

## I. PURPOSE

Although the protection of human life is the highest priority in emergency response, recent disasters and follow-up research have shown that proper preparation and effective coordination of animal disaster welfare issues enhances the ability of emergency personnel to protect both **human and animal health and safety**. It is much more efficient to address animal issues prior to an incident rather than during one.

The purpose of the State Animal Emergency Operations Guideline is to coordinate the effective use of public and private partnerships for the care and well being of animals during and after a natural or technological disaster. The guideline addresses issues concerning companion animals (pets), livestock (including horses), exotic animals and wildlife. Other guidance is being developed to address situations where animal diseases (Foot and Mouth Disease, for example), or an illegal/terrorist act affects the human and animal population. Activation of the State Animal Emergency Operation Guidelines will be considered when there is an emergency situation/event that requires shelter or care of animals. Consideration should also be given to activating the State Animal Emergency Operations Guidelines whenever the state's congregate care guidelines are implemented.

This document serves as a guideline for coordination between emergency managers and their animal welfare organization partners. Organizations within this document are encouraged to develop their own emergency operations policies and procedures, as required.

## II. ANIMAL POPULATION ESTIMATES

Based on the state's human population of approximately 4,920,000 (1,856,603 households) and formulas developed by the American Veterinary Medical Association, the following are estimates of the numbers and types of animals in Minnesota:

### A. Companion Animals (Pets)

Dogs	991,426
Cats	1,110,249
Birds	233,932
Horses	74,264
Rabbits & Ferrets	42,702
Rodents	42,702
Reptiles	27,849
Fish	116,965

### B. Livestock/Large Animals

The USDA National Agricultural Statistics Service (NASS) has gathered the following Minnesota livestock data in a 1997 Agriculture Census (Updated in 2001):

	<u>Farms</u>	<u>Animals</u>
Dairy Cattle	7,800	500,000
Beef Cattle	15,500	410,000
Hogs	6,500	5,700,000
Sheep	2,400	160,000
Chickens	1,964	15,803,000
Turkeys	359	*11,000,000

\*Number of turkeys at any one time during the year. The total number of turkeys in Minnesota during the year is approximately 44,000,000.

### C. Exotics and Other Captive Animals

There are many breeders of exotic animals in the Minnesota, but documenting their numbers is difficult. Large zoological gardens are located in Apple Valley (Minnesota Zoo), St. Paul (Como Zoo), and Duluth (Duluth Zoo). The species and their numbers are documented by those

facilities. Minnesota also has many breeders of exotic animals, many of whom are known to the Minnesota Department of Natural Resources. However, there also exist a significant number of unknown private owners of exotic animals. Therefore, it is difficult to accurately assess their numbers.

#### D. Wildlife

Per the Minnesota Department of Natural Resources (DNR) and the U.S. Department of Agriculture Animal & Plant Health Inspection Service (USDA APHIS), Minnesota has significant populations of deer, bear, lynx and a wide variety of birds, waterfowl, and small migratory mammals, including skunks, gray squirrels, raccoons and foxes. Several varieties of snakes can be found in the state, including populations of Timber and Masassauga Rattlesnakes that inhabit the Root and Mississippi River valleys in Southeast Minnesota.

