

ILLINOIS GREAT RIVERS CONFERENCE DISASTER RESPONSE PLAN

INTRODUCTION

Disaster response and recovery are vital to our mission as we are called to love one another. We demonstrate love by representing the hands, feet, and face of Jesus through helping others in our community and around the world. IGRC Disaster Response makes this possible by helping people in our conference who have experienced loss due to natural or man-made disaster.

The Illinois Great Rivers Conference recognizes both lay and clergy are gifted and called by God. We are committed to serve people affected by disasters in a manner that will “do no harm”.

A disaster is any event resulting in overwhelming physical, economic and/or emotional damage to an individual, families, a community or an entire geographic region. A disaster may cause (a) significant physical damage (b) emotional harm (c) property damage or (d) disruption of normal living patterns.

PREPAREDNESS

Preparation is the key to effectively respond. Disasters may not always be preventable, but we may be prepared to respond. Potential disasters in Illinois Great Rivers Conference include, but are not limited to, the following listing.

Accidents:	traffic, rail, air, fire
Active Shooters:	schools, churches or other public places.
Civil Unrest:	riots, protests
Environmental:	earthquakes, environmental contamination
Health:	pandemics
Terrorism:	deliberate incidents causing mass casualties & injuries
Weather:	wind damage, ice storms, tornados, power outages, and floods

Preparedness is necessary on all levels of the church – local church, district and conference.

Ways to be prepared include:

- a. Development of evacuation plans
- b. Determination of sites to serve as shelters and feeding stations
- c. Participation in conference sponsored disaster trainings
- d. Development of disaster response plans

LEVELS OF A DISASTER

LOW LEVEL: a limited number of households or individuals affected and locally managed

MEDIUM LEVEL: affects an entire community or several communities and needs outside assistance

HIGH LEVEL: damages a wide area. Early coordination may be handled by county and state emergency agencies. Volunteer organizations and trained emergency response teams will be allowed into these damaged areas only after search and rescue is completed and the area is secured.

WHAT ARE THE PHASES OF DISASTERS?

Disasters differ in intensity and damage. The severity of the damage will determine the amount of volunteer and financial assistance necessary and the length of each phase. Phases may occur separately or concurrently.

PREPARATION:

PREPARE before a disaster occurs. Preparedness should occur on all levels – local, district and conference.

- a. Local congregations should have a disaster response plan.
- b. The district shall have a designated, trained District Disaster Response Chair.
- c. The conference shall have a Disaster Response Coordinator
- d. The conference shall offer regular trainings to equip congregations and volunteers.

RESCUE - EMERGENCY

Much of this phase is the responsibility of local and state trained emergency responders. The response of the church during this phase should be to account for our loved ones, our neighbors, members of our church family, the elderly and disabled and all people who may need assistance. Local churches often open their doors to provide food and shelter. Access into the area may be restricted during this time.

EARLY RESPONSE - RELIEF

IGRC Early Response Teams (ERTs) will be deployed during this stage. Local congregations may continue to provide shelter and feeding for volunteers and those living in the damaged area. Red Cross or Salvation Army may assist in providing shelter and food during this phase

Early Response Teams will be activated to provide crisis listening, safe debris removal, temporary home repairs such as tarping of roofs and assist homeowners in reclaiming personal items. Early Response Teams make homes **SAFE, SANITARY AND SECURE**. Doing more than this may affect insurance payments, FEMA assistance or create future problems for the home owner. Sometimes there is an appeal for general volunteers to help. This phase is fast paced. The duration the **Early Response Phase** is approximately 10 times longer than the **Rescue Phase**.

During this phase there will be a combination of the following activities concurrently happening.

- a. Coordination with local and state Emergency Management Agencies
- b. Damage assessment
- c. Debris clean up
- d. Feeding and housing centers
- e. Interfaith and government agencies responding
- f. There may be the development of a long-term recovery committee.
- g. Midwest Mission Distribution Center may be available to provide disaster supplies.

