





Kentucky Cooperative Extension Agents provided direct feedback following historic natural disasters that affected the state during 2021 and 2022. A key request from the group was the development of Agent Strike Teams that could visit and assist their fellow colleagues in times of disaster response and recovery.

The EDEN Advancing Disaster Education in American Grant allowed University of Kentucky Extension Leadership to create and train Agent Strike Teams across Kentucky. This toolkit was developed because of this grant work and may be used as a guide for other Cooperative Extension organizations who wish to develop Agent Strike Teams in their state.

### Highlights

			
Recruitment Information	Training Agenda Examples	Training Materials	Organizational Checklists

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<b>Recruitment Information</b>	<p>Agent Strike Team Flyer - This flyer was used across the UK Extension, on social media platforms, and on college mass messaging.</p> <p>Area Extension Directors also recommended Agents they felt would have valued interest in serving on Strike Teams; those Agents were contacted directly for recruitment.</p>	3
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	*Note that guest speakers will bring their own unique materials with them to present at the Agent Strike Team trainings.	
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## UK Extension Disaster Strike Team Training

Join us as we form Extension Disaster Strike Teams! This no-cost training is for Agents that have 2+ years of work experience and are interested in being a regional strike team member.

- ➡ Choose one location to attend
- ➡ Complete the online registration
- ➡ Register in KERS for in-service credit

### Dates/Locations/Time:

**October 15 - Hopkins Co.**  
*Extension Office*  
**November 14 - KSU Farm**  
**November 15 - Clark Co.**  
*Extension Office*

**9:00 am to 3:00 pm**

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**West Region  
Extension Strike Team Workshop  
Agenda – Hopkins County Extension Office**

October 15, 2024 – 9 a.m. -3 p.m.

9 a.m. – Nick Bailey – Hopkins County EM Director

What happens when disaster strikes – Local Emergency Planning Committee meetings

10 a.m. – Lisa Hopper - Regional Public Health Official – Preparedness Coordinator

11 a.m. – FAQs Following a Disaster

Family and Consumer Sciences - Ann Hall Norris – Zoom

Arts Extension – Melissa Bond – Zoom

Noon – 1:00 Lunch

1:00 – FAQs following a Disaster Continued

ANR – Jay Stone – In person

1:30 p.m. – What do agents need from Strike Team Members/ Strike Team Skills Assessment

2:00 – Go Kit Assembly – Strike Team Response Backpacks



**Central Region  
Extension Strike Team Workshop  
Agenda – Kentucky State University Research Farm**

November 14, 2024 – 9 a.m. -3 p.m.

9 a.m. – Ray Kinney, Franklin County Emergency Management Director

What happens when disaster strikes – Local Emergency Planning Committee meetings

10 a.m. – Sandy Darling - Regional Public Health Official

11 a.m. – FAQs Following a Disaster

Family and Consumer Sciences - Ann Hall Norris – In person

Arts Extension – Melissa Bond – In person

Noon – 1:00 Lunch

1:00 – FAQs following a Disaster Continued

ANR – David Hull – In person

1:30 p.m. – What do agents need from Strike Team Members/ Strike Team Skills Assessment

2:00 – Go Kit Assembly – Strike Team Response Backpacks



**East Region  
Extension Strike Team Workshop  
Agenda – Clark County Extension Office**

November 15, 2024 – 9 a.m. -3 p.m.

9 a.m. – Steve Asbury, Fire Chief and EM Director

What happens when disaster strikes – Local Emergency Planning Committee meetings

10 a.m. – Cory Waddell - Regional Public Health Official

11 a.m. – FAQs Following a Disaster

Family and Consumer Sciences - Ann Hall Norris – In person

4-H - Dora Webb – In person

Arts Extension – Melissa Bond – In person

Noon – 1:00 Lunch

1:00 – FAQs following a Disaster Continued

ANR - Shad Baker and Jeremy Williams – In person

1:30 p.m. – What do agents need from Strike Team Members/ Strike Team Skills Assessment

2:00 – Go Kit Assembly – Strike Team Response Backpacks

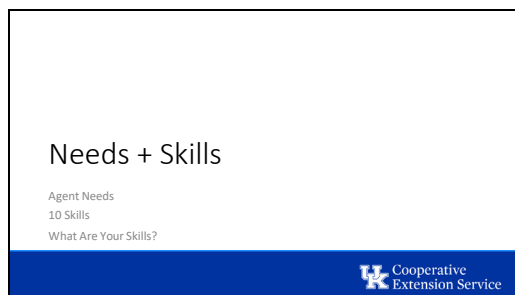


## Strike Team Training Needs and Skills Presentation

Slide 1



Slide 2



Slide 3

**What Agents Need**

- Needs change over time
- #1 - Support and encouragement
- Assistance with "normal" work –
  - Calls/Questions/Educational Resource Distribution
- Crop/Farm Damage Assessment
- Programming/Outreach on Sanitation and Food Safety & Prep





