

Mobilizing for Emergencies: A Resource Guide for Churches and Other Community Organizations



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2nd Edition

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Table of Contents

Acknowledgements.....	3
Purpose.....	4
Listing of Organizations and Resources	5
Summary of Mobilizing Steps	7
Before/During/After Crisis	7
Key Points to Remember	7
What to Do Before a Crisis	8
Step One: Assembling a Crisis Management Team.....	8
Step Two: Developing and/or Revising an Emergency Management Plan	9
What to Do During a Crisis	11
Step Three: Implementing Emergency Management Plan.....	11
Step Four: Coordinating and Distributing Resources	11
What to Do After the Crisis	12
Step Five: Maintaining Physical, Emotional, and Mental Health	12
Step Six: Evaluating Your Organization’s Response to the Crisis	14
Step Seven: Preparing for Future Crises	14
Summary	14
Closing Remarks	15
Addendum - Community Feedback to 1 st Edition	16
Appendix.....	18
Appendix A - Partial Listing of Jackson Area Churches	19
Appendix B - Special Needs/Transportation Preparedness Form.....	21
Appendix C - Volunteer Registration Form.....	22
Appendix D - Inventory Sheet Form.....	23
Appendix E - Charitable Gifts and Donations Form.....	24
Appendix F - Eight Dimensions of Wellness.....	25
Appendix G - About Jackson State University	27

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SPECIAL NOTE: This document is intended for use as a resource guide that can help churches and other community organizations understand the basics of mobilizing in response to various types of emergencies. This resource guide is not intended, nor should it be used, to replace emergency information provided by government agencies and nationally recognized emergency response organizations. A partial listing of such organizations is included in this guide to help the reader obtain more information on responding to various types of emergencies.

JSU/Mississippi Urban Research Center

The Mississippi Urban Research Center (MURC) at Jackson State University was authorized through Mississippi Senate Bill 2720, Chapter 512, Section 1, cited as the “Universities Research Institutes Act of 1983” (MS Code § 57-55-17 (2019)). That enabling legislation states it shall be the function of MURC to conduct basic and applied research into urban problems and public policy, and to make available the results of this research to private groups, public bodies, and public officials. MURC fulfills its mission by conducting research addressing important issues impacting the quality of life in Mississippi’s urban communities.

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Purpose

The purpose of this document is to serve as a resource guide that can help churches and other community organizations understand the basics of mobilizing in response to various types of emergencies (for example, water crises, natural disasters, and man-made disasters). This document is a 2nd edition that incorporates informational changes and feedback received from community members regarding the 1st edition of the document. It is envisioned this document will continue to evolve as circumstances, organizations, resources, and tools change over time. As used in this guide, mobilizing refers to organizing people, resources, and communities to take action in response to an actual or potential emergency.

This resource guide originated from a [research study](#) examining how some churches responded to the 2021 winter ice storm in Jackson, Mississippi.¹ That study indicated some churches were able to better organize and respond to the emergency than other churches. One consistent theme emerging from that study was the need for improved communications regarding what to do, who to contact, and how to obtain resources. This resource guide seeks to provide some of that information in a format useful for large and small organizations.

The goal of this resource guide is to provide churches and community organizations with a good starting point for mobilizing (that is, organizing, planning, and taking action) in response to various types of emergencies. It has often been said that information is power. As related to responding to emergencies, information is also the ability to help save lives and reduce levels of suffering. While emergencies are not always easy to predict or prepare for, having access to information before, during, and after a disaster can help individuals, organizations, and communities respond more effectively to those situations.

This resource guide is structured into the following three major sections: (1) What to Do Before a Crisis, (2) What to Do During a Crisis, and (3) What to Do After a Crisis. The Appendix section of this resource guide contains additional forms, contact listings, and other useful information. While the first edition of this resource guide focused on preparing for possible future water crises, this guide can also be used to respond to other types of emergencies including, but not limited to, tornados, hurricanes, environmental accidents, and floods. We hope this resource guide will help your organization better respond to whatever emergency it faces.

Disclaimer: The information presented in this resource guide is not intended to replace information and guidance from government and nonprofit agencies responsible for serving the public during emergencies. Instead, this resource guide is intended to serve as an easy-to-access source of information that can be utilized during weather, man-made, and other types of emergencies. **No one guide, plan, or set of instructions will address every situation or emergency. As such, multiple sources of information should be used to supplement each**

¹ "The Role of Black Churches amid COVID-19 and the Jackson Water Crisis", Ashley W. Jones, Ph.D., Antonio J. Gardner, Ph.D., which can be found at: https://www.jsums.edu/murc/files/2022/02/2022.OJRUR_JacksonWaterCrisis_Special.Issue_Final_-1.pdf

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

other. Churches and other community groups are encouraged to adjust their plans, actions, and sources of information as needed to meet their individual circumstances and capabilities.



