Dane County
Disaster Preparedness Registry Program

Draft

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What is it?

The special needs registry is a database containing information about individuals in Dane County who will require evacuation assistance in the event of a disaster. Emergency planners and responders know that there are many people living in our communities who will need individual help to respond to a natural disaster or a homeland security situation. The registry is a way for you to voluntarily tell us where you live and what help you would need, before a disaster even occurs.

The program allows people who will need direct, personal assistance to voluntarily register their name, address, and emergency needs into a secure database. Your home address will also be marked on a map that is linked to the database. During an emergency or disaster, the registry will provide emergency responders with important information about people in the affected area who will need specialized help. The emergency responders will then use this information to develop a more effective response.

Situations where this information could be used include, but are not limited to:
- Regional flood
- Widespread, prolonged power outage
- Tornado or other severe weather causing significant damage
- Chemical release, with an evacuation or shelter-in-place advisory
- Other community-level emergencies

Registration on the system is purely voluntary. By registering, you agree to the emergency release of this information and to the sharing of the information needed to effectively maintain the system.

The information collected here will not be made available to the public or any agency or organization that is not involved in the emergency response.

Registration does not guarantee emergency services during a disaster. It will however enhance the ability of emergency management and local officials to meet the emergency needs of those who register.

Who can register?

The system is intended to assist people who may need specialized assistance in an emergency or disaster. This may include, but is not limited to:
- People with restricted mobility that may need help evacuating their residence.
- People with medical conditions requiring vital sign monitoring, special equipment, or in-home care on a daily basis.
- People requiring life-support equipment that is dependent on electrical power.

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- People with conditions requiring assistance with daily living activities.
- People with sensory disabilities needing emergency messages to be presented in an accessible format.
- People who need wheelchair accessible or other specialized transportation assistance.
- People with cognitive or developmental disabilities.

How will the information be used?

In the event of a disaster or the potential for a disaster, the information provided may be used to:
- Provide emergency managers and responders with maps and a listing of residents who have requested assistance during an evacuation.
- Enable emergency responders to come to your home to assess your situation and help you respond to the emergency.
- Assist emergency services personnel and volunteers to understand your situation and to provide the services and assistance you need.

The information you provide will also help emergency planners make better pre-disaster plans. Personal identification and address information will be removed from the data, leaving only the assistance needed categories. This information will then be used to develop better evacuation transportation and sheltering plans for our communities.

The information you provide will not be:
- A substitute for calling 911 when you have an emergency.
- Shared with any agency or organization that is not a primary emergency responder to your location, except as needed by Dane County to effectively administer the database.
- A guarantee of assistance.

Who maintains the registry?

Dane County Emergency Management will serve as the system administrator, maintaining the database and electronic mapping system. Emergency Management will receive assistance from the county's Information Management Division and Land Information Office in developing and maintaining the system.

Who will be able to see your personal information?

Dane County Emergency Management personnel will receive the registration requests and enter information into the computer-based maps and database. All paper copies will be kept secure in the Emergency Management office. Emergency Management will regularly print out maps and data reports to be kept in the County's 911 Center and the County Emergency Operations Center for rapid access in an emergency. In all cases, the printed reports and maps will be kept confidential and secure.

What else will we do?
- Confirm that we have received your request to register.
- Send you information about preparing for emergencies.
- Contact you bi-annually, requesting that you update your information.
- Share your information with local emergency responders at the time the emergency or disaster is occurring.

What else should you do?
Personal preparedness is everyone's responsibility. In a disaster, government and other agencies may not be able to meet all of your needs. It is important for all residents to make individual or family plans and preparations for their care and safety. This includes:
- Find out about the potential hazards and available warning options in Dane County.
- Make sure you have a working smoke alarm.
- Create a family disaster plan.
- Make emergency arrangements with caregivers or health care provider.
- Make emergency arrangements for pets.
- Practice and maintain your plan.
- Keep your registration information current. Send us an update if your situation changes.
- Call 911 if you find yourself if a life-threatening situation, even if you are on the registry.

Contact Dane County Emergency Management or visit these websites to learn more about how to prepare for emergencies:

- www.countyofdane.com/ems/
- www.redcross.org and click on 'Get Prepared'
- www.ready.gov

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