



2020-21

VFW

Safety & Public Servant,
Emergency Medical
Technician, Law
Enforcement & Fire Fighter
Chairman's Guide



2020-21

Thank you for accepting the responsibility as the Safety & Public Servant Awards Program Chairman for the Emergency Medical Technician, Law Enforcement and Firefighter Professions Chairman for 2020-21.

You are expected to perform your duties to the best of your ability and to become familiar with the requirements of the Safety & Public Servant Awards Recognition Program. The attached Chairman's Guide will provide you some of the necessary guidelines in performing your duties. There may be additional references you may need to review either on the Department or National websites and/or other documentation that may be issued during the ensuing year.

It is important that you learn as much as you can about your position and ask questions if you are not sure of what you will be required to do. I and my staff are available to assist you in this endeavor to ensure you are successful in your efforts.

There are many unsung heroes in our communities who serve the public day in and day out, many times risking their lives for their fellow neighbors and community members and who rarely receive the public recognition they so rightly deserve. The Safety & Public Servant Awards Program is the opportunity to recognize these unsung heroes in our communities.

Please endeavor to promote the Safety & Public Servant Program in our Districts, Councils and Posts pointing out to them the importance of recognizing each of these public servants and what they do each day.

The Department of New York publishes its on-line newspaper, *The Overseas Veteran* quarterly and it is highly recommended that a short article explaining the recognition awards that are available to honor our public servants in their communities be prepared and submitted to the newspaper editor when the call goes out for articles.

Nominations will be submitted in letter format and must be expeditiously reviewed and a final nomination package for each award along with the associated reports completed and submitted as required by the published deadline dates. An optional sample award worksheet and required award nomination sample letter are included in this guide. Nominations are due to you as the Department Chairman by January 1 and your panel must select a single candidate for each of the three awards received and submitted to VFW National by February 1. Deadlines are important, and I expect you to meet them.

Additionally, as part of your responsibilities as Chairman, you are encouraged to prepare a short written report of your activities to be submitted two weeks prior to the Spring and Fall Department Conferences and State Convention. If called upon to make an oral report, you will be invited by letter and will receive a per diem voucher to cover some of your hotel and travel expenses.

The State Commander is confident of your ability to manage the VFWS Safety & Public Servant, Emergency Medical Technician, Law Enforcement & Firefighter Program and am sure you will be extremely successful in your endeavors.

Thank you for stepping up and accepting this challenging position.

PUBLIC SERVANT AWARD CITATIONS FOR EMERGENCY MEDICAL TECHNICIANS, LAW ENFORCEMENT PERSONNEL AND FIREFIGHTERS

Each year, the Veterans of Foreign Wars selects emergency medical technicians, law enforcement and firefighter personnel to receive VFW Public Servant Awards. Post Safety Chairmen are encouraged to submit a candidate for these awards to their **Department Headquarters by January 1**. The Department must select a single candidate for each of the three awards and submit those to **VFW National Headquarters by February 1**.

NOTE: The VFW National Programs Department does not require all documentation items to be mailed to Kansas City, Missouri (from Department to National.) The only item the National VFW Programs Department requires is the "VFW Department Public Servant Award Citation Request Form" which can be mailed, faxed, or e-mailed to the Department upon request – send an e-mail to tbeauchamp@vfw.org or call 816-756-3390, ext 6287.

VFW National Emergency Medical Technician Public Servant Citation:

Any individual, who actively gives emergency medical treatment, provides rescue service or civil disaster assistance as a member of any public or volunteer company organized to give emergency medical care, provide rescue and civil disaster assistance to our nation's citizens.

VFW National Law Enforcement Public Servant Citation:

Any individual who serves in a municipal, county, state or federal unit tasked with enforcement of the laws pertaining to their area of responsibility. This award does not apply to individual employed by private companies or security services.

VFW National Firefighters Public Servant Citation: Any individual who actively fights fires as a member of any public or volunteer company organized to fight fires and give assistance to our nation's citizens.