Listing of Organizations and Resources

Below is a partial listing of government and nonprofit organizations that you may want to contact either before, during, or after emergencies.

<u>AGENCY</u>	<u>CONTACT INFORMATION</u>
Federal Emergency Management Agency (FEMA)	800-621-3362
Mississippi Emergency Management Association (MEMA)	1 MEMA Drive Pearl, MS 39208 800-222-MEMA(6362) 601-933-6362
Hinds County Department of Emergency Management	300 N. State Street Jackson, MS 39201 601-960-1476
Mississippi Emergency Management Agency (MEMA) Resource Information Call Center	833-591-6362
Mississippi Rapid Response Coalition/ People's Advocacy Institute	P.O. Box 16109 Jackson, MS 39236 601-885-3240
OneVoice MS	1072 John R. Lynch Street Jackson, MS 39217 601-960-9594
Mississippi National Association for the Advancement of Colored People (NAACP)	1072 J.R. Lynch Street, Suite 10 Jackson, MS 39217 601-353-8452

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

<u>AGENCY</u>	<u>CONTACT INFORMATION</u>
Immigrant Alliance for Justice and Equity	406 W. Fortification Street Jackson, MS 39202 769-251-2380
Cooperation Jackson	939 West Capitol Street Jackson, MS 39203 601-208-0090
Children and Youth with Special Health Care Needs Crisis Line	800-844-0898
Emergency Dentists USA Referral Service – Jackson	855-401-2701
Stewpot Community Services	1100 West Capitol Street Jackson, MS 39203 601-353-2759
Jackson Medical Mall Foundation	350 West Woodrow Wilson Avenue Jackson, MS 39213 601-982-8467 ext. 25
The Gleaners (food assistance program)	237 Briarwood Drive Jackson, MS 39206 601-956-4740
Salvation Army, Center of Hope	110 Presto Lane Jackson, MS 39206 601-982-4881
Central Mississippi Health Services	1134 Winter Street Jackson, MS 39204 601-948-5572
City of Jackson, MS (Action Line)	311 Action Line P.O. Box 17 Jackson, MS 39205 Phone Number: 311
American Red Cross	9 River Bend Place Flowood, MS 39232 601-353-5442 1-800-733-2767
Good Samaritan Center	114 Millsaps Avenue Jackson, MS 39202 601-355-6276

NOTE: Some of the information listed above may change or no longer be accurate due to changes in the organization’s operations, funding, location, services, or other factors.

Summary of Mobilizing Steps

Before/During/After Crisis

What to Do Before a Crisis

Step One: Assembling Crisis Management Team

Step Two: Developing and/or Revising a Crisis Management Plan

What to Do During a Crisis

Step Three: Implementing Crisis Management Plan and Activities

Step Four: Coordinating and Distributing Resources

What to Do After the Crisis

Step Five: Maintaining Physical, Emotional, and Mental Health

Step Six: Evaluating How Your Organization Responded During the Crisis

Step Seven: Preparing for Future Crises

Key Points to Remember

- Identify and organize a Crisis Management Team for your group/organization before a crisis
- Prepare a basic “emergency management plan” to respond to a crisis before it happens
- Identify, recruit, and train (in advance) volunteers to assist in times of crisis
- Review plans and emergency guides at least every 3 - 6 months to stay prepared
- Keep an updated “Checklist and Inventory” of supplies, resources, and contacts
- Know how to access resources such as food, water, clothing, and shelter items **before** a crisis occurs
- Keep an updated list of services and organizations you can quickly contact
- Be prepared to make adjustments to your plans and activities as needed
- To help prepare for all stages of a crisis (that is, before, during, and after), try to maintain good physical, emotional, and mental health
- After a crisis is over, take time to evaluate how your organization responded during the crisis --- identify what worked / what did not work / what could be improved
- Revise emergency management plans and begin preparing for the next potential crisis

What to Do Before a Crisis

MOBILIZING YOUR ORGANIZATION

Step One: Assembling a Crisis Management Team

A key step in ensuring that your organization is adequately prepared to respond to a crisis is having a strong team identified before the crisis occurs. Below are four key questions to consider when mobilizing a team in your organization:

1. How will members of the Crisis Management Team be identified, and what will be their specific responsibilities in responding to crises?
2. What will be the team's structure and chain of command (e.g., chairperson, committees)?
3. Are new members of the Crisis Management Team staff trained on team responsibilities and expectations?
4. After assembling your Crisis Management Team, is there an organization emergency management plan (see Step Two)? If so, is it reviewed at least annually by the team?

