

County of Humboldt

# ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

TO THE  
EMERGENCY OPERATIONS PLAN



## HUMBOLDT OPERATIONAL AREA

Humboldt County Sheriff's Office  
Office of Emergency Services  
826 Fourth Street  
Eureka, CA 95501

Adopted 14 May 2013

# ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

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# GENERAL INFORMATION

## 2 FOREWORD

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### 2.1 Plan Scope and Purpose

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The Animal Emergency Response Contingency Plan primarily addresses the Humboldt Operational Area's planned response to a significant disaster emergency situation which also involves domestic animals in Humboldt County. This Plan establishes procedures and organizational structures for dealing with domestic animal-related issues during those disaster events. The purpose of this Plan is to minimize the loss of life and property through an organized response process and to address specific domestic animal needs in impacted areas.

### 2.2 Plan Authority and Activation

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This Plan will be used in conjunction with, and under the authority of, the County of Humboldt Emergency Operations Plan. The Plan may be used concurrently with other Contingency Plans as the disaster emergency situation warrants. The Animal Emergency Response Contingency Plan will be implemented upon the decision of the Director of Emergency Services (Humboldt County Sheriff) or the Director's designated representative whenever a disaster event involving animals requires significant actions be taken. The Humboldt County Sheriff's Office, Office of Emergency Services, will work closely with the Sheriff's Animal Shelter to ensure the Animal Emergency Response Contingency Plan is current and will advise the Director on response procedures.

The County of Humboldt's Animal Emergency Response Contingency Plan was adopted by the Humboldt County Board of Supervisors on 14 May 2013. The adoption document is appended in Section 18 of this Plan.

### 2.3 Plan Priority Use and Organization

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The most important operational information in this Animal Emergency Response Contingency Plan is contained in Section 5, RESPONSE OPERATIONS, which details specific domestic animal-related actions to be undertaken by County departments and by allied Operational Area agencies during a disaster emergency event. **The RESPONSE OPERATIONS section should be immediately consulted at the onset of an event affecting domestic animals.**

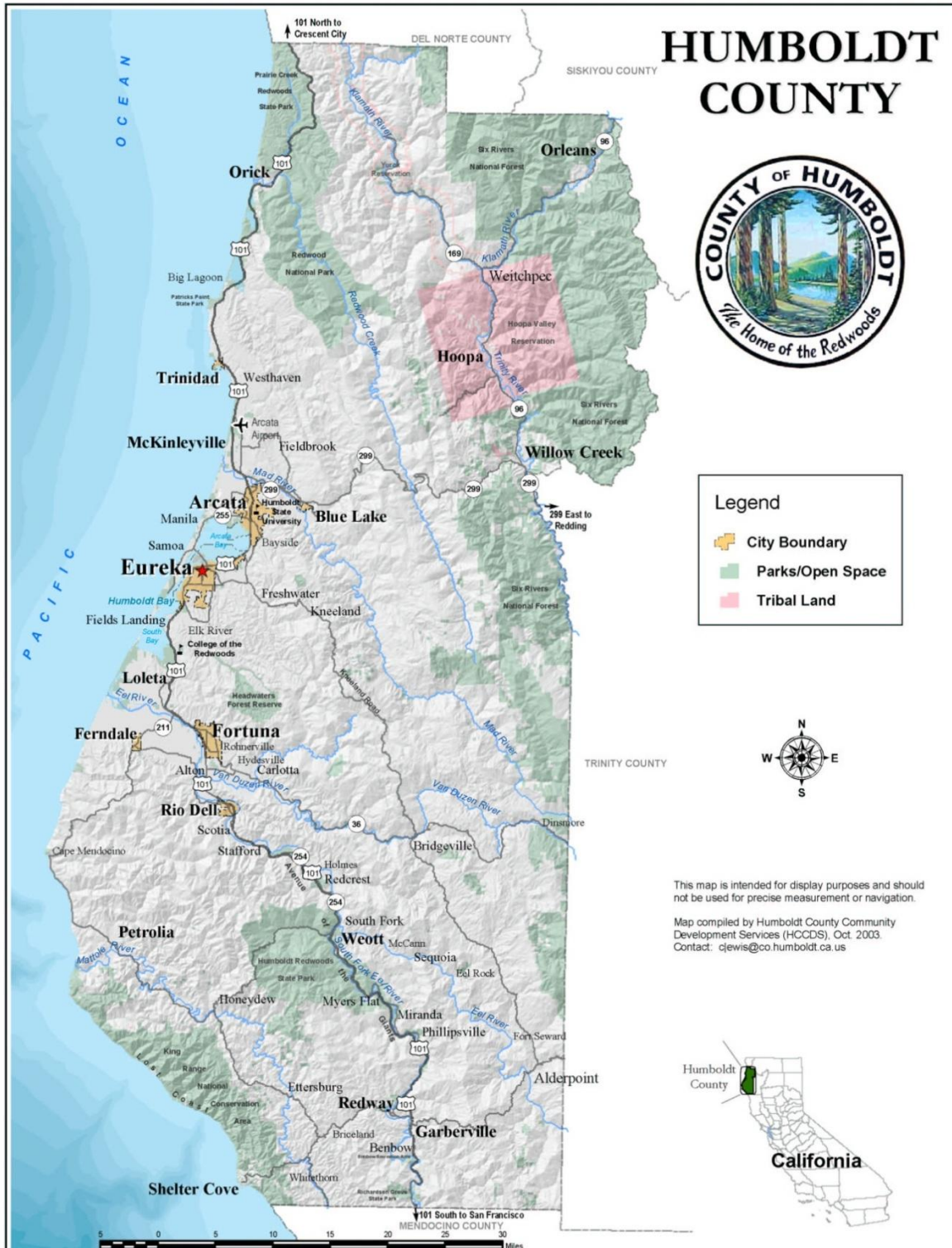
The Plan's Section 3, SITUATION, provides interesting and useful information pertaining to the domestic animal issue in Humboldt County. Projected vulnerabilities and impacts, specific animal care issues, and historic events are discussed.

Section 4 of the Plan, PREPARATIONS, details normal ongoing planning and organization in support of probable future domestic animal-related actions. Mitigation measures, domestic animal-related notification/information pathways, alerting systems, and other domestic animal-specific issues are reviewed.

## 2.4 Public Access to Plan

As a public document, this Plan, the County Emergency Operations Plan, and other specific event contingency plans are accessible via the Humboldt County internet web site ([www.co.humboldt.ca.us/sheriff/](http://www.co.humboldt.ca.us/sheriff/)).

## 2.5 Humboldt County Map



### 3 SITUATION

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The aftermath of Hurricane Katrina in 2005 has been described as a “holocaust” for domestic animals. An estimated 600,000 pets were abandoned or left to fend for themselves. An estimated 250,000 perished from starvation, dehydration, heat, and disease over the weeks and months following the storm. Many of those animal abandonments and deaths could have been averted through prior planning and then the implementation of a comprehensive animal emergency response plan.

Federal and State law now mandate that state and local emergency plans include provisions for addressing the needs of individuals with pets and service animals, and of those animals themselves. Federal regulations specify that plans include rescue, care, shelter, and essential needs in the periods prior to, during, and after a major emergency.

The SITUATION section provides interesting and useful information pertaining to the domestic animal issue in Humboldt County. Projected vulnerabilities and impacts, specific animal care issues, and historic events are discussed.

#### 3.1 Definitions of Animal-Related Terms

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Animals – Affected commercial livestock, companion animals, exhibition animals, captive wildlife, and exotic pets. This definition by the California Animal Response in Emergency System (CARES) excludes non-captive wildlife.

Captive wildlife – Any non-domestic animals in captivity as a pet, exhibition animal, or production animal

Livestock – Any cattle, sheep, swine, goat, or any horse mule or other equine whether live or dead (FAC § 18663)

Pet/companion animal – Any household animal including, but not limited to, cats, dogs, or other carnivores whether or not for public exhibition (FAC § 19211)

Restricted species – Any animal requiring a license or permit from the Department of Fish and Game (See California Department of Fish and Game Manual 671 for listing)

Service animals – Animals specially trained to guide, signal, or assist people with disabilities or special needs

#### 3.2 Why Plan for Animal Issues During a Disaster?

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In disasters, the first priority is to the protection of life, property, and the environment. Unfortunately, in the past, this has not always included a coordinated response for the evacuation, care, and sheltering of animals. Almost twenty million California households own pets. Although the protection of human life is the highest priority in emergency response, 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 both human and animal health and safety. 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:

### **3.2.1 Refusal to Evacuate and Early Return to Unsafe Areas**

Since human evacuation shelters do not allow pets in facilities, pet owners requiring sheltering must choose between deserting their animals, refusing to evacuate, or evacuating their animals to a pre-determined site. Without advanced planning, this can be 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:

- *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.*
- *30-50% of pet owners will leave pets behind, even with advance notice of evacuation.*
- *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.*

The 10-25% of individuals who refuse to evacuate, or 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.

### **3.2.2 Public Health and 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 animal control officials.

### **3.2.3 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. Animal carcasses can create substantial cleanup costs for the county and can delay residents returning to their homes. 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.

### **3.2.4 Economic Considerations**

California has the largest agricultural economy of any state in the nation. Some of the state’s largest agricultural products are of animal origin. Dairy products are the top agricultural commodity in the state and cattle and calves are the fourth largest. 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. Many billions of dollars have been lost by farmers and ranchers in past California disasters. For specific information about animal based agricultural production in Humboldt County, access the California Department of Food and Agriculture's (CDFA) California Agricultural Resource Directory at the CDFA website ([www.cdfa.ca.gov](http://www.cdfa.ca.gov)).

### **3.2.5 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. Media involvement in the rescue of animals can bring intense coverage to these issues. Public concern and support for animals during the disaster is always high and, often, more money and supplies are donated to care for animals than for people. 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.

### **3.2.6 Control of Self-Responders and Misuse of Donations**

Experience has shown that when animals are impacted by disasters, a large number of self-responders will arrive to address the situation. These well-meaning individuals, many of them untrained and emotionally-driven, can be very disruptive and create many law enforcement challenges. Additionally, these situations may encourage the arrival of "rescue groups." Some of these groups are well-trained and helpful, and some are not. In some disasters, there have been serious problems with misappropriation of collected donations and inappropriate disposition of animals linked to some of these groups. 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. This will minimize the intrusion of untrained and unsolicited volunteers in a crisis situation.

**Note 1: See Section 5.7, Volunteers Supporting Animal Operations, for specific guidelines in working with volunteers.**

**Note 2: The Humboldt County Disaster Relief Fund was established to receive and distribute donated funding to local health and human services organizations affiliated with Voluntary Organizations Active in Disaster (VOAD) in Humboldt County for provided disaster relief efforts and victim assistance services. See Section 4.8.4 of the Humboldt County Emergency Operations Plan for details.**

## **3.3 The County's Role in Animal Response to Local Emergency**

When conditions of disaster or extreme peril exist which threaten the safety of persons and property within the County, a Local Emergency may be proclaimed/declared. Such a declaration gives the County expanded powers with which to respond and further protect

people and property (see Section 2). Overall management, coordination, and prioritization of domestic animal rescue, care, and control services and resources to support domestic animal needs is the responsibility of the Humboldt County Sheriff's Office. Those responsibilities are implemented during a disaster event by the Animal Control Unit Leader. The specific responsibilities of the Animal Control Unit are delineated in Section 5.5.

### **3.4 Animal Response Priorities**

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**For the purposes of this plan, all animal response actions are secondary to human life, health, and safety considerations. Protection of these essential human issues is not to be compromised by response personnel in order to provide rescue, evacuation, veterinary care, or other services to domestic animals or wildlife. Members of the public are discouraged from placing themselves at undue risk in order to provide these services to animals. As incident needs and resources allow, disaster services may be provided to animals in peril or distress as determined appropriate by incident management staff.**

A high priority for animal-related disaster services is to move endangered or distressed animals to one or more areas that are safe and meet the animals' immediate needs, e.g. food, water, shelter, veterinary care, and other essential needs. This objective may include these activities:

- Establish a method for identifying lost, found, and abandoned animals.
- Establish methods for sheltering lost, found, and abandoned animals.
- Develop an action plan for disaster recovery (foster care, reuniting animals with owners, long term medical plan, disposal, etc.).
- Support compliance with the volunteer section of this plan.
- Establish and maintain contact with Operational Area Public Information Officer (PIO) or Joint Information Center (JIC) to coordinate release of pre-scripted announcements contained in this plan and any other messages related to animal welfare issues.

### **3.5 California Animal Response in Emergency System (CARES)**

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The California Animal Response in Emergency System (CARES) is a statewide program to develop guidance and promote animal emergency response efforts among federal, state, local, and non-profit entities. The CARES Plan is intended to assist local government plans as they exhaust resources by identifying state-level resources and the means by which they can be made available during a disaster. The California Department of Food and Agriculture (CDFA) acts as the lead agency for CARES. The CARES Plan pre-identifies participant entities recognized by the California Emergency Management Agency (CalEMA) and by the CDFA as having roles and responsibilities in emergency animal response.

