

Activity 5: Community Plan
We're Ready! Instructional Plan

Date & time: 12:30 - 1:30 p.m.
Presenter: One or two people to introduce activity One facilitator per table to walk participants through the activity
Description of learning activity: Based on a specific incident, develop a community plan for how to make sure you, your family, your neighbours, and your community are safe. Identify safe places you can go and alternate strategies to contact people in the event there is damage to the communication system.
Learning objectives: A. Participants identify their community members in terms of their name, skills, needs, resources, etc. B. Participants reflect on past disaster experiences and identify what worked and what could have been improved in order to develop strategies to reduce vulnerability to future disasters. C. Participants identify plausible responses to a potential disaster in their neighbourhood and incorporate this information into their community disaster plan. D. Participants demonstrate the skills and knowledge needed to prepare and respond to a disaster. The participants meet these learning objectives by: <ol style="list-style-type: none">1) Creating a community disaster plan that is applicable to multiple types of incidents, including the identification of safe places to evacuate2) Identifying multiple types of communication strategies for checking in with family, neighbours, and friends in the event of an incident3) Identifying capabilities within the community to promote self-sufficiency
Instructional techniques: <u>Instructions</u> <ul style="list-style-type: none">- Facilitated discussion at each table- A volunteer from the group takes notes- Group sharing at the end
Speaking points: <u>Introduce the activity:</u> <ul style="list-style-type: none">- Now we're going to look at a specific scenario (e.g. earthquake, fire, waterline break, etc.). Each table will have a different scenario and have to answer a series of questions. How you answer these questions will become the basis for your community disaster plan. At the end of the activity, we will combine all responses into a single plan that is appropriate for lots of different disasters.- Your facilitator will read the scenario. We want you to picture this actually happening and try to walk through the steps that you would take as the scenario unfolds.- We would like a volunteer from each table to take notes of the discussion.- Any questions?

- Each facilitator reads the scenario and the questions:
 - Question 1: How did you learn about the emergency/where would you get your information?
 - Question 2: What do you do with this information? Where do you go for more information? Can you verify that the information is accurate?
 - Question 3: What are your primary concerns? Secondary concerns?
 - Question 4: Who are you talking to? Who is looking for you? Who are you looking for? How are you communicating with them?
 - Question 5: If you need help, where do you go? Who do you ask? If official help is not available, what are some other options?
 - Question 6: If you can't go home for a while, where is a safe place for you and your family to go?

Debrief

- The main facilitator (Carly/Lisa) call time and invite each group to share (4 minutes each), while one main notetaker collects all the information
- Identify what worked well and what could have worked better
- Review the combined information to show them that they now have an “all-hazard” community disaster plan

Demo activity details:

- Set up five tables, all participants are at a table
- Each table is given a separate scenario
- The facilitator walks them through a number of standard questions/prompts to help them develop a plan for that scenario
- Ask for a volunteer from the table to take notes as the group discusses each question related to the specific scenario, provide a note-taking cheat sheet
- After 40 minutes, all groups will share their responses with the rest of the workshop participants
- One facilitator will combine all of the responses into a single, cohesive community plan

Assessment plan:

- Groups all share the highlights of their discussion with all workshop participants
- Once all groups have shared, the material is collated and put into a hazard plan template that each participant can then use during the mock disaster and take home at the end of the workshop

Estimated duration of activity:

40 minutes – work on specific scenario
 20 minutes – share with larger group

Instructor (I) and participant (P) resources/materials:

- I - Timer visible to all participants
- I - Flip charts for each table and flipchart pens
- I - Scenario cards and updates for each facilitator
- P - A single-page handout with a picture of the incident and the initial scenario on it
- I - One large map of High River for each table

Volunteers required (# and specific expertise?):

- A notetaker for each table to follow the outline/format (to make it easier to turn this into a plan later on)
- 5 facilitators

- 2 main facilitators (one to lead the discussion at the end and one to take notes)
- 1 person to type up the content and put into a community disaster plan template

Facilities required:

- 1 large meeting room
- 5 tables
- Enough chairs for participants
- Main display board that everyone can see

Additional notes:

Need to create the community disaster plan template

Initially the idea was to have real-time updates (e.g. now the communication system has gone down and phones are not working) from facilitator as participants were working through scenarios. However, this became confusing. Communicate the full scenario in the beginning and do not have updates.

Many interesting questions were brought up and ideas were challenged. E.g. Do not call 911 for just information. What to do if powerline is down. People want more information (that are scenario specific of what to do when...). Perhaps this is where having follow up workshops, getting more training etc. can fill in that gap.