CREATING YOUR EMERGENCY PREPAREDNESS PLAN

HURRICANES, TORNADOES AND EARTHQUAKES, OH MY!

ON TODAY’S AGENDA

▸ Introduction to Emergencies
▸ The Planning Process
▸ Risk Assessment
▸ Working with First Responders
▸ Setting Salvage Priorities
Emergencies are not a matter of if. They’re a matter of when.

FLOOD

- Materials get wet and dirty.
- Shelving can collapse.
- Media runs.
- Floods are a health hazard.
FIRE
- Fires cause burning, charring, soot and water damage.
- Fire hoses spray water at 150 psi and 1250 gal/minute.
- Sprinklers release 15 gallons of water per minute per head.

TORNADO
- Damage to buildings
- Damage to collections
- Flooding
- May affect entire area

EARTHQUAKE
- Earthquakes cause walls to crumble, furniture to topple and windows to shatter.
- Probability in DFW area has increased significantly since 2000s, likely due to fracking.
- Cannot rule out possibility of major earthquake, although minor more likely.
RULES OF EMERGENCIES

Emergencies happen on weekends and holidays.
Emergencies happen when key staff are on vacation.
Small man-made emergencies are more likely than large natural disasters.

THE EMERGENCY PLANNING PROCESS

▸ Establish your team.
▸ Assess your risks.
▸ Write your plan.
▸ Contacts
▸ Procedures
▸ Salvage priorities
▸ Implement and update your plan.

PLANNING OPTIONS

▸ dPlan.org
▸ Council of State Archivists Pocket Prep
▸ Virginia Museum Association Small Museum Disaster Plan Template
▸ Many excellent examples online
DISASTER PLAN BASICS

▸ Keep several copies off site
▸ Store in ring binders for easy updating?
▸ Or maybe not
▸ Keep with personal crates of disaster supplies
▸ Update at least annually

WHO YOU GONNA CALL?

Hint: Not Ghostbusters
EMERGENCY SERVICES

- First responders
- City emergency services
- Security
- Maintenance and utilities
- Conservators and specialists
- Freezers
- Insurance
- Architect

DISASTER RECOVERY SERVICES

- Provide a wide range of recovery services:
  - Clean up
  - Freeze drying
  - Mold remediation
- Make sure you have a contract!

THE NEXT STEP:
RISK ASSESSMENT
GEOGRAPHICAL RISK ASSESSMENT

What vulnerabilities are associated with your location?

FACILITIES

What vulnerabilities are associated with your building?

INSTITUTIONAL RISK ASSESSMENT

▸ What has happened in the past?
▸ Can you fix it?
▸ Can you prepare for it again?
▸ Who has institutional memory?
WORKING WITH FIRST RESPONDERS

BEFORE AN EMERGENCY

› Make contact beforehand.
› Take FEMA Incident Command training (training.fema.gov)
› Designate one primary contact.
› Ask for help creating your plan.
› Invite them for a walkthrough.
› Consider installing a Knox Box in historic buildings.

DURING AND AFTER AN EMERGENCY

› The first responders are in charge.
› Provide any information they request.
› Respect their orders.
› Remember: Human life is more important than collections!
› Invite responders to your debriefing meeting.
WHAT DO YOU SAVE FIRST?

SETTING PRIORITIES

KEY QUESTIONS FOR SETTING SALVAGE PRIORITIES

¬ Is it critical for ongoing operations?
¬ Can it be replaced?
¬ What is the replacement cost?
¬ Is it available in another format?
¬ Is it available in another collection?
¬ What is the value to the collection?
¬ Is it particularly vulnerable to water damage?
SALVAGE

▸ Air dry or freeze within 48 hours.
▸ Use your disaster wheel or the ERS app for quick advice.
▸ Keep the Salvage at a Glance chart handy.
▸ Practice beforehand.

RESOURCES

▸ Technical Resources
▸ Additional Resources
RESOURCES - ORGANIZATIONS
- AIC National Heritage Responders
- FEMA
- TX-CERA

RESOURCES - WEB SITES AND PUBLICATIONS
- dPlan.org
- WAAC Salvage at a Glance
- National Park Service Conserve-o-Grams
- AIC’s Health and Safety in Emergency Response
- FEMA Incident Command Training
- Field Guide to Emergency Response
- Disaster Wheel/ERS app
- And so many more!

THANK YOU!
- Let’s stay in touch!
  - rebecca@elderpreservation.com
  - www.elderpreservation.com
- THC Museum Services
  - Laura Casey (laura.casey@thc.state.tx.us)
  - Tricia Blakistone (tricia.blakistone@thc.state.tx.us)