NEW YORK STATE | Office of Children and Family Services

Statewide Emergency Preparedness and Response Planning

A Peer-Learning Presentation for Region I

February 16, 2017

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Preview

- New York State Overview
- Superstorm Sandy
- Lessons Learned
- Making a Successful Recovery: Providers, Parents, and Children in Care
- Where Do We Go From Here?

New York State: An Overview

Children in New York State

Total Population – 19,673,174

Children under 5 years of age – 1,176,432

Children under 10 years of age – 2,326,678

Children under 15 years of age – 3,506,401

Child Care for Children 0-12

19,625 regulated providers with the capacity to serve 761,578 children

In FFY 2014-15, 207,251 children received child care subsidies

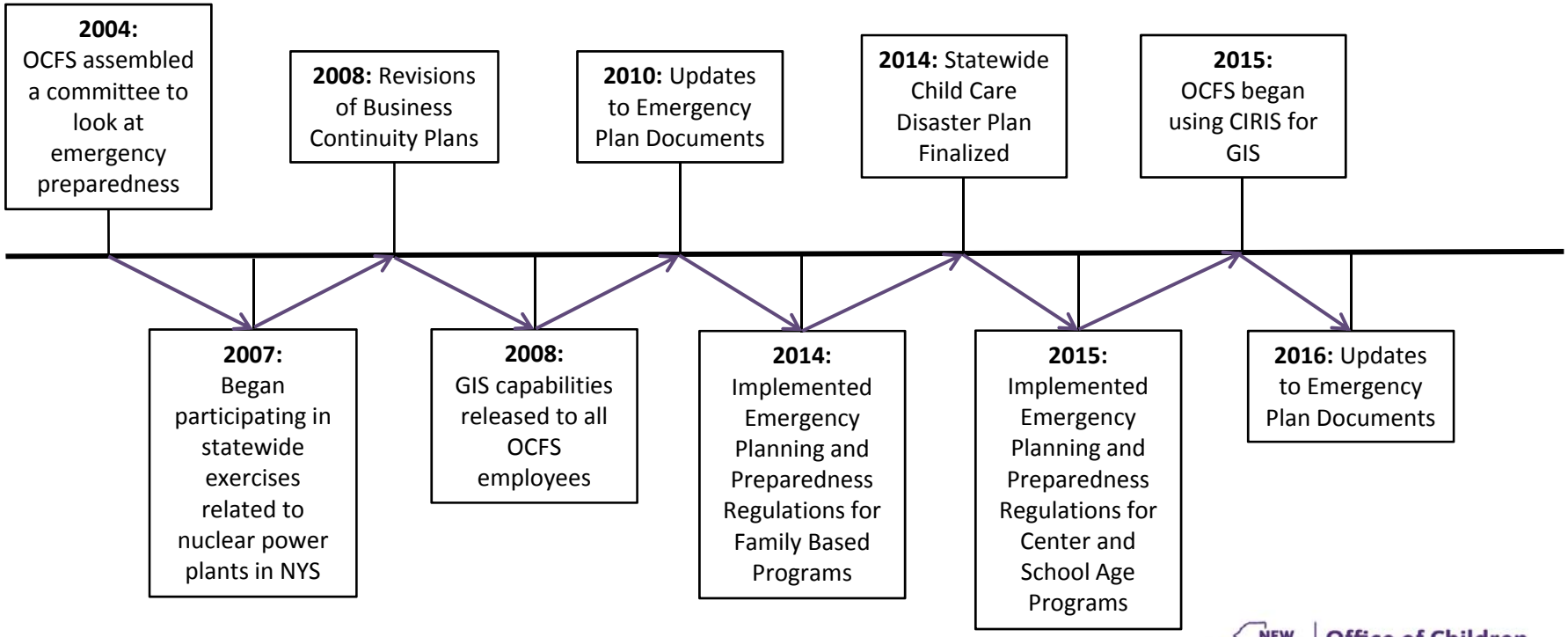
Oversight of Child Care

The Division of Child Care Services (DCCS) is responsible for the oversight and monitoring of regulated child care; informal, legally-exempt child care; the child care subsidy program; and the Advantage After-School Program.

The division has three overall goals:

1. *Develop and implement a child care service delivery system that regulates the health and safety of child care settings;*
2. *Increase the accessibility and affordability of quality child care for low-income families; and*
3. *Improve the quality of child care and after-school programming throughout New York State.*

DCCS Disaster Preparedness Timeline



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GIS at NYS OCFS

- Work began in 2005 to geocode facilities for case assignment purposes which included validating and geocoding addresses as a means to automate case worker assignment
- OCFS processes about 3.5 million addresses per year
- OCFS shares information with CIRIS (a statewide critical infrastructure clearinghouse)
- **Until 2015 OCFS maintained a stand alone GIS, recent enhancements have allowed OCFS to utilize CIRIS**

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NYS OCFS - Emergency Response

- During emergency situations, GIS allows OCFS to accurately identify critical programs and populations
- Situations where GIS has been used include:
  - Active shooter (Binghamton, NY)
  - Plane crash (Clarence Center, NY)
  - Building explosion (East Harlem, NY)
  - Hurricane Irene & Tropical Storm Lee
  - Superstorm Sandy

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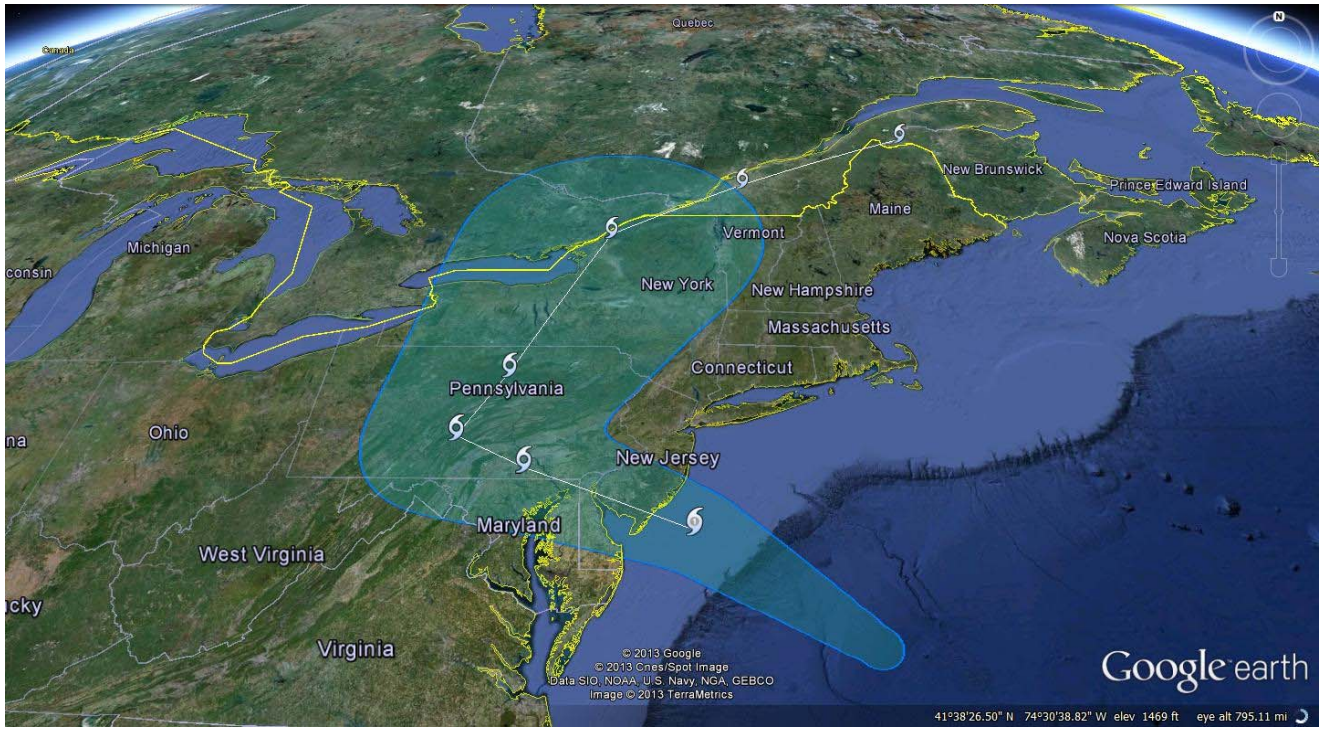
Superstorm Sandy: October 29, 2012

Superstorm Sandy – Landfill Projections



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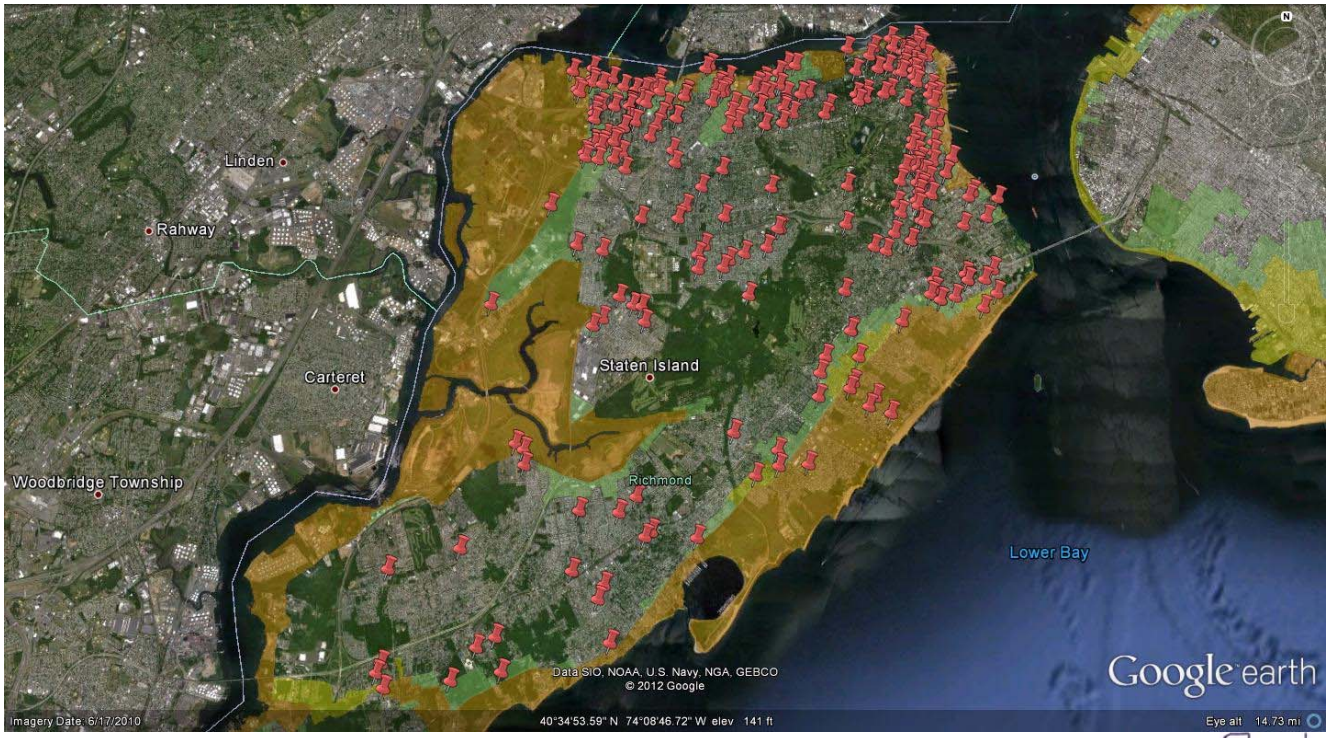
Superstorm Sandy – Risk Assessment