Criteria for these awards – Candidates must have demonstrated:

- 1) Recognition by their colleagues or those they serve.
- 2) Consistent excellence in the performance of their duties.
- 3) Consistent dedication to their official responsibilities over a period of years and continuous growth in responsibilities and skills within their profession.

Documentation required for all Candidates:

- 1) Nomination letter containing the candidate's name, title, address, telephone and identifying the award for which the individual should be considered.
- 2) One (1) page resume of the candidate's overall background.
- 3) One (1) page resume of the candidate's background in their field.
- 4) One (1) page listing of the candidate's accomplishment and awards in their field.
- 5) Photograph (preferably a head shot) of the candidate.

Nomination – Post Safety Chairmen should send the above information to their Department Headquarters to arrive not later than January 1. Departments should forward a completed "VFW Department Public Servant Award Citation Request Form" for each of their Department winners to arrive no later than February 1 to:

VFW National Headquarters
Attn: Programs,
Tammy Beauchamp
406 West 34th Street
Kansas City, MO 64111
Phone: 816-756-3390 x6287
E-mail: tbeauchamp@vfw.org





VFW Public Servant Award Citation Post Entry Form

NOTE: VFW Point of Contact should fill out their section below prior to distributing this form.
This will provide individuals from outside of the VFW with the needed information to submit their packets successfully.

To be filled out by VFW representative

Sponsoring VFW Post #: Sponsoring District #:

Date of Presentation: MM/DD/YY (if available)

VFW Post POC

Full Name:

Phone: Email:

Address: (where to mail entry)

City: State: Zip:

Individual Submitting Nomination

Full Name:

Phone: Email:

Nominee Information

Choose appropriate citation: (EMT, Firefighter or Law Enforcement)

Full Name: (please list as you wish it stated on the citation)

Gender:

Occupation Title: (if any) (please list as you wish it stated on the citation)

Employer Name: (please list as you wish it stated on the citation)

Address of Employer: (please list as you wish it stated on the citation)

City: State: Zip:

Employer Phone: Employer Email: (if available)

Please complete this form and submit to your local VFW Post using the information provided above. Ensure to include all required documentation that is outlined on the instructions sheet provided with this form. All post entries must be received by their **Department Headquarters no later than January 1st**. If you have any questions, please feel free to contact Tammy Beauchamp at 816-756-3390 x 6287, e-mail tbeauchamp@vfw.org



VFW Department Public Servant Award Citation Request Form

Department of _____, VFW
(State)

Date of presentation: _____
(Month, day, year)

Sponsoring Post # _____ Sponsoring District # _____

Choose appropriate citation: _____
(EMT or Firefighter or Law Enforcement)

Nominee information:

Name of Nominee: _____
(Please list as you wish it stated on the citation.)

Gender: _____
(Male / Female)

Title (if any): _____
(Please list as you wish it stated on the citation.)

Employer Name: _____
(Please list as you wish it stated on the citation.)

Address of Employer: _____

City, State, Zip Code: _____

Employer Phone # _____

Approved by _____
(Department Commander, Department Adjutant or Department Safety Chairman)

The Department should complete this form and forward it to VFW National Headquarters, Programs Department, 406 W. 34th Street, Kansas City, MO 64111, by February 1st or three weeks prior to the presentation date. The appropriate citation will be forwarded to your Department Headquarters for presentation. If you have any questions, please feel free to contact Tammy Beauchamp at 816-756-3390 x 287, e-mail tbeauchamp@vfw.org



CHAIRMAN'S MANUAL VFW SAFETY & RECOGNITION

SERVING AMERICA'S COMMUNITIES AND HONORING THEIR PROTECTORS

The Role of the Chairman

VFW's chairmen do more than just plan projects to improve their communities. They also recruit volunteers, build relationships with community leaders, organize partnerships with civic groups and promote the VFW.