RECOVERY

This stage is slower paced and detail orientated. This phase includes case management, rebuilding, advocacy and resource development. A long-term recovery committee will prioritize work projects and manage the rebuilding. Although each community has a different group of people responding with

resources, recovery often cannot be achieved with local resources alone. The **Recovery Phase** is often 10 times longer than the **Relief Phase**. It may take two years or longer to complete. The timeline depends upon the level of damage.

1. What is going to be needed to restore the community?
2. What resources are available in each community?
3. How do the local church volunteers fit into the recovery plan?
4. Where does IGRC fit into the recovery effort?

THE FOLLOWING DISASTER INFORMATIONAL SHEETS ARE AVAILABLE AS THE IGRC DISASTER RESPONSE PLAN

1. A Training List (page 4)
2. The Role of UMCOR - United Methodist Committee on Relief (page 5)
3. Disaster Preparation Tips for Local Congregations (page 6)
4. Local Clergy Disaster Guidelines (page 7)
5. District Superintendent Disaster Guidelines (page 8)
6. District Disaster Response Coordinators Guidelines (page 9)
7. Conference Disaster Response Chair Guidelines (page 10)
8. Conference Disaster Response Committee Guidelines (page 11)
9. Conference Mission Coordinator Disaster Response Guidelines (page 12)
10. Bishop's Disaster Response Guidelines (page 13)
11. Disaster Funding Timeline (page 14)
12. Disaster Funding Guidelines (page 15)
13. IGRC Youth Involvement in Disaster Response Policy (page 16)
14. IGRC Disaster Response Safe Sanctuary Policy (page 17)
15. A Guideline for Collection of Items (page 18)
16. Glossary of Disaster Response Terms (page 19)

IGRC DISASTER RESPONSE TRAININGS

FOUNDATIONS FOR DISASTER MINISTRY 3 hours

Why engage in disaster ministry? What are the functions and opportunities for volunteers? What are our mission and values?

EARLY RESPONSE TRAININGS

Train to be a part of a team that offers a caring Christian presence as you participate in safely cleaning up and securing disaster-damaged homes and property. This training covers guidelines to be productive and caring while causing no further harm or being a burden to the affected community. A background check is required to participate in Illinois Great Rivers Conference Early Response Teams.

BASIC TRAININGS

Early Response Team	8 hours
Early Response Recertification	4 hours

200 LEVEL EARLY RESPONSE TRAININGS

Team Leader	2 hours
Cleaning Flooded Homes	2 hours
On Site Management	2 hours
Site Assessment	3 hours
Wildfire	2 hours

CONNECTING NEIGHBORS

These modules help congregations and communities prepare to help neighbors in helpful, cooperative and caring ways by identifying ways to engage local congregations, communities and faith-based partners in preparedness.

Ready Churches	2 hours
Ready Congregants	2 hours
Ready Response	2 hours

SPIRITUAL AND EMOTIONAL CARE 7 hours

This provides an overview of the ministry of presence with an emphasis on compassionate listening for those affected by the disaster and IGRC teams working in the damaged areas. Pastors, trained counselors, social workers and those trained in Steven Ministries are suggested participants for this training. A background check is required.

THE ROLE OF UNITED METHODIST COMMITTEE ON RELIEF

United Methodist Committee on Relief (UMCOR) responds to disasters within the United States and around the world. UMCOR empowers conferences, local churches and communities to respond to disasters.

UMCOR does not manage or perform the work of recovery. Response is determined on the local level. Each impacted annual conference determines the response to disasters.

UMCOR CAN

1. PROVIDE TRAINING

2. PROVIDE GRANTS

All UMCOR Grants requests must come from the Bishop.

Grant allocations of \$10,000 or more must receive approval by UMCOR Board of Directors.

UMCOR grants may only be used to

- a. Assist people directly affected by the disaster
- b. Provide equipment and supplies to assist people
- c. Assist the Long-Term Recovery Committee's rebuilding efforts

3. PROVIDE CONSULTING SERVICES

UMCOR can provide a team of specialists to work alongside conference counterparts until the conference can resume the full responsibility for the recovery when a disaster is catastrophic and overwhelms conference resources.

