

Pastor and Church Disaster Relief (DR) Guide

Guidelines and Recommendations
For Disaster Preparation and Response



By C. Thomas Wright, Ph.D., Associational Missionary,
Incident Command Center Commander, dom@mobilebaptists.org

Rev. Charles Matthews, MBA Disaster Relief Coordinator, cmatthewssr@comcast.net

Rev. Chuck Davis, MBA Church Development Director, cdd@mobilebaptists.org

Vacant, MBA Deputy Disaster Relief Coordinator (MSC)

Mobile Baptist Association
616 Azalea Road
Mobile, Alabama 36609
251-661-7111
www.mobilebaptists.org

"Emphasizing Biblical Prayer, Evangelistic Ministries,
Church Development, Church Planting, and Partnership Missions"

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INTRODUCTION

The Mobile Baptist Association Disaster Relief (MBA DR) Ministry assists MBA churches in the preparation and response to hurricanes and other disasters. In conjunction with the Alabama Baptist State Board of Missions (ALSBOM), we offer DR trainings including the required “Involving Southern Baptists in Disaster Relief,” Chainsaw, Administration, Communication, Feeding Units, and others.

Our goal is to have a trained Church DR Coordinator in every MBA church to serve with the Church DR Committee.

DR Coordinators will help with preparation, damage assessment and response. Please have interested men and women (19 years and older) to contact Rev. Charles Matthews, MBA DR Coordinator at cmatthewssr@comcast.net or (251) 422-4717.

Webster defines a disaster as “a sudden calamitous event bringing great damage, loss, or destruction.” We generally consider the weather related disasters such as hurricanes, floods, tornadoes, and tsunamis. Disasters also occur due to transportation (planes, trains, trucks) or industrial accidents and fires. We want to respond in Jesus’ name to any disaster in Mobile County and beyond.

OVERVIEW OF SBC DISASTER RELIEF

MBA pastors and leaders benefit from being aware of the DR resources available to them. The Southern Baptist Disaster Relief (DR) ministry is the third largest DR ministry in the world. It provides the distinction of ministering to spiritual needs as well as physical needs in the aftermath of the disaster.

National

A Disaster Relief Command Center exists at the SBC North American Mission Board in Alpharetta, Georgia. That Center monitors potential disasters and works with state conventions to activate and deploy DR teams immediately after a disaster. Representatives from the American Red Cross (ARC) and Salvation Army (SA) are assigned at the Command Center. The ARC and SA representatives help resolve any coordination issues that arise between those organizations during the disaster.

State

Each state convention also has a Disaster Relief individual that coordinates the state response with the national DR Center. The Alabama DR Coordinator is based at the ALSBOM office in Montgomery. The state certifies the DR instruction given to volunteers and provides the required identification badges, caps, shirts, insignia and other apparel.

Associational

The local Association is the focal point for the disaster response. State and national DR teams come at the invitation of the local association and work with the Associational DR leadership. SBC trained Associational leadership has the final authority on the placement of the Staging Areas, team assignments, and response priorities.

Incident Command Center (ICC)

The Mobile Baptist Association Office will serve as the Incident Command Center after a hurricane or other major incident. When completed, the MBA portable ICC will serve as the ICC if the MBA office is damaged, or if a local incident would be better served with the portable unit.

Non-SBC Trained Volunteer Assignments

Non-SBC trained individuals will sign in and be assigned through the MBA ICC (Incident Command Center) Volunteer Coordinator. A sample copy of the volunteer preparation and assignment spread sheet is provided in Appendix Four. MBA trained administration volunteers in the ICC will complete those spreadsheet entries on every team coming to help. Entries include dates arriving and departing; number of people; skill levels; tools and supplies they are bringing; housing assignment; and work assignment. This allows us to more efficiently prepare for each team and assign them to priority areas. Assignments change very quickly due to the number of teams and varying skill levels.

Please encourage teams to let us know they are coming before they arrive. We prefer teams to come with tools so they can be assigned quickly. In the case of a large-scale disaster, time constraints would not permit us to assign individuals.

Staging Areas

The MBA DR office assigns a Staging Area to host the state and national DR teams that arrive in response to the disaster. Several church locations will be announced prior to the disaster in anticipation that at least one site will be undamaged and will be able to host the Staging Area. Feeding units, mud out units, communications units, chain saw teams and other needed teams are activated and positioned to be able to respond as soon as possible. SBC trained DR teams sign in and are assigned from the Staging Area. A liaison from the MBA also serves at the Staging Area.