You Are the Point Person

A program chairman should understand one important fact right from the outset: You are the Post's point man in your community. As chairman you will be your Post's liaison to:

- school teachers and administrators
- community leaders
- local military personnel
- city government officials
- members of civic groups
- members of the media
- your fellow veterans

Seek out these new relationships. When it comes time to recruit volunteers or you need specialized expertise for Post projects, these community contacts will prove invaluable. Project an outgoing, friendly personality. Speak positively about your Post, your community and your projects. Articulate your thoughts and plans clearly, concisely and coherently. Remember, you represent not only your Post, but the entire VFW organization as well.

Reporting Your Activities

You may have heard it said that "the job's not over until the paperwork is done!" That is especially true of VFW Programs.

Chairman must report their Post activities in their respective areas at least twice each year. Check with your respective Department chairman to learn what should be reported and in what form. Documentation of your programmatic efforts is the thing that ensures the VFW's reputation and our not-for-profit status.

Master Organizational Skills

As chairman, your talents must be varied. Consequently, your organizational skills should be fully developed.

Some of your specific duties include:

- recruiting and maintaining a pool of active volunteers
- identifying and initiating programs needed in your community
- motivating your Post members, community volunteers and sponsors involved in your various projects
- recognizing your volunteers efforts
- organizing and maintaining records, photos and newspaper clippings that document your activities

- reporting to your Department chairman the volunteer hours, dollars donated by VFW, Auxiliary, & Cootie members and other information requested.

Through the contacts you've developed in your community, cooperate with other civic or fraternal groups. They may already be involved in community service programs you would like to undertake, or they may be eager to help with projects that you've planned. Also identify resources at your Post, talk with members and find out what special skills or hobbies they may have. Since 1923, the Veterans of Foreign Wars has concerned itself with the safety of the communities in which their Posts and members reside.

Alarmed over the post-WWI use of drugs, *VFW Magazine*, then called *Foreign Service*, printed a resolution calling for President Warren G. Harding to declare a *National Anti-Dope Week* and set up a national conference to deal with the problem. VFW Posts began a process of making the public aware of the dangers of drug use that continues to this day.

Early on, VFW Posts began sponsoring bicycle safety clubs. In 1962, Posts started providing reflective stickers through the Lite-a-Bike program. When manufacturers began putting lights on bicycles, the reflective stickers were moved to backpacks and jackets and the program became Lite-a-Tike.

Working with the National Safety Council, driver safety programs were part of the first safety efforts. Later the VFW began to promote AARP's 55 Alive/Mature Driving program.

Throughout the history of the VFW, Posts have been quick to recognize the contributions of those who make our homes, highways and communities safer. Today, VFW Posts regularly honor citizens who save lives and those who serve the community as emergency responders. A special section in this manual is dedicated to the ways in which these courageous individuals can be recognized at every level of the VFW.

In the late 1970's, VFW families became increasingly concerned about the safety of their children. One of the first organizations to create a Child ID Kit, the VFW provided hundreds of thousands of parents with this tool they hoped would never be used.

With the tragedy of 9/11/2001, the VFW has begun encouraging Posts to utilize the resources of the Department of Homeland Security and the Federal Emergency Management Agency (FEMA). These organizations, as well as hundreds of others, provide printed materials about safety in the home, community, while traveling, almost anywhere. Chairman should visit the following websites and review the materials and information relevant to almost any emergency or security situation a community might encounter. Chairman should visit these websites:

<http://www.fema.gov/>
<http://www.dhs.gov/index.shtm>

VFW Post, District and Department Safety Chairmen play a vital role in the VFW's impact on our communities. They are responsible for overseeing the various safety programs at their respective level. To accomplish this purpose it is essential that they do the following:

- Read and understand all Safety Program materials.
- Maintains a working knowledge of all program aspects so as to be the authority on the Safety Program.
- Promotes the execution of Safety Programs at their respective Post, District or Department levels.
- Provide timely and accurate program activity reports of Safety Program activities at their level.

