

CHATHAM COUNTY EMERGENCY OPERATIONS PLAN

**ESF-11
APPENDIX 11-1**

**ANIMALS IN
DISASTERS
COORDINATION**

MARCH 2010

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The Chatham County Emergency Management Agency, in coordination with relevant state and local stakeholders.

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SIGNATURE OF ADOPTION

This document was adopted in accordance with National, State, and local regulations regarding Animal in Disasters planning, coordination, and operations practices. The document follows the National Incident Management System (NIMS) and meets the requirement for the Local Emergency Management Agency to develop and maintain a Pets Management Plan and the necessary components of that plan to ensure the safe management of animals throughout Chatham County. By signature, the entities below accept this document as a standard practice. This document was developed through CEMA, Savannah Chatham Metropolitan Police Department’s Animal Control Division, the University of Georgia, the Humane Society and local response partners.

Chatham Emergency Management Agency

Date

Animal Control Division (SCMPD)

Date

Humane Society

Date

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FOREWORD

The Chatham County Animal Disaster Plan (ADP) is designed to serve as a companion annex to ESF 11 of the Chatham County Local Emergency Operations Plan (LEOP) in accordance with regulatory guidance from the Georgia Department of Agriculture (GDA). Significant effort went into ensuring that this work makes use of the best practices already in existence with invaluable technical assistance provided by the Georgia Emergency Management Agency (GEMA), the University of Georgia and the Fanning Institute as well as numerous local citizens and stakeholders cooperatively working together to develop this Animal Disaster Plan.

While the ADP assists with complying with the Pet Evacuation Transportation Standards (PETS) Act, critical decisions still remain to be made. First, fiscal priority will be necessary for implementing new requirements while continuing to maintain those previously required. Creation of a regional animal shelter will be possible only with a broad base of local support and trained personnel. Secondly, consideration of key volunteers such as local veterinarians, cooperative extension personnel or other related animal welfare organization representatives will be necessary. Effective utilization of local volunteers is essential if we are to be successful in responding to future unforeseen disasters.

Supporting the development of a Community Animal Response Team (CART) as a component of a Community Emergency Response Team (CERT) will significantly increase Chatham County's ability to effectively address future animal disaster situations. Effective recruitment and utilization of trained volunteers will determine how fast we'll be able to form a Chatham County CERT/CART program.

Finally, the Chatham County Animal Disaster Plan represents the collective efforts of several key organizations and personnel. It is them that the citizens of Chatham County should thank for helping develop a community animal disaster plan that strives to help all of us should a disaster occur.

Clayton S. Scott
Director

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ACRONYMS

AAR	After Action Report
AAR/IP	After Action Report/Improvement Plan
ACO	Animal Control Officer
AC	Animal Control
ADP	Animal Disaster Plan
ARC	American Red Cross
ASAR	Animal Search and Rescue
CART	Community (or County) Animal (or Agriculture) Response Team
CAT	Chatham Area Transit
CEMA	Chatham Emergency Management Agency
CERT	Community (or County) Emergency Response Team
DHS	U.S. Department of Homeland Security
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
GDA	Georgia Department of Agriculture
GEMA	Georgia Emergency Management Agency
GVMA	Georgia Veterinary Medical Association
HAZMAT	Hazardous Materials
HH	Household
HQ	Headquarters
HSEEP	Homeland Security Exercise and Evaluation Program
HSSC	Humane Society Savannah Chatham
ICS	Incident Command System
IST	Incident Support Team (Urban Search and Rescue)
MAA	Mutual-aid agreement
MOU	Memorandum of understanding
NIMS	National Incident Management System
NRP	National Response Plan
OP	Operational Period
PAO	Public Affairs Officer
PETS	Pet Evacuation and Transportation Standards Act
PIO	Public Information Officer
POC	Point of Contact
POD	Point of Distribution
PSA	Public Service Announcement
SCAC	Savannah Chatham Animal Control
SOP	Standard Operating Procedure
SUV	Spontaneous Untrained Volunteer
VOAD	Volunteer Organizations Active in Disasters

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I. INTRODUCTION

- A. Historical records show that Georgia's counties are vulnerable to all types of emergencies, including, but not limited to, tornadoes, wildfires, tropical storm force wind, tropical storms, hurricanes, hurricane coastal evacuations, flooding, severe thunderstorms, downburst wind, and hazardous material releases. Animals can be impacted by all of these and also be impacted by acts of terrorism.
- B. Recent disaster events have emphasized the need for the planned coordination of animal evacuation, sheltering, veterinary treatment, and management post disaster. Research has proven that some citizens will not evacuate a threatened area in fear of not being able to care for their animals. Additionally, animals killed by disasters have the potential to become a significant public health concern during response and recovery operations. The planning process must also consider the proper post-disaster disposal of deceased animals.

II. PURPOSE

- A. In emergencies and disasters, the first priority is the protection of human life, property, and the environment. Unfortunately, in the past, this has not included a coordinated response for the evacuation, care, and sheltering of animals. Recent disasters and follow-up research have shown that proper preparation and effective coordination of animal issues enhances the ability of emergency personnel to protect human health and safety because of the human-animal bond.
- B. It is much more efficient, effective, and inexpensive to develop plans to address animal issues prior to an incident than during one. The following issues highlight why animal preparedness is necessary.
 - 1. Refusal to Evacuate and Early Return to Unsafe Areas:
 - a. Since many human evacuation shelters traditionally have not allowed pets, pet owners requiring shelter during Hurricane Katrina had to choose between deserting their animals, refusing to evacuate, or evacuating their animals to a pre-determined site which did accept animals. Without advanced planning, this was a difficult decision. Farmers and ranchers who depend upon animals for their livelihood are often unwilling to leave their animals unsupervised in the event of a disaster. Some key facts to consider are:
 - 1) Up to 25% of pet owners will fail to evacuate because of their animals; this represents 5-10% of the total population directed to evacuate.

