

First United Methodist Church
72 Lake Morton Dr.
Lakeland, FL 33801

2010 Plan for First Team Disaster Recovery Ministry

Revised September 22, 2010

Caring for People - Caring for Church Facilities
Caring for Community - Caring for Others in the Conference and Beyond



*"I tell you the truth, whatever you did for one
of the least of these friends of mine, you did for me."*
Matthew 25:40 (modified)

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Church Plan Information

This plan is prepared for:

Church Name: First United Methodist Church

Location of church (please include the physical address as well as nearby landmarks):

72 Lake Morton Drive
Lakeland, FL 33801
On east side of Lake Morton

Church Phone Number(s): 863-686-3163 / 682-1912; (Maintenance: 863-413-1726)

Church Fax Number: 863-686-8614

Church Web site: www.firstumc.org

Church email: lsangster@firstumc.org

Parsonage Location (please list physical address and nearby landmarks)

4543 Hallamview Lane
Lakeland, FL 33813

Parsonage Phone Number: 863-647-5743

Date Plan was Prepared: May 1, 2009; Revised November 2, 2009

Local Church Disaster Team Leader: Audrey Lussier

Home Phone: 863-701-9678

Cell Phone: 863-944-0862

Email: audreylussier@msn.com

Other: NA

Mission and Purpose

In living and sharing the love of Christ with joy, we will send disciples to meet human needs following natural disasters and will provide other services that are within our scope and calling. We will provide a Christian presence and will work to make dwellings safe, sanitary and secure.

As an Early Response Team, we will

- Support the mission and vision of the church
- Use the opportunity for Christian service
- Reassure victims that the church cares
- Provide immediate assistance to persons who might not have a support system nearby
- Speed response - first in and last out.
- Work to keep people dry, safe, sanitary and secure.
- Provide mitigation to those in need as appropriate

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Outreach Ministry Priority

As a church, we have made outreach ministry one of our top priorities. We are in the process of long term planning. Outreach ministry has always been and will continue to be important to the plan and to us as a Worship +2 church.

Our scope and calling may include:

Immediate Assistance

- Local response within a few minutes or hours drive from Lakeland within days of a storm
- Response of longer distances along the western Gulf and eastern Atlantic coasts within several weeks or months of the storm

Work we can do

- Gain ingress and egress to someone's home/driveway via clearing debris and tree work.
- Temporary roof or other repairs to keep out the elements and critters
- Onsite emotional support and a shoulder to cry on.
- Food preparation and/or distribution
- Gift card distribution to those in need
- Provide assistance at distribution centers
- Provide assistance for emergency operations work requests
- Organize and manage food and supplies drive
- Coordinate local emotional and spiritual needs with Stephen Ministry volunteers

Long Term Relief

- Aiding those with continued needs after a storm in conjunction with or in place of FEMA and other social services which have provided immediate assistance.
- Coordinate local emotional and spiritual needs with Stephen Ministry volunteers

Organization

Florida Conference Disaster Administrative Team

District Superintendent
District Disaster Coordinator
Local Church Disaster Coordinator
Storm Recovery Project Director
Director of Connectional Ministry

Florida Conference Disaster Response Leadership Team

At-large representation
Bishop, District Superintendents and extended Cabinet members (10+)
District Disaster Coordinators
Local Church Disaster Coordinators
Storm Recovery Staff

FUMC Disaster Team

- Disaster Team Leader
 - Meet with the District Disaster Coordinator and other Local Church Disaster Team Leaders to establish roles and responsibilities during disaster.
 - Work very closely with the Volunteer Coordinator.
 - Have access to keys for the facility and an intimate knowledge of the facility layout as well as the local community. Keys can be obtained from Darryl O'Gorman or one of the pastors.