VFW RECOGNITION PROGRAM: The purpose of the VFW Recognition Program is twofold. First and foremost, as an organization of wartime veterans and their spouses, the VFW and Auxiliary understand the need to recognize and honor those individuals who have performed above and beyond their peers. Of particular significance are those who, like wartime veterans, have placed the safety and welfare of others above their own. Secondly, the VFW and its Auxiliary realize the value of these awards to the Post, District, Department and National organization. Recognizing worthy individuals

makes the public aware of the VFW and Auxiliary and increases the public's respect and appreciation for these organizations. That increased respect and appreciation results in greater public support for these organizations and membership growth.

For those reasons, it is important that VFW and Auxiliary leaders at every level take advantage of every opportunity to honor worthy individuals and sometimes organizations. With that in mind, the VFW National organization has established a number of suggested awards. The Post/Auxiliary Safety Chairman should constantly be on the lookout for opportunities to honor individuals of all ages in the community. The following are suggested awards:

NATIONAL CITATION OF RECOGNITION

These citations are available to recognize Posts or individual Post chairmen who have demonstrated an exceptionally high level of service to their community. VFW Department Chairmen are given sole responsibility for identifying those Posts and individuals within their Department worthy of this citation. Application forms including all criteria and instructions are sent to the Department by February. Completed forms listing each Post or chairman by name and Post number must be submitted to the national organization by May 1st to allow time for proper presentation at the Department Convention. If you have any questions, please call Tammy Beauchamp, 816-756-3390 ext 6287 or tbeauchamp@vfw.org

PUBLIC SERVANT AWARD CITATIONS FOR EMERGENCY MEDICAL TECHNICIANS, LAW ENFORCEMENT PERSONNEL AND FIREFIGHTERS

Each year, the Veterans of Foreign Wars selects emergency medical technicians, law enforcement and firefighter personnel to receive VFW Public Servant Awards. Post Safety Chairmen are encouraged to submit a candidate for these awards to their Department Headquarters by January 1. The Department must select a single candidate for each of the three awards and submit those to VFW National Headquarters by February 1. NOTE: The VFW National Programs Department does not require all documentation items to be mailed to Kansas

City, Missouri (from Department to National.) The only item the National VFW Programs Department requires is the "VFW Department Public Servant Award Citation Request Form." A blank form can be faxed, mailed, or e-mailed to the Department upon request – the Department rep should send an e-mail to tbeauchamp@vfw.org or call 816-756-3390, ext 6287.

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Any individual who serves in a municipal, county, state or federal unit tasked with enforcement of the laws pertaining to their area of responsibility. This award does not apply to individual employed by private companies or security services.

VFW National Firefighters Public Servant Citation: Any individual who actively fights fires as a member of any public or volunteer company organized to fight fires and give assistance to our nation's citizens.

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- 3) Consistent dedication to their official responsibilities over a period of years and continuous growth in responsibilities and skills within their profession.

Documentation required for all Candidates

- 1) Nomination letter containing the candidate's name, title, address, telephone and identifying the award for which the individual should be considered.
- 2) One (1) page resume of the candidate's overall background.

- 3) One (1) page resume of the candidate's background in their field.
- 4) One (1) page listing of the candidate's accomplishment and awards in their field.
- 5) Photograph (preferably a head shot) of the candidate.

Nomination – Post Safety Chairmen should send the above information to their Department Headquarters to arrive not later than January 1. Departments should forward their "VFW Department Public Servant Award Citation Request Form" to arrive not later than February 1 to:

VFW National Headquarters
 Attn: Programs
 406 West 34th Street
 Kansas City, MO 64111
 Fax: (816) 968-1149
 e-mail: tbeauchamp@vfw.org
 phone: 816-756-3390 x 6287

LIFE SAVING AWARDS: Safety Chairmen at Posts, Districts and Departments are encouraged to regularly identify and honor individuals throughout the year in their geographic area who have saved a life. The VFW National Programs Office provides the following three different citations, free of charge, for local presentation.