When local resources are insufficient to meet existing needs during a disaster and the Operational Area requests state assistance, the CalEMA will coordinate with the CDFA to activate CARES which will then coordinate the use of statewide resources at all levels to support local government animal issue efforts. CARES participant entities will activate and respond to animal rescue, emergency care and shelter, veterinary care, and general assistance for animals at or near the facilities sheltering and caring for people.

### **3.6 California Veterinary Medical Association (CVMA) Disaster Response Program**

The California Veterinary Medical Association (CVMA) is the nation's largest state veterinary medical association. The CVMA's innovative Disaster Response Program (DRP) is a network of volunteer veterinarians throughout California who donate veterinary care for rescuing, evacuating, treating, and sheltering animals during disasters. The DRP operates in conjunction with local authorities including the Office of Emergency Services, Animal Control, Red Cross, Department of Food and Agriculture, and local law enforcement. The CVMA has assigned a Veterinary Coordinator to represent each California county. The Veterinary Coordinator provides advance planning and prepares an entire team of local volunteers to care for animals during disasters. (See Section 14.1 for contact details)

### **3.7 Federal and State Pets and Service Animal Planning Requirements**

As elements of the Federal Stafford Act and California's Emergency Services Act, pet and service animal planning is a condition of preparedness, response, and recovery funding. These regulations are excerpted in Sections 11.3 and 11.4.

### **3.8 Red Cross Shelter Service Animal and Pet Interactions**

"Pets," including "therapy animals," are not permitted in Red Cross disaster shelters. "Service animals" are not considered to be pets or therapy animals and are welcome in Red Cross disaster shelters. A service animal is any animal that has been individually trained to do work or perform tasks for the benefit of an individual with a disability. Red Cross shelter staff will determine if an animal is a service animal. The below specifics listing is excerpted from an American Red Cross policy document dated June 2011 (see Sections 11.1 and 11.2).

- a. Pets are not permitted in Red Cross disaster shelters
- b. Service animals are not considered pets, and are welcome in Red Cross shelters
- c. A service animal is any animal individually trained to do work or perform tasks for the benefit of an individual with a disability
- d. The Red Cross continues to accept "other animals that have been trained for perform tasks for individuals with disabilities."
- e. Therapy or emotional support animals are not permitted in Red Cross shelters.
- f. When an animal presented as a service animal cannot be visually identified as such, shelter staff may ask only:
  - "Is this a service animal required because of a disability?"
  - "What work or tasks has the animal been trained to perform?"
- g. The owner of the service animal is responsible for its care; Red Cross shelter staff assists with providing food, water, and supplies, providing for hygienic waste disposal, and, if requested, a portable kennel for containment.
- h. Assisting partners and vendors are to be pre-identified. Examples are provided in the policy letter.

The County expects each owner to assume as much responsibility for his or her service animal as is practical. This includes, but is not limited to, providing food, maintaining control at all times, appropriate management of biological needs and waste, and providing exercise to the extent possible.

## **4 PREPARATIONS**

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The PREPARATIONS section details normal ongoing planning and organization in support of probable future domestic animal-related actions. Mitigation measures, domestic animal-related notification/information pathways, alerting systems, and other domestic animal-specific issues are reviewed.

### **4.1 Animal Emergency Response Event Mitigation and Response Planning**

The Humboldt County Emergency Operations Plan (EOP) addresses the planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies in or affecting Humboldt County. The EOP guides the overall actions of emergency responders and provides a framework into which this Animal Emergency Response Contingency Plan will address specific flood-related response issues.

Mitigation actions regarding animals during emergency/disaster incidents will normally be broken down into two categories: 1) Pre-Incident readiness, and 2) Emergency response. The extent to which any mitigation operations are conducted will be predicated on the actual situation and the need for government response and actions.

#### **(1) Pre-Incident Readiness Actions**

In this phase, the incident potentially affecting domestic animals (such as flood or wildfire) has not occurred. But, prevailing conditions and forecasts are indicating possible isolated or widespread impacts may take place within a specified time period.

- Close monitoring of various event impact forecasts
- Dissemination of animal care awareness and preparedness information to the public through various outlet sources
- Mobilization of response resources
- Possible activation of the Emergency Operations Center in preparation for the incident

#### **(2) Animal Emergency Response Actions**

In this condition, the event affecting domestic animals is occurring or has occurred and immediate mitigation and emergency response measures are required.

- EOC activation (Level 2 minimum)
- Deployment of event response and public safety resources throughout impacted areas
- Rescue of persons and animals imperiled or trapped by incident conditions
- Initiation of preparatory and emergency evacuation of threatened populations
- Protection of essential services and critical infrastructure

### **4.2 Public Alerting and Warning Systems**

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Emergency/disaster events impacting animals can both occur with and without warning. In events which allow warning, such as flood or wildfire, the same systems used to notify persons of impending actions are used to give animal-related care information.

### **Emergency Alert System**

The Emergency Alert System (EAS) allows real-time emergency event notifications to the public via radio and television broadcasts. All local radio and television broadcast stations participate in the EAS.

### **NOAA Weather Radio**

NOAA Weather Radio (NWR) is a nationwide network of radio stations broadcasting continuous weather information directly from the nearest NWS office. NWR broadcasts official Weather Service warnings, watches, forecasts, and other hazard information 24 hours a day, 7 days a week.

Working with the Federal Communication Commission (FCC) EAS, NWR is an “All Hazards” radio network which makes it a single source for comprehensive weather and emergency information. It is provided as a public service by NOAA. NWR requires a special radio receiver or scanner capable of picking up the signal.

### **Telephone Emergency Notification System**

A county-wide “reverse calling” or Telephone Emergency Notification System (TENS) is in place and can be utilized for emergency notifications to the public regarding flood conditions. The system has the ability to call and deliver a short recorded message to all publicly-listed land line telephones in the Operational Area or to geographically-targeted areas in the event of an emergency situation that requires immediate action.

### **Responding Agencies**

Emergency responders may do a sweep of the affected area using loudspeakers and personal contact.

### **Local Media**

Normal broadcast media (radio/television) can be utilized to inform the public of anticipated threats or possible emergency actions in the near future.

### **Social Media**

Social media is becoming increasingly important to disaster survivors and emergency managers. Several forms of electronic communication, such as web sites for social networking and microblogging, allow users to create online communities to share information, ideas, personal messages, and other content (such as videos).

## **4.3 Public Information Access**

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Telephone dialing “211” connects callers to needed health and human services. During emergent disaster events, the 2-1-1 system can give needed animal-related care and shelter access information to callers.

EDIS (Emergency Digital Information Service) is available for public access via the internet ([www.edis.ca.gov](http://www.edis.ca.gov)). California emergency managers use EDIS to alert and inform the news media and the public by providing detailed information regarding the emergency. Local emergency public information announcements will be posted on EDIS.

The California Emergency Management Agency’s MyHazards website is available to the public (<http://myhazards.calema.ca.gov/>). This website can be used to discover natural and other hazards that exist in a particular area. It also provides preparedness information.

During an event in which the Emergency Operations Center is activated, the Public Information Officer may activate a public information line. (268-2530 or 866-360-3605) This line would have a pre-recorded message regarding event information.

The Humboldt County Sheriff's Office of Emergency Services maintains additional emergency related links on its website ([www.co.humboldt.ca.us/sheriff/oes](http://www.co.humboldt.ca.us/sheriff/oes)).

#### **4.4 Distribution of Information to the Public**

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Dissemination of pertinent, accurate, and timely information is essential to all aspects of emergency management, and animal response issues are no exception. By fulfilling this responsibility, officials empower the public to take sound actions to protect themselves, other people, and their animals while reducing their reliance on overtaxed emergency services.

In order to ensure that information to be distributed to the media or directly to the public adequately meets the needs of animal owners, the animals themselves, the incident response structure, and the public at large, no message may be released until it has been cleared through this process:

1. Message(s) composed, selected from pre-scripted samples, or a combination of both by authorized personnel
2. Message(s) routed through the incident management chain of command to the Animal Rescue and Care Unit Leader.
3. Message(s) approved by the Animal Rescue and Care Unit Leader and routed to the Public Information Officer (PIO) or Joint Information Center (JIC) if activated.
4. After approval by the PIO or JIC or, in the absence of either, message(s) routed to the Incident Commander (IC).
5. The IC may release the information directly or may approve it for release by the PIO or JIC.

Sample pre-scripted public announcements can be found in Section 15. The pre-scripted announcements should be modified to fit the emergency situation and include the most accurate, relevant, and up-to-date information possible within the constraints of privacy practices, operational security, and other response needs. For further media contact information, refer to the Humboldt County Emergency Operations Plan and the Humboldt County Joint Information Center Plan.

# RESPONSE OPERATIONS

## 5 CONCEPT OF OPERATIONS

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The RESPONSE OPERATIONS section details specific domestic animal-related actions to be undertaken by County departments and by allied Operational Area agencies during a disaster emergency event. **The RESPONSE OPERATIONS section should be immediately consulted at the onset of an event affecting domestic animals.**

**BASIC ASSUMPTION:** It is the responsibility of owners of domestic animals, when notified of an upcoming emergency, to take reasonable steps to shelter and provide for domestic animals under their care and/or control.

**REMINDER: Animal Response Priorities (Section 3.4)**

**For the purposes of this plan, all animal response actions are secondary to human life, health, and safety considerations. Protection of these essential human issues is not to be compromised by response personnel in order to provide rescue, evacuation, veterinary care, or other services to domestic animals or wildlife. Members of the public are discouraged from placing themselves at undue risk in order to provide these services to animals. As incident needs and resources allow, disaster services may be provided to animals in peril or distress as determined appropriate by incident management staff.**

### 5.1 Emergency Response Objectives

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- Notify residents of the impending emergency situation as it pertains to domestic animal issues
- Assist in mobilizing community resources to respond to domestic animal-related needs
- Evacuate domestic animals from threatened areas wherever possible
- Rescue domestic animals isolated or trapped by the emergent situation wherever possible
- Integrate fire, law enforcement, and emergency medical services to optimize domestic animal-related response functions
- Expedite the restoration of normal domestic animal-related functions in the areas affected by the emergent situation

### 5.2 Pre-Emergency Preparations

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County departments and Operational Area agencies with animal-related responsibilities during a disaster event must ensure their personnel are properly trained. They should identify needed equipment and other resources and pre-position them for an optimum response to emergency situations. Multi-agency and multi-jurisdictional coordination compacts/agreements between Humboldt County and local governments, including special districts and state agencies are in place. Current contact lists for agencies with responsibilities during events which could impact animals are kept in the Office of Emergency Services. The Animal Emergency Response Contingency Plan is reviewed annually in accordance with guidelines in the Humboldt County Emergency Operations Plan.

### **5.3 Emergency – Contingency Plan Activation**

Significant emergency events affecting domestic animals usually do not occur without some warning such as impending weather impacts or the occurrence of a wildfire. Area emergency officials usually receive early predictive notification hours and even days before significant weather events occur giving them ample time to implement planning and pre-response efforts. Wildfire events usually provide a measure of earlier notification opportunity although they can occur suddenly.

This Animal Emergency Response Contingency Plan will be activated by the Director of Emergency Services (Humboldt County Sheriff) or the Director's designated representative when it is recognized that an emergency event has the potential to threaten the lives or well-being of domestic animals. The County Emergency Operations Center will be staffed as required for the predicted situation.

### **5.4 Agency Responsibilities During Response Operations Involving Animals**

#### **Humboldt County Sheriff's Office**

- The Humboldt County Sheriff is the Director of Emergency Services
- Overall responsibility for domestic animal emergency response operations
- Alert citizens about possible emergent event domestic animal threats
- Plan for emergent domestic animal situations and carry-out response and recovery operations utilizing local resources and arrange for outside resource support when needed
- Deploy appropriate resources as needed in support of animal control operations.

#### **Animal Control Unit**

(See Section 5.5: Animal Rescue and Care Unit / Unit Leader)

#### **Office of Emergency Services**

- Per the Director of Emergency Services, activate the Emergency Operations Center to the degree necessary
- Coordinate and support the operations of the Emergency Operations Center
- Maintain liaison with:
  - California Emergency Management Agency, Coastal Region
  - City and Community EOCs
  - Other involved agencies and organizations
- Request and coordinate mutual aid
- Issue advisory and alerting information to OES Deputy Coordinators in cities and communities
- Prepare emergency proclamation as directed
- Prepare situation reports

#### **Humboldt County Public Works**

- Assist with transportation for personnel and materials to support animal-related operations
- Collect animal-related information and report it to the EOC

## **Humboldt County Department of Health and Human Services**

### **Public Health Branch**

- Determine public health hazards
- Establish standards for control of public health hazards
- Provide technical guidance and supervise activities to control public health hazards
- Coordinate the disposition of dead livestock with the communities and the Agricultural Commissioner
- Collect animal-related information and report it to the EOC

### **Environmental Health Division**

- Provide services to prevent the spread of zoonotic diseases to humans including at emergency shelters and animal care facilities
- Coordinate with Disaster Animal Response Teams (DART) in minimizing zoonotic disease outbreaks during the emergency
- Coordinate with EOC, North Coast Regional Water Quality Control Board, CalRecycle, and other entities and agencies for emergency disposal of animal carcasses
- Coordinate the disposal of unclaimed deceased animals that may impact the public health
- Maintain records of animal-related information and report as requested to the EOC

### **Social Services Branch**

- Coordinate with the American Red Cross and the Animal Rescue and Care unit in planning to co-locate pet / service animal and mass care facilities in the cities and communities wherever possible
- Collect animal-related information and report it to the EOC

## **Humboldt County Agricultural Commissioner**

- Establish an animal food inventory survey with emphasis on isolated areas and those subject to isolation
- Initiate emergency procurement of animal food and its delivery to isolated areas
- Allocate and distribute USDA donated animal food to animal shelters
- Estimate damage to livestock and other agricultural resources
- Should feed grain stocks become available through the California Department of Food and Agriculture (CDFA), coordinate with the CDFA for the procurement and distribution of feed grains for isolated or co-mingled livestock
- Prevent and/or control outbreaks of animal diseases
- Collect animal-related information and report it to the EOC

## **Other County-Affiliated Entities**

### **HAM Radio Operators**

- Facilitate information flow between locations within the OA and the EOC
- Receive animal-related information and report it to the EOC as requested

### **Office of Emergency Services Deputy Coordinators**

- Provide warning information to rural communities

- Provide response and recovery services to rural communities
- Act as contact point between Humboldt County OES and his or her community
- Collect animal-related information and report it to the EOC

### **Other Federal, State, Local Governmental and Non-Governmental Entities**

- Assist in any reasonable manner to further the domestic animal emergency response effort in Humboldt
- Collect animal-related information and report it to the EOC

Note: See the Humboldt County Emergency Operations Plan for expanded responsibilities not necessarily related to animal issues.

