3. The Partners

The RI Office of Library and Information Services (OLIS) and the Rhode Island State Archives (the Archives) have long been partners in the preservation of Rhode Island’s heritage and have been partners in this planning project. OLIS, a Division of the Department of Administration, is RI’s state library agency. The Library Board of Rhode Island (LBRI) advises OLIS on policy issues, supports legislative initiatives, and acts as an advocacy group on behalf of libraries.

The Archives, a Division within the Office of the Secretary of State, acts as the official custodian and trustee for public records possessing permanent historical value. The RI Historical Records Advisory Board, which advises the Archives, advocates, develops and supports programs that defend and provide access to Rhode Island’s documentary heritage.

4. Brief Project Overview

Protecting the Past—RI is a planning project that has resulted in a Rhode Island-focused disaster planning template that can be used by all the State’s cultural heritage institutions. The template constitutes a new free tool, RI.dPlan and is available at http://ri.dplan.org. A 19-member steering committee of selected stakeholders cooperated in the adaptation of the template. In ten training sessions, the project trained 135 stakeholders representing 89 institutions statewide in the use of the template. The project initiated networking throughout the preservation and cultural heritage collections communities for disaster planning and mutual cooperation, while heightening communication with state and federal officials and with first responders and the public about inclusion of cultural heritage collections-holding institutions in disaster planning.

Protecting the Past—RI has received two awards for advancing disaster preparation and for stewardship. The project webpage is located at the OLIS website: http://www.olis.ri.gov/grants/c2c/index.php

5. Planning Project Accomplishments:
- Adapted “dPlan™”, the online template for disaster planning, to the Rhode Island circumstance. The free tool is available at http://ri.dplan.org.
- Trained 135 individuals representing 89 cultural heritage collections-holding institutions in the use of RI-dPlan.
- Created a 19-member, self-perpetuating Steering Committee, representative of cultural and collections-holding institutions throughout the State of Rhode Island.
- Created an evolving website caching links to many disaster planning and salvage sites as well as archiving all project materials and history at http://www.olis.ri.gov/grants/c2c/index.php.
- Developed topic-specific workshops to build knowledge of disaster planning for cultural heritage institutions.
- Initiated networking throughout the preservation of cultural heritage collections communities for disaster planning and mutual cooperation.
- Initiated and heightened communication with state and federal officials, with first responders, and the public about inclusion of the preservation and cultural heritage collections communities in disaster planning for state and local areas.
- Successfully competed in two awards competitions. Received awards for emergency
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planning and for stewardship.

6. Audience:

The intended audience for RI.dPlan training and for increasing awareness of the need for disaster planning was the preservation and cultural heritage collections communities of the State of Rhode Island. This included libraries of all types, museums, historical societies and preservation societies, historic sites with built environments, and the clerks of all cities and towns in the state. By extension, the audience also included the larger preservation community in a state that is characterized by intense preservation activity and interest.

A total of 135 individuals from 89 different institutions attended training. Of the 77 post-training evaluations completed, 52% of the participants came from public libraries, not surprising since OLIS was a lead agency and the Protecting the Past -- RI web page was on OLIS’s web site. Furthermore, Rhode Island public libraries will be required to have an up-to-date RI.dPlan beginning in 2010. The next highest attendance was by staff from academic libraries (13%), followed by representatives from the museum community and city and town clerks’ offices (both at 8%). Staff from historic sites, which included historic buildings, were next at 5%. Other institution types included archives, historical societies with and without historic buildings, preservation societies, and hospital libraries. The wide range of cultural institutions indicates that the workshops were well advertised outside the “standard” library, museum, and archives communities. It makes sense that 32% of the respondents learned of the training through the OLIS web site. But it is even more interesting to note that most participants learned of the program through email (35%) and word of mouth (21%).

7. Project Activities and Accomplishments:

Protecting the Past -- RI successfully fulfilled the five elements pledged in the initial Planning Grant Proposal, although accomplishment sometimes used different methods than originally outlined.

1) “Define and Inventory the Universe of RI Heritage Collections:”

The Archives’ Rhode Island Historical Records Advisory Board online directory listing over 150 RI institutions that hold unique archival records, manuscripts and graphic materials was reviewed and updated by the first Project Manager (June-July 2008). Together with the LORI (Library of Rhode Island) database of 174 libraries of all types, the two sources became the foundation of a directory of project stakeholders. The Project Director also collected email addresses of museums and other entities that were not included in either of the directories. Email communication was primarily facilitated by a listserv operated by the Archives, OLIS’s in house email database of librarian email addresses, and an additional group emailing list compiled by OLIS specifically for the project.