- 1) Regular Life Saving Citation – Honors individuals who have, without regard for their own comfort, taken action resulting in the saving of another human life.
- 2) Line of Duty Life Saving Citation – Honors individuals who, in the execution of their assigned duties, have taken action resulting in the saving of another human life.
- 3) Valor Life Saving Citation – Honors civilians who have taken action resulting in the saving of another human life and have placed their own safety at risk.

Safety Chairmen should request citations by sending the following to VFW Programs, VFW National Headquarters, 406 West 34th Street, Kansas City, MO 64111, fax: 816-968-1149, e-mail tbeauchamp@vfw.org

- 1) Documentation of the event – newspaper clippings, etc.
- 2) Name of the individual receiving the citation.
- 3) Date of presentation and date desired on the citation.
- 4) Name and address of the Post Commander or Auxiliary President who will be sent the citation for presentation.

If you have any questions, please call Tammy Beauchamp at 816-756-3390 x 6287 or e-mail her at tbeauchamp@vfw.org

YOUTH CADET AWARDS PROGRAM

VFW awards for special recognition of outstanding achievement and exceptional leadership are available for Junior and Senior ROTC programs, Naval Sea Cadets and Civil Air Patrol Cadets. If any of these programs exist in your community, these awards provide your Post an outstanding opportunity to honor these patriotic young people.

Youth Cadet Awards Administration

Cadet awards may be initiated by the local VFW Post or directly by the cadet's unit. In either case, documentation should come from the unit as follows:

Naval Sea Cadets – from the unit commanding officer in a letter with copy to NSCC HQ.

Civil Air Patrol Cadets - from the candidate's squadron by submitting a CAP-120 form.

JROTC/SROTC Cadets – from the unit by submitting a letter documenting the criteria.

All letters of nomination should be sent to:

Programs
VFW National Headquarters
406 West 34th Street
Kansas City, MO 64111
Fax: (816) 968-1149
Email: <mailto:kharmar@vfw.org>

CRITERIA FOR CIVIL AIR PATROL AND NAVAL SEA CADET AWARDS:

- Good academic standing
- Satisfactory progress in the cadet program
- Outstanding achievement in community service and/or the cadet program
- Outstanding leadership in the cadet program
- High moral character

- Exceptional professionalism in appearance and actions (Officer Award)
- Outstanding military bearing and conduct in and out of uniform (NCO Award)
- Involvement in patriotic programs, drill team, color guard, etc.
- Demonstrated potential and willingness to assume higher levels of responsibility

Additional criteria for JROTC & SROTC awards:

- Positive attitude toward the ROTC Program
- For JROTC, must be enrolled as a 10th-12th grade JROTC student
- For SROTC, must be an undergraduate student enrolled in Military Science I through IV
- Must maintain a "B" average in ROTC curriculum and a "C" average in all remaining subjects with no failing grades in the previous semester
- Active in at least one other student extra-curricular activity (music, athletics, government, etc.)

Upon receipt of the letter and documentation, VFW Programs personnel will review the submitted materials, approve them, and contact the VFW Department (state headquarters office.) The Department or a local VFW Post may then purchase the award(s) through the [VFW Store](#) for presentation. Awards, stock numbers and contact information are as follows:

JROTC MEDAL #1229
 JROTC CITATION # 4387
 ROTC MEDAL #1226
 ROTC CITATION #4386
 NAVAL SEA CADET MEDAL #1207
 NAVAL SEA CADET CITATION #4393
 CIVIL AIR PATROL OFFICER MEDAL #1208
 CIVIL AIR PATROL OFFICER CITATION #4394
 CIVIL AIR PATROL NCO MEDAL #1209
 CIVIL AIR PATROL NCO CITATION #4395

Order through:

VFW Store
 406 West 34th St.
 Kansas City, MO 64111
 (800) 821-2606
 Website: www.vfwstore.org

Recognizing local heroes, heroines, patriots and outstanding youth with VFW awards, citations and medals is one of the easiest and most effective ways to grow a VFW Post. Every time your VFW Post honors a local individual, you spread good will among the individual's family, friends and your entire community. That good will returns to your Post in the form of increased public support for your fundraising, increased attendance at your events and, perhaps most importantly, more members for your Post and its Auxiliary. VFW awards don't cost, they pay – big dividends.

