
FUNCTIONAL ANNEX: MASS SHELTERING

Mass Sheltering includes sheltering, household domestic pet sheltering, family reunification services, and basic emergency first aid at MOA designated shelters. The MOA will determine sheltering requirements and identify, designate, and activate municipal facilities to serve as emergency shelters to provide food, shelter and the delivery of human services as a result of an emergency or disaster.

Primary Agencies:

- Municipality of Anchorage Office of Emergency Management (OEM)
- Municipality of Anchorage Emergency Operations Center (EOC)
- American Red Cross of Alaska (ARC)
- Municipality of Anchorage Department of Health and Human Services (DHHS)

Support Agencies:

- Municipality of Anchorage Department of Health and Human Services, Animal Care and Control
- Anchorage School District (ASD)
- Municipality of Anchorage Community Development Department, Development Services Division, Building Safety Section
- Municipality of Anchorage Public Works Department, Maintenance & Operations Division, Facility & Fleet Maintenance Section
- Electric Utilities (ML&P, CEA, MEA)
- Natural Gas Utility (ENSTAR)
- Municipality of Anchorage Public Transportation
- Anchorage Water & Wastewater Utility (AWWU)
- The Salvation Army
- Municipality of Anchorage Police Department (APD)
- Anchorage Solid Waste Services
- Amateur Radio Emergency Services (ARES)
- State of Alaska Office of Children's Services (OCS)
- National Center for Missing and Exploited Children (NCMEC)
- Anchorage Community Mental Health Services (ACMHS)

1. Purpose

The purpose of this plan is to provide guidance and a framework for the Municipality's response to an event that requires mass sheltering. While no single plan can provide complete and sufficient guidance to cover every situation, this plan is intended to be used with lead and support agency plans to facilitate a response to an emergency or disaster. The plan also provides for a coordinated effort between lead and support agencies responsible for providing Mass Sheltering services and resources within the MOA during both small scale emergencies and/or catastrophic disasters.

This Annex addresses the overall mission and functions of each lead and support agency involved in Mass Sheltering. Detailed functional checklists for EOC positions are maintained at the EOC and within corresponding lead and support agency files.

2. Scope

The MOA capacity to provide Mass Sheltering services during an emergency or disaster depends in large part on the size of the area affected and the significance of the damage. In minor emergencies where there is a limited displacement of residents and minimal disruption to critical services and infrastructure, Mass Sheltering services can largely be sourced by the MOA in conjunction with partner agencies. However, a major catastrophic event such as an earthquake will likely require considerable outside assistance from state and federal agencies. Whenever response and recovery requirements exceed MOA capabilities, requests for assistance or augment support will be forwarded by the EOC to the Alaska State Emergency Coordination Center (SECC). Where support from the State is not feasible, requests will be forwarded by the SECC to other federal or military supporting agencies.

3. Policies

Individual Preparedness. Alaska's unique environment will likely amplify the affects of most hazards the Municipality will face, and a large scale disaster or emergency will limit critical resources and services as well as damage critical infrastructure. During an emergency or disaster, the MOA's primary focus will initially be on providing essential life saving services associated with first response. Since other essential critical services may not be readily available for some time, residents must be prepared to support and sustain themselves until these essential services can be resumed or emergency aid becomes available. Residents should be prepared to shelter-in-place or stay with relatives or friends for several days until other personal sheltering arrangements can be worked out or a public shelter is opened and available. The Alaska Division of Homeland Security and Emergency Management recommends that individual households be prepared to sustain themselves for five to seven days following an emergency or disaster. Individuals and families should also develop an individual or family disaster plan that includes a plan to shelter-in-place and maintain enough disaster supplies to provide for the entire family, including pets, for up to 7 days.

Functional Needs Support Services (FNSS). In pre-disaster planning for shelter operations, the MOA considers the unique requirements of functional and access needs populations. These populations are particularly vulnerable during an emergency or disaster and require special consideration. Because of these unique requirements, it's crucial that residents with functional needs and/or their caregivers develop a personalized pre-disaster plan that addresses any

requirement for assistance during an evacuation, need for accompaniment by an individual's service animal, and the needs of service animals. Residents with special needs should contact the Office of Emergency Management for assistance in developing a personalized pre-disaster plan and for additional planning and preparedness resources.

