

PET FRIENDLY AND GENERAL SHELTER



Table of Content

INTRODUCTION	5
Purpose of the Plan.....	5
Demographics and Animal Type	5
Responsible Agencies.....	6
National Incident Management System	6
Plan’s Structure.....	7
Plan’s Maintenance	7
PHASE 1 - PREPARATION	8
Introduction.....	8
Communication.....	8
Interagency Communication	8
Communication with the Public	8
Evacuation and Sheltering.....	9
Number of Pets Needing Temporary Housing	9
Animal Emergency Response	10
Temporary Sheltering within Human Shelters	10
Types of Human Shelters	11
Red Cross Shelters	11
Mass Shelter	11
“Spontaneous Shelters”	11
Temporary Animal Housing Areas	11
Veterinary Public Health	12
Laws and Regulations	12
Public Health Activities	12
Mutual-aid Agreements	13
Veterinary Medical Care	13
Phase 2 – ALERT	14
Introduction.....	14
Communication.....	14
Interagency Communication	14
Communicating with the Public	14
Evacuation and Sheltering.....	15
Location and set up of Pet/People Shelters	15
Requests for Assistance	16
Supplies	16
Temporary Housing Areas	16
Veterinary Public Health	16
Veterinary Medical Care	17
Phase 3 – Response	17
Introduction.....	17
Communication.....	17
Interagency Communication	17
Communicating with the Public	17
Evacuation and Sheltering.....	18
Shelters	18
Shelter Intake/ Colored Braclet System	18

Abandoned Animals in Shelters	18
Sexual Offenders/Predators	18
Temporary Animal Housing Areas	18
Care of Animals in Case of Deceased Pet Owners	19
Veterinary Public Health	19
Risk to Human Health	19
Preventive Measures	20
Veterinary Medical Care	20
Challenges	20
Temporary Clinics	21
VMAT and NVRT	21
Local Veterinary Practitioners	21
Phase 4 – Recovery	22
Introduction.....	22
Communication.....	22
Interagency Communication	22
Communicating with the Public	22
Evacuation and Sheltering.....	22
Veterinary Public Health	22
Animal Bite Cases	23
Veterinary Wellness Clinics	23
Dead Animals Disposal	23
Event Related Adoptions	23
Veterinary Medical Care	23
Phase 5 – Demobilization	24
Introduction.....	24
Communication.....	24
Evacuation and Sheltering.....	24
Veterinary Public Health	25
Appendix 1 - Contact Information for Participating Agencies	25
Shelter 1	25
Shelter 2 Large Animal	25
Animal Damage Control City of Monticello.....	25
Animal Damage Control Jefferson County	25
STATE Parks & Wildlife Game Warden	26
Wildlife Rescue.....	26
STATE Animal Health Commission.....	26
National Animal Poison Control Center.....	26
Humane Society 1	27
Pets America.....	27
ASPCA.....	27
Jefferson County Extension Office.....	27
Appendix 2 - Zoonotic Diseases in Shelters	27
Introduction	27
Factors in a Shelter Environment that Increase the Risk of Zoonotic Disease	27
General Principles of Prevention and Control of Zoonotic Disease in a Shelter Environment	28
Care and Treatment of Symptomatic Animals	29
Parasite and Pest Control	30

Protection of Staff and Volunteers	30
Appendix 3 – Avian Flu and Pets	31
Cats and Dogs Infection	31
Influenza and ferrets	31
Tamiflu and Other Antivirals	31
Appendix 4 - Disaster Emergency Check-In/Release Form.....	33
BLANK PAGE.....	34
Appendix 5 – Dog and Cat Treatment & Observation Sheets.....	35
Appendix 6 - Public Information Message Templates.....	37
Pets and Disasters Fact Sheet.....	38
Checklist for Disaster Preparedness for Pets	39
Checklist for Disaster Preparedness for Livestock/Horses.....	40
Household Pet Exposure to Potential Toxins/Chemicals Fact Sheet	41
Recommendations for Pet Owners in Hotel.....	42
Bite Prevention	43
RX - Pet Owner’s Prescription for Health	44
Appendix 7 – Supplies/Personnel Needed to Set-up Temporary Animal Housing Areas	45
Housing Space	45
Carriers.....	45
Transportation	45
Personnel	45
Go-Kits.....	46
Appendix 8 - Considerations for Large Animals (Livestock/Horses)	47
Introduction.....	47
Preparation.....	47
Alert	47
Response	47
Recovery	48
Appendix 9 – Animal Management Instructions.....	49
Pet Intake Instructions.....	49
Visitation Instructions.....	49
Cat Management.....	50
Appendix 10 – Cleaning Considerations for Shelters.....	51
List of Areas to be Cleaned	51
Cleaning Protocols Outline	52
Products for Cleaning	52
Appendix 11 - Guidelines for Assisting Refugee Animals	53
Appendix 12 - Volunteer Program.....	54
Guiding Principles.....	54
Volunteer Program Values	54
General Tasks.....	55
Working Conditions.....	56
Training and Qualifications.....	56
Specific Volunteer Opportunities	56
Temporary Human-Animal Shelter Volunteers.....	59
Feed-In-Place Volunteers	57
Extended Shelter Volunteers.....	57
Shelter 1 Volunteers	60
Veterinarians and Veterinarian Technicians.....	58

INTRODUCTION

Purpose of the Plan

Residents of the City of Monticello/Jefferson County area live with the potential for disasters such as flooding, storms, hurricanes, pandemics, and terrorist attacks. The 2005 hurricane season showed how vulnerable we are and brought to light issues involving the emergency evacuation, care and shelter of our animals. During a disaster, the STATE and federal government may offer support for these activities, but the primary responsibility falls on the local infrastructure.

The purpose of this plan is to protect people, animals, and property during an emergency situation by ensuring the effective evacuation and care of pets in the City of Monticello/Jefferson County. It will describe policies and procedures for evacuation, care and control of animals during a disaster as well as the related roles and responsibilities of participating City Monticello/Jefferson County agencies and external partners.

Demographics and Animal Type

The County has over 637 square miles with an estimated 14,246 residents, including 2,506 in the City of Monticello. According to a 2000 study by the American Veterinary Medical Association, an estimated 60% of the U.S. households are pet owners - therefore there are approximately 8053 household owning pets in the City/County area. Based on this study and 2000 census estimate of 13422 households in Jefferson County, the following is an estimate of the number of households owning animals in Jefferson County.

Number of Households Owning Animals

Animal Type	Percent of Households Owning Pets	Number of Households Owning Pets
All Pets	60%	8053
Dog	40%	5369
Cat	10%	1342
Horse	5%	671
Other Pets	5%	671

Responsible Agencies

The following agencies and organizations will be responsible for planning, deploying the resources, and managing the activities from the Animal Emergency Preparedness Plan:

1. Office of Emergency Management (OEM)
2. Jefferson County Health Department
3. City Police Department
4. Jefferson County Fire/EMS Department
5. Jefferson County Sheriff's Office
6. Public Information Office
7. Public Works Department /Solid Waste
8. Purchasing Department
9. Jefferson/Somerset
10. Red Cross
11. Rainbow Edge Horse Rescue
12. CERT Adult and Teen Volunteers(Community Emergency Response Team)
13. County Veterinary Medical Association
14. Jefferson County Agricultural Extension Service
15. STATE Agricultural Response Team (SART)
16. City Animal Control
17. County Animal Control
18. Superintendent of School

Jefferson County Emergency Management and Jefferson County Health Department will be responsible for maintaining this plan that addresses the following activities to be undertaken before, during and after a disaster:

- Interagency communication
- Communicating with the public
- Evacuation and sheltering
- Veterinary public health
- Veterinary medical care

National Incident Management System

It is recommended that everyone involved in a disaster response have training on the National Incident Management System (NIMS), the federally-mandated management structure intended for

use during disasters. It is also very important for the participating agencies to be familiar with their area stakeholders involved in a disaster response for animals including:

- Local law enforcement agencies
- Emergency management officials
- Animal control agencies
- Veterinary support
- Regional STATE animal agencies including the STATE Department of Health Services and the STATE Animal Health Commission

Being familiar with NIMS and the area stakeholders helps facilitate communication and requests for assistance especially when normal channels of communication may be compromised.

Plan's Structure

This plan will describe how each agency will work together to ensure a coordinated response. It will be divided into five phases:

1. Preparation Phase
2. Alert Phase
3. Response Phase
4. Recovery Phase
5. Demobilization Phase

When applicable, each of these phases will be divided into four sections describing key activities:

1. Communication (Interagency and with public)
2. Evacuation/Sheltering
3. Veterinary Public Health
4. Veterinary Medical Care

All local jurisdictions are responsible for determining their needs for animal emergency response during a disaster and communicating this to emergency management officials within their jurisdictions. If local resources are overwhelmed, a request for additional support can be sent by emergency management officials to the regional Disaster District. If the assistance is not available in the district, as is often the case in large disasters, the request can be sent to the STATE emergency officials who will coordinate allocation of resources from other jurisdictions.

Plan's Maintenance

While natural disasters, such as flooding, storms, hurricanes, pandemics, and terrorist attacks are most common in our region, it is important for the Animal Emergency Preparedness Plan to be flexible and scalable, providing the protocols needed to communicate among agencies, communicate with the public, evacuate, shelter and care for animals in any disaster.

The plan should be read and understood prior to a situation in which the activities described are necessary. It is a dynamic document that will be updated to reflect new developments, incorporating changes in response roles and improvements in response capability developed through ongoing planning efforts.

The plan will be integrated into existing jurisdictional disaster response plans maintained by the Jefferson County Emergency Management Office, providing the standard operating procedure for the evacuation, care and control of animals during a large-scale disaster.

PHASE 1 - PREPARATION

Introduction

The Preparation phase should occur prior to a disaster event. The intent of the preparation phase is to plan coordinated animal relief efforts with area stakeholders and emergency responders by:

- Determining the appropriate response during a disaster
- Establishing roles and responsibilities
- Identifying available abilities, equipment, and resources.

