AIA California

COMPONENT DISASTER RESPONSE TOOLKIT

Resources for preparing, responding to, recovering from, and rebuilding after disasters and emergencies.

THIS TOOLKIT...

- Is designed as a living document for **AIA components in California to prepare and support them before, during, and after a disaster event.**
- Is developed by AIA California with contribution from its Disaster Assistance Network (DAN).
- Includes the materials for architectshelp.org.
- Is **different** from the AIA Disaster Assistance Program at aia.org which focuses on individuals. This effort helps components organize and coordinate efforts of architects in the communities to prepare, respond, recover and rebuild.

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AIA CA COMPONENT DISASTER RECOVERY

READINESS
before

TRAINING
Annual training for component staff and leadership in the five phases of disaster management

READINESS
Annual preparations for component leadership to develop the relationships that will benefit in an incident

CONTINUITY PLANNING
Planning component ability to conduct business continuously around an incident

RESPONSE
days

DAY ONE & SAFETY
Initial meetings and safety protocols

OUTREACH
Initial outreach to community and readiness contacts, identify and contact Local Access Center coordinator

MESSAGING
Prepare initial collateral materials like business cards, one pagers, rehearse elevator speeches

ORGANIZING
Invite members and prepare agenda and sign- up sheets, for first meeting of Disaster Recovery Committee

RECOVERY
months

ORGANIZING
Meetings and activities of Disaster Recovery Committee engaging with community recovery planning

OUTREACH
Advertising programs and workshops, and creating ways for property owners to meet with component members to learn about design and construction process

COLLABORATION
Working with collateral organizations, building officials, other AIA components, and neighborhood “block captains” to promote building back better with resilient design strategies

EDUCATION
Seminars and workshops for members to increase professional knowledge in relevant areas

REBUILDING
years

ORGANIZING
Smaller groups meet, whole group communicates by Basecamp or similar platform

OUTREACH
Advertising programs and workshops, and creating ways for property owners to meet with component members to learn about design and construction process

EDUCATION
Seminars and workshops for members to increase professional knowledge in relevant areas

REVIEW
after

ORGANIZING
Reconvene larger group at two- three years after incident to evaluate what worked and community rebuilding successes

FEEDBACK
Report back to component leadership, AIA CA and the Disaster Area Network regarding findings

RECORDING
Create a case study of chapter activities, circulate for review, and as for ideas

PROMOTION
Reward great design projects and promote all the activities of the Disaster Recovery Committee

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Frequently Used Acronyms in this Toolkit

AASCC	Architects Association of Santa Cruz County
ABAG	Association of Bay Area Governments
ADU	Accessory Dwelling Unit
AEC	Architecture, Engineering, and Construction
AHJ	Authority Having Jurisdiction
AIA	American Institute of Architects
AIA CA	American Institute of Architects California
ASLA	American Society of Landscape Architects
BIA	Building Industry Association
BFE	Base Floodplain Elevation
Cal OES	California Office of Emergency Services
CALBO	California Building Officials
Caltrans	California Department of Transportation
CARDA	California Rescue Dog Association
CARES	California Animal Response Emergency Systems
CBO	Community Based Organizations
CCC	California Conservation Corps
CEC	California Energy Commission
CFM	Chief Fire Marshall
Chapter ED	Chapter Executive Director
CHP	California Highway Patrol
CRT	Community Recovery Team
CSI	Construction Specifications Institute
DAC	Disaster Assistance Center (also known as LAC)
DAN	Disaster Assistance Network
DRC	Disaster Recovery Committee
DWR	California Department of Water Resources
EMSA	California Emergency Medical Services Authority
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ExCom	Executive Committee
FEMA	Federal Emergency Management Agency
IC	Incident Command
ICC	International Code Council
ICS	Incident Command System
LAC	Local Area Center (also known as DAC)
LRAC	Local Recovery and Assistance Center
NAHB	National Association of Home Builders
NOAA	National Oceanic and Atmospheric Agency
P.E.	Professional Engineer
PIO	Public Information Officer
PPE	Personal Protective Equipment
Pres	President
PTSD	Post-Traumatic Stress Disorder
Q1, Q2, Q3, Q4	Quarter 1, Quarter 2, Quarter 3, or Quarter 4
RRC	Resource Recovery Center
RE	Redwood Empire
SAP	Safety Assessment Program
SBA	Small Business Administration
SCBA	Self-contained Breathing Apparatus
USGA	United States Geological Survey
USGBC	United States Green Building Council
VP	Vice President

INTRODUCTION

The purpose of this Toolkit is to help AIA components, annually and with new leadership, be prepared to manage disasters in their communities. This is a roadmap for response when a disaster occurs, and includes identifiable steps that the component leadership utilize in supporting their members and engaging communities through the different phases of a disaster, and for different types of disasters.

Organized by phase, the sections will help a component:

- Prepare for what disaster might come
- Respond according to a checklist of activities
- Understand component roles in different phases
- Create a component communication plan
- Have an initial roadmap for specific activities
- Review the efforts of other chapters
- Access resources and supporting materials

HOW AIA CALIFORNIA CAN HELP

AIA California assists chapters in disaster r*eadiness, response, recovery, rebuilding,* and *review* – the five phases of disaster management. The partnership between AIA California and local components is important, and essential to ensure components feel supported and are enabled to help their communities as they rebuild the areas most significantly affected. AIA California provides resources and expertise to augment local assistance programs, and helps fill any immediate needs. In coordination with the local components, AIA California helps to position architects as resources in their communities, showcase the value of design, and elevate reconstruction and resiliency conversations. AIA California has created the Architects Help website and collateral materials and is prepared to further assist as follows:

Coordination

To better understand the scope of what components are facing in response to a disaster, AIA California may convene a coordinating committee with representatives from surrounding components that were most impacted. This committee may be established to better understand what each component is doing for their members and for the public, to coordinate support of one another for post-disaster services, and to determine where resources are still needed. AIA California can also help the component to engage with public officials and local agencies to infuse architects throughout the community in supportive roles.

Communications

AIA California can provide communications strategies to disseminate resources and information to the community and members, and with outreach to ancillary organizations and partners. www.architectshelp.org is also a "neutral" website for local disaster response information.

Materials

Contained in this *Component Disaster Response Toolkit* is an assortment of public outreach materials, informational brochures, and other documents that may be useful for members to engage in community outreach and advocacy efforts. AIA California can assist with gathering resources, creating informational pieces, graphics and developing banners for public exposure about the role of architects in the rebuilding process.

Events

AIA California can lend expertise and knowledge to host community workshops and events, coordinate simultaneous meetings with multiple components, engage with public officials and local agencies to staff Local Assistance Centers (LACs), host member events to bring the architectural community together, develop coalition meetings or host chapter meetings to collaborate, and carryout disaster response projects.

"Day One" Box

AIA California has assembled a box of resources to aid in the early days of disaster recovery. The ''box'' includes supplies to help local components participating in Local Assistance Centers (LAC) and is meant to provide the physical materials necessary, rather than having to assemble individually. The "box" can be requested by any AIA component.

Grants

AIA California considers grant requests from local components on an as needed basis, supporting efforts to showcase the architectural profession as important contributors in community response, recovery and rebuilding efforts. Grants can support community workshops and events, engagement with public officials and local agencies, member programs to bring the architectural community together, or planning efforts. Requests should include the following:

- Project Name
- Brief Description of Project
- Anticipated Outcome
- Target Audience/Number of People Served (if applicable)
- Project Timeline
- Project Budget and Amount Requested

Recognizing the rebuilding process is not linear and acknowledging the many phases of disaster response and recovery, grant requests are not limited. AIA California makes every effort to support local AIA components' efforts.

FIVE PHASES OF DISASTER MANAGEMENT

The purpose of this Toolkit is to help local AIA components prepare for the different phases of a disaster. This roadmap includes identifiable steps to prepare, respond, and rebuild.

1

READINESS

Training and preparation of component leadership, annually, to build awareness and establish relationships in the community.

2

RESPONSE

Immediate steps to take in the first few days after disaster, reminding officials of the AIA's ability to support the community. This includes assistance with rescue centers, temporary housing, and in cooperation with AIA California and its communication with Cal OES to provide Safety Assessments, upon request.

3

RECOVERY

Activities and options for the AIA component to take in the first few months after a disaster to be involved with planning the rebuilding process, and working with neighboring components.

4

REBUILDING

Providing resources and information to help the AIA component be effective supporting local architects with their community rebuilding work over several years following disaster.

5

REVIEW

Reviewing component activities after a disaster and rebuilding, evaluating the success of activities, report out lessons learned with recommendations for advocacy, code changes, toolkit updates, and to document experience via a case study.

TIMELINE OF DISASTER MANAGEMENT

Understanding the timeline of a disaster before it occurs helps the component be prepared at each phase and offer the support to the community that meets its needs in that moment.

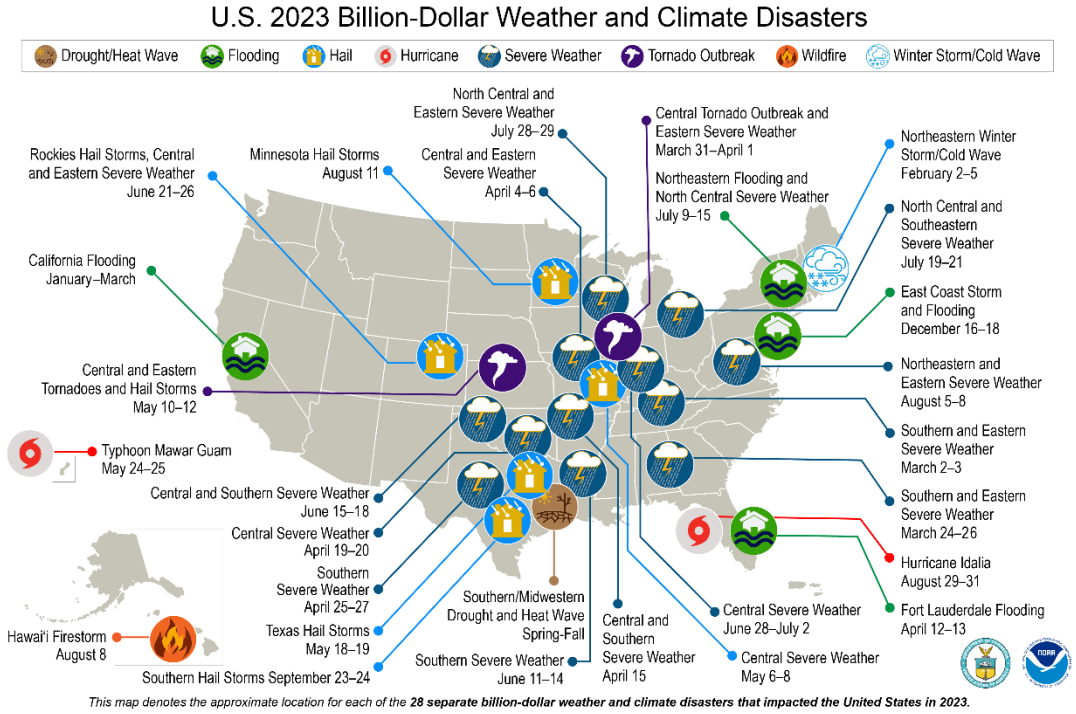
Phase	Timeframe*	Activities
READINESS	Annually Each new AIA Board	Component leadership training and awareness Community relationship building
RESPONSE	Days +/- 4 days after disaster	First responders Life safety Temporary shelters & housing Cal OES Safety Assessment Program (SAP) Evaluators
RECOVERY	Months +/- 4 months after disaster	Neighborhood organizing Safety and environmental clean-up Permitting officials - streamlining Community – planning, organizing Insurance adjusting Design & permitting
REBUILDING	Years 2 - 4 - 10 years after disaster	Preconstruction: testing, design, engineering, permit Construction: bidding, contracting, inspecting, furnishing and occupying
REVIEW	After When component feels activities are complete	Evaluation of results Lessons learned report out Advocacy Toolkit feedback Publish case study

** The timing of "4 days - 4 months - 4 years" was coined by Cameron Sinclair - Architecture for Humanity - as the average timeframe for response - recovery - rebuilding, but timeframes will vary as to the number of days, months, and years of these phases consistent with the scope and scale of the disaster and its impact on the built environment. Also, insurance and regulations set 12-24-36 month limits which affect the course of the recovery.*

TYPES OF DISASTERS

Major disasters which affect the built environment are occurring throughout our country every year, with increasingly devastating consequences. In California, disasters include:

- Earthquake
- Mudslides
- Avalanche
- Wildfire
- Flooding
- Tsunami
- Drought
- Pandemic and more



A new resilience guide by the U.S. Department of Housing and Urban Development (HUD) categorizes disasters by the natural elements causing damage to buildings – such as earth, wind, fire, water, and other. Rebuilding for a resilient future means considering that the next disaster may be different or have more than one causation.

See: https://www.nahb.org/advocacy/industry-issues/resiliency/resilient-residential-construction

CLASSIFICATION OF DISASTERS

Different types of disasters require different types of response, and this Toolkit will provide guidance for addressing community needs focusing on impacts to buildings, infrastructure, and changing conditions.

EARTH - Any movement of the earth such as quakes, sinkholes, subsidence, avalanches, liquefaction, and mud flows. Communities may encounter loss of buildings and interruption of transportation routes, with extreme damage to all building types, including residential, commercial and healthcare. Most structures suffer shaking damage. Multi-story structures, up to four stories, can suffer the worst damage, and structures on faults can be rent apart. Aftershocks can perpetuate the danger to life safety, so timing of reentry is a key concern. Transportation infrastructure may be seriously impacted by collapse of bridges.

WIND - High wind events such as hurricanes, tornadoes or intense storms. Communities may encounter extreme damage to all building types, including residential, commercial, and healthcare. Additionally, airports and multi-story structures can be impacted. Areas around multi-story structures can suffer from flying glass shards and transportation routes can be covered with debris.

FIRE - Disaster-scale fires include large wildfires, firestorms, and explosions that may be concentrated in one area or travel across the landscape and through urban areas. All types of buildings can be affected including residential and commercial facilities. Even glass and steel can be reduced to dust in minutes depending on the intensity of the event. Foundations and infrastructure might not be reusable. Transportation may be temporarily interrupted.

WATER - Major water events such as flooding, tsunamis, and severe storms can have serious effects, inundating communities and structures. Damages can include the immediate damage to the structure and finishes of the property being racked and/or washed away and the secondary damage of mold development can further destroy the structure. Transportation is generally interrupted during the event and may be washed out after the event. Rescue from flooding is an important design element for life safety in flood areas.

OTHER - There are many other types of disasters that can affect structures, such as drought, freeze, volcano/lava, pests, pandemics, protest, terrorism, and post-disaster looting. How an AIA component responds in these events will depend on circumstances.

COMPLEX - Some disasters are "complex" – meaning they start out with one type of event, which then precipitates or is followed by another disaster or more. For example, a wildfire disaster can be compounded by mudslides; an earthquake can cause a fire outbreak or a tsunami, and hurricanes are both wind and water events.

While responding to disasters, components may keep in mind the various scales of community impact and recovery efforts necessary to restore the community.

1. READINESS

Readiness means making sure the leadership of the AIA component is aware of the resources available to them at the beginning of each year and continue the ongoing efforts to build relationships that will facilitate collaboration during a disaster event and after. This includes:

- Participate in AIA CA's annual Disaster Readiness Training - Q1
- Review your AIA component leadership readiness and outreach plan
- Review your AIA component business continuity plan

To ensure readiness, component leadership should start each year with training, developing/updating a communication plan, review community resources, and outreach to local municipalities in order to be prepared disasters and be more connected in the community. Awareness by community leaders of how architects can help in the event of disaster is the key to being at the table during the response and recovery phases when decisions are made about short and long-term infrastructure, housing, and planning strategies. There should also be a review of the component business continuity and communication plan at the beginning of each year.

A little bit of advanced planning goes a long way in the face of unexpected events. Included in this section is a checklist of those items and supporting materials to assist components with readiness, outreach, and continuity.

ARCHITECTS HELP WITH READINESS

Architects are great advisors. Architects help build communities and can be a resource to assist with planning before a crisis. The American Institute of Architects (AIA), and its local component members can provide professional, accurate, and timely advice about design, construction, planning and how to be ready to lead communities after a disaster, protecting public health and safety with skilled, expert response and assistance.

CHECKLIST – READINESS

1 Participate in annual AIA CA Disaster Readiness Training – Q1

- In-person, online or by video
- AIA CA Component Disaster Response Toolkit

2 Review annual AIA component Readiness

- Designate participant to the AIA CA Disaster Assistance Network (DAN)
- Develop engagement plan with community leaders and CBOs Review
- Ongoing and “Day One” communication roles & strategies
- Communicate outreach plan to staff and members
- Assess if a prior disaster is available for review / case study

3 Establish AIA component business continuity plan

- Information technology – backup of documents and data
- Facilities management – protection of physical assets
- Remote work policy
- Project management continuity plan
- Office administration/human resources – emergency contact list
- Business continuity/financial plan

1

ANNUAL AIA CA DISASTER TRAINING – Q1

- AIA California offers a brief training to introduce new leaders to the *Component Disaster Response Toolkit* that can be completed as a group or individually, in person or online. It is best if this is completed in the first quarter of a new Board of Directors' (BOD) tenure and can be helpful in planning outreach, business continuity and communication strategies.

  To coordinate a virtual or in-person training, contact the AIA California office.

  As part of the training, it is essential that all component leaders know where to find AIA resources. Add a link to these resources on your component website:

  - AIA California Component Disaster Response Toolkit
  - Public facing resources: architectshelp.org
  - AIA Disaster Assistance Program online resources: aia.org/resources/69766-disaster-assistance-program

2

ANNUAL AIA COMPONENT READINESS

- AIA California formed the Disaster Assistance Network (DAN) to meet quarterly with representatives from all AIA components in the state. Each component should designate a representative to the DAN at the beginning of the year and include an opportunity for reporting back any significant developments to component leadership.

- Each component should develop a plan for its leaders to engage with community leaders and Community Based Organizations (CBOs) throughout the year to establish a relationship before there is a need. This will strengthen the component's visibility in the community on many issues and allow component leaders to plant the seed of awareness so architects can help in a disaster and be seen as a valuable asset.

- At the time of the training, it is helpful to assign communication roles and develop strategies for ongoing and "Day One" communications among component leadership, membership, staff, other chapters, collateral organizations, and for public outreach.

- Once communication roles are established, a communication plan can be developed for outreach to staff and members after the "Day One" event, with meetings, online networking forums, and appropriate resources for the situation.

- At the beginning of the year, each component should determine if a prior disaster is still in the recovery phase or if it is ready for review / case study. There may or may not be the same leadership involved, so it may require outreach to prior component leadership to review the various phases of the disaster and the component's response. There can also be a general membership meeting to review the lessons learned and receive feedback on what worked well or not.

ANNUAL BOARD MEMBER COMMITMENTS

Each community has a disaster response plan in place – architects need to structure and understand their role within the plan.

