

DRAFT
9/27/2011

County of Sutter

Emergency Operations Plan



Sutter Operational Area

Annex 10

Domestic Pets/Livestock Care Plan

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Section 1 - INTRODUCTION

General

In disasters, the first priority is the protection of life, property, and the environment. In the past, this has not included a coordinated response for the evacuation, care, and sheltering of animals. Although the protection of human life is the highest priority in emergency response, recent disasters and research have shown that proper preparation and effective coordination of animal issues enhances the ability of emergency personnel to protect both human and animal health and safety. It is much more efficient, effective, and inexpensive to develop plans to address animal issues prior to an incident than during one. The following issues highlight why animal preparedness is necessary:

1. **Refusal to Evacuate and Early Return to Unsafe Areas** – Since American Red Cross human evacuation shelters do not allow pets in facilities, pet owners requiring sheltering must choose between deserting their animals, refusing to evacuate, or evacuating their animals to a pre-determined site. Without advanced planning, this can be a difficult decision. Farmers and ranchers who depend upon animals for their livelihood are often unwilling to leave their animals unsupervised in the event of a disaster. The 10-25% of individuals who refuse to evacuate, or attempt to return to the evacuated areas because of their animals, risk injury, exposure to hazardous materials, and their own lives, as well as those of emergency response personnel who must rescue them. The most effective and efficient way to minimize human and animal health and safety risks is for individuals and responding agencies to be properly prepared to address animal issues well in advance of a disaster.
2. **Public Health and Safety Risks Caused by Animals at Large** – Animals that are not cared for by their owners during a disaster may become a public health and safety risk. Loose and displaced animals are possible carriers of disease (such as rabies and plague) and can become a nuisance or danger to people. Animals “at large” are the responsibility of local animal control officials.
3. **Public Health and Safety Risks Caused by Animal Carcasses** – Another public health and safety risk is the presence of animal carcasses. Decaying carcasses can contaminate water sources or lead to outbreaks of diseases such as cholera or anthrax. In the 1997 Yuba County flood, 218 dairy cows drowned. This created substantial cleanup costs for the county and delayed residents’ return to their homes. Timely carcass removal is critical. The methods for environmentally acceptable disposal of animal carcasses are limited, and become particularly difficult and expensive when there are many large animal carcasses.
4. **Economic Considerations** – California has the largest agricultural economy of any state in the nation, valued at \$26.8 billion in 1997. Some of the state’s largest agricultural products are of animal origin. Dairy products are the top agricultural commodity in the state valued, at \$3.6 billion in 1997; cattle and calves are the fourth largest, valued at \$1.3 billion in 1997. The California livestock and poultry industry together accounted for \$6.3 billion in 1997. The loss of production animals due to a disaster can result in major economic loss to individual farmers and ranchers as well as local and state economies.

5. **Public Relations Considerations** – Society views animals as dependent upon human care and support. Many pets are considered integral parts of families. Animals and animal issues attract media attention. This is particularly true during a disaster. Media involvement in the rescue of “Rodeo,” a border collie stranded in the 1997 floods, brought intense media coverage to these issues. Public concern and support for animals during the disaster was so high that more money and supplies were donated to care for animals than for people. The failure to deal with animal issues in disasters not only results in utilizing more resources and placing additional human lives at risk, but also can result in significant public outcry and negative media coverage.
6. **Control of Self-Responders and Misuse of Donations** – Experience has shown that when animals are impacted by disasters, a large number of self-responders will arrive to address the situation. These well-meaning, but untrained and emotionally driven individuals, can be very disruptive and create many law enforcement challenges. Additionally, these situations may encourage the arrival of "rescue groups." Some of these groups are well-trained and helpful, and some are not. In 1997, there were serious problems with misappropriation of collected donations and inappropriate disposition of animals linked to some of these groups. Effective control of self-responding individuals and rescue groups is critical. This can occur only when a well-coordinated official response is in place. A county animal plan allows for appropriate identification and utilization of all available resources within the structure of the county animal response plan. This will minimize the intrusion of untrained and unsolicited volunteers in a crisis situation.

This plan has been developed to address these concerns and to reinforce the need for all pet owners to understand their part in the overall scope of Domestic Animal/Livestock Care planning.

Definition of “Animal”

For the purposes of responding to animal issues during disasters, Sutter County and the state response agencies define “animals” as, “affected commercial livestock, companion animals, exhibition animals, captive wildlife, and exotic pets.” This definition excludes non-captive wildlife.

Emergency Plan Management and Updates

The Emergency Services Division will be responsible for updates and maintenance of this plan.

Authority Citations

The authority for Emergency Operations and Disaster Preparedness used in development of this annex of the Sutter County Operational Area EOP are found in the **Sutter County OA EOP, Basic Plan Chapter A, Section 6.**

This plan augments the Sutter County Operational Area Emergency Operations Plan, dated **October 2011.**

Section 2 – PLAN OVERVIEW

Concept of Operations

This plan or the applicable portions of this plan will be implemented as directed by the County Administrative Officer, Sheriff, Fire Services Manager, or Incident Commander as appropriate.

Guidance for implementation is in the **EOP Basic Plan Chapter D, Response Phase - Initial Response**, in **ANNEX 1 - Emergency Support Functions Handbook and Checklists, Section 3, General Response Checklists**, and in **ANNEX 2 – Emergency Operations Center Handbook and Position Checklists**. Additional supplemental information is provided in the attachments of this annex.

During a disaster or emergency, this plan will be implemented in accordance with the Standardized Emergency Management System (SEMS).

Personnel assigned to the organizational levels of SEMS will follow checklists/SOPs established by the EOP or the appropriate annex to the EOP. The Emergency Operations Director or Incident Commander will determine communication equipment usage and any equipment issued to an emergency worker will be documented and tracked to ensure proper accountability of the asset. Coordination of public or media information releases will be through the PIO. The Management function of SEMS will determine what information is to be released and when the appropriate timeframe for such a release will occur.

For more information on SEMS/ICS refer to the **Sutter County OA EOP Basic Plan, Chapter A, Section 3**. The Federal Emergency Support Functions for response are indicated in this annex ***Attachment A, Emergency Support Functions - Domestic Animal/Livestock Care***. The SEMS functions for response are indicated in this annex ***Attachment B, Domestic Animal/Livestock Care Plan SEMS Functions***.

The Federal Department of Homeland Security has established that the National Incident Management System (NIMS) will be used during an emergency/disaster. The State of California, through Executive Order S-2-05, has established that the implementation of SEMS/ICS substantially meets the requirements of NIMS. For more information on NIMS refer to the **Sutter County OA EOP Basic Plan, Chapter A, Section 3**.

