



IDAHO REGION II STABILIZATION PLAN



Annex F

SHELTER

This annex provides guidance for shelter activation and management in conditions of degraded or failed critical infrastructure.

- Lead: NET Manager
- Partner: American Red Cross
- Support: Chief Elected Officials
Staff of congregate living facilities
Jurisdictional Public Works

INTRODUCTION

Homes are the fundamental protection for citizens. If the critical infrastructure degrades, most citizens will continue to live at home. Their direct link to local government will be the Neighborhood Emergency Teams (Annex K). Many community activities will center around the neighborhood gathering point.

Should the infrastructure fail, however, homes may be without electricity and heat - driving the need for shelters. For traditional disasters, the American Red Cross (ARC) is chartered and equipped to manage mass shelters for 1-4 days. Since the time period of a catastrophic event – months to years – exceeds the intended capability of the ARC program, shelters will be managed by local government.

SCOPE

1. The need for shelters may vary widely. If the critical infrastructure is degraded, only a few shelters may be required initially, depending on the season. A collapsed infrastructure will likely require widespread sheltering, due to uncertain electricity and fuel availability.

This plan is only activated in the event of a national emergency and attendant local disaster/emergency declarations

2. A wide range of shelter facilities must be considered. The yardstick for facility selection is how it helps meet life-essential needs. An assisted living complex, for example, is likely the best shelter for its residents; while a school would be practical for healthy people.

POLICIES

1. Residents are encouraged to remain in their homes and have essential needs addressed by Neighborhood Emergency Teams (NET Teams).
2. For catastrophic events, shelter activation and management will be under the direction of local government (Neighborhood Emergency Teams), with assistance from American Red Cross staff, volunteers, and other facility personnel.
3. The Shelter Guidebook will be the standardized set of procedures used for shelter management. This guidebook will be maintained separately from this plan.

SITUATION AND ASSUMPTIONS

1. Limited shelter activation is anticipated with a degraded infrastructure. Expected conditions include:
 - Essential government and commercial systems continue operations, perhaps limited to essential services and functions.
 - Electrical power may be intermittently available, with rolling blackouts.
 - Oil imports may slow or cease; refining uses oil predominantly from in-country wells. Fuels may be rationed.
2. Widespread shelter activation is anticipated with a collapsed infrastructure. Expected conditions include:
 - Loss of electricity and/or natural gas, such that houses cannot be reliably heated in winter or meals cooked.
 - Planning difficulties of these extreme conditions are offset by the willingness of people to cooperate and self-organize to implement logical solutions.
3. The impact of critical infrastructure failure on people will vary with where they live and their level of preparedness.

SHELTER MANAGEMENT

Long-term shelters will be managed by NET Teams. Shelter management is an extension of their purpose: to bring connectivity between government and neighborhoods, while helping to build sustainable communities. The same life-essential needs must be addressed, only at the shelter instead of at resident's houses.

Mass sheltering is never an optimal situation for citizens who would be leaving the privacy and familiarity of their homes. Successful long-term shelter operation will require:

- the partnership and support of American Red Cross staff and volunteers, with expertise in shelter management
- the partnership and support of congregate living facilities, whose staff are familiar with the needs of their clients and daily operations
- the active engagement of shelter residents in shelter operations activities as soon and as much as possible. This eases the burden on shelter workers and provides mental and physical outlets to the citizens.

CONCEPT OF OPERATIONS

The lead for Annex K (NET Teams) manages shelter operations in partnership with the lead American Red Cross disaster representative in the jurisdiction. A NET member will be designated the shelter manager for each shelter, with operational authority from the Chief Elected Officials. Support for shelter operations will be provided by American Red Cross disaster volunteers and congregate facility staff, as appropriate.

All potential facilities should be considered for shelters. Examples include dormitories, community centers, senior centers, schools, office buildings, motels, and malls. Common meal preparation saves additional energy and preserves and protects diminished supplies.

PREPARATION

1. Coordinate with local American Red Cross to review shelter agreements, and identify volunteers with training in shelter management operations.
2. Coordinate with local government agencies to identify additional potential shelters and neighborhood gathering points.
3. Prepare Shelter kits (Appendix 1).

RESPONSE OPTIONS

Incorporated Cities and Towns

1. *National emergency with degraded infrastructure.* Sheltering requirements are expected to be minimal, and change slowly. Most citizens will continue to reside in their homes. Rationing and conserving resources will be necessary due to the cost or limited availability of energy.

