



# **Local Church Disaster Plan**

**The Florida Conference of The United Methodist Church  
Disaster Recovery Ministry  
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## Introduction

This guide is designed to assist you in preparing a Church Disaster Plan for your local church. When a church knows in advance how they will protect church property, and care for their staff and congregation in the event of a disaster, they are better prepared to minister to their community.

Our hope is that this plan will become a catalyst for developing a holistic Disaster Response Ministry for your church, that empowers your congregation to work in partnership with other organizations and agencies in disaster and serve as a witness to Jesus Christ in your community and beyond.

Depending on the size and needs of your church and community, you may want to expand the scope of your plan to include details not covered by this guide. This guide is just that – a guide. The intent is to help you start the process of evaluating the needs and capacities of the church in preparation, response, and recovery. The forms provided track some of the specific information you will need in the event of a disaster.



## The Team and The Purpose

Local churches are encouraged to identify a team of individuals who will create the Church Disaster Plan for your church. The size of the team is dependent on the size and needs of the church. It is recommended that the team consists of 4-6 members.

Skills needed amongst the team include:

- planning/administrative gifts
- ability to see the big picture
- attention to detail
- creative problem-solving skills

If possible, a member of Trustees, Finance, and a staff member should be part of the team.

The team will design a Church Disaster Plan specific to the needs and requirements of their church. The Disaster Response Ministry should support the mission and vision of the church. As with all ministries, it is very important to have the support of the local church leadership in developing this ministry.

Some items to consider:

- What should be done to prepare church property prior to a disaster, and who should be involved in the preparation?
- How will the church care for the congregation before, during, and after a disaster?
- How can the church use existing resources before, during, and after a disaster?
- How will the church serve the community before, during, and after a disaster?



## Preparing and Planning for Special Needs and Vulnerable Populations

Special needs and vulnerable populations are often overlooked when preparing and planning for disaster. Those population groups include individuals with disabilities, pregnant women, children, individuals with life-threatening illness, the elderly, ethnic minorities, people with language barriers, and those who are economically disadvantaged.

When preparing your Church Disaster Plan, consideration must be made for these populations. Some things to remember, a visually impaired person may be reluctant to evacuate because they are concerned about leaving their familiar surroundings. Members of your congregation who are visually impaired might need the assistance of someone to lead them and their guide dog to safety. A hearing-impaired person may need to have special arrangements made in order to receive warnings. A single working parent may need help preparing for a disaster, or with childcare, while he/she works or prepares. Non-English-speaking individuals may need assistance planning for and responding to disasters, while the church also considers cultural beliefs while assisting. Those who depend on medical equipment may need access to electricity in the event of an outage.



## Planning Questions: Caring for Church Facilities

As you prepare your Church Disaster Plan please remember, your church could be faced with rising flood waters, storm surge, and a leaky roof.

Consider these questions while preparing your Church Disaster Plan:

- What does the church currently do to prepare the physical church buildings (including parsonage) and contents for a disaster?
- When a disaster is approaching, who is responsible for initiating and coordinating disaster preparedness activities?
- How will the church protect electronic equipment (musical instruments, sound equipment, projectors, computers, copiers, etc.) in the event of a disaster?
- What is the plan for protecting church documents and data during a disaster?
- What routine maintenance should be performed to mitigate damage from a disaster?
- In the event of damages from a disaster, who is responsible for assessing the damage, contacting appropriate personnel at the District and/or Conference, and initiating an insurance claim?
- Where will the local church Disaster Response Ministry meet and set up as a central area of decision making if the church is inaccessible after a disaster? Once the location is determined it should be in your plan, which is shared with your District Disaster Response Coordinator, the District Office, and the Conference Disaster Response Coordinator.
- In the event the church sustains significant damage and must be relocated, where will the church go and how will that be communicated to the congregation, the District, and the Conference?
- What are the plans if a church needs to evacuate during a worship service or other event? How would this be communicated, and who would communicate it to those present?
- If you have a day care, pre-school, or other ministry responsible for others, do they have a disaster plan? If so, how will that coordinate with the church plan? If not, does the church need to include them in their plan?

**PLEASE NOTE:** For the safety of those seeking shelter, as well as those offering shelter, churches are advised not to shelter people at the church unless the church is trained and certified as an official Red Cross Shelter





## Planning Questions: Caring for People

As you prepare your plan, consider the people you serve each and every day, and how you will serve them before, during, and after a disaster.