DR Personnel Categories

- **Yellow Cap (YC):** The Yellow Cap is a volunteer who has been trained in the work of disaster relief. The YC usually possesses a special skill or knowledge. The YC works under, and is responsible to, the Blue Cap (BC) in DR work. These individuals are given priority assignments due to their training. All SBC individuals willing to respond in a disaster situation are encouraged to receive SBC training and receive their yellow cap.
- **Blue Cap (BC):** The Blue Cap is a disaster relief volunteer who has been trained in the work of a “blue cap.” He/she possesses special knowledge of DR needs. The BC usually leads a DR unit or command. The BC is responsible to the Incident Commander, Site Manager (SM), or other designated “White Cap.”
- **White Cap (WC):** The White Cap is a DR Incident Commander. The WC is responsible for the overall function of the DR team(s). He is responsible to the State DR Director, Associational DR Coordinator, or NAMB. The Incident Commander will have “Yellow Cap” and “Blue Cap” volunteers under his/her command.

Disaster Relief Unit (DRU): Disaster relief units are the vehicles and trailers used by DR volunteers in their work. These units include, but are not limited to, shower trailers, rebuild trailers, food service trailers, chainsaw trailers, communication units, child care units and eighteen wheelers with food and disaster supplies.

SBC Trained Volunteer Assignments

All SBC-Trained volunteers will sign in and be assigned from the Staging Area. The MBA assumes responsibility for those files when the Staging Area closes.

MOBILE BAPTIST ASSOCIATION DISASTER RELIEF (MBA DR)

MBA DR Philosophy

The MBA philosophy is that Disaster Relief teams will repair churches and assist them back to full ministry as quickly as possible. Each congregation should then serve as an evangelistic ministry center for church members and lost people in their communities. To accomplish this work, we need your help to complete the attached damage assessments and work requests and turn them into the MBA office as soon as possible after a disaster. We also need to know which churches will serve as Comfort Stations, Distribution Centers, and Shelters.

MBA DR Basic Guidelines

1. It is helpful for MBA members to understand there are two coordination sites after a disaster.
2. The MBA Office at 616 Azalea Road will serve as the Incident Command Center (ICC) for all disasters that impact Mobile County. The office is being outfitted with a 60 KW generator, emergency phones, ham radio equipment, satellite internet service and shutters. The ICC will be open as soon as possible after a disaster.
3. A separate Staging Area will host the SBC Disaster Relief White Cap, Blue Caps and will process the SBC-trained Yellow Caps.
 - a. Yellow Caps need to register at the Staging Area for assignments.
 - b. An MBA DR Representative will serve as a liaison to that Staging Area. Please ask to speak to the MBA Representative there if you encounter any difficulties.
 - c. A feeding unit will usually be at the Staging Area.
 - d. Volunteers who are not SBC-trained Yellow Caps need to report to the ICC to register and receive assignments.
4. The MBA ICC will coordinate and process ANY other volunteer teams that wish to assist. They do NOT have to be SBC trained.
 - a. Many of our churches have excellent disaster relief response and we would like to coordinate with those ministries to identify and respond to priority needs.
 - b. Please let us know what DR teams are in place and possible ways to work together.
5. The MBA ICC also will coordinate shipments of materials and relief supplies to priority needs, MBA comfort stations, shelters, and warehouses.
 - a. Many MBA churches have access to shipments of resources. We would like to coordinate with them to prevent duplication of large shipments to the same place.
 - b. Please let us know of warehouse space available for the temporary unloading and distribution of supplies that come into the county.

MBA DR Preparation Process

1. Please provide pastor and Church DR Coordinator contact information to the MBA office so we can assess damage and send repair teams to priority need areas as quickly as possible.
2. Locate your copy of the Damage Assessment and Owners Approval Form (Appendix One) so it can be completed, signed and turned in as soon after the storm as possible.
 - a. We will forward the MBA phone to the Staging Area if damage is too extensive to open the ICC at the MBA office. The portable ICC will be used at the Staging Area.
 - b. We intend to have a portable ICC unit to serve as a command center in the event the MBA office is too severely damaged or the nature of the incident would be better served with the portable ICC on site.
3. Enlist a Church DR Coordinator and DR Team.
4. Send as many of your folks as possible to MBA DR trainings. SBC trained Yellow Caps will be the first people called out and first to respond at places of highest need.
5. Help provide and maintain a complete fleet of Disaster Relief vehicles.
6. Complete and return the attached Relief Ministry Response Form to the MBA office. (Appendix Three)
7. Read and distribute the article, “Why Money and Not Food.” (Appendix Two)
8. Prepare to have food, water, and power for at least 3 days. It often takes that long before initial power can be restored and county distribution centers can be established. MBA preparation should reduce the time that our churches need to communicate the damage they received and then to receive the help required by them and their community.
9. Before the disaster, let church members know the difference between the MBA Incident Command Center and the SBC Disaster Relief Staging Area.
10. The MBA ICC will coordinate Damage Assessment and Owners Permission forms for the untrained volunteer teams.
11. Provide a “How to Prepare Your Home for a Hurricane” seminar.
12. Help members and neighbors board up their house.
13. Have an engineer rate the strength of your building to determine what maximum category of hurricane winds it can withstand.
14. Get a whole-church generator, provide showers, and be prepared for the church to be a ministry center after the disaster.
15. Let the MBA office know if your church will serve as a Comfort Station, Staging Area, Distribution Center, Refugee Center, Shelter for visiting teams, or that you have warehouse space, or can help to coordinate incoming teams or other resources.

