



KENTUCKY
DEPARTMENT OF
AGRICULTURE

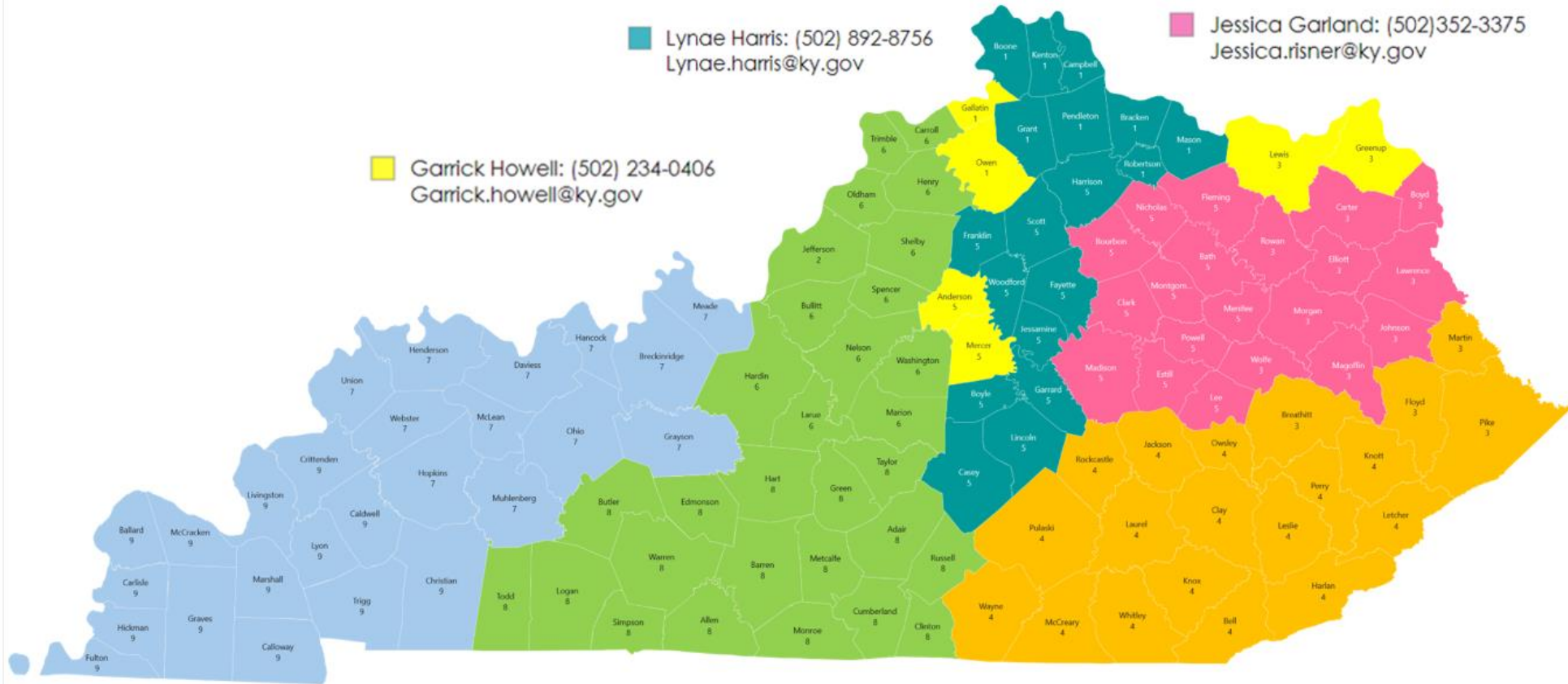
**FOOD ASSISTANCE
DURING
DISASTERS AND
EMERGENCIES**

PRESENTATION WILL ADDRESS

- Types of disasters
- Approved disaster relief organizations
- Identifying USDA donated foods that can used
- Record keeping/submitting
- USDA donated food replacement
- District disaster preparedness plan

DISASTER TEAM MAP

Specialist Area Map



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WHAT IS A DISASTER/SITUATION OF DISTRESS?

- “**Disaster**” can be any natural catastrophe regardless of any cause fire, flood, explosion, in any part of the US, which the president determines causes damage of sufficient magnitude to warrant federal assistance.
- “**Situation of distress**” means a natural catastrophe in which the state distributing agency of food nutrition services (FNS) warrants the use of USDA-donated foods.