The following are recommendations for the composition of your organization's Crisis Management Team. **The positions listed below are only recommendations and should be adjusted to fit the needs of your particular organization.** It is recommended that several people be trained for each position in case people leave or are not available.

1. Building Coordinator --- provides access to the building and coordinates building usage
2. Volunteer Coordinator --- coordinates the activities and usage of volunteers
3. Financial Coordinator --- coordinates receipt of donations, purchases, and other financial matters
4. Communication Coordinator --- coordinates communications within and outside of the organization
5. Inventory Coordinator --- coordinates the pickup/delivery of supplies
6. Safety Coordinator (Optional position) --- coordinates activities and responses related to on-site accidents and other safety-related issues
7. Medical Response Coordinator (Optional position) --- coordinates responses related to medical emergencies until emergency personnel arrive
8. Chairperson --- helps organize, coordinate, and provide direction for all activities
9. Vice-Chairperson --- assumes the duties of Chairperson when that person is unavailable

Once team members have been established, it is important that information be shared with organizational members and emphasized as often as possible (e.g., during organizational meetings, trainings, drills). Depending on the capacity of your organization, it may not be possible to have a person to fill each of the previously mentioned roles. If that is the case, it is

recommended to have, at a minimum, one person who can help coordinate and communicate your organization's activities.

DEVELOPING A PLAN

Step Two: Developing and/or Revising an Emergency Management Plan

After forming your Crisis Management Team, the next step should include developing a basic Emergency Management Plan that fits your organization's resources and capabilities. That plan should include, at a minimum, the following sections --- (a) Listing of Key personnel, positions, and structures (for example, Chairperson, Vice-Chairperson, Coordinators, Committees); (b) Listing of Key Contact Sources both inside and outside the organization (for example, members of your organization, listing of key outside organizations to contact in case of emergencies); (c) Listing of Key Resources available for use (for example, buildings, vans/buses, housing, equipment, and supplies); and (d) Listing of Other Key Information (for example, where to meet during an emergency, how to share information, how to obtain, distribute, and/or store resources). Add other sections to the plan as needed by your organization.

Importance of Communications

In developing an emergency management plan, a key section should discuss how your organization will communicate with various groups such as organizational members, community members, emergency organizations, government agencies, and the media/news organizations. This will be important as your organization considers how to successfully communicate information before, during, and after an emergency. Having an effective communications plan is very important for keeping everyone (especially organizational members) informed regarding what is happening and what is needed. Organizations could possibly consider distributing before an emergency a "Special Needs/Transportation Preparedness Form" to identify existing resources, possible needs of those affected, and potential volunteers who can assist in communicating with all organizational members (See Appendix for listing of different Forms). Below are several things to consider to help improve communications:

- Designate someone within your church or organization to be the first point of contact regarding communication issues
- Designate one person to talk to the media in the event of an emergency involving your church or organization
- Provide the media with accurate information regarding your organization's plans
- Develop a flyer to communicate important information such as dates and locations of distribution events
- Use your church or organization's website and/or social media platforms to inform the public of your events and share information from other community groups
- Streamline your messaging by only posting essential information to be shared
- Remember, not everyone uses Social Media (e.g., Facebook, Twitter, Instagram, etc.). Some members may need to be communicated with by telephone or in-person.

Getting Volunteers

A diverse group of individuals will be needed to assist in organizing and implementing the Emergency Management Plan. Support from volunteers will likely be needed to help implement certain parts of that plan. An effective team will have volunteers who have a range of skills, abilities, and resources to contribute. Consider the needs of your organization and seek individuals who have skills in organizing, communicating, and/or getting potential resources that may be needed depending upon the emergency. Consider using the “Volunteer Registration Form” in the Appendix section of this resource guide to help collect information about those interested in volunteering. Where possible, try to collect a list of volunteers **before** any emergencies occur. This will help save time and enable your organization to respond faster depending upon the type of emergency. Lastly, consider creating an online volunteer registration form to make it easier to register individuals and obtain waivers for photo opportunities and potential liability issues.

Preparing Inventory of Resources

During an emergency or disaster, certain necessities may not be available. Therefore, consider preparing for an emergency by creating and storing supplies that will meet your organization’s or community’s needs. For example, items for storage could include:

- Food, clothing, toiletries.
- A paper map of your local community (in case your GPS becomes unavailable).
- Bottled Water --- For pre-packaged/bottled water, there may be a need for warehousing the water prior to moving it to distribution sites. Forklifts and other equipment may be required to transfer the water into tankers or loading on or off a truck.
- Potable (that is, “safe for drinking and cooking”) Water --- large potable water sources can be packaged for individual use before distribution, or they can be distributed directly from large containers (such as tanker trucks) to individuals with portable containers using water faucets or hoses. Issues that could limit the distribution of on-site water include not having water containers available; not having certified water operators/distributors on-site; and/or having limited access to the water distribution site.