Having a unified catalogue of all the RI cultural heritage collections was critical to the project in allowing us to reach out to institutions, prominent and obscure, large and small, throughout the state. We anticipate that this unified listing will further all efforts of preservation agencies and heritage collections to collaborate.

2) “Create a RI Planning Tool:”

The Project’s primary objective was to adapt dPlan™: The Online Disaster Planning Tool to the Rhode Island circumstance. dPlan™ was developed by the Northeast Document Conservation Center (NEDCC). The partners convened a nineteen-
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member Steering Committee composed of representatives of public, academic, and private libraries, archives, municipalities, cultural organizations, historical and preservation societies, the State Risk Manager, an official of the Rhode Island Emergency Management Agency, and the partners themselves.

The identification of the RI circumstance, the compilation and description of local resources, the creation of text for guiding the stakeholders, and the editing of new and altered materials into RI.dPlan occupied an intense seven months (mid-July 2008 to mid-February 2009). Programming by Zak Software, Inc. took another nine months: March 2009 to November 2009. Training in RI.dPlan was held from May through July.

Changes were made to the web interface (where the user enters information online) as well as to the output (which appears when the plan is printed). Added information, pertinent and specific to Rhode Island, included the following:

- Emergency managers for each city and town in the state—sheriffs, police chiefs, fire chiefs
- Regional and federal emergency management personnel
- A list of certified professional conservators based in southern New England who have agreed to be included in RI.dPlan, annotated with area(s) of expertise
- A comprehensive Suppliers list of preservation and disaster materials by city and town
- Local freezing and recovery services that have agreed to be included in RI.dPlan
- Expansion of the types of hazards that can threaten Rhode Island—such as storm surges—and the concomitant preparedness and response activities they require

The subcommittees also generated ideas that improved upon dPlan™, many of which have since been incorporated by the NEDCC into the original version. In numerous instances, extant text was expanded for further clarification. New information included:

- Additional types of collection materials and their corresponding salvage techniques
- GPS coordinates for each institution
- A list of temporary employment agencies for clerical assistance during recovery
- A buddy system—both local and regional—to provide organizations with a network of mutual aid in the event of a disaster
- Sources for assistance for people affected by the disaster (e.g., Red Cross)

Any disaster recovery assistance that is available in Rhode Island is provided in the printed disaster plan; users do not have to research or track down this information. When users enter their city or town in the Institutional Information section, much of the above information automatically populates their printed plan. (A complete list of the changes made for dPlan-RI appears in the attachments.) By making plan creation as easy as possible, the likelihood of an institution completing its plan increases.

But any disaster plan can become outdated if it is not reviewed on a regular basis. The adaptation has been programmed in such a way that the Rhode Island version of the tool will continue to be part of the dPlan™ suite. As such it will continue to receive technical updates as the original tool evolves. OLIS and the steering committee will review and update RI.dPlan on an annual basis to ensure that the template information remains accurate and up-to-date. OLIS will pay an annual fee for RI.dPlan maintenance and server space. RI.dPlan may be accessed at http://ri.dplan.org. Beginning on MayDay 2010, annual reminders to review and update their plans will be sent to all RI.dPlan users.
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Once the Steering Committee began examining the original version of dPlan™, changes and improvements immediately came to mind, some of them quite substantial. Unfortunately, only those changes that worked within the limitations of the product could be made. The original dPlan™ was conceived to address the needs of paper-based collecting institutions; hence, in-depth salvage techniques for objects and artifacts are not included. NEDCC acknowledged that a much-needed museum and house museum component was lacking, but it was reluctant to include the information because it was outside the Center’s area of expertise. Without input from professional conservators of non-paper-based materials (which was outside of the budget), NEDCC did not want to add this component to RI.dPlan. Furthermore, there was not enough time in the planning project schedule to assemble, vet, and edit text. Because NEDCC does intend to add this component in the future, it was decided that RI.dPlan would wait for the original dPlan™ to be expanded. We addressed this lack of salvage information, however, by suggesting links to several existing websites that provide accurate salvage information.

Other ideas that were placed in the parking lot for future consideration included the addition of a thesaurus of acronyms used within the library, emergency management, and museum fields; and further development of extra regional and intraregional “buddies,” or partners in resource sharing and safe storage of the partner’s institutional data.