- 2) 30-50% of pet owners will leave pets behind, even with advance notice of evacuation.
 - 3) Approximately 50-70% of people leaving animals behind will attempt to reenter a secure site to rescue their animals; this represents 5-15% of the total population directed to evacuate.
- b. The 10-25% of individuals who refuse to evacuate, or others who attempt to return to the evacuated areas because of their animals, risk injury, exposure to hazardous materials, and their own lives, as well as those of emergency response personnel who must rescue them. The most effective and efficient way to minimize human and animal health and safety risks is for individuals and responding agencies to be properly prepared to address animal issues well in advance of a disaster.
2. Public Health and Public Safety Risks Caused by Animals at Large: Animals that are not cared for by their owners during a disaster may become a public health and safety risk. Loose and displaced animals are possible carriers of disease (such as rabies and plague) and can become a nuisance or danger to people. Animals “at large” are the responsibility of local public safety officials.
 3. Public Health and Safety Risks Caused by Animal Carcasses: Another public health and safety risk is the presence of animal carcasses. Decaying carcasses can contaminate water sources or lead to outbreaks of diseases such as cholera or anthrax. Timely carcass removal is critical. The methods for environmentally acceptable disposal of animal carcasses are limited, and become particularly difficult and expensive when there are many large animal carcasses.
 4. Economic Considerations: The loss of production animals due to a disaster can result in major economic loss to individual farmers and ranchers as well as local and state economies. The companion animal industry is a multi-billion dollar industry in Georgia.
 5. Public Relations Considerations: Society views animals as dependent upon human care and support. Many pets are considered integral parts of families. Animals and animal issues attract media attention. This is particularly true during a disaster. The failure to deal with animal issues in disasters not only results in utilizing more resources and placing additional human lives at risk, but can result in significant public outcry and negative media coverage.
 6. Control of Spontaneous Volunteers: Experience has shown that when animals are impacted by disasters, a large number of spontaneous volunteers may arrive to address the situation. These well-meaning, but

untrained and emotionally driven individuals can be very disruptive and create many law enforcement challenges. Additionally, these situations may encourage the arrival of unsolicited "rescue groups." Some of these groups are well-trained and helpful, and some are not. Effective control of self-responding individuals and rescue groups is critical. This can occur only when a well-coordinated official response is in place. A county animal plan allows for appropriate identification and utilization of all available resources within the structure of the county animal response plan. The overall response and county animal plan support the Georgia Emergency Operations Plan. This will minimize the intrusion of untrained and unsolicited volunteers in a crisis situation.

III. SCOPE

- A. Preparation, planning, and practice are the keys to successful disaster response. The purpose of this Plan is to provide Chatham County community agencies, both public and private, who would be involved in disaster planning for animals with a comprehensive outline for addressing animal issues during disasters.
- B. The appendices include surveys and forms to be used for identifying and organizing local resources.

IV. AUTHORITIES

- A. The Chatham County Emergency Management Program is governed by several local, State and Federal authorities. Paramount to disaster response and recovery efforts is the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Title II, Section 201 (42 U.S.C. 5131), Subsection A. This Act establishes the necessity for emergency management and for emergency situations to be coordinated at the local level. All other State and local emergency management authorities are derived from this Federal guidance.
- B. An additional significant Federal requirement was assigned on 28 February 2003 through Homeland Security Presidential Directive (HSPD) #5 issued by President George W. Bush, directing the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). The goal of the NIMS is to provide a consistent nationwide template for all levels of government and private sector organizations to effectively work together in preparation, response, and recovery from domestic incidents. NIMS provides a foundation of concepts, principles, terminology, and organization that when used properly, enables the effective management of any type of incident, natural or manmade, accidental or intentional (including acts of terror). All Federal departments and agencies are required to adopt and use NIMS as they carry out their responsibilities in response to incidents. This Presidential Directive also states that adoption and compliance with NIMS at the State, tribal and local level is a condition of Federal preparedness assistance.

- C. The Pets Evacuation and Transportation Standards (PETS) Act of 2006 amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Stafford Act). The Pets Evacuation and Transportation Standards (PETS) Act ensures that State and local emergency preparedness operational plans address the needs of individuals with household pets and service animals prior to, during, and following a major disaster or emergency. Specifically, the PETS Act ensures that State and Local plans address the rescue, care, shelter, and essential needs of individuals and their pets and animals. The Act also states financial contributions can be made to states and local authorities for animal emergency preparedness purposes including the procurement, construction, leasing, or renovating of emergency shelter facilities and materials that will accommodate people with pets and service animals
- D. FEMA Disaster Assistance Policy (DAP) 9523.19 – Identifies expenses related to emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program.
- E. The Americans with Disabilities Act of 1990 provides enforceable standards to eliminate discrimination towards people with disabilities. This law requires all businesses and organizations that serve the public to allow people with disabilities to bring their service animals into all areas of the facility where customers normally go. Service animals are animals that are individually trained to perform tasks for people with disabilities. A person with a disability cannot be asked to remove their service animal from the premises unless: (1) the animal is out of control and the animal’s owner does not take effective action to control it or (2) the animal poses a direct threat to the health or safety of others.
- F. CEMA has the responsibility for coordinating the emergency management system and organization for Chatham County. The CEMA Director makes routine decisions and advises local officials on available courses of action for major decisions. During emergency operations, CEMA is responsible for EOC functions and acts as a liaison with neighboring counties, the State, and Federal emergency agencies.