Communication

Interagency Communication

The participating agencies will meet on a periodic basis to review and modify plans as necessary. Jefferson County Emergency Management will coordinate these meetings.

The participating agencies will ensure ongoing communication in addition to everyday agency responsibilities. Contact information for each participating agency can be found in Appendix 1.

Communication with the Public

The public must be informed about methods to ensure the safety, care and control of animals during a disaster. Such information must be communicated to the public prior to a disaster in order to ensure maximum preparation. **It is critical that residents of the City of Monticello/Jefferson County receive a unified message regarding animal issues.**

The CITY/COUNTY will work with the appropriate professionals (i.e. public information officers and media specialists within each participating agency) to develop and update messages about

animal care, evacuation, sheltering and control during disasters. See Appendix C for templates of relevant public information messages.

CITY/COUNTY Public Information Officers will work with other agencies to facilitate effective delivery of messages to area stakeholders during all stages of a disaster and to ensure that the public is continuously informed.

Jefferson County Emergency Management will maintain templates of the messages, to be incorporated into general disaster preparedness and response messages.

During the Preparation phase, the key message for individual pet owners is to make disaster plans which include their animals. Further, the public needs to know there will be limited space at shelters, area veterinary clinics and boarding facilities for animals, so pet owners should ensure that their personal evacuation plans include their animals. Messages should clearly challenge pet owners to take responsibility for planning for their pets in the case of disaster.

Evacuation and Sheltering

Number of Pets Needing Temporary Housing

A 1997 study conducted by Purdue University among victims of large-scale disasters that involved mass evacuations found that of the 20% of persons who failed to evacuate, 80% were pet owners. The study also estimated that 30.5% of people did not evacuate because of their pets.

It is difficult to estimate the number of people who would bring animals with them to the shelters during an evacuation even if they knew there were facilities for animals available. The following table estimates the number of pets in City of Monticello/Jefferson County needing temporary housing during an evacuation based on the number of people needing temporary housing.

Estimated Number of Pets Needing Temporary Housing Based on the Number of People Needing Temporary Housing

Percent bringing pets	Numbers of people needing temporary housing							
	250	1,000	2,000	5,000	10,000	25,000	50,000	100,000
0.5%	2	5	10	25	50	125	250	500
1%	3	10	20	50	100	250	500	1,000
2%	5	20	40	100	200	500	1,000	2,000
5%	13	50	100	250	500	1,250	2,500	5,000
10%	25	100	200	500	1,000	2,500	5,000	10,000
20%	50	200	400	1,000	2,000	5,000	10,000	20,000

The space required will be based on the number of medium and large carriers provided for owners to temporarily house their evacuated pets. A rough estimate for the amount of space needed per large cage is 10 square feet for one large carrier. Smaller carriers can be stacked on the larger

carriers to house more animals in the same space. The table below shows an estimate for the required space.

Estimated Required Space

Carriers	10 large	40 large	100 large	250 large
Estimated Space Needed	300 sq. feet	500 sq. feet	1000 sq. feet	2000 sq. feet

Animal Emergency Response

City of Monticello/Jefferson County plans to respond to an emergency involving large number of animals in three ways:

Temporary Sheltering within Human Shelters

Animals that evacuees housed in Red Cross or other shelters brought with them will be placed in the same temporary human shelters and provided necessary care. This solution will be temporary and is not expected to last for prolonged time. The animals will be treated as per protocols described in this document.

Supplemental Shelters to Shelter 1

Animals that need special care or are found without owners will be placed at Shelter 1 if space is available. In case that Shelter 1 is full, animals will be placed to other supplemental shelters that will provide added capacity for housing. Shelters like this will include Humane Society or Animal Control.

Types of Human Shelters

During a disaster that involves evacuation, there are five primary types of shelters for human evacuees:

Red Cross Shelters

The North Florida Region Chapter of the American Red Cross is responsible for snacks and materials for emergency evacuation shelters for people in the City of Monticello /Jefferson County Area.

Local school districts Jefferson County will work on a memorandum of understanding with the Jefferson County Emergency Management Office to provide care for the animals of sheltered persons during an evacuation.

Mass Shelter

During a large STATE evacuation event when Jefferson County is receiving a number of evacuees from outside of the area, Jefferson Somerset may be opened as large shelter. In this case, because of the large numbers of people and animals involved, a separate temporary housing area for animals may be set up for the evacuated animals.

“Spontaneous Shelters”

In addition to above mentioned shelters, “Some Local Churches” may open “Spontaneous Shelters” based on the evacuation, impending disaster, and inability of evacuating persons to get to already established shelters. These can be on a private or public property and not associated with government agencies or the North Florida Region Chapter Area Red Cross. For both of these shelter situations, Jefferson County Emergency Management should be prepared to provide cages and supplies as needed.

Temporary Animal Housing Areas

Temporary animal housing areas will be used when shelters house large numbers of people and facilities cannot provide housing for the pets.

When temporary animal housing areas cannot be opened on or near the shelter property, the animals may need to be housed at another shelter location. Emergency Operations Center (EOC) will decide as the requests are received from the field who will be responsible for collecting and transporting the animals, and where they will be temporarily housed.

This plan recommends a 10 day hold period for all dogs and cats and deviations from this will be decided on a case by case basis and based on recommendations from the local health authority and/or the STATE veterinarian. The costs for housing owned animals, as well as any legal releases

should the animals get sick or injured during their holding period are the responsibility of the jurisdiction that is charge of the shelter, and may be eligible for STATE or federal reimbursement.

Jefferson County Emergency Management, with CITY/COUNTY assistance, will conduct an annual resource inventory among participating agencies to define and quantify available resources and identify resource needs. See Appendix F for supplies/personnel needed for temporary animal housing areas.

Non-congregate Shelter

During a large STATE evacuation event when Jefferson County is receiving a number of evacuees from outside of the area, Jefferson Somerset may be opened as large shelter.

Covid-19 symptomatic or Covid-19 positive patients, will be house is a separate area of the shelter for quarantine purposes. Behind the stage area.

Sexual Offenders or people with sexual offenses on their background will be housed at 171 Industrial Park. This is the Jefferson County Jail they will be in a non- restricted area until all clear.

Veterinary Public Health

Laws and Regulations

Animal control activities and principles are based on STATE rabies control laws and local regulations and ordinances requiring owners to confine their pets, such as:

We will require up to date vaccination records prior to admission.

1. STATE Health and Safety Code,; Health and Safety of Animals
2. STATE Administrative Code,
3. Jefferson County Animal Regulations
4. City of Monticello Animal Ordinances

Public Health Activities

Ongoing veterinary public health activities include but are not limited to:

- Temporarily sheltering stray animals with no known owner for at least 3 days to give possible owners time to come claim them. The hold period may be 10 days for tagged animals.
 - Stray animals are defined by the STATE health and safety code as “roaming with no physical restraint beyond the premises of animal’s owner or keeper”.

- Stray animals are defined by the county as “any unrestrained dog or cat”. Restraint is defined as being “controlled by a leash or line not more than six (6) feet in length, if the line or leash is held by a human being who is capable of controlling or governing the dog or cat in question; or when it is in a fully enclosed vehicle; or when it is on the premises of the custodian and the animal does not have access to a sidewalk or street”.
- Investigating animal bite cases and quarantining animals for at least 10 days from the day of bite to ensure the biting animal could not have transmitted rabies at the time of the bite.
- Patrolling an area and removing any unconfined (roaming with no physical restraint beyond the premises of an animal’s owner or keeper) dogs and cats.
- Rabies prevention activities including: case investigation, community education, rabies vaccination, etc.

These activities are carried out on an ongoing basis. Consequently, the majority of animals at the animal shelter is stray animals and will have to complete their stray holds until they can be removed from the shelter. These protocols will continue during a disaster. Any exceptions should be determined based on the particular disaster.

Mutual-aid Agreements

During the Preparation phase, memoranda of understanding will be developed between member agencies to allow personnel to assist other agencies, especially when inter-jurisdictional travel is required. Temporary housing policies will be developed based on laws, regulations and ordinances governing area agencies.

Veterinary Medical Care

Normal veterinary medical care in a community is provided by private practitioners and clinics throughout the area. The majority of veterinary medical care provided by area shelters is done for their animals, and is not provided for non-shelter animals.

There are approximately two veterinary clinics (Veterinary Associates Monticello 850-997-2506 and Animal Medical Clinic 850-997-3750) in the City of Monticello /Jefferson County area. During a disaster, area veterinary medical care may become compromised. It will be on the local veterinarian community and CITY/COUNTY to determine the extent of disruption of vet services and a potential need for local, regional and STATE assistance.

Phase 2 – ALERT

Introduction

During the Alert phase, a disaster is imminent. The intent of this phase is to ensure that contacts among agencies are made and plans are put into place to prepare for impending disaster.

Communication

Interagency Communication

When a disaster is imminent, Jefferson County Emergency Management will fully activate EOC. Will have representatives who will maintain contact with all involved agencies. There will be a daily conference call with partners that are not present at EOC to communicate situational updates. If a conference call is not possible based on the scope of the disaster and planning, updates will be given by CITY/COUNTY to the Public Information Officer on duty who will then distribute updates to the response partners via email.

Communicating with the Public

When a disaster is impending, messages to the public must be consistent and succinct. Emergency Operations Center will appoint a PIO responsible for ensuring distribution of evacuation messages to area stakeholders. All involved agencies should work together to provide accurate, consistent information concerning evacuation procedures and pet care for the general public.

Pet owners will be encouraged to include their animals in their evacuation plans and not to leave them behind. See Appendix C for templates of public information messages. In addition to the normal telephone services, answering services like 211 may be opened for animal rescue concerns and health matters.

Evacuation and Sheltering

Location and set up of Pet/People Shelters

In selecting a shelter that may potentially house both people and animals, priority should be given for pets to be housed in an area with ventilation systems that are separate from people. This is recommended for the safety of non-pet owners, who may have allergies or animal related anxieties.