This project task benefited greatly from the efforts of a dedicated, highly engaged Steering Committee and the committed expertise of the staff of the NEDCC. The Steering Committee as a whole reached consensus on what areas needed to be reworked in RI.dPlan or what RI information needed to be added. Then, working in subcommittees and as individuals, they researched and compiled the necessary current information and lists of resources. Staff from NEDCC, creator of the original dPlan, was consistently timely and supportive. The draft of RI.dPlan was edited by the Project Manager throughout January and February 2009. Changes and final edits were made through spring 2009 by the Project Director, the Project Manager, and several Steering Committee members.

RI.dPlan is already of great value to the stakeholders who completed project training. In the words of one trainee: “It is a highly usable plan/program that we will have NO PROBLEMS USING... I highly recommend this plan for any library!” RI.dPlan is now a permanent online tool (http://ri.dplan.org), being annually updated and maintained by OLIS and a smaller Steering Committee, and will remain free and accessible to any cultural institution in the state in the future. The more that state cultural institutions adopt a standard statewide planning framework, the more mutual cooperation there can be among institutions in time of crisis.

3. “Bring the Stakeholders Together:”

In the Planning Grant Proposal we suggested convening two day-long stakeholders’ meetings to introduce RI.dPlan and to begin establishing a network of response networks. What actually occurred was one lengthy stakeholders’ meeting, one statewide webinar, four conference presentations, and two topical educational opportunities.

This strategy proved effective. Each presentation or event heightened awareness of the need for disaster planning. Each presentation or event recruited a number of institutions for RI.dPlan training and the subsequent adoption of RI.dPlan disaster planning (about 7% of our responders). Each presentation addressed an audience already
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engaged in the preservation of a collection. 32.13% of our trainees also participated in one or more of our programs. Through each presentation the project, with its central theme of using RI.dPlan to address disaster planning, became more a recognized part of the preservation community agenda in Rhode Island.

a. Presentations:

It became clear to the staff and Steering Committee at an early stage of the project that, rather than calling a day-long meeting before RI.dPlan was available, it would be more effective for us to carry out our message out to other major gatherings where our stakeholders were already meeting on preservation matters. Therefore, armed with brochures and PowerPoint presentations, the Project Director, Project Manager, State Archivist, and members of the Steering Committee gave conference and meeting presentations throughout the duration of the grant. A descriptive list of these conference and meeting presentations is attached in the appendices.

b. Educational Workshops:

Using the resources of the Steering Committee, OLIS also offered two topical educational events that raised considerable awareness about specialized aspects of disaster planning for collections. In addition to discussing risk analysis and insurance planning for rare materials and how to use the services of a conservator, these sessions offered a brief, positive overview of adopting RI.dPlan as the template for institutional disaster planning. A descriptive listing of these workshops is attached in the appendices.

Although these workshops garnered fairly low attendance, those who came were very enthusiastic. They all found the workshops either “Very useful” or “Moderately useful,” and believed that the workshop contents were “just about right.” Many of the workshop participants later attended RI.dPlan training. Respondents welcomed the opportunity to learn from professionals working in the fields of insurance and conservation and all attendees felt that they were much more aware of conservation issues and opportunities and of insurance issues affecting their institutions. Several requested further hands-on workshops in basic conservation.

c. Webinar:

On April 22, 2009, in preparation for the roll-out of the RI.dPlan training sessions, NEDCC conducted an OLIS-sponsored webinar entitled “Why You Need a Disaster Plan: It’s a Matter of When not If.” The webinar discussed the importance of disaster planning and how a disaster plan can help address events before, during, and after an event. Cheryl Helms of the Redwood Library and Athenaeum and Leslie McDonough of Scituate Public Library underscored the importance of having a disaster plan by sharing their experiences responding to and recovering from disasters at their respective institutions. NEDCC’s Donia Conn presented an overview of RI.dPlan as a sound approach to creating an institutional disaster plan.

