

Developing High-Quality Emergency Operations Plans for Houses of Worship

Jane Colavecchi, JHC Associates

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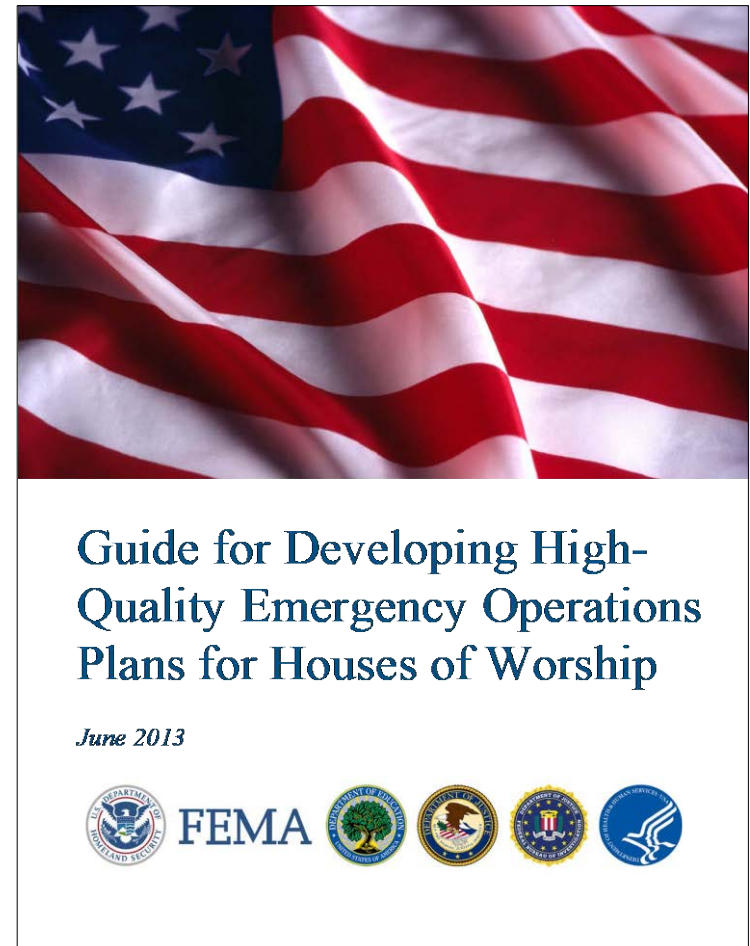
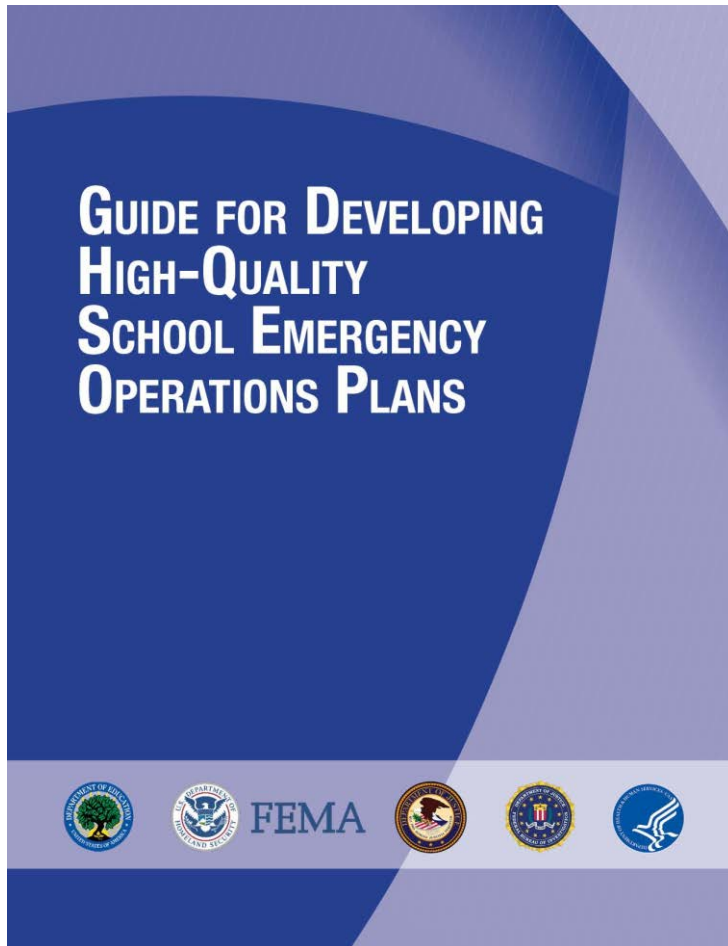
CGP 101

Comprehensive Preparedness Guide 101

- Provides the guidance on the fundamentals of planning using a whole community approach
- Establishes a standardized format for both planning processes and content