MBA DR Response Process

Following the crisis these steps should be considered to begin the recovery process.

1. Take care of your family and home.
2. Assess the damage at your home and document with photos and video.

3. Contact your home insurance carrier.
4. Assess the damage at church and document with photos and video.
5. Contact your church insurance carrier.
6. Complete the Damage Report and Repair Request Form as soon as possible. Bring, fax, email or phone it in to the MBA Incident Command Center (ICC) as soon as possible. The MBA office will reopen as soon as possible. If damage is too extensive to the office we will reopen at the Feeding Center/Staging Area.
7. MBA staff and MBA regional DR leaders will help assess damage to churches.
8. Coordinate with MBA staff to receive or assign repair teams.
9. Coordinate with MBA staff the receipt and distribution of material goods.
10. Update your Disaster Relief Ministry Response Form. (Appendix Three)
11. Report availability for other duties to the MBA office/ICC.
12. Coordinate with MBA staff to begin ministering to the community as indicated in your Disaster Relief Ministry Response Form.
13. Leave door to door notification in your community stating that your church is open and listing the ministries you are providing.
14. Help church members to contact the Staging Area to turn in work requests for DR trained Chainsaw and Mud-Out Teams.
15. Communicate with your people the location and availability of hot meals through Alabama Disaster Relief feeding units.
16. Contact the Staging Area to schedule Red Cross Emergency Response Vehicles in your neighborhood or in your parking lot.
17. Promote the MBA Disaster Relief Fund to everyone who calls or emails asking how to help. Since it is very labor intensive to coordinate warehousing, receipt and distribution of material donations, encourage donors to send funds.
18. MBA staff coordinates response with Mobile County Emergency Management, Southern Baptist Disaster Relief, and Red Cross.

MBA DR Fleet

1. Chain Saw/Mud Out Trailer, built in 2005, needs a host church and at least one Blue Cap to serve as Unit Manager
2. Proposed: Two additional Chain Saw Units
3. Proposed: Administration/Communication Trailer
4. Proposed: Shower Unit
5. Proposed: Feeding Unit
6. Proposed: Child Care Unit

Ways to Respond in Your Community

1. Complete the Ministry Response Form and turn into the MBA office to register the type of post-disaster ministry you are able to provide to your community.
 - a. Applicable information will be shared with Red Cross and Mobile Emergency Management so the supplies and individuals can be sent to you as soon as possible.
2. Provide your facility as a shelter during the storm. Be prepared to spend 24 hours in the facility or longer if extensive community damage occurs.
3. Provide information about the location of Feeding Centers.

4. Contact the MBA DR Staging Area to request Red Cross Emergency Response Vehicles to bring meals to your community or to set up a feeding area in your church.
5. Help your people to complete the Disaster Relief Damage Assessment and Property Owner's Approval Form to request teams for tarps, chain saw, mud-out, roofing, and general repair team assignments.
6. Turn in the forms to the MBA office to request repair teams.
7. Turn on your generator and provide a cool place, hot meal, or other ministry.
8. Go door to door with water and ice. Ask neighbors what else they need.
9. Conduct a community information meeting at the church. Announce with a door hanger on every door in the community.
10. Coordinate community DR requests through your church.
11. Provide the church facilities to insurance carriers to write reports.
12. Provide the church facilities as a Comfort Station, Feeding Center, Distribution Point, Staging Area, Refugee or Evacuee Center. Serve in any way that allows people to know you care about the community.

APPENDIX ONE: WHY GIVE MONEY AND NOT FOOD?

Sep 2, 2005, By Rick Lance

Baptist Press

MONTGOMERY, Ala. (BP)--The scenes of destruction in Louisiana and Mississippi are harrowing, heart-rending and deeply troubling. Virtually no one could fail to be moved by the devastation of human lives and property we see in television coverage.

For many of us, the first impulse may well be to ponder ways to get food, water and other staples of life to the hardest hit areas. We intensely wish for an instantaneous way to transfer material goods to those in dire circumstances.

So why should one give money instead of food? The simple answer is access. It's impossible for any citizen with a generous heart and a decent bank account to enter the neediest areas of the Gulf Coast. Many of the roads are blocked either by debris or for security reasons by the authorities.