- How does the church currently care for its people through existing ministries and services such as: home repair programs for elderly, care teams, senior ministries, ministries for the disabled, etc.?
- Which of these ministries/services might be useful in disaster response and how?
- What are the ways your church can help people prepare for disaster? Be specific.
- How will the church communicate with people before and after a disaster?
- If you have a day care, pre-school, or other ministries responsible for others, does the church have procedures in place to communicate information regarding closings and/or evacuations in the event of a disaster?
- How will the Disaster Response Team distribute general disaster preparation information to the church?
- Will the Disaster Response Team distribute the Disaster Plan to the congregation?
- Who are the vulnerable people in your church who might need additional assistance (elderly, disabled, shut-ins, single mothers, people with inadequate financial resources, people with no insurance or not enough insurance, etc.) and who would coordinate their assistance?
- After a disaster, how will you manage the good intentions of your church?
- How will you track volunteer hours and who will be responsible for reporting them to the Disaster Response Ministry at the Conference and other agencies as directed?
- How will you respond to those outside your church and/or community who offer to donate material goods or send in volunteer teams?



## Planning Questions: Caring for The Community

While thinking about the below questions, please remember it is very important that the local church work within the process set up by local emergency management. Working cooperatively with others is critical to providing the right help, to the right place, at the right time. This will also ensure the efforts of the church are helpful and not adding to the disaster. Our priorities are to be the church and do no harm.

- List existing programs in your church or community that may be useful in disaster response (home repair programs for senior citizens, care teams, food pantries, etc.).
- How does your church currently care for the community?
- Will your church distribute general disaster preparation information to the community? What other type(s) of community outreach could the church provide after a disaster?
- Could the church be a collection/distribution site for canned goods, baby needs, clean up buckets, health kits?
- Is there easy access for loading and unloading of goods? If yes, could that access area accommodate larger vehicles such as tractor trailers?
- What is needed that no one else is doing? Is this something your church has the capacity to- do?
- How will the church partner with other churches or faith-based groups in the community before, during, and after a disaster?
- How will the church partner with government and social service agencies in the community?
- How will your church coordinate its response with these and other responding agencies and organizations in the community, so resources are not duplicated, and more help is available?





**Church Plan: Who?**

This plan is prepared for: \_\_\_\_\_

**Location of The Church:**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landmarks near church: \_\_\_\_\_

Church Phone Number(s): \_\_\_\_\_

Church Fax Number: \_\_\_\_\_ Church Email: \_\_\_\_\_

Church Web site: \_\_\_\_\_

**Location of The Parsonage (if applicable):**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landmarks near parsonage: \_\_\_\_\_

Parsonage Phone Number(s): \_\_\_\_\_

**Location of Other Church Property (if applicable):**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landmarks near other church property: \_\_\_\_\_

Other Church Property Phone Number(s): \_\_\_\_\_

**Location of Other Church Property (if applicable):**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Landmarks near other church property: \_\_\_\_\_

Other Church Property Phone Number(s): \_\_\_\_\_



**Church Plan: The Team****Team Leader:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

**Trustee Representative:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

**Finance Representative:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

**Team Member:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

**Team Member:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

**Team Member:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_



**Church Plan: Emergency Contact Information**

Pastor Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

Associate Pastor Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

Associate Pastor Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

Trustee Chair Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

Fire Department (Local Number): \_\_\_\_\_  
Police Department (Local Number): \_\_\_\_\_

Church Disaster Response Coordinator Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

District Office/Superintendent Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

District Disaster Response Coordinator: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Other Phone Number: \_\_\_\_\_

Conference Disaster Response Coordinator: Trish Warren Email: pwarren@flumc.org  
Office: (863)688-5563 Ext. 148 Mobile: (863)661-4939

Ministry Protection:  
LaNita Battles: (863)688-5563 Ext.199  
Helen Mitchell: (863)688-5563 Ext. 126

Community Resource Contact Information:  
Phone Number (211/311): \_\_\_\_\_ Website: \_\_\_\_\_





**Church Plan: Vendor Contact List**

This is a list of preferred vendors and alternate vendors the church routinely uses for repairs and other maintenance of church property, including copier, computer, kitchen appliances, air conditioning, etc.

