

Animal Health Emergency Support Function

Primary Coordinating Agency: South Bend Animal Control

Support Agencies:

- St. Joseph County Emergency Management Agency
- St. Joseph County Humane Society
- St. Joseph County Veterinarians' Association
- St. Joseph County Cooperative Extension Service
- Potawatomi Zoo

Mitigation

√	Mitigation Task	Resource
1	Investigate new technology and procedures for use in completing the Animal Health Emergency Support Function goals and objectives.	Veterinary Association
2	Identify areas where mutual aid agreements and memoranda of understanding are in place or are needed with support agencies and ancillary or contract support services.	Resource Support Emergency Support Function
3	Identify Animal Health Emergency Support Function leads/supervisors and their shift change and staffing procedures for the St. Joseph County Emergency Operations Center activation and field operations.	All Support Agencies
4	Identify requirements for Emergency Support Function-specific standard operating procedures, plans, and checklists for lead and support agencies.	All Support Agencies
5	Identify Emergency Support Function-specific training requirements, especially with regard to Emergency Operations Center operations.	All Support Agencies

Preparedness

√	Preparedness Task	Resource
1	Develop and maintain standard operating procedures/guidelines, other plans, and procedures necessary for the Animal Health Emergency Support Function and its support agencies to operate efficiently.	All Support Agencies
2	Develop and conduct training and exercise programs for Animal Health Emergency Support Function staff regarding Emergency Operations Center procedures.	All Support Agencies & St. Joseph County Emergency Management Agency
3	Develop and maintain a roster of Animal Health Emergency Support Function manpower list with leads/supervisors, shift change/staffing procedures, including emergency contact information such as address, phone, cell, facsimile numbers, and email, delineating specialized skills and certifications of personnel.	All Support Agencies

√	Preparedness Task	Resource
4	Develop and maintain contact lists with essential information included such as address, phone, cell, facsimile numbers, and email.	All Support Agencies
5	Ensure that copies of all necessary Emergency Support Function-specific emergency plans, procedures, and other reference materials are located at the Emergency Support Function position in the Emergency Operations Center.	All Support Agencies & St. Joseph County Emergency Management Agency
6	Identify and secure agreements for transport of exotic and research animals.	South Bend Animal Control, Potawatomi Zoo, & St. Joseph County Humane Society
7	The St. Joseph County Health Department, in conjunction with Animal Control and the Humane Society, will develop and maintain provisions for the sheltering of animals.	South Bend Animal Control & St. Joseph County Humane Society
8	The St. Joseph County Health Department will obtain standard operating procedures from local institutions of higher learning for laboratory animal evacuations.	St. Joseph County Health Department, Area Universities, & Laboratories
9	Animal Control, in conjunction with the Humane Society, will encourage pet owners to prominently display identification on their animals.	South Bend Animal Control & St. Joseph County Humane Society
10	The St. Joseph County Health Department will obtain a copy of Animal Control and the Humane Society's emergency animal procedures.	St. Joseph County Health Department, South Bend Animal Control, & St. Joseph County Humane Society

Response

√	Response Task	Resource
1	In conjunction with the Information and Planning Emergency Support Function gather, verify, analyze, and disseminate incident information as needed.	Health and Medical Emergency Support Function & All Support Agencies
2	Assess scope, magnitude, and extent of incident. Estimate amount of manpower requirements needed to fulfill the Animal Health Emergency Support Function role.	Information and Planning Emergency Support Function & All Support Agencies

√	Response Task	Resource
3	Critical incident stress and mental health services will be provided to responders, volunteers, Emergency Operations Center staff, and other support staff during and after an incident as needed or requested.	Indiana Northern Critical Incident Stress Management, Contracted Employee Assistance Programs
4	Collect information for periodic situation updates.	All Support Agencies & Information and Planning Emergency Support Function
5	Coordinate triage and treatment of animals.	Local Veterinary Personnel, South Bend Animal Control, Potawatomi Zoo, St. Joseph County Humane Society, & St. Joseph County Health Department
6	Give status or situation reports as required.	All Support Agencies & Information and Planning Emergency Support Function
7	The St. Joseph County Health Department, in conjunction with South Bend Animal Control and the Humane Society, will coordinate feeding and sheltering logistics for animals.	South Bend Animal Control & St. Joseph County Humane Society
8	The St. Joseph County Health Department, in conjunction with South Bend Animal Control and the Humane Society, will coordinate triage and treatment of animals.	South Bend Animal Control & St. Joseph County Humane Society
9	Interface with State and Federal personnel to coordinate the Emergency Support Function information and planning functions.	Information and Planning Emergency Support Function

Recovery

√	Recovery Task	Resource
1	Animal Control and the Humane Society will evaluate the safety of animals and provide necessary medical attention.	South Bend Animal Control & St. Joseph County Humane Society
2	Animal Control and the Humane Society will assist in the determination of appropriate burial/disposal procedures for large amounts of dead animals that are contaminated.	South Bend Animal Control, St. Joseph County Humane Society, & Public Works and Engineering Emergency Support Function

√	Recovery Task	Resource
3	Ensure that all staffs are properly debriefed, to include mental health debriefings if appropriate	All Support Agencies & Indiana Northern Critical Incident Stress Management, Contract Employee Assistance Programs
4	Prepare appropriate After-Action Reports.	All Support Agencies

LETTER OF AGREEMENT

The St. Joseph County Comprehensive Emergency Management Plan, hereafter referred to as the Plan, establishes the basis for providing assistance to county residents impacted by a disaster or emergency requiring local, state and possibly Federal assistance. The plan assumes that a disaster or emergency overwhelms the day to day capability of local governments.

The plan covers all four (4) phases of emergency management: mitigation, preparedness, response and recovery.

The plan is in a checklist format that requires all local agencies to develop and implement Standard Operating Procedures and Guidelines.

The plan uses the Federal Emergency Management Agency's Emergency Support Functions concept. The emergency support functions group like type agencies into the same group. For example, all local agencies with law enforcement responsibilities are grouped into the Law Enforcement Emergency Support Function. Each local agency is grouped into one or more emergency support function. In addition, for planning purposes only, each emergency support function has an agency assigned as the primary coordinating agency with other agencies as support coordinating agencies.

The following departments and agencies agree to support the plan and to carry out their assigned functional responsibilities.

Each agency also agrees to implement planning efforts and agree to participate in local exercise activities to maintain the overall response capability.

Each agency signed below is either a primary or support agency to the **Animal Health Emergency Support Function**.

Primary Coordinating Agency
Animal Health Emergency Support Function
South Bend Animal Control