

## Congregation Specific Components Applicable in Memorandum of Understanding

County Office of Emergency Services  
City or Regional Joint Authorities

For use of a congregation in significant event(s) such as, but not limited, the following:

- Evacuation of individuals and families following a residential fire
- Sheltering individuals/families following a significant city-wide event such an earthquake
- Distribution of critical needs throughout the neighborhood

Included components of MOU:

1. Use of site - buildings and grounds
2. Insurance
3. Utilities
4. Tracking of costs by congregation to qualify for allowed reimbursements.
5. Status and function of individuals present on site providing service:
  - A. Associated with organizations and agencies sharing in emergency response
  - B. Participating in providing support in conjunction with emergency response
6. Status and function of individuals present on site who are recipients of services as a result of the emergency situation
7. Spontaneous donations - to be under the control and the responsibility of organizations and agencies responsible for the coordination of emergency response at the site
8. Scope of impact on normal functions of the congregation - conditions for minimal impact and criteria for extended impact
9. Responsibility for direction of operations during the use of the site - under the direction of an emergency response site coordinator, with the exclusion of those areas designated as not to be impacted by use for emergency response.

All direction by the emergency response site coordinator will be in consultation with the congregation site liaison, as the situation permits.
10. Health related issues - to be consistent with the relevant county authorities
11. Training of congregation staff and congregants - to be facilitated by those agencies having public safety responsibility. Training, as necessitated, for others sharing in emergency response at the core and support facilities. This will include briefing on aspects of facility use during an emergency incident.