Provider Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Account Number: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Other Contact Information (Sales Person): \_\_\_\_\_  
Goods/Services Provided: \_\_\_\_\_  
\_\_\_\_\_

Provider Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Account Number: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Other Contact Information (Sales Person): \_\_\_\_\_  
Goods/Services Provided: \_\_\_\_\_  
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Other Contact Information (Sales Person): \_\_\_\_\_  
Goods/Services Provided: \_\_\_\_\_  
\_\_\_\_\_





## Church Plan: Inventory of Assets

Churches are strongly encouraged to do a video inventory to accompany this list. A video will capture detail that a list will not. If your church already has a file with this information, please submit it with your church plan.

Description: \_\_\_\_\_

Location: \_\_\_\_\_

Serial Number: \_\_\_\_\_ Cost: \_\_\_\_\_ Current Value: \_\_\_\_\_

Description: \_\_\_\_\_

Location: \_\_\_\_\_

Serial Number: \_\_\_\_\_ Cost: \_\_\_\_\_ Current Value: \_\_\_\_\_

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Description: \_\_\_\_\_

Location: \_\_\_\_\_

Serial Number: \_\_\_\_\_ Cost: \_\_\_\_\_ Current Value: \_\_\_\_\_



## Church Plan: Communication in Disaster

Pastor Name: \_\_\_\_\_

Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Associate Pastor Name: \_\_\_\_\_

Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Associate Pastor Name: \_\_\_\_\_

Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Church Disaster Response Coordinator Name: \_\_\_\_\_

Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

District Office/Superintendent Name: \_\_\_\_\_

Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

District Disaster Response Coordinator Name: \_\_\_\_\_

Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Conference Disaster Response Coordinator: Trish Warren

Office: (863)688-5563 Ext. 148 Mobile: (863)661-4939

Ministry Protection:

LaNita Battles: (863)688-5563 Ext.199 Helen Mitchell: (863)688-5563 Ext. 126



## **Church Plan: Response**

### **If your church is damaged by disaster**

Contact your District Superintendent  
Activate your Church Disaster Plan  
Contact Ministry Protection  
Contact your District Disaster Coordinator

### **If your community is affected by disaster**

Activate your Church Disaster Plan  
Contact your District Superintendent  
Volunteer teams self-deploy per the Church Disaster Plan and their training (only if the community your church is in is affected by disaster, and emergency personnel have given clearance)

### **If another community in your District is affected by disaster**

In the event of a disaster, contact the District Disaster Response Coordinator for instructions. For updates on the Conference response, check the Conference website at [flumc.org](http://flumc.org). If members of your church are trained and registered with the Conference as an Early Response Team (ERT), they will receive an email with updates and instructions from the ERT Coordinators.





## Church Plan: Hurricane

Please use the following pages to discuss the course of action in the event of a hurricane. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

How will the church train and prepare staff for a hurricane: \_\_\_\_\_

[illegible]

What will the church communicate to the congregation about their preparations for an a hurricane:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on its right side, suggesting it's resting on a surface.

Please use the following pages to discuss the course of action in the event of a hurricane. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

[illegible][illegible]

Please use the following pages to discuss the course of action in the event of a tornado. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



Please use the following pages to discuss the course of action in the event of a tornado. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on its right side, suggesting it's resting on a surface.

[illegible]



## Church Plan: Tornado

Please use the following pages to discuss the course of action in the event of a tornado. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

How will the church safely move persons to a safe space in the event of a tornado (consider children without a guardian nearby, elderly, individuals with disabilities, and others with access and functional needs): \_\_\_\_\_

[illegible]

How will the church secure the facilities in the event of a tornado (securing windows and doors, specific building characteristics – tricky doors/windows) \_\_\_\_\_

This image shows a blank sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Please use the following pages to discuss the course of action in the event of a tornado. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



## Church Plan: Fire/Arson

Please use the following pages to discuss the course of action in the event of a fire/arson. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

How will the church train and prepare staff for a fire/arson: \_\_\_\_\_

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

What will the church communicate to the congregation about their preparations for a fire/arson:

This image shows a blank sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

How will the church safely move persons to a safe space in the event of a fire/arson (consider children without a guardian nearby, elderly, individuals with disabilities, and others with access and functional needs): \_\_\_\_\_

[illegible][illegible]



## Church Plan: Fire/Arson

Please use the following pages to discuss the course of action in the event of a tornado. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

How will the church recover from a fire/arson (where will first aid be provided, reopening church, alternate services if church remains temporarily closed, who will provide psychological and emotional care to pastors, staff, and congregation): \_\_\_\_\_

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

How will the church partner with the police/fire department to determine threat levels and how to respond to a possible fire/arson threat:

[illegible]

## Church Plan: Active Shooter

Please use the following pages to discuss the course of action in an active shooter incident. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

How will the church train and prepare staff for an active shooter incident: \_\_\_\_\_

[illegible]

What will the church communicate to the congregation about their preparations for an active shooter: \_\_\_\_\_

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.



