

Maine Animal Disaster and Protection Plan

I. INTRODUCTION

Maine has experienced several state declared natural disasters during the past 75 years, including the wildfire of 1947, the Ice Storm of 1998, the Canton Flood of 2003 and the York County Floods of 2006. Emergency planners must be fully prepared for natural disasters to continue to impact Maine, as well as for increasing threats from introduction of foreign animal disease, terrorism and extreme storms. Maine's preparation must take into account the need to prepare for animal response, as we have seen in other states and countries the potential for tremendous loss of animals and risk to humans when animals have not been included in emergency planning. In this state, state-level animal disaster planning efforts are coordinated by the State of Maine Animal Response Team (SMART). At the county level, animal disaster planning is coordinated by County Emergency Management, with the assistance in some counties of County Animal Response Teams, Animal CERTs (Community Emergency Response Teams), Animal Control Officers or other loosely organized volunteers.

II. PURPOSE

The purpose of this document is to establish the working structure for animal rescue, evacuation, shelter, veterinary services and mortality management during animal disasters in Maine. The plan organizes and coordinates the response of state agencies in assisting local government and volunteer organizations to address the said needs of pets, livestock, poultry, horses and captive wildlife during disasters, and defines the roles and responsibilities of participants.

III. PRIMARY AND SUPPORT AGENCIES

Primary Agency:

Maine Department of Agriculture (MDA) and State of Maine Animal Response Team (SMART)

Support Agencies:

County Emergency Management, Animal Control Officers, or County Animal Coordinators

Maine Emergency Management Agency (MEMA)

Maine Department of Inland Fisheries and Wildlife (MDIFW)

Maine Center for Disease Control

Maine Department of Environmental Protection (MDEP)

Maine Veterinary Medical Association (MVMA)

Maine Animal Control Association (MACA)

Adjunct Agencies

Maine Chapters of the American Red Cross

Humane Society of the United States (HSUS)

Veterinary Medical Assistance Teams (VMAT)

University of Maine Veterinary Technicians Program

Local humane shelters

Maine Farm Bureau

United States Fish and Wildlife Service

University of Maine Cooperative Extension

American Humane Association

United Animal Nations/Emergency Animal Rescue Service

Maine Federation of Humane Societies

IV. DIRECTION AND CONTROL

A. It is assumed that the following activities have occurred prior to initiating the actions outlined in this document:

- The State assumes that local government has taken all necessary actions to respond to the emergency prior to requesting assistance from the state;
- Local and county government has responded to the emergency by activating its Animal Disaster Plan and activated local animal response teams;
- Local and county government has called upon its local resources, implementing mutual aid and cooperative agreements for additional services and personnel.

B. During an animal disaster, if local resources are insufficient to meet existing needs, local emergency management may request assistance through County Emergency Management. If county resources are overwhelmed, County Emergency Management may request assistance from MEMA.

C. MDA is the lead state agency for animal-related issues through SMART. MDA shall activate SMART when requested by MEMA.

D. SMART is the program through which MDA will coordinate all animal disaster response related to animal rescue, shelter, veterinary services and mortality management. SMART staff shall be supported by MDA staff to ensure 24/7 coverage at the Incident Command Post and to facilitate access to that agency's resources. If the Maine Animal Disease and Disaster Plan or Foreign Animal Disease Emergency Response Plan/s is also activated, SMART will coordinate disaster response and recovery activities with the MDA's Incident Management Team (IMT).

E. MDA, through SMART, will coordinate with MEMA to identify and task state agencies to assist local government with animal-related issues in accordance with ICS. MDA, through SMART, may also identify non-government organizations, community based organizations, and private sector resources to assist local government during disaster response and recovery.

F. During times that an Emergency Operations Center (EOC) is not activated, cities and counties may access information and/or direction through SMART by contacting MEMA.

G. SMART response activities are coordinated through the appropriate County EOC and in coordination with the State EOC.

H. The County Animal Coordinator, be it the County Animal Response Team leader or other person designated by the County Emergency Plan or County Emergency Management Director, will be the contact for SMART at the county level. These people should be skilled professionals with knowledge of local animal plan(s) and available resources.

I. MDA, through SMART, shall coordinate all requests for federal assistance through MEMA.

J. All response will be managed through Incident Command System (ICS) (Appendix A).

VII. ORGANIZATION OF STATE ANIMAL DISASTER RESPONSE

A. Local emergency management should develop and maintain a current coordinated and cooperative supplement or annex to the local emergency response plan, which includes operating procedures and resources for animal disaster response. A copy of these documents should be provided to SMART.

B. When activated, all agencies involved in animal disaster response shall operate under the plan and its supporting documents, in accordance with ICS.

