

## Emergency Support Function (ESF) #13: ANIMAL CARE

<b>ESF Activation Contact:</b> Cornell CARE Paging Service (800)349-2456	
<b>Primary Department</b>	Cornell Center for Animal Resources and Education (CARE) PH:(607)253-3520 Contact: Mary Martin, DVM
	College of Veterinary Medicine Animal Facilities (including Baker Institute) PH:(607)253-3750
	College of Agriculture and Life Sciences Animal Facilities PH:(607)254-5257
	Cornell Athletics Oxley Equestrian Center PH:(607)272-0150
<b>External Agencies</b>	NYS Department of Agriculture and Markets PH:( 800)554-4501

### I. Purpose

- a) This ESF lists the Cornell University departments and external agencies responsible for coordination of emergency management actions to ensure the welfare of Cornell owned animals during an emergency.

### II. Scope

- a) Includes all emergencies involving Cornell University owned animals at the Ithaca campus and remote facilities in New York State.
  - i) The scope of this ESF does **not** include client owned animals at the Cornell University Hospital for Animals and does **not** include Cornell owned animals at the Weill Cornell Medical College.
- b) Coordinate the response to and recovery from incidents involving animals.
- c) Coordinate with the Incident Commander regarding the response needs of animals that are beyond the capabilities of the initial emergency response actions.
- d) Ensure notification to appropriate outside regulatory agencies, accrediting agencies and Cornell committees including but not limited to: IACUC, AAALAC, OLAW, USDA, ORIA, and the Institutional Official

### III. Situation

- a) Emergency Conditions and Hazards

- i) Cornell University may periodically experience emergency and disaster situations that will require response by University resources and outside agencies and the restoration of essential services. Potential emergencies and disasters include both natural and human-caused incidents.
- ii) See Cornell's Risk Assessment for a description of potential emergencies.
- iii) Cornell University has various facilities and operations that support the Cornell owned animal population.
- iv) Various emergency incidents can impact these facilities and operations resulting in risk to the health and well-being of the animal population.

#### **IV. Assumptions**

- a) Initial emergency response capabilities may be inadequate to contain or control the emergency.
- b) Animal care activities may be beyond the responsibility of initial responders.
- c) Specialized capabilities may be required to protect animal health and welfare.
- d) University resources will be quickly overwhelmed.
- e) Communication systems may fail during a major incident.
- f) Backup facilities and operations will be available but may take time to activate.
- g) Shortfalls can be expected in both support personnel and equipment.
- h) State and federal assistance may not be immediately available.

#### **V. Concept of Operations**

- a) General
  - i) The University Emergency Operations Plan provides overall guidance for emergency planning.
  - b) ESF Annexes define roles and responsibilities, planned concept of operation, and internal and external capabilities and resources.
  - c) ESF annexes are designed to provide basic information to include points of contact in case additional resources or expertise is needed at the incident scene or on an Incident Management Team.
- d) Organization
  - i) National Incident Management System (NIMS) concepts will be used for response to all incidents.
  - ii) Incident or Unified Command will be used by responding departments.

- e) When requested, ESF personnel will report to the Incident Command Post or other location, or will participate as members of an Incident Management Team.
- f) Notification
  - i) Campus incidents involving animals and requests for ESF-13 assistance are to be reported to Cornell University Police Department (CUPD) Dispatch Center by calling 911 from a campus phone or 607-255-1111 from an off campus phone or cellular phone.
  - ii) Cornell Police will notify CARE personnel for ESF-13 assistance by calling the CARE paging service:
    - 1. Dial 1-800-349-2456
    - 2. Ask to have the CARE group paged
    - 3. Give your name and phone number
    - 4. You may give some brief information
    - 5. Stay near your telephone until a CARE veterinary staff member calls you back
    - 6. If you don't receive any answer within 5 minutes, call again to make sure the page was delivered
  - iii) Requests for additional resources shall occur under the authority of the Incident/Unified Command.
- g) Direction, Control and Authority to Act
  - i) The Incident Command System (ICS) is used by University personnel to respond to emergencies and incidents.
  - ii) During the emergency response phase, all responders will be under the direction and control of the incident's Incident Commander or Unified Command.
  - iii) Responders reporting to the incident scene will report to the Incident Commander at the Incident Command Post unless otherwise directed by the Incident Commander.
  - iv) The Incident Commander or Unified Command is authorized to take actions necessary to contain and control the incident to protect and reduce impact to lives, research, property, the environment, and campus operations.
- h) Actions
  - i) Preparedness
    - (1) CARE staff shall review facility emergency response plans on at least an annual basis and work with facility managers on needed revisions.