One of the webinar’s objectives was to “sell” the idea of disaster planning to senior administrators and trustees. Their support of disaster planning is crucial because, without support from the top, even the best staff efforts will go nowhere. Administrators and trustees need to be involved because they hold the purse strings and, following a disaster, they would most likely be the point of contact for the emergency managers and the media. By having library directors speak about their experiences, it was hoped that the myriad issues that arise following a disaster—health and safety, the cost of recovery, insurance, liability, dislocation, and so on—would convince administrators to make
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disaster planning a top priority. Despite widespread publicity, only 5 people participated in the webinar, none of whom was an administrator. From NEDCC’s vantage point as a workshop trainer and provider of disaster-call assistance, Rhode Island is not unique in this regard. This poor showing demonstrates the unending need to promote and encourage disaster planning. However, the webinar remains archived on the OLIS site and permanently accessible. http://www.olis.ri.gov/grants/c2c/index.php

d. Stakeholders’ Final Project Event:
At the conclusion of the project activities and after all RI.dPlan training sessions were completed, Protecting the Past -- RI hosted a five-hour meeting that gathered forty-seven stakeholders across the spectrum of preservation and cultural heritage collections communities in the state. The group met at historic Linden Place in Bristol, Rhode Island, on September 15, 2009, to evaluate the Protecting the Past - RI planning project and to look towards what should happen in the future to further disaster planning for our cultural institutions. Groups met in two sessions: "I. Project Evaluation" and "II. What’s Next?"

The keynote speaker was the Honorable Lincoln Chafee, former United States Senator from Rhode Island and long-time preservation activist. Other speakers included Jack Sullivan of FEMA Region I and Howard Bokserbaum, Chief Library Officer for the state. Among our other participants, there were two representatives of Federal Emergency Management Agency, a representative from the U.S. Department of the Interior, Office of Environmental Policy and Compliance, a representative from Rhode Island Emergency Management Agency, the State Risk Manager, a member of the US Park Service, staff from Preserve RI, three professional conservators, the archaeologist for the RI Dept. of Transportation, and two representatives from NEDCC.

Session I was an evaluation discussion in three teams. The participants were drawn from stakeholders who had gone through RI.dPlan training and were presently working on disaster plans for their institutions. The groups were given forms to guide their discussion and rank their responses. The project was universally applauded by these stakeholders who evaluated our success during Session I. They believed that the project as a whole raised “an awareness of thinking on a broad level,” and provided “a great foundation for raising awareness and building contacts in advance of an event.” They welcomed the group training and the networking, mentioning that they now felt “strength in numbers,” and “because it’s a group effort, you are not alone.” Several people noted that the “hands on training made it less intimidating.”

Stakeholders saw RI.dPlan as a practical tool, but also as an “educational tool.” “It helped identify the complexity of disaster preparedness.” Other participants said that working on it raised awareness of the value of their collections and of insurance issues for their institutions. Others spoke of how working on RI.dPlan “makes it a regular activity that trains the staff.” On a practical level, RI.dPlan was seen as “holistic, not bits and pieces.” Stakeholders said that using it affected planning by “eliminating hurdles—template can be followed—it is manageable, especially by small staffs with no budgets.”

One of the more interesting responses was repeated by several participants. When asked if RI.dPlan made their institutions “well-equipped” to
manage disaster preparation and response, several people qualified “well-equipped” to “better equipped.” They stated that going through the training process made them aware of how much work needed to be done to cope with a disaster. Several also mentioned the need for exercises in the use of the plan both in sessions from OLIS and within their institutions. “You can plan all you want,” wrote one participant, “but if you don’t use it you may not be ready. It is difficult to assess the plan until it is tested.” They called for “guided discussions to practice and implement training scenarios.”

The experience of networking for disaster planning and beginning to discuss collaboration was also cited as a major success of the Protecting the Past - - RI planning project. The phrase “you are not alone” was frequently repeated in the discussions. Someone said, “It’s great that a state group got it organized at the beginning.” They felt that the project had started “the idea of collaborating statewide.” It was very important to keep the Steering Committee going. Several also mentioned that the process of evaluation allowed for “more networking and inspired new questions. There were good group dynamics.”

Participants also came with specific suggestions for improving RI.dPlan. These included such key details as a “find and replace” option for staff turnover, regular calendar reminders for RI.dPlan, a much longer auto log-out, and a one page print-out derived from the extensive RI.dPlan that will provide an instant contact sheet to all staff members and responders. Representatives of several multi-site institutions noted that RI.dPlan should be more flexible for the needs of cultural sites with more than one location.


The project had pledged to offer eight training sessions led by NEDCC so that stakeholders could learn to apply the adapted RI.dPlan to their institutions. Workshops were offered in different parts of the state, each at a facility equipped with computers so participants could have hands-on experience using and navigating RI.dPlan. The project team determined that a half-day session would be an acceptable time length, so two sessions were held on each of the following days: May 1 (Providence), May 12 (Kingston), May 20 (Lincoln), and June 9, 2009 (Bristol). We were able to expand our offering by two more sessions (July 29: Kingston), to fulfill unmet need. Thus, there were a total of ten training sessions offered by the planning project.

