

# Peavine Valley Ward Emergency Plan

## Summary Page

**Leadership:** Bishop David Petersen

Alternates: Michael Daly, Jason Kloehn

**Meetinghouse Location/Main Meeting Point:** 2050 Robb Dr, Reno NV 89523

Secondary location – Billingshurst Middle School Ballfield, 6685 Chesterfield Ln, Reno NV 89523

Tertiary location – Stake Center, 1095 Golconda Drive, Reno, NV 89509

## Contacting Members:

- Block Captains will contact the assigned families in their area and communicate needs to E-Prep Coordinator or Elders Quorum.
- The Elders Quorum or E-Prep Coordinator will communicate to Bishopric for consolidated feedback from the Block Captains.
- Bishop will contact Elders Quorum President for reports and any needs that need to be escalated to the Stake or Area Disaster/Emergency Response organizations.

## Communication:

- Primary Contact Method: Cell Phone or Text Message – 1<sup>st</sup> Block Captain 2<sup>nd</sup> Elders Quorum Pres., 3<sup>rd</sup> Bishopric
- Secondary Contact Method: Zello App over WIFI – Channel is Peavine Valley Ward – Password is Peavine
- Third Contact Method FRS/GMRS Radios (operate in the 462/467MHz bands)

	Primary channel	Backup channel
Ward Leadership Coordination (Block Captains to Leadership) (ADMIN Channel)	15	22
Zone – 1 and 6 (Families to Block Captains)	3	16
Zone – 2 and 7 (Families to Block Captains)	4	18
Zone – 3 (Families to Block Captains)	5	19
Zone – 4 (Families to Block Captains)	6	20
Zone – 5 (Families to Block Captains)	7	21

- Fourth Contact Method HAM Radio Repeater 147.21, or Secondary 147.15 o 2-Way Communication – Simplex Frequency 145.000 □ Fifth Physically by car or foot if possible.

Emergency During Church Services: Primary meeting spot is the North Side of the Parking Lot Near the Sheds, Secondary is the McQueen Highschool Parking Lot

**Priorities – Secure your own family, contact, and assist Block Area Families, confirm status of members of record and neighbors. Shelter, water, food, clothing, search, and rescue.**

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For Emergency Preparation and Emergency Response

## Guiding Principles:

- Keep it Simple – “The bishopric directs the ward council in preparing a simple written plan for the ward to respond to emergencies. This plan should be coordinated with similar plans in the stake and community.”<sup>1</sup>
- Focus on the Family – “Maintain and strengthen the family as the fundamental unit of society.”<sup>2</sup>
- Watch Over Neighbors – “Which ... was neighbor unto him that fell among the thieves? And he said, He that shewed mercy on him. Then said Jesus unto him, Go, and do thou likewise.”<sup>2</sup>
- Utilize the Priesthood – “You don’t need any other organization. I have given you the greatest organization there is... Nothing is greater than the priesthood organization. All in the world you need to do is to put the priesthood to work.”<sup>3</sup>
- Take Initiative – “Verily I say, men should be anxiously engaged in a good cause, and do many things of their own free will, and bring to pass much righteousness.”<sup>4</sup>
- True Doctrine, Understood, Changes Behavior – “The study of the doctrines of the gospel will improve behavior quicker than talking about behavior will improve behavior.”<sup>5</sup>
- Have Faith – “for we know that it is by grace that we are saved, after all we can do.”<sup>7</sup>

## Potential Disasters to Consider (Likelihood to Occur/Emergency Magnitude):

- High Likelihood/Lower Magnitude – Loss of job/Income, Loss of a spouse (through death or divorce), Blizzard (home bound without power for several days), Evacuation due to fire treat, etc.
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## Overview for Communications:

- Family First – Each head of household ensures the safety and well-being of his/her family, tends to those needs first, and makes a report to priesthood leaders regarding needs and injuries.
- Second, check on neighbors – Tend to neighbors needs and report their status to priesthood leaders.
- Third, Communicate to Block Captain’s– OK or if there are needs for the family unit
- Block Captains communicate to E-Prep Coordinator or Elders Quorum Presidency
- Quorum Leadership/Relief Society – Elders Quorum presidency and Relief Society leadership Coordinate with Bishopric on Humanitarian or Critical needs.
- Bishopric – The Bishopric gathers information on families in the Ward and organizes resources to address needs. They report needs, injuries, and other pertinent information to the Stake Leadership.