UMCOR CAN NOT DO THE FOLLOWING

1. Come into a disaster site without the invitation from the Bishop.
2. Send funds without a request from the Bishop.
3. Administer or perform the work of the disaster recovery operation.
4. Allow funds to be used for repair of damaged church property. For UMCOR funds to be used for damaged church property, there must be a denominational-wide appeal stating that donations will be used for this purpose along with assistance and relief for humans.

DISASTER PREPARATION TIPS FOR CHURCHES

In the event of a natural disaster

- ✓ Who will be responsible for opening the church and making the church available to those seeking help following a disaster in the community?
- ✓ How will church members be contacted following a local event?
- ✓ How will the congregation be evacuated to a safe area?
- ✓ Is there a copy of church records in a secure place?
- ✓ Will the church be an operational center for community response?
- ✓ Will the church become a shelter/feeding station?
- ✓ How will the church/congregation partner with neighboring churches?
Do you know what role churches in the community will fulfill following a disaster?
- ✓ Does the church maintain adequate insurance on the parsonage and church? Do you know how to contact the insurance agent?
- ✓ Are local emergency phone numbers for your area posted in the church?

EMERGENCY CONTACT INFORMATION TO POST

FIRE DEPARTMENT _____ POLICE DEPARTMENT _____

DISTRICT SUPERINTENDENT _____

LOCAL CHURCH PASTOR'S DISASTER RESPONSE GUIDELINES

DISASTER PREPAREDNESS

- ✓ Identify safe areas in the building during a tornado warning.
- ✓ Have an emergency evacuation plan.
- ✓ Have a weather alert radio programmed for local weather alerts.
- ✓ Designate someone to monitor storm warnings during church activities when necessary.
- ✓ Keep church records and insurance policies in a fireproof, waterproof location.
- ✓ Know how to turn off any natural gas valves.
- ✓ Post a list of local emergency phone numbers.
- ✓ Maintain a current list of cell phones numbers and e-mails for church members.
- ✓ Maintain adequate insurance for the parsonage and all church property.
- ✓ Predetermine/qualify the church to be a shelter and/or feeding station.
- ✓ Know how to contact United Methodist pastors in neighboring towns.

DISASTER RESPONSE

- Do a quick assessment of damage to the parsonage and all church property.
- Be aware of damage in the community beyond your own property.
- Open the church to be available for people seeking assistance.
- Contact the fire department, police department or local authorities.
- Call your district superintendent.
- Check on parishioners and people in the neighborhood.
- Designate someone to schedule volunteers, kitchen helpers and greeters to care for people seeking help and volunteers.
- Establish a separate account for monetary donations designated for the disaster.
- Decide if the church will collect items for the community. NEVER ACCEPT CLOTHING.
- Keep receipts associated with hosting/feeding people affected by the disaster and the housing/feeding of volunteers. Expenditures directly related to the care of people following a disaster may be reimbursed by IGRC Disaster Response funds. Receipts are required.
- Seek opportunities to minister to the community in the aftermath of the disaster.

DISTRICT SUPERINTENDENTS DISASTER RESPONSE GUIDELINES

DISASTER PREPAREDNESS

- ✓ Provide **your** contact information, including cell # and e-mail, to all clergy in the district.
- ✓ Keep a current list of all contact information for clergy in the district.
- ✓ Be aware of any active storms in your area and monitor for damage.
- ✓ Encourage disaster response training and preparedness throughout the district.
- ✓ Have District Disaster Response Coordinator who is active on the Conference Disaster Response Committee and has received conference disaster response trainings.

DISASTER RESPONSE

- If your home is damaged, stay with your family and property, turn off natural gas valves, stay away from down power lines and evacuate your family to a safe area.
- Contact pastors in the affected area to determine if assistance is needed.
- Go to the affected area as soon as possible. A “ministry of presence” is important.
- Notify the District Disaster Chair, the IGRC Missions Coordinator and Bishop of the damage.
- Encourage district donations to the IGRC Conference Disaster Response Advance **#6800**.
- In consultation with the local pastor and IGRC Mission/Outreach Coordinator, determine if Early Response Teams need to be deployed.
- Determine if there should be a visit to the area by the Bishop.
- Determine if an initial IGRC Disaster Response grant should go to local UMC responding to the needs of people directly affected by the incident or feeding volunteers.
- Send out to the district appeals for volunteer teams and collection of items.
- Participate in an ecumenical worship service for a community response following the disaster.
- Monitor pastors in the affected area for burn out and stress related symptoms.
- Recognize and thank churches in your district for the roles assumed following a disaster.