Shelters housing both people and animals should be arranged based on the following principals:

- Individuals should be separated from their pets. But Shelter managers will arrange instructions (schedule) on how and when owners can care for their pets.
- An area for waste excretion must be designated for animals that are unable to use a litter box.
- When possible, animals should be separated by species. (i.e. cats in one area or room, dogs in another, sick-pet in yet another)
- Individuals entering the facility must be informed that there are animals on the premises.
- All animals must be restrained. Crates are the preferred method of restraint. When leashes are used must be less than 6 feet.
- Crates should be positioned to limit the animal's view of another animal. This is recommended to minimize the animal's stress level.(sheet of blanket to cover crate)
- A source of water must be provided. It is not recommended, however, that the County arrange for the provision of animal food just in case individuals do not bring their own. The problem with that is when an animal changes their diet it can make them ill.
- Owners should be encouraged to make arrangements for their pet's food.
- Access to areas of the shelter housing animals should be limited to pet owners and their family members.
- The shelter should have adequate access to first aid, including provisions for responding to anaphylactic shock. A crash kit or EMS unit should be positioned at the shelter.

Requests for Assistance

As evacuations begin, CITY/COUNTY may be requested to house animals from shelters or from other animal control agencies located in the evacuation zone. It is up to CITY/COUNTY HSSD to determine their response to each request for assistance based on its available resources and cage space. However, priority will be given to groups with existing memorandums of understanding or agreement.

Individual citizens will be encouraged to take their animals with them when they evacuate. Requests from outside agencies for assistance with evacuation and temporary housing should be forwarded to the EOC.

Supplies

As the shelter for human evacuees are opened in Jefferson County, supplies will be provided to set up temporary animal housing areas at the shelter. Animals will be transported to the housing area.

It is the responsibility of Jefferson County Emergency Management to acquire and stage necessary supplies for the temporary housing of owned animals. See Appendix F for a discussion of required supplies.

Temporary Housing Areas

COUNTY will decide location and coordination of housing the animals collected at Red Cross shelters as the Auto Bay at Jefferson Somerset.

COUNTY will coordinate setting up the temporary housing area close to Jefferson Somerset Animal Control, Humane Society, and Rainbows Edge if these locations are opened as a mass sheltering location.

Requests for providing temporary animal housing areas should be sent to the COUNTY. MOU's shall be on file.

Veterinary Public Health

During the Alert phase, veterinary public health activities will continue as described in the Preparation section above. It will be the responsibility of the City of Monticello and Jefferson County to prepare itself for the disaster including securing the property, evacuation, and maintenance of veterinary public health services during the disaster.

CITY/COUNTY is responsible for contacting the law enforcement and emergency management officials to notify them of the shelter's planned status, temporary housing locations, and services.

Veterinary Medical Care

During the alert phase, each veterinary clinic must determine its census, evacuation status and ability to provide medical services before and after the disaster. If clinics are unable to provide services for their community, arrangements should be made to provide area veterinary services After the disaster. City of Monticello /Jefferson County Health Department will assist with this coordination. This plan encourages a creation of arrangements among veterinary clinics to assist practices affected by a disaster. Such arrangements should be made prior to a disaster.

Phase 3 – Response

Introduction

The intent of the Response phase is to coordinate evacuation and rescue, housing and care of animals immediately after a disaster.

Communication

Interagency Communication

If interagency assistance is requested during the Response phase, that request must be made to EOC. Assistance will be offered if available and aid agreements exist. Telephones (land-line and cellular) and/or email will be used for communication since those are common communication devices among City/County agencies. See Appendix A for the participating agencies' contact information. Trunked radios will be used as a redundant mean of communication.

If a conference call is not possible during the response phase, then individual agencies will forward situational updates via email, phone, or radio to EOC for distribution among the participating members.

All participating agencies will need to communicate to EOC their status and ability to respond to requests for assistance as soon as possible after the event. Depending on the size and scope of the disaster, activities within the participating agencies may be coordinated through their respective DOCs.

Communicating with the Public

Immediately after a disaster, there will be a high demand for appropriate public information messages regarding animal care. It will be the responsibility of EOC and PIOs to ensure adequate distribution of these messages. See Appendix C for templates for public information messages.

In addition, verified information should be forwarded to any operating phone banks, emergency response officials, and other agencies as appropriate.

Evacuation and Sheltering

Shelters

As Red Cross shelters are opened, CITY/COUNTY may coordinate nearby temporary housing areas for animals owned by evacuees staying at the shelters that are not suitable to house animals. COUNTY will coordinate setting up the temporary housing area close to Jefferson Somerset Animal Control, Humane Society, and Rainbows Edge if these locations are opened as a mass sheltering location.

This can also be done for non-Red Cross shelters. CITY/COUNTY will provide instruction through the Public Information Officer on how to provide care for sheltered animals.

CITY/COUNTY Volunteers teams should be at the designated sites two (2) hours before opening the shelters to coordinate and execute necessary site preparations.

Shelter Intake

CITY/COUNTY Volunteers will take a picture of the animal give a colored bracelet to owner hook same color to cage or color.

SHELTER INTAKE BRACLET COLORS:

BLUE- DOGS

YELLOW- CATS

GREEN- OTHER ANIMALS

RED- SEX OFFENDER/PREDATOR

ORANGE- SHELTER PATRON

Fill out all registration forms for Pets and Owners and a number will be assigned. By establishing separate registration venues for owners with animals. This will expedite the registration process and enable pet owners to complete all the administrative sheltering requirements in one place.

Abandoned Animals in Shelters

Animals abandoned at temporary animal housing areas associated with a human shelter will become property of the CITY/COUNTY. They will be handled as per established protocols after 3 days. Any extension of the hold period will be decided on a case by case basis with input from the area health authority and/or STATE veterinarian. We work with Rainbows Edge and MARE ESF 17 for Equine abandonment.

SEXUAL OFFENDERS/PREDATOR

Any persons(s) that are a registered sexual offender or predator will be given a red bracelet and escorted to the deputy on site at the shelter. The sexual offender or predator then will be taken or directed to the non-restricted area at the jail. The address is 171 Industrial Park. The area is behind the dispatch office. Where they will reside for the incident until an all clear is given.

Temporary Animal Housing Areas

A volunteer or staff member from the CITY/COUNTY or Animal Control Officer should be present at these check-in areas to receive the animals, give them an identification number and get the appropriate form signed (Appendix 4).

The forms will be used for releasing the animal to the control of the CITY/COUNTY (or other authority depending on who is taking responsibility for housing these owned animals) and notifying the owner that he/she has a set amount of time (3 days) to reclaim the animal. At the end of this period the animal will become property of the CITY/COUNTY to be handled as per established protocols. A unique record, identification number, and digital photo will be taken of each animal and this information will be maintained in a database.

When animals are evacuated from multiple jurisdictions, it is recommended to work with those jurisdictions' animal infrastructure (i.e., animal control, humane societies, etc.) to house animals in the jurisdiction they came from. This should allow the owners to re-claim their animals after the event.

Care of Animals in Case of Deceased Pet Owners

In case of a disaster that might yield numerous human casualties, there will be a large contingent of animals left at home without a proper care. These animals will largely have a suitable shelter where they are housed and relocating them to mass shelters might not be appropriate or necessary.

City of Monticello /Jefferson County Health Department will work with Jefferson County Emergency Management to organize a sufficient number of volunteers that will feed animals "in place" and provide necessary care.

The law enforcement agencies will be notified and involved on a case by case basis.

After the disaster is over, the health authority will recommend necessary steps for further care of the animals. If relatives or friends of the deceased pet owners do not take custody, these animals will be collected and handled as per established protocols.

Veterinary Public Health

Risk to Human Health

During the response and recovery, responders and general population may come in contact with animals that are placed in unfamiliar situations and behave unpredictably. This presents several risks to human health:

1. There is the risk for an animal to respond to unfamiliar people or animals by biting or scratching. In addition to the potential for physical trauma from these attacks, there is the potential for the secondary infections such as rabies.
2. The animal may carry other zoonotic agents such as *Campylobacter*, *Giardia*, *Leptospira*, *Toxocara*, etc.
3. There is the potential for the animals to act as fomites and carry on their skin and coats any chemicals they might have been exposed to during the disaster.

Preventive Measures

The following are key steps that should be taken to protect staff members and volunteers:

1. Any agency or group involved in the rescue and evacuation efforts must be approved by Jefferson County and ensure that disease and bite prevention methods are exercised. Personal protective equipment (PPE) needs to be made available as recommended by the local health authority. It is up to the each animal control authority and humane organization to determine the appropriate PPE for its officers, employees or volunteers.
2. Bite cases should be reported to the animal control authority in the jurisdiction where they occur. It is up to that animal control authority to investigate and determine who is responsible for each bite case.
3. Each animal control authority should contact their registered “Dangerous Wild Animal” and “Dangerous Dog” facilities to determine if the facilities where the animals are housed still comply with regulations. (STATE Health and Safety Code, chapter)
4. All animals collected from the disaster areas where they may have been exposed to unknown chemicals or agents should be examined, and based on the event, CITY/COUNTY will determine right course of actions.

These animals might need to be thoroughly bathed with a basic non-irritating, oil-stripping detergent (such as dish soap). This should be done in an area with good drainage so the animal can be rinsed completely and the waste water will not contaminate other people or animals. Staff and volunteers who are bathing animals should wear PPE that is recommended by the local health authority. Such PPE may include rubber boots, large plastic aprons, rubber gloves, eye protection and masks.

The local health authority is responsible for monitoring and investigating outbreaks of zoonotic disease.

Veterinary Medical Care

Challenges

During a disaster, veterinary medical care may be compromised. Clinics may not be operational or animal owners may not be able to access vet services. In addition, animal rescue agencies may require additional veterinary medical assistance with the animals being brought in from the affected areas.