## Church Plan: Active Shooter

Please use the following pages to discuss the course of action in an active shooter incident. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

How will the church recover from an active shooter incident (where will first aid be provided, reopening church, alternate services if church remains temporarily closed, who will provide psychological and emotional care to pastors, staff, and congregation):

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How will the church partner with the police to determine threat levels and how to respond to that specific threat:

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## Church Plan: Other Disaster

Please use the following pages to discuss the course of action for other disasters specific to your community. These could include flooding from nearby rivers, wildfires, hazardous material spill, chemical explosion, and more. While writing this, consider communication, who will be involved, does this plan align with our beliefs as Methodists.

What type of disaster is this for? \_\_\_\_\_

How will the church train and prepare staff for an \_\_\_\_\_ disaster:

What will the church communicate to the congregation about their preparations for disaster: \_\_\_\_\_



How will the church safely move persons to a safe space in the event of \_\_\_\_\_  
\_\_\_\_\_ disaster (consider children without a guardian nearby, elderly,  
individuals with disabilities, and others with access and functional needs):

[illegible][illegible]

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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What type of disaster is this for? \_\_\_\_\_

How will the church train and prepare staff for an \_\_\_\_\_ disaster:

What will the church communicate to the congregation about their preparations for disaster: \_\_\_\_\_







How will the church recover from \_\_\_\_\_ disaster (where will first aid be provided, reopening church, alternate services if church remains temporarily closed, who will provide psychological and emotional care to pastors, staff, and congregation): \_\_\_\_\_

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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## Supporting Websites and Documents

The below websites can guide you as you prepare your Church Disaster Plan:

<https://www.redcross.org/get-help/how-to-prepare-for-emergencies.html>

<https://www.alz.org/help-support/caregiving/safety/in-a-disaster>

[CDC's Disaster Planning Goal: Protect Vulnerable Older Adults](#)

[Individuals with Disabilities | Ready.gov](#)

[Faith-Based Community Preparedness | FEMA.gov](#)

[Guide to Developing High-Quality Emergency Operations Plans for Houses of Worship \(fema.gov\)](#)



## Local Church Emergency Supplies

These items are suggested to help prepare and clean-up your facility. Also, some items are on the list in the event you have a staff member staying onsite to keep the property secure in the event of power outage, window or door damage, or any other damage that could leave your church vulnerable after a storm.

- copy of the Church Disaster Plan
- plastic garbage bags
- resealable gallon storage bags
- flashlights and replacement batteries
- plastic sheeting/tarps
- 2-way radios and replacement batteries
- plywood (for boarding up windows)
- ladders
- hammer
- nails
- duct tape
- mop and mop bucket
- brooms
- disinfectant
- bleach (at least three gallons)
- rubber boots
- rubber gloves
- disposable masks
- portable fans
- wet vac
- 50' extension cord
- portable incandescent lamps/replacement bulbs
- power saw
- hand saw





## Local Church Emergency Supplies

These items are suggested to help prepare and clean-up your facility. Also, some items are on the list in the event you have a staff member staying onsite to keep the property secure in the event of power outage, window or door damage, or any other damage that could leave your church vulnerable after a storm.

- shovel
- crowbar
- wheelbarrow
- jumper cables
- camera (standard, digital, or video)
- weather radio
- generator
- non-perishable food



## Facilities Routine Maintenance Checklist

These are just suggested maintenance items the church can address throughout the year, as needed, and when a hurricane is approaching.

Needed/ongoing:

- Monitor use of candles and open flames. Assign someone to oversee when the items will be used, and how to extinguish if a fire starts.
- Provide surge protection for all power sources.

Every three months:

- Test smoke detectors. If the alarms are battery operated, routinely replace batteries.
- Inspect HVAC equipment. If HVAC needs maintenance, schedule for repair.

Every six months:

- Check roof and foundation of building. If roof is leaking, or the foundation has problems, schedule for repair.
- Inspect water heaters, and schedule repair if necessary.
- Clean out gutters and drains.
- Inspect fences for damage, loose fence posts, and repair.
- Trim trees away from roof line.

