



Why start a Moose Alert program in your Moose Lodge?

Moose Alert is a tangible way to show your community that the Moose care and are willing to become involved as a significant resource in their home communities.

The Moose Alert program builds trust, reliance and credibility for your Moose Lodge and Chapters.

Thanks to an agreement with the National American Red Cross, the Moose Alert program is more than just a bunch of well-meaning volunteers who want to help. Red Cross training and guidance will turn your volunteers into reliable and credible resources in times of emergency and natural or man-made disaster.

Moose Alert is one of the cornerstone programs of your Moose Community Service Reports.

Not only will your volunteers be qualified and trained to help Red Cross and local and regional relief agencies, the Moose Alert program will help you to identify and equip your Moose Home as an effective and working emergency and information center for your community. Participation in the creation of a Moose Alert Committee and certification of Moose Alert, Red Cross, Cert and emergency training will automatically qualify your Lodge and Chapter for credit on your quarterly Community Service report.

Moose Alert is a relationship-building tool:

Your Lodge's involvement in creating a Moose Alert Committee and Moose Alert Center will bring you into working relationships with your local Red Cross chapter, Police, Fire, EMT, Hospital, Medical Reserve Corps and National Guard and create opportunities to meet and recruit new members, offer support, promote other Moose programs (like Tommy Moose) and, overall, establish the Moose Lodge as a valued resource in your community.

Once established, you may use your Moose Alert status as an open house opportunity in cooperation with local emergency services. You can become part of your community's emergency preparedness plans, encourage local officials to tour the site as a public relations event, host a safety seminar or blood drive with your local Red Cross to publicize the Moose Alert center or the Moose Alert Committee could hold a Community recognition event for local emergency, hospital and law enforcement workers. Moose Alert can add a new positive image to your Moose Home.

Moose Alert

The Moose Alert Program is designed to utilize two of the most significant resources we, as an organization, have to offer our communities and fellow citizens; namely the incredible volunteer network that exists within our Lodges and Chapters and the security of the Lodge Homes themselves. Our mission with Moose Alert is for our volunteer force to become a reliable resource in times of emergency and for our Lodge Homes to become useful centers for services and comfort to those in need during catastrophic weather related or man-made events.

To become a complete and vital program, steps must be taken to enable our volunteers and Lodge buildings to be used in the most productive and effective manner. Many times the first instincts of well-intentioned volunteer groups is to go into action without the proper training, skills or instructions and thus complicating an emergency event by inserting themselves into an already tense situation.

Establishing the credibility of this program is one of the keys to making it an effective one. As a first step to ensuring the Moose Alert credentials, Moose International is entering into a relationship with the American Red Cross to provide logistic and emergency training information for the program. All Moose Alert program chairpersons are encouraged to establish a working relationship with their local Red Cross centers to obtain training and become part of the Red Cross emergency resource system. Contact information for your local Red Cross offices may be found online by going to: <http://www.redcross.org/donate/volunteer/> and entering your zip code in the space provided. Moose Alert Activity Groups are also encouraged to make contact with local Law Enforcement as well as establishing contact with local Citizens Corps Councils, a citizen program of Homeland Security (<http://www.citizencorps.gov/>).

In conjunction with working as volunteers for Red Cross services, local Law enforcement and your local Citizen Corps Council, Moose Alert volunteer services can run the gamut from assisting with a family displaced by a house fire, to providing emergency shelter and food due to a natural or man-made disaster, to being available for missing persons searches.

Creating a Moose Alert Committee:

The Lodge and Chapter Moose Alert Committees should be made up of good standing Lodge or Chapter members who are:

- a. Committed to building an effective program
- b. Able and willing to perform their duties in stressful situations
- c. In reasonably good health
- d. Willing to complete all prescribed Red Cross or CERT minimal training
- e. Able to commit to being "on call" for emergencies
- f. Committed to working as a team with their respective Lodge or Chapter counterparts
- g. Understand that they are a group created ***in support of Emergency and Law Enforcement professionals*** and are not the controlling authorities in an emergency situation, including during the use of their own Lodge Homes as an emergency shelter and will be subordinate only to duly deputized and authorized state and local Police, Fire, Rescue and Civic employees or volunteers and Government agencies, but only as it relates to issues of public safety and concern. The Lodge Board of Officers and membership shall still be in control of all Lodge and Chapter activities and all matters of business.

