



‘Láa Náay (Wellness House)

PO Box 26-KXA
Kasaan, Alaska 99950

‘Láa Náay Emergency Plan

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1. Purpose

The purpose of this emergency plan is to provide a structured response to emergencies at the Láa Náay, ensuring the safety and well-being of all ‘Láa Náay personnel, visitors, and the integrity of ‘Láa Náay operations.

2. Scope

This plan covers potential emergencies, including natural disasters, medical emergencies, fires, security threats, and operational disruptions. It applies to all Decision-makers, Peacekeepers, ‘Láa Náay staff, attorneys, visitors, and any other individuals present in the ‘Láa Náay.

3. Definitions

- **Emergency Coordinator:** The person responsible for overseeing the execution of the emergency plan.
- **Emergency Response Team (ERT):** A group of designated individuals responsible for specific emergency response roles.
- **Evacuation Routes:** Predetermined paths to be used during an emergency evacuation.
- **Assembly Points:** Designated safe areas where individuals should gather after an evacuation. Assembly point – Across the road.
- **Lockdown:** A procedure used to secure the ‘Láa Náay building and protect individuals from a potential threat.
- **All-Clear Signal:** A notification indicating that it is safe to return to normal activities.

4. Emergency Contacts

- **Emergency Services:** 911
- **Local Fire Department:** Zack West – 907-617-8998, Liam Silverman – 907-821-3467
- **Local Police Department:** Zack West – 907-617-8998,
- **Nearest Hospital:** Searhc – 907-755-4800, Peacehealth – 907-826-3257
- **‘Láa Náay Administrator:** LaNeice Congdon – 907-617-8127

5. Emergency Response Team (ERT)

- **Emergency Coordinator:** LaNeice Congdon – 907-617-8127
- **First Aid Team:** Andy West – 907-617-5266
- **Evacuation Team:** LaNeice Congdon – 907-617-8127, Andy West – 907-617-5266, Erin Blair – 907-401-3441
- **Communication Team:** Erin Blair – 907-401-3441
- **Security Team:** Zach West – 907-617-8998 or William West – 208-660-3510



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6. Emergency Procedures

a. Evacuation Procedures

- i. **Alarm Activation:** In the event of a fire, fire alarms should activate.
- ii. **Evacuation Routes:** Go to the nearest exit. Use a window if all exits are blocked.
- iii. **Assist Persons with Disabilities:** Help those who may need assistance during evacuation.
- iv. **Assembly Points:** Gather at designated assembly points away from the building.
- v. **Accountability:** Conduct a roll call to ensure everyone is accounted for.
- vi. **Re-entry:** Only re-enter the building when it is declared safe by emergency services.

b. Fire Emergency

- i. **Sound the Alarm:** Activate the nearest fire alarm.
- ii. **Call:** or **Zach West – 907-617-8998**. Report the fire to emergency services.
- iii. **Evacuate:** Follow evacuation procedures, assisting those who need help.
- iv. **Use Fire Extinguishers:** Only if trained and the fire is small and contained.
- v. **Close Doors:** Close doors behind you to contain the fire.
- vi. **Meet at Assembly Point:** Ensure everyone is safe and accounted for at the designated assembly point.

c. Medical Emergency

- i. **Assess the Situation:** Determine the severity of the injury or illness.
- ii. **Call:** **Zach West – 907-617-8998** or **Andy West - 907-617-5266** For severe injuries or illnesses, contact emergency medical services.
- iii. **Provide First Aid:** Administer first aid if trained and it is safe to do so.
- iv. **Inform Emergency Coordinator:** Report the incident to the Emergency Coordinator.
- v. **Documentation:** Record details of the incident for future reference.
- vi. **Stay with the Person:** Remain with the injured or ill person until help arrives.

d. Natural Disasters

- i. **Earthquake:**



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- a) **During Shaking:** Drop, cover, and hold on. Get under sturdy furniture and protect your head and neck.
- b) **After Shaking Stops:** Evacuate the building if necessary, following evacuation procedures.
- c) **Stay Clear:** Avoid damaged structures and be cautious of aftershocks.

i. Flood:

- a) **Move to Higher Ground:** If flooding occurs, move to higher ground immediately.
- b) **Avoid Floodwaters:** Do not walk or drive through floodwaters.
- c) **Evacuation:** Follow evacuation procedures if directed by authorities.

e. Security Threats

i. Intruder:

- a) **Lockdown:** Secure all doors and windows. Stay out of sight.
- b) **Call: Zach West – 907-617-8998 or William West – 208-660-3510**
Provide details about the intruder to emergency services.
- c) **Stay Silent:** Remain quiet and follow instructions from law enforcement.
- d) **All-Clear:** Wait for the all-clear signal from authorities before resuming normal activities.

ii. Active Shooter:

- a) **Run:** If there is an accessible escape path, attempt to evacuate the premises.
- b) **Hide:** If evacuation is not possible, find a place to hide, lock and barricade the door, and silence your phone.
- c) **Fight:** As a last resort, and only if your life is in imminent danger, attempt to incapacitate the shooter.
- d) **Call: Zach West – 907-617-8998 or William West – 208-660-3510**
When it is safe to do so, call emergency services.

f. Operational Disruptions

i. Power Outage:

- a) **Immediate Response:** Utilize backup power sources (generators, UPS systems) if available.
- b) **Safety:** Ensure that all electronic equipment is turned off to prevent damage when power is restored.



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c) **Communication:** Inform ‘Láa Náay personnel about the outage and provide updates on restoration efforts.

ii. **Technical Failure:**

a) **Report:** Report any technical issues to the IT department immediately. Tim Willis – 907-602-6616.

b) **Backup Systems:** Use backup systems or manual processes if necessary to continue ‘Láa Náay operations.

7. Training and Drills

- Conduct regular training sessions for all ‘Láa Náay personnel on emergency procedures.
- Schedule and conduct regular emergency drills (e.g., fire drills, lockdown drills).
- Review and update the emergency plan annually or as needed.

8. Communication Plan

- **Internal Communication:** Use intercom system (if possible), messaging apps/texts, phone calls or loud voices to communicate during an emergency.
- **External Communication:** Designate a spokesperson to handle communication with media and the public. Erin Blair – 907-401-3441

9. Post-Emergency Procedures

- **Debriefing:** Conduct a debriefing session with the Emergency Response Team to evaluate the response and identify areas for improvement.
- **Counseling Services:** Provide access to counseling services for those affected by the emergency.
- **Restoration:** Work on restoring normal operations and repairing any damages.
- **Report:** Prepare an incident report detailing the emergency and response actions taken.

10. Emergency Kit Contents

- First aid supplies
- Flashlights and batteries
- Emergency contact list
- Bottled water and non-perishable food
- Blankets and clothing
- Fire extinguishers



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- Emergency whistle
- Multi-purpose tool
- Copies of important documents

Conclusion

Regular review and practice of this emergency plan will help ensure that all personnel at the Láa Náay are prepared to respond effectively to any emergency. Ensuring the safety of everyone in the ‘Láa Náay and maintaining the integrity of ‘Láa Náay operations are top priorities. Through thorough preparation and adherence to this plan, we can effectively manage emergencies and protect our community.