

# **Santa Cruz County Equine Evacuation Unit**

## **Team Leader Training Guide**

### **Responsibilities of Equine Evacuation Unit Coordinators**

- OES Disaster Worker Certified
- Plan and conduct meetings
- Assign, train and coordinate Team Leaders
- Conduct Disaster Worker Certifications
- Coordinate with OES, Red Cross, Animal Services, Horsemen's Association and other agencies as appropriate
- Staff EOC at OES during activations
- Coordinate and communicate with volunteers
- Provide Public Information via media (educational and in emergency)
- Attend required meetings and training's
- In disaster may also act as:
  - Trailer Team Leader, Trailer Team Member, Logistics, Planning, Operations or Finance.

### **Responsibilities of Equine Evacuation Unit Team Leaders**

- OES Disaster Worker Certified
- Attend required meetings and training's
- May back up or substitute for Coordinators as needed
- Have trailer and advanced horse handling skills
- Check the availability status of their team members and update on a regular basis.
- Check the safety of equipment used by team members
- Assess the trailering ability/ skill level of drivers & loading teams
- Provide all team members with lists of required and suggested items to be carried by trailer evacuation teams:
- Map out existing horse facilities in area of responsibility
- Help spread the word to horse facilities about the EE units and get prior evacuation authority if possible.
- Attend regular meetings with core group and plan events for all participants (and SCCHA members if co-sponsored)
- Develop relationship /contact with Large Animal Vet
- When activated, let OES liaison know how many trailers you can field from your group and their estimated ETA at the staging area.
- Let OES liaison know when you are deactivated, and you and your team's availability for extended assistance if needed.
- If activated directly, let coordinators know immediately.
- In disaster may also act as:
  - Logistics, Planning or Operations

## **Responsibilities of Task Force Members**

- OES Disaster Worker Certified
- Intermediate to advanced horse handling skills
- May back up or substitute for Team Leaders as needed
- Available for emergency call out to retrieve horses
- Provide trailer and safety equipment
- Assist with emergency boarding as available
- Attend meetings and training's as appropriate
- In disaster may also act as:
  - Logistics, Planning or Operations

## **Know Your Regional Area**

- Major Driving Routes
- Establish Suitable Staging Areas with Alternates
- Familiarize yourself with the ranches in your assigned area especially the large and boarding ranches, or assign a task force to do so.
- Introduce yourself
- Offer assistance with developing evacuation plans- get phone #s
- If possible, perform an evaluation:

### **Major Points to Cover** (there will be evacuation plans on the net soon)

- What kinds of trailers can access the property? Any constraints in heights or lengths?
- Is there a trailer turn-around easily accessible?
- How many horses do you have? How many are stallions? How many are oversized?
- How many would you need trailered out in an emergency situation?
- How much trailer capacity do you have?
- Make sure your horses know how to lead and load? If they won't load they may be left behind.
- Halters and lead ropes need to be visible and available for each horse.

## **Make Recommendations**

- Do not lock stalls or corrals
- If you need help call 911 or 831-454-7303 #1, don't wait until it is too late.

## **Documentation**

- Log Book for note taking
- Thomas Guide for Santa Cruz/ Monterey Counties, maps and/or GPS
- Equine Evac phone lists
- Other pertinent phone numbers ( team and emergency contact numbers )
- Equine Evacuation Forms (triplicate in the works)
- OES Activation #, or contact number at OES (458-7184)
- Pens, pencils, permanent marker (to mark horses' hooves), grease pencils
- Start files with evacuation plans from cooperative ranches and horse owners in your area.

## **Horse Handling Equipment (suggested list) – take tools you know how to use**

- Halters of various sizes, lead ropes, a long rope
- A whip or “carrot stick”
- A stud chain
- Basic vet kit

- Feed, carrots or other treats for bribery and short-term care
- Buckets (for food and water)
- A head bumper for horses (so they don't hit their head in the trailer)

### **Getting Past Roadblocks**

- Keep your badge and placard in your possession at all times for your best chance in getting through. Otherwise, put it in your "go kit." Be insistent! Let them know you have been dispatched to a specific address.
- We are looking at getting magnetic signs to be displayed on car doors in during disasters and emergencies.
- Carry animal control contact names and numbers for confirmation.
- Obtain the ARES Radio Operator's cell phone number (from the staging area) so the officer can speak directly for confirmation if necessary.

### **Go Kit**

**A "Go Kit" is equipment and all the other important items that are immediately available for you to use should an emergency occur.**

### **Safety Equipment**

#### *Clothing:*

- Long sleeved cotton shirt
- Cotton long pants
- Leather boots
- Gloves
- Particle mask or bandana
- Safety vest
- First aid kit

#### *Other Equipment:*

- Flashlights or headlamp
- Maps
- Bolt cutter
- Hammer
- Wire cutter
- Screwdrivers
- Snacks
- Ample water
- Camera
- Walkie-Talkies
- (Radio\_ARES NET)
- AM radio turned to 1080 for SC fire news
- Cell phone
- Batteries

#### *Possible additions*

- Helmet or hard hat
- Safety glasses
- Hearing protection
- Current certification in CPR/first aid

## **Evaluating Members**

- What types of rigs do your members have? How safe are they? / last time maintained/ battery charged, etc)
- Do they have some special skills?
  - For example, a team member who can catch un-handled horses, some can handle cattle and exotics,
- Trailering experience ( backing and maneuvering)
- Radio operations
- Horse handling skills
- Human/equine first aid
- Ability vs. personal health issues and equipment limitations
- The right tool or trailer for the right job
- Members need to be willing to defer team leader and Animal Services authority.
- Are members willing to load horses with little tailoring experience under difficult conditions? Do they have the expertise? They may need to triage horses if time is short and loading is difficult. Always save yourself first!
- During an event, make sure members are mentally and physically prepared to go out before they actually do! There are lots of other things they can do to help if not, such as, communications, animal care, assisting animal control, information gathering, and coordination within the group.
- Notify friends or family etc. that you are mobilized and where you expect to be working.

## **Know How the System Works**

Incident Command System

Office of Emergency Services

Lead Agencies- Could be Animal Control, Sheriff's Office, and Fire Department etc.

ARES Radio Operators- Assist with communications