Temporary Clinics

In order to ensure basic veterinary medical services in the community, EOC and CITY/COUNTY may consider establishing temporary clinics during and following a disaster. Temporary clinics may be established using veterinarians and technicians who agree to volunteer their services. While the location and needed resources will be determined based on the scope of the disaster, CITY/COUNTY may offer its facilities as a staging location for such temporary clinics.

VMAT and NVRT

Veterinary Medical Assistance Teams (VMAT) or National Veterinary Response Teams (NVRT) can be requested if the clinical infrastructure is compromised enough to overwhelm the

Ability of local authorities to respond. VMAT and NVRT, part of the National Disaster Medical System, provide emergency veterinary services as requested by the local agencies.

To request the VMAT or NVRT services, the local Office of Emergency Management sends a request through the disaster district to the STATE. If the veterinary resources are not available at the STATE level, the STATE may request the assistance from FEMA.

Local Veterinary Practitioners

Local veterinary groups should work with local practitioners to identify those veterinarians who need emergency supplies (i.e., medicines, generators) for their practices and to communicate this to the STATE or federal groups (Veterinary Medical Agency, SPCA) who might be able to provide needed assistance.

An updated list of functioning veterinary clinics should be communicated on a regular basis, such as during the daily situational briefings at EOC.

Phase 4 – Recovery

Introduction

The intent of the recovery phase is to ‘return to normal’ by re-uniting owners and pets, collecting stray animals in affected communities, disposing of dead animals, and closing temporary shelters.

Communication

Interagency Communication

After the disaster, it is up to each participating agency to maintain contact with EOC regarding the recovery phase. If interagency assistance is requested, that request may be made directly between agencies or facilitated through EOC, the Disaster District or the STATE DEM. The assistance will be provided if available. Telephones (land-line and cellular) and/or email will be used for communication since these are common communication devices among the response agencies. Trunked radios will be used a redundant mean of communication.

Communicating with the Public

During the recovery, there are several relevant messages that need to be communicated to the public. See Appendix 6 for the public information messages templates. Public health messages, including those regarding bite prevention should be distributed among the population in affected areas. In addition, the location and contact information where animals are being housed should be disseminated to citizens in affected areas and provided to the emergency management offices and taskforce members.

Evacuation and Sheltering

CITY/COUNTY will continue with temporary housing of owned animals as described in the Response phase section above. These animals will be released to their owners as they return to claim them.

If someone in the community has an issue with evacuation. The county can assist with evacuation with the assistance of Volunteers thru CERT program. Big Bend Transit/ and for a mass evacuation situation we may utilize Jefferson/Somerset bus system.

Veterinary Public Health

Animal Bite Cases

As required by STATE law, the rabies control authority will investigate animal bite cases and respond as appropriate within its respective jurisdictions. See Appendix D for a list of local rabies authorities. The local health authority is responsible for investigating other zoonotic disease outbreaks and responding appropriately to prevent further disease.

Veterinary Wellness Clinics

Veterinary wellness clinics may be organized by area veterinary groups. It will be the responsibility of each group to ensure that appropriate safety and veterinary medical standards are met. All agencies involved in the emergency response will have to coordinate their activities with County.

Dead Animals Disposal

Solid Waste Services (SWS) has a designated authority to remove and dispose of dead animals. If the required response is greater than the SWS ability to deploy staff and resources, a request for assistance can be sent to the regional STATE Disaster District and/or the STATE Office of Emergency Management.

Event Related Adoptions

CITY/COUNTY will work with regional and local groups to organize animal adoption projects for abandoned animals.

Foster Program

Wolf Creek Humane Society has a Foster program in place to assist in placement for abandoned and animals needed to be adopted.

Veterinary Medical Care

CITY/COUNTY will assist in coordinating recovery efforts and services as requested. It is the response of each clinician to determine the extent of damage and provide veterinary medical care at veterinary clinics. CITY/COUNTY can request assistance for private veterinary clinics through the STATE Office of Emergency Management.

Phase 5 – Demobilization

Introduction

Demobilization occurs after the disaster response. The intent of the Demobilization phase is to stand down equipment and personnel and determine lessons learned that can contribute to the plan improvement.

Communication

As the local infrastructure is becoming able to respond to requests for assistance, any operating phone banks will be closed and the calls will be routed to the appropriate authority. Owners who lost animals will be asked to contact 211 and will be provided with information about necessary processes.

After-action Reports, or at a minimum, an After-action debriefing meeting should be completed by all participating agencies. Reports will be compiled by EOC that will share the results with the participating agencies. Collected feedback will be used to make appropriate changes to the Animal Emergency Preparedness Plan.

Evacuation and Sheltering

As soon as possible, the temporary shelters will be closed and the remaining animals transferred to the appropriate animal control authority or humane organizations to complete their hold period. After the hold period is over, it is up to the discretion of the holding agency to determine how to handle the unclaimed animals based on established protocols and input from the local and STATE health authorities. It is the responsibility of each agency in charge of temporary animal housing area to demobilize and remove supplies from the shelter location in a timely manner as possible

Veterinary Public Health

Animal control services will return to normal and bite cases will continue to be investigated until the end of the 10th day from the day of the bite and the victims will be notified. Unconfined animal will continue to be collected as before the disaster, and the mandated stray hold times will continue to apply.

The local health authority or his/her designee is responsible for writing the final epidemiologic report on any zoonotic disease outbreaks during the disaster.

Appendix 1 - Contact Information for Participating Agencies

Shelter 1

Name: Jefferson Somerset
Address: 50 David Road
City, ST zip Monticello, Florida 32344
Phone: 850-997-3555

Shelter 2 Large Animal

Name: Rainbows Edge
Address: 981 NW Radford Denson Road
City, ST zip: Greenville, Florida 32331
Phone: 850-878-8441

Shelter 3 Sexual Offenders/Predators

Name: Jefferson County Jail
Address: 171 Industrial Park
City, ST zip Monticello, Florida 32344
Phone: 850-997-2523

Animal Damage Control City of Monticello

City	Animal	Control	-	Regular	Business	Hours
850/342-0291						
City	Animal	Control	-	After		Hours
850/342-0150		(Police Department)				

Animal Damage Control Jefferson County

Per the request from the Florida Highway Patrol, please call (850) 617-2300 for the following:

*anything involving Interstate 10

Per the request from the Jefferson County Sheriff's Department, please call (850) 997-2523 for the following:

*Dangerous / Aggressive Animals
*Animal Cruelty Cases
*Pet holding period for owner arrested/transported to the hospital

STATE Parks & Wildlife Game Warden

Name: Stephanie Wilcox

Phone: 850-697-3764 cell: 850-528-4988

Wildlife Rescue

Name: Mrs. Vandusldorf

Phone: home: 850-997-4753 cell: 850-510-7583

STATE Animal Health Commission

Name: State Dept. of Agriculture

Address: Florida Capitol Tallahassee, Florida 32399

City, ST zip

Phone: 850-410-0900

National Animal Poison Control Center

(888) 426-4435 (24-hours, fees may apply)

American Humane Association

(Natural disaster support and relief)

(800) 227-4645

Humane Society 1

Name: Wolf Creek

Address: 2123 E Washington Hwy.
City, ST zip: Monticello, Florida 32344
Phone: 850-342-0244

Pets America

www.petsamerica.org
(512)497-7535
Elaine Acker
eacker@petsamerica.org

ASPCA

Name: ASPCA
Phone: 888-365-2772
The Humane Society of the US
Laura Bevan
1624 Metropolitan Circle Tallahassee, FL 32308 850-668-0187

JEFFERSON COUNTY EXTENSION OFFICE

Name: Danielle Sprague
Phone: 850-342-0187 cell: 850-766-6539

Appendix 2 - Zoonotic Diseases in Shelters

Introduction

A zoonotic disease is an infection that is naturally transmitted from vertebrate animals to human beings. Potential zoonotic agents include bacteria, viruses, fungi, internal parasites and arthropods. There are many factors common in animal shelters that make zoonotic disease a particular concern in this environment. For the protection of shelter staff and volunteers as well as that of the public, it is critical that animal shelter professionals and volunteers be familiar with the most common zoonotic threats in a shelter environment, and the general principles of preventing transmission of zoonotic disease.

This appendix is intended to familiarize shelter professionals and volunteers with some of the general considerations in preventing zoonotic disease. Virtually all species can be carriers of zoonotic disease, and unusual diseases may also be seen in the more common species seen in shelters. This annex is by no means exhaustive.

Factors in a Shelter Environment that Increase the Risk of Zoonotic Disease

An animal shelter is unlike virtually any other environment in which animals are maintained, and poses unique challenges for the control of infectious disease in general and zoonotic disease in particular. There is often a high degree of turnover of the population of animals in a shelter, meaning that there is always a new group of animals at risk of contracting disease. Stress, poor nutrition, and presence of concurrent disease or parasitic infestation are common problems that increase the risk of transmission of infectious disease and the likelihood that infected animals

will shed significant amounts of disease causing agents into the environment. Many shelters struggle to care for animals in older facilities that may be difficult to properly sanitize, and may be characterized by poor ventilation, overcrowding, and uncomfortable temperature extremes, all of which contribute to the ready spread of infection. Treatment with antibiotics, common at many shelters for such conditions as kennel cough and upper respiratory infection, further reduces animals' resistance to some gastrointestinal infections, and can increase the spread of such zoonotic infections as salmonellosis.

In addition to the general difficulties of controlling infectious disease in a shelter environment, certain factors common in sheltered animals specifically increase the risk of various zoonotic diseases. Animals frequently enter shelters without a history of proper veterinary care or vaccination. Zoonotic diseases more likely to occur in unvaccinated animals include rabies and leptospirosis.

Many animals in shelters have a history of roaming outdoors, hunting or scavenging. This increases the risk of infection with such zoonotic conditions as echinococcosis, leptospirosis, salmonellosis, and rabies. Animals that have spent time outdoors and received minimal care are more likely to be infested with external parasites. Some external parasites can be directly transmitted to humans (i.e. scabies, cheyletiella), or they can serve as vectors for zoonotic disease such as Lyme disease and Rocky Mountain spotted tick fever.