- Develop relationships with local politicians and emergency management personnel
    - County Supervisors
    - Mayors and City Councilmembers
    - Emergency services – add to list of "Day One" contacts
    - Public Information Officers – add to list of "Day One" contacts
    - Fire Marshalls
    - Planning department heads
    - Chief Building Officials (CBO)
    - Cal OES lead for the area – add to list of "Day One" contacts
    - Housing Authority

- Develop relationships with key associations and CBOs
    - Builders Exchange
    - CSI chapter
    - Engineering contractors
    - Code Officials Association
    - International Code Council (ICC)
    - U.S. Green Building Council (USGBC)
    - National Association of Home Builders (NAHB)
    - Housing Advocates
    - Homeless Services
    - Temporary Housing Providers

COMPONENT LEADERSHIP OUTREACH

The AIA component may engage in trainings and committing to an outreach effort targeting specific community leaders to inform them about resources available to the community from AIA architects. Using resources from www.architectshelp.org and this Toolkit, share how the AIA has been of assistance in previous disasters. A sheet like the one below can be circulated among your Board at the first meeting of the year to document their commitments. Some leaders may commit to more than one contact, and the effort benefits the component and their own firms.

Example component outreach

YEAR	POSITION	NAME	Disaster Training Completion Date	Business Continuity Training & Preparation	Communication Plan Role	Community Outreach Commitments - Organization(s)/ Agency(s)	Community Outreach Commitments - Position(s)	Community Outreach Commitments - Name(s)
2021	Executive Director	Thomas Jefferson	1/31/21	2/10/21	Chapter Lead	National AIA, AIA California, Adjacent AIA Chapters	Executive Directors	
2021	President	Denise Scott Brown	2/1/21	2/11/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Vice President	Robert Venturi	2/2/21	2/12/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Secretary	Paul Williams	2/3/21	2/13/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Treasurer	Zaha Hadid	2/4/21	2/14/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Disaster Area Network	Julia Morgan	2/5/21	2/15/21	Disaster Lead	DAN, DRC/LAC, CalOES, County PIO	Emergency Preparedness Leaders	
2021	Communications	Thom Mayne	2/6/21	2/16/21	Community and Member Outreach	Local Media, Biz Journal, Social Media	Journalists, Editors, Bloggers, Emerging Influencers	
2021	Practice	Richard Rogers	2/7/21	2/17/21	Permitting and Enforcement	Building Officials, local CSLB resources	Municipal, County, CSLB, ICBO, REACO, etc.	
2021	Housing	Moshe Safdie	2/8/21	2/18/21	Housing	Community Housing, Red Cross, FEMA		
2021	Design	Jeanne Gang	2/9/21	2/19/21	Design	Planning and Design Review		
2021	COTE	Ed Mazria	2/10/21	2/20/21	Sustainability and Environment	Sustainability Engineers and Raters		
2021	AIA CA	Bernard Maybeck	2/11/21	2/21/21	Advocacy	AIA CA Board Members and State Representatives		
2021	Associate AIA	Walter Steilberg, PE	2/12/21	2/22/21	Contractors, Engineers, and Material Supply	CSI, ASCE, ASTM, Builders Exchanges		

** This is just an example of what a start of the year commitment and outreach assignement page may look like. Feel free to design what works for your component.*

COMMUNICATION ROLES, STRATEGIES, OUTREACH PLAN

At the beginning of the year, establish communication roles, strategies and an outreach plan. “Day One” of an incident is the worst time to determine who should talk to who, and who should communicate outward and across the component. Your plan may look like this:

- Establish roles, most likely according to leadership positions like: Component lead (President/Executive Director), Executive Committee, Disaster Lead (Chair of Disaster Recovery Committee (DRC))

- Establish “Day One” priorities: i.e.
  - Meeting of component lead with the Executive Committee and Disaster Recovery Lead
  - Ensuring that staff, leadership and membership are safe
  - Reach out to any affected staff or members (email and/or personal call)
  - Reach out to adjacent AIA components as appropriate for scale of disaster
  - Review and begin to execute the business continuity plan

- Establish response (days) communication plan
  - Reach out to local politicians and emergency management personnel – to volunteer architects manning a table in the Local Assistance Center (LAC)
  - Share link broadly to architectshelp.org providing resources and invite donations
  - Invite members to volunteer for LAC with sign-up and expectations
  - Invite members to participate in Disaster Recovery Committee (DRC) with sign-up and notices regarding any meetings
  - These apps help to set up sign-up pages: Google Survey, Sign-Up Genius, and SignUp.com

- Establish recovery (months) to rebuilding (years) plan
  - Schedule meetings for DRC as anticipated for type of disaster
  - Make LAC a priority for first few days of recovery and use the opportunity to establish relationships with local officials and CBOs
  - Decide whether to use Basecamp or another online forum to communicate with DRC through the recovery and rebuilding phases
  - Incorporate progress reporting into leadership meeting agendas
  - Create a media strategy to continue throughout the first 24 months

HOW TO COMMUNICATE

- Who is AIA?
- What do AIA members stand for?
- Why does AIA care in a disaster?
- What can architects do?

Talking points to help AIA component leaders articulate the value and assistance architects can provide.

Who is AIA?

The American Institute of Architects (AIA), is a professional association of architects and design professionals, working to create more valuable healthy, secure, and sustainable buildings, neighborhoods, and communities. Through more than 200 state and local chapters, AIA advocates for public policies that promote economic vitality and public well-being. AIA members adhere to a Code of Ethics and Conduct to ensure the highest professional standards. Architecture is the only profession educated, trained, and tested to design the fragile interface between the natural and built environments. During times of intense upheaval caused by natural disasters, it is this experience which enables architects to be a valuable resource to both civic/government leaders, as well as to the public, in the search for solutions.

Together, AIA members carry a powerful voice for the values they uphold in their practices each and every day. As natural facilitators and problem-solvers, architects stand ready to develop new policies that create a better, stronger, and more equitable and sustainable society. Through a culture of values-based advocacy, AIA members are committed to engaging in the policy-making process and to focus the power of design on solving the challenges facing our communities, our state and our nation.

What do AIA members stand for?

Architects stand for good design and healthy communities. After disasters occur, there is a critical need for architects to help communities understand what happened to their buildings and aid disaster victims with recovery and rebuilding efforts and AIA can organize these professionals – who are members of the community – to provide these necessary services. The AIA can help in a disaster by providing resources to the community and the local architects, builders, and policy makers to ensure good decision making and smooth processes in planning and rebuilding. The AIA can help the community to build back better. Architects are team leaders and project managers who will help rebuild the community in an organized manner. Architects stand up for maximizing rebuilding efforts and restoring whole neighborhoods.

Why does the AIA care in a disaster? – Architects can help!

The aftermath of a disaster, while devastating, also provides an opportunity for communities to reimagine their future. Architects, as the public's trusted advisors, can guide and initiate this visualization process with community stakeholders, facilitate the conversation and synthesize ideas and recommendations that arise.

To help the community build back better, architects can also aid with recommended design strategies to incorporate resilient design principles and leverage synergies between sustainability, climate change mitigation goals and hazard mitigation goals.

What can architects do?

- Architects can help make our communities safer, healthier, and more livable after a disaster. They can guide a community's collective visions and help transform lives.
- Architects are vital community partners who provide valuable skills and services.
- Great design is necessary for healthy communities and architects can expand on a community's vision/concept/idea with a roadmap to guide rebuilding efforts and projects of every scale and type.
- Architects build communities with a focus on sustainable and resilient outcomes.
- Design has always been crucial to people's lives but now it plays a greater role than ever before in response to the changing environmental conditions.
- Architects are solution oriented and provide an essential connection between clients and the building team.
- Architects are a vital component of all design/build and community projects.
- Architects are problem-solvers and community builders who bring passion and innovation in helping clients and communities achieve their goals.
- Architects pride themselves on being knowledgeable, well-rounded experts who solve problems and offer creative solutions.
- Architects transform communities by looking beyond the blueprints and the buildings; architectural solutions can have a significant and lasting impact on the vibrancy of an entire community.

Excerpted from the AIA Message Book and adapted for disaster assistance efforts.

CREATE RELATIONSHIPS BEFORE A DISASTER!

Disasters tend to bring out the best and the worst in humanity and thus, victims and the local agencies that serve them are legitimately wary of offers of help from unknown groups and outsiders. Design professionals may be seen as "ambulance chasers" if a role and relationship has not already been established. Immediately after a disaster event, agencies do not have time to vet potential participant organizations. It is important for AIA components interested in offering help to their communities during the recovery phase to build relationships with local emergency response leaders and organizations prior to a disaster. – AIA Disaster Assistance Handbook, 4th Edition 2021.

ELEVATOR SPEECH

Who is AIA?

- The American Institute of Architects (AIA) is the professional association for architects in our area. We are comprised of (INSERT # OF MEMBERS) architects and design professionals in (INSERT CITY, TOWN, COMMUNITY).

Why do architects care during a disaster?

- Architecture is the only profession educated, trained, and tested to design the fragile interface between the natural and built environments. During times of intense upheaval caused by natural disasters, it is this experience which enables architects to be a valuable resource to both civic/ government leaders, as well as to the public, in the search for solutions.
- Architects are team leaders and project managers who will help rebuild the community. The AIA can help organize and coordinate their assistance to the community.

Why does the AIA care in a disaster? Architects can help!!

- The AIA can help in a disaster by providing resources to the community and the local architects, builders, and policy makers to ensure good decision making and smooth processes in planning and rebuilding. The AIA can help the community build back better.
- AIA has a network across the country that shares its experience, resources, and best practices in times of disasters.

SOCIAL MEDIA BLITZ – EXAMPLES

Readiness

- "Impressed with the dedication of AIA members and the community to come out on a Saturday to get certified as post-disaster building evaluators!"
- "You're a leader in the community – be sure you're also ready to help in a disaster. Register now for the Safety Assessment Program."
- "Join AIA to help the component prepare for disasters – join the Disaster Assistance Committee today."
- "We're living in a changing environment and planning for community resiliency. How can our AIA component be of assistance to homeowners? Join us in crafting our Disaster Response Plan."
- "Help AIA help you! Interested in topics around resiliency and disaster assistance? Join the committee who's developing content to prepare architects to serve as a resource when the next disaster strikes!"
- "Let's get ready for the next (INSERT NATURAL DISASTER) season – AIA is reaching out to local elected officials to advocate for (CUSTOMIZE)."

3

COMPONENT BUSINESS CONTINUITY PLAN

As part of AIA's accreditation program, components must adopt a business continuity plan to prepare the component in case of a disaster or crisis. The plan needs to be tailored to address the types of disasters that may occur in your locale as the plan can be different for an earthquake, fire, flood, or etc.

A well-designed business continuity plan is a proactive and strategic approach to disaster preparedness. It helps organizations maintain operational stability, protect their assets, ensure employee safety, and recover more quickly from various disruptions. Having a plan in place demonstrates responsible business practices and can make a significant difference in the organization's ability to weather unexpected challenges.

Here is a sample business continuity plan from AIA California:
https://architectshelp.org/wp-content/uploads/2024/05/Continuity-Plan.pdf

2. RESPONSE

The Response phase of a disaster is the time when the disaster event is occurring and continues for a number of days following, as first responders make the community safe and assess the structural safety of structures that remain.

- Immediate action – core team
- Community outreach (Local Assistance Center)
- Disaster Recovery Committee (to execute component's plan)

ARCHITECTS HELP WITH RESPONSE

During response, architects can advise the community on many issues about rescue, housing, and resilient design. Cal OES can bring architects from other components to help through the Safety Assessment Program (SAP). Local architects help by serving in the Local Assistance Center (LAC) or Disaster Resource Center (DRC), advising property owners and policy makers about planning, design, and rebuilding processes. Architects are a resource to policy makers as they move from crisis to planning the community recovery.

CHECKLIST – RESPONSE

1

Day One – Core team: Executive Director, President, Vice President, Disaster Committee Chair

- ○ Get friends, family and colleagues to safety
- ○ Convene the core team to define path forward for several days
- ○ Open Toolkit and go to Response Checklist, develop action items
- ○ Review business continuity plan and communication plan
- ○ Connect with emergency response communication channels
- ○ Update component BOD on decisions and strategies

2

Phase Two – Safety check / communicate with staff & members

- ○ ED and staff return to chapter office, if safe, or determine alternate location to safely operate ED or
- ○ President contact AIA CA for disaster assistance support (916-448-9082)
    - AIA CA to forward SAP list of volunteer AIA to Cal OES
    - Inquire about AIA CA Disaster Response Grant
    - Review architectshelp.org and submit local information to be added
- ○ Reach out to other staff (if applicable) and chapter members to verify safety
- ○ Address business continuity issues – component and member offices

3

Phase Three – Begin community outreach

- ○ President, VP, and/or Disaster Recovery Committee Chair
    - Attend key community meetings and interact with leaders
    - Offer component resources to help with recovery efforts
    - Identify the Local Access Center (LAC) coordinator and/or Cal OES Operations Lead
    - Request table in LAC – for AIA (for architectshelp). Consider partnering with collateral organizations (i.e., Builders Exchange, CSI, BIA)
    - Plan and coordinate volunteer training for architects to serve in LAC
- ○ Promote architectshelp.org
- ○ Reach out to adjacent components (or through AIA CA), collaborate as appropriate
- ○ Start media campaign – social media, component newsletter, etc

4

Prepare collateral materials – ED or DRC Chair

- ○ Day One AIA Disaster Response Committee business cards
- ○ One-pager of what an AIA component can do for the community
- ○ Elevator speech – how AIA can help the community

5

First Week – Disaster Recovery Committee Chair

- ○ Schedule first meeting, notify membership
- ○ Invite participation to local and regional architects
- ○ Develop agenda, determine organizational structure/subcommittees needed
- ○ Prepare DRC meeting sign-in sheet – subcommittee interests

1

“DAY ONE” – CORE TEAM

1. Just like on an airplane, take care of yourself first so that you are in a position to help others. Check with all your closest family and colleagues to ensure your friends, family and colleagues are safe.
2. Next, convene a meeting of the core team to define path forward for several days. That could be the Executive Director, the President, Vice President, and the Disaster Lead. Review any announcements of community meetings. Set your immediate action plan for the first several days.
3. Open Toolkit and go to Response Checklist, create action items, specific to the incident.
4. Review the component’s business continuity plan and the communication plan that were established at the beginning of the year. Make any adjustments, specific to the incident, and start implementing.
5. Connect with emergency response communication channels to find out how architects can help in the very early response moments – such as helping with temporary housing – and down the line when a Local Assistance Center (LAC) is opened.
6. At the end of the day, update the component BOD on decisions and strategies. Be clear whether there is time to discuss anything or whether it is just a moment to inform them of what has transpired so far.

REMINDERS: In general, be mindful of being focused, but do not overextend yourself. If you become exhausted, it will impact the response.

2

PHASE TWO – SAFETY CHECK / COMMUNICATE WITH STAFF & MEMBERS

1. If there is a component office, the Executive Director and staff may return to work there if it is safe, or determine an alternate location to safely operate or determine to work remotely (as many have done throughout the pandemic lock-down).

2. The Executive Director or the chapter President should contact AIA CA for disaster support
   - The AIA CA to contact Cal OES to mobilize SAP professionals. (Individual components should not contact Cal OES about the SAP).
   - The component should inquire about AIA CA Disaster Response Grant (to be used to assist the component with its immediate response). Identify additional needs and discuss with AIA CA staff.

3. The core team should reach out to other staff, Board members, and AIA members to verify safety of themselves, their families, homes, firms and their staff. Provide compassionate response and offer assistance as needed as a first order of business. Keep a running list of members and firms impacted by incident.

4. Review the component's business continuity plan for guidance as how to proceed with operations if the office and/or technology has been disrupted. Recommend the same to member firms.

REMINDERS: For everyone, the mantra is: "Stay in your lane!" – don't try to do other people's jobs or things you are not set up to do. Be mindful of your existing workload, don't overpromise or underperform. Stay in your lane and do your best effort to help.

AIA Chapter Name

Hello <<MEMBER NAME>>,

It saddens me to hear how many of our community members have been displaced and the uncertainty of the severity of the <<EVENT NAME/SITUATION>>. The AIA <<COMPONENT NAME>> wishes the best for each of you and hopes you and your loved ones are safe.

We are working diligently with AIA California to establish systems and gather information so we can be of the best assistance and be equipped with the knowledge to serve our members.

At this time, we do not know the extent of how many of you have been affected and encourage you to send us a quick email to let us know how you are doing. Here are some timely resources and links that may be of value and comfort to you.

- AIA's Guide to Business Continuity – for your firm
- Emergency Service Contact Information – a comprehensive list of state and local resources
- CalFire Brochure – A wildfire Preparedness, Evacuation, and Safe Return Guide FEMA
- Assistance Brochure – Disaster Application Assistance Information
- AIA Disaster Handbook – A guide to help AIA members better understand their role and how to prepare for and respond to disasters

We will do our very best in the coming days to keep you informed and turn to those available and willing to provide insight and lend expertise in the design realm as these fires unfold.

In the meantime, please feel free to reach me anytime at <<CONTACT DETAILS>>

Best, <<SIGNATURE>> **<<YYYY TITLE/OFFICE>>**

3

PHASE THREE - BEGIN COMMUNITY OUTREACH

1. The core team should develop a plan to begin engagement with the community.
    - Government entities are the first responders, so they initiate all public outreach in the form of community and district-wide meetings and formation of the Local Access Center (LAC). Initially, someone from the core team should attend key meetings and interact with as many key leaders as possible to remind them that architects can help, providing business cards and resource sheets. During these impromptu and often very quick opportunities, offer component resources to help with recovery efforts, and describe which resources are available – i.e. how many professional architects can be volunteers.
    - During these meetings there may be the opportunity to identify the LAC coordinator and/or Cal OES operations lead. The core team representative should try to engage with this person and share stories from other disasters where architects helped in the LAC and ask for a table. Sometimes, it is more successful to request a table in the LAC in collaboration with allied organizations' (i.e., the local Builders Exchange, CSI, BIA, etc.) staff so that the request is more a group of volunteers helping property owners understand the path to recovery.
    - Promote architectshelp.org by handing out business cards, fliers and posting online.

2. The Executive Director or the chapter President should contact AIA CA for disaster support.

3. The core team should reach out to other staff, Board members, and AIA members to verify safety of themselves, their families, homes, firms and their staff. Provide compassionate response and offer assistance as needed as a first order of business. Keep a running list of members and firms impacted by incident.

COMMUNITY OUTREACH – ACTIVATE COMPONENT BOARD MEMBERS TO REACH OUT TO THEIR CONTACTS:

Based on the disaster type, decide to engage those relationships which are relevant on "Day One" and forward – as agreed at beginning of year. Revisit the list of commitments made by component leadership.

