



Jefferson County - City of Port Townsend
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN



Part 3: Emergency Operations Guide

EOG 3.2.04 – Attachment B ESTABLISHING A WARMING SHELTER

December 22, 2008

BACKGROUND – Extended power outages during periods of severe cold may require setting up warming shelters. The local chapter of the American Red Cross (the designated lead resource for sheltering) will be contacted to establish shelters according to EOG 3.3.22. Should Red Cross lack the immediate capability to meet emergency needs, the Department of Emergency Management will take the lead in establishing expedient shelters in the interest of public safety.

INTENDED PURPOSE OF A WARMING SHELTER – Warming shelters may be established to provide basic protection from the elements and a safe environment for the elderly or citizens of fragile circumstances, parents with infants or small children, homeless persons, and others who may be at risk due to damaged homes or extended power outage during periods of very cold temperatures.

EXPEDIENT SHELTER – Warming shelters are temporary, short term, and provide limited support services. Warming shelters will not be established if there are suitable community shelters available operated by the American Red Cross per procedures.

AUTHORITY TO USE COUNTY FACILITIES – Jefferson County Resolution No 08-03 authorizes the use of Community Centers as provisional havens for persons in need in an emergency.

INTERFERENCE WITH EXISTING SERVICES – Community Centers will be considered if the expedient shelter operations will not significantly interfere with existing services essential to health and welfare.

DURATION OF EXPEDIENT SHELTER OPERATIONS – Warming shelters will be operated for a maximum of seventy-two hours. For longer periods of time, should conditions warrant, approval from the Board of County Commissioners in the form of a declaration of emergency will be required. In no case, however, are shelters to be considered

TRANSFER OF SHELTER TO ANOTHER AGENCY – Shelter operations will be transferred to an appropriate non-profit agency (or coalition of agencies) as soon as resources are available.

COST OF OPERATING A WARMING SHELTER – The assignment of costs for establishing and operating a warming shelter will be determined on a case by case basis. Initial costs will be assumed by the Department of Emergency Management (Jefferson County). Transfer of part or all of the costs to another agency may be appropriate. Depending on circumstances, Federal reimbursement for extraordinary shelter expenses may be available (Stafford Act assistance in the event of a Presidential Declaration). The opportunity for reimbursement or transfer should not be a consideration in establishing a shelter under emergency conditions.