Legal Foundations for FNSS

- Stafford Act
- Post-Katrina Emergency Management Reform Act
- Americans with Disabilities Act of 1990
- Rehabilitation Act of 1973
- Fair Housing Act

These laws mandate integration and equal opportunity for people with disabilities in general population shelters including, but not limited to:

- Equal opportunity to benefit from emergency programs, services and activities
- Right to participate in and receive the benefits of emergency programs, services and activities provided by governments, private businesses, and non-profit organizations
- Emergency programs, services, and activities typically must be provided in an integrated setting
- Emergency programs, services, and activities must be provided at locations that all people can access
- People with disabilities must have equal access to emergency programs, services, and activities
- People with disabilities must be given information that is comparable in content and detail to that given to the general public and it must be accessible, understandable and timely
- People with disabilities may not be charged to cover the costs of measures necessary to ensure equal access and nondiscriminatory treatment
- Provision of auxiliary aids and services

Functional and Access Needs Populations in Anchorage

See Attachment A for the Functional Needs Framework table that outlines potentially affected populations and MOA plans for meeting these needs within general population shelters. Services are not solely provided by the MOA or MOA staff. Functional and access needs are typically met through collaborations with community partners. Services are not guaranteed.

Basic Supportive Care for FNSS in Non-Medical Shelters

Public emergency shelters will, to the extent possible based on the situation, be ADA accessible and will be able to house those with access and functional needs.

The following is an outline of anticipated basic, supportive care availability at MOA designated shelters:

Assessment: Initial assessment determines if placement in the general population shelter is appropriate. If the individual is to stay in the shelter, a history will be taken to include caregiver abilities, name of physician, major health problems, allergies, and functional needs.

Comfort: Individuals with functional needs should bring their caregiver (who will remain with them) and all of their own supplies. Emergency public shelters are a basic setting and supplies may be limited.

Activities of Daily Living(ADLs): The caregiver will assume primary responsibility for assisting the individual to the bathroom, with meals, and care. Emergency public shelters are a basic setting and while the MOA and American Red Cross will endeavor to provide staff to assist as needed, staff availability may be limited.

Procedures: Individuals and/or their caregivers must assume responsibility for managing their own medical care and any procedures they have been managing in the home setting. The shelter nurse will provide supervision and additional assistance only if needed.

Medications: Individuals with functional needs or their caregivers must assume responsibility for administering routine medications, as in the home setting. The shelter nurse may assist the individual if needed or administer medications as per Red Cross shelter protocol.

Oxygen: Individuals with functional needs or their caregiver must assume responsibility for managing oxygen and equipment. Individuals requiring 24-hour oxygen and/or who are electric dependent should be evaluated for transfer to a skilled health care facility or an MOA supported alternate care site. Individuals are encouraged to bring their equipment with them, including battery back ups.

Safety: Universal precautions and body substance isolation precautions must be utilized. Smoking is not allowed.

Unaccompanied Minors in Disasters

Children, aged 0-18, who arrive in MOA designated shelters without a parent or legal guardian are considered “unaccompanied minors”. A child who is found without parents outside of a public shelter is considered a “found child”. These minors are at high risk for abuse and increased levels of stress and trauma during disasters. Regardless of how the minors arrived at the shelter or how many minors are affected, multiple agencies and organizations will be responsible for coordinating their care and reunification with family members. A flow chart of the unaccompanied minors/found child supervision and reunification process can be found in Attachment B.

American Red Cross will provide supervision of unaccompanied minors, as outlined in ARC guidance, with a minimum of two adult volunteers or staff who have passed a background check. ARC will attempt to collect parent/guardian information from the child(ren) and will try to reach parents. All instances of unaccompanied minors in public shelters will be reported by ARC to both APD and the OCS. Until the minor(s) are released to a parent/guardian or OCS, unaccompanied minors will be housed and cared for in a separated area of the public shelter. Other than staff from the National Center for Missing and Exploited Children, no photos of the children or interviews by third parties will be allowed.

Anchorage Police Department will receive incoming calls about missing and found children. All reports of missing and found children will be forwarded to OCS and NCMEC, when active in the response. When a report of a found child is received from outside a public shelter, APD will take custody of the child until OCS assumes custody. If APD is unable to supervise the child(ren) until OCS takes custody, APD will transport the child to the MOA designated shelter. When requested by OCS, APD will request assistance from NCMEC. NCMEC is a Department of Justice agency and requests for assistance, other than in a presidentially declared disaster, must come from a law enforcement agency.