## **5.5 Animal Rescue and Care Unit / Unit Leader**

The Humboldt County Sheriff's Office, Animal Control Division, is the designated primary agency for the implementation of the Animal Rescue and Care Unit. All animal-related issues occurring during an emergency are coordinated through the Animal Rescue and Care Unit which is directed by the Animal Rescue and Care Unit Leader. This position is the primary point of contact for management decisions relating to animal response issues. The Unit's Responsibilities include:

- Notify, activate, and mobilize all agencies identified with animal rescue care and concern
- Coordinate all support agency actions in performance of assigned missions
- Coordinate requests for assistance and additional resources necessary during the performance of assigned missions
- Receive all reports of endangered, threatened, stray, injured, or nuisance animals and coordinate a response
- Provide and coordinate personnel, equipment, and shelter as required. Establish and coordinate temporary shelters to house the rescued or roaming at-large domestic animals.
- Enforce all county, state, and federal laws pertaining to animals including but not limited to animal control/regulation, bite investigations, and cruelty complaints
- Provide for euthanasia of irremediably suffering animals which are severely injured or ill through assigned and authorized personnel (Food and Ag. Code Sections 17005 and 17006).
- Provide for the quarantine of bite case animals.
- Providing for opening, staffing, and managing animal care shelters to the extent possible;
- Coordinating with other units and agencies to ensure food, potable water, medical supplies, shelter, and other basic necessities are provide to affected animals;
- Assisting the American Red Cross and other agencies with inquiries and registration services regarding animals;
- Coordinating the transition form operating displaced animal shelters to returning animals to their owners or to individual housing;
- Coordinating with the Humboldt County Environmental Health Division, and the Humboldt County Agriculture Commissioner, as necessary;
- Maintaining an Animal Rescue and Care Unit Log.
- Function as the EOC liaison
- Contact the CVMA Volunteer Coordinator and coordinate the CMVA's Disaster Response Program activities with other active response measures in Humboldt County.

Many of the above duties are excerpted from the County Emergency Operations Plan, Section 2.4.5.2. The Animal Rescue and Care Unit Leader duties checklist is appended in Section 16 of this Plan

## **5.6 Animal Field Shelter Operations**

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The Animal Field Shelter Collection Point Manager is the lead person on location at a field shelter. This person will typically be an animal control employee, designee, or volunteer trained in the receiving and disposition of animals. The manager's duties include:

- Identify animals with registration and intake forms and keeps records, utilize I.D. collars
- Evaluate animals' immediate needs (vet attention, muzzle, food, water, etc.)
- Provide for communications with Animal Control staff (amateur radio, etc.)
- Determine, coordinate, and track animal movement
- Ensure secure facilities (fencing, personnel, etc.)
- Provide for euthanasia as specified in Section 5.8 of this Plan.

### **5.6.1 Animal Field Shelter Needed Functions**

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Volunteers should be prepared to set up space for **each** of the following areas when assembling all Animal Field Shelter:

**Information Tables** - First stopping point for everyone entering the Animal Field Shelter. Volunteers at this location direct people to where they can get the service(s) they need.

**Animal Intake Area** - here paperwork is completed on all incoming animals, the animals are photographed and identification is placed on them.

**Kennels** - Where all the animals are housed until they are reclaimed, placed in foster homes, or adopted. Separate areas must be designated for dogs and cats.

**Medical Clinic** - Where all animals are treated for minor injuries. Seriously injured animals may be treated elsewhere depending on available resources. Vaccinations may also be given at this location. Any animals suspected of being sick are kept in this area. It is especially important to keep animals potentially having contagious diseases separate from the rest of the population.

**Animal Supply Storage/Distribution** - Where all supplies are kept for the animals. These include feeding dishes, litter boxes, scoops, cages, treats, toys, leashes, collars, flea spray, shampoo, nail clippers, brushes, combs, newspaper, towels, and blankets. These items are used at the Field Shelter, but may also be given out to field personnel and/or the public depending on the need and quantities available.

**Animal Food Storage/Distribution** -Where all food is kept. It is used primarily for the animals at the Field Shelter, but is also given out to the public depending on the quantities available. This must be an area that remains dry. Rodent control steps may be necessary.

**Animal Food Preparation Area** -Where food is prepared for the animals at the Field Shelter. This area should be kept clean and free of insects. Water should also be available in this area.

**Animal Cage Cleaning Area** -Where portable cages and litter boxes are cleaned. This area is to be kept clean at all times. It should be located away from any food preparation area and close to a water supply, if available.

**Dog Walk/Exercise Area** -Where all dogs are walked and/or exercised. It is important for sanitary reasons to pick up promptly after the dogs; scoops and plastic bags will be made available.

**Animal Bath Area** -It is sometimes necessary to bathe dogs, and even cats, after they arrive at the shelter. The ability to do this depends on the water supply and availability of washing facilities.

**Water Storage** -Where water is stored in gallon jugs for animal consumption. This area may not be necessary in all disasters. The water must be kept out of direct sunlight.

**Telephones/Amateur Radio** - The telephone system is where all incoming and outgoing business calls are placed. In some disasters phone service may not be operating. The phones may then be cellular, but cellular service can be limited or unavailable during and immediately after a disaster. Portable two-way radios may be used as available. Telephone/ radio areas should be established distant enough from animals to keep animal vocalizations from interfering with communications.

**Volunteer Information Boards and Sign In** - Where all volunteers report when reporting for duty. After signing in, they read that day's information board. The board will provide them with updated information, any procedural changes, and other announcements. As necessary, briefings may be provided in this location. Volunteers sign out in this same area when they complete their shift.

**Volunteer Food and Rest Area** - Where volunteers can eat and rest during their shifts. This area should provide a quiet, comfortable, and restful space in order to reduce fatigue and burnout. When working 12- to 16-hour shifts for days at a time, even the most ardent animal lover needs a quiet place to relax. Consider locating upwind of animal care areas.

**Equipment Storage Area** - Where all animal rescue equipment is stored when it is not in use. This should be a secure area.

**Rescue Staging Area** - Where rescue volunteers assemble to respond to rescue calls. Rescue calls are logged in and communicated to the Animal Rescue Volunteer Coordinator, who then dispatches rescue volunteers as needed. There can be a second staging area outside if special vehicles and/or equipment is needed (boats, 4-wheel drives, etc.).

**Parking** - Designate an area where volunteers and visitors to the Animal Field Shelter can park. Spaces closest to the shelter should be saved for visitors and other transient traffic. The location should avoid high pedestrian traffic areas and other safety hazards. Be careful not to disturb residents and/or adjacent businesses.

**Restrooms** - If restroom facilities are not available at the location or if existing facilities are not functional because of water supply disruption, chemical toilets and portable hand washing stations must be ordered through the Op Area EOC Logistics Section. These should be set up a suitable distance from the shelter.

**Human First Aid Area** -In any disaster, it is important to immediately identify the closest emergency medical facility. A basic first aid kit is kept at the Animal Field Shelter for minor injuries. All volunteers are encouraged to take the American Red Cross Standard First Aid Course to help out in this area.

A medical plan should be formulated to provide emergency medical care beyond what can appropriately be provided using first aid. Emergency medical response and transportation for humans should be coordinated through the Op Area EOC. Medical care for response personnel is coordinated through the Logistics Section.

All injuries must be reported promptly to the Safety Officer using the method specified.

**Garbage Area** – An area should be designated for collection, bagging, and storage of garbage until it can be properly removed. This area must be kept a suitable distance from the shelter and other occupied areas to prevent odor/disease problems.

Whenever practical, wastes should be maintained separately:

- Animal carcasses and waste, including items contaminated with body fluids should be kept separate from ordinary garbage in order to facilitate effective transfer for disposal. Carcasses should be refrigerated when possible to control decomposition, odor, and sanitation hazards.
- All biohazard wastes must be collected and managed according to accepted protocols.
- Ordinary “wet” garbage, including food waste, should be maintained separately, however doesn’t usually require refrigeration.
- Ideally, office waste and other dry garbage which will not rapidly decompose or pose a health hazard or offensive odor should be kept separate from other types of garbage. These wastes require less management, and transfer for ultimate disposal may be delayed indefinitely, as necessary

Storage, collection, and ultimate disposal should be coordinated with Medical/Health, Animal Care, and other disciplines as necessary. When possible, conventional garbage should be isolated and handled differently than biological waste, including animal carcasses.

### **5.6.2 Equipment & Supplies for Animal Field Shelter Operations**

The following supplies are needed to set up an animal field shelter during a disaster to process stray, surrendered, and requests for foster animals. This area could also serve as the information area for the facility.

**Support Equipment:**

- Portable computer with Internet access
- Scanner
- Color printer
- All necessary cables
- Generator and fuel
- Digital cameras (2)
- Telephone(s), (land line and/or cellular/satellite)
- Answering machine
- Fax machine
- ID badge printer and stock
- Roll cart
- Large white board and easel
- 6-foot tables (at least 2)
- Chairs (at least 6)
- Garbage cans, (large and small)
- Brooms (inside and outside)
- Dust pans
- Clock
- Awning/canopy if located outside
- Flashlights and batteries
- Lantern and batteries
- Outdoor extension cords
- Shop lights and light bulbs
- First Aid kit(s)
- Universal microchip Scanners (3)

**Personnel supplies:**

- Toilet Paper
- Hand Sanitizers
- Scrub tops and pants
- Shoe covers or boots
- Exam Gloves (two boxes each size)
- Scissors (2)
- Black Sharpie pens (1 Box)
- Printer paper
- Note pads
- Staplers (2) and Staples
- Staple remover
- Scotch tape
- Duct tape
- Paper clips
- Ball point pens (1 box)
- Post-It notes (3"x 3")
- Binders 2 inch (12)
- Binder labels
- Three-hole punch
- Plastic paper sleeves
- Rubber bands (1 box assorted)

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- Push pins
- Binder clips, (2 boxes each size)
- Permanent markers (wide point)
- White board markers
- White board eraser
- Containers to hold office supplies
- File boxes to hold forms
- In and out baskets
- Phone message pads
- Phone message board
- Local telephone book
- Local detailed street map
- Calendar

**Forms:**

- ICS forms: 204, 207, 213, 214, others as needed
- List of registered volunteers
- Animal Intake, (Impoundment, Owner, Stray, Pet Profile)
- Disaster Boarding Agreement
- Foster Agreement/Contract
- Lost/Found Reports
- Animal Bite Cards/RQ Cards
- Volunteer Sign-in Sheets

**Signs:**

- Disaster Field Animal Shelter banner or sign
- Incoming Animals
- Foster Information
- Animal Food/Water/Supplies Distribution
- Volunteer Information
- Donations
- Volunteer Check In
- Injured Animals
- Staff Parking
- Public Parking
- Lost and Found Animal Reports

**Animal General Care Supplies:**

- Cat Carriers both plastic and cardboard
- Dog Leashes
- Newspaper
- Towels/Blankets
- Litter Boxes
- Dog and Cat Bowls
- Dog and Cat Dry/Canned Food
- Water, potable and non-potable
- Dog and Cat Treats/Toys
- Cat Litter
- Kennel Kare/Bleach
- Pooper Scoopers

- Garden Hoses and sprayer nozzles
- Dish Soap
- Muzzles, (variety of sizes)
- Kennels
- Catch Poles
- E-Collars (various sizes)

**Veterinary Supplies:**

- Dog/Cat Vaccines
- Ice Chest
- Frozen Ice Packs
- Syringes/Needles
- Sharps Containers
- Bandage Materials
- Animal Crash Kit
- Rubbing Alcohol
- Surgical Scrub and Solution.
- 2" Gauze Squares
- Heating Pads
- Cotton Balls
- Hydrogen Peroxide
- Clippers
- Nail Trimmers
- Cold Sterile Tray with Instruments

**Animal Identification Supplies:**

- Identification Collars
- 2 Boxes of Microchips

**Miscellaneous:**

- Donation Boxes
- Garbage Bags, (for garbage and cadaver bags)
- Handy Wipes
- Paper Towels

**5.6.3      Animal Intake Checklists**

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**OWNED ANIMALS**

- Complete Animal Intake Forms (see Section 17)
- Have owner complete and sign forms
- Have owner complete dog/cat personality profile
- Take one picture of owner and animal together, label picture with intake number, owner's name, and date
- Staple picture to intake form
- ID Animal: / Microchip (inquire of owner/scan for chip)
  - Write intake number on plastic collar
  - Put collar on animal
- Tag Cage:
  - Intake number, date, owner's name, animal name
- Place animal in cage/enclosure and attach cage tag

- Give owner copies of intake and foster forms

### **STRAY UNCLAIMED ANIMALS**

- Intake (stray) form to be completed by person bringing animal to field shelter (see Section 17)
- Take two pictures of animal
- Label pictures with intake number, date, and male / female information
- Staple one picture to intake form - lower right corner
- Place second picture in picture book
- Place second picture in picture book ID animal:
  - Write intake number on collar tag
  - Scan for microchip
  - Put collar on animal
- Cage Tag:
  - Intake number, date, male/female information
- Place animal in cage/enclosure and attach cage tag

## **5.7      Volunteers Supporting Animal Operations**

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Volunteers for the Humboldt County Animal Shelter give freely of their time and expertise to augment normal animal support operations. Those pre-identified individuals have been pre-registered to perform volunteer duties for the Animal Shelter. Other persons who come forward spontaneously to assist without pay or compensation during times of emergency or disaster are termed convergent volunteers. Convergent volunteer actions must be well-managed to avoid oversight issues such as accountability and redundant service or gaps in service. Persons applying as convergent volunteers for the Humboldt County Animal Shelter will be referred to the Volunteer Center of the Redwoods for classification and potential placement in a position which best suites their qualifications and interests.