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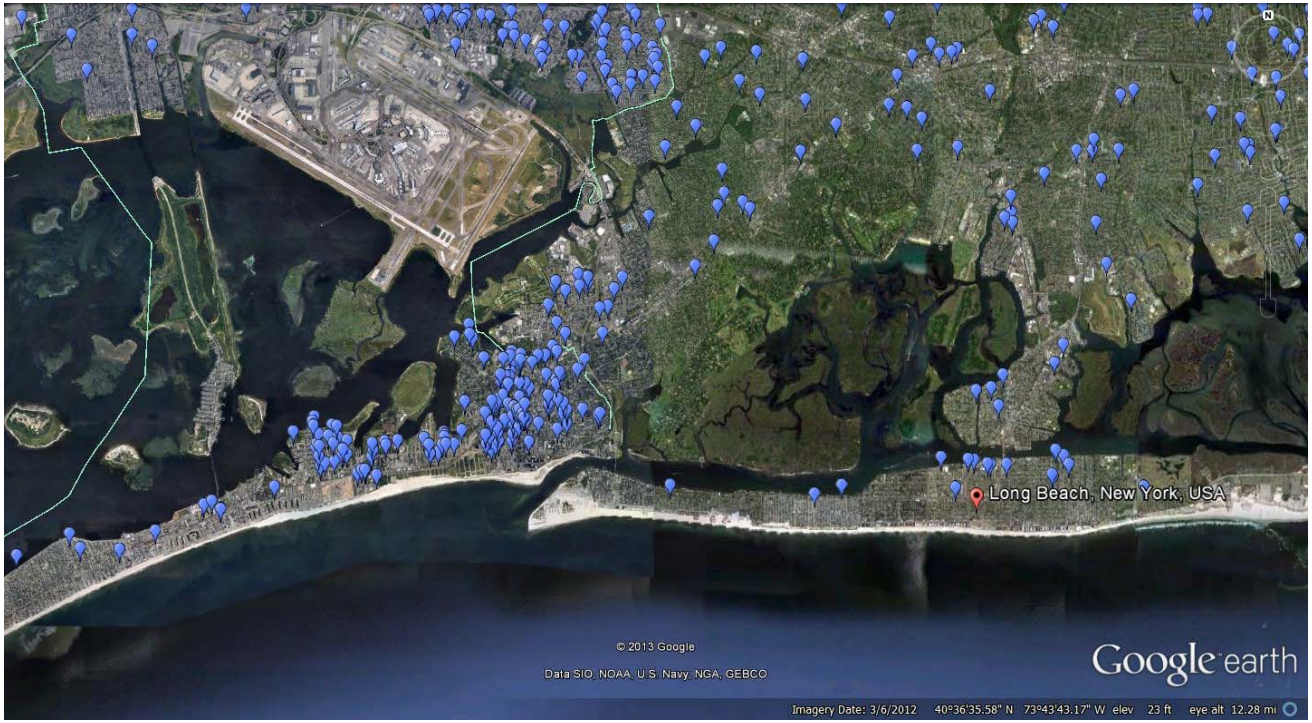
Superstorm Sandy – Local Detail



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Assessing Need

Worksheet in H CCDBG Hurricane Sandy Hurricane Sandy (NYS) 11-16-12.docx

	B	D	E	F	G	I	J
1	CENTER_NAME	PROGRAM TYPE	Address	FLOOR	ZIP	CITY	water depth in feet
110	HOWARD BEACH JEWISH CENTER	PRESCHOOL	162-05 90 STREET	NULL	11414	HOWARD BEACH	5.56
111	SINAI CONGREGATION,INC. AKA WEST END	PRESCHOOL	147-02 NEWPORT AVENUE	1 & 2	11694	ROCKAWAY PARK	5.69
112	HEART SHARE HUMAN SERVICES OF NEW Y	PRESCHOOL	82-12 151 AVENUE	2	11414	HOWARD BEACH	5.97
113	THE LEARNING EXPERIENCE	INFANT TODDLER	20 WEST STREET	NULL	10280	NEW YORK	6.11
114	THE LEARNING EXPERIENCE	PRESCHOOL	20 WEST STREET	NULL	10280	NEW YORK	6.11
115	PRINCE HALL SERVICE FUND, INC.	PRESCHOOL	159-30 HARLEM RIVER DRIVE	STREET LEV	10039	NEW YORK	6.13
116	FITMAR MANAGEMENT LLC.	INFANT TODDLER	1500 PAERDEGAT AVE NORTH	1ST	11236	BROOKLYN	6.14
117	FITMAR MANAGEMENT, LLC.	PRESCHOOL	1500 PAERDEGAT AVE NORTH	BASEMENT	11236	BROOKLYN	6.14
118	HAPPYLAND,INC.	PRESCHOOL	190 EXETER STREET	1,2 & CE	11235	BROOKLYN	6.42
119	NATIONAL ASSOCIATION OF FAMILY DEVEL	PRESCHOOL	2960 WEST 27 STREET	NULL	11224	BROOKLYN	6.77
120	CHILDREN'S CREATIVE LEARNING CENTERS	PRESCHOOL	4 NEW YORK PLAZA	NULL	10004	NEW YORK	6.94
121	CHILDREN'S CREATIVE LEARNING CENTERS	INFANT TODDLER	4 NEW YORK PLAZA	NULL	10004	NEW YORK	6.94
122	POLICE ATHLETIC LEAGUE INC.	PRESCHOOL	2964 WEST 23 STREET	FIRST	11224	BROOKLYN	7.1
123	HAMILTON-MADISON HOUSE INC.	PRESCHOOL	253 SOUTH STREET	1	10002	NEW YORK	7.17
124	WHITESTONE SCHOOL FOR CHILD DEVELOI	PRESCHOOL	14-45 143 STREET	2ND, 3RD	11357	WHITESTONE	7.2
125	BATTERY PARK CITY DAY NURSERY, INC.	INFANT TODDLER	215 SOUTH END AVENUE	NULL	10280	NEW YORK	7.59
126	BATTERY PARK CITY DAY NURSERY,INC.	PRESCHOOL	215 SOUTH END AVENUE	NULL	10280	NEW YORK	7.59
127	BRIGHT HORIZONS CHILDREN'S CENTER, IN	PRESCHOOL	125 BROAD STREET	NULL	10004	NEW YORK	7.87
128	BRIGHT HORIZONS CHILDREN'S CENTER, IN	INFANT TODDLER	125 BROAD STREET	1	10004	NEW YORK	7.87
129	BELLEVUE SOUTH NURSERY SCHOOL	PRESCHOOL	10 WATERSIDE PLAZA	Mezz	10010	NEW YORK	7.88
130	POLICE ATHLETIC LEAGUE,INC.	PRESCHOOL	2864 WEST 21ST STREET	B&1ST	11224	BROOKLYN	8.07
131	BRIGHT HORIZONS CHILDREN'S CENTER IN	PRESCHOOL	888 MAIN STREET	B	10044	NEW YORK	8.66
132	BRIGHT HORIZONS CHILDREN'S CENTER IN	INFANT TODDLER	888 MAIN STREET	B	10044	NEW YORK	8.66

Communication

- Critical Component of Response and Recovery
  - With ourselves
  - With affected counties
  - With providers
  - With stakeholder groups
  - With our federal oversight and other federal partners
- A continuous process

State-level and County Communication

- Daily internal strategy meetings of senior staff starting 3 days before the storm hit
- Daily calls with the Governor's office, commissioners of our sister health & social service agencies, and the commissioners of the social service agencies in the affected counties, starting the day before landfall

Maintaining Continuity of Subsidy

Gave disaster-declared counties the option to expand child care services to families affected by the storm by allowing them to:

- Extend the eligibility period for services
- Expand the definition of a child needing protective services
- Expand the amount of time a county can pay for child care for families seeking employment
- Expand the number of allowable absences
- Expand the number of program closures

Communication with Providers

Annex D- Program Assessment
Statewide Child Care Disaster Plan
3/2/2015

Program Assessment

Name of program: _____
CCFS#:_____
Name of person contacted: _____ Date: _____

1) Has your program been impacted by the event? If so, how?

2) Are you currently providing care or do you plan to resume care? If so, when?

3) Is there damage to the program's physical plant/structure or on the premises? If so, what type of damage, ie: water damage, electrical damage/wires down, flooding on premises, gas line interruption, etc…please describe?

4) If there is damage, does it create an unsafe environment for children? How?

5) Are there 2 means of egress from the building?

6) Is a generator being used as a power source? If so, where is it located in proximity to the program and is it being used in a safe manner, ie: properly ventilated?

7) Does the program have electricity?

8) Is the program able to provide a safe water source?(bottled water is acceptable)

9) What type of heat source is being provided (heat is not a critical factor given the current weather, but kerosene or space heaters are not acceptable. Children should dress appropriately for the weather and blankets can be used)?

10) What is the lighting source being used (lighting is not a critical factor; however candles or open flames cannot be used for lighting)?

11) Is there sufficient and safe food available? How is refrigerated food being maintained?

12) How will sanitation be maintained? Can toilets be flushed and surfaces cleaned? (hand sanitizer in place of soap and water for hand

DCCS Developed a 17-point program assessment tool to provide guidance for how programs could continue to operate. The focus was on providing the safest possible environment.

HOW WILL CHILDREN BE KEPT SAFE?

HOW WILL YOU MEET THE NEEDS OF THE CHILDREN?

ARE THERE 2 MEANS OF EGRESS?