But there are organizations that have access to some of the areas. Four of the major players are the Federal Emergency Management Agency (FEMA), the American Red Cross, The Salvation Army (TSA) and Southern Baptist Disaster Relief. All of these have proven track records. All of them have been recognized widely for their effectiveness both in the current relief effort as well as in past disasters.

Because of this, these organizations can get food and water to storm victims more quickly than, say, a well-meaning individual who strikes out with a full load in a pickup truck, SUV, U-Haul or other reliable means of transporting charitable goods.

Even in those areas such as New Orleans, which at this writing are virtually inaccessible, it will be FEMA, The Salvation Army, the Red Cross and Southern Baptists who will almost certainly gain access first.

One might ask, "Why not simply donate water, food and other staples to these organizations rather than making financial donations?"

The reason is because the kinds of containers needed for water and the types of food needed for mass feeding sites cannot be acquired in retail stores.

The providing of disaster relief on the scale of what is needed in New Orleans, Biloxi and other areas is much more of a science than an art.

As the Red Cross delivers food and Southern Baptist trained volunteers prepare and serve meals, they do so with initial supplies of food that were already in stock and ready for the current disaster. These include such items as thousands of industrial size containers of food that can be efficiently prepared for quick serving to hungry people.

It's sad but true that the kinds of donations of food that would be collected in a public drive would be random in the selection and ill-suited for use in mass feeding operations.

During relief efforts after Hurricane Dennis in south Alabama, disaster relief workers on one day prepared massive pots of ravioli, each cooking vessel holding several gallons of food.

Can you imagine how difficult it would be if the cooks had to sort through assorted and miscellaneous cans of donated food to try to locate enough of one item to cook for several hundred people for a single meal? Then imagine having to repeat that with each and every meal to be prepared.

The labor needed to open the many smaller type cans that would likely come from public food donations would be extremely time intensive.

But when well-meaning people with generous hearts donate money to these front-line organizations, they are able to buy large food stocks. This enables them to move food quickly from container to cookpot to serving dishes.

This enables feeding operations to continue beyond the few meals that may be prepared from the food on standby for the next disaster.

There are some ministry opportunities across portions of central and north Alabama where food donations may be helpful to assist evacuees and those who are helping them with their lives.

But for those remaining in the tragically impacted Gulf Coast of Mississippi and Louisiana, it is only monetary donations that will help at this point and for many weeks to come.

Please consider giving through the disaster relief funds of the North American Mission Board, state conventions and local associations. Each of these will utilize 100 percent of your donations will to help storm victims.

Not a single penny of these donations will be used for any other type of ministry cost related to the operations of the North American Mission Board, state conventions or the many Baptist associations involved.

The best part of donating in this way is that it ensures the love and message of Christ will be shared along with food and water. We know this is true because each Southern Baptist Disaster Relief volunteer is a trained witness who can share Christ as they minister in His name.

Monetary donations ensure this relief can happen sooner rather than later. A generous response will also ensure the food supplies are not quickly depleted and that feeding can continue as long as necessary.

The need for feeding, once begun, will obviously need to continue for a long, long time.

Rick Lance is a state missionary and executive director of the Alabama Baptist State Board of Missions.

<input type="checkbox"/> Chain saw	<input type="checkbox"/> Mudout
<input type="checkbox"/> Tarp	<input type="checkbox"/> Repair
<input type="checkbox"/> Roofing	<input type="checkbox"/> Other

Admin only
Priority assigned _____
Date assigned _____
Team assigned _____
Date completed _____
Additional work required _____

**APPENDIX TWO:
MOBILE BAPTIST ASSOCIATION
DISASTER RELIEF DAMAGE SURVEY
WORK REQUEST and PROPERTY OWNER'S APPROVAL**

Revised September 2005

Date of first Request _____ Date of follow up/confirmation _____

Property Owner's Name _____

Address _____

City _____ State _____ Zip _____

Cell Phone # _____ Home Phone # _____

Insurance Carrier _____

Insurance Address _____

Will owner be present? Yes ___ No ___ If no, should work be done? Yes ___ No ___

Describe Special Circumstance or Case: elderly or infirmity needing help; priority based

How can we help you spiritually?

Would you say you are a follower of Jesus or are you still in the process?

Gave tract? ___ Gave New Testament? ___ Decision made? _____

RELEASE MUST BE SIGNED BY OWNER BEFORE WORK IS BEGUN

I (We), _____ and _____
hereby **release from liability** and agree to hold harmless the volunteers for any damage or injury that may occur on my (our) property, to any of my (our) property or to my (our) person(s), which may occur during the repair/cleanup operation. I (We) further understand and agree that there is **no warranty**, implied, written or oral, for any work performed on my (our) property by said volunteers. I (we) certify we are the property owners or authorized representative _____ (initials)

Dated this _____ day of _____, 2006.