III. RESPONSIBILITIES

Responsibility Summary	
Agency	Responsibility
DPS	<b>P:</b> Oversees animal rescue, health and welfare <b>C:</b> Establishes a State Animal Coordinator (SAC) <b>C:</b> Provides assistance with movement of animals <b>C:</b> Fulfill the duties of the state PIO <b>C:</b> Oversee implementation of the community relations program
BAH	<b>C:</b> Coordinates animal disease prevention <b>C:</b> Coordinate offers of donations, vaccines, medicine and equipment <b>C:</b> Coordinate offers of veterinary volunteers <b>C:</b> Coordinate the disposal of carcasses
MDA	<b>S:</b> Provides advice and assistance with sheltering, support and welfare of livestock
DNR	<b>P:</b> Fulfill the duties of the state PIO in case of wildfire <b>C:</b> Work with interagency partnerships (MNICS) and the national wildfire Incident Command System (ICS) to prepare and implement wildfire communications plans
PCA	<b>S:</b> Coordinate the disposal of carcasses
MDH	<b>S:</b> Provides advice on zoonosis
DMA	<b>S:</b> Assists with transporting animals <b>S:</b> Assists with animal rescue
DHS	<b>C:</b> Coordinates decontaminating evacuees and their animals during a radiological event <b>S:</b> Provides advice and assistance with sheltering evacuees and their animals
AHA	<b>S:</b> Provides advice and assistance with animal rescue and support issues
ARC	<b>C:</b> Coordinates sheltering of people along with service animals
Animal Humane Society (Golden Valley)	<b>C:</b> Provides facility space and transportation for animal supplies and equipment <b>S:</b> Provides advice and assistance with coordination of animal efforts <b>S:</b> Provides professional personnel for capture, care and treatment of animals
HSUS	<b>S:</b> Provides advice and assistance with animal rescue and support issues
MACA	<b>S:</b> Provides advice and assistance with animal control resources
MN ADC	<b>C:</b> Provides trained State Animal Coordinators for the EOC <b>S:</b> Provides advice and assistance with animal rescue and support issues
MN Ag Extension	<b>S:</b> Provides advice and assistance with sheltering, support and welfare of livestock
MN Horse Council	<b>S:</b> Provides advice and assistance with horse issues
MN VOAD	<b>C:</b> Coordinates animal disaster volunteers
MVMA	<b>S:</b> Provides advice and assistance regarding liaison with state veterinary community
MN Zoological Assn.	<b>S:</b> Provides advice and assistance on issues related to zoo animals or exotic animals
U of M Veterinary School	<b>S:</b> Provides advice and assistance with veterinary issues
<b>P = Primary      C = Coordination      S = Support</b>	

A. Department of Public Safety (DPS)

A. Division of Homeland Security and Emergency Management

1. Designate an individual to serve as a State Animal Coordinator.
2. Work with support agencies and animal organizations to coordinate response efforts and donations of animal supplies and equipment, in cooperation with Donations Coordination Team (DCT).

3. Responsible for maintaining and managing the Minnesota Animal Operations Emergency Guideline.
- B. Minnesota State Patrol
  1. Through the SEOC Joint Advise and assist with movement of animal rescue/support personnel and equipment into and out of secured areas.
- C. Office of Communications
  1. Provides Lead PIO.
  2. Sets up the Joint Public Information Center (JPIC) to coordinate messages regarding animal rescue/support efforts, donations of animal-related supplies, equipment, veterinary goods and volunteers necessary to assist with animal relief.
- B. Minnesota Board of Animal Health (BAH)
  1. Advise and assist with animal disease and disease prevention issues.
  2. Coordinate with the Minnesota Veterinary Medical Association (MVMA), to advise and assist with donations of animal vaccines, medicines and medical equipment.
  3. Coordinate with Minnesota Veterinary Medical Association (MVMA) with offers of assistance from the veterinary community (vets and technicians) and response protocol issues.
- C. Minnesota Department of Agriculture (MDA)
  1. Advise and assist with issues concerning livestock.
  2. Advise and assist with offers of animal feed and other animal care products.
  3. Assist with interactions with US Dept. of Agriculture (USDA).
- D. Minnesota Department of Natural Resources (DNR)
  1. Fulfill the duties of Lead PIO in case of a wildfire.
  2. Advise and assist with issues concerning wildlife.
  3. Assist with interactions with US Fish and Wildlife Service (USFWS).
  4. In conjunction with the U.S. Fish & Wildlife Service (USFWS), impose restrictions on and procedures for handling protected mammals and birds that may affect rescue efforts.
- E. Minnesota Pollution Control Agency (MPCA)
  1. Advise and assist concerning the disposal of dead animals.
  2. Assists with interactions involving the US Environmental Protection Agency (EPA).
- F. Minnesota Department of Health (MDH)
  1. Advise and assist on animal diseases that may be transmitted to humans (zoonosis).
- G. Minnesota Department of Military Affairs (DMA)
  1. MN National Guard
    - a. Advise and assist with animal issues, including the possible transportation of rescued animals.
- H. Minnesota Department of Human Services (DHS)
  1. Coordinate and assist with issues concerning evacuees and their animals at radiological emergency reception centers and decontamination facilities.
  2. Provide advice and assistance during other emergency situations where evacuation of people and their animals to shelters becomes necessary.
- I. American Humane Association (AHA)
  1. Advise and assist with animal rescue and support issues.
- J. American Red Cross (ARC)
  1. Coordinate issues concerning evacuees with service animals.

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- K. Animal Humane Society – Golden Valley, Minnesota (AHS)
    - 1. Coordinate facility space and transportation for animal supplies and equipment.
    - 2. Advise and assist with coordination of animal efforts.
    - 3. Provide professional personnel for capture, care and treatment of animals.
  
  - L. Humane Society of the United States (HSUS)
    - 1. Advise and assist with animal rescue and support issues.
  