Finally, animals entering shelters are often frightened, disoriented, and of unknown temperament. Staff handling these animals are at increased risk of being bitten or scratched. Besides the injury and infection that can occur due to the wound itself, this can serve as a means of transmitting zoonotic diseases such as rabies and cat scratch fever.

General Principles of Prevention and Control of Zoonotic Disease in a Shelter Environment

Many animals infected with and potentially shedding a zoonotic disease show minimal or no clinical signs. Diseases for which animals are usually or commonly asymptomatic include toxocariasis, salmonellosis, leptospirosis, cat scratch fever, and toxoplasmosis. In addition to the existence of clinically unapparent diseases, many animals will continue to shed infectious agent for some time after recovery from clinically apparent disease, as can be the case for ringworm, salmonella, leptospirosis and others. It is imperative, therefore, that shelter staff realize the potential for any animal to be a potential source of infection, and maintain protective measures as a matter of routine, not just when disease is recognized.

General principles of sanitation and infectious disease control apply to control of zoonotic diseases.

- A fomite is any inanimate object that can spread disease. Fomites include hands, dishes, and tools such as grooming implements and poop scoopers. Hands should be washed and disinfected after animal contact, including indirect contact from cleaning cages, handling dishes or litter pans. Toys, blankets and dishes should be machine washed or discarded between animals, or should go home with newly adopted animals.
- Special attention should be paid to incoming animal processing areas and exam rooms. Exam surfaces should be cleaned between each animal, and the whole area cleaned thoroughly at least once a day. Areas that multiple animals pass through each day, such as "getting acquainted" areas where animals and adopters meet, should be cleaned after each use and thoroughly disinfected at least once a day.
- Feces should be cleaned up at least once a day from runs and cages, and should be removed immediately from common play areas and disposed of properly.
- Feces should be cleaned up at least once a day from runs and cages, and should be removed immediately from common play areas and disposed of properly.
- Dirt and grass play yards, while aesthetically pleasing, can serve as a reservoir for resistant agents such as roundworm. It is particularly important that puppy and kitten play areas be readily cleaned and disinfected, as these young animals are most likely to be affected by many infectious agents.
- Routine disinfection should be performed using agents effective against most bacteria and viruses. Acceptable choices include bleach (diluted at 1:32) and quaternary ammonium compounds. Shelter staff should be aware of agents, such as ringworm and many parasitic infestations that require more rigorous or specific disinfection procedures.
- Animal flow and handling order should be planned to reduce spread of infectious disease.

Care and Treatment of Symptomatic Animals

Many animals with zoonotic conditions show no outward signs. However, when zoonotic diseases do cause signs, they often present with vague signs similar to other common infectious conditions in shelters. Therefore, extra precautions should be taken whenever handling sick animals. Such preventive measures protect the shelter population as well as human health.

- Sick animals should be housed in isolation, and the number of staff caring for these animals should be limited.
- Staff handling sick animals should wear protective clothing, which should be removed after leaving isolation wards.

- Appropriate diagnostics should be performed when zoonotic disease is suspected.
- It may not be practical or warranted to isolate animals with mild conditions such as diarrhea, but these animals should be clearly identified as suffering from a possibly infectious condition and should not be walked or socialized in common areas that can't be easily cleaned.
- Volunteers should be trained to perform a visual health check before socializing with any animal, and notify shelter staff before handling the animal if any sign of disease is noted.
- When a zoonotic condition is specifically diagnosed or suspected, the animal's cage should be clearly posted with the name of the condition and any precautionary measures (such as protective clothing or special cleaning procedures) required.

Parasite and Pest Control

Internal and external parasites contribute to a STATE of general ill health and increase susceptibility to infectious conditions. In addition, internal and external parasites may be directly infectious to humans, or may serve as vectors to spread disease. Parasite control increases animals' comfort and adoptability as well as protecting human health.

- Internal parasite control should, at minimum, include routine treatment of puppies, kittens and nursing mothers for roundworms and hookworms (see discussion below under specific disease descriptions).
- Ideally, all incoming animals should be treated with an age and species-appropriate product effective against fleas and ticks as needed depending on region and time of year. If this is too costly, severely infested animals should be individually treated.
- Environmental treatment of group housing and common areas of shelter as needed for flea control.
- Rodents and insects can spread zoonotic disease, as well as spreading non-zoonotic infections.
- Food should be stored in sealed containers and not left in runs overnight where rodents are a problem. Further rodent and insect control measures should be undertaken as needed.

Protection of Staff and Volunteers

It is vital that staff and volunteers have the knowledge and equipment they need to perform their jobs effectively while protecting themselves from zoonotic disease. The following guidelines should apply:

- Provide training and continuing education for staff on the risks of zoonotic disease.
- Provide appropriate clothing and other protective equipment to prevent transmission of disease.
- Train all staff to wash hands frequently, after handling animals, before eating and at the end of each shift.
- Post guidelines detailing what to do in case of a bite or suspected zoonotic disease exposure, including phone numbers for medical emergencies, public health, physician and veterinary contacts.
- Provide staff with pre-exposure rabies vaccination according to Center for Disease Control guidelines. Maintain written records for staff members regarding vaccination status for rabies and tetanus.

Appendix 3 – Avian Flu and Pets

Cats and Dogs Infection

Avian influenza viruses, including the specific strain implicated in the present outbreak, lack the receptors needed to infect mammals efficiently. However, the infection of humans observed in this and two previous H5N1 outbreaks demonstrates that transmission from birds to mammals can occur despite this lack of receptors. The very small number of human cases - despite abundant and widespread opportunities for exposure and subsequent infection - strongly suggests that transmission of H5N1 from birds to mammals, including cats as well as humans, is a rare event.

The infection of domestic cats with avian influenza type A (H5N1) has been documented over the last few years both experimentally and "in the field". It has been further confirmed that domestic cats can be infected by eating infected birds, and that infected cats can spread infection to other cats, most likely through feces, urine, and secretions from the respiratory tract. In fact, cats are not the only mammal beings infected with avian influenza. Dogs can also become infected. However, there is no evidence at this time that dogs become sick or transmit avian influenza.

Influenza and ferrets

Ferrets are an excellent mammalian hosts for studies of influenza virus pathogenicity and host immunity, and the manifestations of influenza virus infection in ferrets closely resemble those in humans. Studies have shown that H5N1 viruses that have been isolated from humans can cause severe disease in ferrets including lethargy, diarrhea, neurological signs and death. It is therefore important for shelters to consider all their mammals and birds to be at risk should avian influenza be found in North America. In fact, ferrets may be even more susceptible. Therefore, it is imperative to remember that control measures as outlined below be instituted for all species.

Tamiflu and Other Antivirals

There are basically two kinds of antiviral medications available that have shown efficacy against influenza viruses. These include the now well-known neuramidase inhibitor oseltamivir (Tamiflu). Several reports of emerging resistance to Tamiflu have been published which should inspire us to devise pandemic strategies that do not favor the development of oseltamivir-resistant strains. Improper use of personal stockpiles of oseltamivir may promote resistance, thereby lessening the usefulness of our frontline defense against influenza, and should be strongly discouraged.

We must be careful that we do not expose circulating influenza to these drugs in such a way as to facilitate the selection of resistant viruses. This includes not using this drug in domestic animals where it has not been shown to have any effect. Use of these drugs either for prophylaxis or treatment is **highly discouraged in any shelter situation** as it is unlikely to confer any benefit to the shelter population and could cause irreparable harm in being able to use antivirals in future human epidemics.

Appendix 4 - Disaster Emergency Check-In/Release Form

Animal ID: _____ Pen #: _____ Shelter Location: 50 David Road
Monticello, Fl. 32344

Date: _____ Time: _____ Officer: _____

Owner: Name: _____

Address: _____ City: _____ STATE: _____ Zip: _____

Phone Numbers: () _____ Alt () _____

Alternative Contact Name: _____ Phone () _____

Animal: Name: _____ Dog Cat Other _____ Age: _____

Male/Female Spayed? N Y Breed/Color _____

Identifying Marks/Collar: _____

To the best of your knowledge, has the animals bitten or scratched anyone in the past ten days?

Yes No

This animal must be picked up after admission to the _____. If this animal is not claimed after admission to the _____, it will become property of the _____ and disposition of said animal will be determined by that agency.

You understand that you need to collect your animal after the disaster and that if you abandon your animal, it will become the property of City of _____.

Yes No

I do hereby, and by these presents, forever release the _____ and its officers, agents and employees, from any and all liability for the sheltering and medical care of said animal.

