

DISASTER RESPONSE HANDBOOK

This booklet describes how Cal-Pac Conference, Districts and Local Church Leaders respond to crises/emergencies (civil unrest/riot; earthquake; fire; flood) declared by civil authorities.

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INDEX

Conference Center 1

District Superintendents 2

Local Church Pastors 3

Bishop

- Provide primary spiritual care and pastoral support to the response team
- Encourage giving to designated emergency/crisis fund

Bishop's Assistant

- Press release from bishop within 24 hours
 - Distribute to local churches
 - Message of hope
 - Contain info on how local churches can help

Communication

- Press release within 24 hours to Newscope and other general church agencies

Connections/Justice & Conference

Disaster Response Coordinator

- Work with Bishop for authorization to contact UMCOR
- Contact UMCOR for disaster relief and Advance Special designation
- Coordinate relief/recovery with Conference and Western Jurisdiction Volunteers in Mission

District Superintendents and District Disaster Response Coordinators

- Insure your own family is safe
- Contact and visit the local churches affected by the disaster
 - Offer pastoral care
- Gather info regarding damage to
 - church property
 - church members' property
- Provide contact and registration info regarding
 - Red Cross
 - FEMA
- Provide info on how the Conference can assist with
 - immediate physical help
 - cash
- Follow funding protocol:
 - Local church requests help from DS
 - DS sends request to Conference office (Treasure & Connections with Justice)
 - Funding made through district office

Local Church Pastor

- Insure your own family is safe
- Visually check for damage to church facility and report same to HUB International
 - Liz Maddelina
 - 310-568-5931 or
 - 800-640-0101
- Visit church members affected by disaster
- Mobilize congregation to provide support to other congregation members and their community
- Notify D.S. if immediate financial assistance is needed
- Assist victims to register with FEMA and Red Cross

NOTES