



COUNTY OF LAKE
Department of Animal Care & Control

4949 Helbush Drive
Lakeport, California 95453
Phone: (707) 263-0278
Fax: (707) 263-5067



LEAP

(Lake Evacuation & Animal Protection)

LEAP was formed approximately 4 years ago beneath the umbrella of Health and Human Services. It originated with from an idea brought forth by several members of the Lake County Horse Council, and has grown into one group of dedicated people, who during times of disaster, work under the authority of the Lake County Animal Care & Control Department, for the purpose of evacuating and safe guarding animals that may be in need. Additionally, we also offer assistance to those community residents who have been displaced with their pets and need guidance on what do to next. Our objective is to assist first responders with the immediate evacuation of animals that may be in jeopardy, or to shelter in place those animals that are currently safe, but whose owners cannot get in to take care of them. Our group is activated by requests from first responders only, and not by requests from the public. Once an area is stabilized, we can and will assist the public by performing welfare checks on animals that may have been left behind. Once an evacuation order has been lifted, our group will de-activate and leave the area.

The following is our protocol for response:

1. Animal Control Director notifies members of activation and responds to the ICP
2. Team responds to the staging area to help setup and await assignment (the staging area should be outside of the evacuation zone and preferably away from any designated evacuation centers). Our staging area is setup to receive and relocate animals that have been evacuated or displaced with their families. Multiple vehicles, work areas, animal crates, and livestock pens will be setup for use at the Animal Staging Area.

*All team members will have a photo ID available as well as a clearly marked vehicle with the above logo (magnetic vehicle signs). New and specially made ID cards will be issued to team drivers in order to get through road blocks.

Currently we have 10 complete sets of PPE (personal protection equipment) for use by our members: Jacket, Pants, Gloves, Helmet, Shroud, and Goggles. This means that ONLY 10 members, or 5 teams, will be allowed in the evacuation area to perform evacuations at any one time. These members will usually be escorted by a first responder representative (Calfire/LCSO) into the evacuation area to perform the necessary evacuations or welfare checks. They will then be escorted out of the evacuation zone to the staging area, unload, and return to continue the evacuations until the situation has been stabilized, or until they have been ordered to stop.

LEAP also offers peripheral assistance to the evacuation centers where community members may be arriving with their pets in tow. We can offer crates, food, bowls, blankets, and toys to help ease their adjustment until such time as the situation is once again under control.

LEAP members are part of a team, as such the word "I" doesn't exist. Anyone who isn't willing to work with the group, or plans to take off and do their own thing once in the evacuation area, should look elsewhere if they wish to offer assistance.



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Lake County Animal Care & Control
Disaster Preparedness Volunteer
Requirements

There are two levels of volunteers that can work with our agency during times of disaster

A **Level I Volunteer** is someone who can assist our group by transporting animals from the staging area to their temporary housing location. They can also donate space or equipment for the purposes of hauling and boarding animals: pastures, barns, stalls, horse trailers, portable dog kennels, etc. A Level I Volunteer must have a current and signed Lake County volunteer application on file, a current LEAP application on file, ICS 100 training certificate, and a DMV printout before any assistance can be rendered.

A **Level II Volunteer** is someone our agency can use to assist us with the evacuation of animals and livestock inside immediate evacuation area. In addition to the above requirements, a level II Volunteer will be required to complete training in ICS 200, and NIMS 700.

All LEAP members will be called into action in the event our services are requested by Calfire, OES, or the Sheriff's Office. (A level II volunteer is a well trained, reliable, and healthy member of our team. They may be working inside the evacuation area being exposed to smoke, fire, rapid moving water, and debris. We strongly suggest those people submitting a level II application attend a two day animal disaster preparedness class offered by NVADG or similar organization).

This training regimen and documentation protocol will allow us to effectively utilize and rely upon our volunteers during times of recognized county and state disasters.

Training Contacts

Lake County Animal Care & Control (volunteer and LEAP applications)
4949 Helbush Drive
Lakeport, CA 95453
(707) 263-0278

**ICS 100/200/
NIMS 700**

<https://training.fema.gov/is/courseoverview.aspx?code=IS-100.b>

<https://training.fema.gov/is/courseoverview.aspx?code=IS-200.b>

<https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a>

North Valley Animal Disaster Group

<http://www.animaldisaster.org/>

ASPCA

<http://www.aspcapro.org/resource/disaster-cruelty-disaster-response/disaster-response-training>

American Humane Association

<http://www.americanhumane.org/animals/programs/emergency-services/>

**LAKE COUNTY ANIMAL CARE & CONTROL
VOLUNTEER APPLICATION**

Date: _____

Name: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Emergency Contact Info: _____

Major Work Experience:

Date: _____ Job: _____

Date: _____ Job: _____

Date: _____ Job: _____

Prior Volunteer Experience:

Date: _____ Job: _____

Date: _____ Job: _____

Education:

Name of School: _____ Date Completed: _____

Name of School: _____ Date Completed: _____

How many hours do you want to volunteer a week? _____

What days work best for you? _____

What would you like to do while volunteering? _____

Do you drive? _____ Do you have auto insurance? _____

Do you have any physical limitations? (if yes, please explain) _____

How did learn of the volunteer program? _____

Birthdate: _____ (volunteers must be at least 18 years of age)

Signature _____ Date: _____



**COUNTY OF LAKE
HUMAN RESOURCES**
Courthouse – 255 N. Forbes Street
Lakeport, California 95453
TELEPHONE (707) 263-2213
FAX (707) 262-1843
JOB HOTLINE (707) 263-2212
www.co.lake.ca.us

AGREEMENT FOR VOLUNTEER SERVICES

THIS AGREEMENT is hereby entered into between the COUNTY OF LAKE, by and through its Animal Care & Control Department hereinafter referred to as "COUNTY", and _____ hereinafter referred to as "VOLUNTEER".

WITNESSETH

VOLUNTEER has requested and agreed to perform volunteer services for COUNTY in its Animal Care & Control Department and in performing said services does hereby agree as follows:

1. VOLUNTEER shall perform the following tasks and/or service for the COUNTY Animal Care & Control Department:

Animal Evacuation Assistance (LEAP)

2. VOLUNTEER'S services shall be limited to those specified in Paragraph 1 unless otherwise agreed to in writing between VOLUNTEER and said Department.

3. VOLUNTEER shall adhere to the directives of said Department in the performance of said duties.

4. In performing said services under this Agreement, VOLUNTEER understands and agrees that VOLUNTEER is not an employee of the COUNTY. VOLUNTEER Services are at will according to the needs of the COUNTY. VOLUNTEER further understands and agrees that he/she is covered by the COUNTY'S Workers' Compensation Insurance, for medical expenses only, for an injury incurred during the course of his/her volunteer service.

5. This Agreement shall be administered on behalf of the COUNTY by the Animal Care & Control Department Head or designee.

6. This Agreement may be terminated as follows:

- a) By mutual consent of the parties; or
- b) By COUNTY upon written notice thereof.

VOLUNTEER does hereby certify that, I am over 18 years of age, or have my parent's signed consent, and hereby represents that I understand and am familiar with the nature of the activity for which I am volunteering and that I am in good physical health, and that I do not have any physical or emotional conditions, past or present, of which I am aware, which would in any way affect my ability to perform volunteer services. Consent is hereby given for my work supervisor to perform first-aid or take any other emergency action he/she deems necessary in his/her best judgment.

THIS AGREEMENT was executed on _____, 20____, in Lake County, California.

VOLUNTEER

I have read and understand the above paragraphs.

Name (signature)

(Mailing Address)


(City) (State) (Zip Code)

(Telephone #)

COUNTY OF LAKE _____ DEPARTMENT

By: _____
Department Head or Designee

APPROVED AS TO FORM:

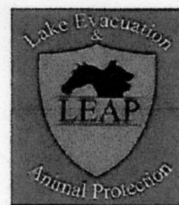


Anita L. Grant
County Counsel



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Department of Animal Care & Control

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Lake County Animal Care & Control
Disaster Preparedness Level I or II Volunteer
Application

Name _____

Address _____

Phone Numbers _____

(we need a good cell phone number for notification of our group activation)

Email _____ **D.L. #** _____

Emergency Contact _____

Emergency Contact Phone Numbers _____

Any Health Related Issues _____

Type and Kind of Animal Experience _____

What services are you donating? (ie boarding) _____

Personal Reference (name & no.) _____

Please Attach Required Documentation

- County Volunteer Application**
- County Volunteer Agreement**
- LEAP Application**
- ICS 100/200 Certificates**
- NIMS 700 Certificate**
- DMV Printout**

Staff Use Only

Date application completed _____

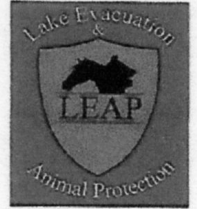
Reviewing Officer _____ **Date** _____

Application Accepted _____ **Denied** _____ **If Denied why?** _____ **Date** _____



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BEFORE TURNING YOUR PACKET IN,

Make sure you have completed all the necessary paperwork:

1. Submit the completed county volunteer application
2. Submit the completed county volunteer agreement
3. Submit the completed LEAP application
4. Submit a copy of your ICS 100/200 certificate
5. Submit a copy of your NIMS 700 certificate
6. Submit a copy of your driving record

Again, we strongly recommend a one or two day animal disaster response course for your own knowledge, but it is not required. A lot of that information can be picked up through our group training.

Once you have completed the above paperwork, turn it into either Bill Davidson or Officer Nehemiah White at the animal shelter in Lakeport.

Welcome aboard!