DIFFERENCE BETWEEN DISASTER AND SITUATION OF DISTRESS



DISASTER	SITUATION OF DISTRESS
Requires a Presidential declaration that Federal assistance is warranted.	No Presidential declaration is required.
Guaranteed replacement of USDA Foods by FNS.	Replacement of donated foods by FNS to the extent that funds for replacement are available.
State Distributing Agency has authority to release donated foods for congregate feeding, for as long as they are needed, without FNS approval.	State Distributing Agency has the authority to release donated foods for congregate feeding, only for up to 30 days. If not a normal event, FNS Headquarters must approve and determine duration of assistance.

PLAN AND PREPARE

- **DEVELOP A DISASTER AND COMMUNICATION PLAN**
- **EARLY AND FREQUENT COMMUNICATION IS CRITICALLY IMPORTANT**
- **ESTABLISH A DISASTER RESPONSE TEAM FOR YOUR DISTRICT**
- **KNOW YOUR EMERGENCY MANAGEMENT**

PLAN AND PREPARE

- ❖ **UPDATE THE PLAN ANNUALLY**
- ❖ **ESTABLISH RECORDKEEPING PROCEDURES**
- ❖ **IDENTIFY AND DEVELOP RELATIONSHIPS WITH DA CONTACTS AND LOCAL DISASTER ORGANIZATIONS SUCH AS EMERGENCY MANAGEMENT**

RA PREPARATION

- **MAINTAIN EMERGENCY CONTACT LISTS TO INCLUDE WORK NUMBERS, CELL NUMBERS, AND E-MAIL ADDRESSES OF DESIGNATED DISASTER PERSONNEL AND CENTRAL OFFICE ADMINISTRATION**
- **PROVIDE EMERGENCY RA CONTACT INFORMATION TO ESSENTIAL DA PERSONNEL**
- **ASSESS CURRENT INVENTORIES OF USDA FOODS THAT MAY BE NEEDED TO SUPPLEMENT NON-GOVERNMENTAL ORGANIZATIONS AND STATE EMERGENCY RESPONSE AGENCIES AND REPORT USDA FOODS INVENTORIES TO DA IF REQUESTED**
- **PROVIDE LOCATION, DATES, AND TIMES FOR DISASTER FEEDING TO THE DA**

District Emergency Contact List

School/ District Name _____

County _____

Address _____

Phone _____

Police and Fire Department **911**

Police Department / EMS _____

Sheriff _____

Kentucky Regional Emergency Management

100 Minuteman Parkway, Frankfort (800) 255-2587

Kentucky National Guard Emergency Response Team

100 Minuteman Parkway, Frankfort (502) 607-1611

Red Cross Chapters: Ashland Office (606) 325-1626

Bowling Green Office (270) 781-7377

Lexington Office (859) 253-1331

Louisville Office (502) 589-4450

Paducah Office (270) 442-3575

Kentucky Department of Agriculture **(502) 573-0282**





RA PREPARATION



- **COMPILE USDA FOODS INVENTORY INFORMATION**
- **ESTABLISH/MAINTAIN/UPDATE EMERGENCY CONTACT INFORMATION FOR ALL KEY PLAYERS**



- **BECOME FAMILIAR WITH THE APPROVAL PROCESS FOR USING USDA FOODS IN DISASTERS**
- **COORDINATE AND COMMUNICATE ALL NECESSARY INFORMATION WITH PARTNERS AT YOUR STATE AND LOCAL GOVERNMENT LEVEL AND WITH NON-GOVERNMENTAL ORGANIZATIONS**



- **RAS SHOULD PROVIDE TRAINING FOR APPLICABLE STAFF ON THE DISASTER PLAN AND THE ROLE OF USDA FOODS ANNUALLY**



RA RESPONSE DURING A DISASTER

- **PROVIDE DAILY UPDATES ON SHELTERING POPULATIONS, IF APPLICABLE**
- **REPORT USDA FOODS USED FOR DISASTER FEEDING (CONGREGATE AND DHD) TO DA**
- **IF REQUESTED, PARTICIPATE IN CALLS WITH DA TO PROVIDE LOCAL UPDATES**
- **BEFORE A DISASTER, DEVELOP AND MAINTAIN RELATIONSHIPS WITH YOUR STATE AND COMMUNITY PARTNERS SO YOU KNOW WHO TO CONTACT WHEN A DISASTER EVENT OCCURS**
- **AFTER A DISASTER, CONDUCT AN AFTER-ACTION TO CRITIQUE AND EVALUATE ACTIONS TAKEN DURING THE DISASTER**