V. ASSUMPTIONS

- A. ESF 11 defines animal emergency responsibilities.
- B. The Georgia Department of Agriculture is the lead State agency for ESF 11.
- C. This annex may be implemented to support the following evacuation recommendations: 1. Voluntary-Partial; 2. Voluntary-Full; 3. Mandatory-Partial; 4. Mandatory-Full

- D. There will be no local shelters for pets during any category of hurricane. Most, if not all veterinary clinics and kennels, as well as the Chatham County Humane Society and SCAC, will not accept animals prior to a storm.
- E. Chatham County Public Health (ESF 8) in conjunction with Chatham County Public Works (ESF 3) will be responsible for oversight of removal and disposal of pet remains to assure that there are no negative environmental impacts. The incinerator at their facility will be used as much as possible and all other needed resources will be coordinated by the Chatham County Public Works Department to assure that there are no negative environmental impacts. Disposal of all animal remains will be in accordance with the Georgia Dead Animal Disposal Act, as amended.
- F. For the purposes of responding to animal issues during disasters, Chatham County defines “animals” as, “companion animals, affected commercial livestock, equine, exhibition animals, captive wildlife, and exotic pets.” This definition excludes non-captive wildlife.
- G. The following definitions outlined in FEMA Recovery Policy RP9523.19 provide additional clarity while insuring Chatham County’s eligibility for reimbursement following a major disaster declaration:
 - 1. Household Pet (Pet): A domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes and can travel in commercial carriers and be housed in temporary facilities. Common household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.
 - 2. Service Animal: Any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items.
 - 3. Congregate Household Pet Shelters: Any private or public facility that provides refuge to the rescued household pets and the household pets of evacuees in response to a declared major disaster or emergency.
- H. In a disaster exceeding the community’s ability to effectively handle commercial livestock and equine, the Georgia Department of Agriculture’s Animal Protection Division, Livestock and Poultry Division and/or Equine Division will be contacted for assistance. Direct local requests for GDA assistance should also be conveyed to GEMA’s EOC.

VI. IMPLEMENTATION

- A. Implementation of this plan is intended only within the jurisdictional boundaries of Chatham County. The actions guided by this plan provide support only, and do not directly control response activities where there is an Incident Commander.
- B. If there is no single site and no Incident Commander, the plan serves in coordinating preparation, response, and recovery activities throughout the affected area, within jurisdictional boundaries as they relate to animals in disasters.
- C. Municipal departments are expected to maintain individual response plans that coincide with the provisions of this plan.

VII. CONCEPT OF OPERATIONS

- A. The County's Role
 - 1. Integrating the Animals in Disaster Plan into the Chatham County Emergency Operations Plan, updated January, 2008.
 - 2. Animal issues, like all other disaster response activities, are addressed in the Chatham County Emergency Operations Plan (EOP). This detailed plan outlines Chatham County's plans to effectively prevent and respond to animal issues during emergencies and disasters, as well as organize local resources, facilitate mutual aid activities relating to animal issues, and utilize broader regional and state resources.
- B. The Roles of the Georgia Emergency Management Agency and Georgia Department of Agriculture: The Georgia Emergency Management Agency (GEMA) coordinates state resources, in support of Chatham County responding to animal issues, during a state level emergency in accordance with the Georgia Emergency Operations Plan (GEOP). During a disaster, if local resources are insufficient to meet existing needs, Chatham County may request state assistance. When this assistance is requested; the GEMA will activate the appropriate Emergency Support Functions (ESF) prescribed by the GEOP. ESF 11 defines animal emergency responsibilities and the Georgia Department of Agriculture the lead agency for ESF 11.
- C. Planning Group & Stakeholders: It is important to have a wide range of groups concerned about animal issues and as many stakeholders as possible included in the planning and/or educational process to foster cooperation, understanding, and commitment to work within the plan in our community. The following is a list of stakeholders:
 - 1. Government Agencies

- a. Georgia Department of Agriculture
 - b. Georgia Animal Control Association
 - c. Georgia Department of Natural Resources / Wildlife
 - d. Chatham County Board of Commissioners
 - e. Savannah -Chatham County Public School System
 - f. City of Savannah Mayor and Council
 - g. Chatham County Emergency Management Agency (CEMA)
 - h. Chatham County Sheriff's Office
 - i. Chatham County Cooperative Extension Service
 - j. Chatham County Health Department
 - k. Chatham County Public Works Department
 - l. Savannah/Chatham Animal Control (SCAC)
 - m. Municipal Governments
2. Voluntary Organizations
- a. Humane Society Savannah Chatham (HSSC)
 - b. American Red Cross, Savannah Chapter
 - c. Chatham County School groups (4-H, FFA, Animal Science Clubs)
 - d. Chatham County Ministerial Association
 - e. Chatham County Fire & Rescue
 - f. District #1, Georgia Veterinary Medical Association
 - g. Animal Rescue Groups (to be vetted by HSSC)
3. Industry Groups
- a. Chatham County/UGA Cooperative Extension Service
 - b. Savannah Area Chamber of Commerce
- D. Local Issues Relative to Disaster Planning

1. Animal Population in Chatham County
 - a. Household Pet Estimate in Chatham County (based on 2006 census showing 97,792 households (HH's)). The projected number of households pets in Chatham County varies greatly from year to year.
 - b. Production Animal Estimate: The 2006 Farm Gate Value Report estimates the number of production animals in Chatham County as follows:

1)	Cattle (beef)	500
2)	Cattle (dairy)	- 0 -
3)	Swine	- 0 -
4)	Broilers	- 0 -
5)	Layers	- 0 -
6)	Breeders	- 0 -
2. Location of Animal Populations: In Chatham County, the largest pet population exists in the incorporated areas of the county. The largest equine population exists in the unincorporated areas of Chatham County.
3. Animal Shelters
 - a. No disaster animal shelters will be opened in Chatham County prior to a hurricane.
 - b. Two types of animal shelters:
 - 1) The first type of shelter is a stand-alone animal-friendly shelter that can be located any place within the county and would handle some or all of the types of animals specified in this plan.
 - 2) The second type is a Congregate Household Animal Shelter, commonly called a pet-friendly shelter. Pet-friendly shelters are designed for animals of evacuees housed in a human shelter. Pet-friendly shelters should be located in close proximity (close walking distance) to the human shelter, or appropriate arrangements should be made to transport evacuees to the site.
 - c. The county will seek to develop MOU's with private sector kennels and veterinarians within the area and coordinate with supporting