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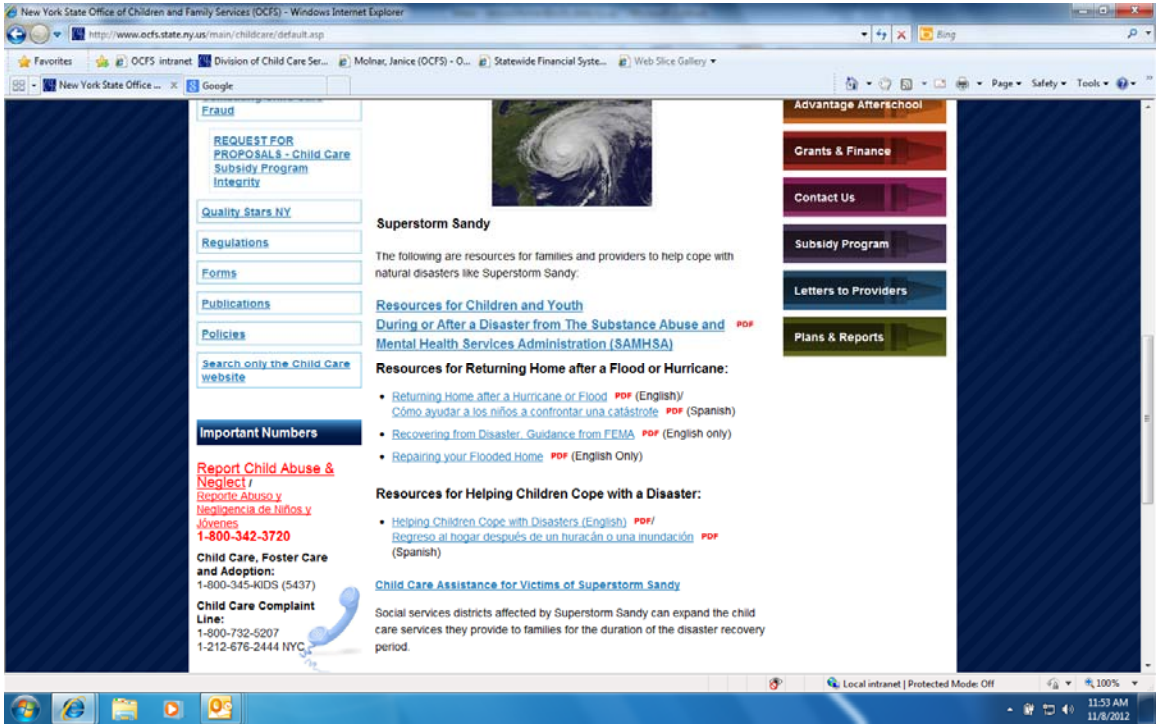
Communicating with Providers



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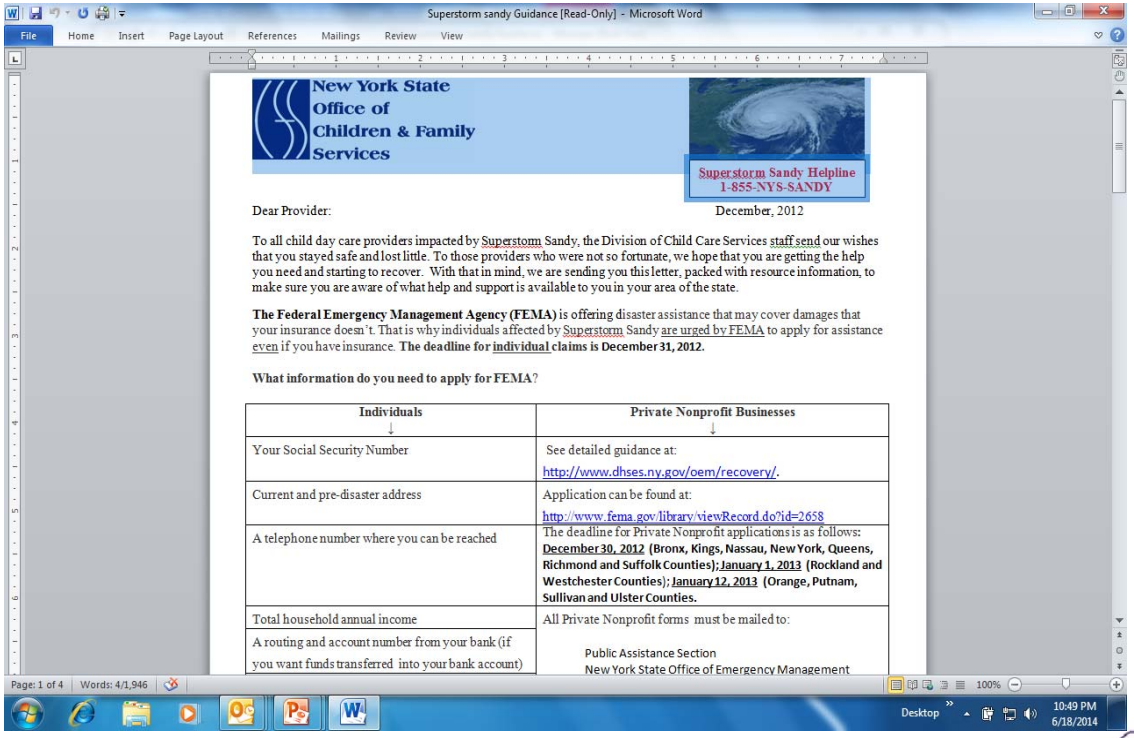
Communication with Providers



Superstorm sandy Guidance [Read-Only] - Microsoft Word

New York State
Office of
Children & Family
Services

Superstorm Sandy Helpline
1-855-NYS-SANDY

Dear Provider:

December, 2012

To all child day care providers impacted by Superstorm Sandy, the Division of Child Care Services staff send our wishes that you stayed safe and lost little. To those providers who were not so fortunate, we hope that you are getting the help you need and starting to recover. With that in mind, we are sending you this letter, packed with resource information, to make sure you are aware of what help and support is available to you in your area of the state.

The Federal Emergency Management Agency (FEMA) is offering disaster assistance that may cover damages that your insurance doesn't. That is why individuals affected by Superstorm Sandy are urged by FEMA to apply for assistance even if you have insurance. **The deadline for individual claims is December 31, 2012.**

What information do you need to apply for FEMA?

Individuals ↓	Private Nonprofit Businesses ↓
Your Social Security Number	See detailed guidance at: http://www.dhses.ny.gov/oem/recovery/.
Current and pre-disaster address	Application can be found at: http://www.fema.gov/library/viewRecord.do?id=2658
A telephone number where you can be reached	The deadline for Private Nonprofit applications is as follows: **December 30, 2012 (Bronx, Kings, Nassau, New York, Queens, Richmond and Suffolk Counties); January 1, 2013 (Rockland and Westchester Counties); January 12, 2013 (Orange, Putnam, Sullivan and Ulster Counties.**
Total household annual income	All Private Nonprofit forms must be mailed to:
A routing and account number from your bank (if you want funds transferred into your bank account)	Public Assistance Section New York State Office of Emergency Management

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Communication with Federal Partners

- Daily written status reports starting on October 31
- Frequent phone calls
- Creation of a New York Children's Issues Task Force, co-chaired by OCFS and the Region II Administrator

NY Children's Issues Task Force

NYS Children's Issues Recovery Task Force
January 4, 2013
10:00 Eastern Time

PARTICIPANTS

Administration for Children's Services (NYC)
Shari Gruber

Child Care Resource and Referral Agencies
Jan Barbieri, Child Care Council of Nassau
Nancy Kolben, Center for Children's Initiatives
Arlene Labenson, Child Care Council of Nassau
Elba Montalvo, Committee for Hispanic Children and Families

Council on Children and Families (NYS)
Bob Frawley (also representing Head Start Collaboration Project)

Docs for Tots
Liz Isakson

Early Care and Learning Council
Marsha Basloe

Family Child Care Association of NYS
Heather Schwegler

Federal Partners
Joyce Thomas, ACF Region II Regional Administrator
Barbara Andrews, ACF
Barbara Coccodrilli Carlson, ACF
Melanee Farrah, ACF.
Betty Lammle, ACF
Audrey Neuhaus, ACF
Nicole Richardson, ACF
Darlene Tart, ACF (JFO)
Susan Jensen, FEMA
Tanya Pagan Raggio-Ashley, HRSA
Dennis Romero, SAMHSA
Mike Peacock, SBA

Federation of Protestant Welfare Agencies
Mary Hayes

NYS Department of Health
Not represented

NYC Department of Health and Mental Hygiene
Frank Cresciullo

NYS Office of Children and Family Services
Janice Molnar
Erin Cassidy
Adrienne Clarke
Rhonda Duffney
Robert Korycinski
Jeanne Milstein
Renee Rider

NYS Office of Children and Family Services Regional Offices
Sarah Beyer-Ellis
Regina Fields
Patricia Lewis

Save the Children
Jeanne-Aimee De Marrais

Unions
Denise Dowell, CSEA
Jeremy Hoffman, UFT
Tammie Miller, UFT

United Way-NYC
Myeta Moon

- Identify and solve emergency needs
- Ongoing collaboration
- Resource sharing
- Networking across systems
- Open to all stakeholders

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NYS Children's Issues Task Force
Superstorm Sandy Resource Guide

Federal Resources

FEMA
Nonprofit organizations affected by Superstorm Sandy may be eligible for FEMA assistance.
Nonprofit Finance Fund: http://nonprofitfinancefund.org/help-and-helping-after-hurricane-sandy-0

FEMA's Public Assistance: Local, State, Tribal and Non-Profit information is at www.fema.gov/public-assistance-local-state-tribal-and-non-profit

The process: http://www.fema.gov/public-assistance-grant-application-process

FAQs: http://www.fema.gov/public-assistance-frequently-asked-questions
You can also visit www.disaster.gov or call 1-800-339-1759 for FEMA Individual Assistance, which is not for businesses but may be helpful to the Family Provider.

FEMA Application Deadline Extended: The deadline for Hurricane Sandy survivors in 13 designated New

Lessons Learned

What OCFS is Doing to Improve Child Care Provider Emergency Preparedness

- Strengthened child care regulations
- NEW! E-Learning course for child care providers
- More detailed child care provider Emergency Plans
- Online videos on how to handle and prepare for various emergency scenario topics
- More training on sheltering in place

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Regulations Require That:

- providers develop a written plan for the emergency evacuation of children and that providers and children practice emergency evacuations drills at least once a month, during every shift of care.
- have on-site, a variety of supplies including:
  - non-perishable food,
  - water,
  - first aid, and,
  - other safety equipment to allow for the protection of the health and safety of children in the event parents are unable to pick up children due to a local disaster.

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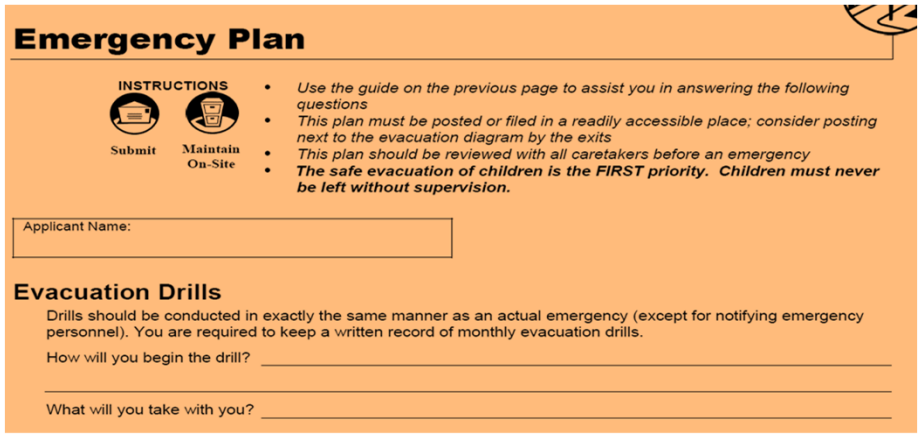
The Emergency Plan

- Chain of command and responsibility
- Communications within daycare, with parents, and with external contacts, such as utility companies
- Emergency kits
- Evacuation plans
- Sheltering in place
- Recovery of your business and dealing with the effects on the children and staff



Emergency Plan

INSTRUCTIONS

Submit

Maintain On-Site

- *Use the guide on the previous page to assist you in answering the following questions*
- *This plan must be posted or filed in a readily accessible place; consider posting next to the evacuation diagram by the exits*
- *This plan should be reviewed with all caretakers before an emergency*
- ***The safe evacuation of children is the FIRST priority. Children must never be left without supervision.***

Applicant Name:

Evacuation Drills

Drills should be conducted in exactly the same manner as an actual emergency (except for notifying emergency personnel). You are required to keep a written record of monthly evacuation drills.