First Property Owner's Signature

Second Property Owner's Signature

First Property Owner's Printed Name

Second Property Owner's Printed Name

Assessor's Signature _____

**ALL VOLUNTEERS PRINT NAMES HERE AND RETURN THIS FORM TO
THE MBA OFFICE AFTER THE WORK SITE IS COMPLETED (over)**

Assessment of Damage from this Disaster

Priority 1

- Downed trees that prevent the reestablishment of electricity to home or church
- Trees on house/church: _____ tree on roof, no hole; _____ tree on roof, hole
- Tree(s) or limbs blocking entrance to the house/church, driveway, or in parking lot
- Number of trees needing to be cut/moved _____, size _____ (feet/inches wide)
- Requires bobcat or larger equipment for trees to be moved by team
- Need bucket truck/heavy equipment to cut to manageable size for moving
- Tarp or plastic needed? Tarp size needed? _____
- Flood: describe mud/sand that needs to be removed _____
- Describe other damage and immediate repairs needed:

Priority 2 (assigned after priority 1 projects are completed)

- Trees and limbs that are near house, preventing necessary repairs after disaster
- Flood: Describe number of rooms of furniture/appliances needing to be moved outside

- Flood: Water pressure spraying floors of house
- Describe other damage and repairs needed:

Priority 3 (assigned after priority 2 projects are completed)

- Additional trees in front yard needing to be cut to manageable size for moving
- Trees in back or side yards that do not affect power or access to home
- Flood: Describe amount of cutting sheetrock or wall panel 6 inches above flood line

- How many square feet of roofing is needed? _____ How many stories high? _____
What is the roof pitch? _____
- Debris Removal: Describe the type and amount of debris _____
Can youth handle this project? _____ Number of people needed _____
- Not recommended – Reason why: _____
- HAZARDS preventing work to be done _____

Mobile Baptist Association, 616 Azalea Road, Mobile, Alabama 36609, 251-661-7111,
FAX 251-661-6334, rec@mobilebaptists.org

APPENDIX THREE: MBA DR COMMUNITY MINISTRY RESPONSE FORM

Disasters provide an opportunity for the community to see MBA churches as relevant evangelistic ministry centers. Churches are encouraged to decide on which DR ministry or ministries they will host. Complete and return the following information to the MBA office as soon as decisions are made.

Church Name: _____

Address: _____

Email Addresses: _____

Church Phone: _____ Pastor Phone: _____

Pastor Cell: _____

Additional Emergency Contact Name and Number: _____

As soon as possible after a disaster in Mobile County our church will serve as:

- Comfort Station
- EMA Distribution Center
- MBA Distribution Center
- Warehouse space for donated items coming into the county
- Feeding Station
- Housing for Volunteer Teams in the church
 - Number of showers _____
 - Number of people that can stay for “indoor camping” (bring own bed) ____
 - Number of beds available ____ Includes sheets/pillow? Yes No
 - Access to a kitchen? Yes No
- Providing Repair/Clean-Up Teams
 - Type of Teams: _____ Number of people: _____
- Provide volunteers: Type of Service: _____
- Shelter Evacuees
- Shelter Refugees

Comfort Stations are places with air conditioning for people to come and stay during the day. Comfort stations usually run from 8:00 a.m. to 6:00 p.m. Some guests may require a place to connect their oxygen machines. This is a marvelous opportunity to share Christ and minister in His name. Consider creating a mini block party atmosphere. Water and snacks will be provided by Emergency Management Authority (EMA). Comfort stations usually close soon after power is restored.

EMA Distributions Centers are places for the EMA to send tractor trailers full of water, ice and MRE’s to distribute to the community. The only requirement is a parking lot and space for a lot of cars to drive through. This provides an excellent opportunity to help the community learn where the church is located. EMA Distribution Centers continue until power and services are restored.

MBA Distribution Centers supplement the EMA Distribution Centers. Our churches will provide ministry, food and water to our communities and members. The center requires space to store donated food, water and other material goods sent to Mobile by concerned citizens and churches. This may include tractor trailer loads of water and other critical need items.

Storage/Warehouse Space is essential when concerned citizens and churches respond generously to a disaster. We receive a massive amount of useable and un-useable items. This process is so labor intensive that Disaster Relief Units, the Red Cross, and Mobile County Emergency Management will not accept unsolicited material goods. For example, clothes are generally not needed. MBA will accept and distribute usable items.

Feeding Unit Hosts are needed to staff SBC DR feeding units which provide up to 20,000 hot meals per day to disaster victims. Most of the meals delivered by Red Cross personnel across the United States are cooked by SBC DR feeding units.