Benefits of USDA Foods in Disasters

- Provided free of charge to local disaster feeding organizations
- Transportation costs are covered
- State completes the paperwork for reimbursement/replacement of Foods
- Nutritious/Support American agriculture



USDA FOOD REQUESTS FOR DISASTER RELIEF ORGANIZATIONS

- The Kentucky Department of Agriculture (KDA) may release usda foods maintained in schools to approved disaster relief agencies such as red cross, salvation army and religious based organizations. In most instances the red cross is the primary organization responsible for coordinating disaster feeding.
- The Food Nutrition Service (FNS) will only reimburse usda foods used for feeding efforts through KDA approved disaster agencies during disasters or a situation of distress- **districts that choose to donate foods to unauthorized agencies/groups will not be reimbursed through FNS**
- Disaster relief organizations prefer institutional pack size over household foods for emergency feeding, such as those used in the national school lunch program as they are easier to handle and guarantee replacement under presidentially declared disasters.
- Although processed foods are USDA foods and can be released to disaster relief organizations. USDA will “only” reimburse the value of the raw USDA product contained in the further processed item.

KDA EMERGENCY INVENTORY REPORT FD-52

- During an impending disaster/emergency, you may be emailed the KDA Emergency Inventory report (KY-FD-52) and asked by your KDA food distribution regional ag inspector to complete the form for your district.
- Complete the KY-FD-52 for each school within your district. List the types of USDA “Brown Box” foods only, sales order number and quantities of these foods you have on hand for each school.
- Compile totals for all schools on one “electronic” KY-FD-52 form and **email** it your regional ag inspector. Do not scan, fax or copy this form.
- KDA needs KY-FD-52-inventory report within **6 hours** upon request.



Recipient Agency Name:	
Address:	
County:	
Date:	
Submitted By:	
Phone No.	

[illegible]



KY-FD-52		
(Rev 07-18)		
*Kentucky SFA-USDA Food "Example" Emergency Inventory Report		
Recipient Agency Name:	Anderson County Schools	
Address:	1160 Bypass North; Lawrenceburg 40342	
County:	Anderson	
Date:	10/4/2018	
Submitted By:	John Doe, Food Service Director	
Phone No.	502-839-6304	
USDA Food Description (Brown Box "Only")	Sales Order #	Total # of Cases/Pounds
Vegetarian Beans Can - 6/10	5000433950	100 CS
Cheese Blend American SKM YEL SLC LVS-6/5 LB	5000438812	31 CS
Applesauce Unsweetened Can - 6/10	5000433284	103 CS
Tomato Salsa Can - 6/10	5000432335	16 CS
Apple Slices - Can - 6/10	5000431126	49 CS
Peaches Cling Slices EX LT Can - 6/10	5000431695	36 CS
Green Beans Can - 6/10	5000435835	83 CS
Mixed Fruit EX LT Can - 6/10	5000431693	54 CS
Corn Whole Kernel (LIQ) Can - 6/10	5000432334	22 CS
Chicken Diced CTN - 40 LB	5000441870	32 CS/ 1280 LB
Pork Ham Waterad FRZ PKG 4/ 10 LB	5000443589	26 CS
Pork Roast Leg FRZ CTN - 32-40 LB	5000443593	8 CS
Beef Fine Ground FRZ CTN - 40 LB	5000443805	111 CS/4440 LB

USDA FOOD EMERGENCY FEEDING REPORT FD-50

- Once donated foods are requested by the KDA to be released to disaster relief organizations, it is essential that local agencies keep track of these products using the USDA food emergency feeding report KY-FD-50 once this form is completed send it in electronically to your regional ag inspector asap!
- KDA has 45 days from termination of the emergency assistance to request commodity replacement in a declared disaster or 30 days during a situation of distress.
- Make certain that all fields on the KY-FD-50 contain all relative information insuring each section is completed on the form properly before submitting to your regional ag regulatory specialist.