Audrey Lussier

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- | | |
|---|------------------------|
| ▪ Volunteer Coordinator | Alice Ray Overstreet |
| ▪ Collaborate closely with the Conference Disaster Recovery Center during a disaster. | |
| ▪ Develop a plan for recruiting, training, supervising, organizing, logging volunteer hours, and recognizing volunteers | |
| • Trustee representative | Rick Cannon |
| • Finance Representative | Harriet Mayes |
| • Administrative Staff member | Harriet Mayes |
| • Maintenance Staff member | Darryl O’Gorman |
| • Pastor | Rev. David McEntire |
| • Church Donations manager | Harriet Mayes |
| • Church Secretary/records keeper | Harriet Mayes |
| • Special Needs/Shut Ins Coordinator | <u>To Be Announced</u> |
| • Housing Coordinator | Suzanne Pennington |
| • Disaster Work Project Coordinator | <u>To Be Announced</u> |
| • Work Team Coordinator | Greg Olusczak |
| ▪ Assist people in preparing before the storm as requested | |
| ▪ Coordinate teams of volunteers to work after a disaster | |
| • Equipment Coordinator | Mike Gieger |
| • Mobile Home Park Coordinator | Norma Thorn |
| • Single Resident Coordinator | Norma Thorn |
| • Telephone Coordinator | Marsha Greiner |
| • Prayer Coordinator | Ian Cook |

Caring for Church Facilities

The Trustees and Church Staff will work together to plan for potential disasters. Planning will most likely include, but not be limited to, the following.

The Trustee Representative or Maintenance Staff Representative

- The maintenance staff or trustee representative could be assigned supervision of all facility preparation before a known disaster strikes.
- The maintenance staff or trustee representative will not necessarily perform all necessary tasks; instead, this person will serve as the lead contact for those types of activities in an emergency.

The Trustee Representative or Maintenance Staff Representative

- The maintenance staff in conjunction with the trustee representative will supervise all facility preparation before a known disaster strikes.
- The Pastor, in conjunction with the Administrative Staff will communicate with the congregation regarding emergency situations, evacuations, etc.
- The Trustee Representative, in conjunction with the Administrative Staff will coordinate the protection of archival records and church data
- The Maintenance Staff Representative, in conjunction with the Administrative Staff will coordinate the protection of electronic equipment.

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First Team Disaster Relief Ministry

Stage 1: Planning and Preparation – Before Disaster Strikes

- Confirm leadership/coordinator positions
- Solicit volunteers
- Submit name of Church Disaster Coordinator to Lynn Sangster for approval by Church Council and subsequently the Charge Conference
- Maintain volunteer database of people and skills
- Identify local church team contacts
- Identify Cluster Church Contacts at College Heights, Trinity, St. Marks, and Wesley (closing summer 2009.)
- Get list of FL churches/pastors/phone numbers/email addresses – from a minister or retired minister
- Get city/county maps for work teams
- Update Steering Committee's Emergency Contact Resource List
- Team Leader will establish liaison relationship with other area churches/denominations
- Identify Mobile Home Park (MHP) residents
- Identify Single residents (members who live alone)
- Identify special needs members
- Identify people who have housing to share or need housing during disasters
- Identify budgeted funds available
 - First Response Funds
 - Mission Trips
- Prepare church bulletin inserts
- Prepare First News articles
- Prepare PowerPoint slides to show at Phoenix and Sunday 9:30 services
- Coordinate w/pastor's secretary (Lynn Sangster) to obtain list of vulnerable people in the congregation; i.e., people with inadequate financial resources to provide daily necessities in a disaster and/or people with inadequate or no insurance.
- Work Team Coordinator will replenish supply of Participant (volunteer) Liability Release forms, Homeowner Liability Release forms, and Caseworker Intake forms for use when work teams go out. Forms are located on FUMC website.
- Disaster Team Leader will share this plan w/FUMC Church Council and Executive Committee.
- Disaster Team Leader will share this plan w/Polk County Emergency Management Division Director.
- Disaster Team Leader will share this plan w/Florida Conference Disaster Recovery Center Coordinator and our Florida Conference District Disaster Coordinator.
- Disaster Team Leader will register volunteer team with Florida Conference Disaster Recovery Center.

Stage 2: Warning – Disaster Strike is Eminent

- Contact Telephone Coordinators to make calls to
 - Contact Mobile Home Park (MHP) residents who requested contact.
 - Contact single residents who requested contact.
- Contact 1st Team Coordinators and volunteers to assess availability.
- Email church members to call before coming to church events and encourage members to check on neighbors and other members before and after the storm.
- Email database of volunteers about how to help after an expected disaster.
- Ask church receptionist to create phone message for church answering machine about how to help after a disaster.
- Disaster Team Leader will notify Polk County Emergency Management Division Director that we have early responders ready.
- Encourage volunteers to become early response certified.
- Encourage volunteers to attend local area disaster relief training.