- Engage with relevant local politicians and governmental agencies:
  - County supervisors
  - Mayors and city councilmembers
  - Emergency services
  - Public Information Officer
  - Fire Marshall
  - Planning department heads
  - Chief Building Official
  - Cal OES lead for the area – refer them to AIA CA to coordinate volunteer call out
  - Housing Authority
- Activate relationships with key associations and CBOs:
  - Builders Exchange
  - CSI Chapter
  - Engineering contractors
  - Code Officials Association
  - International Code Council (ICC)
  - USGBC
  - BIA
  - Housing Advocates
  - Homeless Services
  - Temporary Housing Providers

USING THE COMPONENT OUTREACH COMMITMENT FORM

On "Day One", identify those contacts that are relevant to the incident and remind leadership of their commitments. Engage those relationships and begin a regular dialogue to remind these community leaders that architects are a ready and available resource.

YEAR	POSITION	NAME	Disaster Training Completion Date	Business Continuity Training & Preparation	Communication Plan Role	Community Outreach Commitments - Organization(s)/ Agency(s)	Community Outreach Commitments - Position(s)	Community Outreach Commitments - Name(s)
2021	Executive Director	Thomas Jefferson	1/31/21	2/10/21	Chapter Lead	National AIA, AIA California, Adjacent AIA Chapters	Executive Directors	
2021	President	Denise Scott Brown	2/1/21	2/11/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Vice President	Robert Venturi	2/2/21	2/12/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Secretary	Paul Williams	2/3/21	2/13/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Treasurer	Zaha Hadid	2/4/21	2/14/21	ExCom	Political, CBO, and Collateral Organizations	Electeds, CBO, and Collateral Org Leaders	
2021	Disaster Area Network	Julia Morgan	2/5/21	2/15/21	Disaster Lead	DAN, DRC/LAC, CalOES, County PIO	Emergency Preparedness Leaders	
2021	Communications	Thom Mayne	2/6/21	2/16/21	Community and Member Outreach	Local Media, Biz Journal, Social Media	Journalists, Editors, Bloggers, Emerging Influencers	
2021	Practice	Richard Rogers	2/7/21	2/17/21	Permitting and Enforcement	Building Officials, local CSLB resources	Municipal, County, CSLB, ICBO, REACO, etc.	
2021	Housing	Moshe Safdie	2/8/21	2/18/21	Housing	Community Housing, Red Cross, FEMA		
2021	Design	Jeanne Gang	2/9/21	2/19/21	Design	Planning and Design Review		
2021	COTE	Ed Mazria	2/10/21	2/20/21	Sustainability and Environment	Sustainability Engineers and Raters		
2021	AIA CA	Bernard Maybeck	2/11/21	2/21/21	Advocacy	AIA CA Board Members and State Representatives		
2021	Associate AIA	Walter Steilberg, PE	2/12/21	2/22/21	Contractors, Engineers, and Material Supply	CSI, ASCE, ASTM, Builders Exchanges		

** This is just an example of what a start of the year commitment and outreach assignement page may look like. Feel free to design what works for your component.*

LOCAL ASSISTANCE CENTER SETUP

Volunteering at the Local Assistance Center (LAC) is an important contribution AIA members can make during the early days of an incident. Members are seen as a valuable resource by those who have been impacted by a disaster. Volunteers man the table in the LAC, providing support to displaced community members, both technical expertise and emotional support.

- Preparing to go to Local Assistance Center – Unpack the Box
  - Architects Help banner
  - Tablecloth(s)
  - Maps of disaster area to use at table (chapter prints)
  - Set up platform for volunteers (2 per slot)
  - Print business cards (use Avery Business Card sheets to print ArchitectsHelp.org or DRC Business Cards or go to local printer)
  - Print Resource Information Sheets for distribution
  - Print sign-up sheets with waiver for property owners
  - Purchase food/snacks/water/Kleenex (for visitors and volunteers)
  - White board (can change message as needed)
  - Chapter signage (NEED disaster specific signage)

- Manning the LAC table and meeting with property owners
  - Empathize with property owner loss
  - Ask property owner to sign waiver/contact form
  - Be a trusted professional, a volunteer sharing expertise
  - Build hope in the possibility of rebuilding
  - Discuss rebuilding process
    - Preconstruction services
    - Permitting & construction
    - Furnishing & occupancy
  - How architects can help
  - Proof of loss documents for insurance
  - Design team lead
  - Estimating assistance
  - Permit expediting
  - Construction administration and asset protection

- AIA networking
  - Find and introduce yourself to the event coordinator
  - Walk around and meet the other organizations
  - Take pictures of volunteers at work to post to website / newsletter/social media
  - Plan to visit local firms, if time allows
  - Continue to coordinate volunteers over span of LAC
  - Survey or contact past volunteers for feedback

BE THE BEST VOLUNTEER FOR ARCHITECTS HELP THAT YOU CAN BE!

Inside the LAC, architect volunteers help property owners understand the process of rebuilding.* Architects are present to help with professional expertise and experience. Architects understand the bigger picture and can help property owners understand the process and their place in the larger context of community rebuilding.

** [Architect volunteers do not display personal business cards. Architect volunteers do not sell their services inside the LAC - architects are not ambulance chasers!]*

4

PHASE FOUR - PREPARE COLLATERAL MATERIALS

1. "Day One" AIA Disaster Response Committee business cards
2. Resource Information Sheet of what a component can do for the community elevator
3. How AIA can help the community
4. Create an agenda - first DRC meeting
5. DRC meeting sign-in sheet - subcommittee

FORMS FOR LAC TABLE IN "THE BOX" AND "TEMPLATES"

Forms for LAC table list:

- Waiver and sign-in sheet
- Architects Help one pager
- Business cards
- Local architects' availability database access and information
- One-to-one sign up appointment sheets

SOCIAL MEDIA BLITZ – EXAMPLES

Response

- A team from AIA (INSERT COMPONENT NAME) traveled to (LOCATION) to set up an information table at the (INSERT NAME OF INCIDENT Assistance Center. A huge thank you to (TAG VOLUNTEERS) for lending support to victims considering rebuilding. AIA members, consider volunteering for a few hours at the table. Your time will make a difference! Please sign up here (INSERT LINK)

- (COMPONENT NAME) please sign up to represent the (COMPONENT NAME) at the (NAME OF INCIDENT) Local Assistance Center. Sign up below: (INSERT LINK)

Specific examples from recent disasters

* This message was shared earlier in the week with our membership, and we would like to thank everyone who has contacted the component to lend a hand and provide support!*

The Camp Fire in Butte County is already the most destructive wildfire in California state history. According to Cal Fire, as of today, it has taken the lives of 63 people and destroyed over 9,844 homes, and 2,300 commercial and other structures. Tens of thousands of people remain displaced. It has burned through 142,000 acres, and is 40% contained.

Butte County is within the AIA Central Valley Chapter membership boundary and, as with the Carr fire in Redding, we will be reaching out to our members individually to determine their specific needs.

In addition, the Federal Emergency Management Agency (FEMA) and the Small Business Administration (SBA) are opening a Disaster Recovery Center (DRC) today with Butte County officials and other agencies to serve as a one-stop shop to provide critical services.

AIACV intends to set-up a table, jointly with the local ASLA Chapter (and possibly other allied organizations) to provide access to materials and resources, such as the AIACC public-facing website, ArchitectsHelp.org

If you are interested in volunteering to set-up and / or staff the DRC table, or donate supplies that we can deliver on your behalf, please contact Kimberly Anderson at kanderson@aiacv.org or call the Chapter office: 916-444-3658.

Additionally, here is a link with ways to help those impacted by the fires, compiled by Capitol Public Radio: www.capradio.org/126012

3. RECOVERY

The Recovery phase of a disaster is the next several months when the community and property owners are planning their recovery process. There is a lot of confusion and the government agencies are still predominantly leading the efforts, but it is a time of transition. The government does not design or build structures, and they need the advice of the professionals who do in organizing the community for efficient rebuilding. Architects can help when property owners need to rebuild and make improvements. In this time of pivoting from government to the building industry, there are many actions for the AIA component to take to ensure that architects can help.

The Recovery phase includes the following chapter activities:

- Disaster Recovery Committee
- Community outreach
- Professional development

ARCHITECTS HELP WITH RECOVERY

During recovery, architects can organize to help with many issues regarding planning, infrastructure, streamlining of permitting processes, current and upcoming code issues, ordinances to facilitate rebuilding, options for better design and construction practices, creating policy to address special/local conditions, and strategies to motivate property owners and policy makers to rebuild and restore the community quickly.

Architects provide hope and leadership to build back better.

CHECKLIST – RECOVERY

1

Disaster Recovery Committee

- Committee purpose
- Meeting structure and objectives
- Organizing architects to help

2

Community outreach

- Workshops and hotlines
- Community charrettes to plan recovery
- Promote good design and resilient rebuilding
- Promote value of architects in helping rebuild the community
- Online resources to connect property owners with architects

3

Professional development

- Learning opportunities regarding immediate issues
- Participate with collateral organizations
- Collaboration opportunities
- Provide links for online resources

1

DISASTER RECOVERY COMMITTEE

The purpose of the Disaster Recovery Committee (DRC) is to invite all local architects and allied partners in the component to participate in a coordinated effort to help the community and showcase the collective resources of the AIA component. The DRC is not a regular committee of the component BOD, but the DRC chair is typically a member of, or liaison to, the BOD.

The component BOD should identify the chair of the DRC at the beginning of the year, but a committee only arises if there is a disaster to respond to. Until that point, the DRC chair functions as a liaison to the Disaster Area Network (DAN) developing the resources and network to be successful if a DRC is needed. One benefit of having a committee that is not an existing committee of the component BOD is that the work of the component BOD may continue uninterrupted while the DRC can work according to a different timeframe.

The Recovery phase is a time of pivot between governmental response and private industry involvement. During this pivot, architects can help facilitate the transition by engaging the government, collateral associations, and the community. The DRC is the key to organizing the response of local architects and allied professionals.

The DRC will be most effective during the Recovery phase identifying those members with an affinity to contribute in specialized areas like advocacy, resiliency, housing, permitting, and professional knowledge. There may be only a few “all-hands” meetings to get organized, the first being the most important, two to four intermediate meetings, and then a component-wide meeting can be very helpful several months into the disaster. Decide early on whether to invite adjacent component members to join in the effort based on size of disaster or relative workload.

MEETING STRUCTURE

DRC meetings will start with enthusiasm then dwindle as architects become engaged and, frankly, overwhelmed. The DRC should serve as a support mechanism to the component membership during Recovery.

MEETING ONE: At the first meeting of the DRC the specialized areas that are relevant to the instant disaster will become apparent, opportunities to engage the community will arise, as well as a discussion about how the DRC can be effective in the community. The agenda of the first meeting could include:

- Check-ins - personal and business impacts
- Sign-ins / contact list - set up group email or Basecamp
- Rescue / housing/ Safety Assessment Program announcements
- LAC table online sign ups - 3 hour slots, 2 members each
- Initial discussion of desired DRC activities, and identify team members
- Protocol review - discuss communication plan, media inquiries, and how to promote www.architectshelp.org

COMMITTEE MEETINGS: At subsequent meetings, the agenda of prior meetings should be recapped, the groups reviewed and adjusted, and additional sign-ups collected. The number of meetings will reduce as the individual groups take shape. Some agenda items might include:

- Review communication plan
- Finalize DRC subgroups and team members
- Identify recovery planning groups in community and get the committee and the component BOD engaged with:
    - Permitting official ad hoc groups and meetings
    - Community housing efforts
    - Sustainable and green rebuilding efforts
    - Contractor groups
    - Engineering groups
- Schedule community workshops and outreach strategies
- Upcoming activities and volunteer sign-ups

CHAPTER MEETING: A component-wide meeting in the middle of the Recovery phase is a good opportunity to bring members together to discuss what is happening in the community, how individual members have been affected, and to showcase the groups that have developed in the DRC, their successes, and invite additional participation. Here is a sample agenda:

AIA Redwood Empire
A Chapter of The American Institute of Architects

AIA Redwood Empire Chapter
Firestorm Recovery Committee

AGENDA

Date: November 6, 2017 – Meeting #4
Location: Sixth Street Playhouse, Santa Rosa, CA, 3:00 PM

1. **Call to Order**
   A. Purpose of Firestorm Recovery Committee: Providing the support of AIA Architects to the community for Response, Recovery and Rebuilding.

2. **Areas of Potential Involvement**
   A. Schedule and committee activities – we have met 3 times, 4th meeting today. 1st meeting NBBJ.
   B. Communications - Michael Cobb - Lisa Freedman - Press Releases, Letters to the Editor, Articles for Press Democrat, NBBJ, Argus Courier. Also, social media possibilities - Facebook, Twitter, etc. Do we need an AIARE FRC Facebook page? Coordinate with Robin Stephani, Nick Diggins
   C. Advocacy – Legislative Issues – Melissa Barton, AIACC, Carl Servais
   D. Advocacy – Architect's Role in Rebuilding – Liz Edwards – Advertising, events
      a. Speed Dating - Liz Edwards and Sidney Sweeney - Organizing with AEC Community to have Owners speed date with AEC professionals.
   E. Permitting, Codes & Standards - George Psaledakis, Mark Parry, Neil Peoples, PRMD Committee – Streamlining Tools to Ease Permitting" (STEP). Tracking new regulations.
      a. Pre-approved plans
      b. Prescriptive details
      c. Checklists
   F. Sustainability – Zack Zimmerman, Carolyn Glanton, and Alima Silverman
   G. Transitional Housing – Aaron Jobson, Drew Weigl, Nate Bisbee, and Juliano Sorondo are leading the design effort. What kind? Where? How arranged? How financed? Who served? …
   H. Coordination with NCBE, BIA, CSI, North Bay Rebuild – CRAN – Julia is trying to get more people on some committees.
   I. Coffey Park Rebuild – Together (CPR-T) – Julia Donoho – Meeting with developers and bankers today. Whole Neighborhood Rebuild concept. Social Media getting the word out. KCBS radio 10/26, Channel 5 News 10/27, SF Chronicle 10/29, and CNBC 11/2
   J. Local Assistance Center (LAC) – Great work, served many customers.
   K. March Exhibit and Commemoration activities - Coordinate with CSI – need a leader for concept.
   L. Professional Considerations: Workshops, Forums, Panels, Best Practices in Disaster Recovery and Rapid Rebuilding – Project Management Logistics: Linda Herman, Materials: Amy Alper

Arising issues: Rapid rebuilding material shortages, workload, staffing, capacity, cost of construction, underinsureds, ADU's, RHNA, missing middle/workforce housing, construction worker interim housing, giving guidance to homeowners, coordinating with construction industry, redesign possibilities for neighborhoods, energy districts, new landscaping/irrigation, street lighting, new asphalt and concrete for roads and sidewalks, firebreaks, environmental issues.

3. **Next Meeting Date is:** _____

2

COMMUNITY OUTREACH

Community workshops, whether in person or virtual, whether in groups or 1:1, can be extremely useful ways to help the community understand the rebuilding process and contribute to the success of rebuilding. Sometimes the workshops are arranged by other organizations and the AIA component is a participant, sometimes the AIA component is the exclusive workshop provider, and sometimes the AIA component is the lead organizer for a collaborative workshop with multiple building industry associations.

The principal benefit of these workshops, however arranged, is the invaluable 20-30 minutes of interaction of the public with a professional who understands the process of design, permitting and construction. Property owners typically purchased their property already built. They may have engaged in renovations, but few have built from the ground up or understand the building process.

Much like any AIA component event, key elements of preparing for a workshop include facility reservation, date selection, preparation of collateral materials, public outreach, and sign-ups for professional and allied members. What is new, and different, is that the whole community is frenzied with competition for the individual property owner's attention.

Engaging the public through the governmental and community-based organizations is most successful and occurs where those relationships, built on trust in the ability of architects to help, are already in place.

Here are some examples:

SMALL WORKSHOP – supported by local government. An AIA component was invited to meet with local property owners about three months into recovery and a room was provided with tables in the local community center. The workshop lasted three hours. After filling out an intake and signing a waiver, the property owners were triaged to individual architects and sat down for a 20-30 minute conversation.

LARGE WORKSHOP – sponsored by an AIA component exclusively about two months into recovery. The component rented the large Veteran's Hall for two full days and invited the community to come and meet with local professionals. Each member, professional and allied, was allowed to sign-up for a table and stay for as much of the two days as they desired. Property owners were invited and could talk to professionals they needed, for however long they needed. This was not a booth format, but a more informal gathering with architects, their portfolios and a roll or two of drawings. Property owners brought what drawings they had and asked questions. No obligation was created, but many solid relationships developed.

SEMINAR TYPE WORKSHOPS – AIA component with government and community. One component engaged with the community to understand their disaster and develop strategies for clean-up and rebuilding that might inform the rebuilding process. See the 2018 Santa Barbara case study involving wildfire followed by mudslides.

GREEN EXPO – by associate organization about three months into recovery. The AIA component was invited to help plan and participate at all levels. The expo rented a large hall and various meeting rooms for two days. There was an exposition in the main hall of various green and sustainable materials, for which booths were paid. There was an AIA component table where impromptu conversation could occur, and there were educational lectures and panels that anyone could attend that gave continuing education credit to professionals and introduced new concepts to property owners. Due to networking and advocacy that occurred over the two days, this expo also contributed to the energy community accelerating its incentive programs into packages for affected property owners.

HOTLINE – by AIA component during Recovery phase. During the COVID-19 pandemic, the workshop format developed a new alternative – the Hotline – which debuted in Santa Cruz. This format involved advertising and sign-up of architects and property owners for 1:1 Zoom conferences. This gave more freedom in scheduling and was highly appreciated.

COMMUNITY WORKSHOPS – IN SITU

During the Recovery phase, architects can provide various formats of workshops, including:

- Organized by the local component, AIA architects can create opportunities to meet one-on-one with property owners in a community meeting space such as a Veteran's Hall or similar.
  - Property owners sign-in and complete a waiver form at a front table and provide contact information
  - Individual architects sign up in advance and are present to discuss any issues one-on-one with property owners
  - Architects staff their own table, show their portfolio, and provide personal business cards as desired
- Architects work with public officials and allied professionals to solve community-wide rebuilding and permitting problems.
- Architects collaborate with collateral organizations (builders and material suppliers) and present to a neighborhood or group meeting followed with Q&A tables.
- Architects participate in organizing a larger expo (such as a green building expo) usually accompanied by managing a table and presenting topical seminars.