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# Family/Head of Household Emergency Plan

## Emergency Preparation

- Emergency Response Plan – Develop a plan of what to do in case of various emergencies and make sure your family is familiar with it.
  - Plan for family members with special needs, and plan for pets.
  - 96-Hour Kit – Each family member should have a 96-hour kit
    - This kit should contain food, water, clothing, and other needs to last for at least 4 days.
    - Copies of important documents (titles, mortgages, Passports, etc.)
  - Long-Term Food Storage. Maintain long-term food storage.
    - Food storage can begin with small efforts, and gradually work up towards a 30-day, to a 90-day food supply. If space and usage is available expanding to a year is recommended.
    - Be sure to have food, water and other essentials as circumstances require (such as baby formula, diabetic supplies, etc.)
- Other Home Storage:
  - Obtain and maintain a first aid kit including required prescription drugs.
  - Learn how to operate turn off electrical, natural gas, and water supply connections.
  - Be prepared to survive in your home for long periods of time in case of quarantine, etc.
  - Be prepared to live away from you home in case of evacuation (tent, etc.).
  - Equip your car and keep the gas tank above the ½ full.
  - Prepare to go without power for short or long periods of time.
  - Consider hygiene and sanitation needs, cleanliness, waste disposal, and latrine needs.
  - Prepare home and family to remain secure and comfortable during short and extended periods.
- Prepare Financially:
  - Develop a budget and live within your means.
  - Avoid Debt
  - Build a savings, and maintain a small cash reserve (emergency fund)
  - Know where important documents are (birth certificates, home titles, financial accounts, etc.)
    - Have copies with the 96-Hour Kit, Just in case.
- Develop Spiritual Strength:
  - Learn to rely on the Lord and develop a strong testimony of the Gospel of Jesus Christ so you can be spiritually self-reliant.

## Emergency Response

- Each Head of Household account for all members of their family and ensures their safety and well-being.
- Each family should be contacted by Block Captain or designees regarding needs and injuries after a natural event.
  - Report on major injuries, deaths, and needs that your family has.
  - Have printed or color paper Green, Yellow, Red Black cards for posting at front door or front facing window for quick communication:
    - **GREEN= I/we are ok can help myself/ourselves**
    - **YELLOW= need help, physically or medically**
    - **RED= life threatening or suspected life-threatening**
    - **BLACK= we have a death**

# Melchizedek Priesthood Emergency Plan:

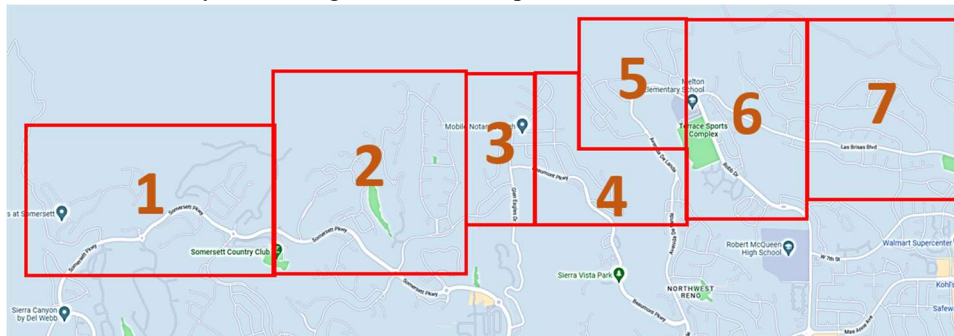
## Quorum Leadership and Block Captains

### Emergency Preparation:

- All members should familiarize themselves with the Ward Emergency Response Plan. Quorum Leaders may hold additional responsibilities.
- The principles of Emergency Preparedness and Ward Plans for disaster response should be communicated to Quorum or group members in lesson or elsewhere as appropriate.
- Encourage preparation in the following areas:
  - Have a Family Emergency Response Plan.
  - Each family member should have a 96-hour Kit.
  - Maintain long-term food storage.
  - Have other home storage items such as fuel, tents, cooking gear, first aid kits, generators, etc.
  - Prepare financially.
  - Develop spiritual strength.
  - Know the Ward Emergency Response Plan.