- agencies and Volunteer Organizations Active in Disaster (VOAD) for additional emergency animal sheltering and stabling for both companion and other animals in accordance with applicable GDA regulations
- d. Reimbursement of expenses for sheltering incurred by the private sector or NGOs is only potentially allowable if the service has been provided on behalf of the county and the expenses are properly documented.
 - e. The following are primary and secondary contacts for Animal Shelters in Chatham County (the location of any shelter will be dependent on the event. The initial plan is to maximize the use of the HSSC and SCAC shelters before a temporary shelter is opened.):
 - 1) Primary POC
Chatham Emergency Management Agency (CEMA)
124 Bull Street
Savannah, GA
912-201-4500
 - 2) Secondary POC
Chatham County Animal Control
Savannah, GA
912-652-6577
 - 3) American Red Cross, Savannah Chapter
Emergency Response Director
Chatham Parkway
912/651-5339
4. Liability Issues: There could be various areas where liability issues may arise. Individuals releasing animals into the care of the emergency shelter must sign a Chatham County Release Form.
- a. Releases: The release form is in the **Appendix A** attachment of this document.
 - b. Animal Shelter Volunteer Workers: Volunteers may work at the animal shelter to provide the following assistance, such as:
 - 1) Set-up
 - 2) Daily Cleaning
 - 3) Registration

- 4) Triage
- 5) Pet Visitation Schedules
- 6) Enforcement of Rules
- 7) Manage Feeding Areas
- 8) Animal Exercise
- 9) Donation Management
- 10) Close Down/ Clean Up

E. Preparation

1. County Animal Coordinator

a. The Pets Coordinator at the EOC will serve as the single point of contact on animal issues. This person or his/her supervisory level representative will staff the EOC during a disaster and will coordinate all activities relative to animal issues.

b. Identification of Resources

1) Transportation

a) Identify likely transportation needs and coordinate with ESF 1 and local law enforcement agencies. Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and disease transmission.

b) The following are possible sources of animal transportation resources.

(i) Small Animal

- Public owned or contracted vans, trucks, and/or trailers
- Animal rescue groups

(ii) Large Animal

- Privately owned horse and/or livestock trailers
- Commercial horse and/or livestock transport contractors

2) Volunteer Resources

- a) Volunteers are the people that may make the response plan work. When animals are in danger, there may be many willing volunteers. However, to ensure an adequate supply of volunteers that are trained and understand the response system, it may be necessary to organize and train Community Animal Response Teams (CART) in advance of a disaster. County teams should work with the Chatham County Emergency Management Agency to become certified in Community Emergency Response Team (CERT) in advance of a disaster. This will ensure that animal disaster responders are trained in basic emergency response and are aware of relief operations.

- b) The following is a list of groups that could potentially supply volunteers and help gather other needed resources:
 - (i) Savannah/Chatham Animal Control
 - (ii) Chatham County Emergency Management Agency
 - (iii) Chatham County/UGA Cooperative Extension Service
 - (iv) Georgia Humane Society
 - (v) Humane Society Savannah Chatham (HSSC)
 - (vi) VOAD (Volunteer Organizations Active in Disasters)
 - (vii) Georgia Veterinary Medical Association
 - (viii) ARC Savannah Chapter
 - (ix) Chatham County area school groups (4-H, FFA, etc.)
 - (x) Local area farmers
 - (xi) Veterinarians

- c) Pet Owner Responsibilities
 - (i) Pet owners will be advised ahead of time (through various methods including media

PSA's, speaking engagements, websites, etc.) that:

- Certain supplies should be brought with pets to shelter by owners. (This includes, but is not limited to, crates, cages, food, water, medicine, collars, tags, leashes, harnesses, muzzles, kitty litter, newspapers, chew toys or other comfort items).
- Pets must be crated and caged, allowing them to stand up, sit down, and turn around. Owners may be asked to exercise their animals.
- Must show proof of vaccinations, however, rabies tags requirements may be waived during disasters.