DISTRICT DISASTER RESPONSE COORDINATOR GUIDELINES

DISASTER PREPAREDNESS

- ✓ Actively serve on Conference Disaster Response Committee
- ✓ Participate in conference disaster response trainings.
- ✓ Contact the local EMA (Emergency Management Agency) or ESDA (Emergency Services & Disaster Agency) officers and know how to reach them.
- ✓ Maintain a contact sheet of trained ERT (Early Response Team) people in the district.
- ✓ Maintain an updated contact list for all clergy in the district - including e-mails and cell #'s.
- ✓ Know how to reach the District Superintendent.
- ✓ Identify churches that may serve as shelters, feeding stations or host volunteers.
- ✓ Encourage disaster response training in the district.
- ✓ Be aware of storm warnings and possible damage in the district.
- ✓

DISASTER RESPONSE

- Be aware of media reports of storm warnings and follow up on possible damage.
- Contact United Methodist clergy in or near affected areas.
- Notify the District Superintendent if damage is confirmed.
- Visit local churches in damaged areas as soon as possible.
- Know where volunteers should report and if only ERT volunteers are accepted.
- Contact trained ERT people in the district and let them know where to report.
- Keep the district office and conference office aware of volunteer needs.
- With local responders, UM clergy and Conference Disaster Response Coordinator help determine if volunteers beyond the district are needed.
- If items are needed from the Midwest Distribution Center, coordinate the distribution.
- Keep the district, IGRC Disaster Response Chair and IGRC Missions/Outreach Coordinator aware of changing needs and situations within affected area.
- Refer all media comments to the IGRC Communications Department.
- Help identify United Methodist representation to serve on a long-term recovery committee.
- Encourage donations to the IGRC Disaster Response Advance **#6800**.
- Meet with the IGRC Disaster Response Committee to evaluate the response effectiveness.

CONFERENCE DISASTER RESPONSE CHAIR GUIDELINES

DISASTER PREPAREDNESS

- ✓ Coordinate the work of the Conference Disaster Response Committee in cooperation with the IGRC Missions/Outreach Coordinator.
- ✓ Chair IGRC Disaster Response Committee meetings.
- ✓ Attend IL VOAD meetings or appoint someone to attend.
- ✓ Set up and coordinate disaster response trainings in the conference.
- ✓ Complete at least the following UMCOR Trainings: Basic ERT, Spiritual & Emotional Care.
- ✓ Attend UMCOR trainings.
- ✓ Help implement the IGRC Disaster Response.
- ✓ Assist with coordination of conference response to incidents in the conference boundaries.
- ✓ Coordinate annual conference disaster response displays.

DISASTER RESPONSE

- Visit damaged areas.
- Determine with the local United Methodist clergy in a damaged area what assistance is necessary.
- Coordinate the calling out of volunteer teams.
- Assist in the determination of items to be collected and where donations should be delivered.
- Encourage local congregations to set up a separate account for received monetary donations.
- Determine when members of the IGRC Spiritual and Emotional Care Team should be deployed.
- Determine what member of the Conference or District Disaster Team will monitor and participate in VOAD and FEMA conference calls.
- Work with ongoing disaster recovery efforts to provide support as needed.
- Meet with IGRC Disaster Response Committee following the response to evaluate the effectiveness of the response.

CONFERENCE DISASTER RESPONSE COMMITTEE GUIDELINES

The IGRC Conference Disaster Response Committee includes the IGRC Conference Disaster Response Chair, District Disaster Response Chairs, IGRC Disaster Response Certified Trainers, a Representative from Midwest Mission Distribution Center, the Conference Missions/Outreach Coordinator and other designated members who are selected by the Conference Nominations Committee according to their experience and expertise. The IGRC Director of Pastoral Care and Counseling may serve as an advisor.