### Emergency Response:

- First, see that the safety and welfare of your own families are provided for.
- Second, check on the status of your neighbors.
- Make note of their needs in your report to Priesthood Leaders.
- Third, Contact the families you are assigned in Block Captain Areas.



- Ask about injuries, deaths, and other needs.
- Report your findings to your E-Prep Coordinator or Elders Quorum leadership.
- Return and help where feasible.
- Gather more detailed information to report as possible such as:
  - Special needs of individuals (insulin, baby food, water, tents etc.)
  - Number of 96-hour kits available
  - Names of people not accounted for within family/group.
  - Damage to Church property, if near Ward building.
  - Special equipment that is working and available (tools, equipment, generators, fuel, etc.)
    - Stand at the ready to help others under direction of the Bishopric.
- Work with the Relief Society to meet the needs of your families, neighbors, and Quorum members.
- Be anxiously engaged in helping other, seeking out and meeting their needs.
- Block Captains and Quorum Leaders fill out the Emergency Response Sheet or Disaster Report for your area and report it to the Quorum leadership who will then make a report to the Bishopric.

# Bishopric Emergency Response

## Communicate Ward Plan and Continual Preparation

- Help Ward members, families, head of household, ministering assigned members, and Priesthood leadership understand their duties to prepare for and respond to emergencies.
- Encourage preparation in the following areas:
  - Have a Family Emergency Response Plan.
  - Each family member should have a 96-hour kit.
  - Maintain long-term food storage.
  - Have other home storage such as fuel, tents, cooking gear, first aid kits, generators, etc.
  - Prepare financially.
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## Ward Emergency Response Plan

- See that the safety and welfare of your own families are provided for.
- As soon as possible, the bishopric should meet to begin assessing the situation and organizing resources to help the families within the ward.
- The bishopric should have contingency plans to meet at the Church or elsewhere as circumstances dictate. See Summary on page 1.
- Gather information and report to the Stake as soon as possible from.
  - Three reports to be prepared to report to the Stake:
    - Number of Injuries
    - Number of Deaths
    - Damage to Church Property
  - Reports should be coming in from the Elders Quorum leadership.
  - As circumstances require, it may be necessary to seek information through other channels
  - The bishopric, with the aid of the priesthood brethren and sisters of the Relief Society, should assemble members who have been affected least to help those who have been affected most.
  - The bishopric should also be prepared to contact members of the ward who own critical kinds of equipment and tools which could be utilized.
  - Establish a morgue if necessary.
  - Organize food, shelter, medical, and psychological assistance as needed.
  - It is recommended that the bishopric organize the ward resources in to specialized teams to address the following needs as circumstances require:
    - Search and Rescue
    - Communications
    - First Aid
    - Child Care
    - Food and Water
    - Temporary Shelter

## Keeping Leaders and Members Safe at Church Facilities

- Leaders and members follow these practices to increase their safety at Church facilities:
  - Avoid being alone in a Church building. Priesthood leaders instruct members, especially women and youth, not to be alone in an unlocked Church building.
  - Lock vehicles in the parking lot. Keep personal items out of sight, including bags and electronic devices such as cell phones, laptop computers, and garage door openers.
  - Report suspicious persons in or around Church buildings to priesthood leaders or the police. ○ Priesthood leaders conduct interviews only when another priesthood holder is nearby. If the person to be interviewed poses a potential threat, the priesthood leader invites another member of the bishopric or stake presidency into the interview.
  - The bishop's and stake president's offices and their clerks' offices are locked when not occupied.
  - All ward and stake leaders should know the location of fire pulls and building exits, how to lock interior doors, and the building's emergency procedures.
  - Except for sworn law enforcement officers, the Church prohibits anyone from carrying weapons into Church buildings and is discouraged for Church events: "With the exception of current law enforcement officers, carrying lethal weapons on Church property, concealed or otherwise, is prohibited."<sup>6</sup>
- Preventive Security Practices:
  - Priesthood leaders encourage members to report suspicious items, persons, or behaviors observed in Church buildings and parking lots. Those assigned to greet members arriving at meetings are to be friendly and observant. Suspicious items, persons, or behaviors are reported immediately to priesthood leaders or police as circumstances require.
- Security Guidelines for Church Meetinghouses
  - Do not approach suspicious persons sitting or roaming in the building or parking lot alone. Monitor persons loitering around vehicles or remaining in their vehicles for long periods of time during meetings. If a person's behavior becomes disorderly or unacceptable, calmly invite him or her to stop the behavior or leave the property. If he or she refuses to comply, call the police. Priesthood leaders and Church members are discouraged from taking physical action against disorderly persons.
  - Priesthood leaders encourage members not to leave packages, briefcases, backpacks, or bags unattended in Church buildings or parking lots. Do not touch unattended items that seem suspicious by their composition or placement. If the owner cannot be located, clear the area around the item of people, and notify priesthood leaders immediately. If there is no reasonable explanation for what the item is or why it was left there, report it to the police.
- Responding to a Disruptive Person in a Church Meeting
  - If a person becomes disruptive during a Church meeting, be respectful, speak calmly and with self-control, and respect his or her personal space.
  - Whether the person causing the disturbance remains seated in the congregation, approaches the stand, or stands at the pulpit, approach the person and ask him or her to stop or to leave, or invite the person to meet with a priesthood leader in the foyer. Tell the person that his or her behavior or comments are inappropriate. If the person has been asked to leave but refuses, inform him or her that the police may be notified and he or she may be arrested for trespassing. If the person refuses to leave and continues to cause a disturbance at the pulpit, turn off the microphone and dismiss the meeting. Do not attempt to physically restrain the person unless it is absolutely necessary. (Adapt these guidelines as needed for auxiliary meetings, classes, or other Church events or activities.)
  - If a serious or dangerous disruption is occurring on Church property, call the police. When the situation is under control, notify your priesthood leader and the Church Security Department.