The formation of a Moose Alert Committee will be at the approval of the Lodge and/or Chapter Board of Officers. An application for registration of your Moose Alert location will be available on the Moose International website for you to fill out and send to:

Moose Alert

Fraternal Programs
155 S. International Dr.
Mooseheart, IL 60539-1126

Each Moose Alert Committee will consist of the following appointed positions:

- a. Moose Alert Committee Chair
- b. Communications
- c. Secretary/Administration/ Publicity
- d. Quartermaster/Security
- e. Emergency Services Liaison
- f. Credentials
- g. Volunteers

With the exception of the Moose Alert Committee Chairperson, it is not essential to have one committee member for each individual position; for example, the committee may have a member who could combine the tasks of Communications and Emergency Services Liaison. The positions outlined here are important points that need attention, not necessarily singular responsibilities.

Moose Alert Committee Chair

This is the one position that does need to have a defined singular role. This person is responsible for maintaining a relationship with the Lodge Board and communicating the status of the program and committee at all meetings. The Moose Alert Chairperson will be the spokesperson for the program and will be the point person in all emergency situations when the Moose Alert Volunteers are mobilized. In addition to the Emergency Services Liaison, the Chairperson will be expected to maintain contact with local Law Enforcement, Fire & Rescue, Hospitals, and, if applicable, local National Guard. The Chairperson will also stay in contact with and attend any local open meetings of the Medical Reserve Corps, Red Cross, Neighborhood Watch, and Citizen Corps Councils. They will report back to the Lodge, the Committee and volunteers on any new opportunities for training and updates local emergency action plans. The Moose Alert Committee Chairperson will schedule monthly meetings (more if warranted) to disseminate information pertinent information on training, seminars, and participation opportunities with partner organizations to the Moose Alert Committee and volunteers.

Communications

The Communications component will be responsible for creating and maintaining communications information (home contact information, email addresses, and cell phone numbers) for volunteers and making sure that information is available for the Secretary/Administration position. Communications will make available any contact information for local Hospitals, Law Enforcement, Fire & Rescue, and other necessary phone numbers and names. They will contact the local Amateur Radio Emergency Service (ARES) at: www.dmoz.org/Recreation/Radio/Amateur/Organizations/EmergencyCommunications/ARES or American Radio Relay League at: <http://www.arrl.org/findaclub> and establish a relationship to enable Moose Alert communications services during emergency situations. A study should be undertaken by the Moose Alert Committee to evaluate the advisability of an investment of a Moose Lodge-owned HAM Radio and training for its use and the possible securing of additional communications devices (walkie-talkies, a NOAA weather equipped radio, cell phones owners with instant communication options). Communications will also assist in the distribution of all instructions for Moose Alert volunteers during emergencies.

Secretary/Administration

The Secretary/Administration position is responsible for gathering and insuring that all Moose Alert Committee information is up to date and in a safe and accessible place during an emergency. They will ensure that all emergency contact information is maintained for all committee and volunteer members. During Moose Family Home emergency use, they will oversee the proper filling out of Family Info Sheets and Emergency Contact Sheets (see resources) for those being served. They will take and distribute meeting notes to all Moose Alert Committee members and Lodge/Chapter Board of Officers.

Quartermaster/Security

The Quartermaster/Security position ensures that all emergency material needs are satisfied and essential provisions and tools are maintained in a secure place in the Lodge Home. These materials and provisions include:

For Remote Emergency Deployment

- A case of bottled Water
- Limited Emergency Rations: Candy Bars/Energy Bars
- Flashlights and extra batteries
- Hand crank Radio with TV/Weather Band
- Red Cross approved First Aid Kit(s)
- Road Flares or LED Glowsticks
- Whistles for signaling
- Moist towelettes or hand sanitizer and paper towels
- Toolbox with essentials (hammer, pliers, screwdrivers, crescent and adjustable wrenches, duct tape, etc.)
- ABC Fire extinguisher(s)
- Garbage bags
- A roll of Commercial Plastic Sheeting or Plastic Drop cloths

For Lodge Home Emergency Use

In addition to the "Deployment Ready" essentials:

One gallon of water per person per day for drinking and sanitation, to be used in the event of water contamination or water service shut off.

Emergency Non-Perishable food: Ready-to-eat canned meats, fruits, vegetables, Protein bars or fruit bars, Dry cereal or granola, Peanut butter or nuts, Dried fruit, Crackers, Dried or canned milk, Canned juices, Canned or jarred baby food and formula, Pet food, Hard candy.

Soap and water or alcohol-based hand wash, Fever-lowering acetaminophen or ibuprofen, Anti-diarrhea medication, Decongestants and cough syrup, Vitamins,

Fluids with electrolytes, Cleansing agents: soap and bleach, Flashlights, portable radio and batteries, Candles, Manual can opener and garbage bags, Tissues, toilet paper, paper towels, Clean rags, Disposable diapers.

