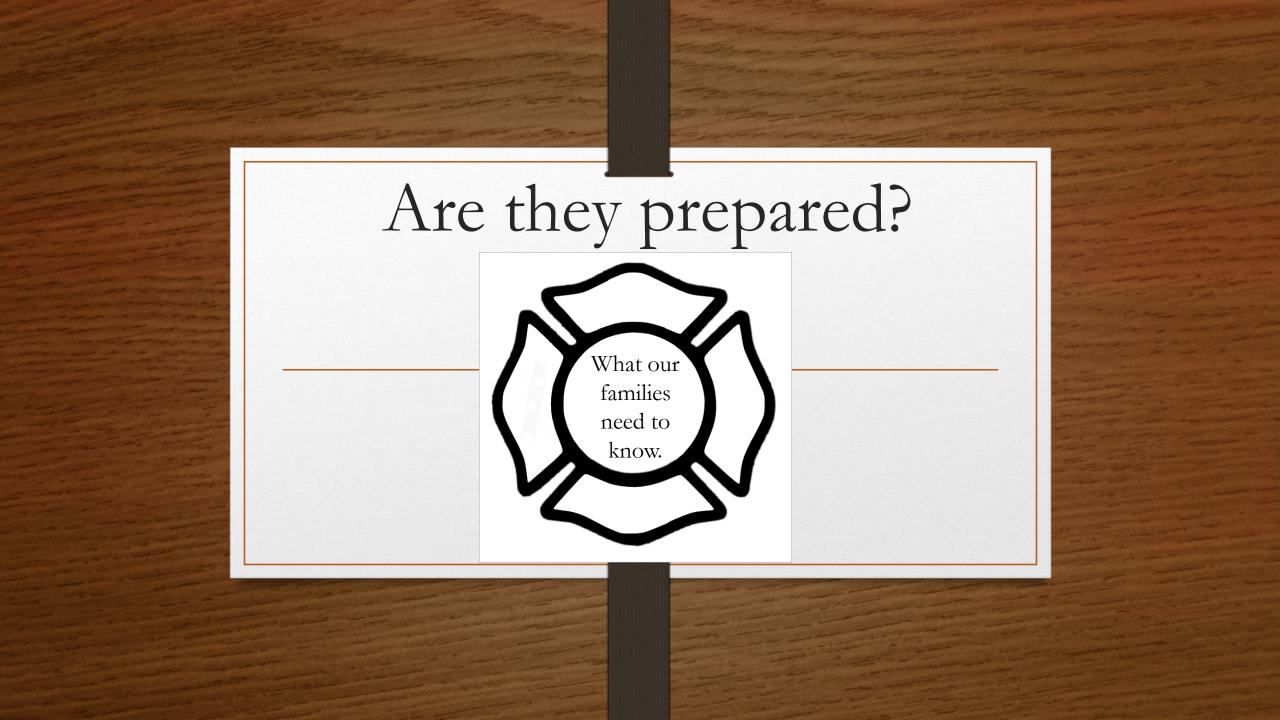


## GO NEW ENGLAND PATRIOTS!!!!





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- Preparing for everything else but...
  - 2 things are certain in life-Ben Franklin
- Human Factors
- Force Preservation Council
- Readiness
- Performance

#### The Command Center

- Take time to write down a list of all of your personal and administrative affairs.
- Gather your important documents and determine your priorities in which you organize them.
- Establish a safe place to store your "Command Center," and inform a trustworthy person of the location.

#### Financial Records



- Gather bank record(s), recent credit card statement(s), investment information and note maturity dates.
- Gather reoccurring bills and create a spending/saving/investing budget.
- Last but not least—TAX documents.

#### Wills

- Do you/they have one? If not, do you feel you should?
- The purpose of a will is to ensure property is distributed as the writer(s) desire(s) and reflects the current state of affairs. It is critical to keep this information current and up-to-date.



## Powers of Attorney

• General power of attorney can be used in a variety of situations (but it is not always accepted) and special power of attorney is typically used to handle specific situations involving finances, automobiles, or real estate.



## Family Care Plan

- Information that facilitates the care and support of family members and enhance family readiness during planned and unplanned contingencies
- If you have children, you may want to consider an "in loco parentis".

- Create a separate binder for an alternate caregiver with information they may need (local & long term)
- Consider the financial status of alternate caregiver and set up an account that they can get access to
- Give them special powers of attorney

\*\*Make sure that the local POC and the long term POC have each others' information.\*\*

## Medical & Dental

- Gather medical and dental records, policy numbers, allergies, prescriptions and ID/medical cards
- Maintain a list of your doctors, dentists, and specialists with POC information



# Emergency Plans and Maintenance

- Sheltering/Evacuation Plans
  - Know where the shelters are
  - Think about a route in all directions
- Special Considerations
  - Create an emergency preparedness tote and keep it stocked
  - Can your family board windows up or start generators in your absence?

- Maintenance Contacts & Info
- Warranties
  - <This may be under the housing tab</li>



#### Home Owners or Renters

- Gather the following documents:
  - Mortgage/Rental Contracts
  - Appraisal Information
  - Home Owners/Rental Insurance Policies
  - Itemized list to include serial numbers and photographic record

- Property Management/Landlord information
- When do the air/water filters need to be changed?

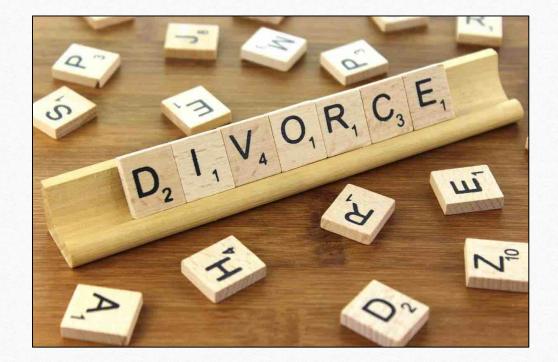
## Education

- School Records/Transcripts
- Individualized Education Plan (IEP)
- Individualized Family Support Plan (IFSP)
- Copy of immunization record



#### Divorce

• Even though a divorce should be final and complete, there may be circumstances pertaining to property, custody, child support, and/or alimony payments.



# Passwords, Security, and Letter of Intent

- Take the time to discuss who will have access to your family's "Command Center"
- Discuss if passwords will be kept in the binder or another location
- Create a "Letter of Intent" that states what to do in the event of an emergency



## Support & Resources

- These will differ in your respective area but take the time to see if there are any support agencies or resources available that would be worth your firefighter or their families utilizing.
- Get them connected! Sometimes a free resource goes away due to lack of utilization.



# Questions? Comments?

# Thanks



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