FD-50

KY-FD-50							
(Rev 12-16)							
Kentucky USDA Donated Food Emergency Feeding Report							
Recipient Agency Name:							
County:							
Date:							
Submitted By:							
Phone No.							
Location of Feeding Site:							
Phone No.							
Red Cross Volunteer:							
Phone No.							
USDA DONATED FOOD	SALES ORDER #	NAME OF AGENCY TRANSFERRED TO	UNITS USED	UNIT PRICE	UNIT SIZE	LBS.	TOTAL VALUE
Date Shelter Operated:					Total Pounds:		
Estimated # of Persons Served:							
Estimated # of Meals Served:					Grand Total:		



*** Kentucky USDA Food "Example" Emergency Feeding Report**

Recipient Agency Name:	Graves County Public Schools
County:	Graves
Date:	2/19/2019
Submitted By:	Jane Doe, Food Service Director
Phone No.	270-328-1528
Location of Feeding Site:	Red Cross-Warming Shelter
Phone No.	270-328-3134
Red Cross Volunteer:	Perry Stone
Phone No.	N/A

USDA DONATED FOOD	SALES ORDER #	NAME OF AGENCY TRANSFERRED TO	USED/TRANSFERRED	UNIT PRICE	UNIT SIZE	POUNDS	TOTAL VALUE
Beef Fine Ground FRZ CTN	5000443805	Red Cross-Warming Shelter	30 Cases	\$99.12	40 LB	1200	\$2,973.60
Green Beans Can	5000435835	Red Cross-Warming Shelter	60 Cases	\$14.89	6/10		\$893.52
Apple Slices Can	5000431126	Red Cross-Warming Shelter	60 Cases	\$25.18	6/10		\$1,511.14
Carrots Can	5000432333	Red Cross-Warming Shelter	60 Cases	\$16.71	6/10		\$1,002.60
Chicken Diced CTN	5000441870	Red Cross-Warming Shelter	30 Cases	\$74.69	40 LB	1200	\$2,240.76
Corn Whole Kernel (LIQ) Can	5000432334	Red Cross-Warming Shelter	60 Cases	\$17.16	6/10		\$1,029.60
Cheese Blend American YEL SLC	5000438812	Red Cross-Warming Shelter	7 Cases	\$49.85	6/5 LB	210	\$348.95
Chicken Fajita Strips CTN	5000441375	Red Cross-Warming Shelter	30 Cases	\$47.51	30 LB	900	\$1,425.42
Cheese Ched YEL Shred	5000438811	Red Cross-Warming Shelter	7 Cases	\$61.42	6/5 LB	210	\$429.94

*** Submit Only (1) Inventory Total for Entire District!**

Date Shelter Operated:	Complete Section only if District is Feeding Shelter
Estimated # of Persons Served:	N/A
Estimated # of Meals Served:	N/A

Total Pounds: 3720

Grand Total: \$11,855.53

*** For further information in regards to USDA product information including sales order numbers, unit price and unit size. log into web based supply chain management (wbscm)**

WHAT DO I DO IF THE RED CROSS REQUESTS USDA FOODS?

- The red cross will notify KDA to request which USDA foods they will need from your district for disaster feeding.
- “If” the red cross needs your district’s foods, your regional Ag Regulatory Specialist will let you know which foods/quantities you listed on your KY-FD-52 that will need to be pulled from each school site.
- Prepare these foods for pickup
- School sites can also release USDA purchased foods of the same type/quantity.
- The red cross member/volunteer will be required to show identification to you/your staff prior to releasing these USDA foods

HOW CAN MY SCHOOL DISTRICT PREPARE FOR A DISASTER?

- Develop a plan- it is very important that every district puts in place a disaster preparedness plan. This will assist you in the event of a disaster/emergency
- Methods of identification
 - Red marker/color stickers
 - Separation of USDA foods and purchased foods

Locate template in the back of your disaster manual



SCHOOL DISTRICT RAPID RESPONSE DISASTER PREPAREDNESS PLAN

"Mitigation, Preparedness, Response, Recovery"

* Develop County Emergency Directory List:

Fire Dept. / EMS-
Police Local/ State-
Sheriff-
National Guard Emergency Response Team-
KY Regional Emergency Management-
Red Cross Louisville Chapter-
School Transportation Director/Bus Drivers-
Cafeteria Managers at each school/Food Service Personnel-
School District Maintenance Director
District Superintendent-

Purchasing radios for all school personnel involved in an emergency situation can help communication tremendously in managing a disaster situation, especially when power, cell towers or satellite signals are lost and computers, phones and cell phones become useless. Having district and school administrative staff with radios that have the local first responder channels is helpful. Local 911 dispatch should have all school channels.

