



This document was prepared by the Child Care Bureau's National Child Care Information and Technical Assistance Center.

## **STATE AND TERRITORY RESPONSES TO EMERGENCY PREPAREDNESS PLANNING QUESTIONS IN THE FY 2010-2011 CCDF PLAN PREPRINT**

**JUNE 2010**

For the Fiscal Year (FY) 2010-2011 Child Care and Development Fund (CCDF) Plan period, CCDF Lead Agencies were required to report the status of formal emergency planning and response processes for the child care sector. Among the information reported was whether emergency preparedness efforts are in the planning, development, or implementation phase; and with which agencies and/or organizations the Lead Agency coordinates with in these efforts. **This document includes direct excerpt from CCDF Plans. Minor revisions were incorporated in order to enhance readability.**

A review of the FY 2010-2011 CCDF Plans reveals the following:

- Sixteen States (AR, CT, HI, IA, IL, IN, KY, LA, MT, ND, NJ, NM, NV, SD, UT, VA) and two Territories (AS, CNMI) indicate that they are planning an emergency preparedness and response plan for child care and other early childhood programs;
- Eleven States (AK, CA, CO, DE, GA, MO, OR, RI, SC, WA, WV) are developing a plan;
- Three States (FL, MN, MS) report that they have developed a plan that has not yet been implemented;
- Eight States (AZ, DC, NC, NE, NH, TN, VT, WI) and three Territories (GU, PR, VI) are in the process of implementing a plan; and
- Thirteen States (AL, ID, KS, MA, MD, ME, MI, NY, OH, OK, PA, TX, WY) answered "other."

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### **Emergency Preparedness Activities and Coordination**

The following are examples of strategies being utilized by CCDF Lead Agencies to prepare and respond to emergencies.

**CCDF Lead Agency Emergency Preparedness and Response Strategies**

<b>Activity</b>	<b>Number of States/Territories</b>	<b>State/Territory</b>
Has requirements for licensed child care providers	27	AK, AL, AR, AS, CA, CO, CT, DC, GA, HI, IA, KY, LA, MA, MD, ND, NH, NJ, NM, OK, PA, PR, UT, VA, VT, WV, WY
Has plans for the continuation of child care core functions	24	AK, AS, AZ, CT, DC, FL, GU, IN, MD, ME, MN, MT, NC, ND, NH, NY, OK, OR, PA, RI, SC, SD, VT, WI
Offers and/or funds training	24	AK, AR, CNMI, CT, DC, DE, GU, IA, ID, KY, LA, MA, MD, NC, ND, NM, OK, PA, PR, VI, VT, WI, WV, WY
Has a State Continuity of Operations Plan (COOP) in place	17	AZ, FL, GU, MA, MD, MN, MT, NC, NH, OK, SD, TX, UT, VA, VT, WA, WI
Has developed and/or distributed a handbook/manual for providers	16	AK, CA, CT, FL, MA, ME, MN, ND, NH, NJ, NY, RI, SC, SD, VA, VI
Has developed and/or distributed resources to prepare families and providers	16	CO, CT, GU, HI, IA, LA, MT, ND, NE, NH, NY, OK, PR, SD, VA, VI
Has a mechanism for continued payments to providers/contractors	15	AZ, FL, GA, IN, KS, LA, MN, NH, OK, RI, SC, SD, VA, VT, WA
Has a process to communicate with providers	14	CA, CT, FL, GA, LA, MN, MT, ND, NY, PA, SC, SD, WA, WI
Has requirements for contractors/local entities implementing child care services	7	AK, AZ, CT, FL, LA, ND, TX
Participates in interagency taskforce/workgroups working on emergency preparedness	7	AZ, CT, MD, ND, NY, RI, SC
Has a process for transferring eligibility	6	AS, IN, NH, OK, RI, VA
Has developed and/or released public service announcements	2	CT, OK
Requires local entities and contractors to have COOPs in place	2	AZ, FL

The following table provides information about the types of government agencies and/or private or community entities that collaborate with the Lead Agency in its emergency preparedness planning.

Coordinating Entities for Emergency Preparedness and Response		
Entity	Number of States/Territories	State/Territory
Coordinates with State government agencies	30	AK, AR, AZ, CNMI, CO, CT, DC, DE, FL, GU, IA, KS, KY, LA, MA, MD, ME, MN, NC, NE, NH, NY, OK, PA, PR, RI, UT, VA, VI, VT
Child Care Resource and Referral (CCR&R) agencies	16	AK, AZ, FL, IA, ID, LA, MN, NC, ND, NJ, NY, OK, PR, VT, WI, WY
Local government agencies	11	AK, FL, ME, NY, OK, PA, PR, TX, VA, VI, WI
Community organizations	4	LA, NC, NY, WA
Red Cross	3	LA, NC, PR
Churches	1	LA

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### Detailed Responses to Emergency Preparedness and Response CCDF Preprint Questions

The 2010-2011 CCDF Plan preprint requires States and Territories to respond to the following questions involving emergency preparedness and response:

**2.1.2 Emergency Preparedness and Response Plan for Child Care and Early Childhood Programs.** Lead Agencies are encouraged to develop an emergency preparedness and response plan for child care and other early childhood programs operating in the State/Territory. The plan should include provisions for continuity of services and child care assistance payments to families and providers in the event of an emergency or disaster. Indicate which of the following best describes the current status of your efforts in this area.

- Planning. Indicate whether steps are under way to develop a plan. If so, describe the time frames for completion and/or implementation, the steps anticipated and how the plan will be coordinated with other emergency planning efforts within the State/Territory.
- Developing. A plan is being drafted. Include the plan as Attachment 2.1.2, if available.
- Developed. A plan has been written but has not yet been implemented. Include the plan as Attachment 2.1.2, if available.

- Implementing. A plan has been written and is now in the process of being implemented. The plan is included as Attachment 2.1.2.
- Other. Describe:
  - a) Describe the progress made by the State/Territory in planning for an emergency or disaster event with regards to the operation of child care and early childhood education programs.
  - b) Describe provisions the Lead Agency has in place for the continuation of core child care functions during and after a disaster or emergency.
  - c) Describe efforts the Lead Agency has undertaken to provide resources and information to families and child care providers about ways to plan and prepare for an emergency or disaster situation.
  - d) Describe how the Lead Agency is coordinating with other State/Territory agencies, private, and/or non-profit charitable organizations to ensure that child care and early childhood programs are included in planning, response, and recovery efforts.

The following tables contain direct excerpts from the CCDF Plans.

Alabama					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					The Lead Agency has prepared an Emergency Welfare Services Disaster Response Plan. The plan is for all Lead Agency services and is included as Attachment 2.1.2.
<b>2.1.2a Progress in emergency planning for child care operations</b>					
<b>2.1.2b Plans for continuation of core functions</b>					
<b>2.1.2c Resources for families and providers</b>					

Alabama	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	Licensing minimum standards require that all licensed facilities have a plan for the evacuation and care of children in the case of fire, tornado, serious accident or injury, or power failure. The plan must be posted in a conspicuous place in the facility.

Alaska					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Lead Agency disaster response plan is being added to the Division of Public Assistance (DPA) Disaster Response Plan, it is in draft format and not available at this time. The additions were developed utilizing the Emergency Preparedness Resource Notebook from the Administration for Children and Families. When approved, Child Care will be added to the Division Plan which currently includes Food Stamps, Public Assistance, Medicaid and Heating Assistance.</p> <p>The current Disaster Response Plan includes:</p> <ul style="list-style-type: none"> <li>• Pre Planning, Training and Information <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Communication Systems</li> <li>• DPA Staff Assignment</li> <li>• Information Systems</li> </ul> </li> <li>• Planning, Training and Testing <ul style="list-style-type: none"> <li>• Disaster Emergency Event Response</li> <li>• Disaster Responsive Service Provision</li> <li>• Pandemic Flu</li> <li>• Disaster Food Stamp Program</li> <li>• Cash Program: General Relief, TANF, APA and Senior Benefits Medicaid</li> <li>• Heating Assistance Program Security and Fraud Control</li> <li>• Post Event Follow up</li> <li>• Post Event Security Program Requirements</li> </ul> </li> </ul> <p>A Field Guide is in the planning stage of being drafted as it cannot be done until the Disaster Response Plan is approved. It will be a shorter version of the Disaster Response Plan for quicker reference to key items.</p>				

**Alaska**

**2.1.2b  
Plans for  
continuation of  
core functions**

Child care licensing and child care assistance would be reinstated after first responders have provided critical services and power and communication have been restored per Lead Agency policy.

Child care licensing is administered from state offices located in Juneau, Fairbanks, Anchorage and the Municipality of Anchorage. Child care licensors will continue to license new providers and current licenses may be extended as needed. Emergency Regulations (these are in the preplanning stage) may be implemented.

Child care assistance (PASS I, II, III) is administered by the DPA and contractors/grantees statewide. Staff and contractors will continue to determine eligibility for new applicants and issue child care assistance payments. Additional staff may be available if the number of applicants is expected to increase based on the location, severity, and length of the disaster. Staff may input payments directly or communicate with another Child Care Program Office (CCPO) which has the ability to input the payment for them.

Technical assistance may be provided via telephone, e-mail, or fax to child care assistance applicants, child care providers and contractors/grantees. In an emergency situation that requires on-site assistance, staff may be transported to that site. Disaster kits will be issued for the visit. At least one mobile disaster kit will always be available at each office or grantee office. It will contain field guides, materials for licensing and assistance tasks and other supplies needed to provide services on-site.

Record keeping may be completed on-site electronically or manually or the information may be relayed to another office for completion. If information is recorded manually, the data must be electronically recorded when returning to the CCPO office.

**2.1.2c  
Resources for  
families and  
providers**

All licensed child care providers in Alaska must develop a written Disaster Preparedness and Emergency Evacuation Plan as part of their licensing. Child Care Licensors provide the "Get Out Alive!" form for providers which includes a sample escape plan. The evacuation procedure is also drawn on a floor plan grid. Evacuation drills must be conducted and recorded monthly.

Developing evacuation plans has been discussed at licensing chats which are conducted in communities with licensed child care. Child care licensors travel to communities or telephonically conduct the chats. In some communities, emergency personnel have conducted in-depth trainings.

Child care providers advise parents of their emergency evacuation plan with instructions on where to pick up their child in case the facility has been evacuated and reentry is not possible.

Recently, a licensed home provider in Southeast Alaska evacuated the children from her home in an emergency situation. The Juneau Empire newspaper reported the provider said the students practice drills every month and that practice paid off.

**Alaska**

<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The Division of Public Assistance is coordinating among programs within the division for inclusion in the DPA Disaster Response Plan. Programs currently included in the plan are Food Stamps, Public Assistance, Medicaid and Heating Assistance.</p> <p>After the draft plan is approved, copies will be made available to the CCR&amp;R network, the Municipality of Anchorage, and State TANF and State Non-TANF agencies. The plan can be used to develop disaster response plans specific to each agency.</p>
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**American Samoa**

<p><b>2.1.2 Status of emergency planning</b></p>	<p><b>Planning</b></p>	<p><b>Developing</b></p>	<p><b>Developed</b></p>	<p><b>Implementing</b></p>	<p><b>Other (Describe)</b></p>
<p><b>2.1.2a Progress in emergency planning for child care operations</b></p>	<p align="center">✓</p>				
<p>Sample State Emergency Preparedness and Response Plans, predominantly from the National Child Care Information and Technical Assistance Center website, shall be reviewed by the Child Care and Early Childhood Education (ECE) Programs. Using the sample plans as references, a draft Plan shall be developed that best meets the needs of Child Care Providers and ECE Centers in American Samoa. This draft Plan will be presented to the Department of Homeland Security and Territorial Emergency Management and Coordinating Office (TEMCO) for additional review and comments to ensure that a comprehensive Plan is developed for the Territory's child care and early childhood education programs. It is anticipated that a preliminary draft of the Emergency Preparedness and Response Plan shall be ready for submission to the Department of Homeland Security and Territorial Emergency Management and Coordinating Office for recommendations. The Child Care and ECE Programs hope to have the plan finalized, adopted and ready for implementation by January 1, 2010.</p>					

**American Samoa**

<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>Priority placement will be given to Child Care and Development Fund (CCDF) eligible children who are receiving protective services (including foster care services), children with special needs and to CCDF eligible children whose parents qualify under the very low income category.</p> <p>Children are considered receiving protective services if evidence exists of physical and/or emotional abuse, neglect, and/or is receiving foster care services. This determination will be made by the High Court of American Samoa following a recommendation from a Child Protective Services caseworker. The child must be receiving protective services to qualify; or, if he/ she is in foster care, as confirmed by the administering agency for foster care in American Samoa;</p> <p>or if his/ her family has been directly impacted by a natural disaster, including but not limited to a typhoon or hurricane, earthquake, tsunami, flooding, etc, whereby their residence has been confirmed by the Emergency Operations Center and/ or TEMCO as having sustained "total loss" or "major damages", rendering them homeless.</p> <p>Children that are categorized as receiving protective services as a result of a natural disaster shall be extended emergency child care services through a voucher system. The availability of vouchers shall be dependent on the availability of CCDF funds. An Emergency Child Care Voucher system shall be implemented in cases of natural disaster, to provide relief to families that are directly impacted by offering child care services so that they may better access other recovery/ relief services.</p>
<p><b>2.1.2c Resources for families and providers</b></p>	<p>The Department of Human And Social Services (DHSS) has provided guidance and resources for developing emergency plans for child care centers. However, it is expected that the Emergency Preparedness and Response Plan that will be developed and implemented by January 1, 2010 will provide a more comprehensive approach in providing more detailed guidance for the child care providers.</p>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The DHSS and American Samoa Department of Education's Department of Education (AS DOE) Early Childhood Education (ECE) program will foster partnerships with the Department of Homeland Security TEMCO, as well as other emergency management organizations to ensure that Child Care and ECE Programs are part of territory-wide planning, response and recovery discussions and efforts.</p>

Arizona					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Lead Agency has developed a Business Continuity Plan, which is included as attachment 2.1.2. This plan details the steps necessary to resume business operations in the event of an emergency and how essential services will be maintained until a full resumption occurs.				
<b>2.1.2b Plans for continuation of core functions</b>	The Business Continuity Plan has made provisions for essential functions during emergency situations, where access to the current computer system is not available. The essential functions include: contracting for child care providers; paying providers; receiving referrals for service from TANF and Child Protective Services; and determining eligibility for families.				
<b>2.1.2c Resources for families and providers</b>	All new contracts that the Lead Agency approves have a provision that requires the contractor to develop a plan to address emergency situations such as pandemics. Each contractor must show: key succession and performance planning if there is a sudden significant decrease in contractor's workforce; alternative methods to ensure there are services or products in the supply chain; and an up to date list of company contacts and organizational chart.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>The Department of Economic Security (DES) participates in table-top functional and full-scale exercises with the other State Agencies and Counties. During these exercises, the DES is participating in the mass care at the State Emergency Operations Center. The DES coordinates any resources necessary for critical business functions.</p> <p>As experienced recently with the H1N1 outbreak in Arizona, there is a need to continue efforts between State and County Health Departments and all child care regulatory agencies to ensure a smooth flow of information. A process will also need to be developed to ensure that the Child Care Resource and Referral Agencies and other key stakeholders are included in the communication plan. This will ensure that all access points for families and providers will have up-to-date and accurate information available.</p>				

Arkansas					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	Senate Bill 342 has been enacted into law and will become effective July 1, 2009. This Act mandates the establishment of emergency preparedness procedures for all licensed and registered child care in the State of Arkansas. The Act provides that emergency preparedness courses and workshops will be offered and made available for all providers, that specific indicators of emergency preparedness will be built into the levels of the new Quality Improvement and Rating System that is scheduled to become effective by July 1, 2010 (above minimum licensing standards). The Act also requires that each center/home develop a plan to include a designated relocation site, a procedure for notifying parents of the relocation site and for ensuring family reunification, procedures to address the needs of individuals with special needs, instructions for staff training and reassignment of staff duties, coordination with local emergency management officials and a program to ensure that appropriate staff are familiar with the plan's components. The provisions of this act will be promulgated into the licensing rule base no later than December 31, 2009, and enforcement would follow no later than March 1, 2010. Training in emergency preparedness has already been developed and is being presented on an ongoing basis statewide. The new Quality Rating and Improvement System will incorporate emergency preparedness standards on each level and will be in place no later than July 1, 2010.				
<b>2.1.2b Plans for continuation of core functions</b>	The Lead Agency will work closely with the management and staff at effected facilities to ensure that care is provided in a safe manner during relocation or other emergency actions and to ensure that children are reunited with their parents in the shortest possible time frame.				
<b>2.1.2c Resources for families and providers</b>	The Lead Agency has developed a training module on emergency preparedness and has presented this training to provider groups, at child care conferences and to individual providers. (The training was developed from the National Association of Child Care Resource and Referral Agencies recommendations on emergency preparedness.) This training will continue and will be supplemented by training provided by other sources, including Lead Agency contract agents, as a part of pre-application training and as on-going technical assistance.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Lead Agency is working closely with the Arkansas Department of Emergency Management (ADEM) to insure that plans developed by facilities are safe and take advantage of available local resources. ADEM will also provide technical assistance in determining local and regional risk factors and threats that require unique evacuation plans.				