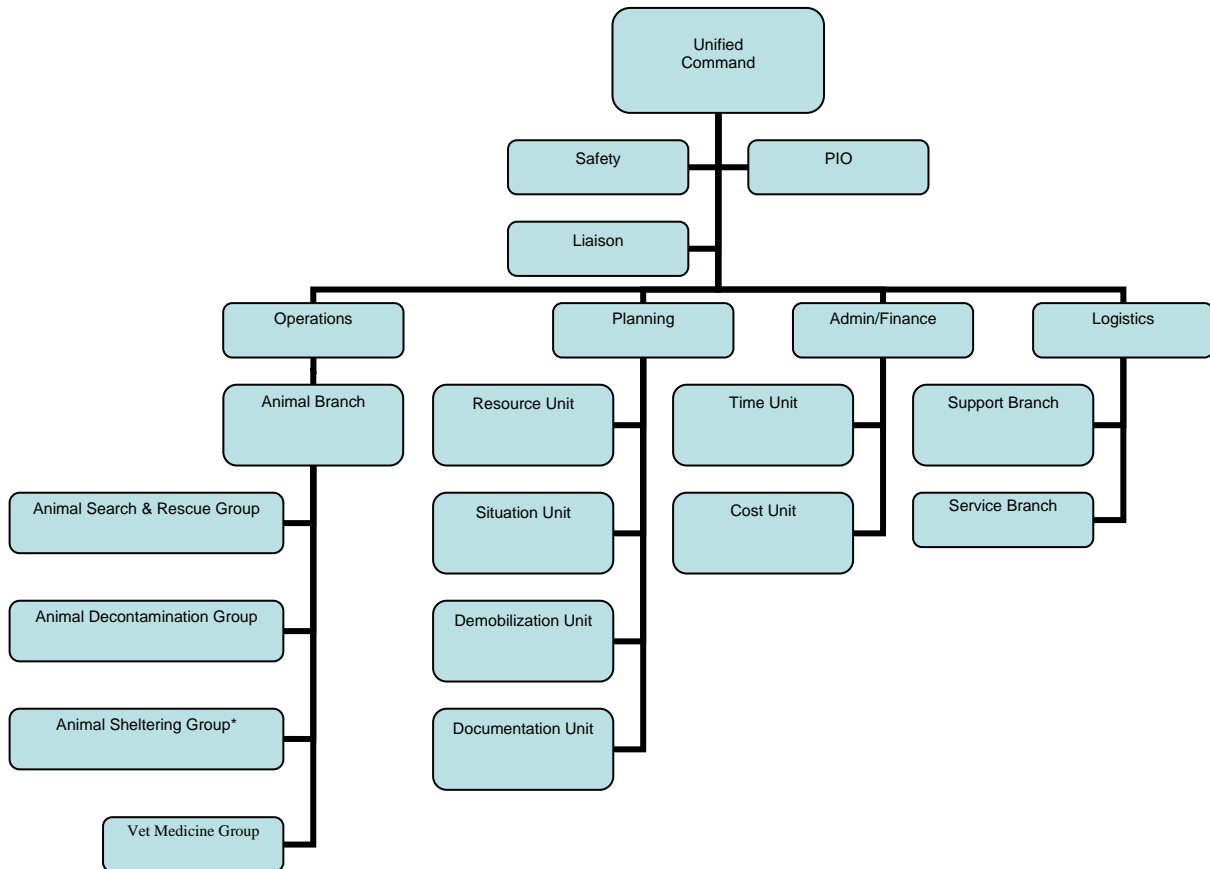
(ii) NOTE: Appendix F gives specific guidance for pet owners and their responsibilities.

2. Organization of Response Activities

- a. The following is an outline of response activities, as identified in the EOP. These responsibilities meet ICS standards and requirements
- b. Management
 - 1) Management of any incident will follow National Incident Management System (NIMS) and Incident Command System (ICS) principles. The following are functions that must be addressed, regardless of incident complexity or number of people involved:
 - a) Command: The Command function includes overall management of the incident
 - b) Operations: The Operations function manages all tactical operations at an incident (daily sheltering functions).
 - c) Planning: The Planning function provides data organization and plans for the incident (planning for growth in the event, etc.).
 - d) Logistics: The Logistics function provides all incident support needs with the exception of logistics support to air operations.

- e) Finance/Administration: The Finance/Administration function manages all financial aspects of an incident
- 2) In all likelihood, the animal-specific functions will be under the operations and planning functions with all other functions being handled as part of overall disaster management. See attached organization chart for model response (Figure 11-1.1)

Figure 11-1.1 PETS MANAGEMENT ORG CHART



- 3) Responsibility for overall intake group of animal evacuation shelter component
 - a) Set up signage and registration location at designated shelter.
 - b) Request additional security from law enforcement, if needed.
 - c) Evaluate building facilities and report conditions.
 - d) Inventory supplies and report on needs and surplus.
 - e) Set up fans, trash cans, and other necessary supplies.
 - f) Stage additional support supplies including disinfectant, refrigerators, first aid, generators, lighting, etc....

- g) Set up animal housing.
- h) Set up food staging area.
- 4) Responsible for the operation of registration and shelters
 - a) Register evacuees and their cat / dog using associated forms.
 - b) Take picture of animal with owner.
 - c) Make photocopy of owners driver's license or resident ID card for file.
 - d) Distribute animal collar, owner wrist band and associated stickers (as necessary).
 - e) Direct owner to appropriate shelter area.
- 5) Position Functions – Due to the unique challenges facing pet sheltering, it is safe to assume this function requires its own ICS structure. The positions described below allow for this activity to be coordinated with the specific command and general staff responsibilities. It may be that the pet shelter will work together, in a unified command, with the human shelter. That is a local call. Either way these functions must be performed:
 - a) Command: Management is responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations. Management duties include:
 - (i) Liaison: The ESF 11 (Pets) representative in the EOC will act as the primary liaison for Pets/Animal issues and is responsible for communicating with staff from other agencies in the EOC..
 - (ii) Public Information Officer: The designated Public Information Officer will have the responsibility for developing and releasing information about emergency operations to the news media, personnel involved in the response operations, and other appropriate agencies and organizations.

- (iii) Safety: The Safety Officer monitors and assesses hazards and/or risks and develops measures for assuring personnel safety.

- b) Planning and Intelligence: Planning and Intelligence is responsible for collecting, evaluating, and disseminating information during response and recovery activities. Planning and Intelligence duties include:
 - (i) Situation and Status Analysis: Situation and Status Analysis may be assigned to provide information on situation status of animal rescue, care, and sheltering operations.
 - (ii) Documentation: Documentation compiles records and data pertaining to the response effort.
 - (iii) Demobilization: Demobilization works with Operations and Logistics to help plan the demobilization of personnel, equipment/supplies, and facilities through the demobilization.