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Stage 3: Emergency Response – After Disaster Strikes

- Contact Telephone Coordinators to make calls to
 - Contact Mobile Home Park (MHP) residents who requested contact.
 - Contact single residents who requested contact.
- If schools are closed, church is closed.
- Identify resources that will help the affected areas.
- Prepare method of receipt of donations of material goods to help with the disaster.
- Work with pastors to solicit financial donations to help with the disaster.
- Track volunteer hours.
- Disaster Team Leader will contact Florida Conference Disaster Recovery Center Coordinator and our Florida Conference District Disaster Coordinator.
- Disaster Team Leader will mobilize volunteers as appropriate to disaster.

Stage 4: Relief

- Track volunteer hours.
- Respond to those outside the church and/or community offering to donate material goods or send in volunteer teams.
- Gather donations such as canned goods, baby needs, flood buckets and health kits and other requested material goods.
- Coordinate distribution of donated material goods.
- Establish food distribution site if needed.
- Volunteers will provide community outreach after a disaster as needed by local volunteer agencies.

Ongoing

- Track volunteer hours
- Report monthly to the FUMC First Team Committee and bi-monthly to Mission and Social Justice Ministry Area and Church Council as appropriate.
- Mitigation

Members of the Disaster Planning Team

Church Disaster Coordinator/ Team Leader	Volunteer Coordinator
Name: Audrey Lussier	Name: Alice Ray Overstreet
Address: 3303 Bellflower Way, Lakeland, 33811	Address: 5759 Lake Victoria Drive, Lakeland, 33813
Home Phone: 863-701-9678	Home Phone: 863-646-4654
Cell Phone: 863-944-0862	Cell Phone: 863-660-9864
Work Phone: NA	Work Phone: NA
Email: audreylussier@msn.com	Email: aliceray529@aol.com
Finance Representative	Trustee Representative
Name: Harriet Mayes	Name: Rick Cannon
Address: 812 Bonnie Dr., Lakeland, FL 33803	Address: 6639 Crescent Lake Dr., Lakeland, FL 33813
Home Phone: 863-686-9351	Home Phone: 863-644-5664
Cell Phone: 863-640-5007	Cell Phone: 640-9059
Work Phone: 863-686-3163	Work Phone: 646-5051 x 203
Email: hmayes@firstumc.org or harriet@mayes.com if church system is down.	Email: rcannon@cannonautos.com

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Maintenance Staff Representative	Administrative Staff Representative
Name: Darryl O’Gorman	Name: Harriet Mayes
Address:	Address: 812 Bonnie Dr., Lakeland, FL 33803
Home Phone:	Home Phone: 863-853-2415
Cell Phone: 863-944-1123	Cell Phone: 863-640-5007
Work Phone: 863-413-1726	Work Phone: 863-686-3163
Email: dogorman@firstumc.org	Email: hmayes@firstumc.org
Pastor	Additional Team Members:
Name: Rev. David McEntire	Role: Equipment Coordinator
Address: 4543 Hallamview Lane	Name: Mike Gieger
Home Phone: 863-647-5743	Address: 5619 Stratford Lane, Lakeland, FL 33813
Cell Phone: 561-758-5575	Home Phone: 863- 646-2637
Work Phone: 863-686-3163	Cell Phone: 863- 670-1078
Email: dmcentire@firstumc.org	Work Phone: 863- 834-6476
	Email: mikeg6476@yahoo.com
Role: Work Team Coordinator	Role: Disaster Work Project Coordinator
Name: Greg Oluszczak	Name:
Address: 940 Point View Lane, Lakeland, FL 33813	Address:
Home Phone: 863-646-2497	Home:
Cell Phone: 863-838-1520	Cell Phone:
Work Phone: 863-680-3693	Work Phone:
Email: gjoluszczak@yahoo.com	Email:
Role: Mobile Home and Single Resident Coordinator	Role: Housing Coordinator
Name: Norma Thorn	Name: Suzanne Pennington
Address: 3051 Bellflower Way, Lakeland, FL 33811	Address: 5422 Orange Valley Drive, Lakeland, FL 33813
Home Phone: 863- 644-8582	Home Phone: 863- 646-0722
Cell Phone: 863- 640-9562	Cell Phone: 863- 221-1114
Work Phone: NA	Work Phone: NA
Email: nlthorn@juno.com	Email: suzpenn@verizon.net
Role: Prayer Coordinator	Role: Telephone Coordinator
Name: Ian Cook	Name: Marsha Greiner
Address:	Address: 332 Lake Erie Dr., Mulberry, FL 33860
Home Phone:	Home Phone: 863-425-5335
Cell Phone: 863- 529-4901	Cell Phone: 901-262-2839
Work Phone:	Work Phone: na
Email: ic5567@yahoo.com	Email: gmmagg811@aol.com
Role: Special Needs/Shut Ins Coordinator	Role: Assistant Telephone Coordinator
Name:	Name:
Address:	Address:
Home Phone:	Home Phone:
Cell Phone:	Cell Phone:
Work Phone:	Work Phone:
Email:	Email:

Emergency Telephone and Contact List

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Pastor		
Rev. David McEntire	Home: 863-647-5743	
	Cell: 561-758-5575	
Church Disaster Coordinator/ Team Leader		
Audrey Lussier	Home: 863-701-9678	
	Office: NA	
	Cell: 863-944-0862	
Conference		
District Office	202 W Reynolds St.	Plant City, FL33563
	Office: 813-719-7270	
	Fax: 813-719-7273	
District Superintendent		
Rev. Sharon Austin	Email: DS-SC@flumc.org	
Office of Ministry Protection		
Insurance TPA		
Third Party Administrator		
Storm Recovery Ministry		
	1140 East McDonald Street, P. O. Box 3767	Lakeland, FL 33801
Pam Garrison	Home:	
	Office: 863-688-5563 x149	
	Cell:	
	Fax: 863-688-7233	
	Email: pgarrison@flumc.org	
District Disaster Coordinator		
Marvin Hammontree	Home: 813-317-3774	1524 Emerald Hill Way
	Office: NA	Valrico, FL 33594
	Cell: 813-655-6238	
Fire Department (Polk County)		
	2450 E Main St.	Lakeland, FL 33801
	Phone: 863-499-2555	
Police Department (Lakeland)		
	219 N Massachusetts Ave.	Lakeland, FL 33801
	Phone: 863-834-6900	
Sheriff Department (Polk County)		
	455 North Broadway Ave.	Bartow, FL 33830-3998
	Phone: 863-534-6200	
	Phone: 863-533-0344	

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Nearby Shelters (As listed for 2008)

http://www.polk-county.net/subpage.aspx?menu_id=20&nav=res&id=852

** Special Care Shelter		
** Polk County Health Department - Specialty Care Unit (Special Care Shelter)	1255 Brice Blvd.	Bartow, FL 33830
Combee Elementary	2805 Morgan Combee Road	Lakeland, FL 33801
Dr. N.E. Roberts Elementary	6600 Green Rd	Lakeland, FL 33810
* George Jenkins High School	6000 Lakeland Highlands Rd.	Lakeland, FL 33813
Highlands Grove Elementary	4510 Lakeland Highlands Road	Lakeland, FL 33813
Kathleen Elementary	3515 Sheretz Road	Lakeland, FL 33810
Lake Gibson High School	7007 N. Socrum Loop Rd.	Lakeland, FL 33809
Lakeland Highlands Middle School	740 Lake Miriam Dr	Lakeland, FL 33813
Lime Street Elementary School (Pet Friendly)	1225 East Lime Street	Lakeland, FL 33801
Lincoln Avenue Academy	1330 N. Lincoln Avenue	Lakeland, FL 33805
McKeel Academy	1810 West Parker St.	Lakeland, FL 33815
Purcell Elementary	305 Northeast 1st Avenue	Mulberry, FL 33860
R. Bruce Wagner Elementary	5500 Yates Road	Lakeland, FL 33811
Rochelle School of the Arts	1501 Martin L King Jr. Ave.	Lakeland, FL 33805
Scott Lake Elementary School	1140 E. CR 540A	Lakeland, FL 33813
Sleepy Hill Elementary	2285 Sleepy Hill Road	Lakeland, FL 33810
Southwest Elementary	2650 Southwest Avenue	Lakeland, FL 33803
Special Needs Shelters		
Lakeland Adult Day Care	1200 Southern Avenue	Lakeland, FL 33815
Secondary/Host Shelters		
George Jenkins High School	6000 Lakeland Highlands Rd	Lakeland, FL 33813
Kathleen High School	2600 Crutchfield Rd	Lakeland, FL 33805
Lakeland High School	726 South Hollingsworth Rd	Lakeland, FL 33801
Mulberry High School	1 Panther Place	Mulberry, FL 33860