Planning Guides

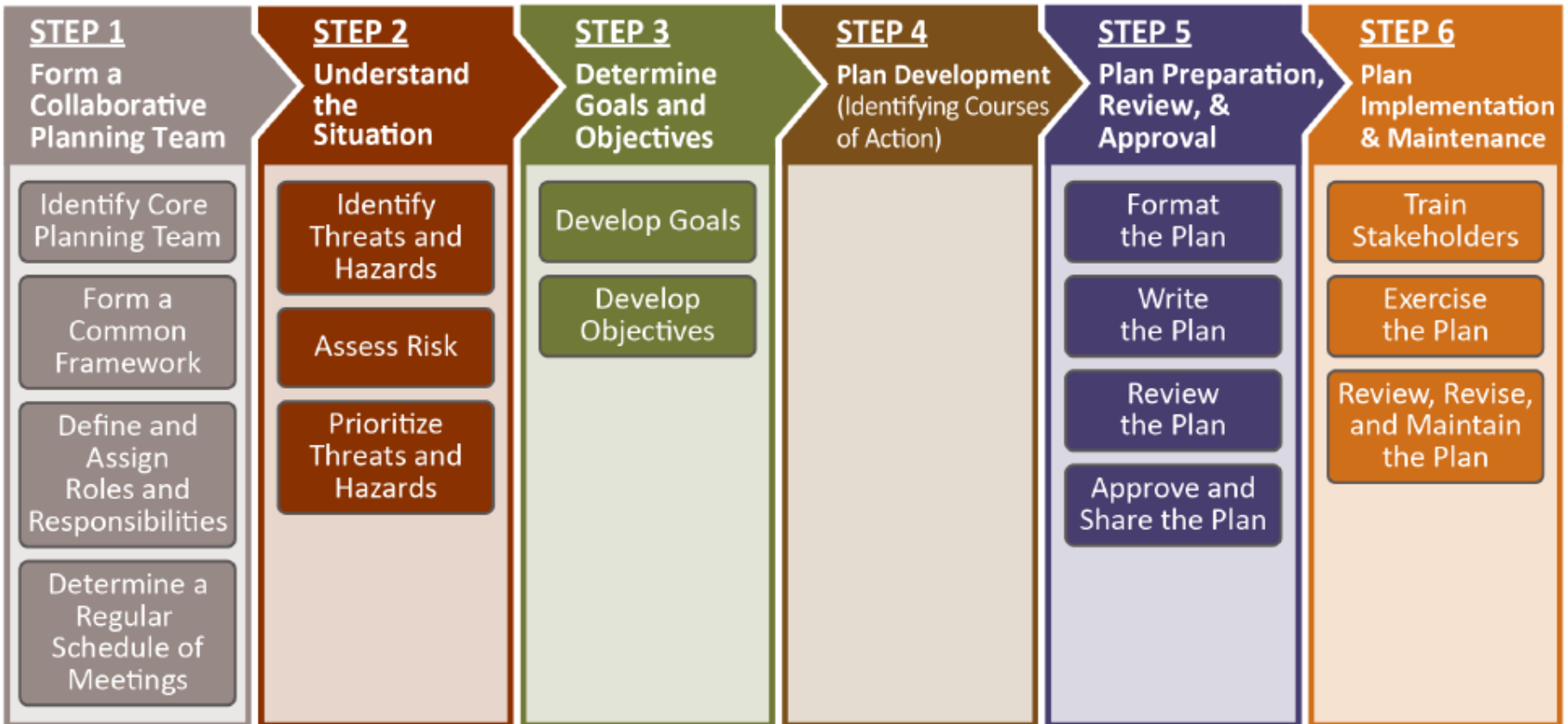


Planning Principles

- Supported by leadership
- Considers all threats and hazards
 - In collaboration with emergency management
- Considers all settings and times
- Provides for the access and functional needs of the church community
- Created using a collaborative process



The Planning Process



Planning Process

Identify a Core Planning Team

- Safety Personnel
- Parishioners
 - Diverse representation
- First Responders
 - Police
 - Fire
 - EMS
 - Emergency Management



Planning Team

- Form a common framework
 - Vocabulary
 - Command structure (ICS 100)
 - Culture
- Define Roles
- Determine a Schedule



Planning Process

Understand the Situation

- Identify Threats and Hazards
 - Work with your county emergency management agency to determine existing threats
 - Assess the risk
 - Identify other areas of planning



Planning Process

Determine Goals and Objectives

- Threat Annex
 - Fire
 - Tornado
 - Severe Winter Storm
- Functional Annex
 - Evacuation
 - Reunification



Planning Process

Basic Plan

1. Introductory Material
 - 1.1. Promulgation Document/Signatures
 - 1.2. Approval and Implementation
 - 1.3. Record and Changes
 - 1.4. Record of Distribution
 - 1.5. Table of Contents
2. Purpose and Situation Overview
 - 2.1. Purpose
 - 2.2. Situation Overview
3. Concept of Operations
4. Organization and Assignment of Responsibilities
5. Direction, Control, and Coordination
6. Information Collection, Analysis, and Dissemination
7. Training and Exercises
8. Administration, Finance, and Logistics
9. Plan Development and Maintenance
10. Authorities and References

Functional Annexes

(Note: This is not a complete list; however, it is recommended that all plans include these functional annexes.)

1. Evacuation
2. Lockdown
3. Shelter-in-Place
4. Recovery
5. Security

Hazard-, Threat-, or Incident-Specific Annexes

(NOTE: This is not a complete list. Each house of worship's annexes will vary based on their threat and hazard identification and risk assessment.)

1. Severe Storm
2. Earthquake
3. Tornado
4. Fire
5. Hazardous Materials Incident
6. Active Shooter

Planning Process

- Write the plan
- Review and comment
- Approve and share as appropriate



Planning Process

Implementation and Maintenance

- Training
 - EMI
 - CDP
 - NTED
 - REMS/TA
- Exercise
- Redraft



Plan Content

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Family Preparedness Planning

Ready.gov

- Ensures families in your congregation have a plan in the event of an emergency, including pre-arranged contact information.

Legal documentation

- Arranges for legal guardianship of children in the event of separation



Questions

Jane Colacecchi

jane@jhcassociates.com

515-491-6088