Signed: _____ Date: _____

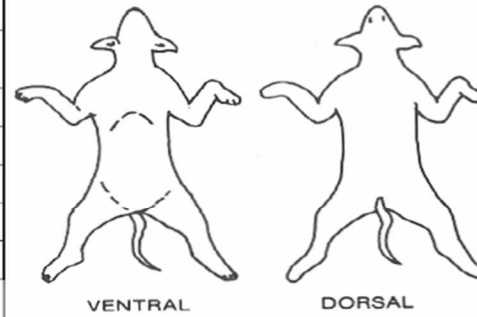
Receiving agent: _____

Appendix 5 – Dog and Cat Treatment & Observation Sheets

Animal ID#’s: _____ Intake Date: ___ / ___ / ___		MASTER PROBLEM LIST: _____	
Sex (at intake) <input type="checkbox"/> M <input type="checkbox"/> MC <input type="checkbox"/> F <input type="checkbox"/> FS WEIGHT ___ lbs: ___ kgs		_____	
Animal Description: _____		_____	
Animal ID Check: <input type="checkbox"/> No ID <input type="checkbox"/> ID Found <i>describe:</i> _____		_____	
Microchip placed: <input type="checkbox"/> yes Date: ___ / ___		_____	
Photographed: <input type="checkbox"/> yes Date: ___ / ___		_____	
Vaccinated (FVRCP): <input type="checkbox"/> yes Date: ___ / ___ <input type="checkbox"/> IN <input type="checkbox"/> SQ Initials _____		Additional Tests requested: <input type="checkbox"/> YES Requested on: ___ / ___ Performed on: ___ / ___	
Vaccinated (Rabies): <input type="checkbox"/> yes Date: ___ / ___ Initials _____		<i>Tests requested, results, notes</i> _____	
Vaccinated (FELV): <input type="checkbox"/> yes Date: ___ / ___ Initials _____		_____	
FIV/FELV tested: <input type="checkbox"/> NEG <input type="checkbox"/> POS for _____ Date: ___ / ___		<input type="checkbox"/> <i>IF This box is Checked USE CAUTION</i> with this Animal <i>Notes:</i> _____	
Fecal Float+smear: <input type="checkbox"/> yes Date Sample collected: ___ / ___ / ___			
Fecal Results: <input type="checkbox"/> NEG <input type="checkbox"/> POS for _____			
<i>Daily observations:</i>		Quarantine period (minimum 1 week) record observations	
Today’s Date: _____			
Attitude: (BAR,QAR, Obtunded)			
H ₂ O consumption (+/-)			
Hydration status (0,-5,-8)			
Respiratory Rate (Normal, ↑, ↓)			
Appetite (+/-)			
Feces(+/-) Describe (N,L,D,BD)			
Urine (+/-) note if abnormal			
Wound/Skin Check			
<i>Other :</i>			
<i>Other :</i>			
Medication Dosage Frequency		TREATMENTS: Please initial each day to indicate treatment was performed	
Standard treatments: Bathed: <input type="checkbox"/> yes Date: ___ / ___ Flea control started: <input type="checkbox"/> yes Date: ___ / ___			
Panacur ___ mls (PO SID X4)			
R _x :			
R _x :			
R _x :			
Comments: _____			

ANIMAL ID #'s	_____
TODAY'S DATE:	____ / ____ / ____
ANIMAL DESCRIPTION:	_____
Body Condition Score:	_____ Out of 9
TEMPERATURE:	_____
PULSE:	_____
RESPIRATION:	_____
WEIGHT:	_____ <input type="checkbox"/> lbs <input type="checkbox"/> Kgs
Veterinarian Signature:	_____

MARK AREAS WITH WOUNDS
OR LESIONS



Physical Exam Findings/Treatment Plan:
General Appearance: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Skin: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
EENT: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Musculoskeletal: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Cardiovascular: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Respiratory: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Gastrointestinal: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Genitourinary: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Nervous System: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____
Lymph Nodes: <input type="checkbox"/> N <input type="checkbox"/> A <input type="checkbox"/> NE Comments: _____

Additional Comments/Treatment Plan: _____

N= NORMAL A= ABNORMAL NE= NOT EXAMINED

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 6 - Public Information Message Templates

Pets and Disasters Fact Sheet

What can I do to protect my pets BEFORE a disaster?

A disaster can hit your area with or without notice, that's why it is very important for a family to be prepared in case such an event should occur. The best preparation is a family household disaster plan, and this plan should always include your pets. There are several things a family should do before a disaster approaches to better prepare. Contact your veterinarian, local animal shelter, humane society, or emergency management office for information on caring for pets in an emergency. Find out if there are any shelters set-up to take pets in an emergency, but keep in mind that shelters are usually full even without a disaster so any space would be very limited. Check with your veterinarian to see if he can board your pet or if there is someone he could recommend in the area or town you have designated as your family evacuation site. If you decide to take your pet with you, have a carrier that allows your pet to stand up and turn around inside. Put familiar items such as the pet's normal bedding and favorite toys inside. Train your pets to become comfortable with the carrier beforehand by using it as its "room", and feeding it in the carrier and placing a favorite toy or blanket inside. Keep a list of hotels that will accept pets, and be sure to ask if there are any size restrictions.

When assembling emergency supplies for the household, include items for pets such as extra food, kitty litter, bowls, and extra medication. Pets should have their vaccines current, and records kept in a plastic, sealable bag. If your pet gets separated from you, proper identification may be its only way home, so make sure it has a properly fitted collar or harness (muzzle) that includes current license, identification and rabies tags. Microchips are also a good way for your pet to be identified, but not every shelter and clinic has access to a microchip scanner, and not all scanners read all chips.

What can I do to protect my pets DURING a disaster?

During a disaster bring your pets inside immediately. Animals have instincts about severe weather changes and may isolate themselves or try to escape, especially if they are afraid. Never leave a pet outside or tied up during a storm. You may need to separate dogs and cats, because even if your pets normally get along, the anxiety of an emergency situation can cause pets to act unreasonably. If you decide to evacuate during a disaster, plan to take your pets with you. Do not leave your pet at home during a disaster because you never know what will happen when you are gone, or when you will be able to get back. Remember to take your pet's medical records and medicines with your emergency supplies. If you have a bird, make sure the bird is caged and you have a thin cloth or sheet to cover the cage. The stress of moving and the anxiety of the disaster may stress the bird, and being in a covered cage may help alleviate some of this. Not all evacuation facilities will accept animals, so it would be better for you to evacuate early with your pet to a previously identified safe location than to wait until it is too late and you have to be evacuated by emergency personnel that may not allow you to bring your animal.

What can I do to protect my pets AFTER a disaster?

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Just because a disaster has passed, do not assume that the worst is over. Do not let your pets loose in the house or yard until you have had the chance to examine everything very carefully. It is possible, especially with flooding, that there may be damage to your home which could hurt you or your pet. Carefully walk the yard to verify the fence is intact and there is nothing new and dangerous in the yard, particularly snakes or other dangerous animals which may have come into your yard during flooding.

If your pet was placed in a shelter or boarding facility, contact them as soon as possible to verify your pet is fine and let them know when you will be able to come get it. If your pet is lost during a disaster, check with your area shelters every day since strays only have to be held for 3 days before being considered unclaimed and put to sleep.

Don't be surprised if your pet is more anxious or fearful after a disaster. Familiar scents and landmarks may look different and your pet may become confused and lost. Normally quiet and friendly pets may become defensive and aggressive. It's very important to observe your pets closely after a disaster, and give them extra attention, if necessary. They won't understand everything that just happened, and will look to you to provide some stability and comfort.

Where can I get more information on protecting my pet during a disaster?

Your veterinarian is always your best source of information. You can also visit the following websites for more information.

www.countypets.com
www.bt.cdc.gov/planning
www.fema.gov

Source of information:
Federal Emergency Management Agency (FEMA)

Website for Local lodging that accept Pets during disaster:

<http://www.monticellojeffersonfl.com/lodging>

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Checklist for Disaster Preparedness for Pets

Do you have the following items ready?

- Your written family disaster plan
- Disaster preparedness kit
- Crate and bedding(litter, potty pads, paper)
- Food, water, manual can opener and dishes
- Plastic bags, paper towels, newspaper (when shredded, can be used as cat litter), disinfectant
- Collar, leash, harnesses
- Muzzles, gauze rolls
- Identification tags
- Current medical and vaccination records
- Extra bottles of daily medications or copies of prescriptions with current expiration date
- Current photos, and a photo of you holding your pet.
- Pet comfort items: towels, blankets, toys
- A list of hotels, motels and boarding kennels that accept pets
- Detailed instructions for animal care and rescue workers
- First aid kit

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

- Flashlights, batteries
- Copies of health certificates
- Out-of-state telephone contact
- Flat tire repair kit

Checklist for Disaster Preparedness for Livestock/Horses

- First aid kit
- A portable radio
- Water
- Extra fuel for vehicles and generators
- Prescription medicines
- Foods that require little or no cooking or refrigeration and a can opener
- Emergency cooking equipment (if necessary)
- A supply of food for your animals
- Flashlights and batteries and/or kerosene lantern
- Chlorine bleach
- Fire extinguisher
- Blankets
- Halters, lead shanks, saddles (write contact info on halters)
- Animal medical and vaccination records (including Coggins' test results for horses)
- Evidence of ownership of animals
- Sand bags and plastic sheeting
- Wire and rope

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

- Hand tools and shovel
- Games or books to entertain the family during long periods of isolation

Source: FEMA, Livestock in disasters

Household Pet Exposure to Potential Toxins/Chemicals Fact Sheet

What are toxins and chemicals?

Chemicals are substances produced to be used as a tool to get something done. Toxins are a type of chemical produced by a living organism such as bacteria. Animals can have bad reactions to chemicals or toxins because they are too strong for the animal's body.

How can my pet be exposed?

Pets are at higher risk of being exposed to toxins or chemicals because they tend to get into things and places their owners cannot, particularly when the animals are outside. In addition, animals are more likely to eat or drink things found out in the environment. Some examples include: swimming in contaminated water, licking antifreeze left on a driveway, or running through a recently fertilized field. A pet does not have to live near a chemical plant to be exposed to toxins or chemicals. Anywhere there are chemicals is a perfect place for your pet to be exposed.

What signs may be present if my pet is exposed to a toxin or chemical?

When a pet is exposed to a toxin or chemical, the owner might not see any change in the animal's behavior, but can smell the chemical or see it on its coat. The typical signs associated with a reaction to a chemical or toxin can be as different as the chemicals themselves, but some common signs include: vomiting, diarrhea, coughing up food or blood, irritated skin, drooling, behavioral changes, seizures, shaking and weakness. If your pet is showing these signs or you suspect it may have come in contact with a chemical or toxin, contact your veterinarian.

What can I do if my pet is exposed to a toxin or chemical?

The first thing you should do if you think your pet is exposed to a toxin or chemical is to keep it from getting exposed more by cleaning it up or removing the animal from the area. If it is on the animal's skin, don't let it run around and spread the chemical to other things. Next, try to find out what your animal was exposed to, which will help determine the appropriate treatments. If your pet is showing signs of being sick, it should be seen by a veterinarian as soon as possible.