- c) Operations: The Operations Section coordinates all operational activities in support of the emergency through the implementation of this annex. The following is a list of animal issues that may be assigned:
 - (i) Evacuation of Animals: Evacuation of animals manages and directs the evacuation of animals from risk areas.
 - (ii) Care and Sheltering: Care and Sheltering assists in the coordination of animal care and sheltering with human care and sheltering operations.
 - (iii) Disease Control
 - Disease control activities may include:
 - Disposal of dead animals
 - Separation of sick and healthy animals
 - Rabies control

- Capture or euthanasia of animals “at large”
- (iv) Medical: Triage, surgery and medical personnel, identifying whether a veterinarian or vet tech is in charge.
- (v) Animal Identification System
- Each animal brought into the shelter will be checked in and documented. A record will be kept on each animal and a picture along with a description of the animal, including any distinct markings or identifying scars, colors or injuries. If there is no known owner, the record should include information on where the animal was found, by whom and on what date. Each animal will be assigned a number that will be recorded on the record.
 - A digital, or similar photo will be taken of each animal and the assigned number will be placed on the photo. The photo will be placed on the card and the card will be placed in a book. Owners can then look at the book to find their pets instead of walking through the shelter. This will limit the amount of human traffic through the shelter and reduce the stress on the animals. On line programs such as Pet Finders may also be used to match animals and owners. The county should post pet pictures on their web site.
 - If the owner requests short term sheltering, the photo should include both the pet and the owner. Information will be documented including the owner’s address, phone number and where the owner is currently staying. Also, contact information will be needed on other family members or friends who could help locate the owner if necessary.
 - Photographs will also be taken with a digital camera and the picture, description, and basic information can be put on the Internet. Pet owners can then search for their pet by computer. All dead animals will be photographed and information detailing location and possible cause of death will be documented.
 - A pet scanner will be provided by the Chatham County Animal Control for identification of pets with micro-chips.

- d) Logistics: Logistics is responsible for providing facilities, services, personnel, equipment, and materials. The following is a list of logistical activities needed for responding to animal issues:
- (i) Communications Unit: Communications staff will maintain communications with all sites and personnel responding to animal issues during a disaster. This Unit helps facilitate cooperation between responders and tracks all communication devices.
 - (ii) Ground Support Unit: Transportation coordinates the movement of transportation resources to where they are needed.
 - (iii) Facilities Unit: Facilities Coordination develops plans for mobilization centers, staging areas, shelters, and regional evacuation points. It oversees the distribution and installation of supplies to these areas.
 - (iv) Supply Unit: Logistics is responsible for requesting human and other resources. Requests should be filled locally first and when exhausted or not available requested through GEMA.
 - (v) Medical: The medical unit provides medical support to the responders in the sheltering command. Medical support to the animals is in the operations section.
- e) Finance
- (i) Finance is responsible for tracking financial activities. The following is a list of activities that need to be tracked for costs incurred in case of future reimbursement.
 - Employee Time Reporting
 - Equipment Use Reporting
 - Contracting and Paying for Resources
 - Workers' Compensation and Claims
 - Cost Accounting for Response Activities
 - Damage Survey Report (DSR) Record Keeping
 - Donations

(ii) NOTE: FEMA Disaster Assistance Policy DAP9523.19 entitled, "Eligible Costs Related to Pet Evacuations and Sheltering", dated October 24, 2007, identifies the expenses related to emergency pet evacuation and sheltering activities eligible for reimbursement following a major disaster declaration.

3. Exercises: This plan will be tested periodically through use of both Tabletop and Functional Exercises.
4. Volunteer Training: Dealing with animals, particularly in stressful or chaotic situations such as disasters, requires special skill. Volunteers who handle animals need to have experience or training in this area. Several national, state and local groups offer training programs for volunteers seeking to possess the necessary skills and training to perform this function. Volunteers may seek to develop a County Animal Response Team (CART) or other similar organization and capability per LEOP ESF 11. The following FEMA independent study program courses are recommended for volunteers handling animals in a disaster and can be accessed at: <http://www.training.fema.gov/EMIWeb/IS/crslst.asp>
 - a. IS-10 – Animals in Disasters -- Awareness and Preparedness
 - b. IS-11 – Animals in Disaster -- Community Planning
 - c. IS-111 – Livestock in Disasters

F. Response

1. Prior to Voluntary Evacuation
 - a. Prior to voluntary evacuation the EOC will be partially activated and the Pets Desk will be staffed. Actions:
 - b. Activate Savannah/Chatham Animal Control (SCAC) and list available resources (equipment & personnel). If additional Animal Control Officer (ACO) resources are needed for the evacuation, the Pets Desk will request mutual aid.
 - c. ESF 8 public health will maintain a list of Special Needs individuals with pets. ACOs may be requested to support EMS workers when picking up Special Needs individuals with animals.
 - d. Find/check inventory and arrange for staging of materials at Civic Center (cages, food, leashes, muzzles, etc.) for assisting transport of animals to inland shelters.

- e. Coordinate with Civic Center EAA Manager on the animal portion of the EAA.
 - 1) Review policies on handling bite incidents, and non-immunized, non-caged, or aggressive animals.
 - 2) Review policies on feeding and watering animals while awaiting transport.
 - f. Notify workers/volunteers to report to Civic Center to assist with animal handling portion of evacuation.
 - g. Coordinate with ESF 15 on appropriate animal-related messages.
2. Evacuation Begins
- a. SCAC shelter will close 96 hours before storm landfall. ACOs will not respond to routine calls after the shelter is closed. Approximately 36 hours before storm reaches landfall, SCAC will evacuate their shelter and move inland to Statesboro, Georgia. The AC Shelter Manager and shelter staff will remain with the animals at the host shelter (Bulloch Co.) and assist with evacuee companion animal issues.
 - b. Any ACOs assisting with the evacuation (except the AC Shelter Manager) will report back to their supervisor for further assignments.
 - 1) Self Evacuation
 - a) The self-evacuating public will be assisted through education. Educational materials will include current materials, brochures, etc. maintained on the CEMA and HumaneSocietySav.org Web sites.
 - (i) Preparedness travel kits (food, water, shot records, cages).
 - (ii) Shelter requirements for animals.
 - (iii) Requirements for animals requiring public transportation assistance.
 - (iv) Protecting large animals.
 - (v) Pet-Friendly Shelter locations.
 - (vi) How to find Pet-Friendly Hotels/Motels. (Note: Section VI.D Local