How will you begin the drill? _____

_____

What will you take with you? _____

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Emergency Scenario Videos (Online)

Emergency Preparedness			
	Emergency "To Go" Bag This video describes supplies that should be included in the emergency "to go" bag that child care providers will take with them when they evacuate their program. It also describes what type of bag should be used and where it should be stored.		Emergency Kits This video discusses the different supplies the Federal Emergency Management Agency (FEMA) recommends should be on hand for emergency shelter in place situations.
	Medical Emergency Scenario This video describes a dramatized scenario where a child ingests something on a walk and later begins showing signs of distress. Providers are then asked what they would do in that situation.		Carbon Monoxide Alarm Scenario This video describes a dramatized scenario where a carbon monoxide alarms sounds during rest time at a child care program. Providers are then asked what they would do in that situation.
	Flooding Scenario This video is a dramatization of a news weather alert that informs viewers that a flash flood watch has been issued for the area. Providers are then asked what they would do in that situation.		Tornado Scenario This video is a dramatization of a news weather alert that informs viewers that a tornado warning has been issued for the area. Providers are then asked what they would do in that situation.
	Winter Weather Scenario This video is a dramatization of a news weather alert that informs viewers that a winter storm warning has been issued for the area. Providers are then asked what they would do in that situation.		Helping Children Cope This video discusses play experiences you can provider young children to help them cope after an emergency or disaster has occurred.

http://www.ecetp.pdp.albany.edu/videolibrary.shtm#emergencyvids

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Making A Successful Recovery: Providers, Parents, and Children in Care

Strategies for Mitigating Trauma for Children and Families

- Promote a sense of safety
- Promote calming
- Promote a sense of self- and collective efficacy
- Promote connectedness
- Promote hope

From **Stevan E. Hobfall et al. (2007). Five essential elements of immediate and mid-term mass trauma intervention: Empirical evidence. *Psychiatry*, *70*(4), Winter, pp. 283-315.**

A Strategy for New York

Social Services Block Grant (SSBG) Supplemental Funds:

- Sandy SSBG funds awarded to support six mental health services contracts
- Goal: To promote the social and emotional well-being of young children and their caregivers who may have experienced trauma from Superstorm Sandy
- Funded from June 2014 – June 2017, for an expected total expenditure of $7.2 Million

Mental Health Consultation Services

- On-site trainings
- Dissemination of educational materials and other resources
- Screening and referral for post-traumatic stress disorder of children and caregivers
- Ongoing technical assistance
- On-site trauma intervention

Returning to Normal

- Finding stability
- Basic needs fulfilled
- Restored communication
- Strengthened relationships

Where Do We Go From Here?

Public Policy and Creating Positive Outcomes

- Training and informational resources for child care workers
- Coordinating preparation efforts between stakeholders
- Expanding our capabilities to support providers and families in our communities

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New York State Contact Information

Child Care Administrator: Janice M. Molnar, Ph.D.

New York State Office of Children and Family Services

http://ocfs.ny.gov/main/childcare/default.asp

Janice.Molnar@ocfs.ny.gov

518-486-6247

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Administration for Children and Families
Office of Human Services Emergency Preparedness and Response

New York Children's Issues Task Force

Lessons Learned from Response and Recovery in Superstorm Sandy in New York

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Summary

Superstorm Sandy formed in the Atlantic on October 22, 2012, and came on shore in New York (NY) October 29 as a Category 2 hurricane. The impact of Superstorm Sandy in NY was devastating, particularly in New York City (NYC), its suburbs, and Long Island. A storm surge of almost 14 feet flooded sections of the NYC subway system and transportation tunnels, and damaged electrical equipment. Numerous homes and businesses were destroyed by fire, including over 100 homes in Breezy Point, a neighborhood in the NYC borough of Queens. Thousands of homes and businesses in the city and surrounding areas were left without power for days, and for some, it was over two weeks. Bellevue Hospital Center, NYU Langone Medical Center, and other large hospitals were closed and evacuated during the storm. Superstorm Sandy was one of the deadliest and second costliest storms on record that made landfall in the United States (US).[1]

On October 30, 2012, President Obama issued a major disaster declaration for the five counties of NYC, known by their borough names as Manhattan, the Bronx, Brooklyn, Queens, and Staten Island, and Nassau and Suffolk counties on Long Island. On October 31, the US Department of Health and Human Services (HHS) Secretary Kathleen Sebelius declared a public health emergency for NY. On November 2, 2012, the declaration was extended to include Rockland and Westchester counties, just north of NYC. On November 12, 2012, the disaster declaration was extended a second time to include Orange, Putnam, Sullivan, and Ulster counties in the Hudson Valley area. Superstorm Sandy caused widespread damage to the State of New York, as well as to 23 other states along the eastern seaboard.

Children and youth under the age of 18, who comprise 25 percent of the US population, are at heightened risk in disasters and public health emergencies. This at-risk age group has unique vulnerabilities that must be addressed in disaster management activities and policies.[2] As in other disasters, Superstorm Sandy's impacts were particularly devastating to children, youth, and families, and it caused major disruption to systems that children under age five rely on. In NY, there were approximately 11,500 licensed and/or registered child care programs that were impacted by the storm in the 13 counties with disaster declarations.[3] Superstorm Sandy was responsible for closure of 530 child care centers and 32 Head Start centers in NY. Thousands of families were directly affected by the storm's impact to family homes, parents' workplaces, schools, Head Start centers, child care facilities, recreational resources, and other essential services and systems upon which children and youth depend for their health, safety, and well-being.

Scope of the New York Children's Issues Task Force Lessons Learned

This NY Children's Issues Task Force Lessons Learned document addresses the Task Force *Formation*, *Meetings Logistics*, *Challenges and Issues Tackled, Outcomes*, and the six take-home messages in the *Conclusion,* which can be applied to establishing a similar task force pre- or post-disaster.

The information and perspectives used to create this document were provided by approximately 40

[1] U.S. Department of Commerce, National Oceanic and Atmospheric Administration. October 29, 2012 – Hurricane Sandy Event Overview. Accessed online: http://www.erh.noaa.gov/mhx/EventReviews/20121029/20121029.php.
[2] National Commission on Children and Disasters. (2010). http://www.acf.hhs.gov/programs/ohsepr/resource/programs/ohsepr/resource/2010-children-and-disasters-report.
[3] Molnar, Janice M, Ph.D. (June 2014). Institute of Medicine: Medical and Public Health Preparedness, Response and Recovery Considerations for Children and Families, *Emergency and Response in New York State Child Care Settings* at http://iom.edu/~/media/Files/Activity%20Files/PublicHealth/MedPrep/2013-JUN-10/Presentations/MolnarIOM%2061113%20REV.pdf.

participants in a *Lessons Learned Review* session that was convened by the NY State Office of Children and Family Services (OCFS) and the Administration for Children and Families (ACF) Region 2 Office on February 28, 2014. The Review session was facilitated by ACF's Office of Human Services Emergency Preparedness and Response (OHSEPR). Information was supplemented by a systematic and detailed review of presentations, meeting minutes, and historical information generated by the New York State (NYS) Children Issues Task Force.

The issues and recommendations from this report are meant to provide helpful guidance to other Children and Youth Task Forces that may be formed to address the needs of children, youth, and families in future disasters, both in New York and in other states nationwide. The New York experience reflects one state's adoption of an emerging promising practice of establishing Children and Youth Task Forces for disaster preparedness and recovery. In past disasters, other states have established Task Forces in partnership with state, local, and federal governments for the purpose of addressing the needs of the at-risk population of children and youth. Each Task Force reflected the state and community unique culture, needs, and characteristics of the disaster event. ACF OHSEPR produced a *Children and Youth Task Force in Disasters: Guidelines for Development*[4] document designed to support states and communities in building their own Children and Youth Task Force based on past models and experiences, including that of New York in Superstorm Sandy.

The NYS Child Task Force was unique in many ways; when activated it was the first *statewide* Disaster Children's Issues Task Force and it was the first to be implemented as a result of a disaster with the scope, size, and metropolis area impacted by Superstorm Sandy. This Lessons Learned review is designed to further strengthen state-led efforts to use Children and Youth Task Forces to improve outcomes for children, youth, and families post-disaster.

Formation of the New York Children's Issues Task Force

The mission of the NYS OCFS is to *promote the safety, permanency, and well-being of children, families, and communities* – in the aftermath of Superstorm Sandy, the state immediately took action. The OCFS developed an assessment instrument that was designed for child care licensing staff to assess, via phone contact or on-site inspections, the level of impact the storm had on the programs. OCFS utilized the Geographic Information Systems (GIS) to overlay the location of its programs with the Federal Emergency Management Agency (FEMA) maps of flood and surge zones and gave local social services districts in declared counties the option to expand child care services to families affected by the storm.

Two weeks after Superstorm Sandy made landfall, OCFS requested the NY State Council on Children and Families to convene a conference call of state and local stakeholders to share information about the damages incurred by early childhood programs and the providers, and to create some order out of the multiple information-gathering efforts. Shortly thereafter, the ACF Regional Administrator (RA) in Region 2 approached the NYS OCFS to discuss the Children and Youth Task Force model that ACF had used in previous disasters that provided guidance to other states in convening, such as the Joplin, Missouri, tornado in 2011 and Hurricane Isaac in Louisiana in 2012. The Children and Youth Task Force model created a forum for Whole Community[5] coordination and collaboration by state, federal, local, private sector, and nonprofit agencies serving children. The NYS OCFS and the ACF RA decided that a task force jointly convened and co-led by the OCFS Commissioner and the ACF RA would meet their local

[4] *Children and Youth Task Force in Disasters: Guidelines for Development* (2013). Available online: https://www.acf.hhs.gov/sites/default/files/ohsepr/childrens_task_force_development_web.pdf.
[5] FEMA Whole Community resources available online: http://www.fema.gov/whole-community.

and community needs to provide resources and guidance for human services agencies and providers. The first NY Children's Issues Task Force meeting was held November 30, 2012, one month after Superstorm Sandy made landfall in their State.

