flood Cleanup
  - Source: Church World Service | Published: 2009
- Bringing God's Presence to Trauma Victims
  - Resource about crisis counseling for those who have gone through a personal or large-scale disaster.
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- NDR Volunteer Registration
- Release of Liability - Property Owner

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## GUIDELINES FOR STAYING PUT (SHELTERING IN PLACE)

Whether you are at home, work or elsewhere, there may be situations when it's simply best to stay where you are and avoid any uncertainty outside. There may be circumstances when staying put and creating a barrier between yourself and potentially contaminated air outside, a process known as "**sealing the room**" is a matter of survival.

Use common sense and available information to assess the situation and determine if there is immediate danger. If you see large amounts of debris in the air, or if local authorities say the air is badly contaminated, you may want to take this kind of action.

The process used to seal the room is considered a temporary protective measure to create a barrier between you and potentially contaminated air outside. It is a type of sheltering in place that requires preplanning.

- Bring your family and pets inside.
- Lock doors, close windows, air vents and fireplace dampers.
- Turn off fans, air conditioning and forced air heating systems.
- Take your emergency supply kit unless you have reason to believe it has been contaminated.
- Go into an interior room with few windows, if possible.
- Seal all windows, doors and air vents with 2-4 mil. thick plastic sheeting and duct tape. Consider measuring and cutting the sheeting in advance to save time.
- Cut the plastic sheeting several inches wider than the openings and label each sheet.
- Duct tape plastic at corners first and then tape down all edges.
- Be prepared to improvise and use what you have on hand to seal gaps so that you create a barrier between yourself and any contamination.
- Local authorities may not immediately be able to provide information on what is happening and what you should do. However, you should watch TV, listen to the radio or check the Internet often for official news and instructions as they become available.



**Church of the Nazarene**  
**Nazarene Disaster Response**  
*A Project of Nazarene Compassionate Ministries*

**DISASTER ASSESSMENT INITIAL REPORT**

1. Type of Disaster \_\_\_\_\_
2. Date of Occurrence \_\_\_\_\_
3. Names and locations of villages, towns, or regions affected \_\_\_\_\_
4. Number of people killed \_\_\_\_\_
5. Number of people injured or hospitalized \_\_\_\_\_
6. Number of people homeless as a result of the incident \_\_\_\_\_
7. Number of people receiving emergency shelter \_\_\_\_\_
8. Number of people being fed \_\_\_\_\_
9. Number of disaster victims in relation to the total population of the area \_\_\_\_\_
10. Number of homes destroyed or damaged \_\_\_\_\_
11. The nearest airport \_\_\_\_\_
12. What type of help is needed:
  - a. Cleanup \_\_\_\_\_
  - b. Home Repair \_\_\_\_\_
  - c. Home rebuilding \_\_\_\_\_
13. What relief and assistance actions have been taken by voluntary organizations?
  - a. American Red Cross \_\_\_\_\_
  - b. Interfaith \_\_\_\_\_
  - c. Outside church organizations \_\_\_\_\_
14. Remarks: \_\_\_\_\_

REPORT COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

THIS INFORMATION WILL BE SHARED WITH THE NDR OFFICE AND MAY  
BE USED AS AN INSTRUMENT OF EVALUATION IN DECISIONS REGARDING  
SCOPE OF RESPONSE TO THIS DISASTER

# CHURCH DISASTER ACTION PLAN

From Nazarene Disaster Response

<http://www.usacanadaregion.org/compassion-disaster-response>

Download complete booklet at their website

A GUIDE TO HELP CONGREGATIONS PREPARE FOR DISASTERS

CONGREGATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY : \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

PERSON RESPONSIBLE FOR EMERGENCY PLANNING:

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

TELEPHONE (Cell): \_\_\_\_\_

TELEPHONE (Home/Office): \_\_\_\_\_

ADDITIONAL EMERGENCY PLANNING COMMITTEE MEMBERS:

NAME1: \_\_\_\_\_

TELEphone (S): \_\_\_\_\_

NAME2: \_\_\_\_\_

TELEPHONE (S): \_\_\_\_\_

## TABLE OF CONTENTS

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I. PLANNING ASSUMPTIONS ABOUT DISASTERS.....	3
II. DESIGNATE AN EMERGENCY SERVICES COORDINATOR & TEAM.....	3
III. DEFINE THE CONGREGATION'S DISASTER MISSION.....	3
IV. BUILDING DESCRIPTION.....	4
V. FACILITY SAFETY MEASURES & EMERGENCY SUPPLIES.....	4
VI. EVACUATION PLANNING.....	6
VII. COMMUNICATIONS PLANNING.....	7
VIII. ENCOURAGE PERSONAL DISASTER PREPAREDNESS.....	8
IX. RECOVERY & SERVICE CONTINUITY PLANNING.....	8
X. NEIGHBORHOOD /COMMUNITY PLANNING.....	9
XI. APPENDICES	
APPENDIX 1 - UPDATES TO THE PLAN.....	10
APPENDIX 2 - EMERGENCY TELEPHONE NUMBERS LIST.....	11
APPENDIX 3 - IMMEDIATE RESPONSE IN EMERGENCIES.....	12

## I. PLANNING ASSUMPTIONS ABOUT DISASTERS

1. Utility services may be unavailable for extended periods (i.e., electricity, water, and gas).
2. Telephone service may be interrupted.
3. Police, fire, paramedics, and 911 response will be overrun the first 3 to 5 days after a major disaster. Do not expect their help, initially.
4. There will be serious problems with transportation. Road closures will occur.
5. People will largely be "on their own" in the initial days following a major disaster.
6. Your congregation may be limited to working only with the resources within your immediate neighborhood.

## II. DESIGNATE AN EMERGENCY COORDINATOR & TEAM

*The Emergency Services Coordinator may put together a planning team or disaster preparedness committee. The following are areas of possible responsibility for the planning team.*

1. Prepare the facility to survive a disaster.
2. Ensure the continuity of pastoral services or care.
3. Assist congregation members in their preparation for and recovery from disasters.
4. Decide what roles congregation leadership will play in response to disasters.
5. Consider how the congregation might help meet needs in the community after a disaster.

## III. DEFINE THE CONGREGATION'S DISASTER MISSION

Examples include:

1. To ensure the continuation or quick resumption of worship services.
2. To provide pastoral care and support to disaster victims (from congregants to community members).
3. To provide services/resources to help in the community's recovery from disaster (consider what services/resources you plan to provide).

Write a short a statement below that summarizes the disaster mission.

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## C. AFFILIATE REPORTS

### **EMERGENCY PREPAREDNESS IN NORMANDY PARK AT LIVING HOPE CHURCH OF THE NAZARENE**

At Normandy Park Living Hope Church of the Nazarene, we have started to prepare for emergencies. We have read and started to collect and share materials produced by Seattle's Office of Emergency Management. We have had 3-4 meetings with the Chief of Police, Chris Gaddis. He has come to our church and met with our men's group at breakfast two times.



In the church we set up a local emergency planning committee. A fellow clergy member who lives close to the church is on the local committee. She is taking on-line training from FEMA for certification of emergency chaplain. Chief Gaddis and his assistant overseeing emergency planning, Mary Anderson, have come to speak with this committee in order to plan with us how we can prepare as a church first to be ready and then to help in the Normandy Park neighborhood.

We have asked the South King County Fire leader to come and speak to us in the future. Hopefully we can start training some of our members through CPR with Red Cross or the fire department, C.E.R.T. (Community Emergency Response Team) which is part of FEMA.

We have met with the Directors of the American Preparedness organization and they have come to speak to our Men's Breakfast as well. From them we have purchased kits for 20 people, a box of food rations for 30 people and materials such as emergency lights and radios to help us prepare us for emergencies. We also have 20 mats, covers, pillows and blankets, thinking that sometime we could shelter First Responders working from our building.

We had help from Cascade Designs in the purchase of the mats and plan to purchase from them a water treatment system, so that we wouldn't be only dependent on the stored water that we have in the kits. Plans for the future include the purchase of a generator to serve in time of disaster, and storing some of the Crisis Care Kits in the church to serve our own community.

We understand that preparing the church building is only a small part of the preparedness we need. We are encouraging each family in the church to prepare kits for their families to have a minimum of 3 days supply of food and water, and to prepare kits that families could keep in their vehicles.

We are using the phrase **"Make a plan. Build a kit. Get ready to help someone."** If we are not personally ready for our families to survive in time of disaster, we are not ready to help anyone else. We plan on giving a prize to the family or families that are the first to have their "kits" ready.

For further information, contact me, Jon Scott (253) 202 9260 or at [parsonjscott@yahoo.com](mailto:parsonjscott@yahoo.com)

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