- (vii) Commercial Resources lists sources of available area Pet Friendly Hotels/Motels which can also be found by contacting GDA's Animal Protection Division and <http://www.travelpets.com>).
 - b) The self-evacuating public should ensure pet safety by making concerted efforts to evacuate their pets to safe inland shelters.
- 2) Mandatory Evacuation
- a) Chatham Area Transit (CAT) drivers will be instructed to pick up all animals as long as they are under the control of their owners. Bus drivers will have total discretion on determining whether the animal is under the owner's control. . (Note: All companion animals should be caged, have current shot records, bring any medicines they're taking as well as food and water for at least 72 hours. However, pet owners not possessing these items will not be turned away as long as their pet is under control.)
 - b) Once at the Civic Center, animal owners and volunteers under the direction of ESF 11 staff will assist with the evacuation of companion animals.
 - c) Owners of large and/or aggressive animals will leash and muzzle their pets while at the Civic Center and during the bus ride to the inland pet shelter.
 - d) All biting incidents at the Civic Center or during the bus ride inland will be managed and documented by Public Health.
 - e) ESF 11 (Pets) staff will assist American Red Cross (ARC) in determining if an animal is under control with the use of an approved crate or leash and muzzle, and will be allowed on the evacuation bus. Dangerous animals or those not under the owner's positive control will not be transported.
 - f) Pet owners will be responsible for feeding, watering, and general care of their pets in accordance with established policies (situational dependent).

- g) The ARC will also establish manifests of evacuees and their companion animals for each bus; these manifests will be made available to CEMA at the EOC for accountability purposes. Manifests should include for animals:
 - (i) Immunization records available.
 - (ii) Special needs and/or requirements for animals.
- h) Pet owners will manifest their animals on the form supplied during registration. Pet owners will be manifested through a separate process from non-pet owners. Pets and owners will not be separated unless the situation dictates otherwise
- i) Animals will be concentrated on the minimum number of buses possible. .
- j) When the last evacuation bus departs, ACOs and other staff will be released to evacuate themselves and their families; or to relocate to designated critical workforce shelters. They will be instructed how and when to report back for duty.
- k) Coordinate with ESF 5 and 6 for any issues regarding evacuation routes and shelter designations.

3. During Impact: ESF 11 staff will be housed with Critical Workforce members if needed.

G. Recovery

1. Re-entry

a. Chatham County complies with the Georgia phased re-entry approach designed to allow only appropriate response personnel access to impacted areas. Activities will be coordinated based on phase.

- 1) Phase 1 – First Responders and Emergency Personnel Only. During this phase, roads will be cleared and basic utilities will begin to be repaired in anticipation of re-entry by the general public.

- a) Other than animals used in search and rescue operations, no direct animal activities are occurring at this time.
 - b) Planning for animal re-entry commences including developing alternative solutions for providing shelter for animals acquired by Search and Rescue. SCAC personnel are recalled. Required resources are ordered (such as PetSmart trailer). Base Camp is stood up. Location(s) of assembly area(s) are confirmed.
 - c) Search and Rescue (SAR) operations utilizing animal escorts will start up during this phase coordinated by the local ESF 9 (SAR) officer.
- 2) Phase 2 – Limited Public Re-entry
- a) ESF 11 staff (pets) will be available from Base Camp once roads are cleared, and will be available as requested to assist emergency crews with animal issues. CEMA will designate which Base Camp will have an ESF 11 component.
 - b) ESF 11 staff (pets) (local and mutual aid) will set up a transfer/treatment point at the Base Camp designated by the EOC. As needed, resources will be requested from ESF 11 SOC by the local ESF 11 EOC desk officer. An ESF 11 (pets) officer will be available as needed.
 - c) Disposal of dead animals, setting up temporary animal shelter, treatment of injured animals, and reuniting companion animals with owners constitute primary focus areas. .
 - d) Animal assistance Point of Distribution (POD) be created as needed in conjunction with a general agriculture POD.
 - e) Spontaneous Untrained Volunteers (SUV) will be referred to United Way 211. Those individuals possessing unique qualifications, such as veterinarians and vet techs will be referred to the ESF 7 Desk and cleared through the Secretary of State and/or GVMA for follow up contact.

- f) The animal response will be part of overall operations and be event driven.
 - g) Activate key volunteers such as local veterinarians, vet techs and humane society personnel. Animal triage and establishing animal first aid station priority items when standing up base camp.
 - h) Confirm whether current waste management /debris removal contracts addresses the disposal of dead animals and be prepared to initiate a request to FEMA for a portable incinerator should it not be in contract. This process will be managed and operated through ESF-3 and ESF-8. Disposal of all animals will be in accordance with the Georgia Dead Animal Disposal Act, as amended.
 - i) ESF 11 (pets) will seek state assistance when mission requirements exceed resource availability. They shall (in support of and in concert with the local EMA) take the lead on coordinating efforts of local veterinarians and support efforts to employ competent, qualified animal disaster volunteers.
 - j) ESF 11 (pets) will develop a holding area for equine if required. .
 - k) FEMA may handle temporary public housing that will also address animal handling policies for companion animals.
- 3) Phase 3 -- General Re-entry
- a) Rescued animals will be held for a minimum of 10 days after the public can access the shelter at which time adoption eligibility occurs. Positive identification for owners seeking pets will be required.
 - b) Diseased animals will be handled in accordance with ESF 11 staff veterinarian recommendations.
 - c) Post mortem resources will be requested in order to determine communicable toxins and/or disease. Euthanasia will only be used as a last resort.
 - d) Animal transfer point/emergency shelter guidelines:
 - (i) Location: To be determined.