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<sup>6</sup> General Handbook: Serving in The Church of Jesus Christ of Latter-day Saints, section 35.4.5 Firearms

## Responding to an Armed Intruder or Active Shooter

- If an intruder threatens to use a weapon, comply with the person's demands. Do not provoke the intruder by arguing or acting defiant or confrontational. If the intruder demands cash, including donations, give him what he asks for without hesitation. After the intruder leaves, call the police immediately. When time permits, notify your priesthood leader and the Church Security Department.
- If an active shooter or other assailant enters the building, all present should do one of the following, based on the circumstances:
  - Run
    - Flee immediately if a safe path is available. Move quickly to the safest exit and away from the building. Exit quietly, without drawing the attention of the assailant. Adults are to ensure that all children are supervised and accounted for. Do not return to the building or to an office or classroom for personal items. Do not carry anything that could be mistaken for a weapon by responding police.
  - Hide
    - If you are unable to escape safely, hide out of sight of the assailant's view. Close, lock, and barricade the doors to the classrooms, offices, or other rooms where you are hiding. Turn out the lights, silence cell phones, and keep low to the floor and away from windows. If there is an exchange of gunfire between police and the assailant, everyone in the building is to stay in their barricaded rooms until instructed otherwise by the police.
  - Fight
    - As a last resort, if there is no time to run or hide, fight back against the assailant. Use anything available as a weapon, and fight to incapacitate the person. If others are present, organize to defend yourselves and to attack the assailant.

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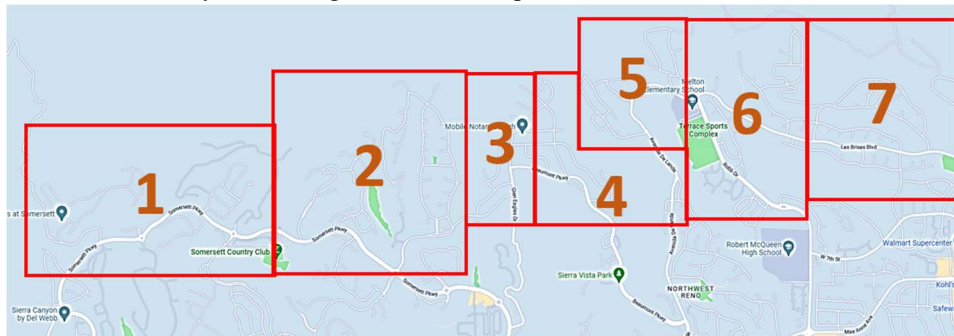
# Melchizedek Priesthood Emergency Plan: Quorum Leadership and Block Captains

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## Keeping Leaders and Members Safe at Church Facilities

