

## NN/LM National Emergency Preparedness Project

NN/LM Greater Midwest Region  
RAC Meeting  
September 11, 2007

## Project Purpose

- ⌘ Improve the NN/LM's ability to respond to emergencies

## Planning Process

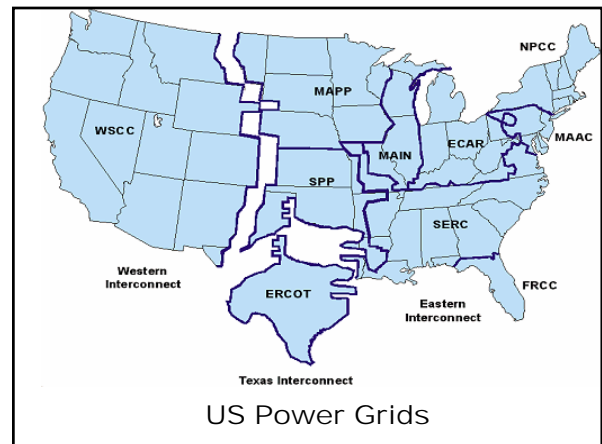
- ⌘ NN/LM associate directors began joint planning in Year 1
- ⌘ Workshop held in February 2007 to identify goals and components and to hear from experts
- ⌘ NLM hired Dan Wilson (Univ. Virginia) to facilitate completion of the plan

## Five Major Components

- ⌘ RML to RML buddy system
- ⌘ Essential services to network members
- ⌘ Web presence for planning and communication
- ⌘ Training resources and modules
- ⌘ Promotion of products, procedures, and activities for emergency preparedness

## RML to RML Buddy System

- ⌘ Provide communication and backup when one RML Office shut down
- ⌘ GMR to be paired with Pacific Southwest Region (PSR) at UCLA
- ⌘ Share contact information and procedures
- ⌘ Standard set of procedures for DOCLINE coordinators during RML shut down



## Essential Services to Network Members - 1

- ⌘ NN/LM Server to post network member emergency plans
- ⌘ Configure "800" number to automatically transfer to buddy RML
- ⌘ Document procedures to handle DOCLINE accounts of affected libraries

## Essential Services to Network Members - 2

- ⌘ Printed information for network members about what knowledge-based and emergency information is available
- ⌘ Field in DOCLINE to designate network members willing to serve as backups
- ⌘ Online location to post status reports and request help

## Web Presence for Planning and Communication

- ⌘ Post instructions for how DOCLINE accounts will be managed
- ⌘ Post instructions for network members who provide backup information
- ⌘ Post information about how to get help from RMLs during an emergency
- ⌘ Create a toolkit to help network members prepare their own emergency plans

## Web Presence - Toolkit

- ⌘ Examples of toolkit contents:
  - ☑ Core emergency preparedness materials
  - ☑ NN/LM-recommended planning template
  - ☑ Resources for getting more help in planning, responding to, and recovering from emergencies
  - ☑ Online stories from those who experiences emergencies first-hand

## Training Resources and Modules

- ⌘ Train members to use "toolkit"
- ⌘ Orient members on how to use Web site
- ⌘ Provide instructions on use of recommended planning template
- ⌘ Provide instructions on how to get and provide backup services among network member libraries during shut down

## Promotion of products, procedures, and activities for emergency preparedness

- ⌘ Promote tools, products, services, and resource links developed for NN/LM plan
- ⌘ Develop promotional materials, publications, toolkits, and training activities for libraries and other partners
- ⌘ Conduct exhibits and presentations
- ⌘ Partner with Medical Library Association to encourage community involvement

## Long-term Outcomes

- ⌘ RMLs successfully back up buddy RMLs that shut down
- ⌘ RMLs and Network members use communication services during emergencies
- ⌘ Network members create emergency plans

## More Long-term Outcomes

- ⌘ Network members get and provide backup during emergencies
- ⌘ Community organizations and libraries are aware of NN/LM's products and services
- ⌘ Network members become involved in their communities' emergency preparation

## Questions for Discussion

## Questions

- ⌘ What barriers or problems do you face within your own institutions with regard to emergency preparedness (EP) planning?
- ⌘ Which of these barriers do you think the GMR could help network members to overcome?

## Questions

- ⌘ What knowledge gaps prevent network member librarians from participating more fully in EP planning?
- ⌘ Which knowledge gaps should the GMR try to address?
- ⌘ What types of resources would be useful to support network member learning needs?

## Questions

- ⌘ One idea for the cross-regional EP project is the concept of network member libraries serving as backups for each other. What do you see as the role for a backup library? If your library was shut down, what type of services would you need?

## Questions

- ⌘ Another idea from the cross-regional EP plan is to create and post a toolkit to help libraries in preparing for emergencies. What types of materials or resources should be included in the proposed EP toolkit?

## Questions

- ⌘ We want to encourage libraries to have a community role in emergency preparedness planning and response. What do libraries and librarians bring to the table that would be beneficial to community EP planning?