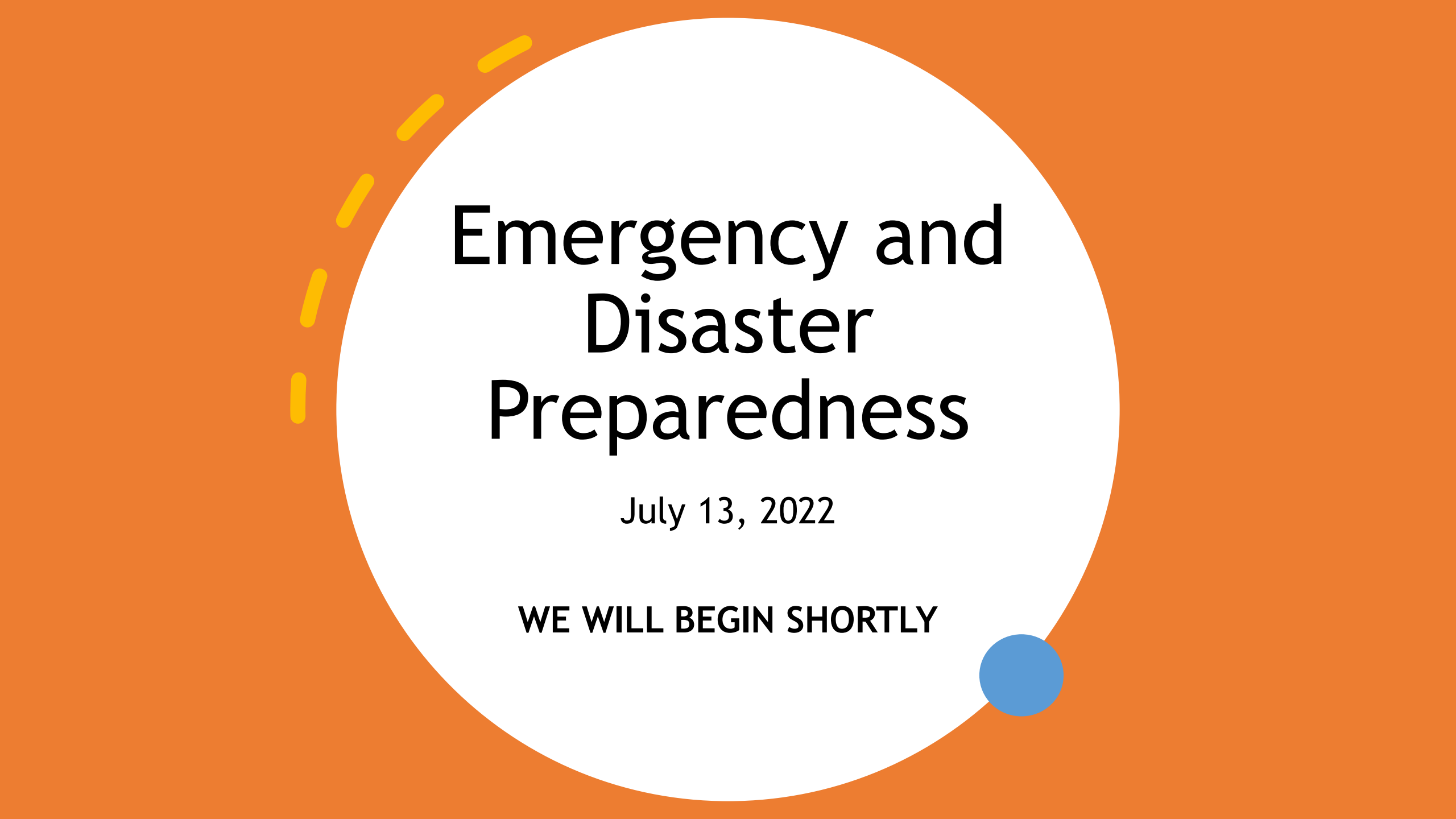


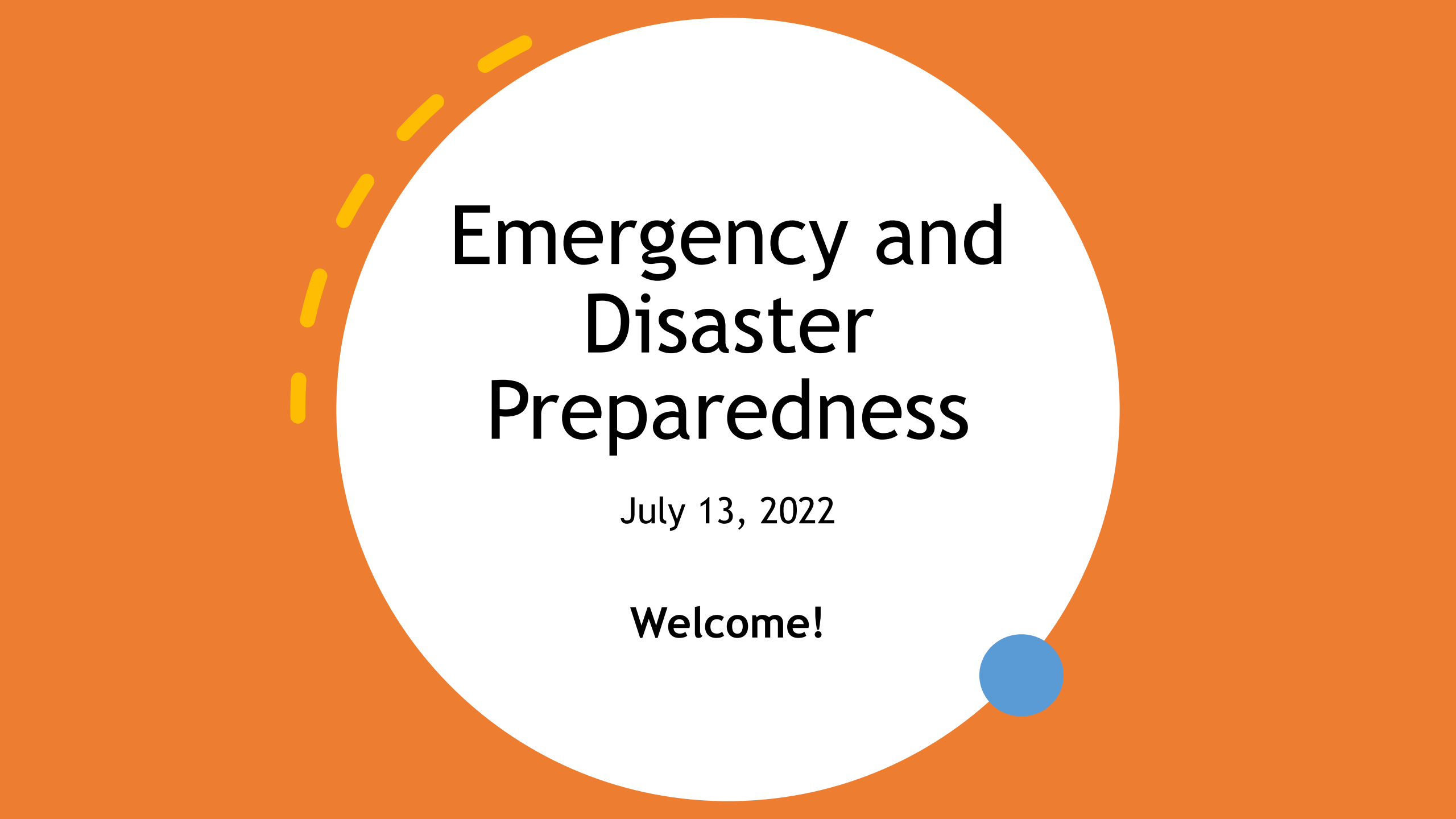


Emergency and Disaster Preparedness

July 13, 2022

WE WILL BEGIN SHORTLY





Emergency and Disaster Preparedness

July 13, 2022

Welcome!

Welcome from Laura Huerta Migus

Deputy Director, Office of
Museum Services

Institute of Museum and
Library Services



Frances Burg

Chief of Staff
Association of Science and
Technology Centers (ASTC)



Keni Sturgeon

Director of Strategic Initiatives
Association of Children's Museums (ACM)



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Today's Speakers

- Laura Huerta Migus, Institute of Museum and Library Services
 - Keni Sturgeon, ACM
 - Frances Burg, ASTC
 - Mike Jacobacci, VP of Operations, Stepping Stones Museum for Children
 - Ramon Davis, Planning Section Chief, Smithsonian Institution Office of Emergency Management
- 
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Agenda

What is an emergency or disaster plan?

Developing/updating your plan

Resources and Partners

Member perspective: Mike Jacobacci

Smithsonian perspective: Ramon Davis

Funding opportunity!

What is an emergency or disaster plan?

And, why it's important.