  - M. Minnesota Animal Control Association (MACA)
    - 1. Advise and assist with animal control resources.
  
  - N. Minnesota Animal Disaster Control (MN ADC)
    - 1. Provide trained State Animal Coordinators (SAC).
    - 2. Assist in animal guideline development, exercise, review and improvement efforts, at local and state levels.
    - 3. Assist with efforts to identify facilities, locating resources and recruiting personnel that may be of assistance when responding to animal issues during disaster situations.
    - 4. Participate in training and exercises that build capacity to respond to animal-related emergencies.
    - 5. Assists with animal rescue and support issues that arise during emergency situations.
    - 6. Arrange for public education and training on animal disaster issues.
    - 7. Develop standardized animal registration/intake and reporting forms for use by animal shelters initiated in an emergency.
    - 8. Promote the development of a communications system among responding animal organizations, to ensure coordinated efforts between responding animal organization personnel, and between responding animal organizations and other emergency personnel.
    - 9. Gather information regarding the status of animals during the disaster situation and on the scope of the disaster, providing reports and updates as necessary to the SAC.
    - 10. Assist with screening, decontamination, sheltering and care of animals evacuated from affected areas.
  
  - O. Minnesota Horse Council
    - 1. Advise and assist with horse (and other similar animal) issues that arise during emergencies.
  
  - P. Minnesota Veterinary Medical Association (MVMA)
    - 1. Advise and assist regarding liaison with the state veterinary community during emergency situations.
  
  - Q. Minnesota Voluntary Organizations Active in Disaster (MNVOAD)
    - 1. Coordinate animal disaster volunteers.
  
  - R. Minnesota Zoological Association
    - 1. Advise and assist with emergencies that affect zoos, animal attractions or exotic animals.
  
  - S. University of Minnesota, Agricultural Extension Service
    - 1. Advise and assist concerning sheltering, support and welfare of livestock during emergency situations.
  
  - T. University of Minnesota Veterinary School (College of Veterinary Medicine)
    - 1. Advise and assist regarding veterinary issues during emergencies.

**IV. EVACUATION**

Animal owners should be encouraged to plan in advance to take their animals (and appropriate health/vaccination and ownership records) with them, or arrange privately for a place to care for their animal if a future evacuation should become necessary. For those not able to do this:

A. Small Animals

If evacuation becomes necessary, small animal owners shall be encouraged to transport their own animals to an animal shelter site. When not possible, the SAC, MNADC and responding organizations may be able to coordinate transportation to an animal shelter.

B. Large Animals

If evacuation of large animals becomes necessary, owners of large animals shall be encouraged to transport their own animals to a large-animal shelter site. When not possible, the affected County Agricultural Extension Office may be able to coordinate transportation to a shelter for large animals.

C. Exotic Animals

Owners of exotic species are highly encouraged to transport their own animals to possible shelter sites, because of special equipment and handling skills that may be required to do so.

**V. SHELTERING**

Responding agencies operating animal shelter facilities are responsible for reuniting sheltered animals with their owners when the emergency situation passes. Responding organizations should maintain records for animals sheltered during a disaster or emergency, to address public health issues and to aid in the quick return of an animal to their owners after the emergency situation has passed.

**VI. RADIOLOGICAL EMERGENCY PLAN (REP) INCIDENTS**

An incident involving the possible release of radioactive materials from either of Minnesota's two nuclear generating plants will require special actions to care for humans and animals in the affected areas.

Location of Key Facilities

For emergencies involving the **Monticello** Nuclear Generating Plant

- a. Reception Center  
Osseo Junior High School, 10223 93<sup>rd</sup> Ave. N., Osseo, MN
- b. Animal Care Facility  
Osseo-Brooklyn School Bus Company Garage, 11800 95<sup>th</sup> Ave North, Maple Grove, MN

For emergencies involving the **Prairie Island** Nuclear Generating Plant

- 1. Reception Center  
National Guard Armory, 8180 Belden Blvd., Cottage Grove, MN
- 2. Animal Care Facility  
ISD 833 Transportation Department, 8585 West Point Douglas Rd., Cottage Grove, MN

A. Department of Agriculture (MDA)

- a. At a Site Area Emergency (SAE), issues an order to owners of livestock to shelter their animals and place them on stored feed and water.

B. Department of Human Services (DHS)

- a. Coordinate the decontamination of evacuees and their animals during an event at a nuclear generating plant.

- C. Minnesota Animal Disaster Control (MN ADC)
  - a. Assist with the screening, decontamination, sheltering and care of animals evacuated from affected areas.