Emergency Organizational Structure

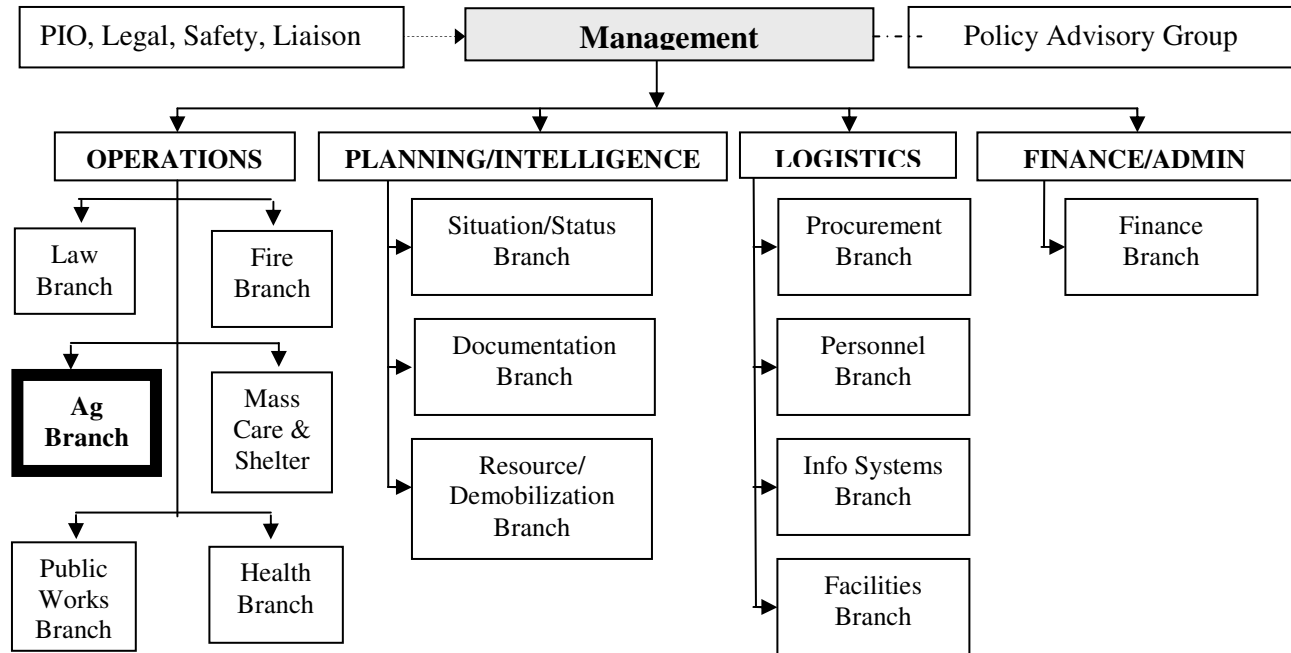
During an event/emergency requiring an activation of this plan, the Emergency Operations Director will normally activate the Emergency Operations Center (EOC). The Emergency Organization Structure operates under SEMS, with the Emergency Operations Director providing leadership to the Management Function. The Management Function provides Command and Control to the Emergency Operations Team and consists of the Sheriff, the Fire Services Manager, Public Works Director and the Emergency Services Manager. This membership may change based on the nature of the emergency.

When the EOC has been activated, a “single point of contact”, the County Animal Coordinator, will coordinate issues regarding Domestic Animals/Livestock Care. The County Animal

Coordinator will be the Supervising Animal Control Officer, or designee, and assigned to the Agriculture Operations Branch – Animal Control Unit.

The following chart is representative of a Level 3 Activation of the EOC for a large-scale event.

Emergency Organization Chart



Operations –

Law Branch:

Field Ops, Detention, and Dispatch

Fire Branch:

Fire, HazMat Response, and Rescue

Ag Branch:

Ag Analysis and Animal Control

Care & Shelter Branch:

Care & Shelter, Red Cross, and Medical Transport

Health Branch:

Environmental Health, Mental Health, and Public Health

Public Works Branch:

Reconnaissance, Engineering Support, and Heavy Equipment Support

Finance & Administration –

Finance Branch:

Invoice Processing and Payroll Tracking

Planning & Intelligence –

Situation/Status Branch:

Planning & Forecasting, Field Observation, and Info Collection/Display

Documentation Branch:

Written and Visual/Graphic

Resource and Demobilization Branch:

Personnel, Equipment, and Material

Logistics –

Procurement Branch:

Supplies, Equipment, and Communications

Personnel Branch:

County Employees and Volunteers

Facilities Branch:

EOC, Off-Site Work Areas, and R&R Areas

Information Systems Branch:

Technicians

Section 3 – SITUATION ANALYSIS FOR ANIMAL CARE/SHELTER

General

In the general scope of animal care/shelter, the pet/livestock owner is ultimately responsible. Good planning on the part of the owner in conjunction with information provided by local agencies, when properly executed, will lead to a successful outcome. *Simply put, if the pets are family, plan like you would for family members – make arrangements in advance of the disaster/emergency.*

In Sutter County, approximately 17,248 households have pets. This does not include those households who have livestock.

Planning Guidelines

To facilitate better planning for pet owners, the following guidelines are provided and can be found on the Federal Emergency Management Agency (FEMA) website at <http://www.fema.gov/individual/animals.shtm>.

Before an emergency

1. Contact your local animal shelter, humane society, veterinarian or emergency management office for information on caring for pets in an emergency. Find out if there will be any shelters set-up to take pets in an emergency. Also, see if your veterinarian will accept your pet in an emergency.
2. Decide on safe locations in your house where you could leave your pet in an emergency.
3. You will need a pet carrier that allows your pet to stand up and turn around inside. Put familiar items such as the pet's normal bedding and favorite toys inside. Train your pet to become comfortable with the carrier. Use a variety of training methods such as feeding it in the carrier or placing a favorite toy or blanket inside.
4. If your pet is on medication or a special diet, find out from your veterinarian what you should do in case you have to leave it alone for several days. Try to get an extra supply of medications.
5. Make sure your pet has a properly fitted collar that includes current license and rabies tags. Including an identification tag, that has your name, address, and phone number. If your dog normally wears a chain link "choker" collar, have a leather or nylon collar available if you have to leave him alone for several days.
6. Keep your pet's shots current and know where the records are. Most kennels require proof of current rabies and distemper vaccinations before accepting a pet.
7. Contact motels and hotels in communities outside of your area and find out if they will accept pets in an emergency.
8. When assembling emergency supplies for the household, include items for pets.

9. Trained Guide Dogs – Trained guide dogs for the blind, hearing impaired or handicapped will be allowed to stay in emergency shelters with their owners.

During an emergency

1. Bring your pets inside immediately.
2. Animals have instincts about severe weather changes and will often isolate themselves if they are afraid. Bringing them inside early can stop them from running away. Never leave a pet outside or tied up during a storm.
3. Separate dogs and cats. Even if your dogs and cats normally get along, the anxiety of an emergency situation can cause pets to act irrationally.
4. Keep small pets away from cats and dogs.
5. If you evacuate and plan to take your pets, remember to bring your pet's medical records and medicines with your emergency supplies.
6. Birds must eat daily to survive. In an emergency, you may have to take your birds with you. Talk with your veterinarian or local pet store about special food dispensers that regulate the amount of food a bird is given. Make sure that the bird is caged and the cage is covered by a thin cloth or sheet to provide security and filtered light.

After an emergency

1. If after a disaster you have to leave town, take your pets with you. Pets are unlikely to survive on their own.
2. In the first few days after the disaster, leash your pets when they go outside. Always maintain close contact. Familiar scents and landmarks may be altered and your pet may become confused and lost. Also, snakes and other dangerous animals may be brought into the area with flood areas. Downed power lines are a hazard.
3. The behavior of your pets may change after an emergency. Normally quiet and friendly pets may become aggressive or defensive. Watch animals closely. Leash dogs and place them in a fenced yard with access to shelter and water.

As you can see the primary responsibility, before, during, and after a disaster, lies with the pet owner. As with any disaster preparedness planning, you should ensure you and your pet can be self-supporting for at least 72 hours (and in some cases longer). Attachment B lists organizations that can provide more information/assistance to improve a pet owner's plan.

Section 4 of this Annex addresses what may occur if the pet owner's plan is overcome by events and assistance is required from the state or local government. It also addresses the concerns of the livestock owner.