California					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>Currently steps are underway to develop an emergency preparedness and response plan for child care and other early childhood programs operating in California. This plan will include provisions for the continuity of services and child care assistance payments to families and providers in the event of an emergency or disaster.</p> <p>The California Department of Education (CDE) has developed and published a disaster preparedness manual and accompanying video to help child care centers and family child care homes prepare to cope with disasters if they occur. This disaster preparedness manual and video demonstrate what child care providers need to do in the event of a disaster. They cover what can be done before, during, and after a disaster. The manual and video are divided into four sections: preparing for disaster, coping with disaster, response and recovery, and educational resources and information.</p> <p>The manual and video point out that in the event of a disaster, physical survival and emotional health can depend upon how well a program has prepared before a disaster ever occurs, and on how effectively the plan is carried out when the disaster happens. The manual and video provide disaster recovery strategies that include triage and first aide, provision of child care, food service, and maintaining communications.</p> <p>CDE-funded child care and development programs, both center-based and family child care homes are required to practice emergency evacuation procedures regularly.</p> <p>During the last two years, in response to the possibility of a pandemic outbreak, for example, the avian flu, the CDE has developed a draft Pandemic Flu Policy Manual. Although at the present time there is no pandemic, there is concern among public health officials that one could occur. The CDE convened a work group to plan ways that the CDE would respond in case of a pandemic influenza emergency. A list of topics in the manual includes:</p> <ul style="list-style-type: none"> <li>• Fiscal response to school closures ordered by health officials</li> <li>• Improving communications to districts to notify them of school closures</li> <li>• Accountability and assessment policies during extended school closures</li> <li>• Continuity of educational and student services during extended school closures</li> <li>• CDE employee training related to pandemic flu</li> </ul> <p>The CDE developed a plan to communicate with child care and development contractors in the event of an emergency. The draft CDE policy manual states that the state health officer will inform the Superintendent of Public Instruction to issue an order to close schools. If this happens, the CDE will immediately notify by e-mail and telephone all fifty-eight county offices of education, California special schools, direct funded charter schools, any school directly chartered by the State Board of Education and state-funded child care centers. In the event of an emergency, the CDE Child Development Division (CDD) will contact all of its contracted agencies through its list serve, which includes child care centers and family child care home networks.</p>				

**California**

<p><b>2.1.2a Progress in emergency planning for child care operations, CON.</b></p>	<p>The CDE CDD developed a plan to communicate with child development contractors about pandemic flu emergency planning, mitigation, and potential closures ordered by the state health officer.</p> <p>The California Child Care Health Program, in its November-December 2007 issue of Child Care Health Connections, provided information for child care programs about pandemic flu, and the steps programs can take to prepare for a pandemic flu emergency. The California Child Care Health Program has also prepared Health and Safety Notes on Preparing for Pandemic Flu in Child Care Programs. These publications and articles as well as links to other very helpful web sites containing information about pandemic flu response planning are posted on the California Child Care Health Program web site at: <a href="http://www.ucsfchildcarehealth.org">www.ucsfchildcarehealth.org</a>. The CDE plans to issue this information to its funded child care programs via its list serve.</p> <p>The California Code of Regulations (CCR) Title 22 §101174 requires that each licensed child care program develop a disaster and mass casualty plan. California Education Code §8271 gives the CDE the authority and ability to fund child care programs if they are closed due to a disaster or unforeseen emergency. The CDE has the authority to ensure that contractors continue to receive apportionments during an emergency, thus ensuring the continuity of child care services to children and families during a disaster.</p> <p>The CDE CDD developed pertinent Frequently Asked Questions regarding emergency preparedness as it relates to early care and education programs, along with information about helpful web sites, and will disseminate this information to CDE funded child care programs via its list serve. The CDE CDD will coordinate with the California Department of Social Services (CDSS), Community Care Licensing Division (CCLD), to ensure that all child care centers and family child care homes, both those operating under CCR Title 22 and Title 5 regulations receive essential and critical information during an emergency.</p> <p>The CDE CDD plans to provide guidance and assistance to its child care and development to its program contractors regarding topics and activities that include:</p> <ul style="list-style-type: none"> <li>• Planning for a pandemic - ideas to assist children, families, and staff during a pandemic emergency</li> <li>• Available resources - how to obtain up-to-date information</li> <li>• A kit containing useful web sites, samples letters to parents and staff, checklists, etc.</li> </ul> <p>The CDE CDD requires that CDD-funded child care programs develop their own plans including steps to be taken before, during, and after an emergency.</p>
<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>See 2.1.2a</p>

California	
<b>2.1.2c Resources for families and providers</b>	See 2.1.2a
<b>2.1.2d Coordination with other agencies and/or organizations</b>	See 2.1.2a

Colorado					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>		✓			The Division of Child Care's Licensing Unit currently requires each child care facility to develop their own policy and procedures for responding to emergencies. This is implemented through rules and regulations for the specific facility type at the time of the original facility visit. This policy is reviewed again during supervisory visits thereafter.
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Division of Child Care (DCC) is looking at introducing a rule under the General Rules For Operations for all facility types that would address the Continuity of Operations/Disaster Recovery Plan (COOP) and Pandemic Planning during the next revision.				
<b>2.1.2b Plans for continuation of core functions</b>	Currently the DCC COOP and Pandemic Plan allows for an emergency waiver process. The child care facility affected can call the DCC requesting a waiver to any rule, receive a verbal approval, and would later follow through with a written request. This would allow the facility to operating until the emergency has passed.				
<b>2.1.2c Resources for families and providers</b>	Resources are currently listed at the Colorado Department of Human Services web page <a href="http://www.cdhs.state.co.us/">www.cdhs.state.co.us/</a> along with the Division of Child Care web page <a href="http://www.cdhs.state.co.us/childcare/">www.cdhs.state.co.us/childcare/</a> offering resources and current updates on COOP and Pandemic preparedness.				

Colorado	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Office of Children, Youth & Family Services (Division of Child Care, Division of Child Welfare and Division of Youth Corrections) is completing its COOP and Pandemic Planning Guide. The guide allows for communicating and reporting to the appropriate "Lead" agencies as established by the Governor of Colorado. Information sharing and facilitating resources with the licensed providers (Private Sector) will be established as allowed by the Private Sector.

Commonwealth of the Northern Mariana Islands (CNMI)					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	Plans are being developed to ensure that the operation of child care and early childhood education programs continue during an emergency or disaster. Research is being conducted by the CNMI Child Care Program on what other states and territories have done to address emergency or disaster planning. This research will continue during the first and second quarter of FY 2010. During the 3rd and 4th quarter of FY 2010, coordination and planning will be headed by the Child Care Program along with the Emergency Management Office with different agencies to address emergency or disaster planning with regards to the operation of child care and early childhood education programs. Towards the end of the 4th quarter of FY 2010, a draft plan is expected to materialize.				
<b>2.1.2b Plans for continuation of core functions</b>	Research is being conducted by the CNMI Child Care Program on what other states and territories have done or will do to ensure continuation of core child care functions during and after a disaster or emergency. This research will continue during the first and second quarter of FY 2010. During the 3rd and 4th quarter of FY 2010, coordination and planning will be headed by the Child Care Program along with the Emergency Management Office with different agencies or department, in particular, the Department of Community and Cultural Affairs Division (DCCA) Child Care Licensing Program, Procurement and Supply and Department of Finance to address emergency or disaster planning with regards to the continuation of core child care functions during and after a disaster or emergency. Towards the end of the 4th quarter of FY 2010, a draft plan is expected to materialize. Additionally, the DCCA is working with National Information Management System on Emergency Hazard Formation.				
<b>2.1.2c Resources for families and providers</b>	The Emergency Management Office continues to provide resources and information to the general public regarding emergency situations or disasters. In January of 2009 in collaboration with the DCCA Child Care Program, training was provided to all child care providers focusing on natural disasters and what to do in such situations. Discussions centered on tsunamis, earthquakes, and typhoons. The DCCA Child Care Program plans to provide such training to all child care providers on an annual basis as well as provide updated information to all parents during orientations.				

**Commonwealth of the Northern Mariana Islands (CNMI)**

<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The 2007 update of the Standard State Mitigation Plan (SSMP) has been developed in accordance with the regulatory requirements of Public Law 106- 390 or the Disaster Mitigation Act of 2000. This update demonstrated the CNMI's priorities and commitment to alleviate the risks from natural hazards. The planning process identified short and long term goals for the CNMI which included: educating the local island communities through public education and outreach about hazards and hazard mitigation. The participants of this planning process included private and non-profit organizations. In particular, the Child Care Program was represented under the Department of Community and Cultural Affairs.</p>
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**Connecticut**

<p><b>2.1.2 Status of emergency planning</b></p>	<p><b>Planning</b></p>	<p><b>Developing</b></p>	<p><b>Developed</b></p>	<p><b>Implementing</b></p>	<p><b>Other (Describe)</b></p>
<p><b>2.1.2a Progress in emergency planning for child care operations</b></p>	<p align="center">✓</p>				<p>The Connecticut Department of Public Health (DPH) has developed a "flip chart" <a href="http://www.ct.gov/dph/lib/dph/daycare/pdf/dph_Emer_guide_eng.pdf">www.ct.gov/dph/lib/dph/daycare/pdf/dph_Emer_guide_eng.pdf</a> on emergency care provisions and has been coordinating training sessions to child care providers throughout the state in 2008 and 2009. Plans are being made to expand this effort to a variety of child care settings in future years. DPH has worked with the Connecticut Department of Emergency Management and Homeland Security (DEMHS) to alert local emergency management directors. Planning and implementation of the guidelines and training was done in collaboration with the statewide Child Safety &amp; Crisis Response Committee to address safety and crisis preparedness and response issues affecting children.</p> <p>The Department of Public Health developed, printed and distributed (Spring 2008) 4500 Emergency Care Guidelines (Spanish &amp; English) to all licensed child care centers and family day care homes. Eight regional (2 hour) trainings were held in the Summer and Fall of 2008 and very well attended by child care providers (660 individuals participated). Additional trainings were provided to child care associations/groups. An opportunity for Train-the-Trainers may be established to provide training on the DPH model to continue training of child care providers. DPH has already developed the curriculum and PowerPoint presentation based on research and consolidation of preparedness best practices in other states and from National Association of Child Care Resource and Referral Agencies documents. Presentations/training was held at the Connecticut Association for the Education of Young Children meetings held in the Fall of 2007 and 2008.</p> <p>DPH in coordination with DEMHS has developed a child care preparedness "ready" kit (on wheels) which will be shared with centers in the 10 mile emergency preparedness zone during a special training for/in the event of an emergency at the Millstone Nuclear Power Station.</p> <p>The Child Safety Child Care Subcommittee have outlined training needs for early care &amp; education providers in diverse settings including centers and family day care homes, after-school, summer and school vacation camps, family resource centers, in-home &amp; informal child care providers. The Department of Emergency Management and Homeland</p>

## Connecticut

Security has been involved and has shared information regarding child care providers with the local Emergency Management Directors for incorporation into local preparedness efforts.

In addition, planning and preparedness for child care has been incorporated into statewide and local Emergency Preparedness documents as required by the Connecticut Department of Emergency Preparedness and Homeland Security. Most notably, plans, training, and information for the 10-mile Emergency Planning Zone (area in the 10 mile radius around the Millstone Nuclear Power Station) including documents such as “Nuclear Power Plant Emergency Preparedness for child care providers in the Millstone Emergency Planning Zone (EPZ)” have been made available to providers and families. The following text is from the planning guide and is mailed to all homes within the 10 mile EPZ each year with details regarding sheltering in place or evacuation:

### What If Your Children Are In School Or Day Care?

Communities within 10 miles of Millstone Nuclear Power Station have plans in place to provide for the safety of school populations. The Superintendent may decide to conduct an early dismissal or to make preparations for a precautionary transfer of students to a pre-designated location. Schools calling for early dismissal will follow the same procedures as they do for snow days.

Families will be notified of the precautionary transfer of students and where they may pick up their children. Parents are asked not to arrive at schools before being notified in order to avoid delays. Children will be accounted for and supervised at all times. School authorities will assure that the student is released only to an authorized person. School nurses bring all medicines prescribed for students and health alert information. Classes that are away from school on field trips are contacted and directed to go to a host community.

Licensed child day care centers, group day care homes and family day care homes are required to develop emergency response plans. Day care providers have been encouraged to work with their local public safety officials in developing these plans. Plans include procedures for sheltering, relocating, and evacuating children and staff if necessary. Check with your day care provider and make yourself aware of their plans in case of an emergency.

Additional planning to be accomplished includes but is not limited to:

- More fully develop a strategic plan based on the planning document from May of 2007.
- Explore potential for incorporating Emergency preparedness training (1-2 hours) for child care providers in the Connecticut Charters-A-Course Training, CDC Director’s Credential courses, and/or First Aid training and/or refresher courses.
- Work to improve communication and planning between schools, kindergartens, local child care providers and local and state emergency preparedness staff for preparedness and response to disasters.
- Develop resources, information and strategies for parents and staff regarding what to do in an emergency if/when child is in day care. Provide questions for parent to ask providers, including what the back-up is if a child care provider is not available during or after a disaster.

### 2.1.2a Progress in emergency planning for child care operations, CON.

Connecticut	
<b>2.1.2a Progress in emergency planning for child care operations, CON.</b>	<ul style="list-style-type: none"> <li>Incorporate the needs of children during and after a disaster as they relate to school health issues, children's mental, emotional and psychological needs. A representative from Connecticut's Child Safety committee was appointed to the National Commission on Children and Disasters.</li> </ul> <p>This appointment will help to maintain a link between Connecticut and national best practices for emergency preparedness for children.</p>
<b>2.1.2b Plans for continuation of core functions</b>	<p>An example of actions, pertaining to child care facilities, that would occur if there were an incident at the Millstone Nuclear Power Station, include Emergency Alert System messages and public sirens in the communities, identifying steps to take – Remain Alert, Shelter in Place, or Evacuate, and if and when to administer Potassium Iodide (KI) – which has been distributed throughout the EPZ communities.</p> <p>In addition, DPH in their Emergency Operations Center or the state EOC will implement calling all of the licensed child care centers to make them aware of the emergency situation at Millstone Nuclear Power Station. It is the intent to use an automated phone system and to include licensed family day care homes. DPH maintains the listing and phone numbers for all licensed child care in the state and has Geographic Information System mapping to identify the facilities within the 10 mile EPZ. Facilities within schools will be notified by other means through the school and communities' Emergency Preparedness routines. Other providers such as Kith and Kin receive notification in the same manner as the general public in the EPZ, via EAS on the radios, televisions, and community sirens &amp; notification systems.</p> <p>The Child Care Subcommittee of the Child Safety &amp; Crisis Response Committee is examining state level issues including the review of impacts and needed changes to local or state agency policies and local or state regulations to include provision for continuation of child care services during and after emergencies and disasters.</p>
<b>2.1.2c Resources for families and providers</b>	See answer to 2.1.2 a
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Lead Agency is a member of the Connecticut Child Safety and Crisis Response Committee that meets quarterly. In addition, the Child Care and Development Fund Administrator is a co-chair of a Child Care subcommittee of the larger Crisis Response Committee. Representatives from a variety of child care and emergency management organizations meet to develop strategies and keep others informed.

Delaware					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	A plan was completed in December 2004. See attachment 2.1.2 and 2.1.2A for providers to use in an emergency. The Lead Agency is working on developing a plan and will coordinate with federal agencies and providers.				
<b>2.1.2b Plans for continuation of core functions</b>	The Delaware Emergency Medical Services for Children (EMSC) in the office of Emergency Medical Services provided leadership and funding for child care providers to attend statewide trainings on disaster preparedness in child care. Delaware is developing a plan.				
<b>2.1.2c Resources for families and providers</b>	EMSC obtained funding from the Maternal and Child Health Bureau to host statewide disaster preparedness trainings and provide technical assistance for child care providers.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	A steering committee of emergency management personnel, paramedics, state agency representatives, child care professionals, and community representatives was established to address the needs of child care emergency preparedness.				