1. MDA, through SMART, shall use ICS and facilitate the assignment of personnel to handle requests for assistance and to ensure those requests for assistance are prioritized, completed, and documented.
2. MDA, as the primary agency shall provide sufficient personnel to support SMART by staffing the ICP 24 hours-per-day, seven days-per-week while operational or as requested by MEMA These personnel shall be skilled professionals qualified to expedite decisions for the agency.

C. Responding state agencies shall operate through the leadership of MDA personnel through SMART.

VIII. OPERATIONAL ACTIVITIES:

A. Mitigation

1. Information shall be provided to the Information Officer to inform the public about disaster planning and safety for animals through news releases and/or brochures. SMART will be responsible for the content.

B. Preparedness

1. Local and county emergency management should work cooperatively with Animal Control Officers, County Animal Response Teams, and/or community-based organizations to develop and maintain an animal response plan as an annex or reference to their County Emergency Plan, identify sources of and procure necessary equipment and supplies, and identify other professional, volunteer and facility resources in their county.
2. County emergency management should have an animal disaster plan and exercise it regularly.
3. MDA, through SMART, will maintain a database of local resources to be used for animal disaster response. The resources shall include: county animal coordinator contact information, trained and professionally qualified volunteers and personnel, and available supplies, equipment, facilities and transportation. This database is made available by SMART through online access to all County Emergency Managers, and through periodic mailings of hard copies.
4. Animal disaster response participants should engage in training and disaster exercises as requested by MDA through SMART.
5. Maine Red Cross Chapters should work with shelter facility representatives to designate shelters for pets. These shelters should be in the same building as humans and separated, or in an adjacent building to allow for visitation and care by owners. Chapters should work with local and/or County Emergency Management and/or local animal shelter groups to develop Memoranda of Understanding that outline shelter staffing and agency roles and responsibilities before, during and after a disaster (Appendix B).
6. Other types of assistance may be utilized to further disaster preparedness efforts including legislation, preparation or certification of training materials, and/or the creation of Memoranda of Understanding which are ICS compliant.

C. Response

1. DOA shall activate SMART. However, at any time during a local emergency, information and direction from SMART can be accessed by contacting MDA.

2. Primary and support agencies shall, through SMART, share information about animal locations, available storage sites and staging areas for animal food and medical supplies, animal shelter and confinement areas, transportation resources, and any other additional supplies.
3. A SMART Representative shall coordinate with the Information Officer and Maine Red Cross Chapters to ensure that information on the location and availability of animal shelters and animal care resources is provided to the public and to other response organizations before, during, and after the disaster.
4. Primary and support agencies, through SMART, shall assist at the ICP to coordinate the evacuation of animals prior to an impending disaster and rescue, or capture animals impacted by a disaster.
5. Primary and support agencies shall, through SMART, assist with emergency shelter for affected animals. Service animals will be allowed access to Red Cross shelters in accordance with the National American Red Cross Care and Shelter policy.
6. Primary and support agencies shall, through SMART, assist with efforts to provide food, water, shelter and veterinary care to affected animals.
7. MDA shall coordinate with Maine Center for Disease Control to identify, prevent, and control animal diseases that may impact public health.
8. Primary and support agencies may be requested to assist with the allocation of supplies and resources to disaster affected areas.

D. Recovery

1. Support agencies shall coordinate with SMART and MEMA for the consolidation, distribution, or deactivation of state resources.
2. SMART participants shall coordinate at the ICP to remove and properly dispose of animal carcasses.
3. The Information Officer shall assist with providing information the reunification of animals with their owners.

IX. RESPONSIBILITIES

A. 1. . Primary Agency: Maine Department of Agriculture

1. Shall activate SMART.

A. 2. SMART Team Leader

1. Shall, in coordination with County Animal Coordinators, develop and maintain lists of resources, including trained volunteers and animal professionals able to provide assistance.
2. Shall conduct training for county animal coordinators, animal professionals, first responders and other interested volunteers.
3. Shall develop and maintain a roster for 24 hours-per-day, seven days per-week staff coverage of the ICP.
4. Shall, through Information Officer, release information on disaster planning and safety for animals through news releases and/or brochures.
5. Shall notify, activate and mobilize all agencies involved in animal disaster related issues.
6. If requested, shall assist county animal coordinators with identification of suitable facilities for shelters and other resources.
7. Shall be prepared at all times to make reports on animal response.
8. Shall coordinate activities with the appropriate local and county EOCs.

9. With assistance from MEMA, shall coordinate animal issues during multi-state disaster responses with the Federal Emergency Management Agency or emergency management agencies in other states.
10. With assistance from the SMART Steering Committee, shall annually review and update the Plan after a major event and complete an after-action report within 90 days.