Section 4 – SITUATION ANALYSIS FOR EVACUATION/RESCUE

General

The responsibility of evacuating animals during an emergency rests with the animals' owner. At some point, due to lack of planning or being overwhelmed by the event, governmental agencies will be called upon to assist the animals' owner. This usually occurs during an evacuation/rescue of domestic animals/livestock. Such assistance can be rendered only after the situation is assessed, threats are minimized, and if sufficient numbers of resources are available. As stated in Section 1 of this Annex, the first priority is to the protection of life, property, and the environment.

Government Response

California Animal Response in Emergency System (CARES) – organizes state resources, in support of local government responding to animal issues, during a state level emergency in accordance with SEMS. During a disaster, if local resources are insufficient to meet existing needs, local government may request state assistance. When this assistance is requested, the Governor's Office of Emergency Services (OES) will activate CARES, with the California Department of Food and Agriculture (CDFA) as the lead agency. The ability to respond effectively at the state level largely depends upon planning accomplished within each OA prior to a disaster. Since the majority of volunteers, resources, and organization during a disaster originate in the local area, it is essential that counties and local agencies have animal response plans in place in order for CARES to function effectively. The CARES Plan is intended to facilitate mutual aid between counties.

County or OA Planning – During a disaster/emergency the OA through its EOC will provide information to the Public about the emergency. The information will be provided in timely fashion to enable the households to make decisions on how best to execute their own emergency plans. It will not be the responsibility of the County/OA to decide when best for households to execute their plans; this responsibility rests with each household.

During a disaster/emergency, that requires activation of this plan, the County/OA may respond as follows:

1. County/OA opens the EOC in response to the disaster/emergency or impending disaster/emergency. The Public Information Officer would provide information to the public.
2. Local Emergency would be declared due to the disaster/emergency. If the disaster/emergency affects County Agriculture concerns, the Agriculture Operations Branch of the EOC will be activated.
3. The Supervising Animal Control Officer, or designee, will be the County Animal Coordinator (CAC) during the disaster/emergency.

4. The CAC will coordinate evacuation/rescue of animals/livestock efforts, as needed, from the EOC. This coordination will primarily be with identified animal rescue/shelter organizations (listed in Attachment B) and the Law Enforcement Branch of the EOC to secure access into the disaster areas. No organizations will be allowed to enter an evacuated area if it is deemed unsafe by the EOC.
5. The CAC will coordinate animal/livestock removal if needed. Volunteers may be used and such volunteers would be designated as DSW.
6. The Agriculture Operations Branch will provide information in the case of animal/pest disease control.

Private Organization Response

An organization that identifies itself to the Sutter County Emergency Services Division in writing of their desire to provide assistance to domestic animals/livestock will be listed in Attachment B of this Annex. By listing the organization, the county does not assume any liability for the actions of the organization. Those organizations performing response activities (rescue, evacuating, etc.) will understand the principles of ICS and will follow the direction of the OA EOC during the course of a disaster/emergency. Organizations providing care and shelter for domestic animals/livestock will do so with the understanding that there may be no financial recovery of costs after the disaster/emergency.

During a disaster/emergency, an organization will follow all access control restrictions and be subject to the penalties of law for failing to do so.

Domestic Animal/Livestock Owner Response

As already noted the primary responsibility of evacuation of domestic animals/livestock lies with the owner. The Humane Society of the United States (HSUS) offers the following tips to pet owners designing an emergency safety plan:

1. If you evacuate your home, **DO NOT LEAVE YOUR PETS BEHIND!** Pets most likely cannot survive on their own; and if by some remote chance they do, you may not be able to find them when you return. *For public health reasons, many emergency shelters cannot accept pets. Find out which motels and hotels in your area allow pets -- well in advance of needing them. Include your local animal shelter's number in your list of emergency numbers -- they might be able to provide information concerning pets during a disaster.*
2. Make sure identification tags are up to date and securely fastened to your pet's collar. If possible, attach the address and/or phone number of your evacuation site. If your pet gets lost, his tag is his ticket home. Make sure you have a current photo of your pet for identification purposes.

3. Make sure you have a secure pet carrier, leash or harness for your pet so that if he panics, he cannot escape.
4. Take pet food, bottled water, medications, veterinary records, cat litter/pan, can opener, food dishes, first aid kit and other supplies with you in case they are not available later. While the sun is still shining, consider packing a "pet survival" kit, which could be easily deployed if disaster hits.
5. If you are unable to return to your home right away, you may need to board your pet. Most boarding kennels, veterinarians and animal shelters will need your pet's medical records to make sure all vaccinations are current. Include copies in your "pet survival" kit along with a photo of your pet.
6. If it is impossible to take your pet with you to temporary shelter, contact friends, family, veterinarians, or boarding kennels to arrange for care. Make sure medical and feeding information, food, medicine and other supplies accompany your pet to his foster home. *NOTE: Some animal shelters will provide temporary foster care for owned pets in times of disaster, but this should be considered only as a last resort.*
7. If you have no alternative but to leave your pet at home, there are some precautions you must take, but remember that leaving your pet at home alone can place your animal in great danger! Confine your pet to a safe area inside -- NEVER leave your pet chained outside! Place notices outside in a visible area, advising what pets are in the house and where they are located. Provide a phone number where you or a contact can be reached as well as the name and number of your vet.

Not only are pets affected by disaster, but the other animals in the disaster area are affected as well. The HSUS offers these basic tips for people who encounter wildlife on their property:

1. Wild animals often seek higher ground which, during floods, eventually become submerged (i.e., island) and the animals become stranded. If the island is large enough and provides suitable shelter, you can leave food appropriate to the species (i.e., sunflower seeds for squirrels). Animals have a flight response and will flee from anyone approaching too closely. If the animal threatens to rush into the water, back away from the island or you may frighten the animal into jumping into the water to escape from you.
2. Wildlife often seek refuge from flood waters on upper levels of a home and may remain inside even after the water recedes. If you meet a rat or snake face to face, be careful but don't panic. Open a window or other escape route and the animal will probably leave on its own. Never attempt to capture a wild animal unless you have the training, protective clothing, restraint equipment and caging necessary to perform the job.
3. Beware of an increased number of snakes and other predators who will try to feed on the carcasses of reptiles, amphibians and small mammals who have been drowned or crushed in their burrows or under rocks.

4. Often, during natural disasters, mosquitoes and dead animal carcasses may present disease problems. Outbreaks of anthrax, encephalitis and other diseases may occur. Contact your local emergency management office for help!
5. If you see an injured or stranded animal in need of assistance, or you need help with evicting an animal from your home, please contact your local animal control office or animal shelter!

The HSUS offers these basic tips for people who have livestock on their property:

1. **EVACUATE LIVESTOCK WHENEVER POSSIBLE.** Arrangements for evacuation, including routes and host sites, should be made in advance. Alternate routes should be mapped out in case the planned route is inaccessible.
2. The evacuation sites should have or be able to readily obtain food, water, veterinary care, handling equipment and facilities.
3. Trucks, trailers, and other vehicles suitable for transporting livestock (appropriate for transporting each specific type of animal) should be available along with experienced handlers and drivers to transport them. Whenever possible, the animals should be accustomed to these vehicles in advance so they're less frightened and easier to move.
4. If evacuation is not possible, a decision must be made whether to move large animals to available shelter or turn them outside. This decision should be determined based on the type of disaster and the soundness and location of the shelter (structure).
5. All animals should have some form of identification that will help facilitate their return.

Your disaster plan should include a list of emergency phone numbers for local agencies that can assist you if disaster strikes; including your veterinarian, state veterinarian, local animal shelter, animal care and control, county extension service, local agricultural schools and the American Red Cross. These numbers should be kept with your disaster kit in a secure, but easily accessible place.