WORKSHOP CHECKLIST

- Preparing a property owner workshop – meet an architect
  - Develop budget and get approval from component Board of Directors
  - Pick a date and secure or rent a community space
  - Decide whether to collaborate with collateral organizations, allied professionals, builders, CSI, or USGBC
  - Ask local architects (and adjacent chapter architects, if appropriate) to sign-up for volunteer slots – use online platform for volunteer registration
  - Advertise through political, collateral, and community-based organizations and social media Post flyers at community meetings
  - Email flyers to LAC visitor contacts
- Day of workshop(s)
  - Arrive early
  - Prepare tables and chairs
  - Post signage and informational materials
- Chapter Table
  - Architects Help banner
  - Tablecloth(s)
  - Maps of disaster area to use at table (chapter prints)
  - Business cards - architectshelp.org or DRC business cards
  - Printed one-pagers
  - Printed sign-up sheets with waiver for property owners
  - Food/snacks/water (for visitors and volunteers)
  - White board (can change as needed)
  - Chapter signage (NEED disaster specific signage)
- Architect /professional tables – as many as professional slots
  - Tablecloth(s)
  - Chairs
- Staffing table and meeting with property owners
  - Empathize with property owner loss
  - Be a trusted professional, a volunteer sharing expertise
  - Build hope in the possibility of rebuilding
  - Discuss building that was lost
    - Design features
    - Size
    - Style
    - Programmatic features
  - Discuss desires for new construction
    - Design features
    - Size
    - Style
    - Programmatic features
  - Discuss rebuilding process – can use examples of architect's work
    - Preconstruction services
    - Permitting
    - Construction
    - Furnishing & occupancy
  - Discuss services - how architects can help
    - Proof of loss documents for insurance
    - Design team lead
    - Estimating assistance
    - Permit expediting
    - Construction administration & asset protection
- Clean up
  - Give a 15-minute warning
  - Put tables and chairs away
  - Collect trash and debris
  - Pack up component resources

HOTLINE SETUP

- Preparing an architect hotline – 1:1 with an architect
  - Develop budget and get approval from component Board of Directors
  - Pick dates and create flyers
  - Create event notice on AIA component website
  - Ask local architects (and adjacent chapter architects) to sign-up for volunteer slots – use Sign-Up Genius or other similar platform
  - Advertise through political, collateral, and community-based organizations and social media
  - Post flyers at community meetings
  - Email flyers to LAC and workshop visitor contacts
  - Invite affected property owners to request a hotline meeting include waiver language in the sign-up process – like a click box
- Chapter staff
  - Respond to hotline requests by matching with available architects
  - Set up Zoom invitation and send to both the property owner and the architect
  - Send reminders for Zoom meetings or set them up to auto-send
- Meeting with property owners
  - Empathize with property owner loss
  - Be a trusted professional, a volunteer sharing expertise
  - Build hope in the possibility of rebuilding
  - Discuss building that was lost
    - Design features
    - Size
    - Style
    - Programmatic features
  - Discuss desires for new construction
    - Design features
    - Size
    - Style
    - Programmatic features
    - Budgetary limits (try to get a good understanding of insurance proceeds)
  - Discuss services - how architects can help
    - Proof of loss documents for insurance design Team lead
    - Estimating assistance
    - Permit expediting
    - Construction administration & asset protection
  - Discuss rebuilding process – can use examples of architect's work
    - Preconstruction services
    - Permitting construction
    - Furnishing & occupancy
  - Follow Up
    - Verify meeting occurred
    - Get feedback from the property owner
    - Get feedback from the architect
    - Determine if a subsequent or different hotline meeting is required

AIA Chapter Name

Hello <<PROPERTY OWNER>>,

It saddens us to hear how many of our community members have been displaced and the uncertainty of the severity of the <<EVENT NAME/SITUATION>>. The AIA <<COMPONENT NAME>> wishes the best for each of you and hope you and your loved ones are safe.

We are working diligently to provide you with access to local architects who are available to help you understand the process of design and construction on a short time frame, pro-bono. You do not have to enter any contracts for this consultation, and you waive all professional liability considerations in exchange for the pro-bono consultation. You can choose to enter into a contract with the same architect at a later date if you so choose.

To help you get started, please let us know what kind of consultation you need and when you are available to meet. You can meet by Zoom or in person depending on the considerations of the architect and time slot availability. We are attaching a few timely resource links that may be of value and comfort to you.

- Emergency Service Contact Information – a comprehensive list of state and local resources
- CalFire Brochure – A Wildfire Preparedness, Evacuation, and Safe Return Guide FEMA
- Assistance Brochure – Disaster Application Assistance Information
- AIA Disaster Handbook – A guide to help AIA members better understand their role and how to prepare for and respond to disasters

We will do our very best in the coming days to keep you informed, and will turn to those available and willing to provide insight and expertise in the design realm as these fires unfold.

In the meantime, please feel free to reach me anytime at <<CONTACT DETAILS>>

Best, <<SIGNATURE>> **<<YYYY TITLE/OFFICE>>**

FORMS FOR WORKSHOP / HOTLINE RESOURCES

Forms for component workshop table:

- Waiver and sign-in sheet
- One page homeowner information sheet (modify for your component and property owner type)
- Architects Help one-pager
- Business cards
- Local architects' availability database access and information
- 1:1 sign up appointment sheets
- Diagram: "New to You?" – pathway of recovery in insurance, rebuilding and mass tort – the new things survivors have to learn in short order
- Diagram: "Process" of rebuilding a property – team of consultants

Forms for hotline to be sent by email or link format:

- Intro to hotline process
- Waiver and sign-in sheet – could be a click box to participate
- Component website link included
- Architects Help website link included
- Matching with an architect criteria (what is the property owner needing help with the most?)
- 1:1 sign up appointment sheets

BE THE BEST WORKSHOP VOLUNTEER THAT YOU CAN BE!

Inside an AIA workshop, architect and allied volunteers help property owners understand the process of rebuilding. The 1:1 setting is an opportunity for both relationship development and respect for the spirit of pro bono assistance, so architects can bring their portfolio and business cards and/or be respectful if the property owner just wants information. At a governmental or community-based workshop, architect and allied should ascertain what role they are expected to play, whether this is solely pro bono or whether firm promotion is allowed.

Architects are present at workshops, expos, and hotlines to help with professional expertise and experience. Architects understand the bigger picture and can help property owners understand the process and their place in the larger context of community rebuilding.

FORMS FOR WORKSHOP / HOTLINE RESOURCES

One of the biggest problems in a disaster is that property owners need to move quickly and are challenged to locate the architects most available to provide the kind of work they need, and the availability of architects to provide services varies. Their workload fills up quickly and after a first tranche they can be available again. Some components create a tool or live list to show availability.

Are you or your firm taking on new projects? Add your name to the list! We are the local network of Architects & Design Build Professionals in the most heavily affected area in <<disaster area>>, and it is our role to offer the community, and each other, a list of those to call on for services in the rebuild.

In an attempt to offer up the most current information possible, we have created a LIVE document to pass around the design and construction community, locally and beyond, to create the most up to date list of professionals who can take on projects and help clients in their rebuilding process.

- Please take a few moments to add yourself and/or your firm to this list if you have immediate capacity, can moonlight or even offer up drafting services, or co-op with other firms.
- We ask that you share this link with your local peers so that they may add themselves to this list if they are able to take on immediate work.
- The list will continue to circulate and will include our neighboring AIA components next.
- We also ask that you direct homeowners to <<your component website>> or www.architectshelp.org to reference this list before turning away clients in hopes to ease their frustration.

This list will be available to the public on our website immediately (once we have a few names on it – the component will post a PDF copy and update regularly).

SOCIAL MEDIA BLITZ EXAMPLE LANGUAGE

Recovery

- As [Insert Name of Region] begins to assess, recover, and rebuild after the Marshall and Middle Fork fires, please join us for a panel discussion on January 12 on disaster relief.

  Where are we now? What can we expect in the coming months? And how can architects help? We will discuss all that and more with the following speakers:

  Julia Donoho, AIA, Esq., Principal, Project Lead | EQUINOX Design and Development Ron Flax, RESNET, LEED AP, Chief Building Official / Deputy Director, Boulder County Community Planning & Permitting
  Kevin Keady, AIA, LEED AP, VP and Managing Principal, AECOM Buildings + Places Nikolaus Remus, AIA, AIA Colorado Advocacy Engagement Director
  REGISTER >> www.bit.ly/3f2u3UQ

- Following the Marshall and Middle Fork fires, AIA Colorado brings you a series of webinars as we begin to rebuild our communities. From available resources to getting involved, we will host two panel discussions this month. Register below to join us.

  JAN 12
  Disaster Response Part 1: Boulder County Fire Resources
  REGISTER >> www.bit.ly/3nevtA8

  JAN 26
  Disaster Response Part 2: Future Preparedness
  REGISTER >> www.bit.ly/3K02jyh

- Did you miss our webinar on disaster response and recovery following the Boulder County fires? A recording is now available to view. Special thanks to Julia Donoho, Ron Flax, Kimberly Sanchez, Kevin Keady, and Nikolaus Remus for offering their expertise as panelists for this event.

  The rebuilding efforts do not stop here. We will host a second webinar in series on January 26 and have compiled resources ranging from those needing aid to those wanting to help. Dive in below.

  PART 1 WEBINAR RECORDING >> www.bit.ly/3qr6ifC
  PART 2 WEBINAR REGISTRATION >> www.bit.ly/3K02jyh
  RESOURCES >> www.bit.ly/3qtSvoE

- Next week: Join us for part two in our webinar series on disaster response and recovery following the Boulder County fires. Rose Grant, AIA, and Curt Wilson, AIA, will share examples to help us prioritize actions supporting a more resilient Colorado. Lori Peek, Director of the Natural Hazards Center, will discuss how architects can be “anchors and advocates” for designing better neighborhoods during the rebuilding effort. Register below.

3

PROFESSIONAL DEVELOPMENT

- Provide learning opportunities or seminars regarding immediate issues – for example: heat affected concrete
- Design strategies for resilient rebuilding
- How to assist property owners identifying reputable contractors
- Participate with collateral organizations – Builders Exchange, code official associations, Construction Specification Institute
- Provide links for component membership to access online resources and guidelines

Learning Opportunity Resources

AIA California
AIA California has a robust continuing education program with multiple live webinars occurring monthly at no cost to AIA members. Additionally, access to all recorded content is available right on the website to listen to at your own convenience:
www.aiacalifornia.org

AIA University (AIAU)
AIAU is an online education center for architects and designers featuring curated online courses taught by leading experts:
www.aiau.aia.org/

Architectural Record CE Center
A large library of free courses for architects and designers:
www.continuingeducation.bnpmedia.com/library.php

COLLABORATION OPPORTUNITIES

During the Recovery phase, the component has a great opportunity to collaborate with other organizations. The nature of the collaboration may vary. Here are some examples:

BUILDER'S EXCHANGE

The local builder's exchange may be a great organization for the component to collaborate with during the response and the recovery phase. Property owners are in need of professional services as well as general contractors. Often, they just think they need to find a contractor, so collaborating early helps the property owners understand the order of design and construction processes. A collaboration may include things like:

- Sharing a table at the Disaster Recovery Center (DRC) – collaborating together, the case is made more credible with the governmental officials in charge of running the DRC's to allow in architects and contractors. Especially if the staff is providing information useful to property owners about the rebuilding process they are a welcomed inclusion.
- Offering a design and construction workshop together, for property owners. This can be a great way to build relationships in the community and show off local talent. There can also be a fraud prevention display from the state licensing boards, to help steer property owners to legitimate local professionals.

USGBC and SUSTAINABILITY ORGANIZATIONS

Building back better includes building back with innovations in the use of materials and energy efficient designs, equipment, and appliances.

- A Green Expo is an excellent collaboration opportunity for the AIA component and the organizations that are invested in promoting resilient design options. Educational seminars for homeowners about opportunities to go beyond code can be coupled with suppliers of materials and systems that help property owners achieve goals.

UTILITY

The component can work with the local utility to develop rebate and incentive programs for the Resilience zone property owners, driving more resilient design innovations.

BUILDING OFFICIALS

Working with permitting officials to figure out expedited pathways for property owners to get their projects approved. Timing is of the essence for insurance claims, so fast permitting is a key component.

- Collaborating with building officials, the component can assist in resolving conflicts between FEMA and property owners during debris removal, for example keeping retention structures in place until rebuilding rather than wholesale removal; and facilitate communication pathways for other problems property owners and professionals are encountering in the recovery process.

ENGINEERS

Collaborating with engineers, the component can provide seminars that illuminate helpful resilience considerations and facilitate discussions of issues arising in the field.

A WORD ABOUT INSURANCE

Doctors and lawyers do a lot of work that is paid for by insurance claims, but architects are not accustomed to the insurance process except during disasters, whether individual or community wide. For insured property destroyed by a covered incident, the fees are paid by the insurance.

The component can really help architects by providing educational resources to help architects understand how the rebuilding funds work and how design services are compensated. Some key points include:

- Replacement cost insurance includes the design services necessary to rebuild a structure. Often this aspect of the funds is not well detailed in the insurance claims estimates, but can be fleshed out during the Recovery process.
- Architects can ascertain the ability of the homeowners insurance to cover the architectural expenses at the time of contracting, by reviewing the policy claim documents, and keep fees within a reasonable range for the amount of replacement cost insurance. (Otherwise the property owner will not have any money left for building.)
- Component can organize seminars and opportunities for collaboration with professional adjusters and attorneys. This can be a mutually beneficial exchange.
- Real estate markets shift after a disaster because all the structures are new. Component can organize seminars with real estate appraisers to assess the ROI for rebuilds in the area, so that design can correctly anticipate the emerging market after a disaster.
- Architects need to understand the payment process for insurance claims and watch out for their design professional lien rights. Component can help by providing education about these issues.
- When rebuilding with insurance funds, the property owner can rebuild a structure of "like kind and quality." Be careful to design a structure of similar size and materials or the owner might not be able to rebuild and they will fault you for wasting design fees.
- Code upgrades – many structures have survived a number of code cycles and rebuilding requires bringing the quality up to the current requirements. Each structure has a different code history, but when it is destroyed the new structure has to be built to current codes. Property owners often have code upgrade insurance to cover this additional cost.
- An interesting law case in the early 20th century made it so insurance companies do not have to pay for code improvements, because that results in building a better structure than the one that was insured. So, code upgrade insurance was sold as an additional coverage. But - code upgrade insurance is very different across all the insurers. A component can try to arrange educational seminars to help their architects understand the huge variations in how this critical insurance element is handled by the property owners' insurers and, more critically, by their adjusters.

4. REBUILDING

Rebuilding takes years and includes architects in the design and construction phases. Architects can be so busy that they do not engage in the component activities. AIA components can help architects be effective, maintain stamina, and drive a successful rebuilding effort by:

- Continuing Disaster Recovery Committee activities
- Continuing community outreach
- Professional development
- Showcasing rebuilding efforts and projects

ARCHITECTS HELP WITH REBUILDING

Architects are team leaders. During rebuilding, architects can coordinate consultants and contractors, facilitate smoother rebuilding processes, ensure quality of construction, assist the community with planning for the tide of rebuilding, protect property owners from contractor fraud, malfeasance and construction defect, and help expedite completion of projects.

CHECKLIST – REBUILDING

1

Disaster Recovery Committee ongoing communication

2

Continuing community outreach

- Host workshops and hotlines for property owners to meet with architects
- Sponsor presentations about resilient design
- Provide online “Architect Finder” with availability, specializations, and contact info
- Educate community about an architect’s services during construction to protect assets

3

Professional development

- Support local architects with relevant programs focusing on: resilient design, new materials, and sustainability
- Create collaborative opportunities with AEC community – code development and permit streamlining
- Continue component networking activities to build momentum

4

Showcase rebuilding efforts and projects

- Include special categories in component Design Awards
- Find collaborative opportunities to exhibit design award entries
- Media outreach with articles, social media, newsletters and press releases

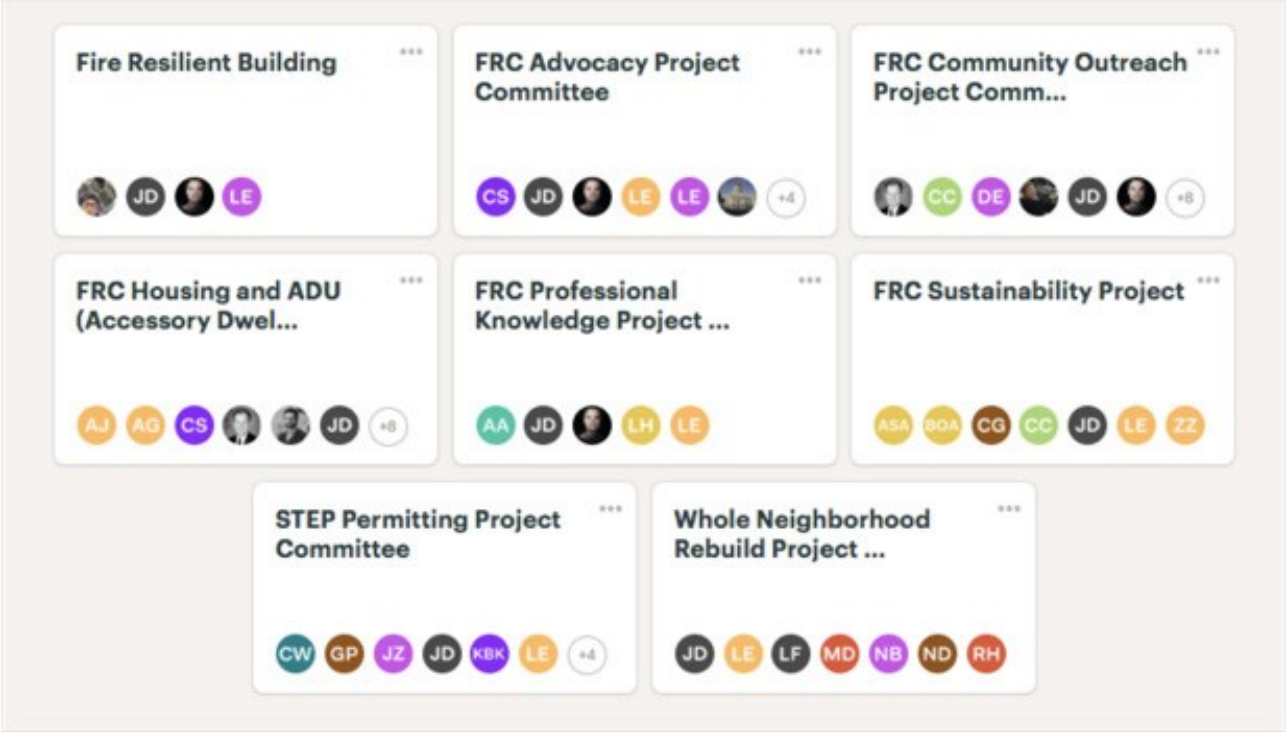
1

DISASTER RECOVERY COMMITTEE ONGOING COMMUNICATION

During the Rebuilding phase, the Disaster Recovery Committee (DRC) will likely meet only in smaller groups or only digitally, because the architects are generally too busy helping property owner clients with design, bidding, permitting and construction issues. It is helpful if the DRC chair can continue updating the full committee with relevant news and progress.

For example, if the advocacy efforts of the DRC and others lead to real legislative proposals, the full DRC would want to know about this and how to support the initiative with local legislative representatives. Or, where permitting regulations are changing in response to the disaster, the whole DRC will want to be informed immediately. And, where one group has created great ideas for temporary housing that can transition to tiny home villages, then the component may want to support those efforts.

While there may not be in-person meetings and agendas, keeping in touch through Basecamp or similar platform can help all DRC members feel like they are informed and may inform their colleagues for the benefit of the community.



Since the Rebuilding phase can last several years the final actions of the DRC chair will be to review progress, report to the component leadership, and develop the case study – see subsequent sections.