RESPONSIBILITIES OF THE CONFERENCE DISASTER RESPONSE COMMITTEE

- ✓ Shall plan for disaster response throughout the conference.
- ✓ Will actively participate in conference disaster response meetings and trainings.
- ✓ Members shall complete a minimum of UMCOR Early Response Team Training.
- ✓ May be asked to attend jurisdictional trainings or additional disaster response related trainings.
- ✓ Assist in organizing trainings throughout the conference.
- ✓ Shall be encouraged to lead trainings.
- ✓ Shall assist the conference response when a disaster occurs.
- ✓ Shall be familiar with the IGRC Disaster Response Plan.
- ✓ Shall be familiar with IGRC guidelines for disaster response donations.
- ✓ Determine which member will monitor and participate in VOAD and FEMA conference calls and serve on ILVOAD.
- ✓ Shall help access IGRC disaster response effectiveness.
- ✓ There shall be a minimum of two meetings per year of the Conference Disaster Response Committee.

CONFERENCE MISSION/OUTREACH COORDINATOR DISASTER RESPONSE GUIDELINES

DISASTER PREPAREDNESS

- ✓ Work with the Conference Disaster Response Committee.
- ✓ Contact District Superintendents to designate District Disaster Response Coordinators.
- ✓ Encourage disaster response training throughout the conference.
- ✓ Encourage conference donations to the IGRC Disaster Response Advance **#6800**.
- ✓ Serve as a liaison on the Midwest Mission Distribution Committee.
- ✓ Assist with conference disaster response training.

DISASTER RESPONSE

- Visit the damaged area.
- Keep the District Superintendent and Bishop aware of ongoing conference response in damaged areas.
- Notify the Bishop and District Superintendent of damaged areas and the need to respond.
- Determine in consultation with the Bishop, the Director of Connectional Ministries, and District Superintendent in the damaged district if an initial UMCOR grant is needed
- Prepare payout requests to respond to disaster response needs.
- Keep a file of all expenditures related to specific disasters.
- Work with the Conference Disaster Response Chair to coordinate a conference response.
- Stay in touch with local clergy in the damaged areas to monitor needed assistance.
- Coordinate deliveries of supplies from Midwest Mission Distribution Center.
- Work with the Conference Disaster Chair in mobilization of volunteer teams.
- Update IGRC Communication Director on the need to call out volunteers.
- Maintain a list of volunteers beyond the conference.
- Help determine what role the conference will fulfill in a damaged area.

BISHOP'S DISASTER RESPONSE GUIDELINES

DISASTER PREPAREDNESS

- ✓ Plan a cabinet UMCOR training at least once every four years.
- ✓ Encourage District Superintendents to designate a District Disaster Response Coordinator to participate in the IGRC Disaster Response Committee.
- ✓ Encourage disaster preparedness and training in the conference.

DISASTER RESPONSE

- If your own home is damaged, first assess the damage and make sure your own family is safe.
- If you must evacuate to a safe place, inform the Dean of the Cabinet or Assistant to the Bishop where you are evacuating and how you may be reached.
- Visit the damaged area as soon as possible.
- Encourage donations to the IGRC Disaster Response Advance **#6800**.
- Request an initial UMCOR grant of \$10,000 if determined this is necessary.
- Publish a conference-wide statement message relating to the disaster.
- Appoint a temporary clergy and/or district superintendent if necessary.
- Along with the District Superintendent determine if the clergy in the damaged area is showing symptoms of stress and if the clergy may need a temporary assistant assigned.
- Temporarily appoint a clergy or District Superintendent to help coordinate Annual Conference's response to the disaster
- Participate in interdenominational worship services in damaged areas.