Section 5 – GENERAL PLAN RESPONSIBILITIES

Emergency Operations Center

As described in Section 2 of this annex, the EOC is the location in which the Emergency Operations Director coordinates the response of multi-jurisdiction and/or multi-agency responders during large-scale emergencies or disasters. During large-scale emergencies or disasters, the EOC is the command and control point for various governmental responding agencies.

EOC activation and staffing levels are found in **ANNEX 2 – Emergency Operations Center Handbook and Position Checklists.**

The following is a general guide of the responsibilities for the Emergency Organization:

Management

Management assignments are reflected in *Attachment A, Emergency Support Functions - Domestic Animal/Livestock Care.*

Operational Structure

The County of Sutter will activate the appropriate SEMS functions based upon the level of the disaster/emergency.

Coordination of Disciplines

Sutter County will use multi-agency, multi-discipline coordination for the evacuation and mass care/shelter during a major emergency/disaster.

Inclusion of Non-Profit Agencies/Organizations

Non-Profit Organizations will be involved in disaster/emergency planning. Sutter County will contact the appropriate non-profit organizations in the event of a potential threat or actual event. A list of some of these agencies is found in Attachment B of this Annex.

Public Information

The Public Information Officer (PIO) will be activated as soon as practical during an emergency. The PIO will coordinate with media for news releases.

News release procedures will be agreed upon, and established for the Sutter County EOC, the Unified Command, and other interested parties.

Emergency Response Information Management System (RIMS)

RIMS is a statewide automated system which is used by the State, Counties (Operational Areas) and cities to track general information, rapidly changing situations, over all conditions and track request for mutual aid assistance.

Safety and Security

During a potential threat or actual event, employee safety and operational security will be key concerns for Sutter County.

During actual emergency operations, heightened safety and security procedures will be in force and will be followed by county personnel. Security and safety procedures will also be implemented for all command posts and other operational sites. The Sheriff's Department will serve as lead for security functions.

Information Sharing and Dissemination

During an actual emergency or disaster the release of information raises significant issues regarding information sharing and dissemination. Security and confidentiality concerns must be weighed against operational needs and public interest.

The notification of an event and any subsequent updates will be made verbally through the most secure form of landline available. Written confirmations of notification and updates will be used. Emergency response personnel will observe communication security procedures. Sensitive information will not be communicated by cell phone or radio.

Sutter County will have scheduled briefings for EOC staff and other emergency response personnel and will coordinate briefing times, reporting approaches, and news releases as much as possible with other SEMS levels.

Sheriff's Office

The Sheriff, or designee, will determine and establish SOPs required for the operation and deployment of law enforcement assets controlled by his Department and as authorized by Local, State, and Federal Statutes/Regulations.

Within the EOC, the Sheriff's Office (SO) will assume the security function.

The Sheriff Office will be the lead for perimeter security, access control, traffic/crowd control, evacuations, and notifications. The Sheriff Office will also coordinate coroner issues and assist with damage assessment and fatalities management. *Existing procedures may be modified as necessary depending on the situation.* The Sheriff Office will request law enforcement mutual aid if needed to accomplish these functions.

Fire Services

The Fire Chief, or designee, will determine and establish SOPs required for the operation and deployment of OA Fire assets controlled by the Division and as authorized by Local, State, and Federal Statutes/Regulations.

Fire Services will be the lead for fire response, hazardous materials events, and medical/rescue operations. Fire Services will provide support, if possible, to the Sheriff's Office for evacuation activities. *Existing procedures may be modified as necessary depending on the situation.*

Additionally, the Fire Chief will request fire and rescue mutual aid if needed.

Emergency Management

The primary mission of the OA Emergency Management is to coordinate response, relief and initial recovery operations during multiple jurisdictional and/or multiple agency emergencies or disasters.

Operations

The Agriculture Operations Branch will coordinate animal evacuation/rescue with appropriate agencies. The Animal Control Unit through the Supervising Animal Control Officer, or designee, as the County Animal Coordinator, will provide situation/status reports and coordination through the EOC. Evacuations/rescues will be coordinated when threats to responders' lives have been assessed and minimized. Access to areas by organizations affecting evacuation/rescue will be coordinate through the Law Enforcement Operations Branch by the County Animal Coordinator, or designee.

Public Works

Public Works will serve as lead for damage assessment and will be the representative for utilities concerns. Potential public works activities include:

- reconnaissance of public infrastructure (roads, bridges, facilities, and utilities)
- alternate route identification
- building access
- utility access re-routing

Public Works will assist with access and crowd control and fatalities management. The Director of Public Works will request public works mutual aid if needed. They will coordinate with the Sheriff Office on security issues if needed.

Planning/Intelligence *Attachment A, Emergency Support Functions - Domestic Animal/Livestock Care.*

Includes situation, documentation, demobilization, and resources units.

Logistics Support *Attachment A, Emergency Support Functions - Domestic Animal/Livestock Care*

The Logistics Branch will be responsible for identifying and procuring supplies, services, equipment, and facilities that will be required for Emergency Operation activities.

During emergency operations, particular emphasis will be placed on maintaining OA capabilities of computer systems, telecommunications, including land line and radio.

Finance *Attachment A, Emergency Support Functions - Domestic Animal/Livestock Care.*

It will be necessary to track costs associated with an event or potential event. Within Finance/Administration Branch there may be a separate Cost Unit to track the costs of the event.

Mutual Aid

The California emergency system is built upon the California Emergency and Civil Defense Master Mutual Aid Agreement. Most cities and counties are signatories to this agreement. The agreement states that mutual aid is freely given without either the giver or receiver expecting reimbursement. The system is designed to ensure that additional resources are made available to a jurisdiction when their own resources are nearing exhaustion. Mutual aid is a voluntary system. The Governor can make it mandatory under a state of emergency. This has never happened. Requests for mutual aid is to be made first to the EOC Operations Chief, the request will then be passed to the State REOC. Depending upon the size and magnitude of the disaster the state may elect to request federal assistance and ask for the implementation of the National Response Plan.

Continuity of Operations

It will be necessary to ensure continuity of day-to-day operations during a potential threat or actual event. This includes payroll processing, contracts management, personnel actions, and file security.

Training and Exercises

Training will be coordinated as necessary to ensure safe, secure, and effective operations of equipment and procedures. The Emergency Services Division will notify departments, jurisdictions, and agencies of training opportunities, as they are available. Any Operational Area grant funds identified to be expended for exercise/training will be coordinated with the Emergency Services Division to ensure proper allocation/tracking of the funds before expenditure occurs.

Exercises are important for the successful response of personnel during an emergency or disaster. If an exercise interferes or otherwise hampers normal operations the exercise will be terminated and not resumed until the problem is corrected.