What to Do During a Crisis

This section discusses suggested steps to implementing your emergency management plan. As with other steps and suggestions listed in this guide, consider adjusting your plans and activities as needed based upon your organization's capacity, available resources, and type of crisis encountered.

Step Three: Implementing Emergency Management Plan

During an emergency event, your organization can become an essential hub to support community needs, serve as a distribution site, and/or provide other needed services and information. During this step, your Crisis Management Team should help coordinate all activities provided by, or through, your organization. The types of activities that will be implemented by your organization will depend upon the type of crisis encountered, the availability of resources, and the needs of your group and community. Because one person cannot effectively manage all activities and services, having a team of individuals in place who can handle responsibilities and activities assigned to them is vitally important. The team should follow your organization's emergency management plan where possible; however, please be aware that the type of emergency may require some significant adjustments to the plan.

Step Four: Coordinating and Distributing Resources

Depending upon the size of your organization and resources available, you may want to consider partnering with other organizations to help distribute needed resources such as water, food, personal and toiletry items, shelter information, and transportation information. The Appendix section of this resource guide contains several "Forms" that can help you assess how many individuals and families could need services, or were served by your organization.

Depending on your organization's capacity and the community needs, you may want to consider hosting one of the following types of distribution events at your location: (1) a "Drive-thru" event; (2) an onsite pickup event; and/or (3) a delivery event. If you host a "Drive-thru" event, the traffic flow should be one-way in and one-way out, and there should be designated areas for loading and unloading resources. Your event should also have appropriate signage such as wall signs, yard signs, and direction signs.

For individuals who may not have transportation to your organization's distribution event, it may be necessary to either arrange transportation for those individuals to visit the distribution site, or it may be necessary to arrange for items to be delivered to those individuals. Using the "*Special Needs/Transportation Preparedness Form*" discussed earlier, you may be able to identify individuals who will need transportation or items delivered to their homes. When delivering to these individuals, it may be helpful to use vehicles identifying the organization doing the delivery. This could possibly help with increasing safety for all parties against fraud or other types of crimes. After your distribution activities have ended, your organization might want to consider becoming a recycling drop-off center for recycling plastic bottles, aluminum items,

and other recyclable goods. Recycling can help keep the community clean, and help promote good public health.

Communicating Effectively

In times of crisis, being able to effectively communicate with people inside and outside your organization will be crucial to sharing information about what is happening within your organization and community. As mentioned earlier, your organization should have a designated person to coordinate all communications including contacting members, utilizing social media sites, and contacting local news outlets to help distribute information.

When conducting social media communications, it is very important to be clear and concise with your message. Information about events held at your organization, or at other organizations, should be shared using announcements on your organization's social media sites if available (for example, Facebook, Twitter, Instagram, and the organization's website). The messages should convey the "who, what, when, where, and how" of things that are happening. The same should apply to text messages disseminated to members of your organization and to the community using communication platforms such as GroupMe or Remind. Also, **please remember that not all individuals are using social media, and some individuals will probably need to be reached via telephone or by personal visits**. Your emergency management plan should consider how to reach different individuals using different communication tools.

If possible when dealing with the local media, try to have media kits available including a press conference agenda, a press release, statistics about your activities, background information, and biographies of anyone selected to speak with the media. If B-roll videos and photos exist, share those items with the local media. Spokespersons (for example, pastors, organizational and community members) should also be identified to talk with the media about your activities. This could possibly help your organization remain in control of what information is being shared through the media. Remember, your organization may not need to have media kits and press releases to announce its services during a crisis. Therefore, consider using the communications activities and tools that are best for your organization.

What to Do After the Crisis

This section discusses steps to implement after the crisis has occurred. Specific items discussed include addressing any mental, emotional, physical, and/or financial needs resulting from the crisis, evaluating your organization's response to the crisis, and preparing for possible future crises. As with other steps listed in this resource guide, please adjust your activities as needed based upon the crisis faced and your organization's capabilities and resources.

Step Five: Maintaining Physical, Emotional, and Mental Health

There are many things that can cause stress during a crisis situation. It is important that you are able to assist others and yourself in maintaining overall wellness throughout the crisis. While the length of a crisis can vary, the physical, mental, and emotional effects of the crisis can

last for a lifetime. In order to effectively serve others, each individual must also attend to their own well-being. Wellness often encompasses eight mutually interdependent dimensions that include the physical, intellectual, emotional, social, spiritual, occupational, financial, and environmental. Paying attention to these eight dimensions can help individuals and communities better mobilize and respond to various types of crises. The Appendix section of this resource guide contains more information on these “*Eight Dimensions of Wellness*.”