Libraries, museums, archives, and arts and historic preservation organizations across the nation annually set aside May 1st to participate in MayDay, a national effort to prepare for disasters. To commemorate MayDay 2009, Protecting the Past --RI launched RI.dPlan with two training workshops in Providence. This timely choice allowed the project to capitalize on press attention for the public and within the preservation community. Beginning on MayDay 2010, annual reminders to review and update their plans will be sent to all RI.dPlan users.

Prior to attending a workshop, participants were asked to assemble staff lists, facilities information and floor plans, insurance information, and an existing list of utility providers (electricity, gas, etc.). After a brief introduction to the four facets of disaster planning—prevention, preparedness, response, and recovery—participants were walked through the features of RI.dPlan and had an opportunity to enter the data they had collected. Although the tool was developed to be self-explanatory, participants found the
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"live" guidance to be very helpful. The step-by-step instructions and the information about how to use RI.dPlan in both print form and online were ranked the two most relevant workshop components in meeting their institution's needs.

Attendance at the ten dPlan sessions is summarized as follows:

<table>
<thead>
<tr>
<th>Institution Type</th>
<th>Number of institutions participating</th>
<th>Percent of Total institutions of this type</th>
<th>Individuals trained</th>
</tr>
</thead>
<tbody>
<tr>
<td>Museums</td>
<td>13</td>
<td>n/a</td>
<td>19</td>
</tr>
<tr>
<td>Preservation &amp; Historical Societies, State Archives</td>
<td>7</td>
<td>n/a</td>
<td>12</td>
</tr>
<tr>
<td>Public Libraries</td>
<td>44</td>
<td>61.11%</td>
<td>67</td>
</tr>
<tr>
<td>Special Libraries</td>
<td>2</td>
<td>28.57%</td>
<td>2</td>
</tr>
<tr>
<td>Academic Libraries</td>
<td>9</td>
<td>42.86%</td>
<td>12</td>
</tr>
<tr>
<td>High School libraries</td>
<td>1</td>
<td>3.45%</td>
<td>1</td>
</tr>
<tr>
<td>Hospital libraries</td>
<td>2</td>
<td>18.18%</td>
<td>2</td>
</tr>
<tr>
<td>City &amp; Town Clerk Offices</td>
<td>11</td>
<td>28.21%</td>
<td>135</td>
</tr>
<tr>
<td>Total Participants</td>
<td>89</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The majority of participants felt that the training was very valuable and were united in applauding RI.dPlan. "I found it very easy to follow the instructor... feel I benefited from the program. As a small group we are often forgotten, but not with this." "All the participants who provided assistance and guidance were both knowledgeable and helpful. My compliments to the staffs and organizers." "It's the small disasters most of us are more likely to face. To me this is the best way to prepare people for action. I think you did a great job with the dPlan workshop." "Please make this available to every cultural organization in RI."

b. Outcomes and Audience:

An intended outcome of Protecting the Past -- RI was for the ten RI.dPlan training sessions to improve understanding of the need for disaster preparation by the individuals who completed that training and to teach the skills required to complete RI.dPlan. We are pleased to report that 100% of those trainees who responded to the evaluation gave us high marks for increasing their skills, knowledge, and awareness regarding disaster planning for their institutions.

Training in the actual use of RI.dPlan was extremely successful. On a scale of 1 to 5, with 1 being the lowest and 5 the highest, all respondents ranked the following outcomes a 4 or 5: in their confidence that they can complete RI.dPlan.; in their ability to make progress on emergency preparedness in the next four months; in their knowledge of how to use, maintain, and implement RI.dPlan at their institution; in their willingness and ability to discuss disaster planning and its importance with others in their organization; in their increased knowledge of what comprises a disaster plan; and in their confidence that their institution will be safer now that it has a disaster plan.

Prior to RI.dPlan training, 71.43% of the institutions already had some sort of disaster plan, a number far higher in any institution type than was represented in the Heritage Health Index. Nearly 52% of our participants came from the public libraries that
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are required by state law to have a disaster plan in place. Interestingly, after training, many of these librarians said that they had not been aware how “woefully inadequate” or “very basic” their existing plans were. Other comments were: “not up to date” and “full of holes.” An overwhelming 86% indicated that even though they had a disaster plan, the workshop helped them consider how to update it. As one respondent wrote, “The RI.dPlan is much more thorough than our current disaster plan and requires us to look at many more facets of emergency preparedness.”