Slide 4

**10 Practical Skills -  
CDC**

- How to wash hands correctly
- How to administer CPR
- How to work an automated external defibrillator (AED)
- How to use a (portable) generator
- How to perform first aid











Slide 5

**10 Practical Skills –  
CDC**

- How to stop severe bleeding
- How to help someone who is choking
- How to turn off utilities
- How to use a fire extinguisher
- How to effectively call 9-1-1





Slide 6

**Strike Team Skills**

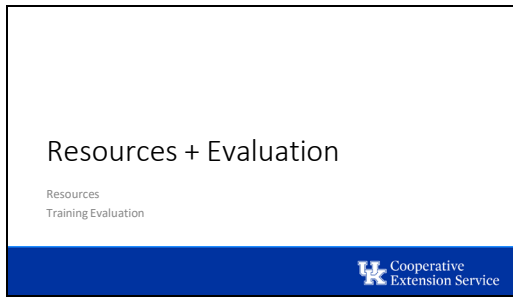
- Do you have special skills that can help in the disaster response/recovery process?
- *Skills Activity*







Slide 7



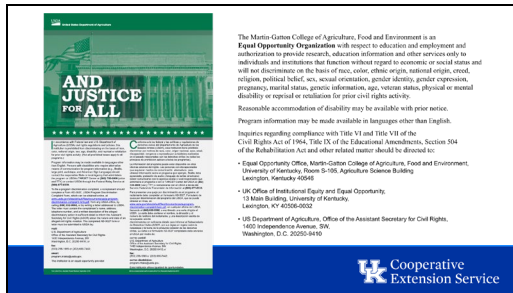
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Slide 9



Slide 10



## Strike Team Skills Assessment Activity

Part 1: Working together as a group, come up with at least one skill for every letter of the alphabet. Although you are working as a group, each person should fill out their own worksheet.



A	N
B	O
C	P
D	Q
E	R
F	S
G	T
H	U
I	V
J	W
K	X
L	Y
M	Z



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Part 2: Using the list of the skills that your group came up with, pick out four skills you think you have from that list and give an example of how that skill is useful as a strike team member.

Skill 1 \_\_\_\_\_  
is useful because \_\_\_\_\_.

Skill 2 \_\_\_\_\_  
is useful because \_\_\_\_\_.

Skill 3 \_\_\_\_\_  
is useful because \_\_\_\_\_.

Skill 4 \_\_\_\_\_  
is useful because \_\_\_\_\_.

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Strike Team  
Member Profile

|  
**Strike Team Member Profile**

Please complete the Member Profile questionnaire below. Your answers will be compiled and used for future disaster response/recovery efforts.

Name	
Phone – 1	
Phone – 2	
Emergency Contact Name	
Emergency Contact Phone #	
Address	
Extension Region Where I Live/Work	
Program Area (Ex: ANR)	
Do You Have Disaster Recovery Work Experience? (Yes/No)	

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Strike Team

Member Profile

Skill #1	
Skill #2	
Skill #3	
Skill #4	
Additional Comments About Yourself	



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## Organizational Checklist – Planning for Strike Team Training

- Meet with Agents to receive feedback on specific training needs
- Meet with Extension Program Leaders to discuss best ways/practices for meeting Agent needs
- Secure list of possible dates/times for Strike Team Trainings
- Create List of possible training locations and dates
- Begin checking with possible training locations for availability – Secure venues for trainings
- Review training location vendor lists – Will you provide a lunch/meal?
- Make initial contact with guest speakers/trainers – Begin “building” your Strike Team training agenda
- Will you provide incentive items to participants? If so, research, select, and order items
- Contact program leaders and others in Extension leadership – Discuss recruitment/advertising for training
- Work through the process of providing professional development credit for this training
- Create registration process for training – Online or mail-in
- Create flyers promoting the training – Include registration and professional development information
- Work with Extension marketing on recruitment for the training
- Begin sign-up for training – Set deadline for registration
- Secure food for training – Arrange for official head count once registration closes
- Touch base with presenters on technology/space needs
- Communicate presenter needs with training location/facilities
- Create/Finalize agenda for training
- Create evaluation for training
- Gather needed items for training – Copies of activities/handouts, writing utensils, incentives, etc.





## Organizational Checklist – Day of Strike Team Training

Set up for training – Work with training location/facilities director

Welcome presenters and participants

Record participant sign-in information

Take notes during presentations – Record any questions posed by Agents and guests

Assist with lunch

Assist with training activities – This includes distribution of incentives provided to participants

Assist with clean-up – Check with training location facilities director before leaving the site

Follow-up with Agent questions/remarks

Send “Thank You” to training presenters

Ensure Agents receive professional development credit for attending training

Ensure placement of any un-used resources/incentive items

Review training evaluation

Share evaluation data with program and Extension leadership

Review Strike Team Member Profile Sheets and create file of members and skill sets