**FOR MORE INFORMATION
 CONCERNING VFW SAFETY AND VFW
 RECOGNITION PROGRAMS CONTACT:**

**Tammy Beauchamp – 816-756-3390, ext.
 6287**

E-mail – tbeauchamp@vfw.org

Revised date August 8, 2016

Safety & Public Servant Award Worksheet

The below worksheet can be used to input background information for the final preparation of the nomination letter

The boxes are for illustration only and do not limit the person making the nomination to the space provided.

Nominations are due Department Headquarters by January 1

The Department must select a single candidate for each of the three awards and submit those to VFW National Headquarters by February 1

Please use this form to nominate an Emergency Medical Technician, Law Enforcement Officer or Fire Fighter.

Nominee's Name	
Nominee's Department	

Nominator's Name	
Nominator's Department	
Nominator's Signature/Date	

Nomination Justification:

The following outline is provided to describe key qualities, traits, or characteristics of the nominee.

- 1) Describe the nominee's overall background :

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Safety & Public Servant Award Worksheet

The below worksheet can be used to input background information for the final preparation of the nomination letter

The boxes are for illustration only and do not limit the person making the nomination to the space provided.

- 2) Describe how the nominee demonstrates excellence in the area of expertise, give specific examples:

- 3) Describe how the nominee demonstrates excellence in the area of Leadership, give specific examples:

- 4) Describe the nominees accomplishments, awards, public recognition, letters of appreciation, newspaper articles, give specific examples:

Safety & Public Servant Award Worksheet

The below worksheet can be used to input background information for the final preparation of the nomination letter

The boxes are for illustration only and do not limit the person making the nomination to the space provided.

- 5) List outstanding accomplishments, such as awards, letters of appreciation, etc.:

Please comment on why this individual is an excellent candidate to receive this award. Be as specific as possible and provide examples. Attach additional documentation, if necessary. Award recipients will be selected on the merits and strengths of his or her contribution(s)

SAMPLE AWARD NOMINATION

AWARD NOMINATION

JOHN PAUL JONES

JUSTIFICATION AND BACKGROUND

I have the distinct pleasure of placing Rascal P. Jones, Life Member of VFW Post 000, Anytown, New York in nomination for recognition with a National Public Servant Award Citation for his unselfish drive in furthering law enforcement both at home and abroad. Rascal Jones has served the law enforcement community for the past 37 consecutive years and has dedicated most of his adult life in the service to his country as an Army veteran, city law enforcement officer and most currently as the Assistant Security Director in charge of Operational Plans for the Department of the Army in Little Creek, Virginia.

Rascal Jones was born in Westmire, New York and attended Westmire Public Schools volunteering for military service at the young age of seventeen with his enlistment in the United States Army. After serving a tour of duty in Germany with the 32nd Air Defense Artillery he returned home and joined the New York Army National Guard. It was during this enlistment with the Guard that he was afforded the opportunity to attend Officer Candidate School where he graduated at the top of his class and accepted a commission as a Second Lieutenant.

Upon commissioning, he transferred to the Infantry and assigned to the 42nd Infantry Division serving at all levels of command from Platoon Leader, Company Executive Officer and Company Commander. After Command, he was assigned to Battalion and Brigade Staff of the 105th Infantry. Promoted to Major and assigned to the New York State Division of Military and Naval Affairs, he participated in the 1980 Winter Olympics as a Command and Control Officer for ground operations.