B. Support Agencies:

1. Maine Emergency Management Agency

- a. Shall, through MDA Emergency Response Team member, provide notification of impending disasters and ERT activation to SMART Leader.
- b. Shall coordinate, through MDA Emergency Response Team member, public information with the Information Officer.
- c. Shall assist SMART in coordinating emergency response resources during disasters.
- d. Shall assist SMART in maintaining, reviewing and refining this plan.
- e. Shall assist state agencies participating in animal response in coordinating and reporting damage assessment.
- f. Shall assist state agencies participating in animal response in releasing information on disaster planning and safety for animals through news releases and/or brochures.
- g. Shall conduct disaster exercises in conjunction with SMART.

2. Maine Department Inland Fisheries and Wildlife

- a. Will address wild animals that are a danger to the public using the guidelines and protocols set forth in its "Administrative Policy Regarding Nuisance Wildlife -- J1.6, " which is on file at each of the Department's administrative offices.

3. Maine Center for Disease Control

- a. Shall coordinate with MDA and SMART to diagnose, prevent, and control zoonotic diseases and other animal related conditions that may impact public health
- b. Shall coordinate with SMART to provide information on the location and availability of potential animal shelters, and animal care resources to the public and other responding organizations before, during, and after a disaster.

4. County Emergency Management, Animal Control Officers, or County Animal Coordinators

- a. Should identify possible locations within the county for emergency animal shelters and confinement areas.
- b. Should support a local County Animal Response Team
- c. Should maintain a list of local sources of equipment, supplies, food and water for sheltered and confined animals.
- d. Should maintain a list of local transportation resources.
- e. Should establish an adoption procedure and holding and disposition protocols consistent with local statutes for unclaimed animals.
- f. Should develop plans and agreements for the disposal of animal carcasses.
- g. May request assistance from SMART when local resources are insufficient to meet needs.
- h. Should identify and document animal injuries and deaths as a result of a disaster.

5. Maine Veterinary Medical Association

- a. Should appoint a liaison to coordinate with MDA through SMART for veterinary medical support during a disaster.

- b. Should assist SMART in coordinating volunteer veterinarians and technicians to provide veterinary medical care.
- c. Should assist with the procurement of emergency medical equipment, supplies and personnel for animals.
- d. Should document animal injuries and deaths under the care of the participating veterinarians

6. Animal Control Officers

- a. Shall investigate animal bites
- b. Should facilitate transport of injured, stray or nuisance animals to animal care facilities.
- c. Shall assist animal response teams with animal control problems.
- d. Shall enforce animal control statutes.
- e. Shall assist with quarantining animals for observation or to control the spread of disease.
- f. Should provide emergency animal shelter staffing assistance.

C. Adjunct Agencies (General)

- a. Should notify, activate and mobilize appropriate personnel and equipment to perform or support assigned functions as designated within this plan
- b. Should designate appropriate personnel as requested to staff designated shelter facilities if possible.
- c. Should coordinate all actions with the appropriate primary agencies when performing their assigned missions