2

CONTINUING COMMUNITY OUTREACH

- Workshops and hotlines for property owners to meet with architects (similar to recovery section)

  Component leadership may want to sponsor additional community workshops during rebuilding (see also Recovery section) to continue to engage with property owners. Not all property owners start rebuilding at the same time, so the efforts seem to roll in waves through the community, while some efforts seem repetitive. Other workshops can address the construction phase issues like quality of work, appropriate billing practices and managing project schedules.

- Community presentations about resilient design

  Even after a property owner is in the construction phase, there may still be issues about materials and methods that may be of interest which can create an opportunity to engage in dialogue with local architects.

- Provide online "Architect Finder" with availability, specializations, and contact information

  The component may decide to provide and manage an architect's referral listing in whatever format that is deemed appropriate. More than a directory listing of component members, this should be developed so that it does not provide free advertising but rather informs local property owners about availability of firms for different type of work. This can be a challenge to maintain but is worthwhile for the property owners so they don't start at A and call all firms but rather begin their process looking for a firm that is available and does their type of project.

- Educate community about an architect's services during construction to protect assets

  Ongoing education of the community about the value of architects is critical during the Rebuilding phase and one that will most help the community when property owners start hitting snags. Many contractors may want to keep professional architects away during this phase, and many architects may be too busy to fight and may ask the property owners to waive liability in that case. After a disaster, the property owners are more vulnerable than during ordinary projects because they may not understand the architect's role in protecting their interests during construction. Architects can help during construction after a disaster, and the component can help by reminding the community these resources are available.

- Social media blitz example language

  Here are some examples of social media type messages that can be broadcast by the component during the Rebuilding phase. These can include general information for property owners about component involvement with community workshops and activities as well as general information that is relevant during rebuilding, so property owners know the components are a reliable source of information.

- For homeowners affected by wildfires, please join us for this complimentary fact-finding workshop hosted by the American Institute of Architects, [INSERT COMPONENT NAME].
- IMPORTANT REBUILD EVENT INFORMATION from the County: Permit Sonoma is hosting a series of meetings to provide an introduction to the County's Resiliency Permit Center (RPC) and an overview of the rebuilding permitting process.
- The RPC, which will open on February 13, will accelerate the permitting process for homeowners in the unincorporated areas of Sonoma County. Dates, times and locations listed below.
- Homeowners Rebuilding: what questions do you have for us here at the AIA!? We are mapping out our next 3 months of chapter initiatives and have noticed several "non- members" following us here. Please comment how we can help YOU so we can re-focus our efforts!
- Nice to see work going on in the light drizzle today. Sending out good vibes for the next 6 months of rebuilding. Seeing the contractor signage on home sites reminds me – HOMEOWNERS: please, have your contractors and architects use AIA contracts for their protection and more importantly yours! If they won't, question them. Contract documents are available at AIA.org; there is a reason they have stood the test of time.
- ARCHITECTS can help during rebuilding by reviewing construction contracts and requests for payment to protect you and your assets and ensure you are getting what you designed and asked the contractor to build. Contact an ARCHITECT today!

3 PROFESSIONAL DEVELOPMENT

During the Rebuilding phase, the local architects really need the help of the component to support them during their busiest phase. It is unlikely that they will voluntarily commit to extra volunteering and networking, but they do have special needs which the component can provide through relevant programming.

- Support local architects with relevant programs focusing on resilient design, new materials, and sustainability pertinent to the locale and the type of disaster experienced or anticipated. If you have the right programming, it will increase the value of AIA.

- Collaborative opportunities with AEC community – code development and permit streamlining

  During the Rebuilding phase many issues will arise in the community that affect design, permitting and construction. By maintaining collaborative relationships with allied members and collateral organizations, component leadership can ensure the architects perspective is included in decision making and resolution. Examples include streamlining permitting activities and keeping foundations intact on hillside properties to control erosion, rather than removing them during debris removal. Also, the component may participate in green expos and similar activities which can benefit the membership.
  See Continuing Education Links in Resources Section

- Continue component networking activities to promote stamina

  The Rebuilding phase is intense as most local professionals are over extended. Anything the component can do to fundraise helps the local architects to remember the importance of their professional community and the support they get from each other.

4 SHOWCASE REBUILDING EFFORTS AND PROJECTS

- Include special categories in component Design Awards programs

  Consider creating a special recognition category for both resilient design efforts and for leadership in various phases of the disaster. Recognize and commemorate efforts to show the public and members that " architects help" during disasters and their efforts contribute to the community.

- Find collaborative opportunities to exhibit Design Award entries

  The resilient design and leadership efforts of the architects helping after a disaster can be showcased with the work of engineers and allied professionals, just as with contractors that exceed expectations. Look for opportunities to showcase and exhibit work together.

- Media outreach with articles, social media, newsletters and press releases

  The component can further advance the cause of architects helping during a disaster by creating press releases that detail the architects' efforts with the component and the community.

5. REVIEW

After the disaster has passed, the component should take time to review its activities and assess the effectiveness of its efforts to help the community. Component leadership changes annually and it is important to carry this thread and follow through even with subsequent component leadership.

This Review phase can include:

- Disaster Recovery Committee Review meeting report to AIA CA
- Disaster Area Network
- Writing case study
- Outreach to community

The value of this review is that the success of our components can be a tool for all component leadership to demonstrate to local, state, and federal officials the value of architects' contribution to the community from "Day One" of the disaster. Governments don't rebuild their communities; architects, engineers, and contractors do! Having architects engaged helps everyone with a successful response including rebuilding and recovery processes.

ARCHITECTS HELP REVIEW REBUILDING PROGRESS

Architects are leaders in the rebuilding effort for their community and showcase their efforts by reviewing their accomplishments and communicating both lessons learned and successes to assist response in future incidents. As problem solvers, they gather data and develop options. Documenting the disaster recovery process not only provides the community with a record of the steps taken during the rebuilding process, but assists future communities who are impacted with similar incidents.

CHECKLIST – REVIEW

1

Disaster Response Committee Review meeting

- Discussion of lessons learned
- Identifying metrics of success

2

Report to AIA CA and to Disaster Area Network

- Lessons learned
- Advocacy elements
- Code change recommendations
- Toolkit feedback

3

Writing Case Study

- Sample template
- Case study library

4

Outreach to Community

- Media engagement
- Community leadership presentations

1

DISASTER RECOVERY COMMITTEE REVIEW MEETING

After the incident is over and the majority of rebuilding effort complete, it is a good idea to reconvene the original committee to review what was most successful and document the story of response, recovery and rebuilding.

- Discussion of lessons learned
- Identifying metrics of success

2

REPORT TO AIA CA AND TO DISASTER AREA NETWORK

After meeting with the Disaster Recovery Committee, you can report your findings and experience to AIA California and to the Disaster Area Network for resource sharing, education and support.

- Lessons learned
- Advocacy elements
- Code change recommendations
- Toolkit feedback

3

WRITING CASE STUDY

Here is a sample/template format that can be used to outline a case study:

AIA California

Component Case Study, Disaster Response Template

YEAR, AIA Chapter Name – Name/Type of Disaster

DISASTER:	High level overview and description of disaster.
RESPONSE:	Timeline of response and description of component activities.
RECOVERY/REBUILDING:	Description of component recovery and rebuilding activities, including timing and participating groups. Challenges: scale of disaster, architect learning curve, collaborating with other chapters, homeowner learning curve, timeline and process of rebuilding and insurance. Opportunities: chapter training, member knowledge base, teamwork, lots of work. Resources utilized: FRC involvement, LAC presence, sign-in sheet and waiver, Basecamp or FRC subcommittees, subcommittee activities, rebuilding workshop, meeting charts, rebuild expo, media spots, community involvement.
CONCLUSION:	Outcomes and lessons learned.
PARTICIPANTS:	List participants and their affiliations.

Feel free to add pictures and charts throughout to help tell your case study story. Send the completed case study Word document to Katie Dahl at kdahl@aiacalifornia.org. Katie will save a pdf version of the case study in the shared Case Study Google Drive Folder available to AIA CA's Disaster Assistance Network and CA CACE.

CASE STUDY LIBRARY

Disasters have always occurred, in California and throughout the world. Their impact on buildings has been carefully studied and resulted in changes to how we build. Here we provide case studies for how AIA components have responded, the ripple effect of their activities in the successful rebuilding of their community, and their contribution to creating more resilient solutions for planning and construction.

Here is our library of Case Studies available in Resources:

- 2020 Santa Cruz – CZU Complex Fires
- 2017-18 Santa Barbara – Thomas Fire & Montecito Debris Flow
- 2017 Ventura County – Thomas Fire
- 2017 Sonoma County – Tubbs Fire
- 2015 Lake County – Valley Fire
- . . . more to come

4

OUTREACH TO COMMUNITY

- Media engagement
- Community leadership presentations
- Design Awards exhibit with highlight on disaster recovery successes

6. RESOURCES

This section references resources that can be helpful and have been discussed in different sections of the Toolkit. Additionally, below are two resources outside of the purview of this Toolkit that can also be helpful:

- *The AIA Disaster Assistance Handbook*
  - The American Institute of Architects *Disaster Assistance Handbook* serves as a go-to resource for architects, built environment professionals, municipal government officials and emergency managers involved in disaster mitigation, preparation, response, and recovery. The Handbook also serves as a step-by-step guide for maximizing architects' unique skills in addressing each phase of the disaster cycle. www.aia.org/resources/71636-disaster-assistance-handbook
- FEMA Disaster Survivor Assistance
  - Apply online at: www.disasterassistance.gov/ or 1-800-621- FEMA
  - Under the "Get Assistance" tab, click "Find Assistance" and answer questions to get a list of assistance you may be able to apply for.
  - Click "Apply Online" to complete an application.
  - Return after you apply and click "Check Status" to check the status of your application.

CHECKLIST – RESOURCES

1

Contacts and Links

- Useful contacts
- Links to useful resources

2

Forms and Templates

- Business card templates
- Waiver template
- Letter templates

3

Case Studies

- Example template
- Case study library
  - 2020 Santa Cruz - CZU Complex Fires
  - 2017-18 Santa Barbara - Thomas Fire & Montecito Debris Flow
  - 2017 Ventura County - Thomas Fire
  - 2017 Sonoma County - Tubbs Fire
  - 2015 Lake County - Valley Fire
  - . . . more to come

1

CONTINUING EDUCATION LINKS

AIA California

AIA California has a robust continuing education program with multiple live webinars occurring monthly at no cost to AIA members. Additionally, access to all recorded content is available right on the website to listen to at your own convenience: www.aiacalifornia.org

AIA University (AIAU)

AIAU is an online education center for architects and designers featuring curated online courses taught by leading experts: www.aiau.aia.org/

Architectural Record **CE Center**

A large library of free courses for architects and designers: www.continuingeducation.bnpmedia.com/library.php

2

FORMS AND TEMPLATES

Here are some forms and templates that can help you set up quickly to respond in your community. The cards are especially helpful for approaching politicians and government officials who are wary of the disaster chasing businesses. The cards help the politician get on board with help from the architects as a group instead of feeling pressured to favor one architect or another. It is better if you do not use your personal business card in the early phases of response and recovery.

- Architects Help Flyer (Example)
- Architects Help Business Cards (Example)
- AIA Component Disaster Recovery Committee Card (Example)
- Homeowner Workshop Intake Form (Example)
- Poster Example – Property Owners are New to This
- Poster Example – Architects are Team Leaders in the Rebuilding Process
- Flyer Example – Building a Home After Fire Damage
- Waiver/Sign-in Form (Example)

ARCHITECTS HELP FLYER (EXAMPLE)

ARCHITECTS HELP
REBUILDING YOUR COMMUNITY

ARCHITECTS ARE GREAT

Architects helped to build your community and are a great resource in a time of crisis. The American Institute of Architects California (AIA CA), and its local chapter members can provide professional, accurate, and timely advice about design, construction, and the rebuilding process for your community after a disaster, protecting public health and safely with skilled, expert response assistance.

The public looks to community organizations and government officials for:

1. Emergency response
2. Recovery planning
3. Rebuilding structures

Architects can help you and the community in each of these phases and with transitioning from one to the next.

Architects are available to help community and government officials in the immediate response with disaster assistance in recovery with planning for streamlined permits and processes, and during construction to address the issues of multiple homeowners rebuilding at the same time. Architects have worked in your community helping clients and are a great resource during a disaster to partner with you and the public.

1. ARCHITECTS HELP WITH RESPONSE

During response, architects can advise you on rescue and housing issues, and many are trained in the State of California's Safety Assessment Program (SAP). Cal OES can bring architects from other chapters to help with SAP, while local architects help by serving in the Local Assistance Center (LAC).

2. ARCHITECTS HELP WITH RECOVERY

During recovery, architects can help with planning, infrastructure, streamlining permitting, current and upcoming code issues, ordinances to facilitate rebuilding, and strategies to motivate property owners to rebuild and restore the community quickly. Architects provide help.

3. ARCHITECTS HELP WITH REBUILDING

During rebuilding, architects can facilitate smoother rebuilding processes, ensure quality of construction, protect the community from fraudulent contractors, protect property owners from contractor malfeasance and construction defect, and help expedite completion of projects.

ARCHITECTS ARE KNOWLEDGABLE

- Architects helped build your community
- Architects understand the planning process
- Architects can advise about ordinances necessary to facilitate rebuilding
- Architects know the building code and the impacts of recent updates on rebuilding
- Architects can help building officials create a streamlined permitting process
- Architects can help homeowners and property managers protect assets from contractor malfeasance and misconduct
- Architects can advise about codes and ordinances to build more resilient structures

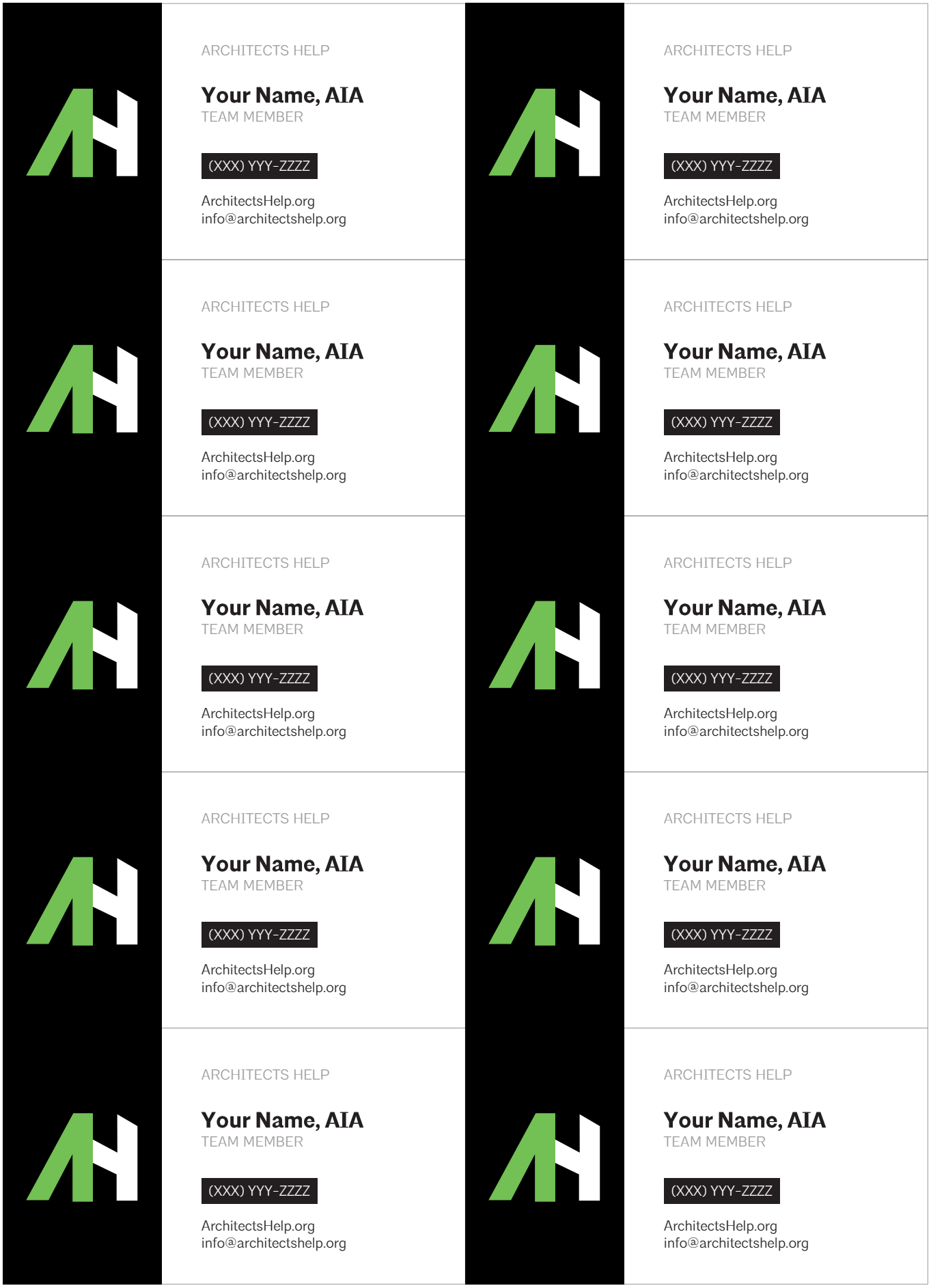
Architects Help – Members of AIA adhere to an ethical policy that states they will not take advantage of disaster situations or the people involved.

www.architectshelp.org

MORE INFORMATION

1931 H Street, Sacramento, CA 95811
P: 916.448.9082 | F: 916.442.5346 | www.aiacalifornia.org

ARCHITECTS HELP BUSINESS CARDS (EXAMPLE)

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AIA COMPONENT DISASTER RECOVERY COMMITTEE CARD (EXAMPLE)

AIA **Redwood Empire** WWW.AIRE.ORG

DISASTER RECOVERY COMMITTEE

Providing the support of AIA Architects to the community

for: **RESPONSE** | **RECOVERY** | **REBUILDING**

Your Name, AIA

TEAM MEMBER

(XXX) YYY-ZZZZ **NAME@GMAIL.COM**

AIA **Redwood Empire** WWW.AIRE.ORG

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for: **RESPONSE** | **RECOVERY** | **REBUILDING**

Your Name, AIA

TEAM MEMBER

(XXX) YYY-ZZZZ **NAME@GMAIL.COM**

HOMEOWNER WORKSHOP INTAKE FORM (EXAMPLE)

AIA Redwood Empire I P.O. Box 4178, Santa Rosa, CA 95402-4178

Contact: (707) 981-4188 I www.aiare.org
Executive Director: Liz Edwards I info@aiare.org

The mission of the Redwood Empire Chapter of the American Institute of Architects is to advance design and the built environment through education, public awareness and by empowering its members.

WAIVER: AIA architects are here to help you today as volunteers, offering their time and professional expertise to assist you in the rebuilding process. There is no obligation for today's assistance. These architects are here to listen and advise you in general and to provide architectural or other design professional services. By utilizing their services you agree to indemnify, release and hold harmless the AIA, the AIA Redwood Empire, and the architect volunteers for any personal injury, property damage, or loss of any nature related to the architect's acts, errors, or omissions.