* Develop Bottled Water Supply Company Agreement:

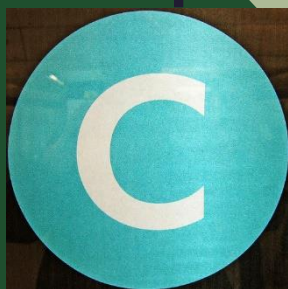
Determine whether to use 5-Gallon Bottled Water Stations, Disposable Drinking Cups or Bottled Water!

Example Supply Companies:

*High Bridges Springs-
*King Bottling-
*Crystal Springs-
*Quench Online-
*Kentuckiana Culligan-

What are two other options you can plan for to have drinking water?

1. _____
2. _____



Insert Photo Here



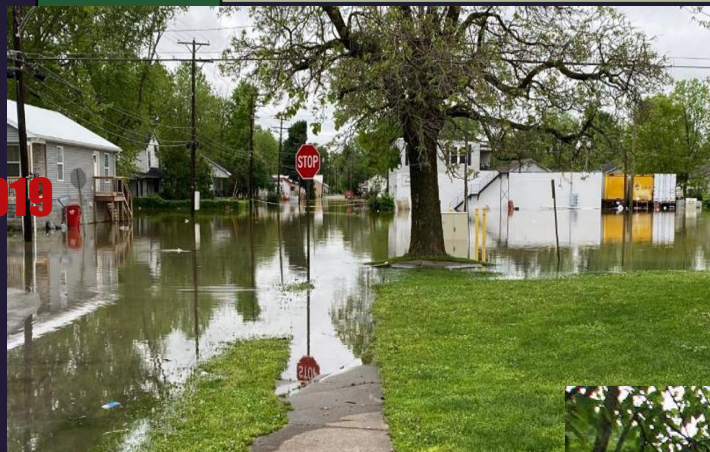
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WHEN WILL MY DISTRICT BE REIMBURSED FOR OUR USDA FOODS?

- Your districts report will be submitted to the food and nutrition service (FNS) southeast regional office for reimbursement once the disaster feeding is completed
- Under a Presidentially declared disaster, FNS guarantees replacement/reimbursement of USDA foods used in the disaster feeding. There is no set time within the USDA foods program as to when districts will be reimbursed.



HARRISON COUNTY FLOOD - 2019



Johnson County-2012 Tornado



2009 Icestorm-Grand Rivers Ky

USDA Foods Complaint Procedures for RA

TO ASSIST YOUR SDA IN PROCESSING THE COMPLAINT MORE QUICKLY, PROVIDE THE FOLLOWING INFORMATION:

- CAN AND CASE CODES.
- DESCRIPTION OF THE PROBLEM AND WHETHER ANYONE REPORTED FEELING SICK OR BEING INJURED FROM CONSUMING THE PRODUCT.
- DATE YOUR ORGANIZATION RECEIVED THE AFFECTED USDA FOODS.
- QUANTITY OF PRODUCT INVOLVED (AFFECTED).
- QUANTITY AND PHYSICAL ADDRESS OF PRODUCT REMAINING AND IF THE REMAINING PRODUCT IS AFFECTED OR NOT.
- SALES ORDER NUMBER (FORMERLY DELIVERY ORDER NUMBER) AND PURCHASE ORDERNUMBER (FORMERLY NOTICE TO DELIVER NUMBER). THESE NUMBERS MAY BE ON THE PAPERWORK REVIEWED WITH THE USDA FOOD SHIPMENT. IF NOT, THE SDA SHOULD BE ABLE TO OBTAIN THEM.
- THE SPECIFIC CIRCUMSTANCES INVOLVED. FOR EXAMPLE- I RECEIVED THE DAMAGED CANNED PRODUCTS 2 MONTHS AGO, BUT THE CASES WERE LOCATED IN THE MIDDLE OF THE PALLET THAT COULD NOT BE SEEN UNTIL THE SCHOOL OPENED THE CASES. OR, THE TEMPERATURE ON THE DELIVERY TRUCK WAS 40 DEGREES WHEN THE DISCOLORED FROZEN PRODUCTS WERE DELIVERED.
- IN SOME INSTANCES, DIGITAL PHOTOGRAPHS OF DAMAGED PRODUCT OR FOREIGN OBJECTS ARE HELPFUL.



[https://www.kyagr.com/consumer/documents/FD_C
NCP_FoodsComplaintForm.pdf](https://www.kyagr.com/consumer/documents/FD_C
NCP_FoodsComplaintForm.pdf)

QUESTIONS?

- All forms can be found at www.Kyagr.Com