They praised RI.dPlan for being “comprehensive,” “customized,” and “standardized.” “From the moment I heard about it” wrote one respondent, “I was thrilled at the potential this project presented for helping individual organizations to be better prepared. THANK YOU.”

Respondents also valued the work of the Steering Committee in adapting the disaster planning template to the Rhode Island circumstance. They understood that the information made filling it out much easier and that “it’s a universal form for RI.” As one trainee wrote: “Once it is completed, it can easily be changed to adapt to personnel, budget, building changes . . . the supplemental information that the RI.dPlan provides automatically based on the answers we provide (like vendors and steps to be taken according to the emergency) is such a bonus and time saver.” Another commented: “RI.dPlan is much more comprehensive [than our old plan] and I love the fact that local reliable resources (i.e., places offering freezer space) will be listed and maintained—that we just need to be responsible for maintaining our own local information. It just makes sense for all of us to use the same core plan.”

Of our respondents, 28.57% had never had an institutional disaster plan. For them, training was a wake-up call. “It has started us thinking and planning for a possible disaster, something we never gave thought to,” said one. Another wrote: “Our organization does not currently have any sort of disaster plan. This will not only help us create one, but do so in a way that does not place the burden on one person due to the really great features that allow an administrator to delegate responsibilities for completing the plan and keeping the plan updated.”

One of our intentions in promoting RI.dPlan was to offer a standardized tool that could be used by institutions of many configurations. In our audience, nearly 60% of the institutions served were middle-sized, with a staff of between 6 and 25 people. However, more than 18% had a staff of fewer than 6 people, including volunteers. Seven of our trainees identified themselves as volunteers. To this group, RI.dPlan’s accessibility and ease of use was a big plus. As a trainee put it: “We will now have a disaster plan! I thought about creating one in the past but felt it wouldn’t really be necessary because our library is so small...After attending the seminar I realized there was a lot I could do to protect our collection.” and “The software will make it much easier for my very small library with no full-time employees to have a useful disaster plan.”

The project received two awards, cited in the appendices. As the planning project ended, we were pleased to learn that the Heritage Emergency National Task Force of Heritage Preservation cited Protecting the Past – RI on its Alliance for Response Ideas for Forum Follow-up and Cooperative Network Projects page.
http://www.heritagepreservation.org/AfR/projectideas.html
8. What's Next?

OLIS will continue to update RI.dPlan and to make it freely available to Rhode Island’s preservation and cultural heritage collections communities. Because the programming is complex and cannot be “transferred,” it is simply not possible for OLIS or the Archives to host RI.dPlan on their servers; the technical expertise and trouble-shooting must remain with the original programmer of dPlan™. To this end, OLIS will continue to work with NEDCC in the maintenance of RI.dPlan.

A disaster plan—even one created with RI.dPlan—is only good if it is tested and practiced. A workshop is planned for Spring 2010 to help institutions “exercise” their plans. Completion of RI.dPlan will be a requirement for participating, as will attendance by at least two staff members. By testing their plans through disaster scenarios in a tabletop exercise, institutions will learn whether their plan will be effective or whether it needs further refinement before an event actually occurs.

OLIS will continue to build upon the relationships established between the preservation and cultural heritage communities and the emergency management communities and seek to be an active participant in the preservation network, thereby promoting disaster planning.

OLIS plans to apply for an IMLS Implementation Grant to extend and expand the achievements of the planning period. Some objectives we are considering are:

- To offer additional training in RI.dPlan to more institutions.
- To develop a customized Pocket Response Plan (PReP™), based on the Council of State Archives product which is concise document for recording essential information needed by staff in case of a disaster. A RI PreP would be derived from RI.dPlan and provide an instant contact sheet to all staff members and responders.
- To develop regional disaster response teams.
- To develop a better connection with state EMA and life safety first responders through symposia or workshops.
- To explore individual site support for emergency preparedness, perhaps through a model like the Heritage Preservation’s Risk Evaluation and Planning Program (REPP).
- To explore using the COSTEP (Coordinated Statewide Emergency Preparedness) framework developed by NEDCC, the Massachusetts Board of Library Commissioners, and the Massachusetts Archives, to work toward integrating cultural heritage resources in Rhode Island’s comprehensive emergency management plan.
- Other issues placed in the Protecting the Past -- RI “parking lot” are being considered for an implementation grant.