



Achieving Cultural Heritage Preservation Through Professional Partnership

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Disaster
Research
Center

Acknowledgement: This work is supported through Student Service Learning Fellows.



The Delaware Disaster Assistance Team coordinates emergency preparedness planning, awareness, and disaster mitigation among the agencies, institutions, and repositories that create and manage the cultural heritage of Delaware.

Preservation Planning Alliance

The Preservation Planning Alliance is the result of collaborating efforts of DDAT and the University's IAEM student chapter and serves as a resource for museums, libraries, archives, and historical societies within the state of Delaware. This partnership aims to assist DDAT member organizations chiefly by identifying challenges to organizational disaster preparedness that may have otherwise had devastating outcomes to their collection.

IAEM@UD is the University of Delaware's student chapter of the International Association of Emergency Managers, a professional organization devoted to advancing the art and science of emergency management.



Purpose and Goals

The purpose of this project is to:

- Raise hazard awareness to collections
- Provide recommendations, training and resources for improved disaster preparedness
- Make resources easily accessible for organizations

Goals generally include: conducting a preliminary assessment of a collection's risk, discussing prospective needs and goals, identifying strengths, gaps and opportunities for improvement, and lastly providing guidance and future recommendations with the overarching goal of mitigating hazards and ensuring organizational continuity.

Activities

With these purposes in mind, we are working on/have completed:

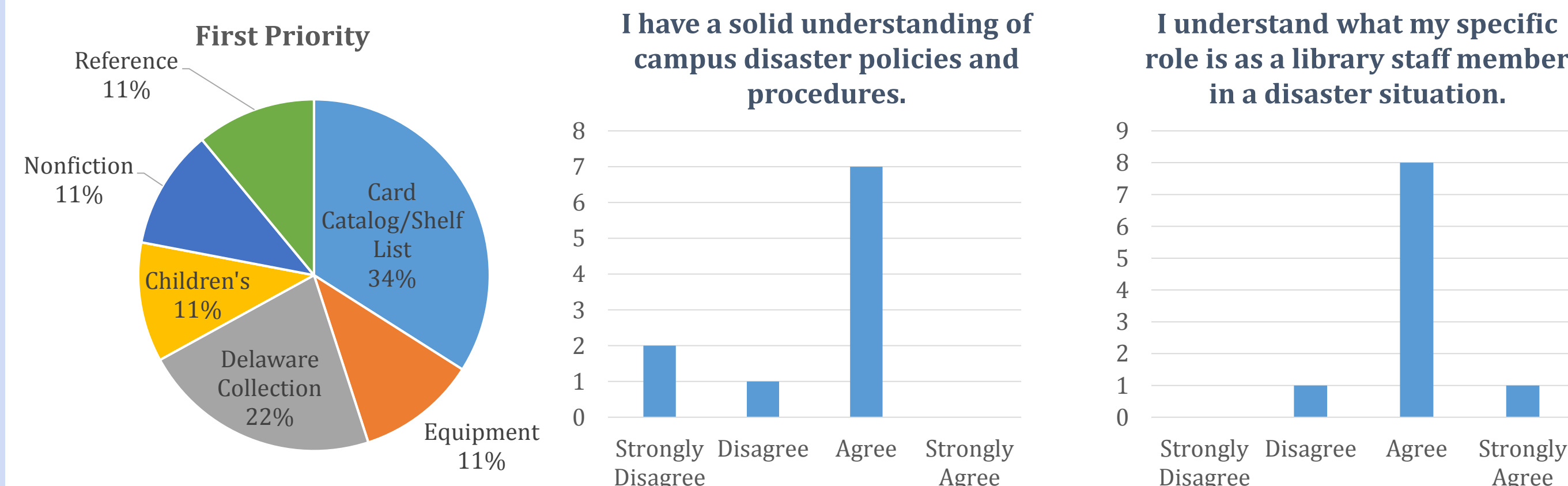
1. Satisfaction and Salvage Priority Surveys
2. SWOT Analyses
3. DDAT Member Map
4. Resource Database
5. Tabletop Exercise Documents and Resources
6. Materials Lists for Response Kits

Satisfaction and Salvage Priority Surveys

Survey functions:

1. Allow all stakeholders to offer an equal opinion of collection priorities
2. Gauge organizational expectations about preparedness
3. Assess overall and specific satisfaction of stakeholders with preparedness aspects

Sample Survey Results:



SWOT Analyses

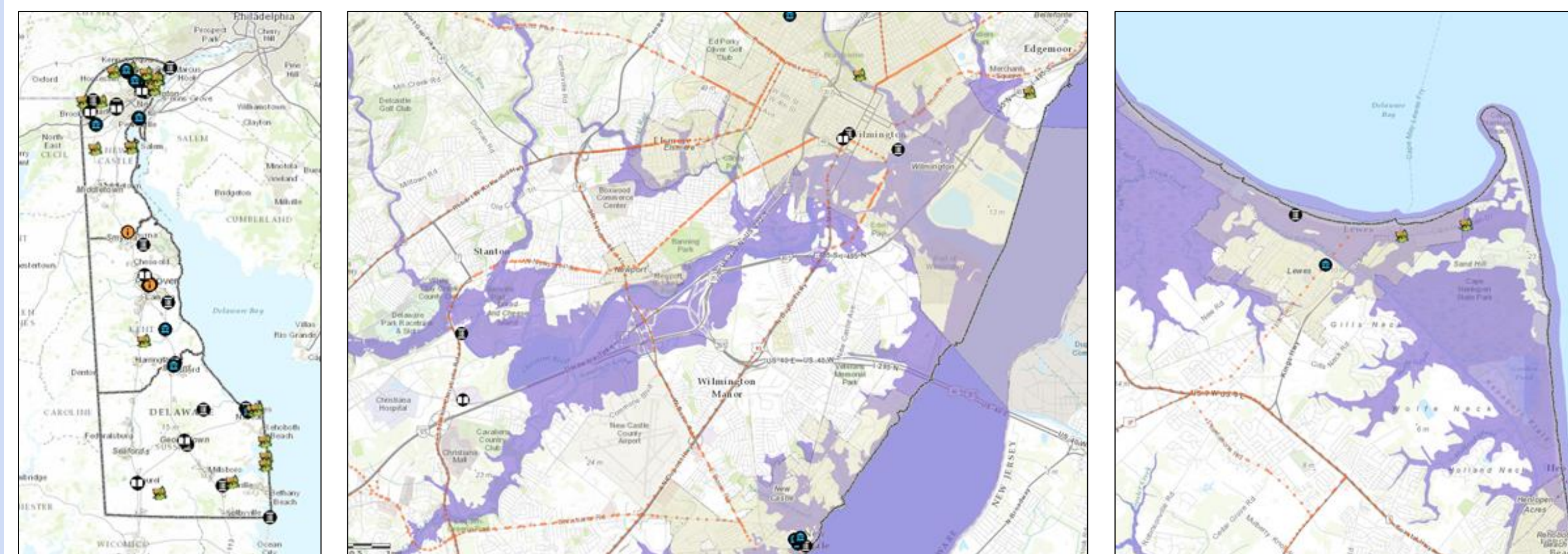
A SWOT analysis identifies an organization's Strengths, Weaknesses, Opportunities and Threats. The *strengths* and *weaknesses* represent internal factors to the organization, while *opportunities* and *threats* represent external factors presented by the environment.

For our purposes, a SWOT analysis is conducted as a preliminary evaluation of a collection's risk to hazards, after conducting an initial walk-through. This information is used to tailor specific goals and tasks to facilitate disaster preparedness and operational continuity.



DDAT Member Map

An interactive web map application was created to be imbedded within the DDAT website with the intention of displaying each institution's location and facilitate member networking. Doing so will create opportunities for neighboring members to establish mutual aid agreements and support one another during a disaster.



Locations of DDAT member institutions in relation to the 100 year floodplain according to FEMA's most current Flood Insurance Rate Map data.

Resource Database

We established a bibliography as a "living document" of scholarly resources, providing awareness and knowledge pertaining to disasters for museums, libraries, archives, and historical societies.

Tabletop Exercise Documents and Resources

Tabletop exercises are an important and helpful tool in disaster preparedness. They help draw attention to what needs to be added to or changed in emergency plans and offer personnel a greater understanding of what to do if there is an emergency.

We created templates and aids to provide basic information and instruction for DDAT members so they can design, develop, and execute tabletop exercises quickly and with ease. By creating these documents, DDAT members can get more involved in exercising their disaster and recovery plans.

List of Documents:

1. Introduction to Tabletop Exercises
2. Exercise Design and Development Aid
3. Situation Manual Template
4. Player Guide Template
5. Sample Scenarios and Questions
6. Exercise Evaluation Guide Template
7. Participant Feedback Form Template
8. After-Action Report Template



A tabletop exercise run by UD graduate students during an undergraduate level seminar.

Materials List for Response Kits

A response kit is a portable collection of emergency supplies that enables personnel to be more organized and ready to complete their roles during an incident. We created materials lists for both institution kits and larger storage pods to be strategically placed around the DDAT service area. The materials in these lists are prioritized because of the varying sizes of DDAT member institutions and categorized for better organization.

Categories:

1. Personal Safety
2. Backup Energy Sources
3. Collection Recovery

Prioritizations:

1. Essential
2. Secondary
3. Additional



The Emergency Response Kit for the Disaster Research Center's resource collection.



Examples of Emergency Supplies containers, courtesy of Ready America.

Conclusion

This initiative was a pilot that we hope will lead to further collaboration and increased awareness among institutions that serve as stewards of cultural heritage resources. Looking forward, we both plan to continue our involvement with the project on a volunteer basis.