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  - If a person becomes disruptive during a Church meeting, be respectful, speak calmly and with self-control, and respect his or her personal space.
  - Whether the person causing the disturbance remains seated in the congregation, approaches the stand, or stands at the pulpit, approach the person and ask him or her to stop or to leave, or invite the person to meet with a priesthood leader in the foyer. Tell the person that his or her behavior or comments are inappropriate. If the person has been asked to leave but refuses, inform him or her that the police may be notified and he or she may be arrested for trespassing. If the person refuses to leave and continues to cause a disturbance at the pulpit, turn off the microphone and dismiss the meeting. Do not attempt to physically restrain the person unless it is absolutely necessary. (Adapt these guidelines as needed for auxiliary meetings, classes, or other Church events or activities.)
  - If a serious or dangerous disruption is occurring on Church property, call the police. When the situation is under control, notify your priesthood leader and the Church Security Department.

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<sup>6</sup> General Handbook: Serving in The Church of Jesus Christ of Latter-day Saints, section 35.4.5 Firearms

## Responding to an Armed Intruder or Active Shooter

- If an intruder threatens to use a weapon, comply with the person's demands. Do not provoke the intruder by arguing or acting defiant or confrontational. If the intruder demands cash, including donations, give him what he asks for without hesitation. After the intruder leaves, call the police immediately. When time permits, notify your priesthood leader and the Church Security Department.
- If an active shooter or other assailant enters the building, all present should do one of the following, based on the circumstances:
  - Run
    - Flee immediately if a safe path is available. Move quickly to the safest exit and away from the building. Exit quietly, without drawing the attention of the assailant. Adults are to ensure that all children are supervised and accounted for. Do not return to the building or to an office or classroom for personal items. Do not carry anything that could be mistaken for a weapon by responding police.
  - Hide
    - If you are unable to escape safely, hide out of sight of the assailant's view. Close, lock, and barricade the doors to the classrooms, offices, or other rooms where you are hiding. Turn out the lights, silence cell phones, and keep low to the floor and away from windows. If there is an exchange of gunfire between police and the assailant, everyone in the building is to stay in their barricaded rooms until instructed otherwise by the police.
  - Fight
    - As a last resort, if there is no time to run or hide, fight back against the assailant. Use anything available as a weapon, and fight to incapacitate the person. If others are present, organize to defend yourselves and to attack the assailant.

# Peavine Valley Ward Emergency Plan

## Summary Page

**Leadership:** Bishop David Petersen

Alternates: Michael Daly, Jason Kloehn

**Meetinghouse Location/Main Meeting Point:** 2050 Robb Dr, Reno NV 89523

Secondary location – Billingshurst Middle School Ballfield, 6685 Chesterfield Ln, Reno NV 89523

Tertiary location – Stake Center, 1095 Golconda Drive, Reno, NV 89509

## Contacting Members:

- Block Captains will contact the assigned families in their area and communicate needs to E-Prep Coordinator or Elders Quorum.
- The Elders Quorum or E-Prep Coordinator will communicate to Bishopric for consolidated feedback from the Block Captains.
- Bishop will contact Elders Quorum President for reports and any needs that need to be escalated to the Stake or Area Disaster/Emergency Response organizations.

## Communication:

- Primary Contact Method: Cell Phone or Text Message – 1<sup>st</sup> Block Captain 2<sup>nd</sup> Elders Quorum Pres., 3<sup>rd</sup> Bishopric
- Secondary Contact Method: Zello App over WIFI – Channel is Peavine Valley Ward – Password is Peavine
- Third Contact Method FRS/GMRS Radios (operate in the 462/467MHz bands)

	Primary channel	Backup channel
Ward Leadership Coordination (Block Captains to Leadership) (ADMIN Channel)	15	22
Zone – 1 and 6 (Families to Block Captains)	3	16
Zone – 2 and 7 (Families to Block Captains)	4	18
Zone – 3 (Families to Block Captains)	5	19
Zone – 4 (Families to Block Captains)	6	20
Zone – 5 (Families to Block Captains)	7	21

- Fourth Contact Method HAM Radio Repeater 147.21, or Secondary 147.15 o 2-Way Communication – Simplex Frequency 145.000 □ Fifth Physically by car or foot if possible.