Goals

The Children's Issues Task Force was time-limited and action-oriented, and its primary goal was to coordinate a response focused on meeting the needs of children, families, and early childhood programs – both child care and Head Start – impacted by Superstorm Sandy. The Task Force addressed the short, intermediate, and long-term recovery needs of children and families. Although the initial service entry point was child care and Head Start, the Task Force lens quickly expanded to a more comprehensive view of children's needs and gaps in services, with particular attention to areas of need and risk determined in the Task Force meetings to be most critical. The Task Force provided a forum to collect information and resources, develop a common understanding of children's post-Sandy needs, and collaborate across agency, disciplinary, sectorial, and jurisdictional lines on shared strategies and solutions. Additionally, the Task Force provided a support network among participants who were also impacted by the disaster, which fostered resilience in the effort to serve children and families. The Task Force identified four specific goals to guide its work:

- Move families from shelters to housing;
- Reduce trauma to children by providing mental health services and supporting consistency in children's lives;
- Return children to their familiar surroundings, including school, child care, and Head Start settings; and
- Work with other federal, state, local, and private agencies to address unmet needs.

Partners

There were approximately 115 representatives involved in the NY Children's Issues Task Force from 30 different agencies. Participating entities included state, federal, and municipal government health and human services agencies, voluntary organizations active in disasters (VOADs), nongovernmental organizations (NGOs), behavioral health providers, domestic violence coalitions, child care resource and referral agencies, and unions.

At least 30-35 people participated in regularly scheduled hour-long calls, including about a dozen representatives of federal agencies (ACF, HHS Office of the Assistant Secretary for Preparedness and Response [ASPR], FEMA, the Small Business Administration [SBA], the Substance Abuse and Mental Health Services Administration [SAMHSA], and the Regional Health Administrator), along with NYS local Departments of Social Services, Child Care Resource and Referral Agencies (CCR&R), unions representing home-based child care providers, NYS Governor's office, and other stakeholder groups. The partners that were invited to the Task Force meetings ranged in expertise, resulting in resources with broad spectrums. Having the right diversity of partners at the table from the onset of the Task Force ensured that recovery efforts were expedited by sharing information, resources, and expertise. The ASPR Recovery Lead provided regular updates from the Joint Field Office (JFO) located in Queens, New York.

Partners and participants of the Task Force were able to communicate freely and felt that their opinions were heard and respected. Using this forum, partners discussed challenges and identified solutions. When a topic, challenge, or issue was identified that could not be addressed by one of the Task Force members, a guest speaker was invited to bring the needed expertise to the table. The discussions included lessons learned from past disasters. For example, at one meeting, the ACF Office of Child Care

Program Manager from Region 7 offered techniques to support child care provider recovery that were identified by the Child Care Task Force convened by ACF and the Missouri State government in support of recovery from the Joplin, Missouri, tornado in 2011. Other partner discussions focused on innovative practices developed by NY agencies, such as briefings by the Domestic Violence Project on strategies that addressed post-disaster domestic violence risks, effective linkages between child care and recovery, and behavioral health and environmental health efforts.

The Task Force's inclusion of multi-sector, Whole Community partners proved to be a critical component of the Task Force's success. In addition to federal, state, and local government agencies, nonprofit and for-profit entities contributed to the common operating picture and unified strategy of the Task Force. Partners such as unions representing provider staff, national nonprofit and voluntary organizations (including those with information regarding philanthropic funding possibilities), and community-based organizations all actively participated in Task Force efforts to identify and address gaps and barriers affecting recovery for children, youth, and families.

Representatives of child care providers, including funders and unions, for both center-based and family-based facilities, were invited to participate in the Task Force to provide support to them in restoring or continuing services to families, which became a central focus of attention. Attention to behavioral health needs of children and families was a recurring topic so it became the most active subgroup within the Task Force (see Appendix B – *Task Force Members*).

Task Force Meeting Logistics

The NY OCFS Commissioner appointed the Task Force leadership and assigned meeting logistics to the OCFS Deputy Commissioner for Child Care Services. In the Lessons Learned review, Task Force members identified that key strengths of the Task Force were its logistics and organization, and its specific focus on four elements of the group process: *articulation of a unified mission*, *agenda creation*, *accountability of topics discussed, and meeting frequency.*

Unified Mission

The leadership facilitators of the meetings emphasized that the Task Force work was time-limited, action-oriented, and centered on a unified mission of meeting the needs of children, families, and early childhood programs impacted by Superstorm Sandy with a focus on accomplishing its goals. The primary mission of the Task Force was to address gaps and barriers that children and families experienced after Superstorm Sandy, whether related to food security, behavioral health, families' transition out of shelters and into temporary housing, school attendance, or access to child care and other services. In short, the Task Force sought to promote families' social, psychological, and economic well-being.

Creating an Agenda

Agenda creation involved extensive planning meetings between OCFS Deputy Commissioner and the ACF Region 2 Child Care Manager. Meeting agendas included review of time-sensitive deadlines, updates on temporary shelter and assistance, updates on the activities of the NYS Housing Task Force, mental health supports for children and families, and other topics. In some cases, sub-committees were created that met between the scheduled Task Force meetings to work on specific identified issues, such as outreach to immigrant populations, disaster-related food loss, Disaster Case Management, and behavioral-mental health. These Task Force subcommittees, some of which were very time-limited in scope, collaborated and coordinated resources and support from the state agencies, federal government, NGOs, VOADs, and National Voluntary Organizations Active in Disaster (NVOAD). The subcommittees reported to the larger Task Force as their work progressed.

Accountability and Follow-up

A common theme voiced from the participants of the Lessons Learned meeting was that the joint leadership of NY OCFS and ACF Region 2 were able to keep Task Force meetings on schedule and on topic. When an issue for future discussion was suggested during a Task Force meeting, the leadership was able to solicit from Task Force members who would be the lead for addressing the topic and identifying other resources available that supported or worked to resolve the issue or challenge. The group was able to have an open forum of discussion and all concerns were addressed respectfully.

The Task Force provided a venue for vital experts and partners to meet, and this forum created a synergy for addressing and/or resolving identified issues. A considerable amount of follow-up work was undertaken by Task Force members on their own initiative between meetings. This not only created a sense of momentum, but enabled progress to be made at the impacted community level (e.g., concrete resources were delivered, service linkages made, specific family needs identified).

The meeting minutes and resource guides that were created helped ensure that Task Force members had the same information and resources to disseminate. Open items from the meetings were placed on the next meeting Agenda for follow up until Task Force members felt the issue had been properly addressed, or referred to a more appropriate entity for resolution.

Meeting Frequency

As the Task Force was being created in the immediate aftermath of the storm's strike, the meetings were held on a weekly basis. After two months, as the Task Force became more established, the meetings were biweekly, and in March, 2013, six month post Superstorm Sandy landfall, the Task Force moved to monthly meetings. Appendix A provides a brief overview of the meeting timelines, including meeting frequencies for guidance.

Challenges and Issues Tackled

Each disaster poses specific challenges for children and families. In Superstorm Sandy, critical issues for children included:

- *Issues related to disruption and widespread loss of basic services and supports upon which children and families rely* – A critical set of challenges arose with the loss of basic services such as food, housing, and access to medication. Issues related to housing displacement increased the risk of insecure or unsafe housing for children and youth. Issues related to medications were especially problematic when people evacuated their homes without their required medications, or specific information regarding their prescription and health care needs.

- *Issues related to the number of displaced children and families* – Response and recovery agencies faced challenges determining the actual locations of the displaced children and families, and whether families were able to find the resources they needed to return to normalcy. There also was a lack of accurate information about children and families in congregate care shelters. The transitional housing program was difficult to navigate in terms of the numbers of families and children that were in the housing program and whether their family needs were being met.

- *Issues related to an accurate assessment of the early childhood provider network* – As a result of damage or destruction of child care facilities, child care capacity was largely diminished.

Attempts to address this issue were complicated by the limited familiarity of the exact geographic location of impacted providers. Especially in the case of home-based providers, whose own homes may have been heavily damaged or destroyed, it was often unknown whether they had closed down their operations or moved their businesses elsewhere.

- *Issues related to communication with affected families, especially low-income families* – As with every disaster, information and communication barriers arose. Spreading information to the community was difficult due to the magnitude and impact of the storm. Long-lasting power outages were pervasive and especially problematic for low-income, disabled individuals stranded in high-rise buildings. Throughout the impacted areas, many individuals and families were displaced altogether. Impact varied by socioeconomic status. Although many lost vacation homes, for the most part higher-income individuals were spared the trauma of the middle- and low-income families who lost their primary residences, along with many of the supportive services they had previously received. The varied needs of people being served created significant hurdles when planning for communication and rebuilding efforts.

- *Issues related to the pervasive behavioral health consequences of the disaster for the community.* There was a deep desire within the affected communities to return to normalcy and experience a restoration of a sense of safety and balance in people's lives. There were and still are (noted on February 28, 2014) business closures, permanent relocations, and destroyed buildings, to name just a few of the structural challenges in these communities. On the psychological level, the destabilizing effects of losing one's home and/or business cannot be overstated. Moreover, local early childhood and human services program providers, and state and federal agency employees – many of whom were directly affected by the storm – continue to work on Superstorm Sandy recovery efforts even though they're understaffed and overworked. The cumulative psychological impacts and stressors experienced by children, families, and service providers in the wake of the storm highlighted the need to support personal and family resilience.

- *Issues related to serving undocumented families* – In as much as we have described the stressors on children and families who were impacted by Superstorm Sandy, those undocumented children and families were especially vulnerable. Task force members and the Committee for Hispanic Children and Families (CHCF) conducted outreach to immigrant families in Staten Island. The CHCF outreach included visits to small businesses, churches, health clinics, barber shops and hair salons, and going door to door to gather information. The CHCF found that immigrant families did not want to come forth or accept assistance because they were afraid of the government and any possible implications of their immigrant status.

- *Issues related to ensuring children were a priority during Superstorm Sandy Response and the Recovery effort* – In the midst of disaster events, children are impacted. It's only been in the most recent years, however, that we have learned that children in disasters require a dedicated, prioritized focus. When there is devastation and disruption at the magnitude of Superstorm Sandy, there are widespread competing unmet needs. According to the National Commission on Children and Disasters, the unique needs of children are often overlooked in disaster planning and management.[6] Often times, the NYS Child Task Force members served as an

[6] National Commission on Children and Disasters. (2010). Available online: http://www.acf.hhs.gov/programs/ohsepr/resource/programs/ohsepr/resource/2010-children-and-disasters-report.

amplified voice advocating for children and youth. The Task Force spent many meetings and subcommittee meetings committed to working in response to needs of children and their families affected by Superstorm Sandy. Task Force members collectively and individually used the bully pulpit to bring the focus back to the needs of the children, always highlighting what children were experiencing and how they were being affected in this devastation. In some cases, Task Force members were feeling particularly down because many were in fact victims themselves. Other Task Force members reminded them that this was work on behalf of Sandy's children. In most cases, this proved enough to steer the conversation back to problem solving.

Outcomes

- Resources for support of children and families were identified by Task Force members and compiled into the comprehensive *New York State Children's Issues Task Force Superstorm Sandy Resource Guide*.[7] The guide provided information on FEMA, SBA, private, and other types of assistance.

- The Task Force served as a conduit for sharing relevant policy guidance for early childhood programs, such as the flexibility in enrollment of rules and regulations for both Head Start[8] and child care[9]. Task Force members also worked closely with FEMA representatives to ensure that child care programs potentially eligible for Public Assistance[10] were fully informed about assistance availability options, corresponding application processes, and application deadlines.