Stationary Feeding Sites supplement the larger SBC feeding units. Our churches can offer to serve as a Stationary Feeding Site by hosting Red Cross Emergency Response Vehicles or by using your own kitchen to prepare food donated from outside sources.

Housing for Volunteer Teams is greatly needed after a disaster. SBC DR trainees are the first to be called out and are assigned to the areas of greatest need. They need a place to stay that has showers.

Provide Repair Teams to help other churches and church members as soon as your facilities are ready. After a disaster there is a great need for people to place tarps on roofs, roofers, debris removal, electrical repairs, general repairs, and chainsaw crews (SBC trained).

Provide Volunteers to help in a variety of ways. Post-disaster volunteers will be needed at the MBA Office, at the feeding centers, at the Staging Area, and at every clean-up site.

Evacuee Shelters are needed to house those displaced short-term. These people will need food, shelter, clothing and a place to sleep.

Refugee Shelters are needed to house those who may not be able to return home. They will need food, water, clothing and a place to sleep long-term.

APPENDIX FOUR: MBA VOLUNTEER PREPARATION AND ASSIGNMENT SPREADSHEET

<u>Name Organization City</u>	<u>Contact Information</u>	<u>Arrive ETA Depart</u>	<u>Volunteer(s)</u>				<u>Donation(s)</u>			<u>Notes</u>
			<u>Crew size/Type</u>	<u>Lodging Assigned</u>	<u>Work Site Assigned</u>	<u>Needs</u>	<u>Amount/Type</u>	<u>Store</u>	<u>Ship Direct</u>	
Sample Name		Arrive Date								A- (A=Active) Notes
Church/Org.	Cell: 555-555-5555 Home: 777-777-7777	Arrive Time	VUNT- 5-8 men for sheet rock finishing and roofing.							CI (CI= Coordinator's Initials)
City, State	email: name@domain.com	Depart Date		Church name	church name	NLODG- assigned	DNONE-			Date last updated
Sample Name		Arrive Date								
Church/Org.	Cell: 555-555-5555 Home: 777-777-7777	Arrive Time	VTRN- 15 men SBC- Trained in Chainsaw		1) Fallen Tree Baptist Church	NLODG- Church 1? Church 2? Church 3?	DNONE-			A- secure lodging, call to assign, DB 4/19
City, State	email: name@domain.com	Depart Date			2) Call-in list					
Sample Name		Arrive Date								
Church/Org.	Cell: 555-555-5555 Home: 777-777-7777	Arrive Time					DSUPL- 15' Trailer of baby supplies, chainsaws, canned food, and water			A- Call to Assign, DB 4/19
City, State	email: name@domain.com	Depart Date	VNONE-			NNONE-		Warehouse		
John Doe										
Hillwood B.C.	Cell: xxx-xxx-xxxx home: xxx-xxx-xxxx church xxx-xxx-xxxx	9/20/06 12:00 PM	VUNT- Campers on Mission couple: general repairs, plumber, siding, sheetrock, etc.				DFOOD- 10 grocery bags of canned food			
Huntsville, AL	hillwood@emailus.org	9/25/06		RV	Grand Bay	NNONE- RV			Grand Bay	A- Assigned, DB 4/18
Jane Doe										
n/a	Cell: xxx-xxx-xxxx home: xxx-xxx-xxxx church xxx-xxx-xxxx	9/25/06 8:00 AM	VUNT- #? Men and women for general cleanup, will bring own equipment			NLODG- Church A if 10 or less vol's, Church B if 11-25 vol's	DNONE-			P- (P= Pending) Jane will call back with # of Vol's, CD 4/18
New York, NY	Jane@Doe.com	9/27/06								
Jimmy Doe										
People who Help	Cell: xxx-xxx-xxxx home: xxx-xxx-xxxx church xxx-xxx-xxxx	4/8/06	VUNT- 3 men, 1 woman for cleanup, distribution							C- (C= Complete), Departed, DB 4/13
Nashville, TN	DoeBoy@yahoo.com	4/13/06		Sage Ave	Sage Ave	NLODG- assigned	DNONE-			

APPENDIX FIVE: APPROVED STAGING AREAS

These churches may be used as the SBC Staging Area as determined by damage and availability. Churches interested in serving as a Staging Area should contact the office for a copy of the MBA Deployment Staging Manual.

The requirements for a Staging Area are: (1) staging near main roads, (2) easy access to Staging Area, (3) large hard surface parking areas for semi trucks, (4) sleeping space for volunteers, (5) restrooms, and (6) food service and/or kitchen facilities. Other conveniences such as (1) electrical hookups for RVs and trailers, (2) showers, and (3) air conditioned facilities add to the comfort of volunteers but are not necessary for staging.