District of Columbia					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Division of Early Childhood Education (ECE) has developed policies and procedures relative to emergency preparedness for child care and has provided emergency preparedness training to child care providers. ECE is working with child care providers to implement their respective Emergency Preparedness Plans. ECE staff is currently working with the D.C. Public Schools (DCPS) Risk Management Officer to align with the DCPS emergency preparedness plan, which is currently under development. ECE follows and has implemented many of the guidelines recommended by the National Association of Child Care Resource and Referral Agencies. The Plan is included as "District of Columbia Emergency Preparedness Plan" Attachment 2.1.2.				
<b>2.1.2b Plans for continuation of core functions</b>	<p>ECE has identified an alternative worksite that will enable continuation of core functions during and after an emergency. Provisions for ECE staff include distribution of personal kits with 3 days worth of emergency supplies for use on or off-site.</p> <p>For 2010-11 each ECE Division will develop a comprehensive document to summarize the sequence of activity to set up temporary operations outside of the ECE location. ECE is collaborating with the DC Public Schools Emergency Preparedness Officer to ensure that the same message is communicated throughout all programs.</p> <p>Through ongoing trainings (see below), ECE works with providers to develop their written emergency preparedness plans.</p>				
<b>2.1.2c Resources for families and providers</b>	<p>ECE has implemented an ongoing Emergency Preparedness and Response training program for subsidy providers. The objective is for each provider to prepare a written emergency plan that addresses all hazards. All training includes instruction on planning, preparing, practicing, responding and recovering.</p> <p>ECE has encouraged all providers to register with <a href="http://www.alertdc.gov">www.alertdc.gov</a>, which provides immediate notification of impending disasters. Trainers are trained by the National Emergency Preparedness Coordinator of the National Association of Child Care Resource and Referral Agencies (NACCRRRA). ECE also informs providers of the District's Homeland Security Emergency Management Agency's Community training and exercise schedule.</p> <p>ECE has conducted trainings for the Spanish and Amharic-speaking communities. In FY09 approximately 229 child care workers representing 120 providers have received training.</p>				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	ECE coordinates with NACCRRRA and DC Public Schools for training, information and resource sharing. ECE established the function of Risk Management (External) to focus on and offer technical assistance for Child Care Provider Emergency Preparation. Effective May 2009, ECE is a part of the DC Emergency Safety Alliance to represent emergency response for early childhood programs.				

Florida					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
			✓		
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Agency for Workforce Innovation (AWI) Office of Early Learning ensures the continuity of child care and early childhood services and child care assistance payments to families and providers in the event of an emergency or disaster by having developed a Department Continuity of Operations Plan and by requiring that each early learning coalition update and submit a local Continuity of Operations Plan by October 1st of each fiscal year (please see Attachment B).				
<b>2.1.2b Plans for continuation of core functions</b>	The AWI Office of Early Learning will follow the Continuity of Operations Plan, to ensure the continuation of core child care functions, before, during, and after a disaster or emergency. The AWI Office of Early Learning will utilize the AWI and Office of Early Learning toll-free assistance phone lines and the AWI Emergency Response website to communicate with early learning coalitions, child care providers and parents, other agencies and the general public, during and after a disaster and emergency. In the event of a prolonged period of time with no power, early learning coalitions may refer families and/or child care providers to the Lead Agency's toll-free Early Learning Network Call Center for assistance at 1-866-357-3239.				
<b>2.1.2c Resources for families and providers</b>	The AWI Office of Early Learning provides training to early learning coalitions on ways to plan and prepare for an emergency or disaster situation. The Lead Agency has shared the National Association of Child Care Resource & Referral Agencies Emergency Preparedness guides for Child Care Resource and Referral agencies child care centers and family child care homes with early learning coalitions, to assist them in preparing for an emergency response in their local communities. These guides can be found at <a href="http://www.naccrra.org">www.naccrra.org</a> .				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The AWI Office of Early Learning collaborates with the Office of the Governor, Florida Department of Children and Families, Florida Department of Emergency Management Services, National Disaster Preparedness groups, the Red Cross, United Way and other state agencies to ensure that child care and early childhood programs are included in all state emergency preparedness and response plans.				

Georgia					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	Although not the Lead Agency, the Department of Early Care and Learning (DECAL) licenses child care learning centers and group day care homes and registers family day care homes. Each center and home is required by state rules to have and implement a written plan for handling emergencies, including but not limited to, severe weather, loss of electrical power, or loss of water.				
<b>2.1.2b Plans for continuation of core functions</b>	<p>An In Case of Emergency phone tree for all State Child Care Unit (SCCU) staff is maintained and distributed to each member. The phone tree is also stored electronically and accessible by all SCCU staff. The Department of Human Services (DHS) will communicate with designated DHS/Division of Family and Children Services (DFCS) staff at designated intervals to report on on-going situations. Individual workloads may be redistributed on a temporary basis.</p> <p>The Child Care and Parent Services (CAPS) program has a Disaster Recovery plan contractually developed with the contractor managing the child care automated system to store all client and provider data records. The plan stipulates how and where data must be protected and maintained for client cases, payee history and provider files. Data is maintained on two (2) different servers and at two different locations.</p> <p>In the event of a disaster, victims can (as defined by the state) receive priority services for child care. All child care services could be performed at alternative locations. In addition, provider payment services may be accessed from any remote location utilizing a computer and the appropriate password. Paper files will be established and stored in the central files office and scanned for electronic storage by the Program Assistant.</p>				
<b>2.1.2c Resources for families and providers</b>	Each county DFCS office is responsible for developing and maintaining an emergency or disaster preparedness plan to ensure the safety of staff and the customers they serve. DHS sections will make arrangements with designated individuals or agencies to provide interpreting and translation services to non-English speaking customers/constituents who are involved in emergency situations. The CAPS program also provides informative information in monthly newsletters to provider.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Lead Agency is in the process of establishing a collaboration with other state agencies, private, non-profit, and disaster preparedness groups to formulate a plan to ensure that child care and early childhood programs are included in the planning, response, and recovery efforts.				

Guam					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>There is a Pandemic Influenza Plan developed and could also be utilized for other disasters. The Lead Agency has developed an all-hazards plan. Plans are in place to conduct a Pandemic Influenza exercise this summer. Guam Strategic National Stockpile (SNS)/RSS will conduct a functional exercise in summer of FY09. On Sept. 23-25, 2009 an All Hazards Terrorism Exercise will be conducted by Joint Task Force, Homeland Defense.</p> <p>In addition, the Guam Homeland Security is conducting a HURREVAC and Disaster LAN (DLAN) Training. This training is provided to all Response Activity Coordinator's on the use of DLAN.</p> <p>Leadership Training is held promoting Health and Safety standards that are aligned with the APP: Caring for Our Children.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>The Department of Public Health and Social Services (DPHSS) has a written Pandemic Influenza Continuity of Operations Guide in place for the continuation of core child care functions during and after a disaster or emergency.</p>				
<b>2.1.2c Resources for families and providers</b>	<p>Publication materials have been disseminated to all childcare centers and in-home providers. These materials were also provided during outreach events throughout the year and have been made available at the front desk at the Work Programs Section. (Pandemic Flu, DPHSS; Child Care and Preschool Pandemic Influenza Planning Checklist, CDC; Be A Germ Stopper, CDC; Cover Your Cough, CDC; Pandemic Flu Planning Checklist for Individuals &amp; Families, CDC)</p>				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>Regionally, we have been in coordination with the Commonwealth of the Northern Mariana Islands, Department of Community and Cultural Affairs. Collaborative efforts to develop, build, implement, and sustain delivery of early childhood services for young children and their families on Guam between public and private entities continues through the Guam Early Learning Council.</p>				

Hawaii					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	Currently, the Department of Human Services (DHS) is engaged in system-wide planning for an emergency or disaster as it relates to all families on each island that utilize DHS services as well as are potential applicants for services during the disaster period. Within the bigger framework of disaster preparedness and response, programs are tasked with planning for the smaller details within their own programs. Estimated time frame for completion of the plan is in December 2009.				
<b>2.1.2b Plans for continuation of core functions</b>	As the DHS is in the planning stages, assessments need to be done to determine whether there is a need for statute or rule changes to accommodate child care facilities operating in the time of emergencies or disasters as well as how to continue to administer the child care subsidy program to families affected by emergencies or disasters.				
<b>2.1.2c Resources for families and providers</b>	A provision in the child care licensing rules specifies that providers must have a written disaster plan that is made available to the families of all enrolled children. County Civil Defense Agencies have issued materials to child care providers and families about disaster preparedness. Part of the Lead Agency's planning will include a more systematic way of informing families and child care providers about emergency and disaster preparedness.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	In the Lead Agency's system wide planning efforts, other agencies to coordinate with have been identified. For the child care program, a survey of other organizations and services that may be available will be conducted and the information compiled into the action plan.				

Idaho					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					Disaster preparedness information will be incorporated into all ICep orientations by August 1, 2009, and a train the trainer will be developed using the National Association of Child Care Resource and Referral Agencies' training information to be available to providers in every region of the state.
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Department of Health and Welfare, along with other state agencies, are working to complete a Continuity of Operations Plan (COOP) which must be in place by June 2009. Phase two of the COOP will be testing, which will start July 2009.				
<b>2.1.2b Plans for continuation of core functions</b>	As part of COOP, the Division of Welfare, which has responsibility for distributing the Child Care and Development Fund subsidy funds to eligible families and providers, has identified the issuance of subsidies as a core function. The contractor, which provides Resource and Referral to parents, has considered referrals as a core function in their emergency preparedness plan. The Department of Health and Welfare, Division of Information and Technology (IT) has a disaster recovery plan that will ensure that the essential IT functions that support these core activities can occur.				
<b>2.1.2c Resources for families and providers</b>	IdahoSTARS is developing training and train-the-trainer on disaster planning. This information will be available to providers as part of the required orientation to become an Idaho Child Care Program eligible provider. For existing providers this information is available through the IdahoSTARS Training Registry. The Health Districts offer training specific to child care emergency preparedness.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The COOP planning process has identified other partnerships that are necessary to ensure that the business of the Lead Agency can be completed successfully.				

Illinois					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Lead Agency has implemented emergency preparedness plans for its offices and staff. However, there are currently no requirements to contractors. Therefore, the Lead Agency's Bureau of Child Care and Development staff will facilitate the development of a Child Care Emergency Preparedness and Response Plan (CCEPRP). The yet to be convened CCEPRP Committee will include representatives from the Illinois Department of Children and Family Services, Illinois State Board of Education, Illinois Department of Public Health, Illinois Office of the State Fire Marshal, as well as child care providers and parents.				
<b>2.1.2b Plans for continuation of core functions</b>	Provisions for the continuation of child care functions will be included in the CCEPR Plan.				
<b>2.1.2c Resources for families and providers</b>	Resources, information, and training available to providers and families will be outlined in the CCEPR Plan.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	Representatives from other State agencies and private and non-profit organizations will be included in developing the CCEPR Plan, as well as in periodic review of its effectiveness.				

Indiana					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Lead Agency has taken steps to be part of any emergencies within the State although a formal plan needs to be developed.				
<b>2.1.2b Plans for continuation of core functions</b>	The Lead Agency and the Department of Homeland Security have made provisions to allow child care providers to move temporarily during a disaster or emergency. The following link is the lead agencies policy for Acceptable Conditions for Re-Opening of Child Care Facilities Following Flood Damage, following the June 2008 floods: <a href="http://www.in.gov/fssa/carefinder/2734.htm">www.in.gov/fssa/carefinder/2734.htm</a> . The Lead Agency has also made provisions with the Child Care and Development Fund to allow subsidy end dates to be extended due to families not being able to come in for recertification appointments.				
<b>2.1.2c Resources for families and providers</b>	The Lead Agency has coordinated with the Indiana State Department of Health to develop and make available emergency procedural templates for providers. These templates are available through the Bureau of Child Care and the Indiana State Department of Health. See Attachment 2.1.2(c)				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	There is currently a process under way to develop a plan for Emergency Preparedness and Response for Child Care and Early Childhood Programs which is scheduled to be completed in the next year. The Bureau of Child Care will be working closely with other State Agencies to complete this task that will ensure the safety of the children and continuity of services and child care assistance payments to families and providers in the event of an emergency or disaster. The following link shows how child care has been included as Family and Social Services Administration Disaster Relief FAQ. See attachment 2.1.2(d)				

Iowa					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>On a more general level, the Lead Agency has not developed a specific emergency preparedness plan for child care. However, child care regulations require child care providers to develop individual plans for their programs; the Child Care Resource and Referral Agencies (CCR&amp;R) receive disaster planning resources and support from the National Association of Child Care Resource and Referral Agencies (NACCRRRA), and the state's Healthy Child Care Iowa initiative is engaged in ongoing emergency preparedness efforts with the child care nurse consultants in partnership with state-level efforts. Accommodations to child care regulations are made on an as-needed basis as events warrant. On a more statewide scale, the Iowa Homeland Security and Emergency Management Division is charged with addressing statewide preparedness for disaster and terrorism events. Efforts are coordinated with, among others, county-level emergency management departments.</p> <p>On a more specific level, the Healthy Child Care Iowa (HCCI) team, in collaboration with state and local partners, is engaging county-level emergency preparedness planners to educate them on the unique needs of children in child care and provide tools to assist communities in including child care in their community preparedness plan. A "tabletop exercise" is planned for the first quarter of SFY 2010 - involving community emergency planners, key community-level partners such as CCR&amp;R and Maternal and Child Health, elected officials and members of the Early Childhood Iowa Council - in a disaster scenario that includes child care. By September 30, 2009, a copy of the After Action report, and written recommendations for child care providers will be available on the Healthy Child Care Iowa Web site, and will have been distributed to Iowa Emergency Management agencies, CCR&amp;R agencies, Title V Maternal and Child Health agencies, and Department of Human Services Licensing Consultants. In addition, a follow-up meeting from the tabletop exercise will be convened for key community stakeholders that support Iowa's Early Care, Health and Education System (including elected officials, emergency management, public health, early care and education providers, and human services) on the findings and recommendations.</p> <p>The Lead Agency intends to partner with Iowa Department of Public Health (IDPH)/HCCI and CCR&amp;R to develop a more systemic, coordinated state-level response to child care providers affected by disasters or other emergencies.</p>				

Iowa

<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>The Lead Agency has the capability to implement a “rapid response” to child care providers and parents served in those settings via a number of mechanisms:</p> <ul style="list-style-type: none"> <li>• CCR&amp;R Network – the coordinated, systemic nature of Iowa’s CCR&amp;R system proves invaluable when needing to assess and connect with child care providers. With the ongoing provider updates accomplished in NACCRRARware comes a data tool that makes timely connections with providers possible; provides for availability of child care information for parents whose provider has been displaced, and provides for a “one stop” approach to move information out to the provider community and gather damage assessment data.</li> <li>• Regulatory accommodations – The Lead Agency, as the regulatory entity for child care homes and centers, is able to make timely accommodations to key regulatory provisions, such as capacity, record keeping, etc to allow “next day” care to continue in alternate sites.</li> <li>• Child Care Assistance – The Lead Agency, as a state administered system is able to provide timely accommodations to key eligibility provisions for subsidy, to allow continued receipt of child care assistance by families whose work or school has been interrupted due to a disaster.</li> <li>• IDPH/HCCI – The agency maintains a capability for “Geomapping” child care providers. Further exploration of this tool in a coordinated approach, partnered with CCR&amp;R data, will prove instrumental in the state’s future ability to respond to a disaster.</li> <li>• Partnership with National Organizations – the Lead Agency’s relationship with the national organization for CCR&amp;Rs –NACCRRRA – provides a linkage to other resources at their disposal, such as Save the Children, businesses that sell early childhood equipment and materials, etc.</li> </ul>
<p><b>2.1.2c Resources for families and providers</b></p>	<p>The CCR&amp;R Regional Child Care Nurse Consultants take a lead role in ensuring materials are available and distributed to child care providers, including training on specific tools. Efforts center around the use of NACCRRRA’s “Disaster Preparation: A Training Program for Child Care Centers”, adapted for both home and center use. Training is often offered in partnership with Community Empowerment, coordinated with county emergency management personnel, may include distribution of materials such as weather radios, etc. In addition, Information about emergency preparedness is also included in the child care provider handbooks for regulated providers.</p>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>See information above in (a), regarding the IDPH’s efforts to engage an array of entities in community level planning – a specific initiative to increase the knowledge, capacity and inclusion of Iowa’s Early Care, Health and Education System into community emergency preparedness plans. Iowa Communications Network-level trainings are being planned focused on both the child care provider and the community partners who support them. The Lead Agency has an established relationship with First Children’s Finance (FCF), an organization that provides financing and technical assistance to child care providers. FCF is able to target providers during emergencies to assist with financing, provide business planning assistance, and make adjustments in repayment with current loan recipients.</p>

Kansas					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					<p>The Lead Agency's Disaster Response Guidelines are attached. Planning provides for replacement of EBT cards for Child Care benefits provided to families. Further planning will need to occur to address core child care functions and to develop partnerships to specific child care issues. The Kansas Department of Health and Environment has in place procedures to address regulatory issues in the event of emergencies such as natural disasters.</p> <p>The latest version is on our internal web site at: <a href="http://srsnet.srs.ks.gov/SRS_Disaster_Response_Guidelines.asp">http://srsnet.srs.ks.gov/SRS_Disaster_Response_Guidelines.asp</a> or in (Attachment 2.1.2). There is also a guide for county emergency managers on our external web site that was created to assist Individuals with Functional Needs During Evacuation and Sheltering during a disaster. It can be found at: <a href="http://www.srskansas.org/Statewide_Emergency_Management/">www.srskansas.org/Statewide_Emergency_Management/</a></p>
<b>2.1.2a Progress in emergency planning for child care operations</b>	Planning provides for replacement of EBT cards for Child Care benefits provided to families. Further planning will need to occur to address core child care functions and to develop partnerships to specific child care issues.				
<b>2.1.2b Plans for continuation of core functions</b>	Planning provides for replacement of EBT cards for Child Care benefits provided to families. Further planning will need to occur to address core child care functions and to develop partnerships to specific child care issues.				
<b>2.1.2c Resources for families and providers</b>	Planning provides for replacement of EBT cards for Child Care benefits provided to families. Further planning will need to occur to address core child care functions and to develop partnerships to specific child care issues.				