If the animal has something on its skin or coat and is not acting sick, decontamination or removal can be done at home with water and mild, plain dish soap. Other cleaning products are too strong and can make the pet sick or damage the skin. When washing your animal, be sure to protect yourself by wearing gloves and a long sleeve shirt and pants. Wash your pet several times and rinse very well. Dry the animal with a rag or towel and then dispose of these items to prevent further spread. If you feel you were exposed to the chemical or toxin during the bath, remove your clothes quickly and wash your entire body with soap and water. If there is a major chemical event in your area, there will likely not be decontamination areas for pets, and owners will be asked to wash their pets at home.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

How can I prevent my pet from being exposed to a chemical or toxin?

The safest way to control and protect your pet from being exposed to toxins or chemicals is by controlling their activities. In Travis County it is required that animals be confined or on a leash at all times. By

Keeping your pets away from areas that may contain toxins or chemicals, you are reducing their risk of being exposed. Household chemicals should also be stored away and out of the reach of pets. If you have a small chemical spill around your house, do not allow anyone near it and clean it up as quickly as possible. If the chemical spill is too large or is making you sick, call 911.

Where can I get more information if my pet is exposed to a toxin?

Your best source for pet information is always your veterinarian. If you have additional questions, please contact him.

Recommendations for Pet Owners in Hotels

- Clean-up pet urine and waste immediately.
- Do not keep pet urine or waste in your hotel room.
- Clean your pet's living area daily.
- Notify Housekeeping when a major clean-up is needed.
- After cleaning-up after your pet, wash your hands.
- Keep your pet on a leash or in a carrier inside and outside of the hotel.
- Make sure your pet has food and fresh water.
- If your pet has been in the floodwaters, bathe him or her with a non-irritating oil-stripping shampoo labeled for pets. If you are unsure what to use, contact a veterinarian.
- If your hotel allows you to keep your pet in the room while you are not present, keep your pet in a locked carrier.
- If you suspect that your pet is ill, consult a veterinarian.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

- **Have you lost a pet? If you or someone you know needs to be reunited with their pet, contact your local animal control or human organization to search through or to upload digital pictures for lost pets.**

Bite Prevention

Pets that were evacuated are likely under stress because they are away from their home and familiar surroundings. Sometimes stressed animals act differently than they normally would. Even though you love your pet, during these times, it is important to be cautious.

To Prevent Animal Bites:

- **Be careful when new people approach your pet**
- **Loud noises and fast movements can be scary, so approach all animals calmly and quietly**
- **Keep your pet on a leash or in a carrier, especially in unfamiliar surroundings**
- **Keep your animal's rabies vaccine information in an accessible location in case someone does get bit.**

If you are bitten:

- 1. Immediately wash the wound with soap and water.**
- 2. Consult a physician.**
- 3. Report the bite to your rabies control authority.**

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

RX - Pet Owner's Prescription for Health

Pets that were evacuated may have been exposed to contaminated flood waters or other harmful substances. Being away from home and in unfamiliar surroundings may make them more susceptible to infections. The following are some recommendations to help keep them healthy and to prevent you from getting sick as well.

- 1.** Bathe your pet if it has been exposed to the flood waters.
- 2.** Wash your hands after cleaning-up after your pet.
- 3.** Watch your pet closely for any of the following signs:
 - a. Vomiting/diarrhea
 - b. Skin/ear infections
 - c. Conjunctivitis
- 4.** If you suspect that your pet is ill, consult a veterinarian.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 7 – Supplies/Personnel Needed to Set-up Temporary Animal Housing Areas

In order to provide a temporary animal housing area and care for evacuated small animals a number of resources are needed, including:

Housing Space

The space required will be based on the number of medium and large carriers provided for owners to temporarily house their evacuated pets. A rough estimate for the amount of space needed per large cage is 10 square feet/large carrier. Smaller carriers can be stacked on the larger carriers to house more animals in the same space.

Carriers	10 large	40 large	100 large	250 large
Estimated Space Needed	300 sq. feet	500 sq. feet	1000 sq. feet	2000 sq. feet

Carriers

The carriers to be used are plastic or metal carriers that would house an animal with food and water bowls and a litter box for cats, where the animal can stand up, move around, and lie down comfortably. Recommended sizes for cats and small dogs (up to 20 lbs.) are at least 25in x 20in x 18in, and for larger dogs (20 to 70 lbs.) at least 42 in x 28in x 30in. Giant breed dogs at least 75 + pounds will require larger carriers.

Transportation

Standard animal carrier trucks, pick-up trucks, or trailers can be used to transport carriers to the temporary housing site. Any animal transport will have to be done in approved animal transport vehicles such as a standard pick-up frame with approved animal units as are used currently by City of Monticello/Jefferson County.

Personnel

Transport of carriers to temporary housing sites does not require Animal Control personnel, but when working with animals a person with animal control background or similar animal experience is required. CITY/COUNTY maintains a list of the volunteers able to assist during an evacuation

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Go-Kits

City of Monticello/Jefferson County is capable of deploying go-kits with necessary supplies for a setting up temporary small animal housing areas. Each go-kit contains the following supplies that are designed to cover up to 40 animals:

- 1 HDQ sprayer
- 5 Registration Sheets (2 dog, 2 cat, 1 other)
- 50 crate tags
- Markers
- 5 hand sanitizers
- Disposable sanitary wipes
- 1 box rubber gloves
- 5 garbage bags
- 40 paper food trays
- 5 water bowls
- 5 buckets
- 2 packs leashes
- 5-10 litterboxes
- 40 lbs. litter
- 20 bedding / towels
- 10 sheets
- Crates
- 40 pounds of dog food
- 20 pounds of cat food
- “Visitation hours” sign
- “Hand washing” sign
- “Day Pass” for taking animals out
- Animal waste collection bags
- Dry erase Marker
- Scissors
- 1 set Muzzles (7 sizes)
- 100 zip ties
- Pet walk signs directional(arrows)
- 1 roll of flagging
- Lots of paper towel

The temporary housing area is usually set up close to the human shelter in a protected area, or in the human shelter what is preferable. The supplies are checked and re-stocked every 2-3 days or as needed.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 8 - Considerations for Large Animals (Livestock/Horses)

Introduction

In City of Monticello/Jefferson County, STATE and county laws and codes governing large animals are maintained and enforced by the STATE Animal Health Commission and the Jefferson County Sheriff's Office.

STATE Animal Health Commission is responsible for the oversight of the STATE livestock industry and prevention and control of diseases or conditions therein. The Jefferson County Sheriff's Office/Livestock Division is responsible for enforcing STATE Agricultural Code 142 regarding stray livestock. Any stray livestock or horse is ideally returned to the pasture or enclosure it came from, temporary repairs made to the fencing and the owner contacted. If the animal cannot be returned to its enclosure or the enclosed area is considered unsafe or unable to adequately hold the animal, then it is transported to the livestock facilities and the owner contacted. Animals that are not redeemed become the property of Jefferson County and may be taken to auction. In addition, the Livestock Division investigates and works closely with the CITY/COUNTY on cruelty cases.¹

Preparation

During the inter-disaster period, owners are responsible for preparing their animals for possible movement or disaster. This includes providing for food, supplies, vaccine and proof of required infectious disease testing and/or vaccination (i.e. Coggins' testing for horses, Brucella certification or testing and Tuberculosis certification or testing for cattle). See Appendix C for a recommended check-list for livestock owners.

Alert

STATE Animal Health Commission is responsible for supporting the locals in responding to disasters involving livestock and horses. Requests for temporary housing of large animals will be forwarded to them, and owners will be directed to STATE-authorized large animal temporary housing areas.

¹ 2017 Florida Statutes <https://www.flsenate.gov/Laws/Statutes/2017/588.17>
588.17 F.S. section (4) 2017

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Response

Interagency communication immediately after a disaster will be done by telephones (land lines and cellular). Requests for assistance with temporary housing, evacuation/rescue or unconfined

Recovery

Calls for request of assistance for unrestrained horses and livestock in Jefferson County will be forwarded to the Jefferson County Sheriffs' Office who will assess the situation and respond to the call.

When requests for assistance or housing of large animals exceeds the resources of local agencies, requests for assistance will be forwarded to the STATE Animal Health Commission through the local Offices of Emergency Management and Disaster District.

Disposal of dead animals will be handled on a case-by-case basis. Within Monticello city limits, the department of Solid Waste Services will collect and dispose of the carcass. If there are more carcasses than can be adequately handled by the local resources, a request for assistance will be sent through the Office of Emergency Management and Disaster District to the STATE Animal Health Commission. The local authority will then work with the STATE to safely and adequately dispose of the carcasses.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 9 – Animal Management Instructions

Pet Intake Instructions

1. Welcome evacuees. Ask them their name and continue to address them personally.
2. Record animal and owner info on Registration Log (Dog, Cat, or Other). Include breed/color in “notes” section, ask owner to return to table, if necessary, with any additional info that would help us find them if needed.
3. Assign Cage and Animal # according to system below:
 - a. Cats = C1, C2, C3, C4, C5 **BRACELET COLOR YELLOW**
 - b. Dogs = D1, D2, D3, D4, D5 **BRACELET COLOR BLUE**
 - c. Miscellaneous = M1, M2, M3, M4, M5 **BRACELET COLOR GREEN**
 - d. Cage # corresponds with Animal #
 - e. TAKE A PICTURE OF THE ANIMAL AND OWNER
4. On bracelet, write CLEARLY:
 - a. Cage/Animal #
 - b. Animal name
 - c. Owner name string tag number, animal name, species and owner’s name.
 - d. Tie string tag to cage front.
5. Label any food with animal/cage #, plan to put it on top of, or close to, that animals’ crate.
6. Give owner a bracelet with Animal & Cage # and **stress safety**.
7. Take 1 adult owner and pet to animal holding area to show them around and get animal set up.
8. Escort owner back to animal registration table and review visitation rules.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

9. Give owner card with Animal/Cage #-- they will keep this card until they check pet OUT of shelter permanently.
10. Post the “Pet Shelter Rules” in Prominent Place.