### **5.7.1      Designation as DSW for County of Humboldt Volunteers**

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Any person who volunteers and is accepted for direct service with County of Humboldt entities (any County department or subdivision) shall be registered as a Disaster Service Worker in accordance with the guidelines delineated in the Humboldt County Emergency Operations Plan, Section 3.5, Disaster Service Workers.

Volunteers accepted for the Humboldt County Animal Shelter shall complete the Disaster Service Worker Registration form (see Section 16.2). The volunteer's "classification" on the DSW form shall be "Animal Rescue, Care & Shelter." If appropriate, a specific "specialty" for the volunteer's duties may also be listed on the form. The Loyalty Oath shall be administered to the volunteer by an officer qualified to administer oaths. The completed form shall be submitted to the Humboldt County Human Resources Department.

### **5.7.2      Volunteer Groups/Teams Guidelines**

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The Animal Rescue and Care Unit Leader will establish communications with pre-identified volunteer groups and teams which provide support for animal-related field emergency operations. A Volunteer Coordinator will be responsible for coordinating the activities of those volunteer groups and teams. The Animal Rescue and Care

Unit Leader will either assume the duties of the Volunteer Coordinator or assign those duties.

### **5.7.3 Possible Volunteer Positions for Animal Operations**

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Listed below are some of the volunteer positions that may need filling for animal disaster response and recovery operations. Many of the positions, such as Kennel Attendant, require multiple people to fill them. The number of people needed and the types of positions needed are determined by the magnitude and nature of the disaster and by available resources.

#### Staff Positions

- Animal Intake
- Registered Veterinary Technician
- Data Entry/Phone Clerk
- Telephone/Communications Installer
- Animal Control Officers (ACOs) for animal rescues, transports and security
- Livestock Herd Manager

#### Supervisory Positions

- Adoption Coordinator
- Facilities Coordinator
- Foster Care Coordinator
- Kennel Coordinator
- Office Coordinator
- Rescue Coordinator
- Supply Coordinator
- Telephone Coordinator
- Volunteer Coordinator
- Large Animal Brand Inspector
- Livestock Coordinator

#### Non-Supervisory Positions

- Animal Food Preparer
- Animal Food Attendant
- Animal Intake Person
- Animal Search and Rescue
- Animal Supply Attendant
- Animal Transporter
- Cage Assembler and Cleaner
- Community Liaison
- Dog/Cat Bather
- Dog Walker
- Errand Runner (off premises)
- Handy Person (Carpenter, Electrician, Plumber)
- Information Table Attendant
- Janitor/Grounds Person

- Kennel Attendant
- Lost Information Recorder
- Office/File Clerk
- Photographer
- Sanitation Person
- Security Personnel
- Sign Poster (off premises)
- Telephone Operator

#### **5.7.4 Field Clothing & Gear for Volunteers**

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The following list outlines suggested clothing and gear to be worn and/or used during disaster response operations.

- ID card issued as specified in each jurisdiction prior to being assigned any emergency task.
- Work boots or other sturdy shoes: No open toes or heels
- Sturdy work gloves
- A hat or cap and/or bandanna for protection from sun and/or other elements
- Hard hat
- Dust mask or ventilator mask
- Flashlight with extra batteries
- Compact pair of binoculars
- Pocket knife
- Compass
- Whistle
- First aid kit
- Food and water for three days
- Sleeping bag/pillow
- Waterproof watch
- Loose fitting shirt (if an animal tries to bite or scratch, it's better they grab clothing and not skin) Consider layered shirts/jacket for changing weather conditions during shifts
- Thomas brothers map book (available where maps are sold)
- Sunglasses
- Personal floatation device (for flood emergencies only)
- Rubber water-skiing booties (for flood emergencies only)
- Waders that reach up to your underarm (flood)
- Sunscreen
- Insect repellent
- Foul weather gear according to assignment and forecasts

#### Kennel Volunteers

- Knee-high waterproof boots
- Rubber gloves
- Rubberized pants to wear over jeans

### **5.7.5 Other Advice for Volunteers**

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- Wear clothing that is comfortable and appropriate for the job requirements. Do not wear dangling earrings, necklaces, bracelets or rings. These can get caught on or pulled by an animal. An exception would be a medical emergency bracelet.
- Wear a waterproof watch. Some disaster forms require a time entry.
- If a purse is carried, leave it locked in the vehicle and carry only the vehicle keys. Don't bring an excessive amount of money.
- Bring water and food to last the duration of the projected work periods (at least three days). Energy bars provide a good boost.
- Bring an adequate clothing supply to last a week.
- Mark all personal items with name and phone number.

Some specialty items:

- Cellular phone, pager
- Hand-held radio (walkie-talkie)
- Scanner
- Camera
- Video camera
- Portable radio

### **5.8 Animal Euthanasia During Disaster Operations**

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Euthanasia may be provided as necessary to protect human health and safety, the health and safety of other animals, and to provide for the humane treatment of subject animals with mortal injuries which cannot be provided adequate veterinary care under disaster conditions. All euthanasia should be conducted humanely and with due consideration for the owners' needs and wishes.

Permission for euthanasia should be provided according to regulations and county policy. Such permission may be granted via voice, email or other data system, or in person. If necessary, permission may be granted by way of standing orders by the authorizing party.

Detailed descriptions and photographs of euthanized animals should be kept to ensure proper identification. All animals should be scanned for microchips and examined for any form of identification prior to euthanasia.

Euthanasia may be performed only by a veterinarian or a trained veterinarian technician or a certified euthanasia technician, using standard and accepted euthanasia protocols on file at each jurisdiction. An Animal Control Officer, State Humane Officer, or other Peace Officer, trained in the protocol for humane euthanasia of an animal with a firearm, may perform euthanasia under the direction of a veterinarian or Supervising Animal Control Officer. Euthanasia records are to be maintained according to each jurisdiction's procedures.

The possession and transportation of controlled substances or drugs used in the euthanasia process shall comply with all existing local, state, and federal laws.

## 5.9 Animal Carcass Disposal During Disaster Operations

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Animal carcasses and waste, including items contaminated with body fluids, should be kept separate from ordinary garbage in order to facilitate effective transfer for disposal. Carcasses may be refrigerated or frozen to control decomposition, odor, and sanitation hazards.

The County Division of Environmental Health (DEH) provides guidance and coordination for carcass storage and disposal. See <http://www.calepa.ca.gov/disaster/Documents/EADisease.pdf> for detailed CALEPA Regulatory Guidance for Disposal and Decontamination.

Temporary storage may be necessary when off-site disposal is required because of factors such as: climate (e.g., equipment accessibility concerns); highly concentrated animal populations; the presence of wild animals (e.g., coyotes or feral pigs); and insects as disease vectors. In other situations, carcasses or materials may need temporary storage until conditions suit disposal activities (e.g., until rendering or incineration capacity becomes available or until premises are more accessible).

Carcasses and other items awaiting disposal must be secured to prevent unauthorized access and potential disease spread to susceptible species. Piling carcasses in a closed building or cold storage facility is one option for temporary storage. Another option is piling the carcasses outdoors on a surface that prevents leaching or runoff, spraying them thoroughly with an appropriate disinfectant, and covering them securely with a tarpaulin. A third approach uses earth-moving equipment to arrange the carcasses in piles on or above the ground surface before covering with soil. Always consider control measures for insects, other fomites, and vectors during temporary carcass storage.

Fifty-five gallon drums may be used for disposal of animal remains. Drums may be obtained through the Area EOC Logistics Section. Two drums should be ordered for each animal field shelter. The drums should remain on site until removal or closure of the field shelter. If removal is delayed, full drums should be stored in a refrigeration unit, which may be obtained through the Logistics Section.

## 5.10 Radio Communications Shared Channels

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The California Emergency Management Agency has licensed the following VHF High Band voice radio channels for use by public safety agencies in California. (The listed "VTAC" channels are also authorized for use by the U. S. Department of Homeland Security.) The available channels are meant for use during emergent events - they are not for everyday use. The appropriate below listed channels should be installed in all public safety radios to be available for use as needed.

**Table 1: Radio Communications Shared Channels**

DISPLAY	PURPOSE	RX FREQUENCY
CALAW1	California LE Mutual-Aid	154.92000 N
CALAW2	California LE Mutual-Aid	154.93500 N
VLAW31	National LE Mutual-Aid	155.47500 N
CALCORD	California On-Scene Coordination	156.07500 N
VFIRE21	California Fire Mutual-Aid	154.28000 N

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VFIRE22	California Fire Mutual-Aid	154.26500 N
VFIRE23	California Fire Mutual-Aid	154.29500 N
VMED28	EMS-Medical Interoperability	155.34000 N
SAR	National SAR Common Channel	155.16000 N
VCALL10	Any Public Safety Interoperability	155.75250 N
VTAC11	Any Public Safety Interoperability	151.13750 N
VTAC12	Any Public Safety Interoperability	154.45250 N
VTAC13	Any Public Safety Interoperability	158.73750 N
VTAC14	Any Public Safety Interoperability	159.47250 N

N = Narrow Band

### **5.11 Telephone Emergency Notification System (TENS) Activation**

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The activation of the TENS by the Sheriff's Office Dispatch Center is through the EOC. The TENS system will be utilized to notify residents of emergent emergency/disaster conditions.

### **5.12 Post-Emergency Operations**

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All post-emergency operations in response to domestic animal-related impacts will be in accordance with those procedures established in the Humboldt County Emergency Operations Plan.

## **6 NOTIFICATION PROCEDURES**

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Emergency response agencies will use all means available to notify the public within and adjacent to their jurisdictions. Notification methods include activation of the Emergency Alert System, NOAA Weather Radio, activation of the “reverse calling” or Telephone Emergency Notification System, personal contact by responding agencies, and local broadcast media.

## **7 EVACUATION PROCEDURES**

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Should the Director of Emergency Services (Sheriff) order an evacuation of persons from emergency/disaster impact areas, Operational Area (OA) response agencies shall coordinate their operations through the OA Emergency Operations Center.

All evacuation-related actions will be in accordance with those procedures set forth in the Humboldt County Evacuation Plan.

## **8 SEARCH AND RESCUE PROCEDURES**

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All search and rescue operations shall be in accordance with the standard operating procedures of the agency involved. All search and rescue operations shall be coordinated with the Humboldt County Emergency Operations Center to ensure any required additional resource assignments are prioritized and based on need.

## **9 DAMAGE ASSESSMENT PROCEDURES**

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All initial damage assessment operations shall be conducted by the agency responsible for field notifications for that areas. Initial assessment results shall be immediately communicated to the Humboldt County Emergency Operations Center for accounting and for response prioritization planning.

## **10 POST-ANIMAL EMERGENCY RESPONSE EVENT ACTIONS**


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As the emergency/disaster event impacts begin to lessen, the emergency management operations begin transition from the Response Phase into the Recovery Phase. All Recovery Phase actions will be guided by the Humboldt County Emergency Operations Plan, Part 4.

# SUPPLEMENTS

## 11 REFERENCES

### 11.1 American Red Cross Policy Statement



**American  
Red Cross**  
*Together, we can save a life*

June 2, 2011

From: Anne Reynolds  
Northern California Disaster Officer  
American National Red Cross

Service animals are not pets and are welcome in Red Cross shelters.  
Although pets are not permitted in Red Cross disaster shelters, service animals are not pets and the Red Cross welcomes them in our disaster shelters. A service animal is any animal that has been individually trained to do work or perform tasks for the benefit of an individual with a disability.