Attachment A
Emergency Support Functions for Domestic Animal/Livestock Care

Emergency Support Functions	Management	Operations	Plan/Intel	Logistics	Fin/Admin
ESF-1 Transportation	EO Director, Agency Reps	PW/SO	Resource Tracking And Demobilization	Procurement Branch	
ESF-2 Communication and Information Technology	EO Director, Agency Reps	SO Dispatch	Situation Analysis	Info Tech & Communications Branch	
ESF-3 Public Works and Engineering	OA Public Works Branch Chief	PW/Agency Reps	Situation Analysis		
ESF-4 Firefighting	OA Fire Coordinator	Fire Branch	Situation Analysis	Procurement Branch	
ESF-5 Emergency Management	EO Director/Incident Commander	OPS Chief	P&I Chief	Logistics Chief	Admin Chief
ESF-6 Mass Care, Housing, and Human Services	OA Mass Care and Shelter Branch Chief	OA Human Services	Situation Analysis	Procurement Branch	
ESF-7 Resource Support	OA Logistics Branch Chief		Resource Tracking	Procurement Branch	Finance
ESF-8 Public Health and Medical Services	OA Health Branch Chief	Health Unit Leader	Situation Analysis	Procurement Branch	
ESF-9 Urban Search and Rescue	SCSO	SCSO/Fire	Situation Analysis	Procurement Branch	
ESF-10 Oil and HazMat Response	OA HazMat Coordinator	Fire Branch	Situation Analysis		
ESF-11 Agriculture and Natural Resources	Ag Commissioner	AG Branch	Situation Analysis		
ESF-12 Energy	EO Director, Agency Reps	Public Works Branch Chief	Situation Analysis		
ESF-13 Public Safety and Security	OA Law Coordinator	SCSO	Situation Analysis		
ESF-14 Long Term Community Recovery	EO Director		Documentation and Demobilization	Personnel Branch	Finance
ESF-15 External Affairs	EO Director/PIO		P&I Chief		

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**Attachment B
Domestic Animal/Livestock Care Plan SEMS Functions**

Activities	Management	Operations	Plan/Intel	Logistics	Fin/Admin
Command	EO/SO/Fire				
Establish Perimeter		SO			
Control Access	EO	SO			
Traffic/Crowd Control		SO/PW			
EOC Operations	EO	AG/SO/PW		LG/COML	
Evacuation		SO/AG/NPA*		LG/COML	
Notifications	PIO	SO/AG		LG/COML	
Safeguard Evidence		SO			
Public Information	PIO	AG		LG/COML	
Med/Rescue Operations		Fire/EMS		LG/COML	
Damage Assessment		AG/PW/PH			
Situation Status		AG/PW/PH	P&I		
Documentation		AG/SO/PW	P&I	LG	F&A
Carcass Removal Management		AG/PW/NPA*			

*NPA – Non Profit Agency

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Attachment C
Animal Care, Shelter, and Rescue Organizations

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Attachment D Dead Animal Haulers, Rendering Plants, and Collection Centers (Statewide)

http://www.cdfa.ca.gov/ahfss/ah/haulers_renders_collection_centers.htm

Dead Animal Haulers

- Crooks Disposal 619-443-0737
- D&D Disposal, Inc. 323-268-7050
- D.A.R. Contractors 619-390-8204 *Will pick up any 4-H or FFA project at cost – San Diego Co. only
- Devries Dead Stock Disposal 562-865-4264
- Dick's Pick-Up Service 818-353-5550
- Dignified Dead Animal Disposal 805-523-1241
- Janice Pementel Toomey 510-785-1106
- JCS Livestock Disposal 805-668-3572
- Sisk Recycling Co., Inc. 209-667-1451
- Alfred Kuck Livestock 707-762-7688

Rendering Plants

- Baker Commodities 559-582-0271
- Darling International 559-268-5325
- Darling International 415-647-4890
- Darling International 209-667-9153
- Florin (Modesto) Tallow 209-522-7224
- North State Rendering 530-343-6076
- San Jose Tallow 408-452-8777
- San Luis Tallow 805-543-8660
- West Coast Rendering 323-261-4176

Collection Centers

- Baker Commodities 559-582-0271
- D&D Disposal 323-268-7050
- Eureka Protein 707-442-3440
- Petaluma By-Products 707-763-9181
- Sisk Recycling Co., Inc. 209-667-1451
- Stiles Collection 909-390-9828

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Attachment E
ANIMAL EMERGENCY CARE
MEMORANDUM OF UNDERSTANDING

This Animal Emergency Care Memorandum of Understanding (“MOU”) is by and between the County of Sutter, a political subdivision of the State of California (“County”) and _____, whose business address is _____ (“Provider”).

WHEREAS, the Board of Supervisors of the County of Sutter has declared a local emergency; and

WHEREAS, Provider is an organization providing rescue and/or evacuation of domestic pets and livestock in emergency situations; and

WHEREAS, County desires to receive the assistance of Provider in rescuing and/or evacuating domestic pets and livestock from areas of County; and

WHEREAS, Provider desires to provide assistance to County in the rescue and/or evacuation of domestic pets and livestock.

NOW, THEREFORE, the parties agree as follows:

1. **Term:** The term of this MOU is from _____ until the Board of Supervisors terminates the local emergency.
2. **Service:** Provider shall provide the services for the rescue and/or evacuation of domestic pets and/or livestock described in the attached Exhibit A (“Services”), which is incorporated herein by reference. Provider shall provide the Services to County at no cost to County. Provider shall be responsible for all of its own expenses and shall not seek any reimbursement for costs and expenses of any kind from County.
3. **Operations:** Provider agrees to abide by the Incident Command System. Provider shall coordinate its operations through and follow any directions given by the County Emergency Operation Center (“EOC”).
4. **Contact Information:** The following are the contact individuals for County and Provider:

County: **Before and After Declaration of Local Emergency**

John DeBeaux
Emergency Services Manager
1130 Civic Center Blvd.
Yuba City, CA 95993
Phone: (530) 822-7400
Fax: (530) 822-7109
E-Mail: jdebeaux@co.sutter.ca.us

During Declared Local Emergency

Cheryl Bohannon
Supervising Animal Control Officer
(Or designated Supervising Animal Control Officer)
102 Second Street
Yuba City, CA 95991
Phone: (530) 822-7375
Fax: (530) 822-7259
E-Mail: cbohannon@co.sutter.ca.us

Provider: Name: _____
Title: _____
Address: _____

Phone: _____
Fax: _____
E-Mail _____

5. **Indemnification:** Provider shall indemnify, defend, and hold harmless County and its officers, employees, and agents against all liabilities, claims, demands, damages, and costs (including reasonable attorneys' fees and litigation costs) that arise in any way from Provider's acts or omissions while performing under this MOU. Provider's obligations under this section cover, but are not limited to liabilities, claims, demands, damages, and costs arising from injury to, or death of, any person (including County's and Provider's officers, employees, and agents) and from damage to, or destruction of, any real or personal property (including that of the County or Provider).

County shall indemnify, defend, and hold harmless Provider and its officers, employees, and agents against all liabilities, claims, demands, damages, and costs (including reasonable attorneys' fees and litigation costs) that arise in any way from County's acts or omissions while performing under this MOU. County's obligations under this section cover, but are not limited to, liabilities, claims, demands, damages, and costs arising from injury to, or death of, any person (including County's, Provider's, or its officers, employees, and agents) and from damage to, or destruction of, any real or personal property.

6. **Insurance:** Without limiting Provider's indemnification of the County, Provider shall provide and maintain at its own expense, during the term of this MOU, or as may be further required herein, the following insurance coverages and provisions:

- a. Prior to commencement of this MOU, Provider shall provide Certificates of Insurance certifying that all coverage as required herein has been obtained and remains in force for the period required by this MOU. Any required endorsement shall either be attached to the Certificate or certified as issued on the certificate or with an attached

amendatory endorsement. All Certificates of Insurance shall be sent to the following address:

Sutter County Community Services Director
1130 Civic Center Boulevard, Suite B
Yuba City, CA 95993

Provider shall not proceed with the work or occupancy under this MOU until it has obtained all the insurance required and Certificates of Insurance have been provided to County. All Certificates of Insurance shall provide that the County will receive thirty (30) days' prior written notice of cancellation or major modification before the expiration date.

b. Should, consistent with the terms of the MOU, any of the work or premises under this MOU be sublet, Provider shall require each of its subcontractors to provide the insurance required herein, or Provider may name the subcontractors as additional insureds under its own policies.

c. Insurance Required:

(1) Comprehensive General Liability Insurance for bodily injury (including death) and property damage which provides limits of not less than one million dollars (\$1,000,000) each occurrence and written on an occurrence basis. If the insurance has a General Aggregate, it must be no less than two million dollars (\$2,000,000). Each type of insurance shall include coverage for Premises/Operations, Products/Completed Operations, Contractual Liability, Broad Form Property Damage, X/C/U Hazards and Personal Injury.