**VII. UNIQUE SITUATIONS INVOLVING LIVESTOCK AND POULTRY**

- A. Infectious Animal Diseases  
Will be handled in accordance with the "State Agency Plan for Infectious Animal Disease Response" (DRAFT).
- B. Terrorist Incidents  
Will be handled in accordance with the Minnesota Emergency Operations Plan, supported by this guidance document.

# GUIDELINES FOR “CUSTOMIZING” THE SAMPLE ANIMAL EMERGENCY OPERATIONS PLAN

## Section I: Purpose

This Animal Emergency Plan offers a suggested approach to dealing with situations that may arise when dealing with animals that are affected by disasters in your jurisdiction. The sample plan authors felt that a well thought out, written animal emergency operations plan would help local emergency managers fulfill the requirements of the MNWALK checklist, Item 44, which tasks their agencies with identifying individual(s) or organization(s) (by title) responsible for coordinating pet evacuation and sheltering. Having an Animal Emergency Operations Plan also helps the emergency manager to partially fulfill requirements listed in Item 69 of the MNWALK checklist, which tasks planning agencies to “Describe your process for managing volunteer resources and donations.”

The Plan developers realize that each jurisdiction is unique, and what may work in one situation may not in another. Plan developers have volunteered to assist interested emergency managers on an individual basis to help them tailor the sample plan to their specific needs.

The one thing that all jurisdictions have in common is that proactive planning for animals in disaster has a direct bearing on human public health and safety.

**Section II: Animal Population Estimates** – From the American Veterinary Medical Association’s, *US Pet Ownership & Demographics Sourcebook*, here are some formulas to use to estimate the number of animals that reside in your jurisdiction:

- A. **Companion Animals (Pets)** – The number of pet-owning households =  $.589 \times$  total number of households.

**Dogs** =  $.534 \times$  total number of households. Rural areas generally have more dogs than this figure reports, while urban areas have less.

**Cats** =  $.598 \times$  total number of households. Rural areas may contain more cats, but urban areas do not usually contain less than the average amount, given the increasing popularity of cats as pets for apartment-dwellers.

**Birds** = .126 X total number of households.

**Horses** = .040 X total number of households. This figure reflects all horses, including those raised as pets and working animals.

**Rabbits & Ferrets** = .023 X total number of households.

**Rodents** = .023 X total number of households.

**Reptiles** = .015 X total number of households.

**Fish** = .063 X total number of households.

**NOTES: Figures are based on numbers of Households. If you are using population figures instead, divide the population figure by 2.65 to get households. Also address somewhere in your plan any large scale dog & cat breeders that supply animals to pet stores. Possible sources for information on these breeders include the MN and US Departments of Agriculture.**

- B. **Livestock/Large Animals** – A great place to get figures for livestock is from the U.S. Department of Agriculture (USDA), National Agriculture Statistical Service (NASS). The e-mail address for the NASS Agriculture Census Database for all Minnesota counties can be found at the rear of these plan guidelines. The agriculture census is done every 5 years; the next one will be conducted in 2002. The Minnesota Department of Agriculture, MN Board of Animal Health and the Farm Service Agency may also be good sources of livestock animal population numbers.
- C. **Exotic Animals** – Exotic animals are those not normally kept as pets, or that are not usually found in your area. Some examples include big cats, constrictors, venomous and other non-indigenous snakes, primates, turtles & other reptiles, raptors, etc. Some species may fit in more than one category, such as llamas, ostriches and emus (which could be considered as either livestock or as exotics, depending on the situation).

Zoos accredited by the American Zoo and Aquarium Association (AZA) typically have emergency plans for their facilities. Contact with local zoo officials should be made and maintained, however, to make sure that plans have been developed, to discuss coordination and communication issues and to recruit specialists to join you in your efforts with the community animal emergency plan. Zoo officials have expertise in wildlife and exotic animal care, medicine

and rescue/recovery and can be extremely valuable assets to the animal emergency planning effort.

Don't forget to address deer parks, petting zoos and animal acts in your plans. Herpetology and bird clubs, Audobon Society members, wildlife "rehabbers" and other groups may be able to provide a great deal of information to help you gauge the numbers and species of exotic animals in your service area.

Emphasize in plans that some exotic animals may be dangerous or present special problems. Contact experts with experience in handling exotic species for guidance on issues regarding the handling of these animals in disaster situations. If a decision is made not to attempt recapture of dangerous exotic animals during a disaster, steps should be taken to carefully define which species this decision applies to. The public should be informed through public information channels that it may be necessary for officials to humanely euthanize such animals that are found at large in disaster situations.