Organizations with Health Ministries

In times of crisis, an organization’s “Health Ministry” (that is, a group of individuals organized to provide various types of health-related services) may be able to help provide guidance in responding to physical and mental health issues facing the organization and/or community. Many health ministries prepare ahead of a crisis by having a fully-stocked first aid kit, being trained and certified in First Aid and CPR, and knowing which healthcare providers to contact for advanced treatment services if needed by members or the community.

Below is a list of questions that Health Ministries could consider in preparing to serve their organization and community members in the event of an emergency:

1. Where is the first aid kit located? Is there more than one available? Are the first aid kits visibly marked? Who knows the location of the first aid kits? Who is responsible for maintaining the supplies in the first aid kit?
2. Which members of the organization or community are trained in CPR and First Aid? How are these members identified and who is responsible for contacting them?
3. Will someone trained in CPR and/or other First Aid methods be available to attend different events sponsored by the organization? Who is responsible for verifying that someone trained in CPR or First Aid methods is present at events such as water, food, and other distribution events?

Organizations without Health Ministries

If your church or organization does not have a Health Ministry, preparations should be made, in advance, to identify individuals and groups that could help in responding to physical and mental health-related issues. Where feasible and appropriate, some of the same actions taken by organizations with health ministries can be taken by organizations without health ministries -- for example, preparing ahead of a crisis by having a fully-stocked first aid kit, being trained and certified in First Aid and CPR, and knowing which healthcare providers to contact for advanced treatment services if necessary. The same three questions asked above can also be asked by churches and organizations without Health Ministries. As consistently mentioned throughout this resource guide, preparing in advance for various types of crises is one of the most important steps any organization can take towards mobilizing effectively.

Step Six: Evaluating Your Organization's Response to the Crisis

After a crisis, it is a good habit to assess what went well and what did not go well with your organization's response to the crisis. For example, you may want to think about how many people were reached through your efforts, what made your organization's response easy or difficult, and what could have been done differently the next time a similar crisis occurs. Items listed in the Appendix section of this document (for example, forms and contact sheets) can help your organization evaluate its response and activities related to the crisis.

Step Seven: Preparing for Future Crises

All of the previous steps provide guidance for organizations seeking to prepare and respond effectively to various types of crises. An unfortunate truth is that life often presents communities with more than one type of crisis. Therefore, individuals, organizations, and communities need to be prepared to deal with additional crises when they occur. Actions that an organization can take to help prepare for future crises include scheduling time to review and evaluate how your organization responded to past crises; identifying what worked well; identifying what did not work well; and identifying what could be improved. After conducting the previous review of past responses, the organization should then consider revising its emergency management plan and begin preparing for the next potential crisis. Using the "Steps" identified in this manual can help an organization better prepare and respond to future crises.

The key is advanced preparation and coordination.

Summary

The contents of this document are intended for use as a quick reference guide for churches and other community organizations seeking to mobilize in response to various types of crises (for example, water crises, natural disasters, and man-made disasters). This resource guide provides key information regarding what to do before, during, and after a crisis, including responding to physical and mental health challenges that often occur during a crisis. Below is a quick summary of key points discussed in this resource guide:

- Identify and organize a "crisis management team" for your group/organization before a crisis occurs.
- Prepare, in advance, a basic "emergency management plan" to help guide your organization's response should a crisis occur.
- Before a crisis occurs, identify, recruit, and train volunteers to assist with implementing various parts of the organization's emergency management plan.
- Review every 3 - 6 months your organization's emergency plans and activities.
- Keep an updated "Checklist and Inventory" of supplies, resources, and contacts.
- Know how to access resources such as food, water, clothing, & shelter before a crisis.

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

- Keep an updated list of services and organizations you can contact quickly if needed.
- Be prepared to make adjustments to your emergency plans and activities based upon your organization's capacity, resources, and the crisis faced.
- After a crisis is over, take time to evaluate how your organization responded to the crisis --- that is, identify what worked / what did not work / what could be improved.

Closing Remarks

The information presented in this resource guide is not intended to replace information and guidance from government agencies and nonprofit organizations responsible for serving the public during emergencies. Instead, this resource guide is intended to serve as an easy-to-use source of information that can help identify resources and potential actions to assist your organization in responding to various types of crises.

As mentioned earlier, **no one guide, plan, or set of instructions will be appropriate for all situations and types of emergencies.** All the "Steps" listed in this guide may not be appropriate for use by every organization. Therefore, organizations should be prepared to adjust their plans and actions according to their capabilities, resources, and the type of emergency encountered. Your organization will be able to mobilize and respond much more effectively if it prepares in advance and has a plan in place to address the more common types of crises before they occur.