Emergency During Church Services: Primary meeting spot is the North Side of the Parking Lot Near the Sheds, Secondary is the McQueen Highschool Parking Lot

**Priorities – Secure your own family, contact, and assist Block Area Families, confirm status of members of record and neighbors. Shelter, water, food, clothing, search, and rescue.**

# Peavine Valley Ward Emergency Plan

For Emergency Preparation and Emergency Response

## Guiding Principles:

- Keep it Simple – “The bishopric directs the ward council in preparing a simple written plan for the ward to respond to emergencies. This plan should be coordinated with similar plans in the stake and community.”<sup>1</sup>
- Focus on the Family – “Maintain and strengthen the family as the fundamental unit of society.”<sup>2</sup>
- Watch Over Neighbors – “Which ... was neighbor unto him that fell among the thieves? And he said, He that shewed mercy on him. Then said Jesus unto him, Go, and do thou likewise.”<sup>2</sup>
- Utilize the Priesthood – “You don’t need any other organization. I have given you the greatest organization there is... Nothing is greater than the priesthood organization. All in the world you need to do is to put the priesthood to work.”<sup>3</sup>
- Take Initiative – “Verily I say, men should be anxiously engaged in a good cause, and do many things of their own free will, and bring to pass much righteousness.”<sup>4</sup>
- True Doctrine, Understood, Changes Behavior – “The study of the doctrines of the gospel will improve behavior quicker than talking about behavior will improve behavior.”<sup>5</sup>
- Have Faith – “for we know that it is by grace that we are saved, after all we can do.”<sup>7</sup>

## Potential Disasters to Consider (Likelihood to Occur/Emergency Magnitude):

- High Likelihood/Lower Magnitude – Loss of job/Income, Loss of a spouse (through death or divorce), Blizzard (home bound without power for several days), Evacuation due to fire treat, etc.
- Medium likelihood/Medium Magnitude – Severe drought or reduction in food supply, Major societal economic problems (hyperinflation, etc.), Minor earthquake (5 to 7 on the Richter scale), Energy crisis (expensive or unavailable gas, rolling blackout, etc.), and so forth.
- Lower Likelihood/Higher Magnitude – Major Earthquake (7 or higher on the Richter scale), World War/Nuclear Bomb/EMP, Outbreak of disease that requires quarantine or evacuation, house fire, etc.

## Overview for Communications:

- Family First – Each head of household ensures the safety and well-being of his/her family, tends to those needs first, and makes a report to priesthood leaders regarding needs and injuries.
- Second, check on neighbors – Tend to neighbors needs and report their status to priesthood leaders.
- Third, Communicate to Block Captain’s– OK or if there are needs for the family unit
- Block Captains communicate to E-Prep Coordinator or Elders Quorum Presidency
- Quorum Leadership/Relief Society – Elders Quorum presidency and Relief Society leadership Coordinate with Bishopric on Humanitarian or Critical needs.
- Bishopric – The Bishopric gathers information on families in the Ward and organizes resources to address needs. They report needs, injuries, and other pertinent information to the Stake Leadership.

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<sup>1</sup> General Handbook: Serving in The Church of Jesus Christ of Latter-day Saints, section 22.6.11, Emergencies <sup>2</sup> The Family, A Proclamation to the World

<sup>2</sup> Bible, New Testament, Luke 10:36-37

<sup>3</sup> Harold B. Lee, transcript of Welfare Agricultural Meeting, Oct. 3, 1970