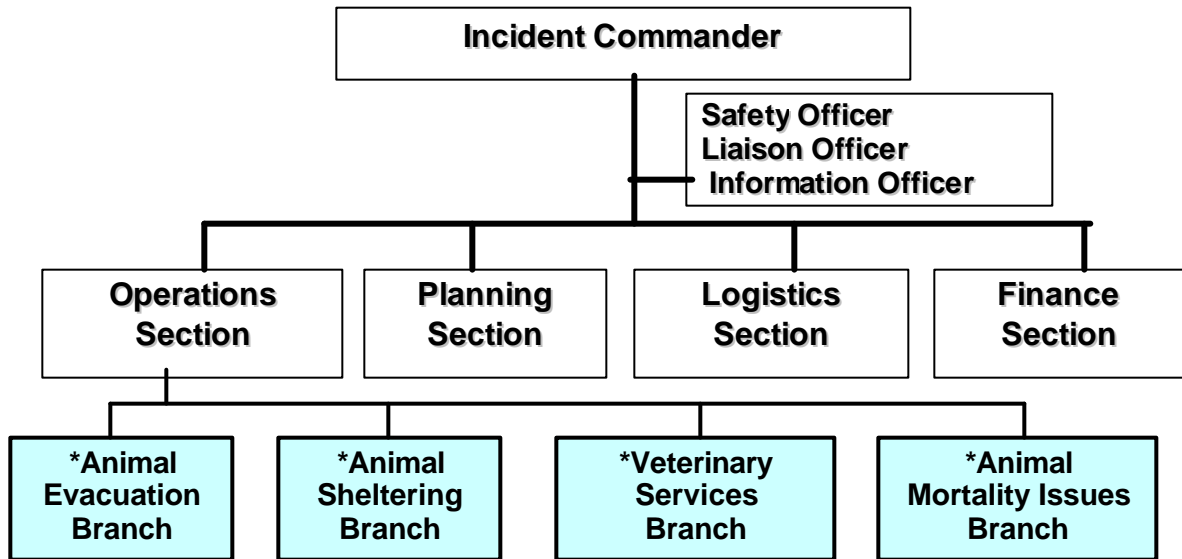
X. FINANCIAL MANAGEMENT

MDA shall maintain trained staff to document and track response related costs in coordination with the Finance and Administration Section. Local and state agencies participating in animal rescue and shelter during a disaster should keep complete and accurate records of incurred costs for potential reimbursement.

XI. AUTHORITY AND REFERENCES

Maine Animal Disease and Disaster Plan
Administrative Orders for State Agencies
Maine Law

APPENDIX A



*SMART functions

APPENDIX B

MEMORANDUM OF UNDERSTANDING

BETWEEN: AMERICAN RED CROSS CHAPTER AND LEAD ANIMAL SHELTERING ORGANIZATION

This Memorandum of Understanding is to support the provision of temporary domestic animal assistance to clients of the ARC during major community emergencies. This assistance shall be in the form of temporary sheltering for pet animals near ARC shelters while the owners are housed at nearby ARC temporary shelter facilities.

The co-signees will encourage participation, communication, and coordination of services between organizations in order to provide mutual services to the pet-owning community. Each organization will recognize that the other is dependent primarily upon voluntary public financial support to carry out its programs. Each organization will be sympathetic to the other organization's position in conducting special appeals and campaigns for funds during times of disaster and will help interpret the needs for such to its membership. Each agency is and will remain financially independent.

In consideration of this relationship, the Lead Animal Sheltering Organization agrees to:

- Obtain independent facility agreements with select ARC-affiliated locations, when possible and reasonable.
- When needed, may alternately establish independent facility agreements with other locations near ARC-affiliated locations.
- Coordinate with the local County Animal Response Team (CART) or emergency management to ensure proper authorization to set up a temporary animal shelter and to facilitate appropriate communication with local authorities. In some cases, CART personnel may be the primary resource for staffing and managing a temporary animal sheltering facility.
- Insure that only qualified staff will respond to the emergency facility.
- Supply kennels, animal food, food and water bowls, sanitary animal waste disposal methods, and other usual and customary animal supplies.
- Be responsible for keeping detailed records on each animal/animal owner.
- Engage in frequent communication with ARC personnel. Allow an ARC liaison to attend animal shelter briefings or staff meetings.
- Obtain a signed agreement with the owner of each animal, independent of any ARC agreement.
- Maintain a roster of staff/volunteers that are qualified to operate the temporary animal shelter. Maintain a list of staff/volunteers that are qualified to manage the temporary animal shelter
- Ensure that the ARC will always have a valid emergency contact phone number for the Lead Sheltering Organization that is available 24 hours a day, 7 days a week.
- Identify a Lead Sheltering Organization liaison for each location to work with ARC personnel
- Communicate, to the degree possible, with ARC personnel and animal owners in the event the shelter location has to be moved
- Make every effort, through their public information channels, to keep the public informed of the cooperative efforts between the two organizations

In consideration of this relationship, ARC agrees to:

- Notify Lead Sheltering Organization when a shelter location has been established and ARC desires intervention by SART on domestic animal issues.
- Make every effort, through their public information channels, to keep the public informed of the cooperative efforts between the two organizations
- Identify an ARC liaison to work with SART personnel
- Include the Lead Sheltering Organization liaison in staff meetings and briefings held at the ARC Shelter.
- Provide meals for Lead Sheltering Organization staff.
- Share potable water with Lead Sheltering Organization staff.
- If possible and reasonable, provide space indoors for Lead Sheltering Organization's administrative staff
- Collaborate with Lead Sheltering Organization to establish signage at shelters to inform clients of animal assistance options.

The Lead Sheltering Organization and ARC will engage in periodic reviews of this agreement to make revisions or amendments as deemed necessary, however no revisions or amendments will be effective without the express, written agreement of both parties. This memorandum of understanding does not create any duties or obligations between the Lead Sheltering Organization and ARC, nor does it create any sort of partnership or joint venture. Both agencies understand and agree that neither party has the power and authority to bind the other.

Date: _____

Signatures: _____
Representative, Lead Sheltering Organization

(Name)
Representative, American Red Cross Chapter