IGRC DISASTER FUNDING TIMELINE

IGRC FUNDING IN THE RESCUE PHASE

- A. IGRC may pay mileage to MMDC for delivery of items within the conference.
- B. An immediate IGRC grant may be available to purchase food items, bottled water and paper products or additional items needed to operate a feeding station and/or shelter. Receipts must be submitted.
- C. IGRC may reimburse UMCs for expenditures directly related to the care of affected households. Receipts must be submitted.
- D. IGRC may provide temporary personnel to assist the response of a local church.
- E. Mileage/lodging/food reimbursement will be provided for IGRC designated disaster response leadership. Receipts must be submitted.

IGRC FUNDING IN THE RELIEF PHASE

- A. Continued feeding/shelter expenses and other ways to assist affected families may be reimbursed. Receipts must be submitted.
- B. Funds for equipment not available within the community may be requested by local EMS. Receipts must be submitted.
- C. Hiring temporary personnel to schedule work teams and assist the local pastor may be considered.
- D. Mileage/lodging/food reimbursement will be provided for IGRC designated disaster response leadership. Receipts must be submitted.

IGRC FUNDING IN THE RECOVERY PHASE

- A. Rebuilding funds may be designated to IGRC Advance #6800 for the work of the Long-Term Recovery Committee.
- B. Salary for UMCOR trained Case Management may be considered.
- C. Mileage/lodging/food reimbursement will be provided for IGRC designated disaster response leadership. Receipts must be submitted.
- D. Rental of heavy equipment to assist volunteers in their work may be considered. Receipts must be submitted.
- E. Financial assistance will be available to local churches providing support to volunteer teams. Receipts must be submitted.

IGRC DISASTER RESPONSE FUNDING GUIDELINES

The IGRC Disaster Response Advance #6800 is established to assist people who have experienced loss of property due to natural or man-made disasters within the conference, to provide IGRC response and to train/equip IGRC disaster response leadership. Funding sources include donations from congregations and individuals. All donations are reserved in a designated IGRC account.

Local churches are expected to maintain adequate insurance for all church owned property. IGRC Disaster Funds are not to be used for repair of local church property.

WHO MAY REQUEST DISASTER RESPONSE FUNDING?

1. The Bishop may request a single grant to churches providing shelter/food to care for people directly affected by the disaster and volunteers over an extended amount of time. Receipts will be required.
2. The Bishop may request a grant (up to but not exceeding \$2,000) for another conference that has sustained wide-spread property loss.
3. District Superintendents may request a local church grant for a church providing shelter/food to care for people directly affected by the disaster and volunteers or if the church is the operational center for the community response. Receipts will be required.
4. Upon approval of the District Superintendent, a local church pastor may request reimbursement for expenses related to providing shelter/food to care for people directly affected by the disaster and volunteers. Receipts will be required.
5. Mileage/lodging/food reimbursement will be provided for IGRC designated disaster response leadership. Receipts must be submitted.
6. Long Term Recovery Committees may request funds to assist individuals/families. Receipts will be required.

HOW IS IGRC DISASTER FUNDING ISSUED?

1. All funding must be approved by the IGRC Missions/Outreach Coordinator in consultation with the Director of Connectional Ministries and IGRC Chair of Disaster Response.
2. A conference check will be requested to be payable to a local church, conference or designated Long-Term Recovery Committee.

IGRC YOUTH INVOLVEMENT IN DISASTER RESPONSE

- A. The required age for ERT (Early Response Team) badging is 18 years of age.
- B. During the Rescue Phase, no one under the age of 18 will be permitted to volunteer in the damaged area.
- C. During the Relief Phase, those who are 18 years of age and trained may volunteer in the damaged area.
- D. Youth from ages of 12 to 18 may assist during sandbagging under the supervision of church youth ministers, youth sponsors or parents. When there is a need for sandbagging assistance, local football or sport teams under the supervision of their coaches are welcomed. The sandbagging operations must be in a safe location and away from the potential flood zone.
- E. Youth from ages 12 to 18 may assist with the sorting/distribution of donated items and feeding of volunteers at a local church setting with adult supervision.
- F. Parental permission, hold harmless and medical releases must be obtained prior to anyone under the age of 18 participating in a disaster response setting.
- G. An emergency contact person must be provided for each youth.
- H. Youth team leaders must carry emergency contact information for each youth.
- I. All adult supervisors of youth who are working in disaster related activities must abide by Safe Sanctuary policies.