If you choose to move forward with an AIA Architect, you will need to enter a contract. Please work with the individual AIA Architect for costs and other terms associated with moving forward in the design process. Please sign indicating you have read and accept the terms of today's assistance:

SIGNATURE: _____

HOMEOWNER INFORMATION

Name: _____

Phone: _____ Cell: _____

Email: _____ Best time to reach you: _____

Neighborhood: _____

Project Address: _____

_____

WHAT DO YOU NEED THE MOST HELP

- ☐ Proof of Loss
- ☐ Design Process
- ☐ Architect Selection
- ☐ Settlement Review
- ☐ Construction Process
- ☐ Contractor Selection
- ☐ Rebuilding Process
- ☐ Permitting Process
- ☐ Whole Neighborhood

POSTER EXAMPLE

PROPERTY OWNERS ARE NEW TO THIS

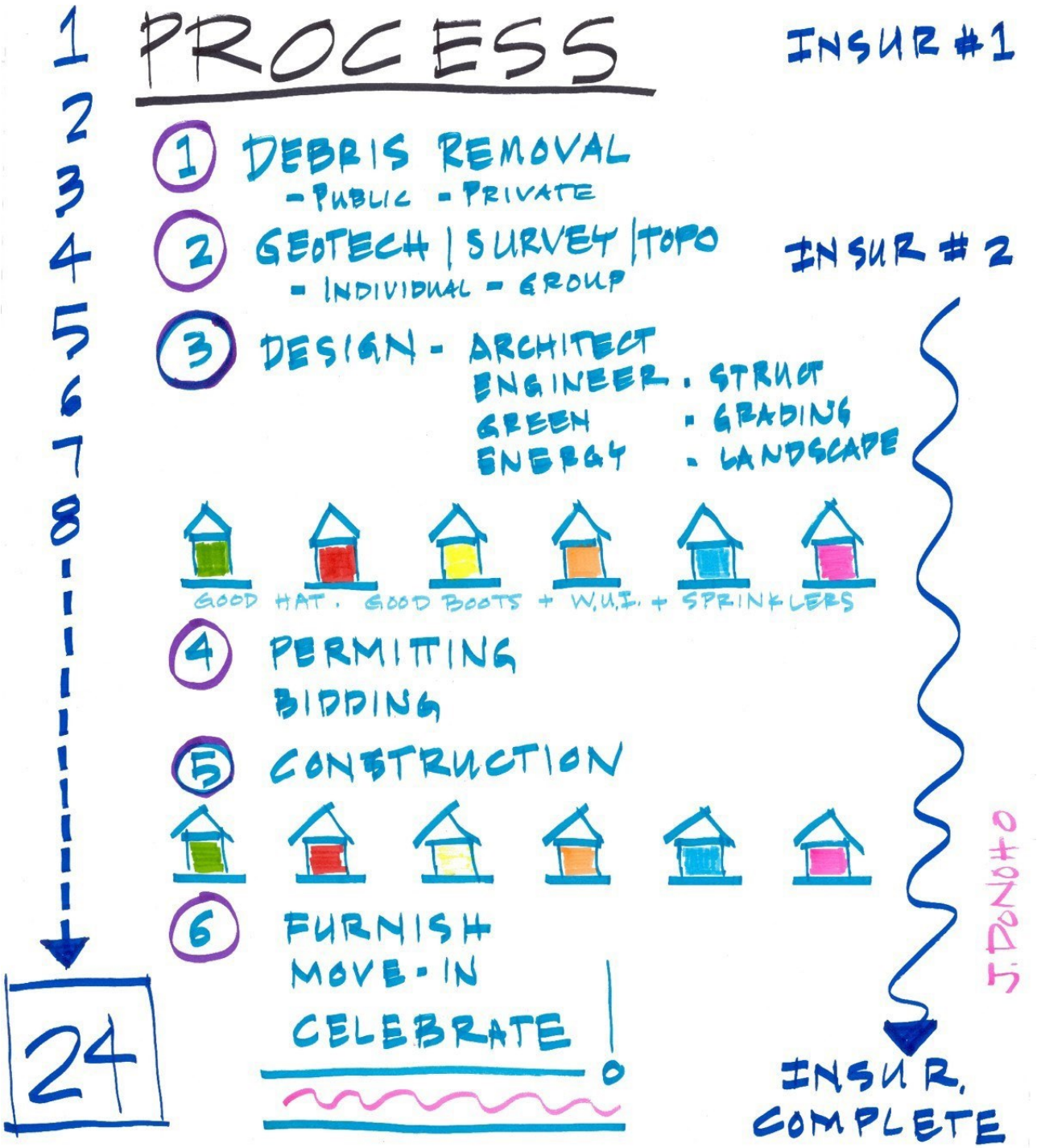
Many property owners purchased their properties with the improvements already in place and have not been through the process of designing and building from scratch. They have so many things to learn regarding insurance, design, construction and legal matters, plus managing the project and schedule, that they are frequently overwhelmed and they need a trusted resource to explain process.

AIA component members can make quick posters for workshops to explain the disaster recovery process and demonstrate how architects can help property owners.

POSTER EXAMPLE

ARCHITECTS ARE TEAM LEADERS IN THE REBUILDING PROCESS

The process of rebuilding your property goes more smoothly with a team leader that is experienced and can guide and manage the process from debris removal, through preconstruction services, design, construction, and all the way to move-in. Hiring the architect as team leader can help manage the rebuilding process and ensure that you are getting professional services throughout.



REBUILDING A HOME AFTER FIRE DAMAGE

If you decide to rebuild after a disaster...

Many factors need to be weighed to determine which approach to take. These factors include:

LARGE GROUP REBUILD

IF USING A PRE-MANUFACTURED HOME

COST: Potential for lowest cost but will still need to pay for some site-specific drawings – e.g. site plan, septic system improvements (if applicable), etc.

TIME: Potential for very quick turnaround, however the larger the group participating, the longer the potential lead-time availability may be taxed. Time will need to be spent obtaining "site-specific" permits.

QUALITY: Although of potential good construction quality, due to the mass- produced nature of this product, design quality, aesthetics and individuality may not be a priority with little or no control

IF USING A DESIGN BUILD HOME

COST: Reasonable cost and savings afforded by quality and economy of scale. Cost will most likely be somewhere between pre-manufactured on low end and "custom" on the high end.

TIME: Large scale builders are typically able to reduce construction time due to "assembly line" methods and "fast tracking".

QUALITY: "Tracts" may have good aesthetic quality, some are very "boxy" and individuality is not an option over design.

MIDDLE SIZED REBUILD

IF USING A PRE-MANUFACTURED HOME

COST: There is potential for low cost in a large group pre-manufactured, option, however, there will still be the need for site-specific work.

TIME: Potentially one of the quickest turnarounds, pending availability of models.

QUALITY: Same as large group pre-manufactured homes.

IF USING A DESIGN BUILD HOME

COST: Reasonable cost and not as big a volume as large group design build homes, therefore potentially not as much savings.

TIME: Probably faster than an INDIVIDUAL custom home, yet potentially not as fast as with a LARGE group. However, may be competitive timewise if building plans are the same or relatively similar.

QUALITY: Higher potential for "semi-customization" of plans, therefore design quality would rate better than a LARGE group; also a higher quality of construction is probable.

INDIVIDUAL REBUILD

IF USING A PRE-MANUFACTURED HOME

COST: Potential for very low cost, but same issues regarding site specificity.

TIME: Potentially the quickest turnaround, pending availability.

QUALITY: Same as large group pre-manufactured homes.

IF USING A DESIGN BUILD HOME

COST: Lower potential design costs, higher construction costs potentially due to lack of "economy of scale"; however, individual has greater control and influence over costs.

TIME: Lengthier time of construction than group efforts most probable; but savings in bidding time is possible due to "Design-Build". (Sub-trade bids may still have to be secured.)

QUALITY: Potential for higher construction and design quality and greater amount of control over product.

IF USING A DESIGN BID BUILD HOME

COST: Higher design cost due to detailing necessary for "competitive bid" process.

TIME: Potentially the longest time from start to finish; full bidding process adds to timeline.

QUALITY: Highest potential for design and construction quality.

IF USING AN OWNER/BUILD HOME

COST: Potentially lowest cost – however must consider what your own time is worth.

TIME: Potentially the longest time, depending on individual skill level and available time to timeline.

QUALITY: Could go either way depending upon skill of individual, but there is total project control.

Service.
Leadership.
Rebuilding.
Restoring.

[INSERT CHAPTER ADDRESS]
P: [XXX-XXX-XXXX]| F: [XXX-XXX-XXXX] | [CHAPTER WEBSITE]

WAIVER/SIGN-IN FORM (EXAMPLE)

ARCHITECTS HELP

WAIVER: AIA architects are here to help you today as volunteers, offering their time and professional expertise to assist you in the rebuilding process. There is no obligation for today's assistance. These architects are here to listen and advise you in general and to provide architectural or other design professional services. By utilizing their services you agree to indemnify, release and hold harmless the AIA, the AIA Redwood Empire, and the architect volunteers for any personal injury, property damage, or loss of any nature related to the architect's acts, errors, or omissions.

NAME:	NEIGHBORHOOD:	EMAIL:	PHONE:

6. RESOURCES

3

CASE STUDIES

Disasters have always occurred, in California and throughout the world. Here we provide case studies for how AIA components have responded, the ripple effect of their activities in the successful rebuilding of their community, and their contribution to creating more resilient solutions for planning and construction.

CZU Lightning Complex Fire, Santa Cruz County
Architectural Response Case Study

Kate Rhein, AIA International Associate Member

Find this case study on ArchitectsHelp.org

Summary:

On August 16th 2020 a series of dry lightning strikes started a series of severe wildfires across Northern and Central California. The CZU Lighting Complex fires impacted San Mateo and Santa Cruz counties, and burned 86,509 acres before being fully contained on September 22nd. The fire destroyed 928 residences, 174 commercial properties, 388 accessory structures and damaged another 50 buildings. The main impacted areas were in the Santa Cruz mountains including Bonny Doon, Boulder Creek and Empire Grade.

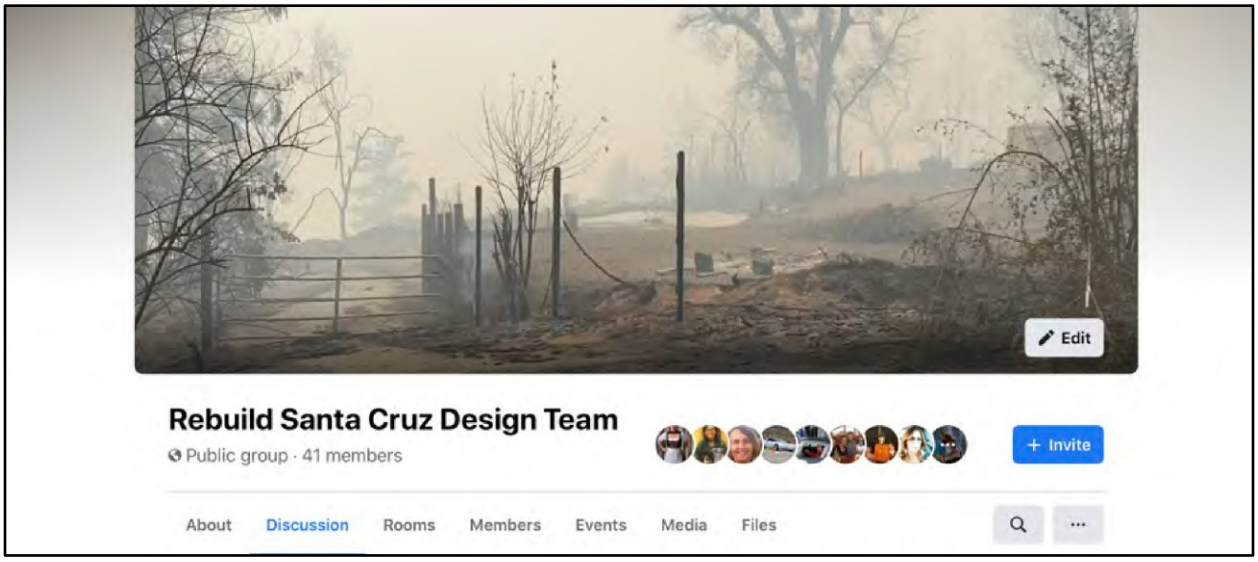
Initial Response:

Santa Cruz County has a small architectural community of approximately 50 firms, the majority of which are solo practitioners. Our capacity to respond to the losses and take on rebuild projects is limited. Understanding this, the initial goal was to coordinate the local design professional's response to the fires by sharing information and providing volunteer opportunities for the local building design community.

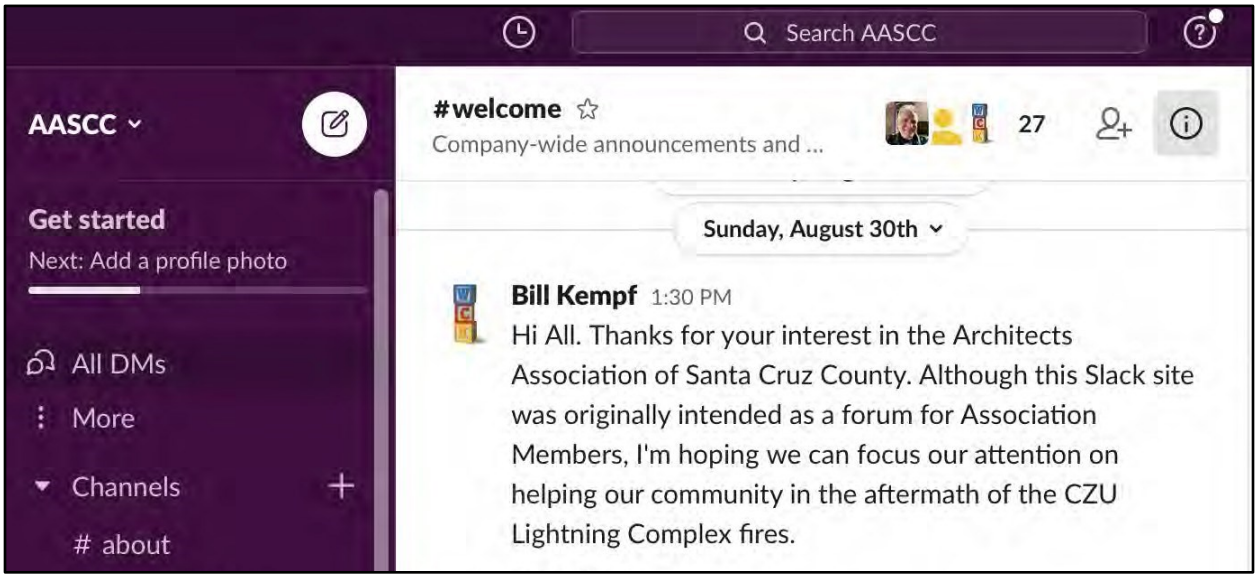
Outreach to local building design professionals:

I initially reached out to the local architectural organizations: AIA Monterey Bay (Christie Thomas and Mary Ann Schietewanz) and the Architectural Association of Santa Cruz County (Bill Kempf and Jon Ifland). This formed the core team going forwards. We conducted outreach to the local professionals through the following:

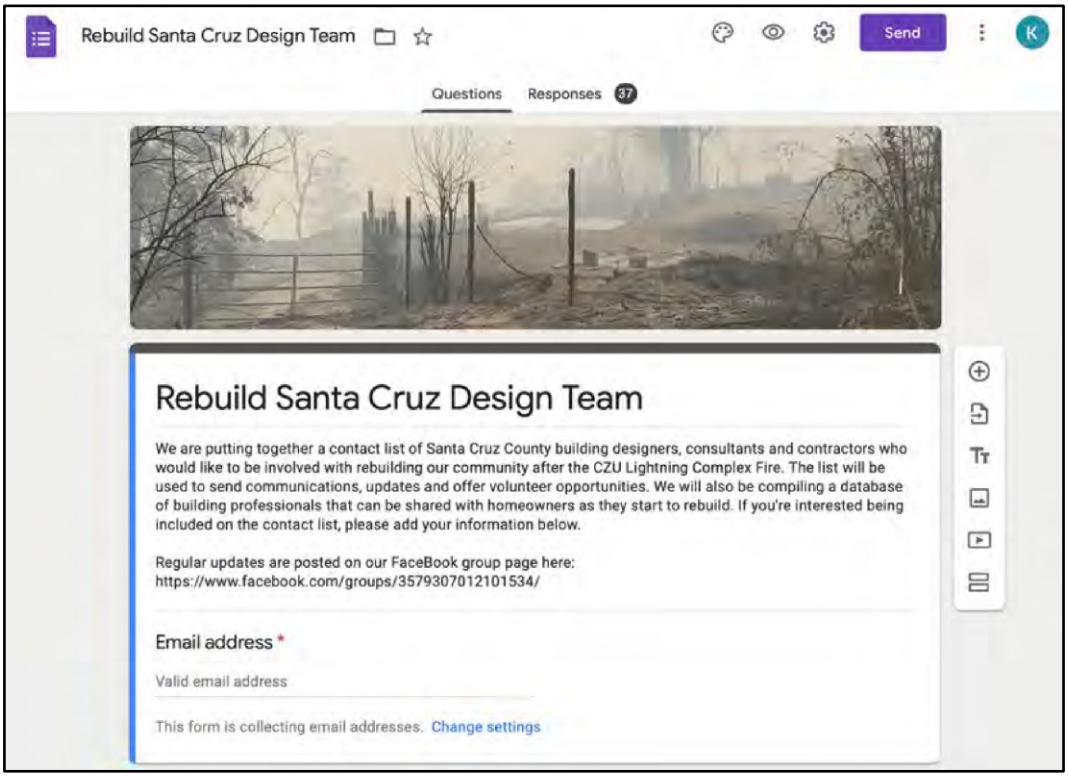
1. Sharing contacts from the AIAMB, the AASCC and our own professional business connections.
2. Connecting through social media. I started a public FaceBook group called 'Rebuild Santa Cruz Design Team' and we shared the link through email and postings by the AIAMB.



3. Connecting through shared messaging. Bill Kempf started a Slack Site as some of the local professionals were not comfortable with social media. The invite was shared by email and through the AIAMB.



4. Compiling a database of contacts. We distributed a link to a Google form for anyone interested. They could check boxes to indicate if they are interested in email updates, volunteering opportunities and/ or being included in a database of local building professionals. See Appendix for sample form.



Conclusions:

The FaceBook page proved to be a useful hub for contacting people and sending out messages. However, people haven't used it to share their own information. The Slack Site did not take off after the initial sign-ups. Emails have been by far the most effective way to connect with and share information. The database was essential. The list of volunteers formed the basis of the Rebuild Santa Cruz Design Team going forward.