During his tenure with the Division of Military and Naval Affairs, he was also fulfilling a concurrent occupational career with the Westmire Springs Police Department. When the New York Guard was called up for duty for a statewide prison strike Mike used his experience as a police officer by serving as a Platoon Leader during Operation Gold Plum thereby providing security, stability and needed resources for the New York Prison System. Rascal Jones retired from the New York National Guard in 2000.

In his service to the Westmire, New York Police Department, Officer Jones has and continues to be an integral participant and advisor in this city's police force. Serving as a police officer beginning in 1976, he was quickly promoted to Sergeant and eventually through his perseverance and determination, was promoted to the rank of Lieutenant, Captain and lastly Assistant Chief of Police prior to his retirement from City of Westmire in 2011.

As a member of the Westmire Police Department, Rascal was a strong supporter and leader on the force in promoting the DARE Program in the Westmire Springs City School District. He served as a K9 supervisor for the Department and in his position as a Bike Patrol Supervisor and Community Policing Supervisor, he focused on fostering interaction between the community and the city police force thereby improving the relationship between the city police force and its citizen community.

Webster's New Collegiate Dictionary defines "veteran" as a soldier of long service, a former member of the armed forces and a person of long experience. Rascal is all these and more. He is an individual who lives and breathes veteran service whether it be his dedication to his country as a person in the military and the Veterans of Foreign Wars or his service to his community as a dedicated law enforcement officer who believes in doing more - not for himself - but for others.

Rascal Jones's dedication cannot be demonstrated more aptly than when, after 9-11, he left the comfort of his home, his family and his community to return to active duty with the United States Army to use his professional skills as a police officer to support the Global War on Terrorism by volunteering to go back on active service to train members of the Afghanistan Police Force. For a full ten months Rascal served in the far reaches of the country, many times under constant enemy fire as an Afghan National Police Trainer. For his efforts he was awarded the Bronze Star but more importantly, Rascal was rewarded with the realization that everything he did helped in winning the hearts and minds of those he was willing to help.

Mike is the consummate veteran – loyal, methodical and dedicated. Although Rascal has left behind a military career with the Army, a long and distinguished career with the City of Westmire departing as its Assistant Chief of Police, he still has law enforcement in his blood. Shortly after his retirement from the City of Westmire Police Department, Rascal accepted a position with the Department of the Army with the Army Police Force. As an honor graduate

from the Army Police Academy in Aberdeen, Va. in April 2013 he began a new career at the Army Activity Support Activity in Baton Rouge and in just that short span of time has risen from security patrol responsibilities to that of Assistant Director in Charge of Operations and Plans.

Rascal Jones is that one person, that rare individual, the exceptional veteran who has carried the torch for over 41 years making sure that his leadership roles coupled with the mundane get done. Rascal is a proven professional in every sense. His strong moral character, uncompromising standards and self-sacrifice make Rascal Jones Biss most deserving of selection and recognition by having him awarded a National Public Servant Award Citation



Do You Have a Family Emergency Plan?

Almost as important as the disaster supplies kit is your family's emergency plan. Decide on a location for your family to meet outside the home in the event of a home evacuation. For instance, if your home catches on fire, plan to meet in a particular neighbor's yard.

Separation is a real possibility during the day when adults are at work and children are at school. To that end, pick a location like a park or a favorite family restaurant at which to meet.

Furthermore, have an out-of-town friend or family member act as the family contact to relay messages. If you can't make it to the family meeting spot, you can call the family contact and leave a message with your location and condition. All family members should carry the contact's name and phone number with them at all times.

If you are asked to evacuate due to a hazardous waste spill or the threat of a hurricane coming ashore, **know where you are going.** Make arrangements in advance to stay with friends or relatives who live outside of town. If there isn't time, know the location of emergency shelters. Pet-owners should find out where to take their animals in case they are not permitted at the shelter.