For either type of general liability insurance, coverage shall include the following endorsements:

(i) Additional Insured Endorsement: Insurance afforded by this policy shall also apply to the County of Sutter, and members of the Board of Supervisors of the County of Sutter, and the officers, agents and employees of the County of Sutter, individually and collectively, as additional insureds.

(ii) Primary Insurance Endorsement: Insurance afforded by the Additional Insured Endorsement shall apply as primary insurance, and other insurance maintained by the County of Sutter, its officers, agents and employees shall be excess only and not contributing with insurance provided under this policy.

(iii) Notice of Cancellation or Change of Coverage Endorsement: Insurance provided by this policy shall not be cancelled or changed so as to no longer meet the specified County insurance requirements without thirty (30) days prior written notice of such cancellation or change being

delivered to the County of Sutter at the address to which the Certificate of Insurance is sent as specified above.

(iv) Severability of Interest Endorsement: Insurance provided by this policy shall apply separately to each insured who is seeking coverage or against whom a claim is made or a suit brought, except with respect to the policy's limits of liability.

(2) Professional Errors and Omissions Liability Insurance in an amount not less than one million dollars (\$1,000,000) and written on an occurrence basis.

If coverage is written on a claims made basis, such policy shall provide that:

(i) The policy retroactive date coincides with or precedes Provider's start of work (including subsequent policies purchased as renewals or replacements).

(ii) If the policy is terminated for any reason during the term of this MOU, Provider shall either purchase a replacement policy with a retroactive date coinciding with or preceding the retroactive date of the terminating policy, or shall purchase an extended reporting provision of at least two years to report claims arising from work performed in connection with this MOU and a replacement policy with a retroactive date coinciding with or preceding the expiration date of the terminating policy.

(iii) If this MOU is terminated or not renewed, Provider shall maintain the policy in effect on the date of termination or non-renewal for a period of not less than two years therefrom. If that policy is terminated for any reason during the two year period, Provider shall purchase an extended reporting provision at least covering the balance of the two year period to report claims arising from work performed in connection with this MOU, or a replacement policy with a retroactive date coinciding with or preceding the retroactive date of the terminating policy.

All Professional liability policies maintained pursuant to this section shall either be endorsed to name the County of Sutter, members of the Board of Supervisors of the County of Sutter, and officers, agents, and employees of Sutter County, individually and collectively, as additional insureds, or endorsed to provide that the insurance provided by the policy shall apply to liability assumed by Provider under a written contract with the County.

(3) Automobile Liability Insurance for bodily injury (including death) and property damage which provides total limits of not less than one million dollars (\$1,000,000) combined single limit per occurrence applicable to all owned, non-owned, and hired vehicles.

(4) Workers' Compensation and Employer's Liability Insurance with statutory California Workers' Compensation coverage and Employer's Liability coverage of not less than one million dollars (\$1,000,000) per occurrence for all employees engaged in services or operations under this Agreement.

7. **Termination:** Either party may terminate this MOU upon ten days' notice to the other party. Upon termination, Provider will cease obtaining any new animals from locations in County and will continue to provide care, boarding, and feeding for any animals already in its possession and the return of those animals to the owners.

8. **Licensing/Certification:** Provider will possess and maintain any licenses and/or certificates required by any licensing authority for its operations as an animal rescue and evacuation organization. Provider will immediately notify County of revocation or cancellation of any such required licenses or certifications.

COUNTY OF SUTTER

PROVIDER:_____

By_____

By_____ Title_____

APPROVED AS TO FORM
SUTTER COUNTY COUNSEL

By_____

**ANIMAL EMERGENCY CARE
MEMORANDUM OF UNDERSTANDING
EXHIBIT A**

Provider will provide the following services to County:

1. Coordinate with EOC to rescue and evacuate domestic pets and livestock in areas of County designated by EOC to locations supplied by Provider and approved by EOC.
2. Supply all equipment, personnel, and supplies necessary for the rescue, evacuation, feeding, medical care, boarding and return to owners of any domestic pets and livestock rescued and/or evacuated by Provider.
3. Establish systems for the tagging and identification of animals and of the addresses and locations from which animals were rescued and/or evacuated in order to enable a prompt and organized return to owners of their animals.
4. As soon as safe and appropriate, as coordinated through EOC, arrange for and return all domestic pets and livestock to their respective owners.
5. Coordinate with Sutter County Animal Control the adoption or sale of any domestic pets or livestock whose owners cannot be located.

Attachment F

INTERIM GUIDELINES FOR ANIMAL HEALTH AND CONTROL OF DISEASE TRANSMISSION IN PET SHELTERS

(NOTE: These Interim Guidelines have been developed by consultation between the American Veterinary Medical Association and the U.S. Centers for Disease Control and Prevention and are advisory in nature.)

Animals arriving at shelters as a result of an evacuation need special care. Because they have been exposed to contaminated flood waters and have not had access to safe food and fresh water, many are stressed and dehydrated and some may be injured and/or ill. Stressed animals may or may not show signs of illness and may also exhibit behavioral disorders. Following some simple animal management and disease control guidelines can help improve animal health and reduce the risk of disease transmission and injury between animals and people.

What follows are some recommendations for pets arriving at animal shelters.

Animal Health History, Examinations, and Identification

- Each animal should be examined at a triage site. Particular attention should be paid to hydration status, cuts and abrasions, paw/hoof/foot health (e.g., pads and claws, area between toes), ear health (e.g., redness, discharge), oral injuries (may have occurred if animal was foraging for food), vomiting and/or diarrhea, respiratory disease, and evidence of parasite infestation.
- Animals should be bathed upon entry, particularly if they may have been in contact with contaminated flood water. Dawn™ dish soap can remove petroleum and some other toxic chemicals, but care should be taken during its use on sensitive species (e.g., horses). Those bathing the animals should wear protective clothing (e.g., rain suits, ponchos), gloves, and a face shield or goggles with a surgical mask to avoid mucous membrane contact with droplets and splashes that may contain toxic materials.
- Intake personnel should ask whether the pet has been in the custody of the owner since the beginning of the evacuation and should inquire about the animal's health and vaccination history, paying particular attention to any current medical needs or chronic health problems (e.g., diabetes, which would signal a need for insulin injections). In addition, owners should be questioned about the animal's usual temperament (e.g., whether the animal can safely be housed with others of the same species, whether it might be aggressive toward caretakers).
- A health record for each animal should be created and updated as needed. Identification information for the animal should correspond to that for the owner, so that animals and their owners can be reunited. Owned animals should be clearly marked as “owned” and not “abandoned” to reduce the risk of mix-ups. Photographs should be taken, if possible. Collars (leather or nylon, not choke chains) containing readily legible identification information should be placed on all animals. Ideally, all animals should be micro chipped.
- Cages should be clearly labeled so that newly arriving personnel are easily apprised of the health status and temperament of sheltered animals.

- Animals arriving without owners should be scanned for microchip identification. Microchips are most often placed between the shoulder blades, but earlier models were prone to migration, so animals should be scanned from the shoulder blade down to the ventral chest. All scanners are not capable of reading all microchips, so if multiple types of scanners are available, scan with each type before declaring an animal to be microchip-free. Animals without microchips should be checked for other forms of identification such as a tag or tattoo. Tattoos on dogs may correspond to an AKC registration number and this information should be used to trace the animal, if possible.