Addendum - Community Feedback to 1st Edition

The following section is included to provide additional insight from community organizations who reviewed the 1st edition of this resource guide. Those community organizations were collectively convened and asked to provide feedback and suggestions on how the resource guide could be more useful to churches and other community-based organizations. The readers of this 2nd edition are asked to consider that feedback as they review and utilize this document.

General Feedback/Suggestions/Recommendations

- Groups need to be more proactive in terms of preparing for emergencies; do not wait until an emergency occurs.
- Even if a church has an emergency plan, they will need to adjust to the situation.
- Depending upon the emergency, various types of supplies are likely to be needed in responding to that crisis (e.g., water, food, and transportation).
- Group suggested the need to print out additional copies of the resource guide and distribute those copies at the neighborhood level.
- Nursing homes and the Homeless population are often left-out/neglected during disasters. Children/youth and the Elderly are often neglected or not served during emergencies. Organizations should consider how to serve those neglected populations during emergencies.
- **“Lack of communications & coordination” between and among churches is a big issue.** Need to move from everybody working individually to everybody working together. Need an organization to help bring groups together.
- Need to follow-up where supplies/resources are being delivered. During previous emergency responses, there were problems with some groups getting supplies/resources under the false pretense of getting those supplies/resources for others. Need to have a “check-and-balance system” to reduce fraud and people getting more supplies at the expense of others. Some groups intentionally got more supplies/resources (e.g., water) while other groups did not have enough supplies/resources.
- Some smaller communities (for example, the Westside community near Clinton, off Wiggins road in Jackson) was left-out during the last major water crisis in terms of getting supplies/resources. Need to make sure that smaller churches and communities are not left-out or neglected during crisis responses.
- Churches and other community organizations need to “pool” their resources together in order to have a greater impact.

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

- Group suggested making greater use of Social Media, and possibly use Artificial Intelligence (A.I.) (for example, ChatGPT) to help improve communications and “get the word out” among individuals, organizations, and communities.
- Suggested accessing free materials/information from the “U.S. Dept. of Homeland Security” for use by groups and churches in responding to emergencies.
- Churches and organizations need to receive training on how to utilize the resource guide (for example, some organizations could develop a “Train-the-Trainer” initiative that would go around to local churches and organizations training them on how to plan and respond to crises and emergencies).
- Need to get “Homeowners Associations” involved in distributing and utilizing the resource guide.
- Need a “central or coordinating organization” to help with developing, revising, updating, training, and distributing the resource guide in the future.

Appendix

Appendix A. *Partial Listing of Jackson Area Churches*

Appendix B. *Special Needs/Transportation Preparedness Form*

Appendix C. *Volunteer Registration Form*

Appendix D. *Inventory Sheet Form*

Appendix E. *Charitable Gifts and Donations Form*

Appendix F. *Eight Dimensions of Health*

Appendix G. *About JSU*



MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

Appendix A - Partial Listing of Jackson Area Churches

Church Name	Leadership	Address	Phone
Anderson United Methodist Church	Pastor Joe May	6205 Hanging Moss Rd Jackson, MS 39206	601-982-3997
Black's Chapel MB Church	Pastor John McNeal	3425 Robinson Rd Jackson, MS 39209	601-922-5090
Cade Chapel MB Church	Rev. Reginald Buckley	1000 Ridgeway St. Jackson, MS 39213	601-366-5463
Cathedral AME Zion Church	Rev. Gary D. Adams	428 W. Northside Dr. Jackson, MS 39206	601-982-0945
Cherry Grove MB Church	Rev. Marek Walker	1296 Martin Luther King, Jr. Jackson, MS 39203	601-354-1256
College Hill Baptist Church	Rev. Chauncy Jordan, Sr.	1600 Florence Ave. Jackson, MS 39204	601-355-2670
Davis Temple COGIC Church	Pastor Larry Weems	1700 Dalton St. Jackson, MS 39204	601-953-7611
Emmanuel MB Church	Rev. Jessie Horton, Sr.	1109 Cooper Rd. Jackson, MS 39212	601-371-8855
Epicenter Church	Apostle Lionel Traylor	1485 Livingston Lane Jackson, MS 39213	769-233-7856
Faith 4 Life Church	Bishop Keith Butler	4890 Clinton Blvd; Jackson, MS 39209	601-922-9323
First Baptist Church	Rev. Chip Stevens	431 N. State St. Jackson, MS 39202	601-949-1900
Friendship Baptist Church	Rev. Joshua Myers	2948 Bailey Ave. Jackson, MS 39213	601-987-0271
Freedom Ministries Int'l Church	Pastor Juanita Ward	4915 I-55 N., Bldg. D Jackson, MS 39206	601-672-6407
Fondren Church	Mr. Robert Green	3327 Old Canton Rd. Jackson, MS 39216	601-208-0800
Grace Inspirations	Rev. Danny Hollins	1110 Grand Avenue Jackson, MS 39203	769-208-8255
Greater Allen Temple AME Church	Pastor Rosa Barron	1650 Topp Avenue Jackson, MS 39204	601-355-5138
Greater Fairview MB Church	Pastor Vincent Russell	2545 Newport St. Jackson, MS 39213	601-362-6447
Greater Saint James MB Church	Pastor Tony Montgomery	1301 Jones Ave Jackson, MS 39204	601-353-3565
Jackson First	Pastor Wayne Hall	6339 MS-18 Jackson, MS 39209	601-922-0500
Jackson Revival Center-Downtown	Pastor Jennifer Biard	519 W. Silas Brown St. Jackson, MS 39204	601-948-1874
Jackson Revival Center-North/South	Pastor Jennifer Biard	4655 Terry Rd Jackson, MS 39212	601-948-1874
Lynch St. CME Church	Rev. James L. Capers	2175 J.R. Lynch St. Jackson, MS 39209	601-352-8886