Visitation Instructions

1. Owners can visit pets during visitation hours (“No Access to Pets x:00 – x:00” sign must be posted at table any time there is no volunteer coverage for the pet table).
2. Owners can check pet out with a “Day Pass” if pet will be out of shelter and off of grounds for an extended period (several hours). A “Day Pass” is simply a signed note from the owner that says they are taking pet off-site for a while, but will be bringing pet back later on. This needs to be attached to that pets’ empty crate so that anyone checking on animals will know where that pet is.
3. Volunteers should be monitoring owner activities in the pet area to ensure safe interaction between people and animals.
4. Cats should not be allowed out of carrier unless owner provides a secure harness and leash. Dog collars must fit well enough to stay on securely.
5. Dogs and leashed animals can be walked outdoors in designated area. PETS CANNOT BE IN PEOPLE AREAS. Pet walker MUST clean up after pet, using trash or pick up bags!
6. Volunteer does not have to stay with pet owner for entire visit, unless there is cause for suspicion.
7. Owners may take leashed pet to designated outdoor area DURING VISITATION HOURS ONLY. Exceptions may be made if pet is on diuretic’s.
8. Owners are expected to feed their pets.
9. Stress to owners that pets are NOT ALLOWED ANYWHERE else in the building except the pet holding area.
10. Discourage pet owners from allowing pets to interact with any other pet or people, since pets will be stressed and behave differently than normal.

Cat Management

1. Many cats are in carriers too small to hold a litter box. Each site will have to have a “cat toilet” crate.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

2. Cat toilet crate will be a large crate (preferably large, wire crate with a large door) with a litter box and water bowl in it, and a sheet or blanket covering most of the crate for privacy/stress reduction. Each crate must have its own litter box.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 10 – Cleaning Considerations for Shelters

The main purpose of cleaning animal areas is prevention of infectious disease spread. Because of its importance for animal health, cleaning should be approached systematically. Germs are tracked by human and animal traffic *throughout* any shelter. Additionally, germs are spread by hands, on doorknobs, clothing, carriers, exam tables, instruments, animal transport vehicles, and so on.

If the shelter is operated up to four (4) days, the staff will do only necessary, “spot” cleaning. If the shelter is operated longer than four (4) days, staff will do general cleaning of the whole sheltering area as described below.

List of Areas to be Cleaned

Different protocols and products may be needed for different areas. Following is a list of some areas and items to consider:

- Office areas (lower priority if shelter animals are not allowed in offices, but employees will still track germs in and out from animal areas).
- Main lobbies and hallways.
- Dog runs, including central walkways, walls, doors, gates, etc.
- Cat rooms, including floors, walls, doorknobs, etc. as well as cages (if applicable).
- Quarantine areas.
- Isolation areas.
- Medical/surgical areas, including instruments and equipment.
- Other indoor animal areas, such as grooming, treatment rooms, intake rooms, visiting rooms, training areas, etc.
- Exercise yards or other outside animal areas.
- Vehicles.
- Carriers and transport cages.
- Hand washing.
- Employee clothing (separate clothing should be worn while doing heavy cleaning or handling infectious animals).
- Bedding.
- Dishes.
- Toys.
- Tools, such as poop scoopers and mops.
- Ventilation and heating ducts.
- Storage areas (especially food storage).
- Entire building, especially door knobs, phones, keyboards, and other frequently handled items.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Cleaning Protocols Outline

If no specific guidelines exist, it's likely that cleaning some of the above listed areas will be overlooked in a busy shelter. Therefore, for each of the areas/objects to be cleaned, at least a brief outline should be written detailing:

- How often the area/object is to be cleaned.
- Who is responsible for cleaning (and who will double check and make sure it has been cleaned adequately).
- What cleaning and disinfection products are to be used?

Products for Cleaning

Three types of product are generally used for environmental cleaning:

- **Soap/detergent:** Cleaning agent which works by suspending dirt and grease. Does **not** kill harmful microorganisms.
- **Disinfectant:** Chemical agent which kills harmful microorganisms. Does **not** necessarily remove dirt or grease.
- **Degreaser:** More powerful soap/detergent specially formulated to penetrate layers of dried on body oils and other greasy debris.

Effective sanitation requires applying a germicidal agent to a basically clean surface. This requires use of both detergent and disinfectant products. Detergents in themselves do nothing to kill germs. Although some disinfectants can also act as detergents, many (such as bleach) do not. Virtually all disinfectants used in shelters are inactivated by organic material (such as feces, kitty litter, saliva, sneeze marks and plain old dirt) to some extent, so if they are not applied to a clean surface, they will not work. Periodically, a stronger degreaser should be used to deal with body oils and other grunge that builds up in kennels over time and can render disinfectants ineffective.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 11 - Guidelines for Assisting Refugee Animals

All refugee animals will be threaded by licensed veterinarians if their condition requires it. The staff and volunteers will need to refer an animal to the veterinarian service if the following signs are present:

- Lethargy
- Hair loss
- Vomiting
- Ocular and nasal discharge
- Presence of chemical or biological contaminants on the animal
- Physical injury
- Neurological symptoms
- Difficulty while moving

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Appendix 12 - Volunteer Program

Guiding Principles

The City of Monticello /Jefferson County believes in the following principles while engaging volunteers in emergency response activities:

1. CITY/COUNTY considers volunteers to be non-salaried personnel and promises to treat them with the same respect and courtesy as the salaried personnel.
2. CITY/COUNTY encourages the teamwork of salaried and volunteer personnel so that the best service possible is offered to the members of our community.
3. Volunteer personnel contribute their unique talents, skills, and knowledge to provide personalized attention to the community, enable the salaried personnel to concentrate on the work for which they were hired, and educate the public about the organization, its causes, and emergency preparedness.
4. The role of volunteer personnel in CITY/COUNTY enhances the range of services that the department can offer to the community. It provides volunteers the opportunity for citizen participation in helping create a sustainable community able to better withstand disasters.
5. Volunteer personnel always retain freedom of choice and can refuse to work on a project for various reasons, without losing the opportunity to participate in another assignments.
6. CITY/COUNTY utilizes the talents and skills of volunteer personnel to extend department's services rather than supplement insufficient resources.

Volunteer Program Values

CITY/COUNTY promotes the following values while working with volunteers:

1. Open, honest, and respectful communication.
2. Appreciation and respect for diversity and individual uniqueness.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

3. Pursuit of excellence.
4. Integrity as the basis of trust.
5. Recognition of individual and team efforts and accomplishments.
6. Teamwork.
7. Creation and maintenance of the programs that encourage new and creative ideas.
8. Pursuit of ethical business practices and use of public resources.
9. Accountability.
10. Promotion of the environment that is conducive to identifying system improvements.

General Tasks

Volunteers that work with animals may assist with the following manual tasks:

1. Feeding
2. Providing water
3. Grooming
4. Bathing
5. Exercising animals
6. Cleaning and disinfecting animal cages

Volunteers will also help animals cope with the disaster through:

1. Playing with the animals
2. Providing companionship
3. Observing behavioral or physical changes that could indicate illness or injury

Volunteers in animal shelters might perform a variety of duties and work with a wide variety of animals. In addition to attending to the basic needs of the animals, volunteers might be asked to:

1. Keep records of the received and discharged animals and any completed tests or treatments
2. Interact with the public
3. Answer telephone inquiries
4. Screen evacuees' animals
5. Educate evacuees or general public on animal health issues

Provide supervision of animal areas

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

6. Assist with organization, sorting, and deployment of supplies and donations
7. Deliver supplies, records, etc.

Working Conditions

Volunteers who love animals get satisfaction from working with them and helping them survive the disaster. However, some of the work may be unpleasant, physically and emotionally demanding:

- Volunteers may be asked to clean animal cages and lift, hold, or restrain animals.
- The work might involve kneeling, crawling, repeated bending, and lifting heavy supplies.
- The work setting can be noisy.

Training and Qualifications

Many volunteer jobs will require little or no training and have flexible work schedules. Animal volunteers that do need training will be trained on the job. However, it is desirable that volunteers are people who have some experience with animals or have been trained in advance.

All volunteers should have:

- Patience
- Sensitivity
- Experience with problem-solving
- Experience with animals
- Experience with communicating with public

Specific Volunteer Opportunities

During a large emergency, CITY/COUNTY will utilize five groups of volunteers.

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

Temporary Human-Animal Shelter Volunteers

These volunteers will help with animals that evacuees bring to Red Cross and other shelters. The expectation is that volunteers will not handle animals, but provide assistance in the following:

1. Work in designated shelters and report to duty as requested
2. Supervise the pet areas
3. Make sure pet owners are following the rules and directions
4. Control the number of owners visiting animals so that the pet areas are not overcrowded
5. Make sure that incompatible animals (e.g. cats and dogs) are not released from the crates at the same time
6. Troubleshoot common problems

Feed-In-Place Volunteers

These volunteers will assist with distributing food and water to animals whose owners are ill or deceased. In case of a large disease outbreak or emergency that would confine numerous animals to their owners' habitats (houses, apartments, etc.), there will be a need for volunteers that will provide food and care for stranded animals. In addition, these volunteers will work on providing provisions to feeding stations where freed animals will be provided with food and water until there are sufficient capacities for their collection and sheltering.

Extended Shelter Volunteers

These volunteers will help in animal shelters that are meant to supplement the Shelter 1.

They will assist with:

1. Administrative work
2. Feeding
3. Providing water
4. Handling animals

JEFFERSON COUNTY PET-FRIENDLY PREPAREDNESS PLAN

5. Cleaning and disinfecting animal cages

Shelter 1 Volunteers

These volunteers will assist with Shelter 1 daily operations and deployment of resources during an emergency. The activities will involve taking care of housed animals, preparing and distributing emergency go-kits, etc.

Veterinarians and Veterinarian Technicians

These volunteers will provide professional services and assistance in all previously mentioned activities. They will be assigned a specific job duty and briefed on tasks and responsibilities in providing veterinarian services.