Kansas	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Lead Agency has had preliminary discussions with other Region VII States and is waiting for additional guidance from Region VII in the development of the emergency/disaster plan process. The Lead Agency anticipates involving stakeholders in planning for emergency/disasters but no timeframes have been established.

Kentucky					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>Kentucky is vulnerable to disasters such as tornados, flooding, ice storms, wind storms, along with being one of eleven chemical weapons storage sites in the United States. Great strides have been made to educate the public and help local communities begin to think about the various emergencies and how to keep citizens safe. The focus of the Lead Agency is building the child care provider’s capacity to respond at a local level through a unified, regionally-focused emergency response plan, ensuring readiness with partnerships with various emergency management agencies.</p> <p>The Division of Child Care has reviewed its Emergency Preparedness and Response Plan Regulations for Child Care Centers. Currently, the regulations require child care centers to provide a written record of quarterly, practiced earthquake and tornado drills detailing the date, time, and children who participated; a written record of practiced fire drills conducted monthly detailing the date, time, and children who participated; and a written plan and diagram outlining the course of action in the event of natural or manmade disaster, posted in a prominent place.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	The goal of the Lead Agency is to first build the capacity of the child care providers to develop disaster and emergency plans which address issues such as specific relocation sites including parent reunification and evacuation routes in the event of a disaster. Furthermore, education efforts will focus on how child care facilities can make provisions for children with special needs in cases of natural or manmade disaster. Finally, efforts will be made to educate child care providers on rebuilding child care capacity after a major disaster.				

<b>Kentucky</b>	
<b>2.1.2c Resources for families and providers</b>	The Department for Community Based Services-Division of Child Care added a regulatory requirement for all child care settings to have a disaster plan in 2008. The Kentucky affiliate of The National Association for the Education of Young Children hosts a yearly conference for early care and education providers. The October 2009 conference includes a full day pre-institute titled "Disaster Preparedness: How to Be Ready When Disaster Strikes". Furthermore, local Child Care Resource and Referral Agencies will provide training and technical assistance to child care providers around emergency preparedness/reunification efforts and will hold regular workshops and trainings on plan development and implementation as well as disseminate information to the community using various modes of communication. A more intentional education effort accomplished in September 2009 was to revise the required six hour training all child care employees must receive within three months of employment to include a more comprehensive emergency procedures section, along with specific checklists/templates for emergency planning.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	As part of Kentucky's efforts to focus on community driven emergency preparedness and response plans, the Lead Agency is researching state emergency management efforts to see how child care centers are included in local planning, and how best to connect child care centers to appropriate local personnel. This would ensure minimal disruption of services in the event of a disaster.

<b>Louisiana</b>					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>Efforts are underway to develop a coordinated plan to support child care providers in the event of an emergency or disaster. The plan will include automated information messaging supported by geo-mapping of child care and family child care homes as well as contingency contracts with Child Care Resource and Referral (CCR&amp;R) agencies to provide child safe spaces in Department of Social Services (DSS) Critical Transportation Needs Shelters. Coordination with the Governor's Office of State Emergency Management as well as local emergency systems is a high priority.</p> <p>Proposed changes to child care licensing regulations and Child Care Assistance Program participation will require providers to develop Shelter in Place plans in addition to an evacuation plan. This includes the requirement that providers subscribe to emergency notifications of local emergencies if available.</p> <p>It is anticipated that a plan will be drafted by October 1 and approved by January 2010.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	Currently a provider is paid for only 5 days absence in any calendar month; however, rule making is being discussed to make payment available to providers in the event of closure.				

<b>Louisiana</b>	
<b>2.1.2c Resources for families and providers</b>	Emergency preparation and response resources were sent to providers in early June that included information for families. These included tip sheets for child care providers and ways that families can plan. Ongoing training is available through the CCR&R agencies and technical assistance to Family Child Day Care Homes includes information about emergency planning and preparation.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>At the state level, DSS is engaging Department of Health &amp; Hospitals Office of Public Health and Maternal Child Health, Office of the State Fire Marshal, and the Department of Education Child and Adult Care Food Program in development of the plan.</p> <p>Local efforts are being coordinated by the CCR&amp;R agencies in their communities and include interactions with the Volunteer Organizations Active in Disaster and local non-profit charitable organizations as well as faith-based organizations.</p>

<b>Maine</b>					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
					No Response
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Division of Licensing and Regulatory Services within the Department of Health and Human Services (DHHS) has licensing procedures in place to ensure that the licensing of a replacement child care facility can be completed within days when a child care facility is damaged or destroyed by a flood or other emergency.				
<b>2.1.2b Plans for continuation of core functions</b>	The Division of Licensing and Regulatory Services within DHHS has licensing procedures in place to ensure that the licensing of a replacement child care facility can be completed within days when a child care facility is damaged or destroyed by a flood or other emergency.				
<b>2.1.2c Resources for families and providers</b>	<p>The Maine Emergency Management Agency and the Bureau of Health provided technical assistance in the development of the Emergency Management Guide – Y.I.K.E.S. – Your Inventory for Keeping Everyone Safe developed and distributed by the Office of Child Care and Head Start. The guide is also available at <a href="http://www.maine.gov/dhhs/ocfs/publications.shtml">www.maine.gov/dhhs/ocfs/publications.shtml</a> Attachment 2.1.2.</p> <p>Maine is currently in the process of purchasing Managing Infectious Diseases in Child Cares and Schools for each licensed child care program in the state. Planning efforts are still underway regarding the most effective way to distribute the books and share consistent messages related to disease control and its potential impact on closures due to H1N1. The creation of the Child Care Health Consultation Specialist position with ARRA funds will allow for more dedicated leadership on this project.</p>				

Maine	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>In Maine, emergency management is coordinated regionally by Emergency Management Agencies (EMAs) in each of our 16 Counties. County Directors are appointed by their respective County Commissioners, and funded in part by County, and in part by federal funds provided through Maine Emergency Management Agency. County EMAs provide a link between the almost 500 cities and towns in Maine, and the State. They provide support and leadership in preparedness, response, recovery and mitigation to their local, business and volunteer partners.</p> <p>Every municipality in the State of Maine is required by state law (Title 37-B MRSA §781) to have a municipal Emergency Management Director. Child care providers are encouraged to inform their local Emergency Management Director of the location of their facility and work with the Director to develop a specific plan for their facility in the event their community is struck by a hazardous materials spill, hurricane, ice storm, forest fire, flood, tornado or other type of disaster event.</p>

Maryland					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					A plan has been developed for State-wide continuity of services during an emergency, the State is developing regulations for child care facilities to require the development of a plan. The plan is included as Attachment 2.1.2.
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>During the 2009 State Legislative Session, legislation was passed to require child care facilities to develop and implement emergency and disaster plans. As a result the State will develop regulations to require child care facilities to develop and implement emergency and disaster plans addressing shelter in place, evacuation, coordination with federal, state and local authorities and the training of applicable staff.</p> <p>The Lead Agency is mandated by the State to develop a Continuity of Operations Plan (COOP) that receives approval from the Maryland Emergency Management Agency. The COOP must identify essential functions such as processing complaints on child care facilities. The COOP addresses how these essential functions will be performed in the case of catastrophic events.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	The Maryland State Department of Education (MSDE) has developed a Continuity of Operations Plan (COOP) to ensure the continuation of core child care functions during and after a disaster or emergency. The COOP specifically addresses child care subsidy payments and responding to child care facilities complaints.				
<b>2.1.2c Resources for families and providers</b>	The MSDE provides resources through the agency web-site, <a href="http://www.marylandpublicschools.org">www.marylandpublicschools.org</a> , and partnerships with child care advocacy groups throughout the State. Training in emergency preparedness is available statewide via a contract funded through the Child Care and Development Fund. This training entitled "Project Security Blanket" provides resources and support to child care providers throughout the State in the development and implementation of an emergency/disaster plan.				

Maryland	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The MSDE through a variety of committees and workgroups coordinates with State agencies, private, profit and non-profit organizations to ensure that child care and early childhood programs are represented in planning for emergency and disaster response.

Massachusetts					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					The Department of Early Education and Care (EEC) has developed and implemented continuation of operations plans that have been in effect in its main and regional offices, and has created an emergency preparedness manual for use by its providers. On February 1, 2009, a new Commissioner was appointed to EEC. Under this new leadership, and pursuant to the recent guidance issued by the Administration for Children and Families, EEC is in the process of substantially reworking and building upon its existing plans to create a consolidated and comprehensive Emergency Preparedness and Response Plan that will serve the agency and all the programs under its licensing and/or funding jurisdiction.
<b>2.1.2a Progress in emergency planning for child care operations</b>	As described above, EEC is currently engaging in a wholesale review of its existing emergency preparedness plans and intends to complete the development and implementation of a comprehensive Emergency Preparedness and Response Plan in FY 2010. In addition, EEC's licensing regulations require that all of EEC's licensed programs have in place emergency plans; and EEC will continue to enforce this requirement and provide technical assistance to licensed providers on best practices in emergency planning.				
<b>2.1.2b Plans for continuation of core functions</b>	In coordination with Massachusetts Department of Public Health (DPH) and Massachusetts Emergency Management Agency (MEMA), EEC had developed and implemented a Continuation of Operations Plan for all of EEC's offices. This plan outlines how EEC will ensure continued performance of essential services to its constituency in the event of a pandemic flu or other man-made or natural disaster as well as achieving timely and orderly recovery and resumption of full services. EEC, DPH, and MEMA have also required all licensed providers of child care to develop continuity of operations plans so that, in the case of an emergency, parents who are interested will have the opportunity to access child care. As referenced above, EEC is currently engaging in a review of its existing Continuation of Operations Plan in conjunction with its development and implementation of a comprehensive Emergency Preparedness and Response Plan.				

Massachusetts	
<b>2.1.2c Resources for families and providers</b>	The existing emergency preparedness provider manual is available both on the EEC website, <a href="http://www.eec.state.ma.us">www.eec.state.ma.us</a> as well as on the Administration for Children and Families' National Child Care Information and Technical Assistance Center website, <a href="http://nccic.acf.hhs.gov">http://nccic.acf.hhs.gov</a> . Through its licensing activities, EEC also provides providers with ongoing technical assistance on how to prepare for and mitigate emergency situations. For example, EEC publishes on its website technical assistance paper on topics such as Preventing the Flu and Assessing Injuries to Children.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	As described above in Paragraph b), EEC coordinated with DPH and MEMA to develop and implement its existing Continuation of Operations Plan. In reworking its plan EEC will be seeking external input, which will include outreach to other state agencies, parents, providers and other private organizations through both our existing parent and provider advisory structure and through other public comment means.

Michigan					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
<b>2.1.2 Status of emergency planning</b>					A plan has not been started.
<b>2.1.2a Progress in emergency planning for child care operations</b>	See 2.1.2.1.e.1				
<b>2.1.2b Plans for continuation of core functions</b>	See 2.1.2.1.e.1				
<b>2.1.2c Resources for families and providers</b>	See 2.1.2.1.e.1				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	See 2.1.2.1.e.1				

Minnesota					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
			✓		
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Lead Agency has developed a continuity of operations plan to keep state operations functioning in the event of disasters such as extensive flooding, tornado damage or a pandemic. The plan covers the continuation of child care assistance payments. The plan creates a team with the purpose of supporting the core functions of eligibility determination and issuance of all public assistance benefits including child care assistance payments. This includes issuing client benefits and legal notices, maintaining critical online system functions, production databases and interfaces, maintaining system security and supporting system users and business partners as needed. The plan also contains sections providing for the continuation of Help Desk support for clients and business partners. Emergency response plans for early childhood education programs operated by school districts are the responsibility of the individual school district.				
<b>2.1.2b Plans for continuation of core functions</b>	Minnesota Statute 119B.26 includes a provision that allows the state to waive certain requirements of child care assistance during an emergency:  119B.26 Authority to Waive Requirements during Disaster Periods: The commissioner may waive requirements under this chapter for up to nine months after the disaster in areas where a federal disaster has been declared under United States code, title 42, section 5121, et seq., or the governor has exercised authority under chapter 12. The commissioner shall notify the chairs of the house and senate committees with jurisdiction over this chapter and the house Ways and Means Committee ten days before the effective date of any waiver granted under this section.				
<b>2.1.2c Resources for families and providers</b>	Coordination: The Lead Agency, in collaboration with the Departments of Health and Public Safety, Child Care Resource and Referral (CCR&R) agencies, local public officials and child care providers created an emergency preparedness guide in January, 2008, entitled Keeping Kids Safe: Your Home Child Care Emergency Plan. The Lead Agency has printed and distributed 20,000 copies of this planning booklet through the Child Care Resource and Referral programs and Minnesota counties. The booklet is posted on the Lead Agency's website in English at <a href="http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS-5299-ENG">http://edocs.dhs.state.mn.us/lfserver/Legacy/DHS- 5299- ENG</a> . It is being translated into Spanish, Hmong, Somali and Arabic.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Minnesota Department of Public Safety's Division of Homeland Security and Emergency Management is responsible for overall state planning for emergencies. The Lead Agency is working with the Department of Public Safety and the Department of Health to ensure that adequate warning will be available to child care providers in the event of a pandemic. The Lead Agency is also working with the CCR&R system to develop an emergency response plan for CCR&R programs that will involve child care programs' planning, response and recovery efforts from all types of disasters or emergencies.				

Mississippi					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
			✓		
2.1.2a Progress in emergency planning for child care operations	No response				
2.1.2b Plans for continuation of core functions	No response				
2.1.2c Resources for families and providers	No response				
2.1.2d Coordination with other agencies and/or organizations	No response				

Missouri					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
2.1.2a Progress in emergency planning for child care operations	No response				
2.1.2b Plans for continuation of core functions	No response				
2.1.2c Resources for families and providers	No response				
2.1.2d Coordination with other agencies and/or organizations	No response				

Montana					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>Through the Montana Department of Administration, General Services Division, emergency action plan guidelines have been developed, in conjunction with local, state, and federal emergency management resources for the State of Montana Capitol Complex. Guidelines were developed for the safety and wellbeing of the employees and visitors in State of Montana owned and leased buildings.</p> <p>The State of Montana has a Continuity of Operations (COOP) plan. The Early Childhood Service Bureau developed a COOP plan in August of 2006 and updates the plan as needed. A local disaster planning element is included in Child Care Resource and Referral (CCR&amp;R) Contracts.</p> <p>The state intends to look at its COOP plan and CCR&amp;R expectations regarding emergency preparedness to ensure they reflect broad categories of emergencies including pandemics as well.</p> <p>What has not been developed formally is emergency preparedness and assistance for child care providers. During 2010, a team will be established at the invitation of the state Lead Agency including child care licensing, state and local disaster preparedness experts, child care providers, and support agencies to develop a plan to better assist child care providers in establishing emergency preparedness plans and procedures. Additionally, criteria of the Best Beginnings STARS to Quality, quality rating system is to have an emergency preparedness plan at the STAR one level.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>Through the Lead Agency's COOP plan and the provision in each local CCR&amp;R contract, essential child care functions are addressed. The state COOP plan is attached as Attachment 2.1.2. The program management plan of the 12 CCR&amp;Rs includes criteria on break in services as follows:</p> <p>Each CCR&amp;R must have policies in place in regard to providing services or maintaining services in case of emergency evacuations, building disasters or other types of occurrences that may remove or prohibit the CCR&amp;R staff from providing services in their current locations.</p> <p>Please describe alternative location(s) where your agency would continue providing critical services, which include child care assistance and invoice payments. Include in this description available computer equipment, software, printer, phone, desk, office supplies, etc. that would be used in covering an emergency. Provide key personnel information for performance of these functions that includes:</p> <ul style="list-style-type: none"> <li>• NAME</li> <li>• OFFICE ADDRESS</li> <li>• OFFICE PHONE</li> <li>• EMAIL</li> </ul>				

Montana	
<b>2.1.2b Plans for continuation of core functions, CON.</b>	<ul style="list-style-type: none"> <li>• HOME ADDRESS</li> <li>• HOME PHONE</li> <li>• HOME EMAIL</li> <li>• CELL PHONE</li> </ul>
<b>2.1.2c Resources for families and providers</b>	Regarding information sharing with families and child care providers, information is periodically mailed to participants and is available on websites. For example, recent information on swine flu was distributed to programs and local agencies. However, Montana feels this needs to be formalized and included in the emergency preparedness planning that is slated to occur in 2010 that specifically address how we better meet the needs of child care providers and the children they serve. During 2010, a team will be established at the invitation of the state Lead Agency including child care licensing, state and local disaster preparedness experts, child care providers, and support agencies to develop a plan to better assist child care providers in establishing emergency preparedness plans and procedures
<b>2.1.2d Coordination with other agencies and/or organizations</b>	During 2010, a team will be established at the invitation of the state Lead Agency including child care licensing, state and local disaster preparedness experts, child care providers, and support agencies to develop a plan to better assist child care providers in establishing emergency preparedness plans and procedures.

