**Tips for Success**

- Ensure safety of volunteer and paid workforce.
- Disaster may affect the ability of support getting to affected area.
- Maximize your sheltering capacity, which will help reduce staff/resource requirements.
- Know where your resources are, and understand that requested resources may be at a distance.
- DCFS and ARC can provide shelter training upon request.
- Donations and volunteers will show up. Take advantage of tools located on GOHSEP’s website to help manage them.
- Utilizing Louisiana’s Emergency Preparedness Guides can help families & individuals have a much more successful experience when evacuating and seeking shelter.

**Summary**

- Know your parish/city evacuation & sheltering plan.
- Know your OHSEP Director and his point of contact information.
- Be prepared to shelter at the local level until requested ARC and/or State support can arrive. It takes time to mobilize those assets.
- Identify parish shelter ahead of time.
- GOHSEP and other state agencies and NGOs are here to help with planning, identifying and supporting gaps.
- Louisiana can always utilize more shelter space. If you are aware of additional space, please reach out to GOHSEP or DCFS.
- Remember, due to the uncertainty of hurricane storm surge forecasting, all ARC shelters must be located out of the category 4 storm surge area and areas where storm surge modeling has not been done. Shelters must also be located out of any known flood zone (100 year or less), areas that will become isolated, and ponding areas.

**Links:**

- GOHSEP is a one stop location that can help for all your disaster needs. [http://gohsep.la.gov](http://gohsep.la.gov)
- American Red Cross [https://www.redcross.org](https://www.redcross.org)
- 211 Get Connected. Get Answers [http://www.211.org](http://www.211.org)
What is the role of Parish Office of Homeland Security and Emergency Preparedness during preparedness and response?

Your parish Office of Emergency Management should have or is working on a comprehensive shelter strategy within their Emergency Operations Plan that includes:

- Perform a hazard analysis and risk assessment of the populations that may be vulnerable and need governmental assistance.
- Identify potential resource needs from the ARC/state for a Mass Care Activation Level (MCAL) 3, 4, or 5. (Levels are described in the plan.)
- Identify pet shelters and refuges of last resort maintained annually in WebEOC.
- Identify the total capacity of shelters within the parish to support an evacuating parish in a MCAL 3-5 event.
- Identify, plan and validate a parish-to-parish arrangement and pick-up point for a MCAL 4 event.
- Develop an evacuees processing and registration system for a MCAL 4 event.
- Identify and publish a shelter location (in or out-of-parish) if issuing a mandatory evacuation.

Prepare for Evacuations

- Parishes report number of shelters, population of each shelter, and shelter capacities every four (4) hours during the evacuation and every twelve (12) hours at 12 Midnight and 12 Noon through DCFS Regional EOC to DCFS EOC until shelters are closed. Parishes can request LNOs to assist with shelter reporting.
- If transportation or other non-Red Cross resources are needed to support the mission – the parish will request through WebEOC.
- Identify long term sheltering or housing options if necessary.
- Remain actively involved in shelter operations in order to ensure safety and security. The support should include but is not limited to assisting with depopulating and closing of shelters.