Many service animals are easily identified because they wear special harnesses, capes, vests, scarves, or patches. Others can be identified because they accompany individuals with visible disabilities and the functions they perform can also be readily observed. When none of these identifiers is present, shelter staff may ask only two questions to determine if an animal is a service animal:

- (1) "Is this a service animal required because of a disability?"
- (2) "What work or tasks has the animal been trained to perform?"

Accommodating a service animal in the shelter  
While the owner is responsible for the care of the service animal, we assist with providing food and supplies for service animals when needed (e.g., dishes for food and water, arrangements for the hygienic disposal of waste, and, if requested, portable kennels for containment).

Pre-identify partners or vendors that can assist in meeting these needs. Consider working with partners already engaged in pet sheltering plans, or local veterinarians, animal hospitals, and animal response teams.

**American Red Cross  
of Northeastern  
California**  
Administrative Office  
Main Office/HQ  
2125 East Orstott Rd.  
P.O. Box 142  
Yuba City, CA  
95992  
(530) 673-1460  
(530) 673-1929 (fax)

Butte/Glenn County Branch  
300 Salem Street  
Chico, CA 95928  
Tel: 530-891-0885

W.Nevada County Branch  
P.O. Box 250  
Grass Valley, CA 95945  
Tel: 530-272-3265

Redding Branch  
1650 Oregon Street, Suite 118  
P.O. Box 991569  
Redding, CA 96099  
Tel: 530-244-8000

[www.arncnc.org](http://www.arncnc.org)

Serving:  
Yuba County  
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Plumas County  
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Sierra County  
Tehama County  
Shasta County  
Trinity County  
Lassen County  
Modoc County

## **11.2 American Red Cross Policy Statement Clarification**

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### ***Are service animals permitted in Red Cross shelters?***

Yes. The Red Cross has a long-standing practice of permitting service animals in shelters, even though pets are prohibited. Service animals are not considered pets, as they are trained to perform specific tasks for the owner. No certification or other documentation is necessary to establish that an animal is a service animal.

When an individual brings a service animal into a Red Cross shelter, the individual is responsible for the feeding, care and supervision of the service animal. The shelter staff should work with the individual to arrange a relief area for the service animal and also provide disposable containers (such as plastic bags) for clean-up.

### ***Are therapy animals permitted in Red Cross service delivery sites, including shelters?***

No. They are not part of our disaster services program and there are good reasons that they are not allowed in red cross service delivery sites: 1) disaster survivors are not allowed to bring pets into our service sites and shelters (for safety and health reasons) and it would be confusing and possibly frustrating to see a Red Cross worker bring a therapy dog into a service delivery site; and 2) there are currently no Red Cross protocols, guidelines, credentialing, or screening procedures in place to support a therapy dog program.

## **11.3 Robert T. Stafford Disaster Relief and Emergency Assistance Act** **42 U.S.C. 5121-5207**

### **Sec. 403. Essential Assistance (42 U.S.C. 5170b)**

(a) In general - Federal agencies may on the direction of the President, provide assistance essential to meeting immediate threats to life and property resulting from a major disaster, as follows:

(3) Work and services to save lives and protect property - Performing on public or private lands or waters any work or services essential to saving lives and protecting and preserving property or public health and safety, including –

(J) provision of rescue, care, shelter, and essential needs -

- (i) to individuals with household pets and service animals; and
- (ii) to such pets and animals.

### **Sec. 611. Detailed Functions or Administration (42 U.S.C. 5196)**

(e) Emergency preparedness measures - The Director may study and develop emergency preparedness measures designed to afford adequate protection of life and property, including –

(4) plans that take into account the needs of individuals with pets and service animals prior to, during, and following a major disaster or emergency.

### **Sec. 613. Contributions for Personnel and Administrative Expenses (42 U.S.C. 5196b)**

(g) Standards for State and Local Emergency Preparedness Operational Plans – In approving standards for State and local emergency preparedness operational plans pursuant to subsection (b)(3), the Director shall ensure that such plans take into account the needs of individuals with household pets and service animals prior to, during, and following a major disaster or emergency.

(j) Financial contributions -

(2) The Director may make financial contributions, on the basis of programs or projects approved by the Director, to the 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.

#### **11.4 California Government Code 8608**

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The California Emergency Management Agency shall approve and adopt, and incorporate the California Animal Response Emergency System (CARES) program developed under the oversight of the Department of Food and Agriculture into the standardized emergency management system established pursuant to subdivision (a) of Section 8607.

#### **11.5 Reference Links**

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Humboldt Operational Area Hazard Mitigation Plan. Adopted by the County of Humboldt on December 11, 2007; approved by FEMA on January 28, 2008. (NOTE: The FEMA-required Plan revision process will be completed in 2013.)

<http://www.co.humboldt.ca.us/planning/hazardmitigation/default.asp?inc=finaldraft>

National Weather Service <http://www.wrh.noaa.gov/eka/>

NOAA Weather Radio <http://www.weather.gov/nwr/>

State of California, Emergency Plan, July 2009

<http://www.calema.ca.gov/planningandpreparedness/pages/state-emergency-plan.aspx>

## 12 ACRONYMS

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<b>CALEMA</b>	California Emergency Management Agency
<b>CARES</b>	California Animal Response in Emergency System
<b>CDFA</b>	California Department of Food and Agriculture
<b>CVMA</b>	California Veterinary Medical Association
<b>DART</b>	Disaster Animal Response Team
<b>DSW</b>	Disaster Service Worker
<b>EAS</b>	Emergency Alert System
<b>EDIS</b>	Emergency Digital Information Service
<b>EOC</b>	Emergency Operations Center
<b>EOP</b>	Emergency Operations Plan
<b>FCC</b>	Federal Communications Commission
<b>IC</b>	Incident Commander
<b>ICS</b>	Incident Command System
<b>JIC</b>	Joint Information Center
<b>NCRWQCB</b>	North Coast Regional Water Quality Control Board
<b>NOAA</b>	National Oceanic and Atmospheric Administration
<b>NWR</b>	NOAA Weather Radio
<b>OA</b>	Operational Area
<b>OES</b>	Office of Emergency Services
<b>PIO</b>	Public Information Officer
<b>SEMS</b>	Standardized Emergency Management System
<b>TENS</b>	Telephone Emergency Notification System
<b>VDRP</b>	Veterinary Disaster Response Program
<b>VOAD</b>	Voluntary Organizations Active in Disaster

## 13 GLOSSARY

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### **ANIMALS**

Affected commercial livestock, companion animals, exhibition animals, captive wildlife, and exotic pets. This definition by the California Animal Response in Emergency System (CARES) excludes non-captive wildlife.

### **CAPTIVE WILDLIFE**

Any non-domestic animals in captivity as a pet, exhibition animal, or production animal

### **LIVESTOCK**

Any cattle, sheep, swine, goat, or any horse mule or other equine whether live or dead (FAC § 18663)

### **PETS / COMPANION ANIMAL**

Any household animal including, but not limited to, cats, dogs, or other carnivores whether or not for public exhibition (FAC § 19211)

### **RESTRICTED SPECIES**

Any animal requiring a license or permit from the Department of Fish and Game (See California Department of Fish and Game Manual 671 for listing)

### **SERVICE ANIMALS**

Animals specially trained to guide, signal, or assist people with disabilities or special needs

## 14 ENTITY CONTACT INFORMATION

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### 14.1 Key Animal Emergency Response Agencies

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#### **American Humane, Red Star Emergency Services**

**Region:** National

**Scope/Mission:** Coordination, evacuation and sheltering of animals

**Association/Sponsor:** Animal Planet/Michelin Tires

**Coordinator/Contact Information:** Debrah Schnackenberg

California Contact: John Maretti (530) 345-0240

**Webpage:** <http://www.americanhumane.org>

**Resources:** 30 Volunteers, truck and horse trailer

**Insurance Information:** Liability Insurance

**Additional Information:** Been around since 1919.

**Nonprofit Status:** 501 (3) (c)

#### **CVMA Disaster Response Program**

**Region:** California

**Association/Sponsor:** California Veterinary Medical Association

**Coordinator/Contact Information:** OES Region 1 Coordinator: Jeri Oliphant,

DVM (707) 599-4286

CVMA Office

1400 River Park Dr.

Suite 100

Sacramento, CA 95815

(916) 649-0599

(916) 646-9156 (fax)

**Webpage:** [www.cvma.net](http://www.cvma.net)

**Resources:** Network of veterinarians throughout California

**Insurance Information:** Unknown

**Nonprofit Status:** Unknown

#### **Code 3 Associates**

**Region:** National, based in Colorado

**Scope/Mission:** Code 3 Assoc. is dedicated to both professional disaster response for animal needs and to training individuals involved in animal related law enforcement and emergency response. We work in partnership with all qualified organizations involved in disaster relief to help animal welfare and public safety professionals increase public awareness and preparedness for disasters.

**Association/Sponsor:** Unknown

**Coordinator/Contact Information:** [wrcraig@Code3Associates.org](mailto:wrcraig@Code3Associates.org)

303-772-7724 303-485-6210 fax Warren Craig (Logistics & Supply Chief)

PO Box 1128, Erie, CO 80516 Chris C: (240) 687-6010

**Webpage:** <http://www.Code3Associates.org>

**Resources:**

**Insurance Information:** Unknown

**Nonprofit Status:** Unknown

**Humane Society of the United States (HSUS)**

**Region:** National

**Scope/Mission:**

**Association/Sponsor:** n/a

**Coordinator/Contact Information:** Eric Sakach (916) 344-1710  
5301 Madison Ave, Suite 202, Sacramento, CA 95841

**Webpage:** <http://www.hsus.org>

**Resources:** 30 National Team Members

**Insurance Information:** Liability

**Additional Information:** This is the largest national animal group.

**Nonprofit Status:** 501 (3) (c)

**Noah's Wish**

**Region:** National

**Association/Sponsor:**

**Coordinator/Contact Information:** Charlie Crosby, PO Box 4288, El Dorado Hills,  
CA 95762

916-228-6969 or 925-437-9664, [chrlecros@aol.com](mailto:chrlecros@aol.com)

**Webpage:** [www.noahswish.org](http://www.noahswish.org)

**Resources:** trained volunteers throughout the country

**Insurance Information:** Unknown

**Nonprofit Status:** nonprofit

**United Animal Nations, Emergency Animal Rescue Services (UAN EARS)**

**Region:** National

**Scope/Mission:**

**Association/Sponsor:** n/a

**Coordinator/Contact Information:**

**Webpage:** <http://www.uan.org/>

**Resources:** Numerous Volunteers

**Insurance Information:** Liability Insurance

**Nonprofit Status:** 501 (3) (c)

**USDA-NAHERC (National Animal Health Emergency response Corps.)**

**Region:** National/International

**Scope/Mission:** Disaster Response & Disease Outbreaks. ESF # 8-11

**Association/Sponsor:** USDA

**Coordinator/Contact Information:**

Thomas Cunningham (301) 734-4933

USDA-APHIS-Veterinary Services

Emergency Management & Diagnostics

Preparedness and Incident Coordination Division

Nat'l Center for Animal Health Emergency Management

4700 River Road , Unit 41 Rm 5B-02.9

Riverdale , MD 20737-1228

Office - 301.734.4933

Fax - 301.734.7817

(W) Cell - 240.252.8088

(P) Cell - 443.253.0141

**Webpage:** <http://www.aphis.usda.gov/vs/ep/naherc/>

**Resources:** 600 Accredited National Team Members

**Insurance Information:** Liability

**Additional Information:** This is the largest national animal Emergency Management Response Organization.

**Nonprofit Status:** Unknown

## **14.2 Humane Trapping Services**

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U. S. Dept. of Agriculture, Animal Plant Health Inspection Service, Wildlife Services  
Program: Jared Comfort 707-499-1166

## **14.3 Volunteer Organizations – Kennel Clubs**

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Humboldt Wildlife Care Center 707-822-8839  
Lost Coast Kennel Club 707-574-6505

## **14.4 Volunteer Animal Rescue Groups**

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### Canine:

K-9 Angels 707-496-4589  
Bones Rescue 707-367-1543

### Feline:

Companion Animal Foundation 707-826-7387  
Bless the Beasts 707-444-0408

### Canine and Feline (other pets):

Sequoia Humane Society 707-442-1782  
Miranda's Rescue 707-725-4449

### Livestock:

Miranda's Rescue 707-725-4449  
Heart of the Redwoods Horse Rescue 707-440-9140

## **14.5 Suppliers List**

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### Dog/Cat/Exotics:

Farm Store  
3956 Jacobs Avenue  
Eureka, CA  
707-443-7937

PetCo  
3300 Broadway  
Eureka, CA  
707-445-1526

Fin-N-Feather  
2931 F Street  
Eureka, CA  
707-443-4914

### Livestock:

Nilsen Company  
502 Broadway  
Eureka, CA  
707-442-3741

Nilsen Company  
1593 Market Street  
Ferndale, CA  
707-786-9501

Nilsen Company  
1241 Evergreen Rd  
Redway, CA  
707-923-7133

Three G's  
5307 Boyd Road  
Arcata, CA  
707-826-9537

Grooming:

Mckinleyville Animal Care Center 707-839-1504  
Muddy Paws 707-840-0798  
Grooming by Linn 707-826-0903  
The Pawlor 707-444-2444

**14.6 Contact Veterinarians – Large Animals**

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North Coast Veterinary Hospital (Livestock and Horses Only) 2180 Drake Hill Road Fortuna, CA 95540 707-726-9262	North Coast Veterinary Hospital (Livestock and Horses Only) 1701 Giuntoli Lane Arcata, CA 95521 707-822-4885
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Ferndale Veterinary  
(Livestock and Horses Only)  
1140 Van Ness Avenue  
Ferndale, CA 95536  
707-786-4200

**14.7 Contact Veterinarians – Small Animals**

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Arcata

Arcata Animal Hospital  
1300 Giuntoli Lane  
Arcata, CA 95521  
707-822-2402

Healing Spirit Animal Wellness Center  
145 G Street  
Arcata, CA 95521  
707-822-8307

Sunny Brae Animal Clinic  
900 Buttermilk Lane  
Arcata, CA 95521  
707-822-5124

Eureka

Animal Health Center Cutten  
4015 Walnut Drive Suite B  
Eureka, CA 95503  
707-445-0877

Broadway Animal Hospital  
3700 Broadway  
Eureka, CA 95501  
707-442-5717

Eureka Veterinary Hospital  
4433 Broadway  
Eureka, CA 95501  
707-442-4885

Humboldt Veterinary Emergency Care  
1460 Broadway  
Eureka, CA 95501  
707-445-5882

Myrtle Avenue Veterinary Hospital  
2715 Hubbard Lane  
Eureka, CA 95503  
707-443-8686

Ferndale

Ferndale Veterinary Hospital  
1140 Van Ness Avenue  
Ferndale, CA 95536  
707-786-4200

Fortuna

Animal Health & Surgery Center 1257 Riverwalk Drive Fortuna, CA 95540 707-725-6154	Fortuna Animal Medical Center 105 North Main Street Fortuna, CA 95540 707-725-6114
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Fortuna Veterinary Clinic  
251 North Fortuna Blvd.  
Fortuna, CA 95540  
707-725-6131

Garberville

Garberville Redway Veterinary Clinic  
230 Alderpoint Road  
Garberville, CA 95542  
707-923-2023

McKinleyville

McKinleyville Animal Care Ctr. 2151 Central Avenue McKinleyville, CA 95519 707-839-1504	Redwood Animal Hospital 1585 School Road McKinleyville, CA 95519 707-839-9414
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Willow Creek

Paradise Animal Clinic  
39032 Highway 299  
Willow Creek, CA 95573  
530-629-2310

**14.7 Contact Veterinarians – Exotics and Birds**

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Arcata Animal Hospital  
1300 Giuntoli Lane  
Arcata, CA 95521  
707-822-2402

Ferndale Veterinary Hospital  
1140 Van Ness Avenue  
Ferndale, CA 95536  
707-786-4200

Sunny Brae Animal Clinic  
900 Buttermilk Lane  
Arcata, CA 95521  
707-822-5124

## 15 PRESS RELEASE SAMPLES

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### VOLUNTEERS NEEDED BY HUMBOLDT COUNTY ANIMAL WELFARE ORGANIZATIONS TO CARE FOR ANIMALS AFFECTED BY THE DISASTER

The recent disaster has caused many / hundreds of animals in Humboldt County to become lost. Animal welfare organizations in the area need your help to care for and feed the animals affected by the disaster. Volunteer duties may include feeding the animals, cleaning kennels, matching lost and found reports and working directly with people who have lost an animal. To volunteer call (707) xxx-xxxx or come to [location].

### FOSTER HOMES NEEDED FOR PETS LOST DURING THE RECENT DISASTER

The disaster response/recovery in Humboldt County is in full swing. But, hundreds of (or many) stray animals that have not yet been reunited with their owners are in need of foster homes. If you are interested in providing an animal with a foster home until its owner or a permanent home can be found, please call the Humboldt County Animal Shelter at (707) xxx-xxxx.

### ANIMAL WELFARE ORGANIZATIONS JOIN TOGETHER TO COORDINATE VOLUNTEERS AND RESOURCES IN THE WAKE OF THE DISASTER

Animal welfare organizations in Humboldt County announced today that they have joined together to coordinate volunteer and other resources in the wake of the recent disaster. To serve the needs of the thousands of animals affected by the disaster, the organizations are requesting donations of the following items:

- Cash donations to purchase pet food, medicine and other supplies
- Unopened bags of cat and dog food
- Clean towels and blankets
- Sealed bottled water in gallon or larger containers

Animal care groups are unable to use opened containers of food and any unsealed toys.

Animal field shelters have been established in the following locations: \_\_\_\_\_

These field shelters will serve as meeting places for volunteers and as collection and distribution points for donated animal supplies and equipment.

If you would like to volunteer for animal response and care efforts, call (707) xxx-xxxx. A representative will ask a few brief questions about your skills, availability, and interests. **WHAT TO DO IF YOU FIND A STRAY ANIMAL**

There are many stray animals running loose after the recent disaster. If you find a stray animal, Humboldt County animal welfare organizations ask that you do the following:

- Always use caution when approaching an unfamiliar or distressed animal. It may look friendly, but the recent disaster may have made the animal nervous and unusually fearful or aggressive.
- If you can safely confine the animal, try to do so, then, call the Humboldt County Animal Shelter at (707) xxx-xxxx for instructions on filing a Found Report (or, bring the animal to the Humboldt County Animal Shelter).
- Finally, prepare a Found Poster and post it around your neighborhood. Include a detailed description of the animal, a photograph if possible, and your phone number.

For more information call (707) xxx-xxxx or visit [www.xxxxxx.xxx](http://www.xxxxxx.xxx)

## ANIMAL FIELD SHELTERS ESTABLISHED IN HUMBOLDT COUNTY

In response to the large number of pets that were separated from their owners after the recent disaster, Humboldt County animal welfare organizations have established animal field shelters at these locations:

- [specify]
- [specify]

At these field shelters the public can:

- \* Complete a lost or found pet report
- \* Pick up emergency pet supplies
- \* Turn in stray pets
- \* Look for lost pets
- \* Temporarily shelter their pet

For more information call (707) xxx-xxxx or visit [www.xxxxxx.xxx](http://www.xxxxxx.xxx)

## WHAT TO DO IF YOU HAVE LOST A PET

If you've lost your pet, animal welfare organizations in Humboldt County recommend taking the following steps immediately:

1. Create a flyer with your pet's photo and description including your name and phone number.
2. Post copies in your neighborhood in places where many people will see them. If you can, tell neighbors that your pet is missing and give them a flyer.
3. Visit the shelter in your area as soon as possible to file a lost animal report and check found reports.

For more information, contact the Humboldt County Animal Shelter at (707) xxx-xxxx or visit [www.xxxxxxx.xxx](http://www.xxxxxxx.xxx)

## WHAT TO DO IF YOU SEE A DOG PACK FORMING

In the wake of the recent disaster, there have been reports of stray dogs forming packs in some areas of Humboldt County. County Animal Control is investigating those reports. If you suspect a group of dogs has formed a pack, use caution, but do not be alarmed – The dogs may not be aggressive. Experts advise that you avoid direct contact with the dogs and keep children and pets indoors. Report any sightings of dog packs to Humboldt County Animal Control at (707) xxx-xxxx.

## **16 APPENDED DOCUMENTS**

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### **16.1 Animal Rescue and Care Unit Leader**

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#### **ANIMAL RESCUE AND CARE UNIT LEADER**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

##### **Responsibilities**

1. Coordinate with the American Red Cross and other volunteer agencies to ensure food, potable water, medical supplies, shelter and other basic necessities are provided for the affected animals within the Operational Area.
2. Assist the American Red Cross with inquiries and registration services to reunite families or respond to inquiries from relatives or friends, regarding their animals.
3. Cooperate with the American Red Cross during the transition from mass care to separate family/individual living.
4. Supervise the Animal Rescue and Care Unit.
5. Coordinate with land owners in unaffected areas for short term large animal placement.

##### **Activation Phase**

Follow the generic Activation Phase Checklist.

##### **Operational Phase**

Establish and maintain your position log and other necessary files.

Provide the Operations Section Chief and the Planning/Intelligence Section Chief with an overall summary of Animal Rescue and Care Unit Operations periodically during the operations period or as requested.

Coordinate with the Liaison Officer to request an Agency Representative from the American Red Cross to work with the Animal Rescue and Care Unit to coordinate all animal shelter and care activity.

Establish communications with other individuals and volunteer agencies to provide volunteers, food, equipment, medical supplies, and other basic life sustaining necessities.

Provide for opening, staffing and managing animal care shelters to the extent possible.

In coordination with the American Red Cross and other support agencies/groups, activate an inquiry registry service to reunite families and individuals with their companion animals/livestock and respond to inquiries.

Coordinate the transition from operating shelters for displaced animals and return them to separate family/individual housing.

Complete and maintain the Animal Rescue and Care Unit situation status on RIMS.

Prepare objectives for the Animal Rescue and Care Unit for the subsequent operations period; provide them to the Operations Section Chief prior to the end of the shift and the next Action Planning Meeting.

Refer all contacts with the media to the Public Information Officer.

### **Demobilization Phase**

Follow the generic Demobilization Phase Checklist.

## 16.2 Disaster Service Worker Registration Form

### DISASTER SERVICE WORKER REGISTRATION LOCAL AND STATE INFORMATION



Loyalty Oath under Code of Civil Procedure §2015.5 & Title 19, Div. 2, Chap. 2, Sub-Chap. 3, §2573.1

ATTACH PHOTO HERE	<i>This block to be completed ONLY by government agency or jurisdiction</i>
	CLASSIFICATION: _____ SPECIALTY: _____
	AGENCY OR JURISDICTION: _____
	REGISTRATION DATE: _____ RENEWAL DATES: _____
	EXPIRATION DATE: * _____ DSW ID ISSUED?: NO <input type="checkbox"/> YES <input type="checkbox"/> ID #: _____
	PROCESSED BY: _____ DATE: _____ TO CENTRAL FILES: _____

TYPE OR PRINT IN INK:

(HIGHLIGHTED AREAS REQUIRED BY REGULATION)

NAME (Last, First, Middle Initial): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_ CELLULAR: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ FCC LICENSE: (if applicable) \_\_\_\_\_

HEIGHT: \_\_\_\_\_ WEIGHT: \_\_\_\_\_ HAIR: \_\_\_\_\_ EYES: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

IN CASE OF EMERGENCY, CONTACT: \_\_\_\_\_ EMERGENCY PHONE: \_\_\_\_\_

DRIVER LICENSE NUMBER: (if applicable) \_\_\_\_\_ CLASS: \_\_\_\_\_ EXP DATE: \_\_\_\_\_

PROFESSIONAL LICENSE NUMBER: (if applicable) \_\_\_\_\_ EXP DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

**Government Code §3108-§3109:** Every person who, while taking and subscribing to the oath or affirmation required by this chapter, states as true any material matter which he knows to be false, is guilty of perjury, and is punishable by imprisonment in the state prison for two, three, or four years. Every person having taken and subscribed to the oath or affirmation required by this chapter, who, while in the employ of, or service with, the state or any county, city, city and county, state agency, public district, or disaster council or emergency organization advocates or becomes a member of any party or organization, political or otherwise, that advocates the overthrow of the government of the United States by force or violence or other unlawful means, is guilty of a felony, and is punishable by imprisonment in the state prison.