Ongoing Response:

After our initial outreach we had assembled our design team and were ready to reach out to local communities. I would emphasize that most of us had not experienced a disaster like this before. There was a steep learning curve and two key resources were invaluable to us going forwards:

1. DAN Disaster Box. This was exactly what was needed- offering guidance and outline forms & resources for outreach. One issue I experienced was that some people assumed architects were 'ambulance-chasing' even though I explained that for the mot part none of us had the capacity to even take on work, and that we wanted to offer professional guidance only. The Box was very helpful in showing that we were representing as volunteers. The table cloth and 'Architects Help' title and website (.org) all validated our role.
2. Julia Donoho & Kimberley Anderson's disaster response support. We met with Kimberley and Julia early in the process. They gave us a really good outline of what to expect and how we could move forwards.

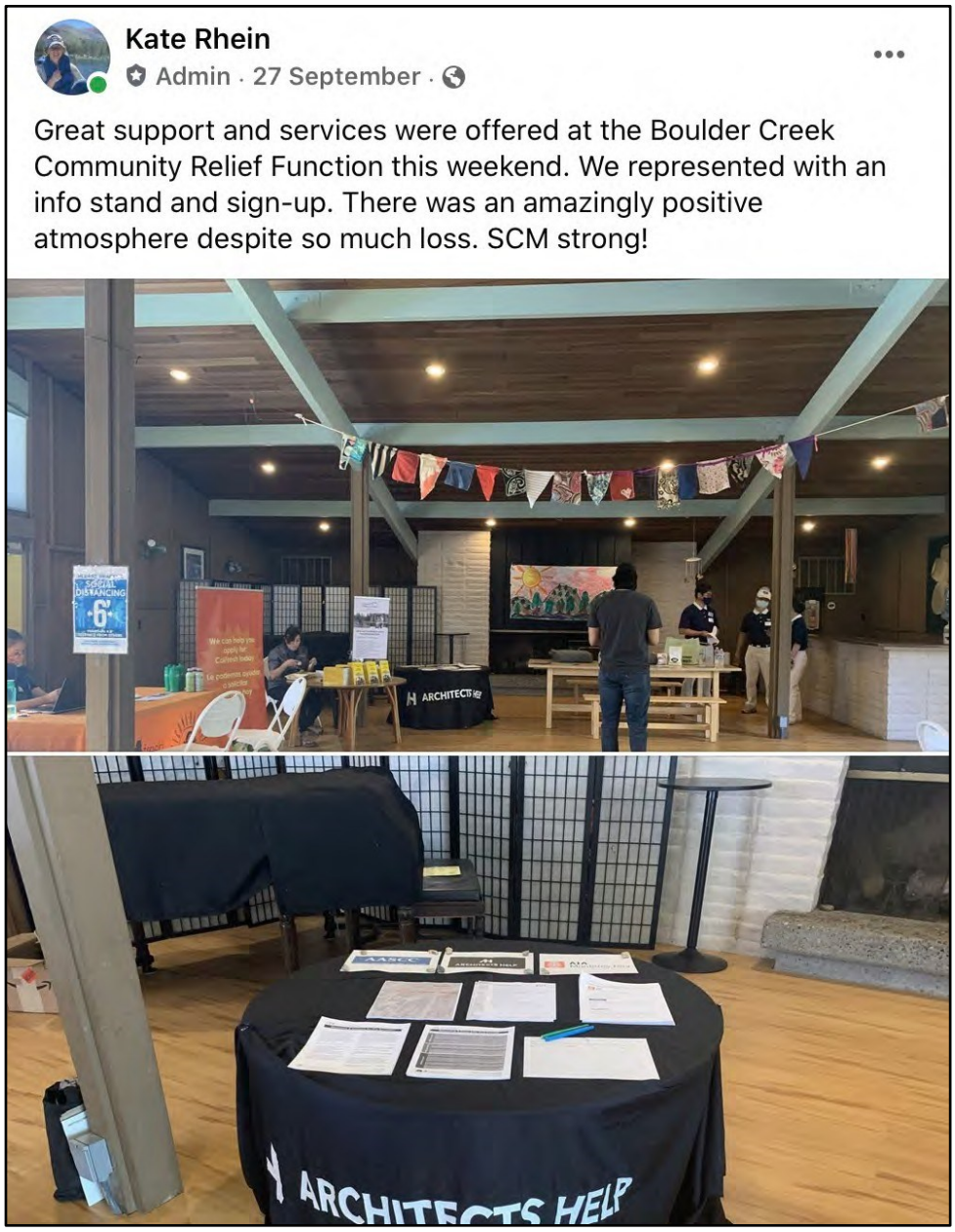
Outreach to Local Communities:

We connected with local communities and governmental organizations to make contact, distribute our email and social media information and offer our assistance. Our key contacts included:

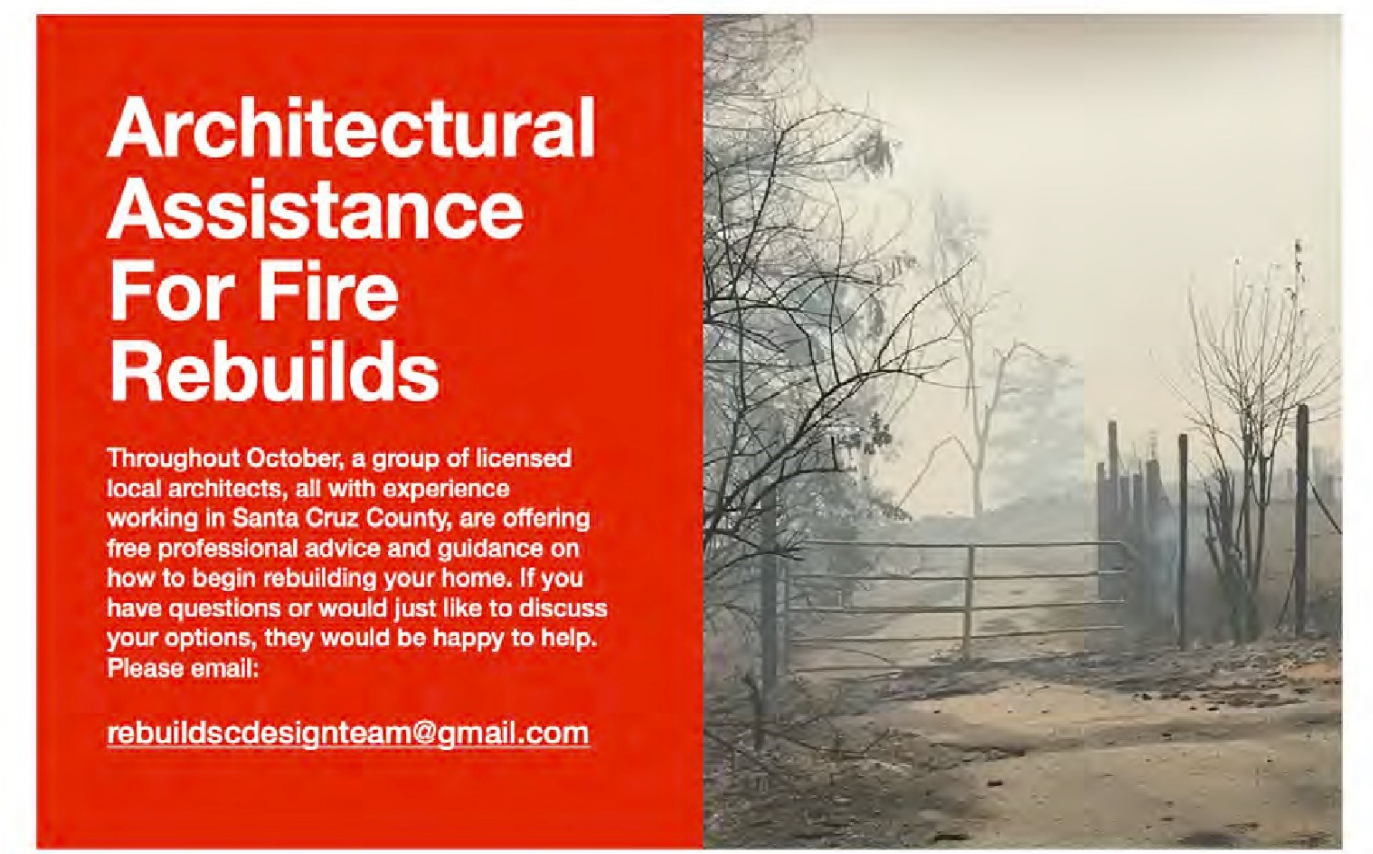
1. Organizers for the SCC Resource Recovery Center, and local RRC's.
2. Local community organizers and social media sites
3. The Santa Cruz County Planning and fire-rebuild teams
4. Local government- particularly the Supervisor Ryan Coonerty
5. Local radio

Pro Bono Services:

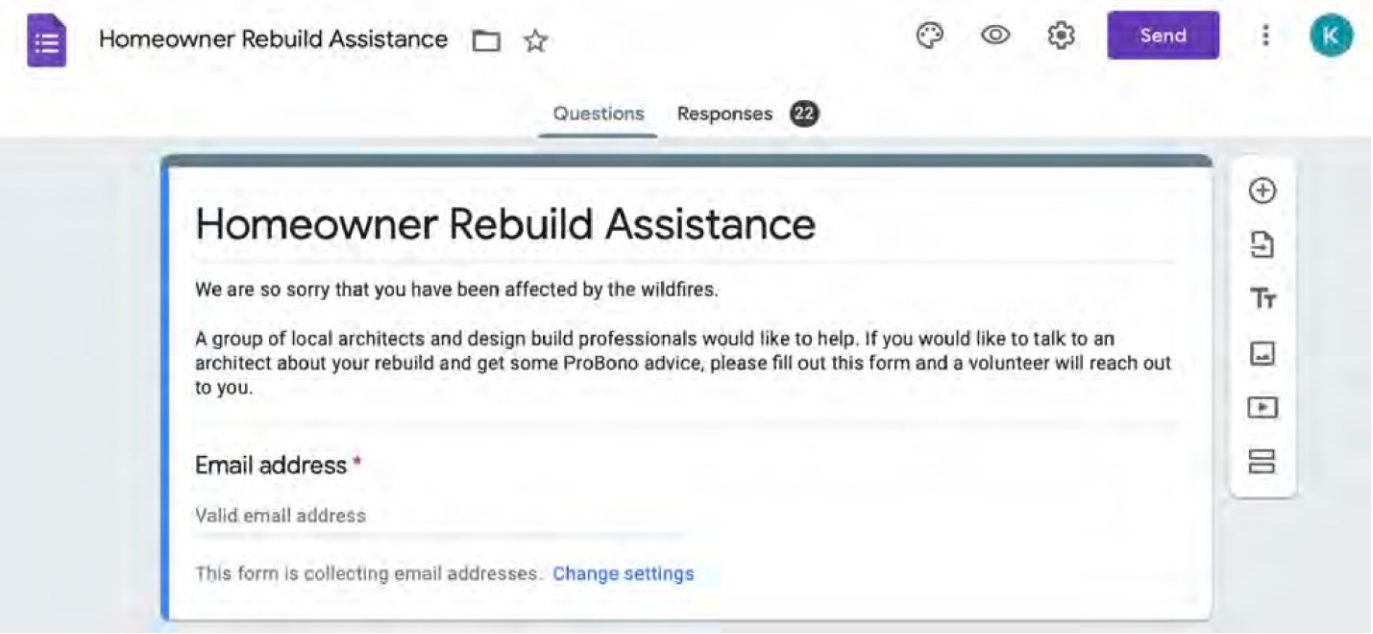
1. Resource Centers. Typically community outreach post-fire would include architectural workshops and stands at Recovery Resource Centers. Our opportunities were limited by Covid-19. The Santa Cruz County RRC restricted access to governmental organizations only. We held stands at local Recovery Centers in Bonny Doon and Boulder Creek, however staffing was difficult due to the risks of exposure to Covid-19. The stands offered handouts on architectural process, info on the AIAMB and AASCC and a sign-up for homeowners wanting more information/ architectural support.



2. Virtual Pro Bono Architectural Support. As we were limited in face-to-face outreach by Covid-19, I decided to try out a virtual hotline. We got commitments from several licensed architects- all local and experienced working in Santa Cruz County. For the month of October we offered Pro Bono Architectural consultations for any homeowners who needed assistance. We promoted the service through social media, by email and flyers. The County Supervisor and County Planning Department also referred people to us.



Homeowner's were sent a link to an application form (Google form) which included info about their project and a waiver. See appendix for a copy of the complete form.



heir info was automatically entered into an excel spreadsheet that was shared with the volunteer Architects on the Rebuild SC Design Team, who could then sign up to respond to a homeowner when they had availability.

Homeowner Rebuild Assistance-10/31/20

Architect SIGN UP HERE	Contacted	Timestamp	Username	What is your name?
Jim Stroupe		2020/10/01 10:46:43 AM MDT	djk1106@comcast.net	Chan/Shawn Kim
Jon Ifland	Yes	2020/10/01 10:50:42 AM MDT	patrickwilliamrobinson@gmail.com	Patrick Robinson
Christian Nielsen	yes	2020/10/01 10:53:05 AM MDT	billh@skyhighway.com	William Hassell
Jacquie Low	yes	2020/10/01 11:11:25 AM MDT	jonandkarenvh@gmail.com	Karen Van Hecke
Jim Stroupe	YES	2020/10/01 2:53:06 PM MDT	terry.terhaar@pacbell.net	Terry Terhaar
Bill Fisher		2020/10/01 3:50:16 PM MDT	yanajacobs@gmail.com	Yana Jacobs
Bill Kempf	Yes	2020/10/02 10:03:33 AM MDT	allen@allendjohnson.com	Allen Johnson
Stephanie Barnes-Castro	Yes	2020/10/02 11:48:17 AM MDT	sjnevin@yahoo.com	Sara Nevin
Nielsen	yes	2020/10/04 8:19:24 PM MDT	poeobius@gmail.com	Lisa Uttal

Conclusions:

Both Pro Bono services were successful. The virtual service was very successful and potentially reaches more people than the in-person representation. It also had the benefit that many more architects were able to step-up and volunteer their time as they could pick and choose to respond to homeowners when they had availability. Time limiting it to a month was also good, as it meant the commitment wasn't overwhelming. The response from homeowners was very heartwarming. They were extremely appreciative and I feel that we made a real difference. I highly recommend this model for disaster relief support moving forwards.

Moving forward:

Julia told us about the rules of 4 regarding disaster response. I would agree and say that we are at a new threshold- the 4-month threshold. There is less immediate need for initial guidance and we are all overwhelmed with working on fire-rebuild projects and getting homeowners back in their homes. I intend to focus on the following moving forwards:

1. Sharing information among the Design Team and on the FaceBook site regarding fire-rebuilds, insurance, statutory updates and designing for WUI zones.
2. Responding to inquiries from homeowners with local building design contact lists, information on architectural services and helpful links like architectshelp.org and AIAMB.

Rebuild Santa Cruz Design Team

We are putting together a contact list of Santa Cruz County building designers, consultants and contractors who would like to be involved with rebuilding our community after the CZU Lightning Complex Fire. The list will be used to send communications, updates and offer volunteer opportunities. We will also be compiling a database of building professionals that can be shared with homeowners as they start to rebuild. If you're interested being included on the contact list, please add your information below.

Regular updates are posted on our Facebook group page here:
https://www.facebook.com/groups/3579307012101534/

* Required

1. Email address *

2. Your name *

3. Business name *

4. Your specialty *

- [ ] Architecture/Building Design
- [ ] Structural Engineering
- [ ] Mechanical Engineering
- [ ] Civil Engineering
- [ ] Environmental Design
- [ ] Contractor
- [ ] Electrical Engineering
- [ ] Other

5. Your business address *

6. Your phone number *

7. Brief description of the type of projects/ work you do *

8. Which of the following are you interested in? *
- [ ] Email Updates
- [ ] Volunteering Opportunities
- [ ] Being included in a database of local building professionals

Homeowner Rebuild Assistance

We are so sorry that you have been affected by the wildfires.

A group of local architects and design build professionals would like to help. If you would like to talk to an architect about your rebuild and get some ProBono advice, please fill out this form and a volunteer will reach out to you.

* Required

1. Email address *

2. What is your name? *

3. What is your phone number? *

4. What is the best time to reach you? *

5. What neighborhood do you live in?

What is the project address?

_____

6. What do you need the most help with?

- [ ] Civil Engineering
- [ ] Settlement Review
- [ ] Rebuilding Process
- [ ] Design Process
- [ ] Construction Process
- [ ] Permitting Process
- [ ] Architect Selection
- [ ] Contractor Selection
- [ ] Whole Neighborhood

7. What way would you like to connect? *

- ( ) By Phone
- ( ) By Zoom
- ( ) By Email

9. Is there any additional information you would like to provide at this time?

_____

_____

_____

_____

_____

_____

_____

10. Waiver: The architects who will be assisting you are volunteers, offering their time and professional expertise to assist you in the rebuilding process. There is no obligation for any assistance. These architects are here to listen and advise you in general and to provide architectural or other design professional services. By utilizing their services you agree to indemnify, release and hold harmless the architect volunteers for any personal injury, proper damage, or loss of any nature related to the architect's acts, errors, or omissions. If you choose to move forward with an architect, you will need to enter a contract. Please work with the individual architect for costs and other other terms associated with moving forward in the design process. Please sign indicating you have read and accept the term's of this assistance.

American Institute of Architects-Santa Barbara

Case Study
Executive Summary

Thomas Fire Montecito Debris Flow
Community Recovery Team

Find this case study on ArchitectsHelp.org

Robert L. Ooley, FAIA
Principal Editor

Published May 1, 2020

Case Study

Executive Summary

Thomas Fire (December 2017) and Montecito Debris Flow (January 2018)

Find this case study on ArchitectsHelp.org

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American Institute of Architects Santa Barbara
Published: May 1, 2020

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Disaster Summary

The Thomas Fire was a massive Santa Barbara and Ventura county wildfire and one of multiple wildfires that ignited in southern California in December 2017. The Thomas Fire burned approximately 281,893 acres (440 sq mi; 114,078 ha) before being fully contained on January 12, 2018; making it the largest wildfire in modern California history at the time. Immediately upon the heels of the Thomas Fire, in the early morning hours of January 9, mudflows struck the Montecito community, which had been affected by the Thomas Fire area, and other areas of Santa Barbara county, fueled by a freak high intensity rain event during the night before. An estimated 0.5 inches (13 mm) of rain fell within a five-minute period at approximately 3:30 a.m., causing mud and boulders from the Santa Ynez Mountains to flow down creeks and valleys that reach into the community of Montecito on their way to the Pacific Ocean. What started as mud flow became debris flows that were up to 15 feet (5 m) in height of mud, boulders, trees and eventually cars, houses and public infrastructure, moving at estimated speeds of 20 miles per hour (30 km/h) into the lower areas of Montecito. Over 20,000 people lost power, and a 30-mile (50 km) section of U.S. Route 101 (US101) and the railroad from Santa Barbara to Ventura was paralyzed as sections filled with two feet (60 cm) of mud and debris, some of which also reached beaches 2.25 miles (3.6km) from the mountains.