Animal Health Management and Prevention and Treatment of Zoonotic and Nosocomial Diseases

Intestinal Parasitism

- Dogs should be treated prophylactically for internal parasites including *Giardia*, roundworms, hookworms, and whipworms.
- Exposure to mosquitoes in flood-ravaged areas presents an increased risk of heartworm disease. If possible, dogs should be tested for heartworms and appropriate preventatives or treatment administered.

External Parasitism

- Dogs and cats should be examined for flea or tick infestation, and treated appropriately.
- Preventive flea and tick treatments should be considered for all dogs and cats housed in shelters.

Vaccinations

While the American Veterinary Medical Association normally recommends that vaccination programs be customized to individual animals, in disaster situations vaccination status may be difficult, if not impossible, to determine. For this reason, administration of “core” vaccines to animals upon admission to shelters when vaccination status is unavailable or not current is considered appropriate. Vaccines take some time to become effective and will not address pre-existing exposures, so personnel are cautioned to be alert for clinical signs of disease.

- A rabies vaccination should be administered to dogs, cats, and ferrets. This is especially important for dogs and cats housed in group settings. Personnel should be aware that rabies vaccines may take as long as 28 days to become effective.
- Additional core vaccinations for dogs include distemper, hepatitis, and parvovirus.
- Additional core vaccinations for cats include feline viral rhinotracheitis, panleukopenia and calicivirus. Vaccination against feline leukemia should be considered for young kittens that will be housed in contact with other cats.
- Vaccination (intranasal) against *Bordetella bronchisepta* and parainfluenza should be considered for all dogs to reduce the incidence of kennel cough.

- Because leptospirosis risk is higher in flood-ravaged areas and because the disease is zoonotic, vaccination should be considered. Personnel are cautioned that leptospirosis vaccines are serovar-specific, and that the potential for adverse reactions may be higher than for some other vaccines.

Diarrheal Disease

- Animals presenting with (or developing) diarrhea should be separated from healthy animals (see Facilities Management below).
- Nosocomial agents of concern that may be transmitted by feces include parvovirus, panleukopenia, *Giardia*, and intestinal parasites.
- Zoonotic agents of concern for small animals include *Campylobacter* and Salmonella, which are highly infectious and have been associated with outbreaks in shelters and veterinary clinics.

Ill Birds

- Ill birds are usually lethargic, depressed, and inappetent. Care should be taken when handling ill birds because they may be infected with the zoonotic bacteria *Chalmydophila psittaci*, which causes psittacosis. Face masks should be worn when handling birds of unknown origin that are exhibiting signs of illness.

Behavioral Concerns

- Fear, panic, separation anxiety, noise and storm phobias, and other behavioral disorders are common problems in displaced animals. Animals that have never had these problems may develop them and pre-existing problems are likely to worsen.
- Providing housed animals with fresh food and water on a regular basis and establishing other familiar routines will assist animals in adjusting to their new environment. Food and water should be provided at multiple smaller and dispersed stations, rather than a few large clumped stations, to minimize fear competition and fighting among unfamiliar animals.
- Animals without a prior history of aggression may snap, bite, or hiss as a result of fear or uncertainty. Shelter personnel should approach rescued animals calmly, but cautiously. Only experienced personnel should handle animals that exhibit significant behavioral disorders.
- Behavioral exercises and behavioral medications may be administered short- or long-term, as required, to help animals recover. Shelters are encouraged to seek assistance from qualified animal and veterinary behaviorists who can assist them in meeting these needs.

Euthanasia

- Animals that are irreversibly ill or exhibiting intractable signs of aggression should be euthanized. Records should be kept of animals euthanized.

- Animals that have been previously associated with transmission of monkeypox (i.e., prairie dogs, African rodents) are under legal restrictions for movement, except to a veterinarian for care. If one of these high-risk species is presented for veterinary care at a shelter, they must be kept isolated from other animals and housed in individual cages. If this cannot be accomplished, these animals must be humanely euthanized.

Medical Use, Storage, and Recordkeeping

- Veterinarians are responsible for making clinical judgments regarding the health of the animal and the need for medical treatment. Use of prescription drugs may be authorized only by a veterinarian.
- Drugs and vaccines should be stored under conditions recommended by the manufacturer. Products should be examined periodically to ensure cleanliness and current expiration date.
- Records of individual animal treatments should be kept, including animal identification, date of treatment, name of product administered, name of the individual administering product, and the name of the supervising veterinarian.

Personal Protection for Caretakers

- Wash hands with soap and water
 - Before and after handling each animal
 - After coming into contact with animal saliva, urine, feces, or blood
 - After cleaning cages
 - Before eating meals, taking breaks, smoking, or leaving the shelter
 - Before and after using the restroom.
- Wear gloves when handling sick or wounded animals.
- Wear gloves when cleaning cages.
- Consider use of goggles or face protection if splashes from contaminated surfaces may occur.
- Facemasks should be worn when handling ill birds to minimize the risk of contracting psittacosis.
- Bring a change of clothes to wear home at the end of the day.
- Bag and thoroughly clean clothes worn at the shelter.
- Do not allow rescued animals to “kiss” you or lick your face.
- Do not eat in animal care areas.
- Whenever possible, caretakers should have completed a 3-dose prophylactic vaccination series for rabies.

- Pregnant women and immunocompromised persons should not volunteer for positions involving direct animal contact.

Avoiding Bites and Scratches in Pet Shelters

- Use caution when approaching any animal that may be sick, wounded, or stressed.
- If available, use thick gloves, restraints, or sedation to handle aggressive animals.
- If bitten or scratched, thoroughly wash wound with soap and water and seek medical care.
- Because the exposure histories of these animals are unknown, bites from dogs, cats, and ferrets may be considered a potential risk for rabies, even if the animal appears healthy and has been vaccinated. Therefore, personnel who are bitten should be evaluated for rabies risk. Dogs, cats, and ferrets that bite a person should be quarantined for 10 days and observed for signs of rabies. If an animal develops signs of rabies or dies during the 10-day period following the bite, it should be tested for rabies. Persons bitten during pet shelter operations do not require rabies postexposure prophylaxis unless the animal is diagnosed as rabid.
- If a person is bitten by a dog, cat, or ferret that is available for quarantine, adequate identification records and contact information must be kept for both the animal and the person bitten, so the exposed individual can be contacted in the event the quarantined animal does prove to be rabid. Persons exposed to an animal confirmed with rabies, or to an animal that is unavailable for a 10-day quarantine or testing, should receive rabies post exposure prophylaxis in accordance with the Advisory Committee on Immunization Practices Guidelines.

Facility Management

Separation of Animals

- Animals should not be housed or permitted in food or break areas.
- Separate newly arriving animals from animals that have been housed one week or longer.
- Animals of different species should not be housed together (e.g., do not place a ferret and a rabbit in the same cage)
- Avoid caging animals from different households together. If animals of the same species come into the shelter together and the owner requests that they be caged together, this should be allowed as it may reduce an animal's stress if it is housed with a companion. This should not be done if the owner indicates the animals do not get along with one another.
- If animals of unknown origin must be housed together, care should be taken to not mix genders for unneutered animals.

- Routinely monitor animals for signs of illness. Separate sick animals from healthy animals, especially animals with diarrhea or signs of upper respiratory disease. If a separate room or area is not available, animals with diarrhea or signs of respiratory disease should be housed in bottom cages.
- People assigned to care for sick animals should care for those animals only, and should not move between sick and healthy animals.
- Limit contact of young children, the elderly, pregnant women, and immunocompromised people with rescue animals, particularly animals that are ill.