Annually:

- Have an electrician inspect the wiring, power connections, and circuit boxes annually.
- Check all penetrations of the walls or floors to ensure they remain sealed to be both air and watertight. If they are not, schedule an appropriate repair to ensure the integrity of the walls and floors.



## Facilities Routine Maintenance Checklist

If a hurricane warning has been issued:

- Close blinds and curtains to minimize damage from broken windows.
- If possible, position computers and other electronic equipment off the floor and away from windows.
- File and secure all papers, books, and archive materials.
- Cover computers and furniture with heavy plastic to prevent wind and rain damage. If computers are located on the ground floor, elevate computer towers off the floor.
- Locate the hurricane shutters and ensure they are in good repair, and available for installation as needed.
- Attach hurricane shutters or board up all windows and doors except one access door that is hurricane proof as a single-entry point
- Remove outside furniture and store inside.
- Remove satellite rooftop dishes.
- Check the integrity of storage sheds - close and lock the doors.
- Check the security of all doors.



## Individual Needs Survey

This form is one way you could survey your congregation before disaster to determine who might need assistance to prepare and/or evacuate in the event of a disaster.

Name: \_\_\_\_\_ Spouse Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_ Alternate Contact Phone: \_\_\_\_\_

List names and ages of additional members in household: \_\_\_\_\_

Do you only speak a foreign language? ☐ Yes ☐ No

Residence Type: ☐ Single Family ☐ Mobile ☐ Apartment ☐ Homeless/in-transition

Are you homebound ☐ Yes ☐ No

Do you use a wheelchair? ☐ Always ☐ Most of the Time ☐ Sometimes

Do you use a walker/cane? ☐ Always ☐ Most of the Time ☐ Sometimes

Do you require a special diet? ☐ Yes ☐ No Type: \_\_\_\_\_

List Special Medical Needs (Ex: homeless, severe cardiac, diabetic on insulin): \_\_\_\_\_

Do you rely on electricity for home medical treatments? ☐ Yes ☐ No

Have you registered with County Emergency Management for help in an evacuation?

☐ Yes ☐ No

Do you have any pets? ☐ Yes ☐ No

If so, how many and what type of pet? \_\_\_\_\_

(Note: Pets are NOT allowed in all shelters. Make evacuation-shelter arrangements for them BEFORE a disaster.)

Would you need transportation in an emergency? ☐ Yes ☐ No ☐ Maybe

If yes, what type? ☐ Standard vehicle ☐ Wheelchair access ☐ Medical Transport

Use back of form for additional information if needed.





## Conclusion

Florida ranks number 5 in the list of states with the greatest risk of disaster. Since 1953, Florida has had 160 major disasters. Hurricane Irma proved that the interior portions of our state are not safe from a major disaster. We all need to be prepared to secure our facilities and have a plan so we can serve others in our community. Thank you for taking the first steps in helping to protect and prepare your church in the event of a disaster. As residents of Florida, we may not be able to prevent disasters from occurring, but by planning ahead we can help save lives, property, and reduce the time it takes for our communities to recover.

Consider reaching out to your District Disaster Response Coordinator to find out ways you can connect in your community through local Community Organizations Active in Disaster (COAD) or Voluntary Organizations Active in Disaster (VOAD). Also, some communities still have Long Term Recovery Groups (LTRG) who are still meeting. This is a great opportunity to form relationships in the community to help serve the community in the event of a disaster.

Be sure to update your Church Disaster Plan annually, or more frequently, as your church information changes. Remember to share your Church Disaster Plan with our District Office, your District Disaster Response Coordinator, and the Disaster Response Ministry of the Conference. Most importantly – share it with your church! Let your church leaders and congregation know that the church has a plan to respond and recover from disaster. Tell them where they can read a copy and how they can be involved implementing the plan when disaster strikes. Church members cannot follow a plan if they do not know it exists!

Finally, challenge your congregation to create a personal plan for disaster. Help them find and connect with resources and consider making this an outreach of the church.

How can we help? The Disaster Response Ministry and your District Disaster Coordinator are here to serve you. Please contact your District Disaster Response Coordinator, or reach out to Trish Warren, the Conference Disaster Response Coordinator at (863)688-5563 Ext. 148 or at [pwarren@flumc.org](mailto:pwarren@flumc.org).



### Notes:

[illegible]

[illegible]