<sup>4</sup> Doctrine and Covenants 58:27

<sup>5</sup> Boyd K. Packer, April 1997 Conference, from the talk Washed Clean

<sup>7</sup> Book of Mormon, 2 Nephi 25:23

# Family/Head of Household Emergency Plan

## Emergency Preparation

- Emergency Response Plan – Develop a plan of what to do in case of various emergencies and make sure your family is familiar with it.
  - Plan for family members with special needs, and plan for pets.
  - 96-Hour Kit – Each family member should have a 96-hour kit
    - This kit should contain food, water, clothing, and other needs to last for at least 4 days.
    - Copies of important documents (titles, mortgages, Passports, etc.)
  - Long-Term Food Storage. Maintain long-term food storage.
    - Food storage can begin with small efforts, and gradually work up towards a 30-day, to a 90-day food supply. If space and usage is available expanding to a year is recommended.
    - Be sure to have food, water and other essentials as circumstances require (such as baby formula, diabetic supplies, etc.)
- Other Home Storage:
  - Obtain and maintain a first aid kit including required prescription drugs.
  - Learn how to operate turn off electrical, natural gas, and water supply connections.
  - Be prepared to survive in your home for long periods of time in case of quarantine, etc.
  - Be prepared to live away from you home in case of evacuation (tent, etc.).
  - Equip your car and keep the gas tank above the ½ full.
  - Prepare to go without power for short or long periods of time.
  - Consider hygiene and sanitation needs, cleanliness, waste disposal, and latrine needs.
  - Prepare home and family to remain secure and comfortable during short and extended periods.
- Prepare Financially:
  - Develop a budget and live within your means.
  - Avoid Debt
  - Build a savings, and maintain a small cash reserve (emergency fund)
  - Know where important documents are (birth certificates, home titles, financial accounts, etc.)
    - Have copies with the 96-Hour Kit, Just in case.
- Develop Spiritual Strength:
  - Learn to rely on the Lord and develop a strong testimony of the Gospel of Jesus Christ so you can be spiritually self-reliant.

## Emergency Response

- Each Head of Household account for all members of their family and ensures their safety and well-being.
- Each family should be contacted by Block Captain or designees regarding needs and injuries after a natural event.
  - Report on major injuries, deaths, and needs that your family has.
  - Have printed or color paper Green, Yellow, Red Black cards for posting at front door or front facing window for quick communication:
    - **GREEN= I/we are ok can help myself/ourselves**
    - **YELLOW= need help, physically or medically**
    - **RED= life threatening or suspected life-threatening**
    - **BLACK= we have a death**

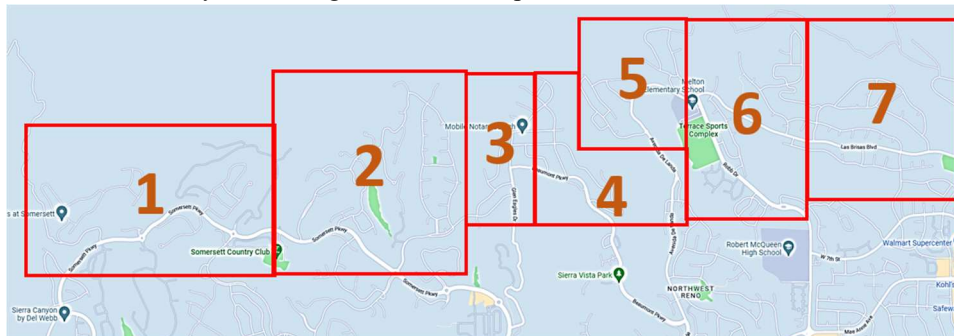
# Melchizedek Priesthood Emergency Plan: Quorum Leadership and Block Captains

## Emergency Preparation:

- All members should familiarize themselves with the Ward Emergency Response Plan. Quorum Leaders may hold additional responsibilities.
- The principles of Emergency Preparedness and Ward Plans for disaster response should be communicated to Quorum or group members in lesson or elsewhere as appropriate.
- Encourage preparation in the following areas:
  - Have a Family Emergency Response Plan.
  - Each family member should have a 96-hour Kit.
  - Maintain long-term food storage.
  - Have other home storage items such as fuel, tents, cooking gear, first aid kits, generators, etc.
  - Prepare financially.
  - Develop spiritual strength.
  - Know the Ward Emergency Response Plan.

## Emergency Response:

- First, see that the safety and welfare of your own families are provided for.
- Second, check on the status of your neighbors.
- Make note of their needs in your report to Priesthood Leaders.
- Third, Contact the families you are assigned in Block Captain Areas.



- Ask about injuries, deaths, and other needs.
- Report your findings to your E-Prep Coordinator or Elders Quorum leadership.
- Return and help where feasible.
- Gather more detailed information to report as possible such as:
  - Special needs of individuals (insulin, baby food, water, tents etc.)
  - Number of 96-hour kits available
  - Names of people not accounted for within family/group.
  - Damage to Church property, if near Ward building.
  - Special equipment that is working and available (tools, equipment, generators, fuel, etc.)
    - Stand at the ready to help others under direction of the Bishopric.
- Work with the Relief Society to meet the needs of your families, neighbors, and Quorum members.
- Be anxiously engaged in helping other, seeking out and meeting their needs.
- Block Captains and Quorum Leaders fill out the Emergency Response Sheet or Disaster Report for your area and report it to the Quorum leadership who will then make a report to the Bishopric.