Chief elected officials:

- _____ Determine shelter requirements in coordination with Annex K: NET Teams, and Annex O: Administration and Resource Management
- _____ Select shelters with input from all annex coordinators
- _____ Activate NET Teams for shelter duty
- _____ Activate shelters in coordination with Annex N: Legal
- _____ Monitor status for emerging congregate living/mass shelter requirements

All annex coordinators: Provide input to chief elected officials for shelter selection

Annex F Lead in coordination with Emergency Management:

- _____ In coordination with the American Red Cross, identify candidate facilities for congregate living/mass shelters
- _____ Coordinate with Annex O: Administration and Resource Management and Annex N: Legal, in anticipation of federal guidance on financial issues related to shelter – for example: rent, mortgages, real estate sales
- _____ Provide chief elected officials candidate NET Team leaders to be responsible for each shelter facility
- _____ In coordination with American Red Cross and shelter facility personnel, identify shelter management team for each shelter
- _____ Coordinate with Annex C: Security and Law Enforcement, for security at each shelter location

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- _____ Contact NET Team leaders and review shelter management duties (Appendix 1).
- _____ Ongoing activities:
 - _____ Obtain periodic updates from NET Teams assigned shelter duty
 - _____ Monitor shelter needs of special populations (for example, people needing power for medical equipment may be moved to a single building with a generator)
 - _____ Monitor shelter needs of low income populations

2. *National emergency with failed infrastructure.* Sheltering may be an immediate requirement – especially if crisis onset is in the cold months, as the risk of hypothermia is high. In these conditions, there are many options which may provide mass shelters. The right solutions depend on the people, local circumstances, and resources.

Chief elected officials in coordination with NET Teams Manager, Emergency Manager, and American Red Cross disaster lead:

- _____ Review candidate shelter options and locations. Select shelters that are close to the neighborhoods where residents live. This facilitates the comfort of being near home, and provides quick access to backyard gardening activities
- _____ Families with some preparations may elect to remain in place
- _____ Encourage extended families to consolidate into a single home
- _____ Consider using Neighborhood Gathering Points
- _____ Consider shelters on the American Red Cross shelter list
- _____ Consider congregate living settings, college facilities, etc..
- _____ Coordinate with Annex E: Healthcare, to determine need for a combined shelter for families whose members have selected pre-existing medical conditions. This option may provide more dedicated care if the availability of healthcare professionals is limited
- _____ Coordinate with Annex N: Legal
- _____ Identify and appoint a NET Team leader to be responsible for each facility

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NET Team Manager in coordination with Emergency Manager and American Red Cross disaster lead:

___ Identify and assign a shelter management team for each shelter

NOTE: The staff of established congregate living facilities is the shelter management team. They are assigned a NET Team leader only, unless additional personnel are needed

___ Contact NET Team leaders and shelter management teams. They report to the location designated by the NET Manager for shelter management training

___ For established congregate living facilities, coordinate shelter designation and NET Team leader assignment with management

___ Coordinate with law enforcement (Annex C) for shelter security requirements

___ Coordinate shelter activation with annex coordinators

___ Obtain any brochures and supplies to be distributed to shelters

___ Arrange for water supplies (Annex D: Water Treatment)

___ Arrange for food supplies (Annex B: Food)

___ Coordinate radio net schedule with Annex J: Communications (EMCOMM Team). Be ready to monitor radio nets

___ Coordinate with Annex G: Public Information for news to be relayed to shelters

___ When shelter management teams arrive at designated training location:

___ Review Shelter Guidebook

___ Issue equipment (see Appendix 1)

___ Disseminate shelter location information to affected residents

___ Ongoing activities:

___ Obtain periodic updates from NET Teams assigned shelter duty

___ Provide periodic updates to Annex coordinators to address recurring and emerging needs

Rural Areas

The population of rural areas are residents living outside of incorporated towns. For many, the impact of either a degraded or failed infrastructure is lessened due to lifestyle choice. Many rural families prudently prepare for emergencies such as periodic power outages and road closures. They may not be part of a physical community, but are part of the community in all other aspects. Additionally, their preparation means less drain on scarce community resources.

If sheltering is required for a small number of people, they should be placed in the nearest established shelter with available room. For large number of rural residents, consider opening a new shelter closer to their location.

Appendix 1: Shelter Kit

Shelter Guidebook

Signs:

1. No dangerous weapons, liquids, or other safety hazards shall be kept inside the shelter by residents.
2. Smoking will be permitted only in designated areas.
3. No alcoholic beverages will be consumed within the shelter area.

Forms:

1. Shelter registration form
2. Guide for residents
3. Entry/exit forms
4. Activity log