Nebraska					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	Nebraska has a State Emergency Operations Plan, whereby the Nebraska Emergency Management Agency is in the lead. The plan consists of a basic overall plan with 15 "chapters" or sections, detailing the Emergency Support Functions (ESF) for core areas of concern. ESF #8 contains steps specifically related to Health and Medical Services. The document indicates that "the purpose of the Health and Medical Services Emergency Support Function is to provide coordinated assistance to supplement local resources in response to public health, medical care and mental health needs following a disaster event." The Department of Health and Human Services will be most involved in this area. ( <a href="http://www.dhhs.ne.gov/emergency_preparedness/">www.dhhs.ne.gov/emergency_preparedness/</a> ) The designated Public Health Coordinator of Department of Health and Human Services, has a number of responsibilities, one of which is to "identify which participating departments/agencies are needed, and take steps to insure that the departments/agencies are activated or on alert as appropriate." This step includes the Administrators of Child Care in the Division of Children and Family Services, and of Child Care Licensing in the Division of Public Health.				

Nebraska	
<b>2.1.2b Plans for continuation of core functions</b>	Local Emergency Operating Plans exist across Nebraska. "Annex G" of these plans addresses Health and Human Service concerns. Public Health entities play a significant role in coordination and response. Nebraska has developed child care regulations related to emergency response. Attachment 2.1.1 A is an excerpt from these regulations related to emergency preparation. The regulations instruct providers on basic emergency practices and drills to follow, as well as instruction to follow the directives of the local health departments in the event of a more widespread health emergency.
<b>2.1.2c Resources for families and providers</b>	The Early Childhood Training Center offers informational materials at their media center and on their website related to local level, family and provider level planning for emergencies. ( <a href="http://ectc.nde.ne.gov/">http://ectc.nde.ne.gov/</a> )
<b>2.1.2d Coordination with other agencies and/or organizations</b>	Nebraska has used some of our federal bioterrorism and emergency response planning grant money to: <ul style="list-style-type: none"> <li>• Help fund local health departments to better coordinate preparedness;</li> <li>• Help fund local health departments to better coordinate preparedness efforts and to increase our surveillance and diagnostic capacities;</li> <li>• Establish the Center for Biopreparedness Education, a partnership of the University of Nebraska's and Creighton University's Medical Centers, and the only one of its kind in the country;</li> <li>• Install more high-level laboratory equipment at the University of Nebraska Medical Center and in regional labs in rural Nebraska;</li> <li>• Increase capacity to provide information to the public and the media during times of crisis; CD provide support to area metropolitan medical response systems, local health agencies, hospitals, and community health centers;</li> <li>• Develop Nebraska's Health Alert Network (HAN). The HAN lets us notify local, state and federal officials, statewide healthcare providers, hospitals, local health departments, and others with important information about public health events;</li> <li>• Help organize and fund the Mid America Alliance, the regional public health institute focused on preparedness; and</li> <li>• Incorporate Geographic Information Systems (GIS) into our emergency plans to help us respond quicker and more effectively in a public health emergency.</li> </ul>

Nevada					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				Steps are being taken to select a committee, which will include the principal state agency as well as community based individuals, to draft the basic framework for the Emergency Preparedness and Response Plan.

Nevada	
<b>2.1.2a Progress in emergency planning for child care operations</b>	Nevada is currently in the planning stage, ensuring appropriate state, private, and non-profit organizations are involved.
<b>2.1.2b Plans for continuation of core functions</b>	See above
<b>2.1.2c Resources for families and providers</b>	See above
<b>2.1.2d Coordination with other agencies and/or organizations</b>	See above

New Hampshire					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	New Hampshire has a State Government System plan through Department of Health and Human Services (DHHS), Division for Children, Youth and Families (DCYF) that addresses the operation of child care programs during and after the Governor declares a State of Emergency. This plan was activated during the statewide ice storm of December 2008.				
<b>2.1.2b Plans for continuation of core functions</b>	Child care providers enrolled to provide child care to children eligible for child care scholarship may bill for children to whom they are linked (currently providing care) during the day(s) of the emergency/disaster, even if the program was closed due to building damage, impassible roads, ill or injured staff, or loss of electrical power. Providers may also bill for these children if the program was open, but one or more children were not able to attend due to home or car damage, impassible roads, ill or injured family member, or loss of electrical power.				

**New Hampshire**

<p><b>2.1.2b Plans for continuation of core functions, CON.</b></p>	<p>The Child Care Licensing Unit (CCLU) will work with affected programs to waive licensing rules in the areas of building/environment requirements, staff:child ratio, and staff qualifications, although staff working or volunteering with children must have already passed the criminal record and child abuse/neglect central registry screening.</p> <p>State employees, State contractors, and child care providers not able or not needed to work in their own program will be recruited to provide child care assistance at a licensed child care program that is not damaged or is at a temporary location.</p> <p>During recovery after an emergency or disaster, the following provisions are in place for the continuation of core child care functions:</p> <ul style="list-style-type: none"> <li>• The Child Development Bureau will pay for children eligible for child care scholarship as above for one month, after which time DHHS will determine if and under what circumstances payment will continue for child care providers not yet open again.</li> <li>• Under the direction of the CCLU Chief, Child Care Licensing staff, Child Development Bureau staff, other qualified State employees and contractors, and local fire, building and health inspectors will work with child care providers to determine the best placements for children needing child care including certifying safe permanent and temporary child care program sites</li> <li>• The CCLU and Child Development Bureau will work in collaboration with the State Police Criminal Records Division and the DCYF Central Registry staff to expedite criminal and child abuse/neglect screenings to authorize only staff who are safe to be with children while additional qualification determinations are in process.</li> </ul>
<p><b>2.1.2c Resources for families and providers</b></p>	<ul style="list-style-type: none"> <li>• Child Care Resource and Referral agencies provide groups of child care providers with workshops and written material, as well as providing technical assistance to individual programs, to enhance child care provider preparedness</li> <li>• State Child Care Licensing Rules require child care providers to have an emergency/disaster plan.</li> <li>• Child Care Licensing Coordinators provide written material to child care providers upon request.</li> <li>• The Child Development Bureau provides written material in a mailing to all licensed providers at least once per year.</li> <li>• DHHS regularly distributes emergency/disaster preparedness information to the public.</li> </ul>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The Child Development Bureau is coordinating with the New Hampshire Loan Fund, Child Care Loan Fund to provide loans to child care providers that will assist them to enhance their winterization and increase their program's ability to prevent structural damage, as well as their program's ability to continue providing services during and after an emergency/disaster, e.g., purchase of a generator to provide electrical power during power outages.</p>

New Jersey					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Division of Family Development (DFD) is currently in the planning stage of developing an Emergency Preparedness and Response Plan for Child Care and Early Childhood Programs. This plan will be a coordinated effort with county Child Care Resource and Referral (CCR&R) agencies that will be required to submit an emergency preparedness plan to DFD that will be incorporated into a Division-wide Emergency Preparedness and Response Plan.				
<b>2.1.2b Plans for continuation of core functions</b>	Under development				
<b>2.1.2c Resources for families and providers</b>	See d) below				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>The Department of Human Services (DHS) Bureau of Emergency &amp; Environmental Response is the departmental office in charge of coordinating information for staff in the event the U.S. Government issues a Threat Level Red or other State of Emergency declaration. Depending on the type of emergency, additional information will be provided by the DHS Bureau of Emergency and Environmental Response through supervisory personnel.</p> <p>In response to the recent H1N1 flu outbreak, DFD is collaborating with New Jersey's Department of Health and Senior Services (DHSS) to communicate procedures for emergency response and potential closure of child care programs throughout New Jersey.</p> <p>DHSS has made it a priority to strengthen New Jersey's infrastructure to prepare for any public health emergency, act of terrorism, natural disaster, or an emerging infectious disease. Through this effort, DHSS has developed a comprehensive guide called "A Public Health Guide to Emergency Planning, READY TOGETHER New Jersey," to help meet the needs for the development of efficient and effective emergency preparedness action plans. This guide has been shared at former Child Care Advisory Council meetings, CCR&amp;R Quarterly meetings and quarterly Center Based Care (CBC) forums to help get the word out concerning emergency planning for child care centers and family child care homes. Agencies have been informed that they must be prepared to submit their plans as a contract obligation in the near future.</p>				

New Mexico					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Lead Agency requires licensed and registered child care programs to have an emergency preparedness plan in place. The Lead Agency has also drafted an Emergency Response Plan for Pandemic Influenza.				
<b>2.1.2b Plans for continuation of core functions</b>	The Lead Agency has not yet developed a plan to ensure the continuation of core child care functions during and after a disaster or emergency. We plan to form a workgroup to address this need.				
<b>2.1.2c Resources for families and providers</b>	The Lead Agency provides templates for emergency preparedness plans, as well as trainings on implementing the plans. These trainings have been offered through the Training and Technical Assistance Programs and the Regional Early Care and Education Conferences.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Lead Agency is coordinating with the New Mexico Department of Health to develop recommendations and checklists by field office and clients served. The documents are still in draft form; however, it is anticipated that child care programs will be included in the planning.				

New York					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
					✓
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Office of Children and Family Services (OCFS) reviews and approves licensed and registered child care providers' emergency plans. Licensed and registered providers of child care must submit a written plan for the emergency evacuation of children from the premises for each shift of care provided (day, evening and night). Primary emphasis must be placed on the immediate evacuation of children. The plan, as approved by OCFS, must be posted in a conspicuous place in the program or filed in a place which is available to the parents of the children in care. The approved emergency evacuation plan must describe the following:</p> <ul style="list-style-type: none"> <li>• how children and adults will be made aware of an emergency;</li> <li>• primary and secondary evacuation routes;</li> <li>• methods of evacuation, including where children and adults will meet after evacuating the home and how attendance will be taken; and</li> <li>• notification of authorities and the children's parents</li> </ul> <p>OCFS consults and coordinates its emergency preparedness plan with the New York State Emergency Management Office, Disaster Preparedness Commission. Under its leadership, OCFS developed a disaster preparedness plan that provides leadership and direction from its Home Office to the seven regional offices of the Division of Child Care Services (DCCS).</p> <p>Indian Point Practice Radiological Exercise – OCFS staff participated in the October 29, 2008, table top Radiological Exercise, which involved the evacuation of all residents located within the 10-mile radius around the Indian Point Energy Center in Westchester County, including 253 child care centers. OCFS staff stayed in constant contact with field staff to ensure that child care providers were contacted, registered for emergency transportation to designated "reception sites" and evacuated. OCFS staff continues to work with the counties to close gaps identified in the exercise.</p> <p>Indian Point Radiological Exercise – OCFS staff participated in the Federal Emergency Management Agency evaluated exercise on December 3, 2008, on state protocols in response to a radiological event in Westchester County. The exercise involved the evacuation of all residents located around the Indian Point Energy Centre which included 118 child care centers with a capacity of approximately 4,600 children located in this county. OCFS staff was stationed at both the OCFS State Emergency Management Office Desk and the Westchester Emergency Operations Center (EOC) and provided information and support to the county.</p> <p>Ginna Nuclear Power Plant – On March 24, 2009, OCFS staff participated in a tabletop exercise involving an incident at the Ginna Power plant involving child care center evacuations in Wayne and Monroe Counties. On May 5, 2009, OCFS will repeat this exercise for Federal Emergency Management Agency evaluation.</p>				

**New York**

<p><b>2.1.2a Progress in emergency planning for child care operations, CON.</b></p>	<p>Nuclear Safety Sub-Committee Meetings – At the invitation of the State Emergency Management Office, OCFS staff presented information at the nuclear safety sub-committee meetings on January 27, 2009, in Monroe County and on January 29, 2009, in Putnam County. OCFS was invited to discuss the work the agency has been doing to support the efforts of the counties with respect to emergency response involving child care providers in the event of a radiological event.</p> <p>County Follow-up – OCFS has agreed to partner with the County Emergency Management Offices in Oswego, Wayne, Monroe, Westchester, Rockland, Orange, and Putnam counties on future actions to further their mission of preparedness. Discussions are on-going to reinforce communication with child care providers through inclusion of information materials in registration packets on items such as Potassium Iodine (KI) opt out forms, alternate locations and transportation.</p> <p>GIS Mapping – OCFS IT has developed a mapping system designed to identify all child care providers throughout the state. For emergency management purposes, OCFS can provide specific information to local emergency managers including distance from any given location, and county, capacity and contact information of all child care providers. (see Attachment 2.1.2a)</p>
<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>OCFS Business Continuity Plan (BCP) – On April 23, 2008, OCFS conducted an agency-wide exercise of our BCP. The test involved “acting out” our response to a hypothetical emergency situation; a toxic chemical spill as a result of a train derailment. This exercise allowed us to evaluate and identify ways to strengthen our response to a disruption while continuing to provide essential services to our customers. Prior to this exercise, the DCCS held a workshop to define essential services and discuss the procedures and protocols in place specifically for the DCCS to ensure a constant state of readiness in the event of an emergency. (See Attachment 2.1.2b)</p> <p>Employee Emergency Preparedness Teleconference – In keeping with our agency’s commitment to creating a culture of emergency preparedness, OCFS rolled out a live teleconference to all agency staff statewide on July 30, 2008. The teleconference provided an overview of our agency’s response to an emergency situation as well as our plan to maintain critical governmental operations during times of crisis. The agency’s BCP and Comprehensive Emergency Management Plan were presented.</p>

**New York**

<p><b>2.1.2c Resources for families and providers</b></p>	<p>Emergency Preparedness and Response Committee – this new committee is convened by the DCCS and comprised of representatives from each of the seven regional offices to evaluate the current procedures and develop additional resources for providers and families. The committee is developing a portable resource guide addressing the universal components of emergency planning which will be made available to providers throughout the state. The committee will work to address specific regional concerns, and establish partnerships with local resource agencies such as police and fire departments to help providers as well as the Office plan in accordance with these regional concerns. In addition, the committee will investigate how the existing statewide system can continue to support and enhance the ongoing emergency planning process; including interface of Geographical Information Systems (GIS) data with public safety agencies, and exploring the possibility for utilization of the NYALERT system (<a href="http://www.nyalert.gov/">www.nyalert.gov/</a>) which can provide regional or statewide automated notification of emergency situations by phone and other media. Supplemental to all levels of the committee work will be recommendations for the design and development of ongoing training in emergency preparedness for providers as well as regulatory staff.</p> <p>Sesame Street Workshop – As part of a national effort to address the need for emergency readiness for young children in the event of a disaster, OCFS collaborated with Sesame Workshop to distribute 10,000 Sesame Street Preparedness kits state-wide. The kit includes booklets and a DVD which helps families with children between the ages of two and five plan for an emergency. OCFS partnered with Child Care Resource and Referral (CCR&amp;R) agencies, which took responsibility for distributing the kits to child care programs and providers throughout the state.</p>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>To the extent that the DCCS Regional Offices are not operational during an emergency, they will relocate to CCR&amp;R agencies within the region. These agencies have computer and phone resources that will allow staff business continuity.</p>