Dauphin Way - Clint Pressley - (342-3456) - 3661 Dauphin Street, 36608
Government Street - Charles Brown - (660-7444/661-0350) - 3401 Government Boulevard, 36693-4301
Higher Ground - Bryce Evans - (824-1892/662-0589) - 11835 Argyle Road, Irvington, 36541
Moffett Road - Terry Cutrer - (342-0563/343-5413) - 5555 Moffett Road, 36618-2907
Tillman's Corner - Greg Pouncey - (661-0114) - 5660 Three Notch Road, 36619-1616
Woodridge - Mack Morris - (633-6000/607-9653) - 2700 Schillinger Road South, 36695-8537

APPENDIX SIX: KNOWN HOUSING FOR VOLUNTEER TEAMS

Bayou La Batre - Derral Marshall - (824-4424) - 13500 North Wintzell Avenue, Bayou La Batre, 36509-0395
Bayou Sara - Dennis Dunn - (675-1770/679-4728) - Highway 43 & 12 Bayou Avenue, Saraland, 36571-0278
College Park - Michael Bedford - (675-7037/679-3494) - 5860 College Parkway, 36613-2811
Cypress Shores - Randy Johnson - (661-9631/8379) - 4327 Higgins Road, 36619-8911
Dauphin Island - Chris Schansberg - (861-5124/6184) - 910 Chaumont Avenue, Dauphin Island, 36528-0156
Friendship - Teddy Turrentine - (865-4724/4912) - 12581 Saeger Road, Grand Bay, 36541-0756
Fulton Road - Art Burroughs - (471-2525/476-1521) - 1800 Dauphin Island Parkway, 36605-3003
Georgetown - Eddie Brunson - (649-2177/5286) - 10950 Lott Road, Chunchula, 36521-9673
Government Street - Charles Brown - (660-7444/661-0350) - 3401 Government Boulevard, 36693-4301
Grand Bay - Benny Still - (865-4734/6520) - 10170 Grand Bay-Wilmer Road, Grand Bay, 36541-0326
Heron Bay - Howard Gaston - (873-4736/633-8133) - 4400 Heron Bay Loop Road, Coden, 36523
Higher Ground - Bryce Evans - (824-1892/662-0589) - 11835 Argyle Road, Irvington, 36541
New Jerusalem - Sylvester Trotter - (776-1043/605-2077) - 7220 First Street, 36608
Sage Avenue - Dave Edwards - (479-4593/776-1427) - 150 South Sage Avenue, 36606-5022
St. Elmo - Charles Robertson - (957-2451/653-1872) - 8850 Roberts Road, St. Elmo, 36568-0159
Tillman's Corner - Greg Pouncey - (661-0114) - 5660 Three Notch Road, 36619-1616
West Mobile - Charles Gibbs - (639-9952/645-3636) - 7501 Airport Boulevard, 36608-5001

APPENDIX SEVEN: KNOWN COMFORT STATIONS, DISTRIBUTION SITES, SHELTERS

Bayou La Batre – Derral Marshall - (824-4424) - 13500 North Wintzell Avenue, Bayou La Batre, 36509-0395

Bayou Sara – Dennis Dunn - (675-1770/679-4728) - Highway 43 & 12 Bayou Avenue, Saraland, 36571-0278

Chickasaw – Robert Barr - (452-0222/4091) - 92 Fifth Street, Chickasaw, 36611-1809

College Park - Michael Bedford - (675-7037/679-3494) - 5860 College Parkway, 36613-2811

Cottage Hill –Keith Thomas - (660-2422) - 4225 Cottage Hill Road, 36691-0129

Crawford - Garry Harred - (649-3412/6687) - 3000 Sun Valley Drive, 36618-4104

Cypress Shores - Randy Johnson - (661-9631/8379) - 4327 Higgins Road, 36619-8911

Dauphin Island - Chris Schansberg - (861-5124/6184) - 910 Chaumont Avenue, Dauphin Island, 36528-0156

Dauphin Way – Clint Pressley - (342-3456) - 3661 Dauphin Street, 36608

Dawes - Mike Blair - (633-7331/633-3394) - 3941 Dawes Road, 36695-9089

Dayspring - David Johnson - (633-0250/634-8720) - 2200 Cody Road, 36695

Emmanuel - Billy Burt - (344-2140/343-7206) - 5601 Zeigler Boulevard, 36608-4339

Friendship - Teddy Turrentine - (865-4724/4912) - 12581 Saeger Road, Grand Bay, 36541-0756

Fulton Road - Art Burroughs - (471-2525/476-1521) - 1800 Dauphin Island Parkway, 36605-3003