Alaska Office of Children's Services (OCS) is the agency responsible for child protective services and temporary custody of children. In a disaster, these services are a critical part of keeping unaccompanied minors safe and healthy until they can be reunited with family. When notified by ARC or APD, OCS will assume custody of unaccompanied minors. OCS will attempt to contact parents or legal guardians of the minors. OCS will request, when necessary, that APD request the help of NCMEC in family reunification. OCS will work with NCMEC, when active in disaster response, to facilitate family reunification.

National Center for Missing and Exploited Children assists with locating missing children and working to reunite unaccompanied minors with family. NCMEC assistance can be requested by any law enforcement agency when as few as 1 unaccompanied or missing child is affected. Field personnel from NCMEC will typically arrive within 4-5 hours, as able depending on the situation. NCMEC personnel have an MOU with ARC to interview and photograph unaccompanied minors in shelters. NCMEC will facilitate family reunification services when requested by APD.

Domestic Animals. In accordance with the Americans with Disabilities Act, service animals are authorized to accompany their owners residing in shelters designated for human occupation. Owners are responsible for the care, feeding, and maintenance of their service animals. Domestic, household pets or non-service animals are not authorized to reside within facilities designated as human shelters. The MOA will incorporate provisions for pet sheltering of small domestic animals by establishing domestic household pet shelters in proximity to human shelters where feasible. Owners are responsible for providing food and any required medications for their domestic household pets located at pet shelters. The MOA will support movement of evacuees transporting domestic household pets or service animals on municipal public transportation provided residents are able to evacuate their pets in a manner that does not threaten the safety or welfare of other evacuees. All animals must be restrained or kenneled and no person shall be allowed to transport more animals than he or she can control. Priority for transport will be given to service animals. Long-term management of domestic household pet shelters may be augmented by other support agencies such as Noah's Wish or United Animal Nations. The care and safety of livestock remains the sole responsibility of the owner during an emergency or disaster.

Emergency or Disaster Support for Neighboring Jurisdictions. Requests for Mass Sheltering assistance by neighboring jurisdictions should be made through the Anchorage Office of Emergency Management or the Anchorage Emergency Operations Center, if activated, in accordance with pre-established Memorandums of Agreement, where applicable. Support for

requests for emergency aid will be considered based on the availability of resources and anticipated requirements.

Critical Resources. During a declared emergency or disaster, critical resources normally accessible without limitations may become scarce. Disruptions in Port and Airport services will affect commerce as well as the flow of emergency aid. On-hand supplies of food, medical supplies, and other bulk goods will likely diminish rapidly or become unavailable. Also, sheltering space may become limited. As a result, it may become necessary for the MOA to implement certain controls over critical resources during an emergency or disaster. The implementation of these controls will be consistent with the Municipal Charter as well as the provisions in State and Federal laws. Under such conditions, the public will be made aware of any resource control measures through public service announcements and the media.

Disaster Emergency Proclamation. (AS 26.23.020) When a State Disaster Emergency Proclamation is in effect, the governor may commandeer or utilize any private property with the exception of all news media other than as specifically provided for by State Statute if considered necessary to cope with the disaster or emergency. Likewise, the governor may direct the allocation or redistribution of food, water, fuel, clothing, medicine, or supplies.

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4. Planning Assumptions / Considerations

- A. **Shelter Requirements.** The scale of a mass sheltering requirement will, in large part, be determined by the significance and duration of an emergency or disaster.
- B. **ARC.** The American Red Cross will have sufficient capability to coordinate the management of shelters established by the MOA.
- C. **Pre-identified Shelters.** Sufficient pre-identified shelter locations must be structurally and mechanically sound and capable of being activated as an emergency shelter.
- D. **Evacuations.** Area-to-area evacuations will result in a significant sheltering requirement likely to exceed MOA capabilities.
- E. **Shelter-in-Place.** The majority of the population will be able to shelter-in-place during an emergency or disaster.
- F. **Domestic Household Pet Sheltering.** There is a high probability that sheltering domestic household pets and service animals will be required whenever there is a requirement to provide shelters for human residents.
- G. **Housing.** After a large scale disaster, accessible housing may be limited, requiring longer shelter operations or temporary housing arrangements. Temporary and long-term housing needs are coordinated through the Alaska Housing & Finance Corporation (AHFC).
- H. **Mass Feeding.** The Salvation Army, Food Bank, and American Red Cross will be capable of providing mass feeding services to MOA designated shelter occupants.
- I. **Emergency First Aid.** The American Red Cross, with assistance from the MOA Department of Health & Human Services, will be able to deliver basic emergency first aid at shelter locations.
- J. **Scarce Resources.** Specialized resources, such as oxygen, accessible transport vehicles, and medication will likely be in short supply.
- K. **Extended Special Needs Requirements.** Restoration of utilities and communications systems may be a long-term effort affecting the coordination of special needs support and/or prolonging the need to provide special needs sheltering services.
- L. **State/Federal Assistance.** State and/or Federal assistance will likely be required where previous planning assumptions cannot be met.
- M. **Interoperable Communications.** Positive communication is established between MOA designated shelters and the Anchorage Emergency Operations Center.