Once your family is prepared for the worst, and your Post home also is well-equipped for a disaster, be sure to check with your employer to ensure there is a disaster plan in effect at the workplace.

What Can Your Post Do?

VFW members and Posts around the country are encouraged to work with Citizen Corps Councils to promote volunteer service opportunities in support of first responders, disaster relief and community safety. Contact your local Citizen Corps Council and ask to be a member. Offer your Post home as a meeting place for training, or provide meals to volunteers.

For more information on what to do in the event of a natural disaster or terrorist attack, visit these Web sites:

www.dhs.gov/citizen-corps
www.ready.gov/citizen-corps



Veterans of Foreign Wars

Programs

406 W. 34th St.
Kansas City, MO 64111
(816) 756-3390 ext. 117

Revised: 6/16/15

Are You Ready If Disaster Strikes?

VFW Disaster Preparedness
and Awareness Brochure





Spread the Word: Preparation is Key

If disaster strikes your community, will your VFW Post members and their families be prepared? Keep in mind that disasters range from floods, hurricanes and ice storms to hazardous waste spills and the unthinkable terrorist attack. September is *National Preparedness Month*, so take this opportunity to share the following information with your members.

Everyone is susceptible to the possibility of emergencies. It doesn't matter if you live in the Midwest or New York City. **What does matter is whether or not you're prepared.**

This guide will help better prepare you in the event of a major storm or attack. You will be instructed how to put together a home disaster supplies kit, though you may want to make one for your Post as well.

Before you start gathering items you need for your disaster kit, here are some simple steps to take around your home:

- Check and change the batteries in your smoke alarms and replace all alarms that are more than 10 years old.
- Organize and practice a family fire drill.
- Locate the utility mains for your home and know how to manually turn them off.
- Post a list of emergency phone numbers next to the telephones in your home.
- Cordless phones won't work if the power is out. Be sure to have a regular telephone to plug in.

Creating Your Disaster Supplies Kit

Following a catastrophe, it can take days before emergency workers are able to reach you and your family. The best way to plan for emergencies is to prepare a disaster supplies kit. Once the unfortunate event occurs, there will not be time to shop or search for supplies.

Before getting your kit together, be sure you have enough supplies for at least three days. **Consider making two kits.** In one, put everything needed to stay where you are and make it on your own. The other should be a lightweight, smaller version you can take with you should evacuation occur.

This is a suggested list of what your disaster kit should contain:

- One gallon of water per person per day
- A minimum three-day supply of non-perishable food including canned items, peanut butter, jelly, crackers, granola bars and trail mix
- One complete change of clothing and footwear per person, including hats
- Blankets or sleeping bags
- Toilet paper and feminine sanitary products
- Disinfectant
- Trash bags with ties
- Mess kits or paper cups, plates and utensils
- Battery-operated radio and extra batteries
- Cash or traveler's checks
- Utility knife and a non-electric can opener
- Fire extinguisher
- Pliers
- Duct tape and plastic sheeting
- Compass
- Matches in a waterproof container
- Aluminum foil
- Signal flare
- Paper and pencil
- Shut-off wrench to turn off household utilities
- Filter masks

Be sure to keep your disaster supply kit in a convenient place known to all members of your family. **The items should be kept in airtight plastic bags.** Your food and water supply should be rotated every six months.

In addition to the important items already mentioned, a complete first aid kit will likely come in handy. **Be sure to include the following:**

- Sterile adhesive bandages
- 2- and 4-inch sterile gauze pads
- Hypoallergenic adhesive tape
- Triangular bandages
- 2- and 3-inch sterile roller bandages
- Scissors
- Tweezers
- Needle
- Antiseptic
- Thermometer
- Tube of petroleum jelly
- Assorted safety pins
- Cleansing agent
- Latex gloves
- Sunscreen
- Aspirin or non-aspirin pain reliever
- Anti-diarrhea medication
- Antacid
- Ipecac
- Laxative
- Activated charcoal