- Written plan that includes measures and considerations to prevent harm and respond in the case of an emergency or disaster
- Essential to tailor your plan to your unique facility, location, and audience
- At community-based organizations like museums, preparation can help prevent harm and reduce adverse community impact

Content

- Safety policy
- Preventative safety measures + location of supplies
- Evacuation plan
- Key contact information
- Safety responsibilities + communications plan
- Specific procedures to take in response to various situations

Specific Procedures

Technological Hazards

- Fire
- Power/water outage
- Natural gas leak
- Mechanical failure (HVAC)
- Hazardous waste or chemical spill
- Information breach/cybersecurity

Human Hazards

- Accidents
- Medical event
- Vandalism/theft
- Civil disturbance
- Bomb threat
- Active shooter
- Lost person or abduction

Natural Hazards

- Storms
- Geological - (earthquake, tsunami, landslide)
- Pandemic

Resources to Develop/Update a Plan



American
Alliance of
Museums



The Getty
Conservation Institute



Homeland
Security



FEMA

Process





A few key considerations

- Your location and surroundings, including affiliation with a larger organization
 - State and local laws
 - Gun carry (site + parking lots)
 - Signage requirements
 - Background checks/arrest records
 - Mirror familiar processes and language
 - E.g., local schools
 - Script language for staff
- 



Mike
Jacabacci

Vice President, Operations

Stepping Stones Museum for
Children

Norwalk, Connecticut



Cultivating Partnerships



CONNECT WITH:

- ✓ Local law enforcement
- ✓ Fire Service
- ✓ Emergency management officials
- ✓ Department of Homeland Security



*Cultivating partnerships is paramount to a successful safety plan and a unified response.

Incident Prevention and Awareness

Protecting Your Everyday Life

If You See Something, Say Something® - Staff Training

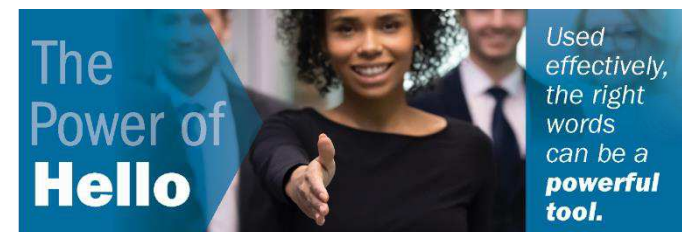
- Recognizing the signs
- Examples of real life suspicious activity
- Train staff to develop a heightened sense of awareness
- The 5Ws - **who, what, when, where and why**
- Procedures for reporting suspicious activity
- Become a DHS Partner



Prevention and Awareness

Protecting Your Everyday Life

- Employee Vigilance - Power of Hello
- The OHNO approach -



Incident Prevention and Awareness

Protecting Your Everyday Life



Incident Prevention and Awareness

Protecting Your Everyday Life



Safety and Security Plan Procedure Documentation

Developing and Managing Sensitive Safety and Security Documents

- Uncontrolled documentation vs. Controlled documentation - **what's the difference and why?**
- Creating a controlled document system
- Choosing a cloud-base platform to manage sensitive documents
- Document management

CISA Resources



CISA Office of Security Program Online

- Department of Homeland Security Website
- Active Shooter Preparedness
- Employee Vigilance - Power of Hello
- De-Escalation Series
- What to Do - Bomb Threat
- Hometown Security
- Insider Threat Mitigation



Ramon Davis

Planning Section Chief

Smithsonian Institution Office of
Emergency Management

Washington, DC



Planning for emergencies: Things to consider

- **Don't overthink it:** You know more than you realize (past experience & expertise).
- **Policy** (authority, program structure/guidelines) - **Plans** (operational - how you organize and coordinate across organizational lines) - **Procedures** (tactical/action - hazard specific)
- The planning process is the most important part.
- **There is no perfect "plan":** The 85% solution is better than no plan...
- **Templates/guides:** Plenty available - pick what works for you.
- **Priority:** Inherent responsibility; determines investment.
- **Engage/communicate:** Goals & expectations; learn/educate; capabilities/limitations; build trust
- **Start small:** Start with common events (weather?); begin with a core group.
- **Contextualize threats:** What does this mean to my function, my organization?
- **Continuous process:** The world changes...your plans/procedures should too.
- **Build partnerships and learn together** (Local public safety agencies, peers)



IMLS Museum Grant Programs

Museums for America

Helping museums advance their missions

Awards of \$5,000-\$250,000

Museums Empowered

Special Initiative to support professional development

Awards of \$5,000-\$250,000

Inspire!

Special Initiative for small museums

Awards of \$5,000-\$50,000

1:1 Cost Share Required in Some Categories



IMLS Museum Grant Programs – Project Categories

Museums for America

- Lifelong Learning
- Community Engagement
- Collections Stewardship and Access

Inspire! Grants for Small Museums

- Lifelong Learning
- Institutional Capacity
- Collections Stewardship and Access

Museums Empowered

- Digital Technology
- Diversity and Inclusion
- Evaluation
- Organizational Management

Questions?

Please submit questions in the Q + A box!

The webinar recording and resources will be shared with registrants later this week.