North Carolina					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Lead Agency is providing this additional information, as well as submitting an electronic and hard copy of the Disaster Plan. The Division of Child Development has a comprehensive emergency response system to serve the child care community should a natural disaster or emergency arise.</p> <p>North Carolina is an Incident Command System state for all emergencies and responses. NC's Governor's Executive Order No. 39 addresses the implementation of the North Carolina Emergency Operations Plan. Article 36A of Chapter 14 of the General Statutes outlines the implementation of the NC Emergency Operations Plan. The Plan establishes a comprehensive framework which guides state and local disaster preparedness, response, recovery and mitigation operations.</p> <p>The NC Emergency Management Act (Chapters 166A of the NC General Statutes, NCGS §166A-5(1) a.6) establishes the authority and responsibilities of the Governor, state agencies, and local governments for emergency management in North Carolina. The act permits the use of services, equipment, supplies and facilities of existing departments, offices and agencies of the State and requires cooperation among offices and personnel in order to extend services and facilities for emergency management and planning purposes. NC General Statute §143B-476 establishes the Secretary of the NC Department of Crime Control and Public Safety as being responsible to the Governor for all State emergency management activities.</p> <p>The NC Emergency Operations Plan establishes responsibilities for state departments, private volunteer organizations, and private non-profit organizations that make up the State Emergency Response Team (SERT). The Division of Child Development is a SERT member and the NC Emergency Operations Plan lists the roles and responsibilities for the Division of Child Development as follows:</p> <p>To provide technical and statistical information on child care facilities statewide;</p> <ul style="list-style-type: none"> <li>• To coordinate with SERT Emergency Services Branch and assist as required;</li> <li>• To assist with shelter operations as needed; and</li> <li>• To approve temporary emergency child care for disaster victims and emergency workers.</li> </ul>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>The Division of Child Development's Disaster Plan articulates its role in supporting early care and education providers and assisting in the provision of safe and healthy child care alternatives for families during and after disasters or emergencies. In addition to the Disaster Plan, the Division of Child Development has implemented a Continuity of Operations Plan and a Business Continuity Plan which identifies the Division's essential functions and insures the continuation of support to child care programs. The Division of Child Development's plan identifies special teams and key positions who respond to a disaster and whose goal is to continue or restore critical child care functions within a community. Included as part of these plans are emergency licensing procedures and emergency subsidy support.</p>				

**North Carolina**

<p><b>2.1.2c Resources for families and providers</b></p>	<p>Emergency Preparedness and Response Training is offered to early care and education providers through a quality funded activity. This training assists early care and education providers in developing individual emergency response plans and links child care facilities with local emergency responders. Goals for this training include:</p> <ul style="list-style-type: none"> <li>• Educating early care and education providers and staff members on how to assess the risks in their county and on how to identify community resources;</li> <li>• Instructing early care and education providers and staff on how to compile and maintain an emergency supply kit for their facility, how to create emergency plans, and how to evaluate the training needs of child care staff members and the families they serve;</li> <li>• Informing providers and staff members on how to safely evacuate a child care facility and by implementing practice drills at the facility and in the community;</li> <li>• Reviewing procedures that protect children, early childhood educators and other staff during an emergency, and</li> <li>• Providing information on how to help children and staff members cope with feelings, how to obtain needed medical care, and how to make necessary repairs in order to return to a routine after an emergency.</li> </ul>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The Division of Child Development’s disaster coordinator and other staff serve as members of the NC State Emergency Response Team (SERT). The Division’s SERT team participates in emergency management exercises/trainings each year, including the North Carolina Emergency Management Exercises and Training and WEBEOC, the statewide disaster planning software. WEBEOC allows for the reporting of child care program situations in the event of an emergency situation. Agencies and organizations who participate in emergency operation planning include:</p> <ul style="list-style-type: none"> <li>• The Division of Emergency Management and local emergency management coordinators;</li> <li>• The Department of Health and Human Services (DHHS) disaster coordinators;</li> <li>• The North Carolina Partnership for Children and local Smart Start partnerships;</li> <li>• NC Child Care Resource &amp; Referral Council and local CCR&amp;R’s;</li> <li>• The NC Division of Social Services and local departments of social services;</li> <li>• The state health director and local county health departments;</li> <li>• The NC Head Start Association and local Head Start programs, including Migrant Head Start;</li> <li>• The DHHS Office of Economic Opportunity;</li> <li>• The NC Baptist Men;</li> <li>• American Red Cross and local Red Cross chapters;</li> <li>• State and local building, fire, and environmental health inspectors;</li> <li>• The NC Department of Insurance;</li> <li>• The Attorney General’s Office;</li> <li>• The DHHS Controller’s Office;</li> <li>• Office of Citizen Services and Public Affairs;</li> <li>• The Division of Information Resource Management;</li> <li>• The Division of Mental Health, Developmental Disabilities, Substance Abuse Services and area mental health agencies and programs;</li> <li>• NC Community Colleges;</li> <li>• The NC Department of Public Instruction, and</li> <li>• The NC Commission on Volunteerism and Community Service.</li> </ul> <p>The Division of Child Development’s Disaster Plan is available for viewing on our website:  <a href="http://www.ncchildcare.dhhs.state.nc.us/providers/pv_emergency.asp">www.ncchildcare.dhhs.state.nc.us/providers/pv_emergency.asp</a></p> <p>This document is going to be mailed, in hard copy, to the Atlanta and the Maryland Office on 9/24/09. This material was also sent via e-mail on 9/23/09 as requested by the Atlanta ACF office.</p>

North Dakota					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>A committee of the ND Early Childhood Services (ECS) State Team was formed in early Spring of 2009 to begin exploring issues related to early childhood program emergency preparedness. Key areas identified include: provider resources; provider training; planning partners; communication strategies between Child Care Resource and Referral (CCR&amp;R) agencies, licensing staff members and providers; administrative rules; administrative policies; data collection; and uses of data. The committee gathered numerous resources for internal as well as provider use.</p> <p>During the spring of 2009, North Dakota was inundated with statewide flooding. The resources gathered were timely. For several months, CCR&amp;R's posted flooding resources for providers on their joint website following the progression of flooding. Topics included flood preparation and flood recovery—both for the facility/house and emotional support for children and families. They also posted Early Childhood Services forms related to the disaster. The CCR&amp;R's contacted all providers in flooded areas to learn of their status, plans, and assistance they might need.</p> <p>This effort and the network that was built in this process will continue to use the lessons learned and experience to address "disaster" issues in the future, including the H1N1 issues (which have already begun) and other inevitable weather-related issues, both predictable and those that occur in quick time.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>The Child Care Subsidy program has a contingency plan to ensure the continuation of core child care functions during and after a disaster or emergency: This plan was developed and utilized during the flooding in eastern North Dakota in 1997. The same plan was in place in the event of a Y2K disaster of 2000.</p> <p>The plan contains information about the contingency organization, scope of the plan, purpose of the plan, objective, assumptions, (scenarios), risk assessment process/results, prioritized listing of identified critical business processes/functions, background information on each critical business process/function, contingency reporting procedures, maintenance procedures, distribution plan and communications plan. A specific action plan is also included in the contingency plan.</p> <p>As stated above, the process and network developed in the past year will be used to work collaboratively in Early Childhood Services on disaster-related issues.</p> <p>The Early Childhood Services Office has developed a contingency plan to ensure the continuation of core child care functions during and after a disaster or emergency:</p> <ul style="list-style-type: none"> <li>• In consultation with county child care licensors, ECS Regional Supervisors and CCR&amp;R staff members, the ECS Administrator developed policy and a provisional license agreement to be used to continue the operation of licensed child care programs before, during, and after a disaster.</li> </ul>				

**North Dakota**

<p><b>2.1.2b Plans for continuation of core functions, CON.</b></p>	<ul style="list-style-type: none"> <li>• In order to operate a child care program immediately before, during and/or after a disaster that impacts their geographic area, the provider must verify to county licensing staff the following:             <ul style="list-style-type: none"> <li>• Electricity (Portable generator may be used on a temporary basis)</li> <li>• Approved water source (Potable water such as bottled water may be used)</li> <li>• Sewage disposal (“port-a-potty” acceptable)</li> <li>• Heat or cooling (if applicable)</li> <li>• No immediate health or safety risks (e.g., mold, structure/foundation, etc.)</li> <li>• Staff members/volunteers with unverified background checks are not left alone with child/children.</li> </ul> </li> <li>• Verification of the above can be made by proof of purchase or proper authority sign offs. The information then must be forwarded by the county licensor to the Early Childhood Services Regional Office for final approval to provide care.</li> <li>• If, due to a disaster, a licensing, building, fire, and/or health visit/inspection is not possible, the Lead Agency, may issue a three-month provisional license upon the self attestation of the provider that all of the above conditions are and shall continue to be met. This provisional license will state, for example, “Provisional – Regarding Post Tornado Recovery – see agreement.” The provisional license agreement will state unmet requirements, such as, but not limited to, licensing, fire, department, and/or building inspections were unable to be completed due to the ___(enter type of disaster) ___ in ___(month, year).</li> <li>• With Lead Agency permission, child care programs may operate at over capacity as long as Early Childhood Services Administrative Code (rule) staff-child ratios are maintained.</li> <li>• Within reason, square footage requirements may also be exceeded as long as Early Childhood Services Administrative Code (rule) staff-child ratio’s are maintained.</li> <li>• Provisional license agreements in connection with a disaster may be signed by the licensee and county licensor, however it is expected that the county licensor will consult with their Early Childhood Services Regional Supervisor, or their designee, as part of the decision making process.</li> </ul>
<p><b>2.1.2c Resources for families and providers</b></p>	<p>Several resources have been identified to prepare child care providers for emergencies. Some of these resources are posted on <a href="http://www.ndchildcare.org">www.ndchildcare.org</a>. Emergency preparedness and response training has been offered in the past and being revised by the CCR&amp;R’s as part of the development of the Learning Paths. New administrative code (rule) has been proposed for all licensing chapters. Information for emergency preparedness and response in rules will be general and the committee has recommended that the CCR&amp;R’s assume the responsibility for emergency preparedness and response as a training and consultation piece.</p>

North Dakota	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>During the statewide flooding, both North Dakota Child Care and Development Fund (CCDF) Administrators worked state-wide with Regional Supervisors and Representatives; CCR&amp;R staff members, including their Child Care Health Consultants; Head Start/Early Head Start representatives; the Department of Human Services Emergency Preparedness and Response Liaison; and ACF Child Care Bureau and Emergency Preparedness and Response Regional Staff.</p> <ul style="list-style-type: none"> <li>• On-going efforts will continue with both CCDF Administrators. The ECS plans thus far are focused on preparation and response to flooding. Future work will include other disasters and emergency situations, but will utilize the work completed thus far. Next steps will include, but are not limited to: <ul style="list-style-type: none"> <li>• additional partners;</li> <li>• understanding potential emergency assignments for county licensors during a disaster;</li> <li>• assigned responsibilities, e.g., for CCR&amp;R staff members, licensors, ECS Regional Supervisors;</li> <li>• an initiative to motivate child care providers to register their business with the local emergency entity;</li> <li>• revising forms to include signed permission to share information in order to store on a database;</li> <li>• continue search for resources for providers related to other disasters; and</li> <li>• develop flows charts which illustrate authority, processes, and other related matters.</li> </ul> </li> </ul>

Ohio					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
					No efforts toward planning at the current time.
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>Currently there is no effort under way to develop a plan. The Bureau of Child Care and Development recognizes the critical need to develop a plan and if staffing permits the goal would be to develop a plan over the next two years. The resources available by the Federal Child Care Bureau and the National Child Care Information and Technical Assistance Center will be very useful when planning gets underway.</p> <p>Recently the Ohio Department of Job And Family Services did collaborate with Ohio Department of Health on the development of a pandemic flu tool kit "Action Steps for Child Care" in response to the H1N1 outbreak.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	N/A no plan developed yet.				
<b>2.1.2c Resources for families and providers</b>	N/A no plan developed yet.				

Ohio	
<b>2.1.2d Coordination with other agencies and/or organizations</b>	N/A no plan developed yet.

Oklahoma					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					All Oklahoma Department of Human Services (OKDHS) offices and locations are required to have a Continuity of Operations Plan. (See Attachment 2.1.2) These plans provide for incident management and recovery activities for the continuation of service delivery. To support these local efforts the agency developed and designed the OKDHS Incident Command System to respond to state and local level emergencies and events that not only affect OKDHS but the communities, clients, and people OKDHS serves. The Incident Command System is staffed with resources for command and control and integration into local and state emergency response organizations, which is vital for OKDHS to assess the needs and provide services to any populace that may be affected by an emergency and assist in state level recovery efforts. OKDHS has also developed an Information Technology Disaster Recovery Plan that provides for the recovery of the agency Data Services Division and systems that are required to carry out the agencies critical mission essential functions. This plan is tested and updated on a regular basis. Licensing requirements include emergency preparedness as a component under safety and sanitation rules. (See Attachment 2.1.2)
<b>2.1.2a Progress in emergency planning for child care operations</b>	OKDHS Information Security Office policy was revised May 2009. Policy requires development of continuity of operations plans, business continuity plans, and disaster recovery plans for OKDHS offices and facilities.				

**Oklahoma**

<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>Licensing Specialists inspect facilities to assess damage after natural disasters such as tornado, flood, or ice storm. They assist providers with making a determination whether continued provision of care is feasible in the present location, and assist with timely inspections of alternate locations if the facility is too badly damaged to safely offer care. Safety of children is their paramount concern, but continuation of care to support families and communities following a disaster is also a priority. Oklahoma Child Care Services contracts for the services of a clinical psychologist to provide post event counseling to licensing staff, child care teachers, and children following a traumatic event. The OKDHS Incident Command System provides support and direction and integration into all local and state level responses and facilitates the recovery activities and restoration of service delivery to the OKDHS client base. The Information Security Office provides assistance after an emergency event to develop business recovery and resumption action plans.</p>
<p><b>2.1.2c Resources for families and providers</b></p>	<p>Child Care Center Requirements include emergency preparedness as part of safety and sanitation policy. Supplement III in Child Care Center Requirements provides guidance on developing a disaster plan and suggested contents for a disaster kit. See Attachment 2.1.2. Some of the regional child care resource and referral agencies offer disaster preparedness workshops at child care provider training conferences. Local businesses have donated plastic tubs and supplies to stock a disaster kit. Tribal programs conduct training on emergency preparedness.</p> <p>The OKDHS Incident Command System sponsors a “Be Ready” campaign that follows the “Be Ready.gov” Federal emergency preparedness. The current focus is to have all employee and business partners educated on the need for personal preparedness; the strategic plan is to extend the campaign and materials to target the OKDHS client base and partner with all divisions to enact a “Be Ready” program for their client base.</p>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The Oklahoma Department of Emergency Management is the Lead Agency for disaster response. The OKDHS Incident Command System is integrated and sits at the state level Emergency Management Command Center, and is involved in all planning committees. They coordinate response programs such as Public Assistance, which provides funds for the restoration of public facilities, and State-Local Assistance, which coordinates Federal Emergency Management Agency funds received by the state.</p> <p>OKDHS staff serve on county and state response teams. Every county OKDHS office has an Emergency Operations Plan, which includes a continuity of operations plan. Continuity of operations includes the ability to process applications for benefits (TANF, SNAP, Medicaid, Child Care Assistance) under emergency conditions.</p>

Oregon					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Child Care Division has a draft comprehensive plan in place. See Attachment 2.1.2 for details.  For child care subsidies, a list of the Department of Human Services 'Mission Critical Functions and Services,' including the Child Care Program, has been compiled and is awaiting Executive Management approval. Leaders have been assigned to the seven areas of focus. Next steps will be to establish workgroups to write alternate procedures in the case of disaster or business interruption. The target date for completion of this project is August 10, 2009.				
<b>2.1.2b Plans for continuation of core functions</b>	See Attachment 2.1.2.				
<b>2.1.2c Resources for families and providers</b>	No plans are in place at this time. Discussions on how resources and information can be provided to families and child care providers will occur as part of the workplan of the Training/Quality Committee in the 2009-10 planning period.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	No plans are in place at this time. Discussions on coordination with other child care partners and stakeholders will occur as part of the workplan of the Childhood Care and Education Coordinating Council in the 2009-10 planning period.				

Pennsylvania					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
					Pennsylvania requires individual child care centers, group homes, and family homes to have their own emergency preparedness plans; therefore, we have no overall state emergency preparedness plan.
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Office of Child Development and Early Learning (OCDEL) and its early learning programs will be included in the Commonwealth's continuity of operations/emergency preparedness plan. The next phase related to OCDEL will incorporate operational specifics into the PA template.				
<b>2.1.2b Plans for continuation of core functions</b>	The plan includes a provision for alternate work locations to continue to provide technical assistance to child care providers/families.				
<b>2.1.2c Resources for families and providers</b>	OCDEL produced a video training module to assist child care providers in creating and updating their emergency plans. The Pennsylvania Emergency Management Agency (PEMA) also provides a template for child care providers to complete in preparing their emergency preparedness plan. The templates, developed in cooperation with OCDEL staff, are available on the PEMA website. Child care providers are required to send their plans to the local county emergency agencies.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Departments of Public Welfare and Education (DPW) has developed a licensing database of providers available to local planners in various formats, including a geographic information system (GIS). GIS data is automatically uploaded to PEMA weekly and made available to local and county planners directly from the DPW database. Local first responders report incidents at licensed providers to PEMA, PEMA notifies DPW on a 24/7 basis to ensure response, follow-up and continuity of services. DPW is also the Lead Agency for Emergency Support Function 6, Mass Care, Shelter, and Human Services under the State Emergency Operations Plan. This will enhance the agency's capability to monitor disaster response and recovery activities related to child services.				

