

**STATEMENT OF UNDERSTANDING  
BETWEEN THE  
CITY OF BRISTOL  
AND THE  
CAPITAL AREA CHAPTER OF THE AMERICAN RED CROSS**

**PURPOSE**

The purpose of this Statement of Understanding is to establish a working relationship between the City of Bristol and the Capital Area Chapter of the American Red Cross in planning and preparing for, responding to, recovering from and mitigating disasters. The agreement sets forth the broad framework for cooperation between the two organizations in rendering assistance and service to victims of disasters in the area covered by the Capital Area Chapter of the American Red Cross.

**DEFINITION OF A DISASTER**

A disaster is an occurrence such as hurricane, tornado, flood, tidal wave, drought, fire, explosion, building collapse, hazardous materials incident or situation that causes human suffering or creates human needs that victims cannot alleviate without emergency assistance.

**DISASTER RELIEF**

Disaster relief refers to emergency assistance to persons who are deprived of the essential life needs because of a disaster. The purpose of providing such relief is to assist these persons with the basic needs of life until they begin their recovery process.

**TYPES OF DISASTER RELIEF**

The type of services that the Capital Area Chapter will provide to disaster victims is:

- Mass Care (Sheltering)
- Mass Care (Feeding)
- Emergency Family Services
- Disaster Welfare Inquiry
- Disaster Health (Nursing) Services
- Disaster Mental Health Services
- Damage Assessment

**METHODS OF COOPERATION**

Cooperation and coordination between the two entities of this Statement of Understanding in planning and preparing for, responding to, recovering from and mitigating disasters is agreed to as follows:

The City of Bristol will place an American Red Cross Disaster Services Volunteer recruitment statement in each of its newsletters and on its web site directed at recruiting its citizens to assist the Capital Area Chapter during Disaster Relief Operations.

The City of Bristol will provide a link from its web site to the Capital Area Chapter's web site.

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The Capital Area Chapter will conduct an ongoing Disaster Services training course offering in the City of Bristol. This offering will include the following Disaster Services courses:

- Introduction to Disaster Services
- Mass Care: An Overview
- Shelter Operations
- Shelter Simulation
- Damage Assessment I
- Logistics: An Overview
- Family Services: Providing Emergency Assistance
- Disaster Health Services: An Overview

The Capital Area Chapter will insure there is a network of safe Emergency Shelters for the residents of Liberty County and the City of Bristol. These shelters will meet the requirements of the American Red Cross Guidelines for Hurricane Evacuation Shelter Selection ARC # 4496.

The City of Bristol will notify the Capital Area Chapter of the need to provide Emergency Family Services to the victims of home fires.

The Capital Area Chapter will produce and distribute, through the local weekly newspaper, the Hurricane Survival Guide for the Capital Area at the beginning of each Hurricane Season. This guide will contain information on local evacuation routes, shelters, how to prepare for and respond to hurricanes and much more.

The City of Bristol will explore the possibility of enacting a Disaster Leave Law Ordinance, similar to the State of Florida Leave Law. This ordinance will allow employees of the City of Bristol who are trained American Red Cross Disaster Services Volunteers 15 days of paid leave per year to volunteer for the American Red Cross during Disaster Relief Operations within the State of Florida.

The City of Bristol will encourage its residents to participate in the Capital Area Chapter's Disaster Resistant Neighborhood program to the greatest extent possible.

**STATEMENT OF UNDERSTANDING MODIFICATION**

This Statement of Understanding can be modified at any time that both entities agree on the modifications and such modifications are reduced to writing and made an addendum to this statement.

Capital Area Chapter

City of Bristol

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Karen Hagan  
Executive Director

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Commissioner

Date

Date

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Chris Floyd  
Director, Emergency Services

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Commissioner

Date

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