- Mental health teams worked with state and federal partners to provide immediate and ongoing behavioral health support for children, families, and program staff. The group providing behavioral health supports was able to form a subgroup within the main Task Force to address specific mental health issues.

- Regarding support to immigrant families, discussion with FEMA ensued, clarifying that undocumented immigrants can register under their citizen children (i.e., the child is the actual applicant) if their children were born in the U.S. before the disaster. Individuals were very concerned about going to FEMA and talking about their eligibility. FEMA also clarified that they were not looking to make referrals to Homeland Security Immigration. To facilitate community education, CHCF created a brochure, "*Guide to help for Latino Residents in Staten Island*." The Federation of Protestant Welfare Agencies established a new partnership with the NYC Mayor's office to conduct outreach to all immigrant communities affected by the storm.

- Mental health response teams worked with state and federal teams to provide immediate and on-going mental health support for children, families, and program staff.

- The Task Force worked with FEMA to ensure that potentially eligible applicants for disaster recovery assistance programs were fully informed of options, the application process, and deadlines.

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[7] *New York State Children's Issues Task Force Superstorm Sandy Resource Guide*. December 2012. Available online: http://www.ocfs.state.ny.us/main/childcare/letterstoproviders/2012/Dec%20Superstorm%20Sandy%20Resource%20list.pdf.

[8] ACF Office of Head Start, *Hurricane Sandy Information Memorandum* (ACF-IM-HS-12-06). Available online: http://eclkc.ohs.acf.hhs.gov/hslc/standards/IMs/2012/resour_ime_006_110612.html.

[9] ACF Office of Child Care, *Flexibility in Spending CCDF Funds in Response to Federal or State Declared Emergency Situations Information Memorandum* (ACYF-IM-CC-05-03). Available online: https://www.acf.hhs.gov/programs/occ/resource/im-cc-05-03.

[10] FEMA Public Assistance for Child Care (RP9580.107). Available online: http://www.fema.gov/media-library/assets/documents/31328?id=7110.

- The ACF Region 2 staff worked with its programs to gather damage estimates and to connect them with FEMA and other available resources.

- The *Program Assessment Guide* was developed by the ACF Region 2 Office of Head Start and the associated National Resource Centers as a tool for conducting an initial assessment of Head Start programs' mental health needs.

- The NYS OCFS created a "Dear Provider" letter and Resource Guide for all child care providers in OCFS-regulated care. The "Dear Provider" letter was distributed by Task Force members and included specific information on the resources available from FEMA and SBA.

- The Environmental Protection Agency (EPA) and ACF hosted an informational teleconference for child care and Head Start providers on post-storm environmental considerations, specifically on mold issues.

- As mold continued to be an issue for Long Island providers, Region 2 ACF and EPA staff served as a resource for setting up targeted technical assistance using EPA experts on mold abatement.

- Ongoing contact with the National Domestic Violence Hotline and Runaway and Homeless Youth programs achieved tangible, positive outcomes for vulnerable populations in the aftermath of Superstorm Sandy.

- The NY Children's Issues Task Force facilitated communication between donors and child care program providers. The donors support facilitated providers getting back up and running, while others who relocated were working to return to their original sites.

Conclusion

Those who participated in this Task Force Lessons Learned review meeting agreed upon **six take home messages** for establishing a similar task force in the preparedness phase of emergency management planning or post-disaster:

1. Ensure that child care providers contact information is current for both home-based and center-based providers. With up-to-date contact information, even before Superstorm Sandy made landfall, NY was able to map the providers who were located within the impact zone and identify who were potentially affected by the disaster.

2. Maintain the established children and youth task force after recovery, or establish and maintain a task force pre-event. This will build and strengthen pre-established partnerships that will enhance community resilience and promote recovery post-event.

3. Human services professionals need to become literate in emergency management systems and terminology. The FEMA online courses are helpful[11]. There needs to be common terminology and understanding to ensure that the needs of children, youth, and families are met without delay.

[11] FEMA courses available online: http://training.fema.gov/is/.

4. Devoting ample time and resources to task force administrative processes will result in more successful outcomes. Ensuring that the task force commits to a common goal and purpose allows the group to address the needs of the children, youth, and families in an efficient manner.

5. The task force must be inclusive and stay on task. Having a diversity of partners and stakeholders allows for a range of expertise within the task force to address the needs and gaps of the children, youth, and families in the affected community.

6. The Children's Issues Task Force / Child and Youth Task Force can be a unified voice advocating for children in disasters.

Appendix A: Meeting Dates and Topics

Dates	Topics Discussed
October 29, 2012	Superstorm Sandy makes landfall
November 16, 2012	First task force meeting
November 30, 2012	First task force meeting that includes federal partners - Mental health support - Child care provider needs - Disaster Recovery Centers (DRCs)
December 7, 2012	- Mental health support - Resource guide - Housing task forces (NYS & NYC)
December 14, 2012	- Mental health support - Resource guide - Housing task forces (NYS & NYC) - Child care provider needs
December 21, 2012	- Resource guide - Housing task force (NYS) - Child care provider needs - Immigrant populations
January 4, 2013	- Mental health support - Housing task force (NYS) - Child care provider needs - Immigrant populations
January 11, 2013	- Mental health support - Housing task force (NYS) - Child care provider needs - Transitional Sheltering Assistance (TSA) - Joplin Lessons Learned
January 25, 2013	- Mental health support - Housing task force (NYS) - Child care provider needs - TSA - Private funding sources
February 8, 2013	- Mental health support - Housing task force (NYS) - Child care provider needs - TSA
February 22, 2013	- Mental health support - Housing task force (NYS) - Child care provider needs - Disaster Case Management (DCM) grant

March 22, 2013	- Mental health support - DRCs - Federal funding sources - Child care damage assessments
April 19, 2013	- Mental health support - Housing task force (NYS) - Federal funding sources - Child care damage assessments
May 17, 2013	- Mental health support - Housing task force (NYS) - TSA - DCM grant - SSBG (Social Services Block Grant), Head Start, & family violence prevention funding
July 15, 2013	- Mental health support - SSBG, Head Start, & family violence prevention funding
August 19, 2013	- Mental health support - Head Start, & family violence prevention funding
September 13, 2013	- Mental health support - SSBG, Head Start funding - Rebuilding task force
November 4, 2013	- Mental health support - SSBG, Head Start funding

Appendix B: Task Force Members

Membership included all agencies interested in addressing and identifying needs including federal, state, city-wide agencies, and private and non-government agencies.

Agency Name
Center for Children's Initiatives
Child Care Council of Nassau, Inc.
Child Care Council of Suffolk, Inc.
Child Care Council of Westchester, Inc.
Child Care Resources of Rockland, Inc.
Child Development Support Corporation
Children's Health Fund
Civil Service Employees Association
Day Care Council of New York
Docs for Tots
Early Care and Learning Council
Family Child Care Association of NYS
Federation of Protestant Welfare Agencies
NYC Administration for Children's Services
NYC Department of Health and Mental Hygiene
NYS Association for the Education of Young Children
NYS Coalition Against Domestic Violence
NYS Council on Children and Families
NYS Department of Health
NYS Governor's Office
NYS Homes and Community Renewal
NYS Office of Children and Family Services
NYS Office of Mental Health
NYS Office of Temporary and Disability Assistance
Save the Children
The Committee for Hispanic Children and Families, Inc.
United Federation of Teachers
United Way of NYC
US Department of Health and Human Services (HHS) / Administration for Children and Families (ACF)
US Department of Health and Human Services (HHS) / Office of the Assistant Secretary for Preparedness and Response (ASPR)
US Department of Health and Human Services (HHS) / Substance Abuse and Mental Health Services Administration (SAMHSA)
US Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA)
US Small Business Administration (SBA)

Appendix C: Acronyms

Acronym	Description	Resource, if applicable
ACF -	HHS Administration for Children and Families	http://www.acf.hhs.gov
ASPR -	HHS Office of the Assistant Secretary for Preparedness and Response	http://www.phe.gov
CCR&R -	Child Care Resource and Referral agencies	http://www.naccrra.org
CHCF -	Committee for Hispanic Children and Families, Inc.	http://www.chcfinc.org
DCM -	Disaster Case Management	http://www.fema.gov/media-library/assets/documents/31253
DRCs -	Disaster Recovery Centers	http://www.fema.gov/disaster-recovery-centers
EPA -	Environmental Protection Agency	http://www.epa.gov
FEMA -	Federal Emergency Management Agency	http://www.fema.gov
GIS -	Geographic Information Systems	
HHS -	US Department of Health and Human Services	http://www.hhs.gov
JFO -	FEMA Joint Field Office	
NGO -	Nongovernmental Organization	
NVOAD -	National Voluntary Organizations Active in Disaster	http://www.nvoad.org/
NY-	New York	http://www.ny.gov/
NYC -	New York City	http://www1.nyc.gov/
NYS -	New York State	http://www.ny.gov/
OCFS -	NYS Office of Children and Family Services	http://ocfs.ny.gov/main/
OHSEPR -	ACF Office of Human Services Emergency Preparedness and Response	http://www.acf.hhs.gov/ohsepr
RA -	ACF Regional Administrator	http://www.acf.hhs.gov/oro
SAMHSA -	Substance Abuse and Mental Health Services Administration	http://www.samhsa.gov
SBA -	Small Business Administration	http://www.sba.gov
SSBG -	ACF Social Services Block Grant	http://www.acf.hhs.gov/ocs/programs/ssbg
TSA -	Transitional Sheltering Assistance	
VOAD -	Voluntary Organizations Active in Disasters	http://www.nvoad.org

Appendix D: Superstorm Sandy Resource Guide for the period covering November 2012 – November 2013

NYS Children's Issues Task Force
Superstorm Sandy Resource Guide

Federal Resources

FEMA
Nonprofit organizations affected by Superstorm Sandy may be eligible for FEMA assistance. Nonprofit Finance Fund has more, including information from applicant briefing sessions on November 16 and 19, at http://nonprofitfinancefund.org/help-and-helping-after-hurricane-sandy-0

FEMA's Public Assistance: Local, State, Tribal and Non-Profit information is at www.fema.gov/public-assistance-local-state-tribal-and-non-profit

The process: http://www.fema.gov/public-assistance-grant-application-process

FAQs: http://www.fema.gov/public-assistance-frequently-asked-questions
You can also visit www.disaster.gov or call 1-800-339-1759 for FEMA Individual Assistance, which is not for businesses but may be helpful to the Family Provider.

IRS
www.irs.gov for tax info on storm damage deductions

U.S. Department of Health and Human Services Office of Child Care
Child Care Resources for Disasters and Emergencies
http://www.acf.hhs.gov/programs/occ/resource/child-care-resources-for-disasters-and-emergencies

U.S. Small Business Administration has announced that certain Private Non-Profit Organizations (PNPs) in New York that do not provide critical services of a governmental nature may be eligible to apply for low interest rate disaster loans. PNPs located in Bronx, Kings, Nassau, New York, Queens, Richmond, Rockland, Suffolk and Westchester counties in New York that provide non-critical services are eligible to apply. Examples of eligible non-critical PNP organizations include, but are not limited to food kitchens, homeless shelters, museums, libraries, community centers, schools and colleges. More is at www.sba.gov/about-offices-content/4/2818/news/362041. Apply at https://disasterloan.sba.gov/ela.