Puerto Rico					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	The State has developed an Emergency Preparedness Plan for child care providers and child care centers administered by the Lead Agency. Child Care providers under contract were required to submit as part of their proposal the emergency plans. Technical assistance and recommendations were made to providers under grants and contracts on their emergency plan. Child Care personnel verify implementation of these emergency plans.				
<b>2.1.2b Plans for continuation of core functions</b>	The Lead Agency will establish a collaborative agreement with the State Emergency Management Office in order to coordinate training and technical assistance in the following areas: elaboration of the emergency plans, coordination with agencies to guarantee child care services, and the identification of needs and strategies to guarantee services. In case of an emergency child care service will be establish in centers. Coordination with early childhood programs will be established to facilitate the provision of child care services in the emergency shelters.				
<b>2.1.2c Resources for families and providers</b>	The Lead Agency, through the Child Care Program Resource and Referral Component, will undertake the responsibility to train and provide technical assistance to early childhood programs on the elaboration and implementation of the emergency plan. Educational materials and training will be developed and distributed in coordination with the State Emergency Management Office. A special emergency preparedness family kit will be develop and distributed among families receiving child care services.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	All child care providers and centers administered by the Lead Agency have been included in our emergency plan. Other early childhood programs will be participating in our new efforts in this initiative. The following state local government and private organizations will participate of this initiative: Red Cross, Department of Health, State and Municipal Emergency Management Offices. The Administration of Integral Child Care and Development (ACUDEN) will design a plan to train, assist and divulge information among early childhood programs in Puerto Rico. This effort will be conducted through our Resource and Referral Component. Contact will be establish with different professional organizations and programs to assist us in this effort.				

Rhode Island					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	As a secondary responder the Lead Agency has a disaster plan that addresses how it will continue or resume benefit payments in the programs it administers. The plan is appended and is being fine tuned to coordinate with other state agencies.				
<b>2.1.2b Plans for continuation of core functions</b>	The Lead Agency's role is to assure that eligibility and payments systems are operational after a disaster to those who will need such assistance as a result of the disaster as well as our traditional client group.				
<b>2.1.2c Resources for families and providers</b>	The Lead Agency in conjunction with the Department of Health (DOH) has provided child care providers a set of comprehensive guidelines contained on WORD compatible CDs that provide a step-by-step model and template for individual centers to develop their own Childcare Center Crisis Response Plan and to evaluate plans that they already have in place. This resource was disseminated to all CC centers in RI in 2006 and is available from RI DOH for any new centers. A set of the CD's was attached to the plan submitted for 2007-2008.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	The Lead Agency is participating in a statewide coordinating workgroup to integrate individual state agency/program disaster preparedness plans so that efforts are not duplicative and work seamlessly when implemented. Agencies participating include but are limited to RI Department of Health, Rhode Island Department of Elementary and Secondary Education (RIDE), RI Department of Administration, Department of Children, Youth & Families and the Rhode Island Emergency Management Agency.				

South Carolina					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>South Carolina Department of Social Services (SCDSS) is the Lead Agency for emergency coordination for all disasters in the state and has developed new strategies for Emergency Preparedness across various program areas. One of the most notable strategies is administering benefits through emergency EBT cards.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>The Child Care Services Disaster Coordinator will contact the Director, senior level staff members, and partners via phone, e-mail, and/or text messages to report the activation. The Disaster Coordinator will also contact the Regional Child Care Licensing Supervisors letting them know the situation. This communication will continue during the disaster or emergency. Decisions will be made at the Division level by the Director assisted by the Disaster Coordinator and senior level staff.</p> <p>During a potential disaster or emergency situation, the Child Care Services staff can also monitor the website for a message stating "Child Care Emergency Response Has Been Activated." This message will be a signal to report to the designated area for disaster response.</p> <p>Child Care Services senior level staff will report at a designated area to assess the situation. The ABC Call Center will also be an integral part of the emergency response. The Child Care Services Director, with assistance from senior level staff, will determine which functions in the Division's Disaster Plan are to be carried out. Child Care Services field staff, Columbia-based staff and partner agencies will be called upon, as needed, to assist in making decisions and/or facilitating responses. Child Care Services staff may also be temporarily reassigned to carry out specific duties.</p> <p>The Child Care Services Disaster Coordinator will coordinate with the DSS Disaster Response Services and/or partners to ensure that efforts are not duplicated in the communication with impacted county Departments of Social Services.</p> <p>Any requests made during a disaster or emergency should be made through the regional offices via telephone or e-mail or through the ABC and Central Office toll free numbers. These requests include those on behalf of the child care facilities for such needs as relocating children, the emergency hiring process, and special food or supply needs. The DSS web site information and GIS mapping will be used to identify the location of child care facilities that are impacted by the disaster or emergency in order to assist in recovery efforts. Under certain circumstances, special licensing policies may also be implemented.</p> <p>After the disaster or emergency, recovery functions will be put into place. Assessment should continue periodically thereafter until Child Care Services determines that child care providers impacted by the disaster or emergency are able to offer safe and healthy child care.</p>				

South Carolina	
<b>2.1.2c Resources for families and providers</b>	We have 3 Emergency Preparedness resources – a brochure titled “Emergency Procedures for Child Care Providers,” a set of guidelines for completing an emergency plan, and a template for completing an emergency plan. All 3 of these resources are available from the Regional Offices or on the Child Care Services website.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	Representatives from Child Care Licensing serve on Emergency Preparedness committees within DSS, participated in a tabletop exercise at South Carolina Emergency Management Division and a multi-agency tabletop exercise on pandemic flu.

South Dakota					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Emergency Preparedness plan for child care will be coordinated by the Department of Social Services (DSS) in cooperation with state and local Emergency Management Services. Included in the coordination will be the Division of Child Care Services (CCS) in relation to child care facilities and parental child care needs.</p> <p>The South Dakota Department of Social Services, in line with other state departments and local governments, has developed a Continuity of Operations Plan (COOP). The COOP establishes policy and guidance to ensure the execution of the mission-essential functions for DSS in the event that an emergency threatens or incapacitates operations; and the relocation of selected personnel and functions of any essential facilities of DSS are required. DSS recognizes and acknowledges that the protection of its assets and business operations is a major responsibility to its employees and respective jurisdiction. Therefore, it is a policy of DSS that a viable COOP be maintained to ensure high levels of service quality and availability. It is also a policy of DSS to protect life, information, and property, in that order. To this end, procedures have been developed to support the resumption of time-sensitive business operations and functions in the event of their disruption at the facilities identified in this plan. DSS is committed to supporting service resumption and recovery efforts at alternate facilities, if required. Likewise, DSS and its management have developed and maintain a viable COOP plan that conforms to acceptable insurance, regulatory, and ethical practices and is consistent with the provisions and direction of other DSS policy, plans, and procedures.</p> <p>The objectives of this Plan include:</p> <ul style="list-style-type: none"> <li>• To ensure the continuous performance of essential functions/operations during an emergency.</li> <li>• To protect essential facilities, equipment, records, and other assets.</li> <li>• To reduce or mitigate disruptions to operations.</li> <li>• To reduce loss of life, minimize damage and losses.</li> <li>• To identify and designate principals and support staff to be relocated.</li> </ul>				

**South Dakota**

**2.1.2a  
Progress in  
emergency  
planning for  
child care  
operations, CON.**

- To facilitate decision-making for execution of the Plan and the subsequent conduct of operations.
  - To achieve a timely and orderly recovery from the emergency and resumption of full service to all customers.
- The Division of Child Care Services is in the planning stage of developing an Emergency Preparedness Plan that will support the goals of the Lead Agency’s Continuation of Operations Plan, the state emergency plan as well as local plans for emergency situations. The Division Director will oversee operations of critical functions for Child Care Services before, during and after an emergency or disaster. The CCS planning process will include:
- By September 2009 - CCS licensing staff will begin discussions on how to ensure the continuation of child care functions during an emergency including basic staff protocols, communications, policies, contact persons, etc. as well as working with child care providers to rebuild community child care capacity after a major disaster.
  - By November 2009 - CCS Administration will plan for continuation of core child care functions during an emergency including protocols for decision making; means for ensuring continuation of payments to child care programs; developing emergency policies/practices for staff and child care providers to follow; means to notify providers, families, and or the public of requirements, changes, updates, etc.
  - By January 2010 - CCS workgroup will develop draft policies to be put in place for emergency situations and the rebuilding of child care capacity after a disaster.
  - By January 2010 - CCS licensing staff will make connections with the Emergency Management officials in the counties they provide coverage in. The Emergency Management officials will be asked for their input, an explanation of their role and function, and a copy of their local plan to ensure coordination of services and the rebuilding of child care capacity after a disaster.
  - By March 2010 - CCS workgroup will complete a draft of a plan that outlines: various means of communication among CCS staff; means of communication with providers; means of coordinating efforts at the local and state level, among CCS staff, and among child care providers; protocols for CCS staff; and plan evaluation.
  - By April 2010 - CCS will provide training to child care providers as to the draft plan of action CCS will take in the event of an emergency. Providers input will be requested.
  - By June 2010 - the CCS final plan will be completed and implemented.

**2.1.2b  
Plans for  
continuation of  
core functions**

DSS has systems in place for delegation of duties, responsibilities, and communications should an emergency take place. Designated state and local DSS staff, along with local Emergency Management partners, will work with child care providers on an individual community basis to determine the effects the disaster has had on their business, on the community, and on families who are in need of child care. Payments to child care programs for families on assistance are considered in the COOP as essential functions should operations be disrupted for more than one week. Payments will be made in the following ways:

Mission-essential functions that must be performed, given a disruption of greater than one day, but less than one week will include, but is not limited to: 1) Draw down of Federal and other funds to cover current expenditures; 2) Direct deposit functionality which is the ability to submit payroll files to the contract for submission into the Automated Clearing House.

Mission-essential functions that must be performed, given a disruption of greater than one week, but less than one month will include, but is not limited to, provider payment to child care providers for care to children while parents work.

**South Dakota**

<p><b>2.1.2c Resources for families and providers</b></p>	<p>A section on emergency preparedness is provided in the family child care handbook and the licensing handbook, providing tips in the event of a natural disaster as well as for acts of terrorism. This document will continue to be distributed to all regulated child care programs. In addition, the South Dakota Association of Child Care Directors and CCS partnered in the development of a document to help child care programs become aware of and prepare for a pandemic flu event. This document is distributed by CCS to all licensed programs. CCS will develop a document that is tailored more for family child care and distribute it to that group of providers in 2010. Consideration will be given to posting information for families on the CCS website.</p> <p>In preparation of an emergency, the Division of Child Care Services also supplies child care providers with information that includes:</p> <ul style="list-style-type: none"> <li>• Suggested items to keep on hand for an extended stay at home or in a center;</li> <li>• Suggestions for financial planning for lowered enrollment. This includes sick leave for staff as well as pay for substitutes who take the place of regular sick staff;</li> <li>• Suggestions on how to prepare parents and children in advance of an emergency, including program policies for program evacuation, etc.;</li> <li>• Tips for communicating with children during a crisis;</li> <li>• Resource list - websites;</li> <li>• List of County Emergency Managers and their phone numbers; and</li> <li>• Local Red Cross contact information.</li> </ul>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The Lead Agency (Division of Child Care Services) will coordinate with other State agencies such as the Division of Economic Assistance, Child Protection, Medical Services and others to ensure child care and early childhood programs are included in planning, response, and recovery efforts. In addition, once the plan is developed, coordination will occur with local Child Care Resource and Referral programs, child care providers, Head Start programs and local Emergency Management teams.</p>

Tennessee					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
				✓	
2.1.2a Progress in emergency planning for child care operations	No response				
2.1.2b Plans for continuation of core functions	No response				
2.1.2c Resources for families and providers	No response				
2.1.2d Coordination with other agencies and/or organizations	No response				

Texas					
	Planning	Developing	Developed	Implementing	Other (Describe)
<b>2.1.2 Status of emergency planning</b>					<p>The Texas Department of Public Safety, Governor's Division of Emergency Management (GDEM), is charged with carrying out a comprehensive all-hazard emergency management program to assist cities, counties, and state agencies in planning and implementing their emergency management programs. The State of Texas' emergency plan is located on GDEM's Web site at <a href="http://www.txdps.state.tx.us/dem/pases/downloadableforms.htm#stateplan">www.txdps.state.tx.us/dem/pases/downloadableforms.htm#stateplan</a>.</p> <p>Because the emergency management plan is comprehensive and applicable to a variety of entities, the plan does not specifically address emergency preparedness for early care and education programs.</p>
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Texas Workforce Commission (TWC) requires Boards to establish local emergency management plans to ensure security of data and continuity of Board and contractor operations for all workforce services—including child care services—at the local level.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>TWC has a comprehensive, Continuity of Operations Plan for disaster recovery, completed in May 2008. TWC's plan contains emergency preparedness policies and procedures applicable to all areas of TWC, including child care services. The plan is aligned with the National Incident Management System and employs protocols of the Incident Command System.</p> <p>The plan objectives are to:</p> <ul style="list-style-type: none"> <li>• Reduce TWC's vulnerability to any event that could disrupt critical TWC functions;</li> <li>• Minimize organizational disruption and confusion in the event of a disaster; and</li> <li>• Facilitate the maintenance, recovery, and restoration of TWC data, functions, and critical resources.</li> </ul>				

<b>Texas</b>	
<b>2.1.2c Resources for families and providers</b>	<p>Although TWC does not specifically address this issue, Department of Family and Protective Services (DFPS) minimum standards require an emergency evacuation and relocation plan for child care centers and child care homes. DFPS issued Emergency Preparedness Guidelines to assist child care centers and child care homes in developing an emergency preparedness plan. DFPS Emergency Preparedness Guidelines describe issues that child care providers should consider when developing an emergency evacuation and relocation plan. The guidelines encourage child care providers to consider the wide range of emergencies that can occur, including weather-related events, such as a hurricane, blizzard, or tornado, as well as gas/chemical leaks, bomb threats or explosions, and hostile situations, such as an intruder with a gun or a hostage situation. The Emergency Preparedness Guidelines cover topics such as:</p> <ul style="list-style-type: none"> <li>• Identifying alternative locations to which children and caregivers can be relocated (such as hospitals, churches, schools, or hotels);</li> <li>• Developing a plan for communicating with staff and parents during the emergency; and</li> <li>• Keeping emergency evacuation kits that include cell phones/walkie talkies, radios, flashlights, and the names and emergency contact numbers of individuals authorized to pick up children.</li> </ul>
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>TWC requires Boards to establish Local Emergency Management Plans to ensure security of data and continuity of Board and contractor operations for all workforce services—including child care services—at the local level. Additionally, Boards participate on local disaster planning and response teams composed of various entities, including state and local government and for-profit and nonprofit community-based organizations. Local response teams focus on mobilizing community resources and services when disruptions occur in public health, child care, public education, and/or workforce services.</p>

<b>Utah</b>					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
	✓				
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Department of Workforce Services has created a Continuity of Operations Plan (COOP). The plan addresses the emergent needs of those who need shelter, food, and medical care. All services such as payments to child care providers would come after stabilization of the emergency. The Department of Health/Bureau of Child Care Licensing requires a written emergency plan be submitted with a child care program license. The Bureau keeps a copy of each plan on file.</p>				
<b>2.1.2b Plans for continuation of core functions</b>	<p>The Department of Workforce Services has created a Continuity of Operations Plan (COOP). The plan addresses the emergent needs of those who need shelter, food and medical care. All services such as payments to child care providers would come after stabilization of the emergency.</p>				

Utah	
<b>2.1.2c Resources for families and providers</b>	The Department of Workforce Services has a Risk Manager. The Risk Manager currently works with Utah's Emergency Support Function Group and with Utah's Office of Homeland Security. The COOP plan will be expanded to include emergency plans beyond emergent needs. This next phase of plan development will include child care and early childhood education program continuity. The Child Care and Development Fund (CCDF) administrator will participate on the next phase of COOP development.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	As the COOP plan is expanded to include emergency plans beyond emergent needs, the Lead Agency will reach out to include all those who provide child care or early childhood programs services. The Lead Agency will work with the Office of Child Care Advisory Committee to develop recommendations to the statewide COOP plan. The CCDF administrator will participate on the next phase of COOP development. The CCDF administrator will meet with the Utah Director of Homeland Security to discuss the Utah emergency plan and ways to include child care programs in the plan.