Cleaning and Disposal

- Thoroughly clean and disinfect cages between animals.
- Remove and dispose of animal waste in a timely manner.
- Double bag and remove dead animals shortly after death. A log of animals that have died or have been humanely euthanized should be kept. This log should include animal identification and/or descriptive information for each animal.
- Identify an area separate from the shelter for carcass storage and disposal.
- Arrange for waste removal from the pet shelter.
- Pet shelters should have adequate lighting, water, and wastewater disposal.

Environmental Security

- If at all possible, devise strategies to prevent wild rodents from mixing with shelter animals.
- Keep wild rodents away from food supplies.

Additional Recommendations for Exotic Animals (including pocket pets, reptiles, amphibians, and birds)

- Exotic animals should be micro chipped for accurate record keeping, unless they are identified by other means, such as well-secured leg bands or legible permanent tattoos. Leg bands are a reliable means of identifying birds and often will allow ownership to be traced. For this reason, these bands should be left in place unless they pose a hazard. Photographs of birds' feet may also be used to identify them.
- House each species of animal in separate areas to reduce stress from strange noises and environments. Do not house birds in the same area as mammals or reptiles because the presence of these animals can cause undue stress and may present a risk of infectious disease to avian species.
- Make sure that diets are appropriate for each species. If the species is unfamiliar to the handler, then consult a veterinarian or handler who is experienced with the housing and husbandry of that species.

- Ill birds must often be force-fed. Birds should only be force-fed by experienced handlers or veterinarians.
- Minimize handling of exotic pets to reduce stress and risk of injury for animals and handlers (see Appendix A—Safe Handling of Exotic Animals)
- Do not house more than one exotic animal in a cage unless the animals have previously been housed together.
- Exotic pets should not be taken out of their cages except during cage cleaning.
- Confine exotic animals to other cages or escape-proof containers when cleaning permanent cages.
- To prevent transmission of Salmonella and *Chlamydophila*, designate a separate area for cleaning cages. Do not clean cages in sinks or bathrooms that will be used for food preparation or bathing of infants or other immunocompromised persons. After cleaning chores are completed, thoroughly disinfect the area
- It is extremely important to follow appropriate hand washing techniques after handling and feeding exotic animals or cleaning their cages, bowls, toys, or other cage furniture.
- To avoid transfer of fecal matter, feathers, food, and other materials from one cage to another, bird cages should not be stacked.
- Many exotic pets, especially reptiles and amphibians, have special environmental needs; these needs should be an important consideration during sheltering.
- Exotic pets tend to be escape artists. Ensure that caging is properly constructed and sufficiently secure to prevent destruction and escape.
- Do not release exotic animals into the wild under any circumstances.

A Note on the Human-Animal Bond and the Well-Being of Pets and Owners

Separation of pets and owners is a difficult issue. Media coverage of hurricanes Katrina and Rita is replete with examples of people who refused to be evacuated from affected areas without some assurance that their pets would be saved and cared for as well. When people have lost everything, their pets can be an important source of emotional support. This is particularly true for those without family or a strong human social network. Removal of this last remnant of normality and comfort can be psychologically traumatic.

Despite the importance of the owner-pet relationship, limited availability of suitable housing, as well as animal and public health and safety concerns, will make housing pets in animal shelters or foster homes not only necessary, but in the best interest of many pets and their owners. Foster homes are an alternative that can provide some semblance of routine and reduce crowding and stress in animal shelters that might otherwise predispose animals to injury and disease.

For additional information about rescue efforts and animal health and welfare, particular diseases or conditions or infection control, please call these organizations or visit their web sites:

- California Department of Food and Agriculture – Animal Health Branch: <http://www.cdffa.ca.gov/ahfss/ah/>
- CDC Healthy Pets Healthy People: <http://www.cdc.gov/healthypets/>
- American Veterinary Medical Association: <http://www.avma.org/>
- Veterinary Medical Assistance Teams: <http://www.vmat.org/>
- Association of Shelter Veterinarians: <http://www.sheltervet.org/>
- The Center for Food Security and Public Health: <http://www.cfsph.iastate.edu/brm/>

Safe Handling of Exotic Animals

Many exotic pets have unique features that need to be considered when handling these animals. Some basic guidelines for handling common exotic species follow.

Rabbits

- Grasp loose skin over the neck and shoulders while directing the head away from your body.
- Support the lower part of the rabbit's body with the other hand.
- Never restrain or lift a rabbit by the ears.
- If the rabbit begins to struggle or kick violently, immediately place on a solid surface and calm the animal. Struggling often results in fractured spinal vertebrae and subsequent euthanasia.

Mice

- Mice are generally caught and handled by their tails.
- Grasp the tail between its midpoint and the mouse's body
- For more control, grasp the loose skin over the mouse's neck and shoulders using the thumb and fingers.
- Do not drop mice into cages. Rather lower them into the cage and release upon contact with bedding.

Guinea Pigs

- Gently, place one hand on the shoulders or chest of the guinea pig.
- Use the other hand to support the animals' hindquarters.
- Wrap the guinea pig in a towel or hold the animal against your body to reduce any struggling.
- Do not attempt to restrain guinea pigs solely by grasping the skin. Guinea pigs lack an ample amount of loose skin to do this safely and handling them in this manner may cause hair loss.

Birds

- Pet birds, such as parrots and finches, may be restrained by capturing in a towel. Darkening the room prior to entering the cage will assist the handler in the capture process and calm the bird. Care should be taken with wild birds, such as birds of prey. These species should only be captured and restrained by qualified handlers.
- Quickly grab the bird's neck from behind the animal. Your hand should gently encircle the neck to elongate the neck between the head and shoulders.

- Once the animal is under control, grasp the legs from the front of the animal and stretch the animal as much as possible without causing injury.
- The weight of the towel will keep the wings at the bird's side.
- Ensure that the bird's ribcage is not restricted and do not hold the bird around the body.
- Small birds may be caught without using a towel. First, capture the bird from the rear by encircling the neck. Then grasp the feet with the other hand.

Lizards

- Hold the head firmly by grasping behind the jaw with your thumb and first finger while wrapping the other fingers around the lizard's shoulders to control the front legs.
- Use the other hand to grasp the rear legs and tail just below the base of the pelvis.
- Do not grab the length of the tail. Many lizards have the ability to lose their tails as a natural defense mechanism.

Snakes

- Hold the head gently by grasping behind the jaw. Allow your hand to move with the snake's head movement to prevent injury.
- Providing good support for the rest of the snake's body will help ensure it feels secure. Multiple handlers may be necessary for large snakes.
- Do not allow the snake to wrap the end of its tail around you or other objects.

Turtles and Tortoises

- Grasp the shell midway between the front and rear legs.
- Prevent bites by not reaching across the front of a turtle or tortoise that is unrestrained.
- Frightened animals will often urinate on handlers as the animals are being picked up.

Amphibians

- Fine mesh nets or small plastic containers may be used for catching and transferring animals.
- If the animal must be handled, protect the animal's skin by using moistened gloves and/or a moistened paper towel or dishcloth.
- Large amphibians, such as giant salamanders, large toads, and hellbenders, should have their heads restrained to prevent biting. Place their head between your thumb and first finger.

Ferrets

- Grab the loose skin around the back of the neck firmly.
- Hold the ferret up so the hind feet cannot touch the ground.
- Stroke the animal's underside from top to bottom to aid in relaxation.

The following references provide additional information about handling exotic animals:

- The University of Iowa Animal Research Institutional Animal Care and Use Committee:
<http://research.uiowa.edu/animal>

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