

Attachment VII Communications

- Section 1 General Communications**
- Section 2 Peace River Presbytery Hurricane Immediate Response Protocol**
- Section 3 Important Phone Numbers, E-Mails and Websites**
- Section 4 Disaster Preparedness and Response Team.**

Section 1 General Communications

Communications are very important in the execution of your Disaster Preparedness and Response Plan. You will probably not know what type of communication will be available following an emergency. As a result, you must be ready for any situation. We are providing a suggested list of communications in order of their effectiveness and anticipated availability after a disaster. The Presbytery will provide limited communications that should be in place within 24 hours after the need is reported or it is determined that your church does not have the ability to communicate the need. A separate plan of operation will be developed to control the Presbytery assets. The Communications Capability will include Satellite Phones and Ham radios.

1. Agree to a meeting time and location of all leaders.
2. Preferred mode of transportation is four-wheeled vehicles for contacts between leaders.
3. Satellite Phones.
4. Ham band (6 meter) phones (Requires a 6 meter license).
5. FM Radios
6. Marine Radios
7. Cell phones
8. Land line telephone
9. High-speed web connection.

SECTION 2 Peace River Presbytery Hurricane Immediate Response Protocol

HURRICANE IMMEDIATE RESPONSE PROTOCOL

Immediately prior to an event (2 days)

1. Broadcast fax and e-mail to church offices a pastoral letter and the protocol
2. Presbytery office takes steps to prepare for alternate location if necessary.
6. Presbytery executive staff & PRP Hurricane Task Force Moderators (HTF) share proposed shelter location arrangements (where will they go if unable to stay at home or church).

During

BE SAFE

Immediately following an event

1. Presbytery executive staff and PRP HTF Moderators are in touch with each other.
2. Initial calls are made by unaffected members of the PRP HTF leadership team.
3. General Presbyter and/or Associate Presbyter will make pastoral visits to pastors of affected churches as soon as safe and possible.
4. The 1st or 2nd contact person from each affected church will call the Presbytery office to give initial assessment to the HTF of their church, staff, and congregation.
6. 48 hours (the 2nd day) after a storm at 3:00 p.m., all pastors in the affected area will meet at one of the following:
► First Bradenton, ► Church of the Palms, ► Presbyterian Center, ► First Fort Myers, or ► Moorings
to check-in with a coordinator from the HTF leadership team, talk about next steps, and pray.
6. 72 hours (3 days) after an event, all members and other concerned folk will meet at the Presbyterian Center (if damaged, then Church of the Palms, Sarasota, or Moorings, Naples) for debriefing, prayer, and beginning recovery work.

SECTION 2 Continued

Congregational/Pastor Responsibilities of Affected Congregations

1. Key people in congregation should have similar plan as Presbytery above.
 - a) Send out information to congregation.
 - b) Alternate location for operation.
 - c) Where will they be if evacuated – contact information, etc.
2. Have plan (such as a buddy system by deacons) for your most vulnerable members, i.e. who will contact them to make sure they are okay. **(Suggestion)**
3. 24, 48, and 72 hours after a storm at 5:00 p.m., members who can, will meet at the church for prayer, checking in, communication, coordination, and need sharing. **(Suggestion)**
4. ASAP, either the pastor or designated contact person will call 1-800-736-4888 to let the Presbytery staff know how you are.
5. Pastor, Business Manager, Trustees of a particular congregation will begin its triage (secure its building ASAP).
6. As soon as possible, hold a church staff meeting.
7. As soon as possible, the Moderator of Session will call a Session meeting.

ESSENTIAL CONTACT NUMBERS

Graham Hart: Cell – 941-539-3235; Home – 941-924-3418;
graham@peacriverpresbytery.org

Bob Rea: Cell – 941-586-3017; Home – 727-867-6103; bob@peacriverpresbytery.org

Larry Graham-Johnson: Cell – 954-732-8128; Home – 941-473-8679; larrycgj@aol.com

Bruce Wismer: Cell – 941-356-3406; Home – 941-925-0863; wismerbk@verizon.net

Jim Kirk: Cell – 239-571-4649; Office – 239-213-5226; jkirk@moorings-presby.org

SECTION 2 Continued

HURRICANE IMMEDIATE RESPONSE PROTOCOL

CHURCH NAME: _____

ADDRESS: _____

PASTOR: _____

HOME PHONE: _____

CELL PHONE: _____

ASSOCIATE PASTOR:

HOME PHONE: _____

CELL PHONE: _____

DIRECTOR OF DISASTER ASSISTANCE: _____

HOME PHONE: _____

CELL PHONE: _____

DISASTER VOLUNTEER COORDINATOR: _____

HOME PHONE: _____

CELL PHONE: _____

CLERK OF SESSION: _____

HOME PHONE: _____

CELL PHONE: _____

BUSINESS MANAGER/PROPERTY CHAIR:

HOME PHONE: _____

CELL PHONE: _____

SECTION 3

IMPORTANT PHONE NUMBERS, E-MAILS AND WEBSITES

(Samples make your own list.)

Fire Department	pgfire@ci.punta-gorda.fl.us 575-5529
Police department	police@ci.punta-gorda.fl.us 639-4111
Sheriffs Department	sheriff@ccso.org 639-2101
City Manager	citymgr@ci.punta-gorda.fl.us 575-3302
FEMA	www.fema.gov
Hurricane forecast center	www.noaa.gov
Charlotte County Emergency assistance	www.charlottecountyfl.com 505-4620

SECTION 4

DISASTER PREPARDNESS AND RESPONSE TEAM

This List will provide you an easy access to your primary leadership team.

Name	Address	Phone Number
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Minister

Associate Minister

Director of your church Disaster Relief

Disaster Volunteers Coordinator

Disaster Resource Coordinator

Parish Nurse

Group Leaders

Any additional individuals that you anticipate need to be on an emergency list.