Georgetown - Eddie Brunson - (649-2177/5286) - 10950 Lott Road, Chunchula, 36521-9673

Government Street - Charles Brown - (660-7444/661-0350) - 3401 Government Boulevard, 36693-4301

Grand Bay - Benny Still - (865-4734/6520) - 10170 Grand Bay-Wilmer Road, Grand Bay, 36541-0326

Haven Woods – Mike Jemison - (649-4024/645-2557) - 7050 Lott Road, Semmes, 36575

Heron Bay - Howard Gaston - (873-4736/633-8133) - 4400 Heron Bay Loop Road, Coden, 36523

Higher Ground - Bryce Evans - (824-1892/662-0589) - 11835 Argyle Road, Irvington, 36541

Hollinger’s Island - James Mercer - (443-5450/7977) - 2450 Island Road, 36605-9667

Irvington - Ron Griffin - (957-2718/957-0182) - 9074 Irvington-Bayou La Batre Highway, Irvington, 36544-0189

Kushla - Bethany - Alvin Sullivan - (675-3989/675-7766) - 6145 Highway 45, Eight Mile, 36613-9449

Lockler Memorial - Roger Perkins - (829-6702/6887) - Highway 43, Mt. Vernon, 36560-0039

Manor - Gordon Fields - (478-8316/645-2213) - 1604 Navco Road, 36605-2616

Mobile, First - James Walters - (432-6513/639-1026) - 806 Government Street, 36602-1199

Moffett Road - Terry Cutrer - (342-0563/343-5413) - 5555 Moffett Road, 36618-2907

New Generation - Charles Dent - (344-0898) - 1408 North Cody Road, 36608

New Jerusalem - Sylvester Trotter - (776-1043/605-2077 cell 545-6003) - 7220 First Street, 36608

New Pilgrim Missionary Baptist Church - Charlie Williams - (675-3316) – 22 Harries Avenue, Saraland, 36571

Navco - Jim Warren - (471-3552/460-2825) - 1719 Navco Road, 36605-2806

North Mobile, First - Ed Litton - (679-3266/1794) - 1251 Industrial Parkway, Saraland, 36571-3723

Orchard - Everett Childers - (344-5471/776-7901) - 6960 Overlook Road, 36618-3327

Riverside - (476-3208/476-3201) - 3130 Dauphin Island Parkway 36605-3853

Sage Avenue - Dave Edwards - (479-4593/776-1427) - 150 South Sage Avenue, 36606-5022

Saraland - Don Campbell - (675-4476/666-3158) - 712 William Street, Saraland, 36571

Satsuma - Roy Hill - (675-1280/675-6154) - 5600 Old Highway 43, Satsuma,
36572-0557
Semmes, First - Dave Abbott - (649-2319/649-2581) - 4070 Wulff Road East, Semmes,
36575-5210
Seven Hills - Mike Staton - (633-0290/633-7670) - 8950 Airport Boulevard, 36608-9510
Shadowlawn - Thomas Boone - (675-1447/343-4049) - 1401 Dogwood Trail, Eight Mile,
36613
Shiloh - Ray McKenzie - (675-3587/679-7525) - 717 Cleveland Road, Saraland,
36571-3597
Sonrise - Ric Camp - (776-7473) - 140 Snow Road, South, 36608
Spring Hill - Terry Ellis - (342-5320/665-5018) - 2 S. McGregor Avenue, 36608-1827
Spring Hill Avenue - Don Bond - (473-4802/649-3799) - 2651 Spring Hill Avenue,
36607-2915
St. Elmo - Charles Robertson - (957-2451/653-1872) - 8850 Roberts Road, St. Elmo,
36568-0159
Theodore - Ronald Burch - (653-8695) - 125 Bellingrath Road, Theodore, 36582
Tillman's Corner - Greg Pouncey - (661-0114) - 5660 Three Notch Road, 36619-1616
Travis Road - Roy Stebbins - (661-1620/662-6066) - 5226 Travis Road, 36619-9149
West Mobile - Charles Gibbs - (639-9952/645-3636) - 7501 Airport Boulevard,
36608-5001
Woodridge - Mack Morris - (633-6000/607-9653) - 2700 Schillinger Road South,
36695-8537
Laotian - Noy Paul Phangnivong - (957-2718/3353) - 9074 Irvington-Bayou La Batre
Highway, Irvington, 36544-0189
New Generation - Charles Dent - (344-0898) - 1408 North Cody Road, 36608
New Jerusalem - Sylvester Trotter - (776-1043/605-2077 cell 545-6003) - 7220 First
Street, 36608
Shalom - Robert Morton - (649-4838) - 8151-F Rosemary Road, 36613
Vietnamese - Daniel Tran - (443-5450/450-5100) - 1340 Island Road, 36605-9667