- (2) CARE shall develop and maintain response plans and procedures, a core group of trained personnel, equipment and supplies to respond to, coordinate Cornell-owned animal care needs at Cornell University.
  - (3) CARE shall maintain continuity of operation (COOP) plans for the scope of capabilities identified in the ESF. Service recovery priorities and resources shall be identified in the C-COOP planning tool and further detailed through plans and procedures.
  - (4) CARE shall develop and maintain a list of campus, community, and vendor resources that could be requested during an emergency.
  - (5) CARE shall maintain a list of personnel (at least one primary and one back-up) that can be called to serve on an Incident Management Team to manage animal care related support functions.
  - (6) Participate in exercises and training to validate this annex and any supporting plans and procedures.
- ii) Response
- (1) Provide coordination and oversight of activities involving Cornell owned animals.
  - (2) Provide and/or coordinate the provision of the following services:
    - (a) Emergency Veterinary Care
    - (b) Relocation of animals
    - (c) Re-capture of escaped or released animals
  - (3) Identify, prevent and control of diseases of animals, which have public health significance, including epidemiological and environmental health activities.
  - (4) Act as liaison with outside animal regulatory agencies.
  - (5) In conjunction with the Incident Commander, coordinate emergency information for public release through ESF-17 Communications.
- iii) Recovery
- (1) Coordinate and oversee Cornell owned animal care as needed by the Incident Commander, Incident Management Team, and/or Incident Executive Leadership Team.
  - (2) Ensure that ESF-13 personnel, departments or agencies maintain appropriate records of costs incurred during the event.

## **VI. Responsibilities**

- a) Primary Department: Cornell Center for Animal Resources and Education (CARE)
  - i) Serve as the lead agency for the coordination of internal and external departments to provide:
    - (1) emergency veterinary care
    - (2) emergency relocation of animals
    - (3) temporary shelter and/or relocation
    - (4) water, food, medical supplies; including the distribution of these materials to all Cornell-owned animals
  - ii) Serve as the lead agency for ESF-13 supporting the response and recovery operations after ESF activation.
  - iii) Develop, maintain, and update plans and procedures for use during an emergency.
  - iv) Identify, train, and assign personnel to serve as ESF-13 representatives at an Incident Command Post or on an Incident Management Team (IMT) when a University IMT is assembled
- b) Support Departments
  - i) Develop, maintain, and update plans and procedures for use during an emergency.
  - ii) Identify, train, and assign personnel to assist the primary department at the Incident Command Post or on the Incident Management Team as needed.
  - iii) Support the primary department as needed.

## **VII. Capabilities**

- i) Surgical capabilities: 4 surgical suites
- ii) Bio-containment facilities
- iii) Veterinary staff can perform diagnostics, medical treatments, and surgery on most species of animals
- iv) Husbandry care staff can provide animal care (housing, cleaning, feeding and watering) for most species of animals
- v) Transport of small and large animals up to 1000 lbs live or dead weight

## **VIII. Resources**

- a) CARE maintains an inventory for each of the following resource categories:
  - i) Facilities for housing animals
  - ii) Medical equipment for treatment of animals
  - iii) Medical supplies for treatment of animals
  - iv) Transportation resources to move animals
  - v) Personnel trained in animal care and handling.

## **IX. Policies and Procedures**

- a) University Policy 1.4 – Care and Use of Animals in Research and Teaching
- b) University Policy 4.6 – Standards of Ethical Conduct
- c) University Policy 2.4 - Environmental Health and Safety

## **X. Attachments**

- a) None

Plan Review and Revision History

<b>Summary of Changes</b>	<b>Date</b>	<b>Completed By</b>
Version 2.0 updates	9/12/2017	Office Emg. Mgmt.