Blankets, changes of clothes, work gloves, a lighter or matches in a waterproof container, Gas grill and extra propane (stored outside), Local maps and an Atlas.

Blankets, pillows, cots.

These emergency provisions and materials should be stored in a secure area accessible only to the Administrator, the Quartermaster and the Moose Alert Chairperson.

Additionally, it would be good to know who, in your Lodge, has access to:

- Generators
- Snow removal equipment
- Board up supplies
- Cell Phone car adaptor rechargers
- Walkie Talkies
- Extra gas supplies
- Tents and camping equipment
- Construction lighting equipment
- Electric or Propane heaters
- Personal GPS units

Emergency Services Liaison

The Emergency Services Liaison will be expected to maintain contact with local Law Enforcement, Fire & Rescue, Hospitals, and, if applicable, local National Guard. They will keep the Moose Alert Chairperson apprised of the relationships of local Emergency Services and introduce them to contact people. Along with the Moose Alert Chairperson, they will also stay in contact with and attend any local open meetings of the Medical Reserve Corps, Red Cross, Neighborhood Watch, and Citizen Corps Councils.

Credentials

The Credentials committeeman will make sure that all Moose Alert volunteers are up to date with all necessary training for CPR, Accident Scene Management, Red Cross or CERT training, and making sure copies of all of these certificates are secured with the Secretary. They will see to the maintenance of copies of fingerprint cards and other identifying documentation of all volunteers, provided in the Moose Alert Start-Up kits.

Publicity

Publicity is responsible for distributing press releases for the Moose Alert Program, cultivating media contacts, helping to create and distribute Moose Alert related flyers intended to reach potential volunteers. Assist committee in creating community outreach materials and continued community notification of the Moose Alert resources. Arranging speaking opportunities for Moose Alert Chairman with civic organizations, churches, libraries and clubs.

Volunteers

Volunteers are the backbone of the program. The Secretary, Communications and Credentials committeemen will all need to interface and coordinate with the Volunteers. Records for volunteers should be kept secure and available for use at a moment's notice. Volunteers should be categorized by skill sets and availability

Assessing Lodge Home Functionality:

The functionality of the Lodge Home as a resource has more to do with the actual size of the facility and less to do with the desire of the Lodge and Chapter to become involved as a Moose Alert Facility. As an example, we've broken down useable Lodge types into three categories.

Small Facilities (5,000 – 10,000 sq ft.)

- Limited Housing options, minimal extended shelter use, more likely a storefront or other small Lodge Home.
- Very limited or no food service capability.
- Minimal to no off street parking.
- Single Men and Woman's restrooms, with single commodes, and single sinks.
- No back up power.
- Little to no additional land.
- Combined Social Quarters and Meeting area.

Medium Facilities (11,000 – 19,000 sq ft.)

- Room for housing 100 or less overnight to possibly three days
- Separate Social Quarters and Meeting Room
- Single level
- Food facilities – full kitchen
- Restrooms – multiple commodes/stalls and sinks
- Communication services – Ham or other communication devices
- Back-up power possible
- Additional land – less than a clear acre
- Parking lot

Large Facilities/Full Service Facilities (20,000 – 30,000 sq ft.)

- Room for housing 100 or more: overnight to three days
- Commercial Food Service – banquet or multiple food prep areas
- Multiple levels – basement or additional secure shelter
- Separate Social Quarters, Meeting Room and possibly other banquet hall(s)
- Multiple Restrooms – possible shower facilities
- Land for camping/camping equipped – more than an acre of land
- Possible heavy equipment/back-up generator
- Extra storage room(s)
- Multiple parking lots

MOOSE



ALERT

Lodge # _____
 Town _____
 Address _____

 Phone _____
 Administrator _____

Chairman _____
 Secretary _____
 Communications _____
 Publicity _____
 Credentials _____
 Quartermaster _____

Facility Spec Sheet

Square Footage Less than 5,000 5,000 – 10,000 11,000 – 19,000 20,000 – 30,000

Housing Capacity Less than 50 50 – 75 75 – 100 More than 100

Separate Social Quarters and Meeting Room Yes No Additional Banquet Hall # Levels _____

Other Shelter _____

Food Prep or Kitchen None Limited Full Kitchen Commercial or additional food prep

Parking None Street only Off Street Large lot (Capacity _____)

Camping Site None Yes (Describe _____)
 Approx clear land (acres) _____

Rest Rooms Single Multiple Shower Facilities Other _____

Back Up Emergency Power None Yes (Describe _____)

Watercraft None Yes (Describe _____)

ATV/Quad Vehicle None Yes (Describe _____)

Insurance Coverage Flood Fire Liability

Carrier _____
 Agent _____
 Address _____