Vermont					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Child Development Division (CDD) and state agency and community partners are continuing to explore and develop the most effective strategies to inform providers regarding information about licensing standards in an emergency, and identifying and promoting preventive strategies which are most helpful. The state plans to deliver high quality emergency preparedness training that may include use of the CDD website to contribute to preparation of child care providers through a well selected emergency preparedness check list.				
<b>2.1.2b Plans for continuation of core functions</b>	<p>The CDD has completed a Continuity of Operations Plan which addresses maintaining the core functions of child care during an emergency (attached).</p> <p>CDD essential functions pertaining to the continuation of child care services include:</p> <ul style="list-style-type: none"> <li>• Determining which payment functions and payment notifications are not critical and suspend them through the duration of the emergency</li> <li>• Suspend some routine licensing/registration activities</li> <li>• Waive or modify some labor and industry requirements for center based early childhood and school age programs</li> <li>• Reassign CDD staff to subsidy determination functions and authorize community agencies who provide direct care to children under a reserved spaces agreement to determine eligibility for the subsidy program directly for new families</li> <li>• Make subsidy payments to providers based on their previous month's payment, if it is not possible to obtain current enrollment and attendance verification, with the ability to recoup any over payments after the crisis has resolved</li> <li>• Waive paper verification of income and suspend routine re-determinations for families in the program.</li> </ul>				

Vermont	
<b>2.1.2c Resources for families and providers</b>	<p>All licensed and registered child care programs in Vermont are required to have an emergency preparedness plan as part of their licensing requirements. The Child Care Resource and Referral (CCR&amp;R) agencies are best equipped to communicate with local child care providers in their respective areas and should work with the CDD licensers and providers to assure that all plans are active and up to date.</p> <p>The CDD has conducted discussions with resource development /training specialists regarding training for providers on health and safety issues in an emergency. Efforts have been made to ensure that these specialists are aware of resources such as the National Association of Child Care Resource and Referral Agencies and Head Start emergency preparedness curricula. However, there is a variety of training available and CDD will work with the CCR&amp;R agencies to assess the quality and consistency of the training provided.</p>
<b>2.1.2d Coordination with other agencies and/or organizations</b>	<p>The CDD has been working with the Vermont Department of Health (VDH) to include child care providers in their GIS mapping program. This program includes contact information and the name and location of all health care facilities and schools in all areas of the state. CDD has provided VDH with the data base of all child care providers, so that information can be available during an emergency. The CCR&amp;R agencies, through their grants with the CDD, are expected to coordinate and communicate with local emergency planners and the CDD. Each district in the state has a Regional Planning Commission, which maintains a Local Emergency Planning Committee (LEPC). The CCR&amp;R agencies should be in contact with the LEPC in their district and assure that child care providers are included in the local emergency plan.</p>

Virgin Islands					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
				✓	Disaster Plan for the Office of Child Care and Regulatory Services (OCCRS) available on <a href="http://www.dhs.gov.vi/OCCRS">www.dhs.gov.vi/OCCRS</a> .
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Department of Human Services is the Lead Agency coordinating the operations for Mass Shelter Disaster Response in the territory of the Virgin Islands. The Office of Child Care and Regulatory Services (OCCRS) initiated and completed a Disaster Response Manual during the current biennial period. Efforts are now being coordinated with the Virgin Islands Territorial Emergency Management Agency (VITEMA) with regards to the operation of child care and early childhood education programs in the event of an emergency or disaster response.</p> <p>Additionally, OCCRS provides prevention and preparation information to child care providers to help them be better prepared to safeguard their facilities and to have additional supplies during the peak of the hurricane season in the Caribbean.</p>				

**Virgin Islands**

<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>Within the Department of Human Services, OCCRS is the Division designated to do an inventory of the condition of all early care and early education programs in the wake of a disaster or emergency. After the inventory is completed, OCCRS coordinates with the Commissioner of the Department of Human Service, the Public Relations Office of the Governor and the VITEMA to provide emergency assistance to child care providers to enable their facilities to become operational as soon as it is safely possible, e.g. debris removal, delivery of supplies and other equipment, food, erection of fallen utility lines, generators, if available, etc.</p>
<p><b>2.1.2c Resources for families and providers</b></p>	<p>The Department of Human Services as the Lead Agency in charge of Mass Shelter in the Virgin Islands provides workshops for child care providers to plan and prepare for an emergency or disaster situation. Our Disaster manual which contains information for preparation and response to disaster will be disseminated to all child care providers during the next biennial period. The Disaster Manual will also be available on the Lead Agency's website: <a href="http://www.dhs.gov.vi/OCCRS/index.html">www.dhs.gov.vi/OCCRS/index.html</a>.</p>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>The Department of Human Services regularly meets with the first responders to disasters and emergencies within the Territory, to include all agency heads, e.g. of the Departments of Education, Police, Justice, Property and Procurement, Public Works, Hospitals, Health, Virgin Island Territorial Management Agency (VITEMA) to plan for emergency and disaster response. The Office of Child Care and Regulatory Services is operated under the Department of Human Services and therefore provision for disaster response and recover efforts for child care and early childhood programs are addressed in the overall plan.</p>

Virginia					
	Planning	Developing	Developed	Implementing	Other (Describe)
2.1.2 Status of emergency planning	✓				<p>The Office of Early Childhood Development (OECD) is establishing steps to develop a more specific emergency preparedness plan for the child care program. Included in this plan is the agency's broader Continuity of Operations Plan (COOP). Virginia's child care program is state-supervised and locally administered; therefore the emergency operation plans for 120 local Department of Social Services (LDSS) agencies will be required in order to maintain child care program operations during an emergency. The local child care program emergency plans will be embedded in the broader local community emergency plans, and the LDSS plans will be included in the child care program plan.</p> <p><b>General Timeline/Steps</b></p> <p>Spring 2009</p> <ul style="list-style-type: none"> <li>• Identify key components of plan</li> <li>• Obtain feedback from stakeholders and make revisions</li> <li>• Review COOP plan and other relevant emergency plans</li> </ul> <p>Summer 2009</p> <ul style="list-style-type: none"> <li>• Inform LDSS of requirement for child care program emergency preparation plan</li> <li>• Begin writing state components and solicit feedback</li> </ul> <p>Fall 2009</p> <ul style="list-style-type: none"> <li>• Establish process for reviewing LDSS child care program emergency plans</li> <li>• Revise state components</li> </ul> <p>Spring 2010</p> <ul style="list-style-type: none"> <li>• Deadline for LDSS plans</li> <li>• Finalize state components</li> </ul> <p>Summer 2010</p> <ul style="list-style-type: none"> <li>• Notification of LDSS plan approval</li> <li>• Integrate LDSS plans into state plan; include an online supplement for families who receive child care subsidies.</li> </ul>

**Virginia**

<b>2.1.2a Progress in emergency planning for child care operations</b>	The COOP plan was finalized in July 2008 as part of an agency-wide initiative. The Division of Licensing Programs now requires an emergency plan for all regulated child care providers. The Department of Health is a resource for child care programs and provides general guidelines for external care facilities in emergency situations. All public education schools are required to have an emergency plan, including Virginia Preschool Initiative programs.
<b>2.1.2b Plans for continuation of core functions</b>	As a part of the COOP plan, the Office of Early Childhood Development would be able to transfer subsidy payments to local departments of social services through a manual process or with alternate laptops.  Implementation of direct services to child care providers is handled at the local level.
<b>2.1.2c Resources for families and providers</b>	Emergency preparation information for families is currently on the Virginia government Web site. OECD will review this information and provide an online supplement for families participating in the child care subsidy program. The Division of Licensing Programs requires all regulated child care providers to have an emergency plan on file. This plan must address staff responsibility and facility readiness in regard to evacuation and shelter-in-place. The Standards for Licensed Child Day Centers provides a plan guideline for providers. OECD will explore listing additional resources on the Virginia Department of Social Services Web site.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	OECD will be working with relevant state and local partners to ensure inclusion of early care and education in emergency planning, response and recovery efforts.

Washington					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	<p>The Department of Early Learning (DEL) will use the Emergency Preparedness Checklist for Child Care and Development Fund Administrators that was developed by the Child Care Bureau as a guide for the agency's emergency preparedness response and recovery plan.</p> <p>The agency has created a statewide agency Emergency Preparedness, Response and Recovery Team (EPRT).</p> <p>This team is currently reviewing the current Continuity of Operations Plan (COOP) to identify areas that need strengthening with a target date of December 2009.</p> <p>The team will:</p> <ul style="list-style-type: none"> <li>• Develop requirements for each division and service area response plan</li> <li>• Provide emergency response training for DEL staff</li> <li>• Work with partner agencies regarding cross-agency needs and communications</li> <li>• Develop and provide DEL staff with the revised COOP.</li> </ul> <p>DEL has a safety committee in place that is charged with training staff on the plan.</p> <p>Licensing will provide emergency contact information for providers to contact DEL in the event of an emergency. DEL staff that are co-located in schools or other facilities will follow the emergency plans developed by that agency specific to the location.</p>				

**Washington**

<p><b>2.1.2b Plans for continuation of core functions</b></p>	<p>The seriousness of an emergency may require varying degrees of action.</p> <p>An emergency event could impact:</p> <ul style="list-style-type: none"> <li>• The entire agency</li> <li>• A DEL division</li> <li>• Local field offices</li> <li>• Individual child care providers and communities</li> </ul> <p>When preparing for an emergency, DEL divisions and service areas will ensure that communication strategies developed in the EPRT are used both internally and externally with community partners.</p> <p>The following timelines will be used to plan for the continuation of core child care functions during and after a disaster or emergency.</p> <ul style="list-style-type: none"> <li>• July 2009 Develop project management plan to develop EPRT and revise current COOP</li> <li>• August 2009 Formulate lead work group and sub teams</li> <li>• November 2009 Executive leadership team to review first EPRT draft and revised COOP</li> <li>• May 2010 Final EPRT and revised COOP to be finalized</li> <li>• June 2010 Distribute final EPRT and COOP to entire agency staff. Provide training to DEL staff.</li> </ul> <p>DEL's emergency response plan for child care will address:</p> <ul style="list-style-type: none"> <li>• Key policy areas that would be affected by a leve1 2 or 3 emergency</li> <li>• Field practice directives with practice changes in level 2 or 3 emergencies</li> <li>• Training for existing and new staff to meet the needs in level 2 or 3 emergencies</li> </ul>
<p><b>2.1.2c Resources for families and providers</b></p>	<p>DEL will be working with community partners, providers and contractors to identify communication strategies to stakeholders during an emergency.</p> <p>DEL will meet and coordinate with other agencies to support continued payment and technological systems during the event of an emergency.</p> <p>As the EPRT is developed, strategies will be put in place to ensure resources and information is available to families and child care providers. Some methods for sharing information might include:</p> <ul style="list-style-type: none"> <li>• Referral to national Web sites, including the Federal Emergency Management Agency</li> <li>• Emergency information on the DEL web site</li> <li>• Technical assistance to providers for developing child care emergency plans</li> <li>• Emergency preparedness resource materials for a family's home</li> </ul>
<p><b>2.1.2d Coordination with other agencies and/or organizations</b></p>	<p>DEL will be partnering with other neighboring states and private and nonprofit organizations to develop emergency planning, response and recovery efforts in the same manner as listed above in this section. The development of such a plan would involve DEL staff: parents, provider community and other agencies that support emergency efforts.</p>

West Virginia					
2.1.2 Status of emergency planning	Planning	Developing	Developed	Implementing	Other (Describe)
		✓			
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Division of Early Care and Education has begun work on its emergency preparedness plan; however no formal Lead Agency plan is in place at this time. Over the next two years, the Lead Agency will continue to develop a plan for security of eligibility and payment files. The Child Care Resource and Referral (CCR&R) agencies are required to develop their own emergency preparedness plans for their own programs in their scope of work, which would include plans for delivery of services in an emergency. Three CCR&R agencies are piloting the scanning of documents rather than maintenance of paper files. If this pilot is successful, it will expand to the other three CCR&R agencies in the state.				
<b>2.1.2b Plans for continuation of core functions</b>	The Division is currently developing plans for continuation of services in conjunction with other State government agencies.				
<b>2.1.2c Resources for families and providers</b>	<p>The Division still plans to develop resources for child care providers to use in preparing a disaster plan. The Bureau for Public Health has "A Health Guide for the Public in Disaster Planning and Recovery" on its website which deals with flooding issues and food and water supply issues. The Division of Homeland Security and Emergency Management also has a guide on "Practical Information on Crisis Planning for Schools and Communities" which could be helpful to child care centers in developing their evacuation plans. The Division plans to work with some of these agencies in the future on efforts to assist providers in preparing for emergencies.</p> <p>In October 2009, during the annual center director's meeting, staff from the National Association of Child Care Resource &amp; Referral Agencies will present information to child care center directors on developing emergency preparedness plans.</p> <p>The State's Licensing regulations provide a full outline of what should be incorporated in emergency plans for licensed centers. Centers are required to develop, implement and maintain policies and procedures for responding to an emergency including plans:</p> <ul style="list-style-type: none"> <li>• For medical and non medical emergencies and for situations that could pose a hazard to staff and children including fire, storm, flood, chemical spill, power failure, bomb threat or kidnapping;</li> <li>• For evacuation from the center in the event of an emergency that could cause damage to the center or pose a hazard to the staff and children; and</li> <li>• For evacuation from a vehicle used to transport children.</li> </ul>				

West Virginia	
<b>2.1.2c Resources for families and providers, CON.</b>	<p>Plans must consider the age and physical and mental abilities of the enrolled children, types of emergencies that are likely to affect the area, the requirements of the State Fire Marshal, and advice from the Red Cross or other health and emergency professionals.</p> <p>Licensing regulations place the responsibility for consulting with emergency preparedness officials directly on the centers. At this point, there have been no contacts by the Lead Agency with these staff, with the exception of the State Fire Marshal whose staff assists in the licensing of child care centers and family child care facilities. The Lead Agency has also consulted with the State Fire Marshal in development of rules for homes not inspected by the Fire Marshal and has requested and received training for regulatory staff on fire safety topics.</p>
<b>2.1.2d Coordination with other agencies and/or organizations</b>	All Department of Health & Human Resources (DHHR) personnel are required to complete the National Incident Management System awareness course, IS-700 National Incident Management System, an Introduction. The system allows DHHR to communicate effectively with emergency management to respond to threats.

Wisconsin					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
				✓	
<b>2.1.2a Progress in emergency planning for child care operations</b>	Wisconsin has developed a Continuity of Operations Plan (COOP) for ensuring that essential government services are available during an emergency or disaster event. This COOP contains detailed information about how the state will ensure that child care programs are operating safely during an emergency or disaster. To carry this out, individual child care centers are required to have contingency plans for emergency situations including fire; tornado; flood; extreme outdoor heat or cold; loss of building services including no heat, water, electricity or telephone; threats to the building or its occupants; lost or missing children; or a circumstance such as a medical emergency, illness or other situation requiring immediate attention that may be disruptive to a child or children who are in the care of the center. Centers are being referred to local emergency management professionals for assistance in developing their emergency plans.				
<b>2.1.2b Plans for continuation of core functions</b>	The Lead Agency has a detailed Continuity of Operations Plan that includes plans for securing and operating an alternate site for operations, staff notification and communication procedures, technology availability, and priority setting for workload.				

<b>Wisconsin</b>	
<b>2.1.2c Resources for families and providers</b>	The Lead Agency maintains a website and a listserv that cover licensed child care programs, certified child care programs, and programs receiving a child care subsidy. Information has been shared on the Lead Agency's website and with participants on the listserv about planning for emergencies as well as giving updates from the Centers for Disease Control and the Wisconsin Department of Health Services concerning the H1N1 outbreak. In addition, the National Child Care Information and Technical Assistance Center has information on emergency planning available to assist centers in developing and implementing emergency plans.
<b>2.1.2d Coordination with other agencies and/or organizations</b>	Child Care Resource and Referral Agencies (CCR&R) and other statewide agencies are assisting centers in developing emergency plans by providing training and resources to providers. Local emergency government agencies are also encouraged to include local child care providers on their planning teams as they develop local emergency teams. The Lead Agency provides information to CCR&R and local child care agencies on how to connect with their local emergency planning teams.

<b>Wyoming</b>					
<b>2.1.2 Status of emergency planning</b>	<b>Planning</b>	<b>Developing</b>	<b>Developed</b>	<b>Implementing</b>	<b>Other (Describe)</b>
					The Lead Agency will begin work on an emergency preparedness plan in the fall of 2009.
<b>2.1.2a Progress in emergency planning for child care operations</b>	The Lead Agency will begin work on an emergency preparedness plan in the fall of 2009.				
<b>2.1.2b Plans for continuation of core functions</b>	To date, the Lead Agency has not prepared an emergency preparedness plan but will begin work on a plan in the fall of 2009.				
<b>2.1.2c Resources for families and providers</b>	The Lead Agency has made materials available to child care programs to assist them in the preparation of an emergency preparedness plan. Licensing regulations require that all facilities have a plan in place. The Lead Agency has also contracted with Child Care Finder, Wyoming's Child Care Resource and Referral agency, to provide regional trainings on emergency preparedness for child care providers.				
<b>2.1.2d Coordination with other agencies and/or organizations</b>	To date, the Lead Agency has not prepared an emergency preparedness plan but will include these partners when work begins to develop the plan in the Fall of 2009.				