- D. **Wildlife** – Check with your local MN DNR Area Wildlife Manager for wildlife figures. Especially address any wildlife in your area that may pose a danger in disaster situations (Timber or Massasauga Rattlesnakes in SE Minnesota, for example).

### **Section III: Responsibilities:**

One of the primary benefits of writing this plan is that it will give you an opportunity to familiarize yourself with the wide range of groups and organizations involved with animals in your county. It would also be an opportunity to suggest that these organizations consider what they would do or how they could assist in emergencies that affect animals. Contact information for several of these organizations can be found in the resource guide distributed with this sample plan.

Item A2. **Appointing a County Animal Coordinator** - Here are some possible sources for County Animal Coordinator candidates:

- A local or county animal control officer
- A local veterinarian
- A local feed/pet store proprietor
- A local humane society representative
- A commercial kennel operator
- A county extension agent
- A local farmer or NFO/Farm Bureau/Farmer's Union member
- Someone from the local Farm Service Agency (FSA)

- Item B6. **Development of standardized reporting forms** - Sample reporting forms can be found in the resource guide.
- Item C. **Lead Agency (*East Overshoe Humane Society*)** - There are numerous organizations/agencies that you might consider for the role of lead agency for companion animal issues in your jurisdiction, depending upon your unique situation. **In our sample we used a fictitious *East Overshoe Humane Society*** and your local humane society might be a good choice. If you have one, an animal control agency in your county, as a government agency, might also be a strong candidate. Other candidates might include veterinarians and rescue groups. If you do not have a humane society or an animal control office in your county, an alternative may be to work with a humane society or animal control office from a neighboring jurisdiction to oversee the animal effort on your behalf. There are many local and national animal organizations that can assist you with your search. Whoever is selected should know the community and the law and have field staff with extensive animal handling expertise.
- Item C4. **Shelter facilities** - Include a list of suitable facilities that have been surveyed for use as shelters in the resource section of your plan, if one exists.
- Item C8. **Holding periods for animals being sheltered.** Factors that should be taken into consideration when determining holding periods for animals include:
- State and municipal laws.
  - The type of disaster and the number of people (and animals) displaced.
  - The duration of the disaster (how long before families can return to their homes).
  - The number of temporary animal shelters that were set up.
- Every effort should be made to reunite companion animals with their owners. Overly long holding periods can be detrimental to the health and temperament of held animals and may cause them to become unadoptable if their owners do not claim them.
- Item F. **Veterinary community** - Veterinarians may want to reserve the option to charge for services rendered if they are to participate in a disaster response. Explicit arrangements in advance are recommended. Some veterinarians have special disaster training and may even be Veterinary Medical Assistance Team (VMAT)

members. These disaster responders are affiliated with the American Veterinary Medical Association (AVMA). These specialists are extremely valuable to your community and should be encouraged to play a key role in your planning process.

Item I. **Dead Animal Disposal** – Procedures for disposing of the carcasses of animals that have died during a disaster can be complicated. Health, pollution control, terrain, weather and water table concerns all have an impact on how carcasses are disposed of in disaster situations. Try to address this as much as possible in advance of disaster situations. Be sure to include the following organizations in the decision making process for removal of animal carcasses:

- Local & State Health Departments (MN Department of Health)
- MN Department of Natural Resources
- MN Board of Animal Health
- MN Pollution Control Agency
- MN Department of Agriculture
- US Fish & Wildlife Service

**Section V: Plan Activation Procedures** - Address the needs for Standard Operating Procedures (SOP's), call-down lists and resource guides here.

## OTHER HELPFUL INFORMATION

**Internet Resources** – Visit the following internet web sites for more helpful information about developing your animal emergency operations plan:

**Minnesota Animal Control Association (MACA)** – <http://www.minnesotaanimalcontrol.org>

**Minnesota State Government (North Star)** – [www.state.mn.us](http://www.state.mn.us)

**MN Division of Emergency Management (DEM)** - [www.dem.state.mn.us](http://www.dem.state.mn.us)

**MN Department of Natural Resources (DNR)**

*Home Page* – [www.dnr.state.mn.us](http://www.dnr.state.mn.us)

*Wildlife Area Offices* – [www.dnr.state.mn.us/fish\\_and\\_wildlife/wildoff.html](http://www.dnr.state.mn.us/fish_and_wildlife/wildoff.html)