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

Church Name	Leadership	Address	Phone
Mount Nebo Baptist Church	Pastor John A. Wicks, Jr.	1245 Tunica St. Jackson, MS 39209	601-969-3511
Mount Helm Baptist Church	Pastor C.J. Rhodes	300 E. Church St Jackson, MS 39202	601-353-3581
New Galilean MB Church	Dr. J.T.W. Spies	3830 Flagg Chapel Rd. Jackson, MS 39213	601-366-6667
New Heights SDA Church	Pastor Ennis Johnson	3220 Forest Ave. Ext. Jackson, MS 39213	601-366-0133
New Hope Baptist Church	Pastor Jerry Young	1555 Beasley Road Jackson, MS 39206	601-366-7002
New Horizon Church	Pastor Ronnie Crudup, Sr.	1770 Ellis Avenue Jackson, MS 39204	601-371-1427
New Jerusalem Church	Pastor Dwayne Pickett, Sr.	5708 Old Canton Rd. Jackson, MS 39211	601-206-5844
New Mount Zion MB Church	Rev. Willie Tobias	140 Maple St. Jackson, MS 39203	601-355-6641
Pine Grove MB Church	Pastor Cordell Fields, Sr.	10651 Hwy. 49N Jackson, MS 39209	601-362-6679
Progressive MB church	Pastor Arthur Sutton	2323 Powers Ave Jackson, MS 39213	601-355-2775
Relevant Empowerment Church	Pastor Tony Yarber	3900 W. Northside Dr. Jackson, MS 39209	601-487-6701
Stronger Hope Baptist Church	Dr. R.K. Moore	223 Beasley Rd. Jackson, MS 39206	601-956-4784
The Church Triumphant	Bishop Andre' Ware	6531 Dogwood View Pkwy Jackson, MS 39213	601-977-0007
The Word Center Church	Pastor Roderick Richardson	5305 Executive Place Jackson, MS 39206	601-665-5555
Touching the World Ministries	Apostle Tommy Bell	2875 Medgar Evers Blvd. Jackson, MS 39213	769-234-5880
We Will Go Ministries	David & Amy Lancaster	806 N. Farish St. Jackson, MS 39202	601-398-2410

NOTE: The accuracy of the above listing is subject to change due to a variety of factors such as changes in leadership, location, services and contact information. Therefore, some church locations may have closed and/or contact information changed since the 1st edition printing of this resource guide.

Appendix B - Special Needs/Transportation Preparedness Form

Special Needs/Transportation Preparedness Form

Do you require transportation during an emergency or evacuation? ___Yes ___No

Do you have special needs that would require assistance to evacuate or obtain shelter?

___Yes ___No

Last Name _____ First Name _____

Address _____ City _____ State ___ Zip _____

(Optional) Number of individuals living at this address _____

Phone _____

Email _____

Name of Your Community/Neighborhood (Optional) _____

Please provide an emergency contact of a person that lives outside your immediate household or community (Optional).