# Bishopric Emergency Response

## Communicate Ward Plan and Continual Preparation

- Help Ward members, families, head of household, ministering assigned members, and Priesthood leadership understand their duties to prepare for and respond to emergencies.
- Encourage preparation in the following areas:
  - Have a Family Emergency Response Plan.
  - Each family member should have a 96-hour kit.
  - Maintain long-term food storage.
  - Have other home storage such as fuel, tents, cooking gear, first aid kits, generators, etc.
  - Prepare financially.
  - Develop spiritual strength.
  - Know the Ward Emergency Response Plan.

## Ward Emergency Response Plan

- See that the safety and welfare of your own families are provided for.
- As soon as possible, the bishopric should meet to begin assessing the situation and organizing resources to help the families within the ward.
- The bishopric should have contingency plans to meet at the Church or elsewhere as circumstances dictate. See Summary on page 1.
- Gather information and report to the Stake as soon as possible from.
  - Three reports to be prepared to report to the Stake:
    - Number of Injuries
    - Number of Deaths
    - Damage to Church Property
  - Reports should be coming in from the Elders Quorum leadership.
  - As circumstances require, it may be necessary to seek information through other channels
  - The bishopric, with the aid of the priesthood brethren and sisters of the Relief Society, should assemble members who have been affected least to help those who have been affected most.
  - The bishopric should also be prepared to contact members of the ward who own critical kinds of equipment and tools which could be utilized.
  - Establish a morgue if necessary.
  - Organize food, shelter, medical, and psychological assistance as needed.
  - It is recommended that the bishopric organize the ward resources in to specialized teams to address the following needs as circumstances require:
    - Search and Rescue
    - Communications
    - First Aid
    - Child Care
    - Food and Water
    - Temporary Shelter

## Keeping Leaders and Members Safe at Church Facilities

- Leaders and members follow these practices to increase their safety at Church facilities:
  - Avoid being alone in a Church building. Priesthood leaders instruct members, especially women and youth, not to be alone in an unlocked Church building.
  - Lock vehicles in the parking lot. Keep personal items out of sight, including bags and electronic devices such as cell phones, laptop computers, and garage door openers.
  - Report suspicious persons in or around Church buildings to priesthood leaders or the police. ○ Priesthood leaders conduct interviews only when another priesthood holder is nearby. If the person to be interviewed poses a potential threat, the priesthood leader invites another member of the bishopric or stake presidency into the interview.
  - The bishop's and stake president's offices and their clerks' offices are locked when not occupied.
  - All ward and stake leaders should know the location of fire pulls and building exits, how to lock interior doors, and the building's emergency procedures.
  - Except for sworn law enforcement officers, the Church prohibits anyone from carrying weapons into Church buildings and is discouraged for Church events: "With the exception of current law enforcement officers, carrying lethal weapons on Church property, concealed or otherwise, is prohibited."<sup>6</sup>
- Preventive Security Practices:
  - Priesthood leaders encourage members to report suspicious items, persons, or behaviors observed in Church buildings and parking lots. Those assigned to greet members arriving at meetings are to be friendly and observant. Suspicious items, persons, or behaviors are reported immediately to priesthood leaders or police as circumstances require.
- Security Guidelines for Church Meetinghouses
  - Do not approach suspicious persons sitting or roaming in the building or parking lot alone. Monitor persons loitering around vehicles or remaining in their vehicles for long periods of time during meetings. If a person's behavior becomes disorderly or unacceptable, calmly invite him or her to stop the behavior or leave the property. If he or she refuses to comply, call the police. Priesthood leaders and Church members are discouraged from taking physical action against disorderly persons.
  - Priesthood leaders encourage members not to leave packages, briefcases, backpacks, or bags unattended in Church buildings or parking lots. Do not touch unattended items that seem suspicious by their composition or placement. If the owner cannot be located, clear the area around the item of people, and notify priesthood leaders immediately. If there is no reasonable explanation for what the item is or why it was left there, report it to the police.
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    - Flee immediately if a safe path is available. Move quickly to the safest exit and away from the building. Exit quietly, without drawing the attention of the assailant. Adults are to ensure that all children are supervised and accounted for. Do not return to the building or to an office or classroom for personal items. Do not carry anything that could be mistaken for a weapon by responding police.
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