**MN Department of Agriculture** – [www.mda.state.mn.us](http://www.mda.state.mn.us)

**MN Board of Animal Health (MN BOAH)** – [www.bah.state.mn.us](http://www.bah.state.mn.us)

**MN Department of Health (MDH)** – [www.health.state.mn.us](http://www.health.state.mn.us)

**MN Pollution Control Agency (MPCA)** – [www.pca.state.mn.us](http://www.pca.state.mn.us)

**USDA, National Agriculture Statistical Service (NASS)**

[www.nass.usda.gov/census/census97/highlights/mn/mn.htm](http://www.nass.usda.gov/census/census97/highlights/mn/mn.htm)

**USDA, Farm Service Agency (USDA FSA)** – [www.fsa.usda.gov](http://www.fsa.usda.gov)

**American Humane Association (AHA)** – [www.americanhumane.org](http://www.americanhumane.org)

**Animal Humane Society (Golden Valley, MN)** –  
[www.animalhumanesociety.org](http://www.animalhumanesociety.org)

**Humane Society of the United States (HSUS)** – [www.hsus.org](http://www.hsus.org)

**MN Horse Council** – [www.MNHorseCouncil.org](http://www.MNHorseCouncil.org)

**American Veterinary Medical Association (AVMA)**

*Home Page* – [www.avma.org](http://www.avma.org)

*Formulas For Estimating Pet Numbers* – [www.avma.org/cim/estimate.htm](http://www.avma.org/cim/estimate.htm)

**League of Minnesota Cities** – [www.lmnc.org](http://www.lmnc.org)

**University of Minnesota Extension Service** – [www.extension.umn.edu](http://www.extension.umn.edu)  
(Contact information for county extension agents can be accessed from this web page)

**PetsWelcome** – A newly developing database of hotels, motels that allow animals. Their address is : [www.PetsWelcome.com](http://www.PetsWelcome.com)

## **Thank You!**

**The plan development team wishes to acknowledge the following organizations that have contributed to the sample plan effort:**

The Minnesota Animal Control Disaster Coalition (MN ACDC) and Minnesota Animal Control Association (MACA)

Emergency Managers from Benton, Ramsey, Stearns and Washington Counties.

Emergency Managers and Animal Control Officers from the cities of Plymouth, Richfield, New Hope, Minneapolis, St. Paul, Bloomington, Crystal, Robbinsdale, Minnetonka and Maple Grove, MN.

The Animal Humane Society, Golden Valley  
The American Humane Association (AHA)  
The Humane Society of the United States (HSUS)  
The American Red Cross

Association of Minnesota Emergency Managers (AMEM)  
Metropolitan Emergency Managers Association (MEMA)

Minnesota Division of Emergency Management (DEM) and Department of Agriculture (MDA), the Board of Animal Health and the Minnesota Pollution Control Agency (MPCA)

**I. PURPOSE**

Although the protection of human life is the highest priority in emergency response, recent disasters and follow-up research have shown that proper preparation and effective coordination of animal issues enhances the ability of emergency personnel to protect both **human and animal health and safety**.

The purpose of this appendix is to coordinate the effective use of public and private partnerships for the care and well being of animals during and after a natural or technological disaster. The plan addresses issues concerning companion animals (pets), livestock (including horses), exotic animals and wildlife. It is much more efficient to address animal issues prior to an incident rather than during one.

This appendix is a guideline for coordination between its partners. Organizations within this plan are encouraged to develop their own emergency operations policies and procedures.

**II. ANIMAL POPULATION ESTIMATES**

Based on East Overshoe County's human population of approximately 120,000 (45,283 households) and formulas developed by the American Veterinary Medical Association, the following are estimates of the numbers and types of animals in East Overshoe County:

A. Companion Animals (Pets)

Dogs	24181
Cats	27079
Birds	5706
Horses	1811
Rabbits & Ferrets	1042
Rodents	1042
Reptiles	679
Fish	2853

B. Livestock/Large Animals The USDA National Agricultural Statistics Service (NASS) has gathered the following East Overshoe County livestock data in a 1997 Agriculture Census:

	Farms	Animals
Dairy Cattle	126	8182
Beef Cattle	145	2862
Hogs	119	43315
Sheep	45	2273
Chickens	27	1479738 (from 1992)
Turkeys	10	UNK

C. Exotics There are several breeders of exotic animals in the county who are known to local animal control officers. There is

one farm with 5 llamas and one emu farm, both on Route 45 on the western side of the county. East Overshoe County is also home to a regional zoo in Einarville, two deer parks, a trained bear act and two tropical bird revues.