Illinois Great Rivers Disaster Response Committee wishes to engage all people in volunteer disaster work. Training and policies have been established to protect both those who are directly affected by a disaster as well as IGRC volunteers. Some disaster response activities may not be appropriate for youth under the age of 18.

**ILLINOIS GREAT RIVERS CONFERENCE
DISASTER RESPONSE
SAFE SANCTUARIES POLICY**

1. **Two Adult Rule:** In all IGRC Disaster Response volunteer assignments, one adult shall not be alone with a youth, child or vulnerable adult. Two nonrelated adults must always be present.
2. In the case of an emergency, two unrelated adults must accompany a youth to treatment and two must remain with the work group. This may mean consolidating groups.
3. Adult supervisors must be at least 5 years older than the youth being supervised and 21 years of age.
4. There shall be separate sleeping arrangements for males and females.
5. An adult may not share a motel/hotel room or tent with an individual child or youth unless the adult is a parent of the youth with whom the room is being shared or unless the adult is an immediate family member who is at least 21 years of age.
6. Separate shower times must be designated for youth and adults.
7. During travel, there must always be a minimum of two adults and two youth in each vehicle.
8. All adult supervisors must complete and pass a background check.
9. No untrained, credentialed or badged youth may accompany a disaster response team.

A GUIDELINE FOR COLLECTION OF ITEMS FOLLOWING A DISASTER

In consultation with the designated local disaster response collection headquarters, various items may be requested to distribute to those affected by a disaster. These items will be collected and delivered to a designated location to be sorted and distributed.

A local United Methodist Church may provide space for the donation of requested items. Pre-determine if enough space is available and when items may be delivered.

NEVER COLLECT CLOTHING. Collecting clothing often leads to piles of unwanted clothing that must later be discarded. This also creates an impossible sorting and storage challenge. Gift cards to replace clothing items are preferable and also restores a sense of personal dignity for those directly affected by the disaster.

Midwest Mission Distribution Center, located in Chatham, IL, is an official depot of United Methodist Committee on Relief. This center accepts volunteer teams throughout the year and from the U.S. to assemble UMCOR disaster relief kits as well as kits developed by MMDC. For the complete list of available items please go to the MMDC website www.midwestmission.org. Request for and delivery of MMIC items must be coordinated through the conference office.

The following commonly collected items may also be donated following a disaster:

Bottled Water	Work Gloves	Baby Formula
Energy Drinks	Rakes/Shovels	Jars of Baby Food
Canned Food	Heavy Duty Trash Bags	Diapers (All sizes)
Boxed Cereals	Tarps for Roofs	Hygiene Items
Pet Food	Cleaning Supplies	Paper Supplies
Snack Items	Flashlights	Batteries

A variety of gift cards to donate to affected families is always useful.
(local retailers, restaurants, gas cards, building suppliers, pharmacies and etc.)

Do not assume any of the potentially donated items are automatically needed.

Always verify the list with the disaster operations center or local authorities before beginning a collection of items and/or gift cards.

COMMON DISASTER RESPONSE ACRONYMS

ARC	American Red Cross
CERT	Community Emergency Response Team
DRC	Disaster Recovery Center
EMA	Emergency Management Agency
EMS	Emergency Medical System
ERT	Early Response Teams
ESDA	Emergency Services and Disaster Agency
FEMA	Federal Emergency Management Agency
HAZMAT	Hazardous Materials
ICC	Incident Command Center
IEMA	Illinois Emergency Management Agency
IGRC	Illinois Great Rivers Conference
ILVOAD	Illinois Volunteer Organizations Active in Disaster
MARC	Multiple Agency Resources Center
MMDC	Midwest Mission Distribution Center (Located in Chatham, IL)
NIMS	National Incident Management Service
UMCOR	United Methodist Committee on Relief
VOAD	Volunteer Organizations Active in Disaster