#### LOYALTY OATH OR AFFIRMATION (Government Code §3102)

I, \_\_\_\_\_ do solemnly swear (or affirm) that I will support and defend  
PRINT NAME

the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of California; that I take this obligation freely, without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter. I certify under penalty of perjury that the foregoing is true and correct.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
UNDER 18 YEARS OLD, SIGNATURE OF PARENT/GUARDIAN)

(IF

SIGNATURE OF OFFICIAL AUTHORIZED TO ADMINISTER LOYALTY OATH

TITLE

\* Expiration date is typically a maximum of 5 years from the registration date for active DSWs; for intermittent or single event expiration date set at the discretion of the Disaster Council, but not to exceed one year. (See Govt. Code §3102)

## 17 ANIMAL-RELATED FORMS

The following listed forms are to be used in support of animal-related response management activities:

- Animal Intake Information
- Lost Animal Information
- Animal Rescue Request
- Animal Intake Steps: Animal Brought In By Owner
- Animal Intake Steps: Rescued Animal
- Animal Foster Care Agreement
- Animal Foster Care Application
- Emergency Animal Shelter Assessment Checklist
- Missing Livestock Report

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

**ANIMAL INTAKE INFORMATION**

Humboldt County Animal Control 980 Lycoming Ave. McKinleyville, CA 95519 (707) 840-9132

**Please print clearly**

INFORMATION PROVIDED BY:

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

Intake Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_

*This form is to be completed by owners who have lost an animal. One form to be completed for each missing animal.*

**OWNER INFORMATION (May be unavailable at intake)**

Name: \_\_\_\_\_  
 Phone (Day): (\_\_\_\_) \_\_\_\_\_  
 Phone (Cell or Night): (\_\_\_\_) \_\_\_\_\_  
 Phone (Temporary): (\_\_\_\_) \_\_\_\_\_  
 Permanent Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Temporary Address, If Applicable \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**SERVICES DESIRED BY OWNER**

Owner requesting foster care  
 Estimated duration: \_\_\_\_\_ days/weeks/months

**ANIMAL LAST SEEN**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_  
 Location: \_\_\_\_\_

Current photo available?  Yes  No

Owner notifying others of this lost animal?  Yes  No

**ANIMAL DESCRIPTION**

Type: \_\_\_\_\_ Breed: \_\_\_\_\_  
 Age: \_\_\_\_ Mo / Yr Size:  Sm  Med  Lg  
 Animal's Name: \_\_\_\_\_  
 Sex:  Male  Female  
 Spayed  Neutered  Unknown  
 Fur Length:  Short  Med  Long  
 Coat Type:  Smooth  Wiry  Curly  \_\_\_\_\_  
 Color(s): \_\_\_\_\_  
 Ears:  Erect  Flop  Folded  Cropped  
 Tail:  Long  Short  Curly  Bushy  Dock/None  
 If a cat, is it declawed?  Yes  No  
 Any other distinguishing features?  
 Wearing a collar?  
 Color/Type: \_\_\_\_\_  
 Wearing ID and/or Rabies tag? Info: \_\_\_\_\_  
 ID microchip or tattoo? Info: \_\_\_\_\_  
 Indoor animal  Outdoor animal

Aggressive?  No  Yes, toward: \_\_\_\_\_

**ANIMAL MATCH INFORMATION**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Animal Intake #: \_\_\_\_\_  
 Actual Match?  Yes  No  Not confirmed  
 Notes: \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Animal Intake #: \_\_\_\_\_  
 Actual Match?  Yes  No  Not confirmed  
 Notes: \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Animal Intake #: \_\_\_\_\_  
 Actual Match?  Yes  No  Not confirmed  
 Notes: \_\_\_\_\_

**ADDITIONAL INFORMATION**

\_\_\_\_\_

**FINAL STATUS of ANIMAL**

Information Recorded By: \_\_\_\_\_  
 Found & reclaimed at a shelter  
 Date: \_\_\_\_\_ Animal Intake #: \_\_\_\_\_  
 Animal found by owner Date: \_\_\_\_\_  
 Animal found dead Date: \_\_\_\_\_  
 Animal not found Date: \_\_\_\_\_  
 Other: \_\_\_\_\_ Date: \_\_\_\_\_

**If photo available, attach to this form here**  
 Distribution: Original (file) Copy (owner)

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

**LOST ANIMAL INFORMATION**

Humboldt County Animal Control 980 Lycoming Ave. McKinleyville, CA 95519 (707) 840-9132

Please print clearly

INFORMATION PROVIDED BY:

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

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Time: \_\_\_\_\_

*This form is to be completed by owners who have lost an animal. One form to be completed for each missing animal.*

**ANIMAL MATCH INFORMATION**

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Animal Intake #: \_\_\_\_\_

Actual Match?  Yes  No  Not confirmed

Notes: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Animal Intake #: \_\_\_\_\_

Actual Match?  Yes  No  Not confirmed

Notes: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Animal Intake #: \_\_\_\_\_

Actual Match?  Yes  No  Not confirmed

Notes: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Animal Intake #: \_\_\_\_\_

Actual Match?  Yes  No  Not confirmed

Notes: \_\_\_\_\_

**OWNER INFORMATION**

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

Phone (Day): (\_\_\_\_) \_\_\_\_\_

Phone (Cell or Night): (\_\_\_\_) \_\_\_\_\_

Phone (Temporary): (\_\_\_\_) \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Temporary Address, If Applicable

\_\_\_\_\_

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

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\_\_\_\_\_

**ANIMAL DESCRIPTION**

Type: \_\_\_\_\_ Breed: \_\_\_\_\_

Age: \_\_\_\_ Mo / Yr Size:  Sm  Med  Lg

Animal's Name: \_\_\_\_\_

Sex:  Male  Female

Spayed  Neutered  Unknown

Fur Length:  Short  Med  Long

Coat Type:  Smooth  Wiry  Curly  \_\_\_\_\_

Color(s): \_\_\_\_\_

Ears:  Erect  Flop  Folded  Cropped

Tail:  Long  Short  Curly  Bushy  Dock/None

If a cat, is it declawed?  Yes  No

Any other distinguishing features?

\_\_\_\_\_

Wearing a collar?

Color/Type: \_\_\_\_\_

Wearing ID and/or Rabies tag? Info: \_\_\_\_\_

\_\_\_\_\_

ID microchip or tattoo? Info: \_\_\_\_\_

\_\_\_\_\_

Indoor animal  Outdoor animal

Aggressive?  Yes  No  
If so, toward: \_\_\_\_\_

**ADDITIONAL INFORMATION**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**FINAL STATUS of ANIMAL**

Information Recorded By: \_\_\_\_\_

\_\_\_\_\_

Found & reclaimed at a shelter

Date: \_\_\_\_\_ Animal Intake #: \_\_\_\_\_

Animal found by owner Date: \_\_\_\_\_

Animal found dead Date: \_\_\_\_\_

Animal not found Date: \_\_\_\_\_

Other: \_\_\_\_\_ Date: \_\_\_\_\_

Distribution: Original (file) Copy (owner)

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

**ANIMAL RESCUE REQUEST**

Humboldt County Animal Control 980 Lycoming Ave. McKinleyville, CA 95519 (707) 840-9132

Reporting Date: _____ Time: _____		<b>Animal Description(s) &amp; Information</b>		<b>Scheduling Priority</b>		
Information taken by: (print) _____				<input type="checkbox"/> Urgent: (Reason) _____ <input type="checkbox"/> Within 12 hours <input type="checkbox"/> Within 24 hours		
<b>Rescue Request Number:</b> <b>RR -</b> _____		<b>Animals to be rescued include:</b> <input type="checkbox"/> Cat(s) <input type="checkbox"/> Dog(s) <input type="checkbox"/> Other _____		<b>Personnel Assigned</b>		
<b>Request Type</b>	Check all that apply: <input type="checkbox"/> Retrieve animal(s) Count: _____ <input type="checkbox"/> Feed and water animal(s) only <input type="checkbox"/> Pick up deceased animal(s)	1	Type: _____ Breed: _____ Color(s) _____ <input type="checkbox"/> M <input type="checkbox"/> F Name: _____ Age: _____ <input type="checkbox"/> Aggressive <input type="checkbox"/> Fear Biter <input type="checkbox"/> Confined <input type="checkbox"/> Shy <input type="checkbox"/> On meds Ease of handling: _____	Team(s): _____ Other personnel/agencies (specify): _____		
<b>Reporting Party</b>	<input type="checkbox"/> Owner <input type="checkbox"/> Other party	2	Type: _____ Breed: _____ Color(s) _____ <input type="checkbox"/> M <input type="checkbox"/> F Name: _____ Age: _____ <input type="checkbox"/> Aggressive <input type="checkbox"/> Fear Biter <input type="checkbox"/> Confined <input type="checkbox"/> Shy <input type="checkbox"/> On meds Ease of handling: _____	<b>Directions</b> (use reverse if necessary)		
<b>Last/First Name</b>	_____	3	Type: _____ Breed: _____ Color(s) _____ <input type="checkbox"/> M <input type="checkbox"/> F Name: _____ Age: _____ <input type="checkbox"/> Aggressive <input type="checkbox"/> Fear Biter <input type="checkbox"/> Confined <input type="checkbox"/> Shy <input type="checkbox"/> On meds Ease of handling: _____	<b>Additional Comments</b> (use reverse if necessary)		
<b>Address</b>	_____		4	Type: _____ Breed: _____ Color(s) _____ <input type="checkbox"/> M <input type="checkbox"/> F Name: _____ Age: _____ <input type="checkbox"/> Aggressive <input type="checkbox"/> Fear Biter <input type="checkbox"/> Confined <input type="checkbox"/> Shy <input type="checkbox"/> On meds Ease of handling: _____	<b>Status of Rescue</b>	
<b>City, State, Zip</b>	_____, _____			<input type="checkbox"/> Entry into area denied <input type="checkbox"/> Unable to locate address <input type="checkbox"/> Animals rescued: 1 2 3 4 <input type="checkbox"/> Animals fed/watered: 1 2 3 4 <input type="checkbox"/> Animals not found at location: 1 2 3 4 <input type="checkbox"/> Animals could not be caught: 1 2 3 4 <input type="checkbox"/> Animals found dead: 1 2 3 4		
<b>Day Phone</b>	(_____) _____ - _____					
<b>Cell or Other</b>	(_____) _____ - _____					
<b>Location of Animal(s)</b>						
<b>When Last Seen/Fed/Watered</b>	Date: _____ Time: _____					
<b>Animal Access Information</b>	Restricted area? <input type="checkbox"/> No <input type="checkbox"/> Yes Key provided? <input type="checkbox"/> No <input type="checkbox"/> Yes Combination? <input type="checkbox"/> No <input type="checkbox"/> Yes # _____ Permission to break in? <input type="checkbox"/> No <input type="checkbox"/> Yes: Which door/window/gate? _____					
<b>Attach key in key bag here</b>		<b>Attach additional forms if necessary to identify more animals needing rescue at this location</b>		<b>Scheduling Outcome</b>		
				<input type="checkbox"/> Rescue Completed Date: _ <input type="checkbox"/> Rescue Incomplete: Reassigned Date: _____ Reassigned Date: _____ Reassigned Date: _____		

Distribution: Original (rescue team) Copy (rescue coordinator)

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

Adopted 14 May 2013

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

**ANIMAL INTAKE STEPS: ANIMAL BROUGHT IN BY OWNER**

Humboldt County Animal Control 980 Lycoming Ave. McKinleyville, CA 95519 (707) 840-9132

1	SAFETY	<ul style="list-style-type: none"> <li>Secure the animal in a cage or on a leash</li> </ul>
2	COMPLETE PAPERWORK Animal Intake Form	<ul style="list-style-type: none"> <li>Complete the Animal Intake Form with information provided by owner.</li> <li>Use only 1 Animal Intake Form for litters under 8 weeks old</li> </ul>
3	FOSTER CARE OPTIONS Animal Intake Form (No foster form)	<ul style="list-style-type: none"> <li>Ask owner how long they anticipate needing care for the animal. If longer than the anticipated operation of the shelter, seek permission to foster the animal offsite.</li> </ul>
4	PHOTOGRAPHS Digital camera Photo printer Transfer cable or card	<ul style="list-style-type: none"> <li>Take 1 full body photograph of the animal with the owner(s) shown</li> <li>Take a group photograph of litters under 8 weeks old, including the mother in the photograph if possible.</li> </ul>
5	PHOTO STICKER Animal Identification Information Sticker	<ul style="list-style-type: none"> <li>Complete the Animal Information sticker with pen and affix to the back of the photograph, ensuring that the Intake ID Number appears</li> <li>Staple 1 photograph to the specified location of the Animal Intake Form</li> <li>Provide a copy of the Animal Intake Form to the owner</li> <li>Deposit the completed form and photo in the designated location</li> <li><b>DO NOT FILE PHOTOGRAPHS OR PAPERWORK IN BINDERS</b></li> </ul>
6	NEW IDENTIFICATION Ident-a-Band	<ul style="list-style-type: none"> <li>Place an Ident-a-Band on animals that can be collared</li> <li>Use a black permanent marker (e.g. Sharpie) to write:               <ul style="list-style-type: none"> <li>A contact phone number for the shelter</li> <li>The animal's Intake Number</li> </ul> </li> </ul>
7	FORMS Small Animal Daily Care Card  CAGE SIGNS Caution-Biter Do Not Foster Quarantined Animal	<ul style="list-style-type: none"> <li>Fill out the following information on the Daily Animal Care Card:               <ol style="list-style-type: none"> <li>Animal Intake Number</li> <li>Date In</li> <li>Mark "Owned"</li> </ol> </li> </ul> <p><b>IMPORTANT:</b> The Animal Intake Form, the Request for Rescue Form, or the In-Field Animal Intake Information sticker <b>DO NOT</b> go with the animal. All forms remain in Intake. These should be paper clipped together and placed in the location specified for completed paperwork</p>
8	ANIMAL READY TO GO TO TRIAGE	After Steps 1 through 7 are completed, take the animal and the Daily Care Card or Log along with appropriate cage signs to the Triage Area

Humboldt County Emergency Operations Plan  
 ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

**ANIMAL INTAKE STEPS: RESCUED ANIMAL**

Humboldt County Animal Control 980 Lycoming Ave. McKinleyville, CA 95519 (707) 840-9132