5. Concept of Operations

- A. **Small Scale and Significant Incidents.** The American Red Cross (ARC) coordinates accommodations for minor incidents where four households or fewer and/or up to twenty-five people are displaced. The ARC supports initial small scale shelter operations through the use of a pre-provisioned mobile trailer which contains enough non-perishable supplies to accommodate basic shelter needs for up to 150 people for approximately 24 hours. Mass Sheltering operations for incidents that exceed the ARC capability will be coordinated by the Anchorage OEM or the EOC when activated. The EOC Community Services Support Section coordinates the establishment and sustainment of MOA designated shelters during an emergency or disaster while the ARC provides on-sight management.
- B. **Activation & Deactivation of Shelters.** The MOA is responsible for establishing shelters through the Anchorage OEM or the EOC, when activated. After a large earthquake, the EOC Damage Assessment Unit will coordinate a structural and non-structural building evaluation prior to activating a facility as a shelter. Temporary Reception Centers or Initial Care Centers may be required pending the completion of a damage assessment of a shelter. Potential shelters are evaluated based on the developing situation, facility size, demographics, forecast weather conditions, and the availability of power and heat. The potential for increased shelter occupation is also a consideration. When the requirement for sheltering no longer exists, the MOA will coordinate the deactivation of shelters through the Anchorage OEM or the EOC as well.
- C. **Use of Municipal Facilities.** The Anchorage OEM has pre-identified Municipal facilities for use as potential shelters. These facilities undergo an annual survey for ADA accessibility. During an emergency or disaster, Municipal facilities will be used as the primary sheltering facilities, conditions permitting. The use of Anchorage School District (ASD) facilities may also be considered where conditions warrant and will be coordinated with ASD. If an emergency occurs during school hours, the priority of ASD is to provide safety, shelter and food for students, staff, and their families. Remaining facilities, resources, and supplies will be made available to the Municipality for shelter operations. A complete list of surveyed shelters is maintained by the Anchorage OEM at the EOC.
- D. **Use of Non-Municipal Facilities.** Additional sheltering facilities may also be provided by private organizations or state-run / federal agencies. Policies and procedures for utilizing these shelters will be coordinated with the appropriate organization or agency by the Anchorage OEM or the EOC. Procedures for shelter management and sustainment will be coordinated by the sourcing organization or agency.

6. Responsibilities & Response Actions of Lead Agencies

A. Anchorage Office of Emergency Management (OEM)

1. Coordinate pre-disaster planning and training with supporting agencies.
2. Develop and maintain a contact list of agency partners that support the MOA Mass Sheltering Plan.
3. Maintain a shelter list of Municipal facilities designated as suitable for sheltering operations during an emergency or disaster.
4. Coordinate sheltering for small-scale emergencies of limited duration.
5. Coordinate with the ARC for shelter operations, as required.
6. Coordinate with partner agencies for the development of plans and policies regarding sheltering operations.
7. Conduct annual shelter facility surveys to ensure the Americans with Disabilities Act (ADA) compliance standards are met and to keep points of contact, accessibility, and usability information up to date.
8. Maintain the Disaster Registry database for special needs populations to facilitate identification of special needs residents.