- (ii) Run by Pets Desk using available resources.
 - (iii) Will conform to GDA rules and regulations
 - 4) Phase 4 - Demobilization
 - a) Animal Transfer Point Closures and Redistribution of Supplies
 - b) Emergency shelter will close when HSSC and SCAC have reestablished operations, is capable of receiving and has adequate staff to support the return of animals to their shelters.
- b. Re-entry during secured phases will require appropriate credentialing. CEMA provides re-entry permits to validated resources, by request, in advance of any disaster requiring evacuation/re-entry.
- 2. Collection of Data: In the recovery stage, data should be collected on the response activities. This data should include financial information about the response effort as well as damage assessment information.
- 3. After Action Report: During the recovery stage, an After Action Report (AAR) meeting will be held to record observations and recommendations.
- H. Mitigation: Mitigation activities will include an assessment of the response activities and assurance that all necessary supplies are available.

VIII. RESPONSIBILITIES

- A. CEMA Director: The CEMA Director serves as the primary advisor to the County Commission and the County Manager emergency declarations and evacuation decisions. His role is to collect incident-related forecasts and/or information and relay information, along with his professional recommendations, to the local policy group for decisions and declarations. The Director serves as the EOC Manager, and has signature authority and responsibility for issues and/or requests through the County and GEMA.
- B. CEMA Assistant Director: The CEMA Assistant Director (AD) provides the leadership role in CEMA Operations. He takes recommendations from the CEMA Duty Officer (DO) and determines the need for response actions, EOC activations, and other CEMA functions through consultation with the CEMA Director. In the event activation of the EOC is ordered, the AD will make notifications to CEMA Staff and the GEMA Area V Field Coordinator. The AD's primary role in the EOC is to serve as the Operations Chief. He will take the responsibilities of the CEMA Director when required.

- C. CEMA Duty Officer: The CEMA Duty Officer (DO) serves as the Agency's 24-hour crisis monitor for the County. The DO reports incident-related information to the AD and makes recommendations regarding action, response, and activation of the EOC. In the event activation of the EOC is ordered, the DO will have primary responsibility to initiate notification to EOC Support Staff and the EOC Partial Activation Team. Once notifications are made, the DO is responsible for preparing the EOC for activation. The DO will serve as the initial EOC Manager until directed otherwise.
- D. ESF-8 Public Health Primary Coordinator: The Chatham County ESF-8 Public Health Primary Coordinator is responsible for working with ESF-8 partners to oversee and coordinate the removal and disposal of dead animals to assure there are no negative environmental impacts. ESF-8 also maintains a list of special needs individuals with pets and provides that list to partners as needed.
- E. ESF-11 Pets Primary Coordinator: The Chatham County ESF-11 Pets Primary Coordinator oversees the implementation of this plan, serves as the primary liaison for pet and animal issues, is responsible for communicating with other EOC staff members, and for seeking State assistance when required. EFS-11 partners will assist the ARC at the EAA in determining if a pet is under positive control with the use of a crate or leash and muzzle. ESF-11 staff will be available from the Base Camp, will set up a transfer designated transfer/treatment point, and develop an equine holding area as necessary.
- F. Georgia Department of Agriculture: The Georgia Department of Agriculture is the lead State agency for ESF 11. In a disaster exceeding the community's ability to effectively handle commercial livestock and equine, the Georgia Department of Agriculture's Animal Protection Division, Livestock and Poultry Division and/or Equine Division will be contacted for assistance. Direct local requests for GDA assistance should also be conveyed to GEMA's EOC.
- G. Humane Society: The Humane Society Savannah/Chatham (HSSC) coordinates with ESF-11 partners to assist with pet and animal needs, sheltering, and resources. HSSC volunteers work under the direction and supervision of EFS-11.
- H. Other Voluntary Organizations: Pet and animal related volunteer organizations such as CERT or CART will work under the direction of ESF-11 for the purposes of this plan. Volunteers should be properly trained to work with animals and meet the training guidelines established in Section VII-F-4.

IX. APPENDIX MANAGEMENT AND MAINTENANCE

- A. CEMA is the executive agent for the Appendix management and maintenance. The Appendix and supporting documents will be updated periodically as required to incorporate new directives and changes based on lessons learned from exercises and actual events. This section establishes procedures for interim changes and full updates of the Appendices.

- B. Types and Changes: Changes include additions of new or supplementary material and deletions. No proposed change should contradict or override authorities or other plans contained in statute, order, or regulation.
- C. Coordination and Approval: Any department or agency with assigned responsibilities within the Appendix may propose a change to the plan. CEMA is responsible for coordinating all proposed modifications to the Appendix with primary agencies, support agencies and other stakeholders. CEMA will coordinate review and approval for proposed modifications as required.
- D. Notice of Change: After coordination has been accomplished, including receipt of the necessary signed approval supporting the final change language, CEMA will issue an official Notice of Change. The notice will specify the date, number, subject, purpose, background, and action required, and provide the change language on one or more numbered and dated insert pages that will replace the modified pages in the Appendix. Once published, the modifications will be considered part of the Appendix for operational purposes pending a formal revision and re-issuance of the entire document. Interim changes can be further modified or updated using the above process.
- E. Distribution: CEMA will distribute the Notice of Change to all participating agencies. Notice of Change to other organizations will be provided upon request. Re-issuance of the individual appendix or the entire EOP will take place as required. Working toward continuous improvement, CEMA is responsible for an annual review and update of the EOP to include related annexes, and a complete revision every four years (or more frequently if the County Commission of GEMA deems necessary). The review and update will consider lessons learned and best practices identified during exercises and responses to actual events, and incorporate new information technologies. CEMA will distribute revised EOP documents for the purpose of interagency review and concurrence.

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