- D. Wildlife Per our local DNR Area Wildlife Manager, East Overshoe County has significant populations of deer, black bear, lynx and a wide variety of birds and small mammals, including skunks, gray squirrels and foxes. Of special note are populations of Timber and Massasauga Rattlesnakes that inhabit the Einar River Valley area in southern East Overshoe County. During past flooding of the river, these venomous snakes have been known to flee into the town of Einarville, presenting a potential danger to residents there.

### III. RESPONSIBILITIES

A. Emergency Management Director

1. The Emergency Management Director is responsible for implementation of the county emergency plan.
2. The Emergency Management Director designates (with the approval of County Administrators/Commissioners) an individual to serve as a County Animal Coordinator.

B. County Animal Coordinator (CAC)

1. The County Animal Coordinator (CAC) is responsible for developing, maintaining and managing the East Overshoe County Animal Operations Emergency Plan.
2. The CAC works with the donations and volunteer management functions to handle offers and requests for donations of animal-related goods and services.
3. The CAC assists the emergency manager with efforts to coordinate activities of animal welfare organizations that come to help during emergencies. When the congregate care (evacuation) plan is activated, the CAC also works with representatives of congregate care agencies to make sure that animals brought to evacuation sites are properly sheltered and cared for.
4. The CAC is responsible for coordinating the dissemination of information with the County or EOC Public Information Officer. Some possible topics of such messages would include evacuation options and responsibilities of animal owners, mitigation and recovery actions for domestic animals, how to report animal needs and incidents observed in the community and donations needed by responding organizations. The CAC also implements a communications system among responding animal organizations, to promote cooperative efforts between animal responders.

5. The CAC arranges for public education and training on animal disaster issues.
6. The CAC develops standardized animal registration/intake and reporting forms for use by animal shelters initiated in an emergency.

C. East Overshoe Humane Society (EOHS)

1. The *East Overshoe Humane Society* is the primary agency for companion animal issues, and will assist the CAC by advising him/her on companion animal needs, and will coordinate information and records pertaining to companion animals during emergency situations.
2. The *East Overshoe Humane Society* is the primary agent for the sheltering of companion animals brought to them by animal rescue personnel, or found at large. Residents should, whenever possible, take their animals with them and provide for their private care when they are instructed to evacuate their homes. If the situation does not permit them to make appropriate care arrangements, the *East Overshoe Humane Society* is responsible for opening, managing and operating needed shelters, providing food, water and attention to critical medical needs.
3. The *East Overshoe Humane Society* will, in cooperation with congregate care providers during emergency situations, provide co-located (or nearby) housing for companion animals owned by disaster evacuees staying in congregate care facilities. The EOHS will also coordinate the animal sheltering activities of other responding organizations. Standardized forms and procedures will be adopted at each shelter established.
4. The *East Overshoe Humane Society* has developed a list of sites and buildings in and near the county that could serve as temporary animal shelters in an emergency. Surveys and use agreements for these facilities are located in the Resource Section of the County Emergency Operations Plan.
5. The *East Overshoe Humane Society* may charge a fee to the pet owner for sheltering and medical services.
6. The *East Overshoe Humane Society*, local veterinarians and other animal assistance organizations are encouraged to work together to provide care to domestic animals, both at shelters and in disaster areas. (Veterinarians may charge a fee for their services.)
7. The *East Overshoe Humane Society* will maintain the following records during the emergency, to address

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liability and public health issues, and to aid in the quick return of an animal to those responsible for it. Any additional record keeping will be at the discretion of the shelter.

- Description, including type and breed, color and sex of animals.
- Location (city/township) or address where animal was found/rescued.
- Structure from where animal was rescued.
- Information from identification tags, tattoos, microchips and collars found on animal.
- What happened and condition of the animal.
- Owner or caregiver, if known, including emergency contact information.
- Rescuer's and/or Rescuing Agency's name and contact information.
- Vet care given.

8. The *East Overshoe Humane Society* is responsible for reuniting animals sheltered with their owners when the emergency situation passes. The EOHS, in conjunction with other agencies and organizations, will develop and implement holding period and animal reclamation procedures specific to the event, and will publicize these procedures through the Emergency Management Public Information Officer (PIO).

- D. County Agricultural Extension - East Overshoe Agricultural Extension can be contacted for possible sheltering for livestock and other animals. An attempt will first be made by the livestock owner to find sheltering. If sheltering is not available to the owner, *East Overshoe Agricultural Extension* will be contacted for possible sheltering at the fair grounds or other suitable facilities and sites, for which permission for use has been arranged for in advance.