B. Anchorage Emergency Operations Center (EOC)

1. Oversee strategic long-term planning and coordination of mass sheltering needs within the MOA during an emergency or disaster.
2. Coordinate Mass Sheltering Services at the MOA designated shelters to include lodging, food, water, medical, sanitation, and security services.
3. Establish Initial Care Centers or Temporary Reception Centers pending activation of MOA designated shelters, as required.
4. Coordinate with the ARC for the management of MOA facilities activated as shelters.
5. Coordinate support for sustainment and resupply of MOA designated shelters, as required.
6. Coordinate contract services in support of MOA shelter operations.
7. Coordinate with AWWU and SWS for adequate sewage and waste disposal at MOA designated shelters.
8. Coordinate with AWWU to monitor MOA designated shelters for potable water sources.
9. Coordinate with DHHS to ensure food safety at MOA designated shelters.
10. Coordinate with DHHS for the dispatching of public health workers, nurses, and medical officers to MOA designated shelters, as required.
11. Coordinate with DHHS for the activation of medical volunteer agency networks to assist in staffing MOA designated shelters as needed.
12. Ensure expeditious establishment of a communication link between the EOC ARC Shelter Coordinator and the ARC Shelter Manager.
13. Coordinate public information support for sheltering operations. Ensure the requirements for special needs populations are addressed to include the visual and hearing impaired and those requiring translation services.
14. Coordinate with ARC for public information services at MOA designated shelters.
15. Coordinate with DHHS Anchorage Animal Care and Control for transportation, sheltering, and care of domestic household pets and service animals for those persons who have been displaced by an emergency disaster.

16. Coordinate required structural and non-structural building inspections and documentation with the MOA Community Development Department, Development Services Division, Building Safety Section, for all MOA designated shelter facilities.
17. Coordinate with local hospitals and/or alternate care sites for sheltering of special needs and mental health patients who can not be sheltered at the public emergency shelter.
18. Coordinate with Anchorage Community Mental Health for the delivery of behavioral health services at MOA designated shelters, as required.
19. Coordinate with DHHS provisioning of durable medical equipment and consumable medical supplies.
20. Coordinate with DHHS and ARC to monitor MOA designated shelters to identify and support the requirements of functional needs populations, including unaccompanied minors.
21. Coordinate with OCS and NCMEC, when active in response, for dissemination of public information regarding unaccompanied minors and missing or found children.

C. American Red Cross of Alaska (ARC)

1. Provide on-site management services for MOA designated shelters.
2. Coordinate shelter support requirements with the OEM or EOC based on anticipated occupancy rate, population dynamics, and expected duration of operations.
3. Provide 24-hour management and support staff at all activated MOA designated shelter locations.
4. Document and register all shelter occupants. Maintain a log of all shelter activities and support requests.
5. Provide mental health assessment, supportive counseling, and crisis intervention at MOA designated shelters, as feasible.
6. Coordinate with EOC ARC liaison for additional mental/behavioral health support from Anchorage Community Mental Health Services as needed.
7. Monitor designated MOA shelters to identify and meet the short term, basic requirements of functional needs populations, including unaccompanied minors.
8. Identify unaccompanied minors in the shelter and follow roles and responsibilities outlined in *Unaccompanied Minors in Public Shelters*.
9. Provide basic first aid, medical health assessments, and referrals at MOA designated shelters.
10. Coordinate with EOC ARC liaison to provide first aid supplies at MOA designated shelters.
11. Coordinate with the EOC for public information services at MOA designated shelters.
12. Activate Safe & Well / Family Reunification Services.

D. Anchorage Department of Health and Human Services

1. Activate and establish shelter operation as directed by the OEM or EOC and/or
2. DHHS Director.
3. Coordinate with the ARC for delivery of first aid supplies, basic first aid, medical health assessments, and referrals at MOA designated shelters.
4. Dispatch public health workers, nurses, and medical officers to MOA designated shelters, as required.

5. Coordinate with Alaska Professional Volunteers/Anchorage Medical Reserve Corps and other medical volunteer networks for the activation of medical volunteer systems to assist in staffing MOA designated shelters.
6. Monitor MOA designated shelters for food safety.
7. Monitor MOA designated shelters to identify and support the requirements of special needs populations.
8. Coordinate with private non-profits and businesses for durable medical equipment and consumable medical supplies.
9. Deploy alternate care site when requested by EOC or DHHS Director.