Name _____ Relationship _____

Address _____

City _____ State ___ Zip _____ Phone _____

Please return this form to (Name of Organization Representative) _____

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

Appendix C - Volunteer Registration Form

Volunteer Registration Form

Last Name _____

First Name _____

Address _____

City _____ State _____ Zip _____

Name of Your Community/Neighborhood _____

Phone _____

Email _____

Do you possess any of the following skills? (Please check all that apply)

Computer Skills	Special Equipment Operations (e.g., Forklift, Backhoe, Chainsaw, etc.)
Food Service Handling, Preparation, Distribution	Child and/or Elder Care Skills
Clerical (e.g., Data Entry, Filing, Bookkeeping, etc.)	Bilingual/Multi-lingual (Speak more than one language) Skills
Medical Training	Law Enforcement
Manual Labor (e.g., Lifting, Construction, Packing, Shipping, etc.)	Animal Care
Other: _____	Other _____

Your Availability to Volunteer --- (Please check all that apply)

Mornings _____

Afternoons _____

Evenings _____

Weekdays _____

Weekends _____

Other (e.g., Holidays) _____

Please return this form to (Name of Organization Representative) _____

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

Appendix D - Inventory Sheet Form

Inventory Sheet Form --- use to keep track of supplies and other items received/managed

Date	Item	Donator or Supplier of Item (If known)	Quantity / Amount	Storage Location

Person Responsible for Inventory (Name of Organization Representative) _____

MOBILIZING FOR EMERGENCIES: A RESOURCE GUIDE

Appendix E - Charitable Gifts and Donations Form

Charitable Gifts and Donations Form

Donor Name (If Available or Given)	Contact Information	Donation Type / Amount	Received By

Please return this form to (Name of Organization Representative) _____

Appendix F - Eight Dimensions of Wellness

Eight Dimensions of Wellness



Physical Health

Paying attention to your physical needs is important. Maintaining daily routines (when possible) and taking medications as prescribed are good habits that can help keep you physically healthy.

Emotional Health

Your mental well-being can be significantly challenged by a crisis or disaster. Try to ensure that you are taking care of yourself first, then you will be in a better position to help others. Engaging in one of the following stress reduction techniques can help improve your mental health during or after a crisis --- breathing, walking, stretching, talking to others, exercising, listening to relaxing music, writing, drawing, dancing, and other leisure activities if possible. You may need to call your local mental healthcare provider to discuss your feelings in times of distress.

Social Health

Emotions may run high when providing relief services and activities to your church and/or community during a crisis. Individuals handle stress differently. Try not to be judgmental or harsh when viewing how people react during a crisis. You see the person, but you may not know their situation. If it helps, find opportunities to connect with family and friends during tough times such as crises. Having a supportive social network can help many people get through challenging situations.

Occupational Health

When disseminating materials and resources (e.g., food, tools, clothes, medicine, etc.), ensure that you are not creating hazards that could potentially injure volunteers and other personnel who are there to serve during the crisis. Designate one to two individuals in your group or organization to conduct walkthroughs before distribution events to ensure that there are no hazards that could potentially cause injury.

Financial Health

After many crises, financial donations are collected to help survivors and others impacted. Ensure that you are keeping an accurate record of all donations received and distributed. Online money management services (for example, Givelify, CashApp, and PayPal) can help you keep track of electronic payments. However, make sure you use a **SECURE**, reputable service to decrease the chances of fraud or theft. Cash donations should be tracked and given to the appropriate personnel (for example, the organization's financial secretary, treasurer, or other person officially given the responsibility by the organization to receive, manage, and/or distribute financial donations).

Spiritual Health

If you are inclined to do so, consider praying, meditating, connecting with nature, and/or attending religious services. Try to find and utilize connections that bring you joy!

Intellectual Health

If the situation will allow it, try to stay intellectually/mentally active and informed regarding your situation. When consuming information about the crisis and possible assistance, remember to check the credibility of the source to ensure the information is accurate and trustworthy. Remember, all information is not reliable information.

Environmental Health

Storing water bottles and other perishable items that can spoil over an extended period of time could potentially be hazardous to those you are intending to serve. Where feasible and practical, try to disseminate water and other perishable items as soon as you possibly can. This can help prevent environmental hazards among those who need your help. Make sure items to be shared with your church and community are stored based on the recommended guidelines provided on the packaging. To the degree possible and practical, avoid storing products that exceed each manufacturer's recommended "product expiration" guidelines. During water distribution events, consider sharing information about the location of local recycling centers to accommodate the increase in plastic bottles and other recyclable materials.

Appendix G - About Jackson State University

Jackson State University

The mission of Jackson State University (JSU), a Historically Black College and University (HBCU) and comprehensive urban research public university, is to provide quality teaching, research, and service at the baccalaureate, masters, specialist, and doctoral levels to diverse populations of students and communities using various modalities to ensure that they are technologically-advanced, ethical, global leaders who think critically and can address societal problems and compete effectively. JSU is accredited by the Commission of the Southern Association of Colleges and Schools to award the bachelors', masters', education specialist, Doctor of Education, and Doctor of Philosophy degrees. JSU now offers 45 bachelors', 34 masters', one specialist-in-education, and 13 doctoral degrees.