NYS Resources

NYS Governor's Office
http://www.governor.ny.gov/

NYS Office of Children and Family Services
Child Care Assistance for Victims of Superstorm Sandy
http://www.ocfs.state.ny.us/main/childcare/emergency_planning/hurricane_Sandy.asp

Food Assistance for Families
Current Supplemental Nutrition Assistance Program (SNAP, formerly Food Stamps) recipient households that have lost food purchased with SNAP benefits due to the Superstorm Sandy disaster are entitled to a replacement issuance of benefits provided that the loss is reported within 30 days of the event, by November 28, 2012, and the household returns a signed and completed form LDSS-2291, "Request for Replacement of Food Purchased with Food Stamp Benefits," by the close of business on Monday, **December 10, 2012.**
Form LDSS-2291 is available at http://otda.ny.gov/programs/applications/2291.pdf and at local Department of Social Services offices. You can find the location of your local Department of Social Services by calling the toll-free New York State Temporary Assistance Hotline at 1-800-342-3009.

Child and Adult Care Food Program (CACFP) and USDA Food Commodities Assistance
Link to the letter from CACFP regarding accommodations/waivers they have instituted due the storm.
Please contact CACFP cacfp@health.state.ny.us or 1-800-942-3858 if you have any questions. We will continue to send you updates on any changes that may arise with respect to the post Sandy accommodations. http://www.health.ny.gov/prevention/nutrition/cacfp/

Disaster Unemployment Assistance (DUA)
If you live or work in an impacted county and you lost your income due to the effects of Superstorm Sandy, you may qualify for DUA. You may qualify for DUA even if you would not normally be able to get unemployment insurance benefits. To find out if you might be eligible for DUA, call the Telephone Claims Center (TCC) at 1-888-209-8124, or 1-877-358-5306 if you live out of state. Answer the questions to indicate that you lost your job as a direct result of Superstorm Sandy.

File your application with the New York State Department of Labor as soon as possible.

The following are examples of situations that may make you eligible for Disaster Unemployment Assistance:

- You were injured in the disaster and are unable to work, whether you are an employee or self-employed.
- Your workplace was damaged, destroyed, or you can't work because of the disaster.
- Your transportation to work is not available because of the disaster.
- You were about to begin working, but could not because of the disaster.
- You got most of your income from areas affected by the disaster, whether you worked for yourself or for an employer, and your business is down because of the disaster.

Please note - this list is not exhaustive. If you are uncertain about your eligibility, please apply. All applicants must submit wage information and documentation to support their application.
Go to http://www.labor.ny.gov/ui/claimantinfo/disaster-unemployment-assistance.shtm for more information.

NYS Insurance Hotline: www.dfs.ny.gov or 1-800-339-1759

The Office of the State Comptroller has resources at www.osc.state.ny.us/hurricane/index.htm.

Local Resources

NYC Non-Profit Assistance: This site will provide you with updates on current efforts and allow opportunities to shape reforms. You may also access helpful materials, connect with management consulting providers, and learn and share information about trainings and events. http://www.nyc.gov/html/nonprofit/html/home/home.shtml

NYC Department of Education and The Fund for Public Schools: As of November 26, 2012, 123 schools and Universal prekindergarten sites have been matched to community partners offering support. The DOE is working with The Fund for Public Schools to continue to coordinate the matching of school/UPK needs with community partners' offers of support. http://schools.nyc.gov/CommunityPartners/default.htm

NYC Emergency Loan Information: The City of New York and Goldman Sachs are providing $10 million in emergency loans to help New York City businesses damaged by Superstorm Sandy. NYC Business Solutions and the New York Business Development Corporation (NYBDC) will administer the loan program. If you are a small business in need of an emergency loan to recover from business interruption, you can now access loans up to $25,000. Loans are interest-free for the first six months and 1% interest for the following 24 months. For more information, you call 311 and ask for "NYC Business Emergency Loan." Full information can be found at: http://www.nyc.gov/html/sbs/nycbiz/html/ home/home.shtml

NYC Public Advocate's Office has *After the Storm: A Guide for New Yorkers* at http://pubadvocate.nyc.gov/storm.

NYC Economic Development Corporation has business recovery information at www.nycedc.com/backtobusiness.

The Staten Island Non-Profit Recovery Fund will make grants to nonprofit organizations serving Staten Island and its residents. The Staten Island Foundation will match the first $500,000 donated from other philanthropic sources to this fund. The SINP Recovery Fund will make grants to Island nonprofit organizations in order to help them meet the long-term challenges created by this disaster. The fund will also provide grants to aid in preparedness planning for future emergencies; provide funding for unreimbursed repairs to nonprofit facilities and grounds; support organizations whose fundraising efforts have been undermined; and aid collaborative efforts to help Staten Islanders in need. www.thestatenislandfoundation.org

The NYC Nonprofit Recovery Loan Program will provide interest-free loans ranging from $5,000 to $100,000 to New York City nonprofits impacted by Superstorm Sandy and will cover losses associated with the disruption of operations and property damage. Priority will be given to organizations that have suffered the most severe losses and/or are operating in the worst affected areas, and will be made against expected claims to be filed with the nonprofit's own insurance company and with FEMA, as well as against committed government, foundation and corporate contracts and grants. It will be administered by the Fund for the City of New York: https://rlp.fcny.org:443/rlp/about.

New York Business Development Corporation offers loans ranging from $5,000 to $25,000 to small businesses in areas where there have been power outages and severe flooding. Funds for working capital, repairs, and business recovery will be expedited and are expected to reach qualified borrowers five to seven days after application. The emergency loan program is for independently owned and operated businesses paying taxes in NYC and non-profit organizations that (1) Are located in New York City; (2) Have fewer than 100 employees; (3) Filed 2011 business tax returns; (4) Have experienced business interruption and/or damages as a result of Hurricane Sandy. FAQs are at www.nybdc.com/documents/SBSFrequentlyAskedQuestions.pdf.

The **Aidmatrix Network**, has been setup to direct people looking to donate money or goods to nonprofits as part of Hurricane Sandy recovery efforts. Nonprofits can also register here to receive donations.
http://www.aidmatrixnetwork.org/fema/States.aspx?ST=New%20York%20City

United Way of New York City (UWNYC). Check the United Way website for information coming soon on a new funding opportunity which has yet to be released.
http://unitedwaynyc.org/pages/hurricane-sandy-recovery-grants.

Community Resource Exchange has a Hurricane Sandy Nonprofit Resources page at http://crenyc.org/hurricanesandynpresources.

Human Services Council has a listing of resources for nonprofits and clients at www.humanservicescouncil.org/documents/HSC%20-%20Hurricane%20Sandy%20Resources%20for%20Nonprofits.pdf.

New York Disaster Interfaith Services has compiled a list of resources for people dealing with issues relating to the hurricane at www.nydis.org/index2.html.

Philanthropy New York is working intensively with Regional Associations throughout the affected area to coordinate and track philanthropic responses to the devastation caused by Superstorm Sandy. Their dedicated disaster response page continues to be updated on a daily basis.
philanthropynewyork.org/sandy

Robin Hood Foundation has launched a large-scale relief effort to aid its neighbors in the tri-state area whose lives have been shattered by Superstorm Sandy. One month out from the storm, Robin Hood has been able to provide over $8 million in grants to more than 90 different groups. It is now moving into phase two of its recovery effort, providing for the long-term needs created by the storm including: housing, job-training, legal counseling and more. http://www.robinhood.org/

Federation of Protestant Welfare Agencies (FPWA) has been asked by the NYC Mayor's Office to identify volunteers from its member agencies who are able to go to some of the harder hit areas of the city to distribute information about emergency resources available and/or assist with the delivery of meals and water. Email your responses to "name/email address". Include volunteer's contact information, when they are available to work, and what part of the city they can respond to (Zone A evacuation areas).

The Family Child Care Association of New York State, Inc. (FCCANYS) is collecting donations to help NYS family and group family child care providers affected by Hurricane Sandy in the FEMA-designated disaster areas. The collected funds will be available to fcc/gfcc providers for the replacement of child care supplies. Visit www.fccanys.org to learn more about the availability of these funds, criteria to meet and the FCCANYS Sandy Fund Application.

Early Care and Learning Council (ECLC) The statewide association of Child Care Resource and Referral (CCR&R) Agencies has established a Hurricane Sandy Recovery Fund. In the coming weeks, the ECLC will communicate with the field to assess the greatest needs and distribute funds accordingly. 100% of funds collected will go to CCR&Rs to help the child care community recover from Hurricane Sandy. To make a donation or learn more about the fund, visit http://www.earlycareandlearning.org/hurricanesandyrecovery.cfm

LOCAL CHILD CARE RESOURCE & REFERRAL AGENCIES IN IMPACTED COUNTIES:

Child Care Council of Nassau, Inc.
Phone: (516) 358- 9250 ext 11
Fax: (516) 358-9287
Website: www.childcarenassau.org

Child Care Council of Suffolk, Inc.
Phone: (631) 462-0303/ (631) 462-0444
Fax: (631) 462-1617
Website: www.childcaresuffolk.org

Child Care Council of Westchester, Inc.
Phone: (914) 761-3456 x 102
Fax: (914) 761-1957
Website: www.childcarewestchester.org

Child Care Resources of Rockland, Inc.
Phone: (845) 425- 0009 x 417
Fax: (845) 425-5312
Website: www.childcarerockland.org

Day Care Council of New York, Inc.
Counties Served: New York City
Phone: (212) 206-7818, **Toll Free** 1- (888) 469-5999
Fax: (212) 206-7836
Website: http://www.dccnyinc.org

Center for Children's Initiatives
Phone: (212) 929-7604 x 3010, x 3016, **Toll Free** 1- (888) 469-5999
Fax: (212) 929-5785
Website: http://www.centerforchildrensinitiatives.org

Child Development Support Corporation
Counties Served: New York City

Phone: (718) 398-6370 ext 8401, ext. 8058 **Toll Free** 1- (888) 469-5999
Fax: (718) 398-6182
Website: http://www.cdscnyc.publishpath.com

Chinese American Planning Council, Inc.
Counties Served: New York City
Phone: (212) 941-0030 x 207, x 202, **Toll Free** 1- (888) 469-5999
Fax: (212) 226-5351
Website: www.childcarecpc.org

Committee for Hispanic Children & Families, Inc.
Counties Served: New York City
Phone: (212) 206- 1090, **Toll Free** 1- (888) 469-5999
Fax: (212) 206-8093
Website: www.chcfinc.org

Mental Health Resources

National Child Traumatic Stress Network: A specific area for children and hurricane resources can be found at:
http://www.nctsn.org/trauma-types/natural-disasters/hurricanes#tabset-tab-5

Substance Abuse and Mental Health Administration (SAMHSA):
http://store.samhsa.gov/product/Tips-for-Talking-With-and-Helping-Children-and-Youth-Cope-After-a-Disaster-or-Traumatic-Event/SMA12-4732

Project Hope: is offering free mental health and crisis counseling services to deal with stress and anxiety in the aftermath of the storm in NYC and Nassau, Suffolk, and Westchester counties. 1.800.LIFENET (1.800.543.3638)

Legal Resources

Pro Bono Partnership offers legal assistance on issues that a nonprofit organization may be facing as a result of the emergency. The Partnership provides legal assistance to nonprofits without charge. For assistance email information@probonopartner.org or call New Jersey: 973.240.6955; New York: 914.328.0674

NYLPI's Pro Bono Clearinghouse is available to assist organizations with legal needs including, but not limited to, insurance claims and negotiations; real estate contingencies including subleasing and securing temporary accommodations; employment law including expansion, downsizing, employee leave and employer compensation obligations; compliance with tax-exempt organizations law when fundraising and accepting donations. Email clearinghouse@nylpi.org.