7. Responsibilities & Response Actions of Support Agencies

A. Anchorage Animal Care and Control Division (Department of Health and Human Services)

1. Conduct pre-disaster planning to identify local private partner organizations to augment disaster pet sheltering capacity
2. Coordinate with the OEM to develop a disaster pet care registry for veterinary services and pet shelter volunteers
3. Monitor for public health and zoonosis disease issues, including the removal and disposal of animal waste and deceased animals
4. Assume responsibility for activated animal shelters during an emergency or disaster until any Memorandum of Understanding transferring management is activated.
5. Support animal sheltering activities through the use of its facilities and equipment when feasible
6. Coordinate rescue efforts/ animal control outside of activated areas once initial emergency is under control

B. Anchorage School District (ASD)

1. Coordinate and provide shelter, feeding and safety for students, staff and their families.
2. Augment MOA shelter operations by making facilities and resources available when school is not in session or after the needs of students, staff, and their families have been met.
3. Augment MOA transportation services with ASD busses, as feasible, when school is not in session or after the needs of students, staff, and their families have been met.

C. MOA Community Development Department, Development Services Division, Building Safety Section

1. Coordinate with the EOC for structural and non-structural inspections of MOA facilities to be designated as emergency shelters.
2. Maintain a record of all inspection reports.

D. MOA Public Works Department, Maintenance & Operations Division, Facility & Fleet Maintenance Section

1. Coordinate contract sanitation support services at all MOA designated shelter locations for the duration of shelter operations.

E. Electric Utilities (ML&P, CEA, MEA)

1. Coordinate restoration of power service at all MOA designated emergency shelters.

F. Natural Gas Utility (ENSTAR)

1. Coordinate restoration of natural gas service to all MOA designated emergency shelters.

G. MOA Public Transportation

1. Support transportation of people, service animals and domestic, household pets to MOA designated shelters as directed by the Anchorage OEM or EOC.
2. Support transportation of functional needs residents, service animals, and domestic, household pets to MOA designated shelters as directed by the Anchorage OEM or EOC.

H. Anchorage Water & Wastewater Utility (AWWU)

1. Continually monitor piped municipal water supplies.
2. Monitor damaged pipe systems to ensure safe potable water is available at MOA designated shelters.
3. Notify the Anchorage OEM or EOC regarding pipe system damage assessment reports and water monitoring findings.
4. Provide a potable water supply to MOA designated shelters via contract water tanker trucks in the event pipe damage precludes water service through normal means.
5. Coordinate with Anchorage OEM or EOC and SWS for adequate sewage and waste disposal at MOA designated shelters.

I. Salvation Army

1. Coordinate with the Anchorage OEM or EOC and ARC for feeding services to MOA designated shelter occupants.
2. Coordinate with EOC Community Services Section to administer comfort, solace, and pastoral care services to shelter occupants.

J. Anchorage Police Department (APD)

1. Coordinate security and law enforcement functions at MOA designated shelters.
2. Notify OCS and the NCMEC when any unaccompanied minors are reported by ARC or the public.
3. Take custody of found children until OCS assumes custody.
4. Transport found children to MOA designated shelter when unable to house at APD facility.
5. Request assistance from NCMEC when requested by OCS.

K. Anchorage Solid Waste Services

1. Coordinate with Anchorage OEM or EOC and AWWU for adequate sewage and waste disposal at MOA designated shelters.

L. Amateur Radio Emergency Services (ARES)

1. Provide equipment and resources to enhance emergency communication capabilities between the Anchorage EOC and MOA designated shelters.

M. Alaska Professional Volunteers & Anchorage Medical Reserve Corps

1. Coordinate with DHHS to assist in the delivery of non-critical medical services at MOA designated shelters, as requested by the Anchorage EOC.

N. Alaska Community Mental Health Services

1. Coordinate with ARC and the EOC to provide mental health services in shelters.

O. Alaska Office of Children's Services (OCS)

1. Coordinate with ARC and APD to assume custody of unaccompanied minors in public shelters and those reported by the public.

2. Request assistance from NCMEC through APD when family reunification is not possible within 24 hours of taking custody of an unaccompanied minor after a disaster.
3. Coordinate with NCMEC for reunification of unaccompanied minors with families.
4. Coordinate with EOC and NCMEC for dissemination of public information regarding unaccompanied minors and missing or found children.

P. National Center for Missing and Exploited Children

1. Coordinate with ARC, APD and OCS to identify unaccompanied minors.
2. Facilitate family reunification for unaccompanied minors.
3. Coordinate with EOC and OCS for dissemination of public information regarding unaccompanied minors and missing or found children.