- Transportation of animals will be the responsibility of the farmer/owner.
- Feeding, care and medical concerns are the responsibility of the farmer/owner.
- The county fairgrounds will only be used as a temporary shelter facility. NOTE: Try to determine how long the "temporary" period could possibly be.

- E. East Overshoe County Animal Control

1. In cooperation with the County Animal Coordinator, local animal control will coordinate all rescue, capture and transportation efforts of assisting animal organizations/responders.

2. The local animal control facility may be used as an initial holding and triage facility for rescued animals.
  3. Animal control dispatch will be used in conjunction with county emergency communication systems to alert the Humane Society and other animal responders about progress of rescue operations.
- F. Veterinary Community - The CAC will coordinate with the veterinary community for their services, including the treatment of minor and severe injuries, illness, and animal contamination issues. A triage veterinarian may be assigned to determine whether to provide care at the clinic or the shelter facility. Veterinarians may charge a fee to the pet owner or responding agencies for services, including sheltering and medical services.
- G. Responding Animal Assistance Organizations - Are **required** to establish and maintain contact with EOC/Incident Command staff, through the county animal coordinator or assigned voluntary agency liaison/representative.
- H. Transportation - Animal owners should be encouraged to plan in advance to take their animals (and appropriate health/vaccination and ownership records) with them, or arrange privately for a place to care for their animal if a future evacuation should become necessary. For those not able to do this:

Small Animal - If evacuation becomes necessary, pet owners shall be encouraged to transport their own animals to an animal shelter site. When not possible, the East Overshoe Humane Society may be able to coordinate transportation to an animal shelter.

Large Animal - If evacuation becomes necessary, owners of large animals shall be encouraged to transport their own animals to a large-animal shelter site. When not possible, the East Overshoe County Agricultural Extension Office may be able to coordinate transportation to a shelter for large animals.

I. Dead Animal Disposal

Disposing of animals that have died requires great care (especially in site selection) because as carcasses decompose, they release materials that can contaminate the environment or cause diseases, particularly if large volumes are involved. Should disposal of dead animals become necessary, the county animal coordinator will coordinate with local, county and state health officials and with the Minnesota Board of Animal Health and the Minnesota Pollution Control Agency to determine the best methods for dealing with dead animals.

- IV. **PLAN ACTIVATION CRITERIA** - Activation of the animal emergency plan will be considered when there is an emergency situation/event that requires shelter or care of animals. Consideration should also be given to

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activating the animal emergency plan whenever the county's congregate care plan is implemented for emergencies.

**V. PLAN ACTIVATION PROCEDURES**

A. Emergency Management Director

1. The Emergency Management Director will activate the Animal Emergency Plan and the County Animal Coordinator (CAC), whenever the situation warrants.
2. The Emergency Management Director, in coordination with the County Public Information Officer and County Animal Coordinator, will disseminate information about animal issues to evacuees and emergency personnel. To properly disseminate information the EM Director, PIO and CAC will coordinate to:
  - a. Notify agencies that provide congregate care (the Red Cross and Salvation Army for instance) that the plan has been activated, so that they can direct evacuees that cannot accommodate their own animals to the appropriate animal shelter.
  - b. Notify Law Enforcement on the location of the animal care facilities.
  - c. Notify evacuees, via the media, instructing them on the location of the animal care facilities.
  - d. Notify the public, via the media, about how to report animal needs and incidents that they observe in the community.
3. When required, the Emergency Management Director makes requests for additional assistance and support. When a disaster situation in the county exceeds its locally available resources, the Emergency Management Director may request assistance and support from other recognized agencies providing animal care and shelter. The Emergency Management Director will base this request on feedback from the County Animal Coordinator and other animal assistance agency responders.

B. The County Animal Coordinator (CAC)

1. The CAC will be the on-scene coordinator for the Animal Emergency Operations Plan. The county animal coordinator will direct, manage and oversee operations of the plan.

2. The CAC will call the Executive Director of the East Overshoe Humane Society to initiate their plan for the management and care of domestic animals.
3. The CAC will notify appropriate animal control officers to assist with animal rescue. The county animal coordinator will coordinate search and rescue for animals in the disaster area.
4. The CAC will contact veterinarians needed for the management and care of the animals.
5. The CAC coordinates with local/county/state health departments, the MN Board of Animal Health and the MN Pollution Control Agency on the removal and disposal of dead animals.
6. The CAC will submit situation reports to the County Emergency Manager in the Emergency Operations Center (EOC) to inform the Emergency Manager of activities, operations and plans.
7. The CAC will continue directing, managing and overseeing the operations of the Animal Emergency Operations Plan.