Lawyer's Alliance for New York will assist nonprofits in real estate, employment law, government grants and loan, operating disaster relief programs, and insurance coverage and has disaster-related information at www.lawyersalliance.org/disaster_relief.php.

Spaces & Equipment Available

HealthCare Chaplaincy has office furniture, chairs and other items that can be donated immediately as a result of their impending consolidation of locations.

Centre for Social Innovation has a "pop up" space in the Starrett-Lehigh building at 601 West 26th Street for a handful of organizations affected by the storm--free workspace for small nonprofits (four staff or fewer) from mid-November until the end of the calendar year. Details are at http://nyc.socialinnovation.org/popup.

Jewish Community Centers, at 8th Avenue between 36th and 37 streets, has about four offices, and a few cubicles that they could make available for nonprofit organizations displaced by the hurricane.

The New York Junior League has meeting rooms available to be used by non-profit organizations currently unable to re-open due to Hurricane Sandy. They have a limited number of laptops that could be used during normal business hours, or you can bring your own. Wi-Fi is available.

Institute for Contemporary Psychotherapy has a conference room that can fit up to 60 people for meeting use by nonprofits affected by the storm. They're at 60th and Broadway (Columbus Circle). The availability of the conference space is going to be limited, but there will be chunks of time throughout the day that they don't use it and would be happy to help other nonprofits if they can (at no charge).

Office of Children and Family Services

Program Assessment Tool

Overview:

Office of Children and Family Services (OCFS) recognizes the importance of restoring child care operations following a natural disaster or other public emergency. Day care children, families, and providers impacted by adverse events may all benefit from the preservation of child care routines and the return to normalcy it provides. This must also be balanced with the need to provide child care in environments that are suitable for children. The Program Assessment Tool (PAT) is a form created by OCFS to help regulators assess the circumstances and make informed decisions regarding the feasibility of a program to provide a safe and secure environment for children.

Use of the PAT:

Regulators should use the PAT to determine the state of a program, assess the circumstances, and to determine whether or not a child care program located within a particular area is able to safely operate. Answers to questions on the form need to be specific and detailed, especially on questions that address potential fire or safety hazards. Special attention should be given to the questions on the form that appear in **bold**. Programs that do not satisfactorily address the potential hazards presented in these question(s) may not be approved for operation, even on a temporary basis. Programs for which a form has not been completed, which have been rejected for approval, or which continue to operate without approval from OCFS, may be subject to enforcement action.

Regulatory waivers may be considered based on the results of the PAT to allow a program to continue to operate. Waivers are intended to address immediate needs and should be considered on a case-by-case basis. Programs that receive a waiver should be monitored during the period the waiver is in effect, and after such waiver expires, to verify that the waived conditions do not extend past the temporary period for which they are granted.

All programs that are approved to provide care based on the results of the PAT, especially those that receive regulatory waivers, must acknowledge the need for communication with regulators if conditions change in a way that negatively impacts the ability of the program to safely meet the needs of the children. The need for increased monitoring of programs that are approved to operate based on the results of the PAT, especially in cases in which waivers have been issued, is a factor that should be considered by the regulatory oversight agency.

NEW YORK STATE | Office of Children and Family Services

Program Assessment

This form should be used to evaluate programs that may have been impacted by an event that has the potential to compromise the ability to safely operate. Completion of this form must include specific, detailed answers. Although all answers will contribute to the determination of a program's ability to operate, answers to the questions in **bold** are especially critical in program evaluation and need to be thorough in order to make an accurate determination as a "No" answer to one of these questions would disqualify a program from operating.

Name of program: _____

CCFS#:_____ Date: _____

Name and role of person contacted: _____

1) Has your program been impacted by the event?

   ☐ No ☐ Yes *(describe below)*

2) Are you currently providing care or do you plan to resume care?

   ☐ Program is not currently providing care

   ☐ Program is currently providing care

   ☐ Program plans to resume care on _____
   mm/dd/yy

   Program is requesting to temporarily relocate to another site (a waiver is required)

   Relocation Site Address: _____

3) **Is the program free from program-interrupting damage and able to provide a safe environment for children in its current state?** (Here, damage refers to any effect on the physical plant/structure, premises, or child care environment such as flooding, gas line interruption, or downed electrical wires that would hinder a program's ability to safely provide care. A program which has sustained damage that poses a health, fire, or safety hazard, prevents access to a means of egress, or poses other conditions unsuitable for a child to experience cannot be considered able to provide a safe environment.)

   ☐ **No** ☐ **Yes *(describe below)***

4) **Are there 2 means of egress from the building? Are these forms of egress clearly accessible, and usable (meaning they are not blocked, are in good repair, and able to function without assistance)?**

   ☐ **No** ☐ **Yes**

5) Does the program have power?

☐ No ☐ Yes

6) Is a generator being used as a power source? If so, where is it located in proximity to the program and is it being used in a safe manner, i.e., properly ventilated?

☐ No ☐ Yes *(describe below)*

7) Is the program able to provide a safe water source? (Bottled water is acceptable.)

☐ No ☐ Yes

8) **Is there adequate heat and ventilation?** Indicate the type of heat source (kerosene or space heaters are not acceptable). Children should dress appropriately for the weather and blankets can be used. Provide details on all measures the program is taking to ensure the comfort of children in care.

☐ **No** ☐ **Yes *(describe below)***

9) Is there adequate lighting? Indicate the lighting source being used (lighting is not a critical factor; however, candles or open flames cannot be used for lighting).

☐ No ☐ Yes *(describe below)*

10) **Is there sufficient and safe food available?** Provide details on how many children the food source is capable of fully serving, and include any relevant information on how the event has affected food storage. How is refrigerated food being maintained? Identify the power source.

☐ **No** ☐ **Yes *(describe below)***

11) **Can sanitation be maintained? Can toilets be flushed, surfaces cleaned, and required hygiene practices followed?** (Hand sanitizer in place of soap and water for hand washing and cleaning products may be a substitute for soap and water for washing surfaces.) Describe any issues with plumbing functions and/or contamination of facilities (e.g., flooding), and what specific measures the program is able to take to maintain cleanliness.

☐ **No** ☐ **Yes *(describe below)***

12) **Are there working smoke detectors in the program?** Describe the power source being used for smoke detectors, and any damage to the area where a smoke detector is operating.

☐ **No** ☐ **Yes *(describe below)***

13) **Are emergency responders able to be contacted if needed? If so, how?** Indicate the number of available, operating landline phones and, separately, the number of cell phones able to be used by the program at any given time.

☐ **No** ☐ **Yes *(describe below)***

14) **Is there sufficient staff for supervision? Are staff able to get to the program and what is the supervision plan?** (Waivers can be requested for ratios and group size.)

☐ **No** ☐ **Yes *(describe supervision plan below)***

15) Are there any other safety issues or concerns OCFS should be aware of?

Office of Children and Family Services

Determination If Program Can Operate

Can operate (without waivers)	Can operate (with waivers)	Cannot operate
☐ (date) _____	☐ (date) _____	☐ (date) _____
Tell program the following: • Results of this assessment suggest that you can operate based on the current conditions. You must report to OCFS any significant changes to the building (e.g., status of power, damage, or failure of systems). The ability to continue operation depends on adequate staffing and your ability to meet the health and safety needs of children.	Tell program the following: • Results of this assessment suggest that you may be able to operate. In order to do so, it would require a waiver to be approved through the applicable regional/borough office. • If you are approved to operate with waivers, you must report to OCFS any significant changes to the building (e.g., status of power, damage, or failure of systems). The ability to continue operation depends on adequate staffing and your ability to meet the health and safety needs of children.	Tell program the following: • Results of this assessment suggest that you cannot operate based on the current conditions. Reassessment will be necessary before your program can open. You must obtain approval prior to reopening.

NEW YORK STATE | Office of Children and Family Services

Program Assessment Tool (PAT) Frequently Asked Questions

1. **How do I know if a program needs to be evaluated using the PAT?**

   All programs that have been identified as located within an area of impact from a natural disaster or emergency event must be evaluated using the PAT. Areas of impact are determined by regional/borough and Home Office supervisors, in conjunction with local and state governing bodies and media reporting.

2. **What do I need to tell programs being evaluated with the PAT?**

   Regulators should advise all programs being evaluated with the PAT of the importance that they provide honest, specific, and detailed answers to all questions. Once the PAT has been completed, a determination can be made. There are three categories for determination. The program can: safely operate, may be able to operate with a waiver, or cannot operate under the current conditions. A script is provided at the end of the PAT form for each determination so that all programs receive consistent messaging.

3. **What questions on the PAT disqualify a program from operating if they are not answered satisfactorily?**

   All questions on the PAT are important for assessing whether a program can safely operate. It is critical to obtain specific, detailed answers to all inquiries on the form, and to use all information provided to make a decision to approve or deny operation. However, a "No" answer to those questions that appear in **bold** text on the form identify conditions which relate to health, safety, or fire hazards in the child care environment and suggest that the program cannot safely operate under the existing circumstances.

4. **What if a program wants to relocate to a temporary site to operate? Can this be approved?**

   Programs may be permitted to relocate to temporary sites when they can prove that the relocation site is compliant with child care regulations. If a program indicates that it would like to relocate, the new address should be recorded on the PAT. A waiver to operate at a new site other than the one for which the program is licensed is granted at the discretion of the regional/borough office Manager or Home Office.

5. **What do I need to know about programs approved to operate with waivers? What do I need to share with directors or providers who have been granted a waiver?**

   Waivers of child care regulations are only granted in extraordinary circumstances. They are issued on a case-by-case basis, and are not guaranteed even in the face of a natural disaster or emergency. All waivers issued are temporary, and granted for a time period to be agreed upon by the regional/borough office or Home Office. Expectations regarding how often providers will be required to communicate with the regional or borough office should be included in the waiver. When a child care program is issued a waiver, regulators must establish a plan for increased monitoring of the child care program while the waiver is in effect. Regulators working with programs that have been granted a waiver must make explicitly clear to the program that the waiver is only in effect for the specified time period, and that upon its expiration, the child care program will be expected to comply with any regulations previously waived. Additionally, any child care program whose waiver has expired that has not yet come into compliance with child care regulations will be cited for violations.