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Attachment A
Functional Needs Framework

The following needs are met through collaborations with community partners, including those identified in the Annex. Services are not solely provided by the MOA or MOA staff. Services are not guaranteed.

COMMUNICATION NEEDS	
Who is affected	How we meet their needs
<p>Large populations who may not be able to:</p> <ul style="list-style-type: none"> • Hear verbal announcements • See directional signage to assistance services • Understand how to get food, water and other assistance because of limitations in: <ul style="list-style-type: none"> ○ Hearing ○ Seeing • Understand written or verbal announcements <p>These populations will be diverse and may have:</p> <ul style="list-style-type: none"> • Reduced or no ability to speak, see or hear • Limitations in learning and understanding • Limited or no ability to speak, read or understand English 	<ul style="list-style-type: none"> • Create a bulletin board to post text content of all oral announcements in a public area • Make oral announcements of new information and all bulletin board content throughout the day • Read bulletin board content and other written information to residents upon request • Provide sign language interpreters and high-tech communication boards when available • Use written notes when necessary • Use both language and pictograms on signage when available • Provide language services/interpreters as available
MEDICAL NEEDS	
Who is affected	How we meet their needs
<p>Those who do not have or have lost adequate support from family or friends may need assistance with:</p> <ul style="list-style-type: none"> • Managing unstable, chronic, terminal or contagious conditions that require observation and ongoing medical treatment • Managing medications, intravenous IV therapy, tube feeding and monitoring of vital signs • Dialysis, oxygen, and suction administration • Managing acute wounds • Operating power-dependent equipment to sustain life 	<ul style="list-style-type: none"> • Provide medical staff, including doctors, nurses, nurses aids, EMTs and other personnel trained to determine their level of medical assistance • Permit personal care assistants to enter and exit the shelter during extended hours • Replace essential consumable medical supplies (CMS) such as catheter tubing, ostomy supplies, gauze pads, etc. • Refer individuals with contagious conditions, conditions that require ongoing monitoring by a medical professional, or power-dependent

	equipment to appropriate skilled health care facilities or to an MOA supported alternate care site
INDEPENDENCE MAINTENANCE	
Who is affected	How we meet their needs
At-risk individuals who, when identified early and needs are addressed, avoid costly deterioration of health and mobility. Addressing needs can prevent health problems and avoid institutionalization.	<ul style="list-style-type: none"> • Replace essential medications, lost or damaged durable medical equipment (DME) such as wheelchairs, scooters, walkers, etc. • Replace essential consumable medical supplies (CMS) such as catheter tubing, ostomy supplies, gauze pads, etc. • Provide assistance with orientation to shelter facilities for those with visual or cognitive limitations
SUPERVISION NEEDS	
Who is affected	How we meet their needs
<p>People who:</p> <ul style="list-style-type: none"> • Do not have or have lost adequate support from family or friends • Have conditions such as dementia, Alzheimer's, psychiatric conditions such schizophrenia, intense anxiety, etc. • Decompensate because of transfer trauma and stressors that exceed their ability to cope and function in a new environment • Unaccompanied minors 	<ul style="list-style-type: none"> • Provide specially trained staff or volunteers, public security officers and law enforcement, private security, and emergency shelter personnel to assist in supervision • Permit personal care assistants to enter and exit the shelter during extended hours • For unaccompanied minors: immediately notify both Anchorage Police Department and the Alaska Office of Children's Services & attempt to contact parents/legal guardians • For unaccompanied minors: keep separated from the general population and under supervision of no less than 2 adults with background checks on file until released to the care of a parent, guardian, law enforcement officer or social services case worker
TRANSPORTATION NEEDS	
Who is affected	How we meet their needs
<p>People who:</p> <ul style="list-style-type: none"> • Cannot drive due to disability • Require accessible transportation (i.e. wheelchair users) 	<ul style="list-style-type: none"> • Implement the Disaster Registry to identify individuals in the evacuation area who will need transportation assistance • Provide several types of evacuation and

	<p>transportation assistance (addressed more thoroughly in Functional Annex: Evacuation):</p> <ul style="list-style-type: none">- Public transportation (transit buses, light rail, school buses)- Paratransit services by AnchorRides or by a voluntary consortium of private paratransit providers- Ambulance or other emergency transportation as appropriate and available <ul style="list-style-type: none">• Encourage individuals with transportation needs to register in advance for the Disaster Registry
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Attachment B
Unaccompanied Minors in Disasters