1	SAFETY	<ul style="list-style-type: none"> <li>Secure the animal in a cage or on a leash</li> </ul>
2	SEARCH FOR PERMANENT ID	<ul style="list-style-type: none"> <li>Scan animal for a microchip and search for a tattoo. If found, note on Animal Intake Form in the space provided</li> </ul>
3	COMPLETE PAPERWORK <ul style="list-style-type: none"> <li>Animal Intake Form</li> </ul> REFERENCE PAPERWORK <ul style="list-style-type: none"> <li>Rescue Request Form</li> <li>In-Field Animal Intake Tag</li> </ul>	<ul style="list-style-type: none"> <li>Complete the Animal Intake Form. Most information for this form may be found on the animal's Rescue Request Form, the In-Field Animal Intake Information tag, or provided by an individual. A detailed description of the animal is noted on the Animal Intake Form.</li> <li>Use only 1 Animal Intake Form for litters under 8 weeks old</li> <li>If there is a Rescue Request Form for the animal, write the Intake number from the Animal Intake Form on the Rescue Request Form</li> </ul>
4	PHOTOGRAPHS <ul style="list-style-type: none"> <li>Digital camera</li> <li>Photo printer</li> <li>Transfer cable or card</li> </ul>	<ul style="list-style-type: none"> <li>Take 1-2 full front body photo and 1 or 2 side view photos</li> <li>Take a group photo of litters under 8 weeks old, including the mother in the photo if possible.</li> </ul>
5	PHOTO STICKER <ul style="list-style-type: none"> <li>Animal Identification</li> <li>Information Sticker</li> </ul>	<ul style="list-style-type: none"> <li>Complete the Animal Information sticker with pen and affix to the back of the photo, ensuring that the Intake ID Number appears</li> <li>Staple 1 photo (or set of photos) to the specified location of the Animal Intake Form</li> <li>Staple a second photo or set to other animal paperwork</li> <li>Deposit the completed form and photo in the designated location</li> <li><b>DO NOT FILE PHOTOGRAPHS OR PAPERWORK IN BINDERS</b></li> </ul>
6	NEW IDENTIFICATION <ul style="list-style-type: none"> <li>Ident-a-Band</li> </ul>	<ul style="list-style-type: none"> <li>Place an Ident-a-Band on animals that can be collared</li> <li>Use a black permanent marker (e.g. Sharpie) to write:               <ul style="list-style-type: none"> <li>A contact phone number for the shelter</li> <li>The animal's Intake Number</li> </ul> </li> </ul>
7	FORMS <ul style="list-style-type: none"> <li>Small Animal Daily Care Card</li> </ul> CAGE SIGNS <ul style="list-style-type: none"> <li>Caution-Biter</li> <li>Do Not Foster</li> <li>Quarantined Animal</li> </ul>	<ul style="list-style-type: none"> <li>Fill out the following information on the Daily Animal Care Card:               <ol style="list-style-type: none"> <li>Animal Intake Number</li> <li>Date In</li> <li>Mark "Stray"</li> </ol> </li> <li><b>IMPORTANT:</b> The Animal Intake Form, the Request for Rescue Form, or the In-Field Animal Intake Information sticker <b>DO NOT</b> go with the animal. All forms remain in Intake. These should be paper clipped together and placed in the location specified for completed paperwork</li> </ul>
8	ANIMAL READY TO GO TO TRIAGE	<ul style="list-style-type: none"> <li>After Steps 1 through 7 are completed, take the animal and the Daily Care Card or Log along with appropriate cage signs to the Triage Area</li> </ul>



Humboldt County Emergency Operations Plan  
 ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN  
**ANIMAL FOSTER CARE APPLICATION**  
 Humboldt County Animal Control  
 980 Lycoming Ave. McKinleyville, CA 95519  
 (707) 840-9132

Thank you for your interest in fostering an animal affected by the recent disaster. In an effort to further protect the animals, we take great care to ensure that the foster homes selected for these animals will provide them with the proper daily care and meet all of their needs.

Fostering an animal is a serious responsibility, and we work to make sure that each prospective foster household understands this. We will work to make sure that the animal and your home are a good match.

Applicant's Name(s): _____		Address: Physical: _____	
Driver's License #: _____		PO Box: _____	
Home phone: _____		City: _____ Zip: _____	
Work phone: _____		Cell phone: _____ Other: _____	
Do you own your home? <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, please provide your landlord's contact information: Name: _____ ( )	
Number of adults in household: _____		Number of children in household: Ages: _____	
Information about animals in the household:			
Type	Number	Age	Altered and vaccinated?
Information about animals you've had in the past 5 years that are no longer in the household:			
Type	How long in household	Reason you no longer have the animal	
Any other information you'd like us to have?  			

The foregoing information is true and complete to the best of my knowledge

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN  
**EMERGENCY ANIMAL SHELTER ASSESSMENT CHECKLIST**  
Humboldt County Animal Control  
980 Lycoming Ave. McKinleyville, CA 95519  
(707) 840-9132

**Considerations for emergency animal shelter location selection:**

- Location should remain out of direct and indirect danger from the incident
- Location should be near human shelters to facilitate frequent interaction between animals and owners
- Availability of utilities: Fresh water, electricity, sewer/septic service
- Ability to shelter multiple animal types in one overall location
- Separate areas, preferably enclosed, for cats and special needs dogs
- Heating, air conditioning, shade, and ventilation as conditions warrant
- Staff assembly, work, and rest areas
- Animal containment areas should not be readily visible to the passing public
- Controlled public entrance(s)
- Room for expansion as anticipated incident conditions warrant
- Sanitation: rest rooms and/or portable toilets; showers as appropriate
- Waste management: short-term storage and removal availability
- Safety and security:
  - Secured by a perimeter fence (temporary fencing may be an option)
  - Outside lighting
  - Locking doors
  - Clearly marked exits and fire escapes
  - Smoke and CO detector(s) and fire extinguisher(s)
- Parking adequate and safe for staff, public, and response vehicles
- Free from any significant rodent, insect, or reptile problem
- Suitable storage space for supplies, including chemicals and toxic substances

**Potential facility types for emergency shelter operations (not an all-inclusive list)**

- Temporary expansion of existing animal shelter
- Dog park
- Dog training center (best suited to dogs, but adaptable to other animals)
- Fairgrounds
- Park, golf course, school (seasonal), or other available field areas
- Kennel or pet day care center
- Empty warehouse or retail space
- Zoo

**Planning**

- Pre-existing agreements should be in place with the most desirable locations
- Sites should be visited and site-specific plans developed ahead of time
  - Ranking by preference; specific advantage, limitations, and needs for each
  - Capacities for each type of animal

DATE \_\_\_\_\_

REPORT# \_\_\_\_\_

## MISSING LIVESTOCK REPORT

### LOST, STRAY, OR STOLEN

Humboldt County Sheriff's Office  
826 4<sup>TH</sup> Street, Eureka, CA 95501  
(707) 445-7251

OWNER OF LIVESTOCK \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/COUNTY/STATE/ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

### LIVESTOCK INFORMATION

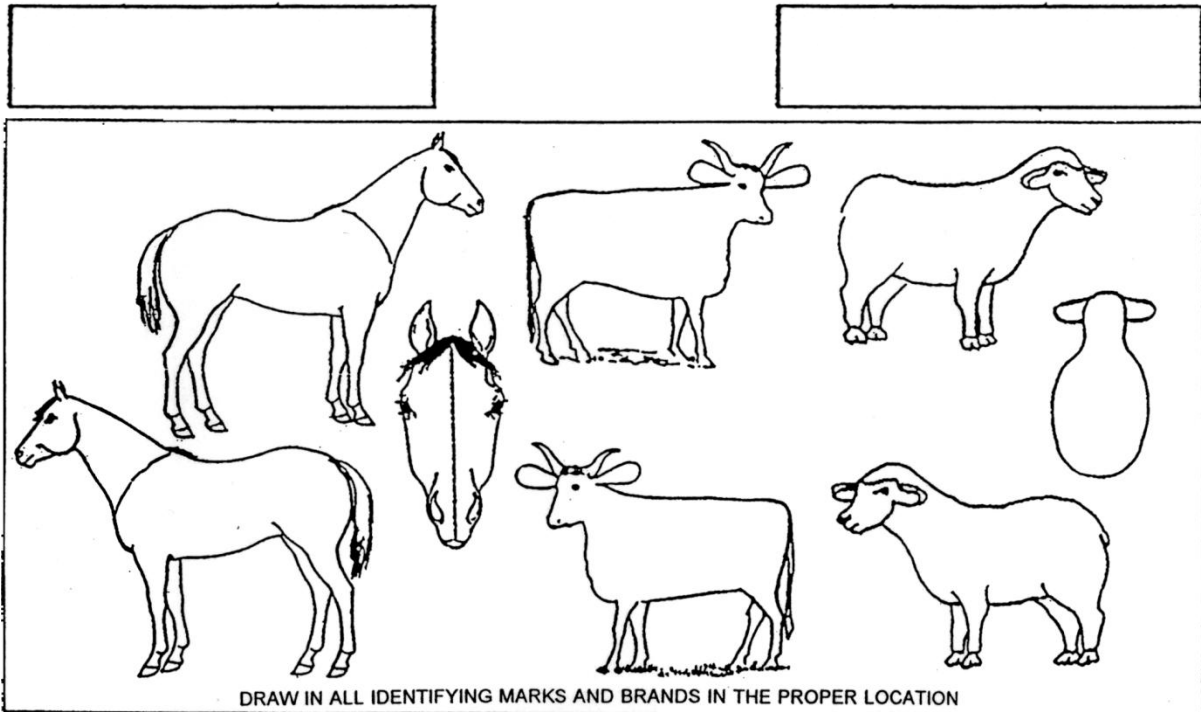
LAST LOCATION OF LIVESTOCK \_\_\_\_\_

NO. MISSING \_\_\_\_\_ SPECIES OF LIVESTOCK \_\_\_\_\_

BREED \_\_\_\_\_ SEX \_\_\_\_\_ AGE \_\_\_\_\_ COLOR \_\_\_\_\_

DATE & TIME LIVESTOCK WERE LAST SEEN \_\_\_\_\_

ADDITIONAL DESCRIPTION OF LIVESTOCK \_\_\_\_\_



ANY INFORMATION CONCERNING THE LOCATION OF THE ABOVE DESCRIBED  
LIVESTOCK SHOULD BE REPORTED IMMEDIATELY TO THIS OFFICE.  
**18 ANIMAL EMERGENCY RESPONSE CONT. PLAN ADOPTION**

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

AGENDA ITEM NO.  
C-18



SHERIFF'S OFFICE  
COUNTY OF HUMBOLDT

826 FOURTH STREET  
EUREKA, CALIFORNIA 95501-0516 PHONE (707) 445-7251

For the meeting of: May 14, 2013

Date: April 30, 2013  
To: Board of Supervisors  
From: MICHAEL T. DOWNEY, SHERIFF  
Subject: HUMBOLD COUNTY ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

**RECOMMENDATION(S):**

That the Board of Supervisors approve the County of Humboldt Animal Emergency Response Contingency Plan, prepared by the Sheriff's Office of Emergency Services as directed by the Humboldt County Disaster Council.

**SOURCE OF FUNDING:** None

**DISCUSSION:**

During a significant incident or declared local emergency event, the overall priority of the County and of emergency management agencies is to provide maximum protection to public health and property. The County, acting as the lead local government entity under California's Standardized Emergency Management System, is responsible for coordinating the overall local government organized response to emergent hazard events. In support of that primary effort as delineated in the Humboldt County Emergency Operations Plan, the Animal Emergency Response Contingency Plan provides specific animal issues impact-related information and recommended actions direction to Operational Area government entities to guide coordinated response efforts.

The new Animal Emergency Response Contingency Plan is an original document; it is not a re-write of an old plan. Its base-level development is a result of a grant-funded cooperative project for Del Norte, Humboldt, and Trinity Counties, and certain elements of this Plan are identical to portions of plans for those counties. Its modified content is the result of the very active involvement of administrative and line personnel with the Humboldt County Sheriff's Animal Shelter. Numerous Humboldt Operational Area government entities also provided input to the planning process. The new Plan also provides specific supplemental animal-related information to support the overall response efforts of Operational Area entities.

Included in the Humboldt County Disaster Council duties, as defined in Ordinance 2447, is the responsibility "...to develop and recommend for adoption by the Board of Supervisors, emergency and mutual aid plans..." The Disaster Council guided the Animal Emergency Response Contingency Plan preparation efforts of the Sheriff's Office of Emergency Services. In its March 29, 2013, meeting, the Disaster Council directed the Sheriff's Office of Emergency

Prepared by Linda Modell CAO Approval Cheryl Dillingham  
REVIEW: Auditor MSH County Counsel JBB Personnel \_\_\_\_\_ Risk Manager JK Other \_\_\_\_\_

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT  
Upon motion of Supervisor Bois  
Seconded by Supervisor Carasco  
And unanimously carried by those members present,  
The Board hereby adopts the recommended action  
contained in this report.

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_  
Meeting of: \_\_\_\_\_

Dated: May 21, 2013  
Kathy Hayes, Clerk of the Board  
By: Cheryl Dillingham

Humboldt County Emergency Operations Plan  
ANIMAL EMERGENCY RESPONSE CONTINGENCY PLAN

Services to make final Disaster Council-identified changes to the draft Plan and to submit it to the Board of Supervisors for final review and adoption. The attached Animal Emergency Response Contingency Plan version is the result of that effort and is hereby submitted to the Board.

**FINANCIAL IMPACT:** None

**OTHER AGENCY INVOLVEMENT:** Humboldt County Disaster Council

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

That the Board of Supervisors reject the plan as submitted and return the County of Humboldt Animal Emergency Response Contingency Plan to the Disaster Council for additional action.

**ATTACHMENTS:** County of Humboldt Animal Emergency Response Contingency Plan