The established emergency response system, taxed from dealing with the Thomas Fire, were overwhelmed when the debris flow on January 9, 2018 occurred. First Responders were still dealing with post Thomas Fire issues and in an instant begin dealing with thousands of residents trapped, injured and those who perished. The true scope of the disaster was not realized until day break later than morning.

The Santa Barbara Chapter of the American Institute of Architects (AIA|SB) answered the call when the County of Santa Barbara asked for help in the recovery process. This effort initially started with helping the County to navigate the re-writing of the emergency “rebuild ordinance” to allow for relocation of destroyed or damaged houses away from water drainage courses. The formation of the *Community Recovery Team* (CRT) began with just a few design professionals, but quickly grew to more than 60, comprised of a wide variety of professionals (See complete list on page 18). CRT efforts consisted of public workshops and direct interaction with affected property owners, County staff, and elected officials. Its work continues nearly three years after the events of January 9, 2018. CRT’s efforts are scalable to any disaster that effects property and the built environment. With the impacts of these two disasters affecting two counties, and thousands of people, and hundreds of structures, the CRT required an organized system for managing meetings (community and professionals), information and event content. This Case Study details the Thomas Fire and Montecito Debrief Flow events, and how AIA|SB helped in the recovery, applied design thinking to guide rebuilding efforts, and supported local officials in the recovery process. This Case Study also points out the unique challenges faced in rebuilding in areas prone to debris flow and flooding.

AIA Chapter Response

AIA|SB Community Recovery Team (CRT)

On Wednesday, January 17, Santa Barbara County opened a Local Recovery and Assistance Center (LRAC) to serve as a centralized, single point location for essential resources and services to help community members recover and rebuild. Representatives from various local, state and federal agencies provided counseling support, resource and housing assistance, information to aid in rebuilding,

permitting, hazardous materials clean-up, loss of business or employment, basic health and human services, and other services. A number of local private-sector organizations were invited to participate in the LRAC, including the American Institute of Architects-Santa Barbara Component (AIA|SB). Tandem to this effort, AIA|SB had already planned and scheduled a training class for local Disaster Assessment certification through the California Office of Emergency Management. Following this one-day training class, the County Architect arranged for the class to tour the activated EOC. During this tour, class participants were invited to an impromptu meeting with EOC leadership during which the architects were asked what they though local government should do in the recovery process. The idea of the Community Recovery Team (CRT) was born out of this impromptu session.

In addition to providing permitting and rebuildings advise, AIA|SB was asked to assist local County Government with the broader issue of rebuilding a community in a more resilient way. AIA|SB answered the call and rose to the challenge by establishing a multi-discipline professional team comprised of architects, structural/civil/geology engineers, land planners, landscape architects, permitting agencies, cultural resource experts, researchers, geomorphic experts, soils engineers, land surveyors, mental health professionals, county executives, contractors, and media professionals: the AIA|SB Community Recovery Team (AIA|SB CRT). The efforts of the CRT were coordinated by the Santa Barbara County Architect, waring his dual hat of both County Architect (and then) Vice President of AIA|SB.

The CRT quickly grew from a hand-full of members to over 60 professionals in the span of just a few weeks from the first call to action issued by the Santa Barbara County Executive Office to AIA|SB. The CRT began meeting weekly to facilitate getting the entire team up to speed on the scope of the events and to strategize a plan of support. In an effort to manage the efforts of the CRT, a CRT-Steering Committee was created. The CRT Steering Committee is comprised of County Planning & Development executives and key AIA|SB members. Through the CRT Steering Committee the work of the larger CRT group was more focused on particular topics each time the larger CRT met, like: location of rebuilt houses; creek management; public outreach, and community workshops.

Initial First Steps

Visit the field, connect with local government, and establish an identity.

A critical, first task was to facilitate the entire CRT getting up to speed on what were the current ground conditions. To accomplish this, a tour of the most affected areas of the disaster zone was scheduled and coordinated through the Montecito Center for Preparedness, Recovery and Rebuilding, a newly formed activity of the OEM. Professionals in the geoscience space, call this “ground truthing.” A video team traveled with the caravan of vehicles to record the event that began with a briefing at the Santa Barbara County Administration Building prior to departure.

That video can be seen online at: https://www.dropbox.com/s/b8hpmtvpa3hcn0u/Montecito%20Tour--Video- iPhone.m4v?dl=0 .

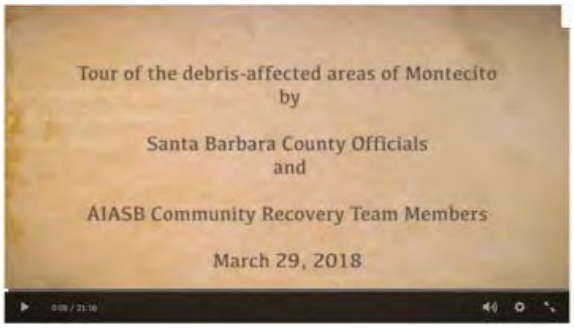


Figure 1AIASB CRT Logo.

Another critical first step was to assist the County Planning & Development Department with identification of drawing resources that could demonstrate pre-disaster built improvements to impacted property. Fortunately for Santa Barbara County, AIA|SB has maintained a drawings archive of permitted development since 1975. The AIA|SB Architectural Archive is among few community resources made available to property owners and project architects of permitted drawings (http://aiasb.com/archives/) in the country. After receiving a list of impacted properties from County Planning & Development, indicated by level of damage (Green/Yellow/Red tagged) and organized by permit number. That list was imported into a database application for organization by Assessor Parcel Number or Street Address.

Figure 2: CRT Mobilized for tour of disaster area.

These property lists were used by a sub-group of CRT Members who spent a weekend gathering what drawings were available from archive resources. What AIA|SB CRT returned to County Planning & Development (P&D) was an image of each drawing correlated to permit numbers. This information aided the P&D staff to approve reconstruction requests in a much more effective manner.

Recovery/Rebuilding

> The mission of the AIA|SB CRT is to help the community in the recovery efforts and facility the boarder conversation of rebuilding in a more resilient sustantable way.

Like many permitting jurisdictions, the ability of an impacted property owner who has sustained damages as a result of a disaster to rebuild is governed by the community bulding and zoning laws. California is unique in its approach to community planning and zoning, and its disaster mitigation planning. Development is regulated by community plans or general plans. These documents are translated into zoning codes and development standards that regulate how, where, and when development occurs. The hazard mitigation planning is contained in a Hazard Mitigation Plan, and in the case of Santa Barbara, a Multi-Jurisdiction Hazards Mitigation Plan. Unfortunately none of these documents study or plan for events like those in this Case Study.

Revising County "Like-for-Like" Zoning

The permitting and zoning rules exist to promote public safety, and facilitate the development process. They tend however, to be restrictive. For many of the affected property owners the existing codes would not allow for them to rebuild or to make improvements that did not match what was on the land before the disasters. However, the current codes do provide for a case-by-case review which gives the Planning Director flexibility in the rebuild effort. What complicates this process is that the affected area is within the California Coastal Zone, restricting rebuilding even more. Getting the current codes revised, and relaxed required both the California Coastal Commission and the County Board of Supervisors to adopt an alternative set of rules. Mostly these "relaxed" rules would allow rebuilding in the same location, with the same (or very slightly modified) size and like materials. This method works well for rebuilding in anything but a debris flow event. Santa Barbara architects had experiene using a "like for approach" for structures destroyed in previous fire events. As discussed previously, the one major difference with a debris flow is that the terrain levels can change dramatically. Where there was once a creek, is now fill-in land and where there were once solid ground, is now a creek. Where the ground elevation at the corner of pre-event building pad might have been 100 feet about sea level, is now 112 feet above sea level. Rebuilt structures can be relocated on their lots to meet top-of- bank setbacks, and can be built higher to comply with new base flood elevations

Figure 3 Santa Barbara County Board of Supervisors hearing on rebuild ordinance.

Clearly, some flexibility was required in the "Like-for-Like" rules. Fortunately, the P&D staff already figured this out and asked the AIA|SB CRT to help them communicate this to both discision makers and the community. AIA|SB CRT mobilized to pursaude County leadership to adopt the revised "like-for-like" zoning rand design review ules. Five months after the event, a special ordinance was adopted by the Board of Supervisors.

Neighborhood Thinking

Among the many skills architects bring to the recovery table, is the ability to "system-think". To facilitate this organizationally thinking, the County EOC provided a map that indicated the affected parcels (by color code) and the boundary of the debris flow. CRT members then defined micro-neighborhoods on this map. This map created manageable delineated areas for support teams to work within. The groupings were based upon proximity and similar damage conditions. Once this mapping was completed and agreed upon by CRT, teams were assigned, first by volunteer, then by direct assignment of the County Architect for those micro-neighborhoods without an assigned team. Each team was comprised of a lead architect, support architect, landscape architect; and for the larger areas, a land planner. Other disciplines were available to all teams as roaming support that included: soils, civil and structural engineers, land use planners, mental health, and media professionals. The hardest hit micro-neighborhoods are Area 2 & 3 (making up the majority of lives lost), and Area 9 (with the broadest amount of physical damage). Each Area Team set out to connect with all of the residents in that area, assess the scale, and scope of damage, and begin working with that area as a group in recovery planning and execution. To aid in the discussion process, facilitate sharing of personal experiences by those who survived, and to aid in recovery planning; a series of before/after ariel photographs and neighborhood mapping was created by the County Planning Department, mapping division, for each team.

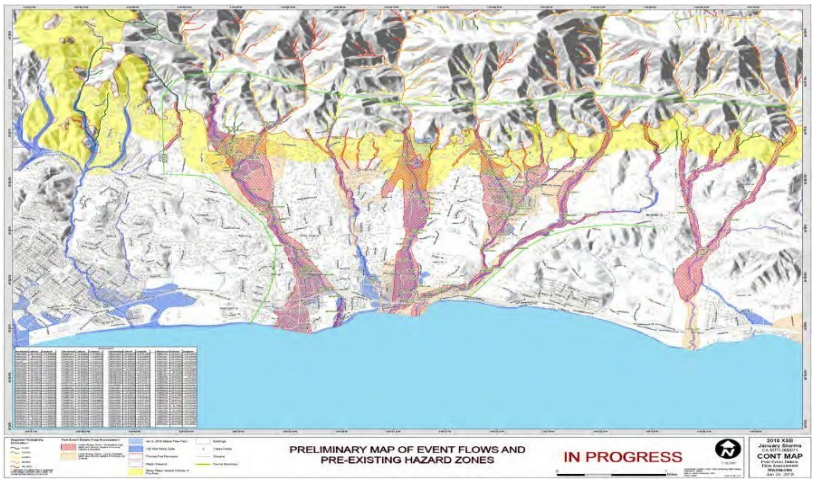


Figure 4 Map provide by County EOC indicating debris flow areas.

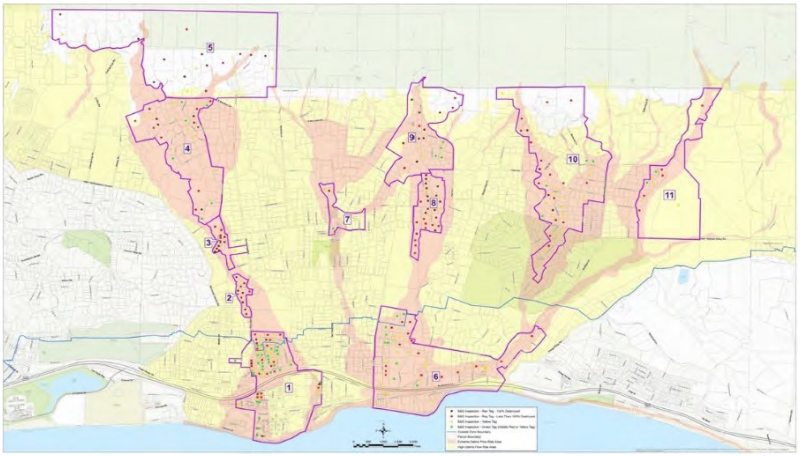


Figure 5 Map created by AIASB CRT wth micro-neighborhoods overlaid on debris flow areas.

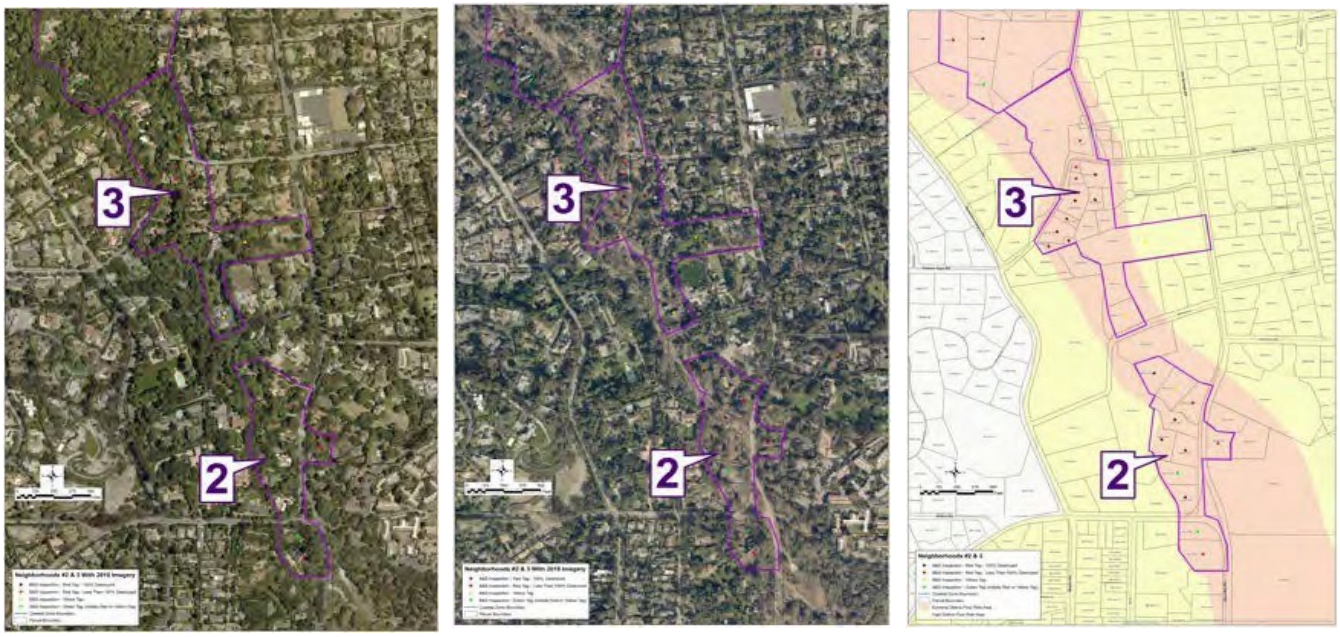
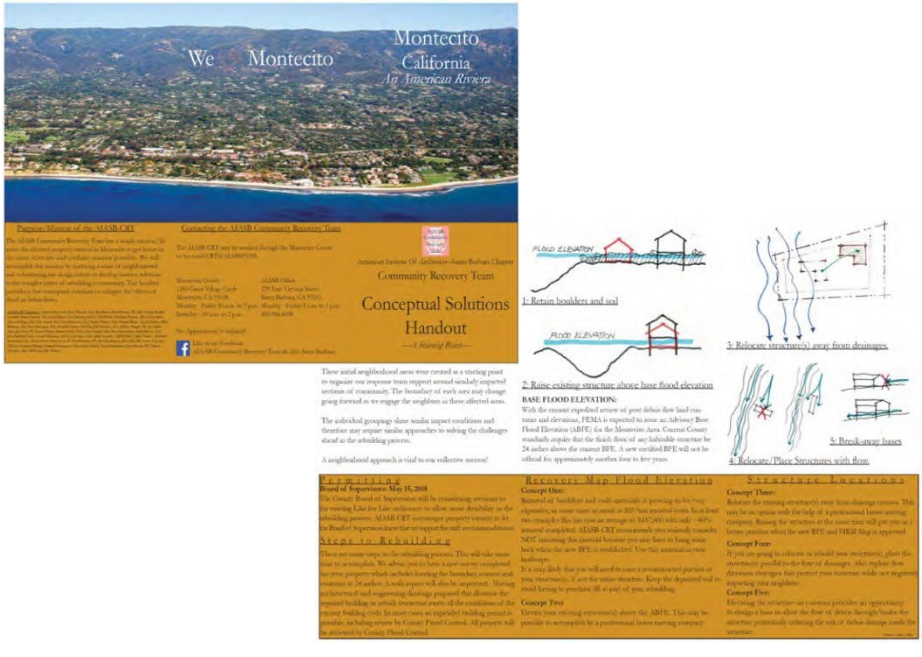


Figure 6: AIASB CRT Micro-Neighborhood- Before and After Debris Flow Ariel Photo and Team Map.

Community Workshops

CRT held a series of public workshops inviting affected property owners and public, and spent a few hours presenting in detail the proposed changes to the existing rules and micro-neighborhood concept along with diagrams that illustrate resilient rebulding ideas.

Recovery Half-Day Workshop



Armed with support materials, revised permitting/zoning rules and conceptual drawings all in support of a more resilient rebuilding process, AIA|SB CRT was ready for its second public workshop. This workshop was planned to take an entire morning as neighborhood teams met with area affected property owners one-on-one.

AIA|SB CRT workshop organizers invited affected to share their story, provided an overview of what to expect of the morning and encouraged residents (many of whom had never met prior to this event) to engage with each other on how best to proceed with recovery. Described and presented the concept of micro-neighborhoods and introduced Area Teams to the group. The venue was organized into eleven areas that represented the eleven micro-neighborhoods that the CRT has created a few weeks prior.

Figure 7: First public workshop hosted by AIASB and the CRT. Printed materierlas provided to property owners.

Each micro-neighborhood was then free to take as much time as needed to hear from residents on a one-on- one exchange, take input on micro-neighborhood specific constraints or concerns, and to document the general characteristics of each area.

In one area, a single resident showed, who on a whim, decided to stop by the morning workshop on the way to the store. Our CRT Area Team was ready for them. For Areas 2 & 3, only surviving family members remain. Only one family attended the morning workshop—that was a very difficult experience for the team. Another reason for having mental health professionals on-site. All we could do is listen and comfort. Another great skill of architects—good listeners.

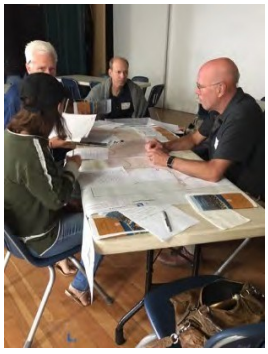


Figure 8: Second workshop—breakout sessions by micro-neighborhood.

Opportunities

Being Resilient

In the engineering and construction fields, resilience is an objective of design, maintenance and restoration for buildings and infrastructure, as well as communities that require replacement either from new development or from disaster. It is the ability to absorb or avoid damage without suffering complete failure. A more comprehensive definition through the lens of disaster, is that it is the ability to respond, absorb, and adapt to, as well as recover in a disruptive event. A resilient structure/system/community is expected to be able to resist an extreme event with minimal damages and functionality disruptions during the event. After the event, it should be able to rapidly recovery its functionality in short periods of time.

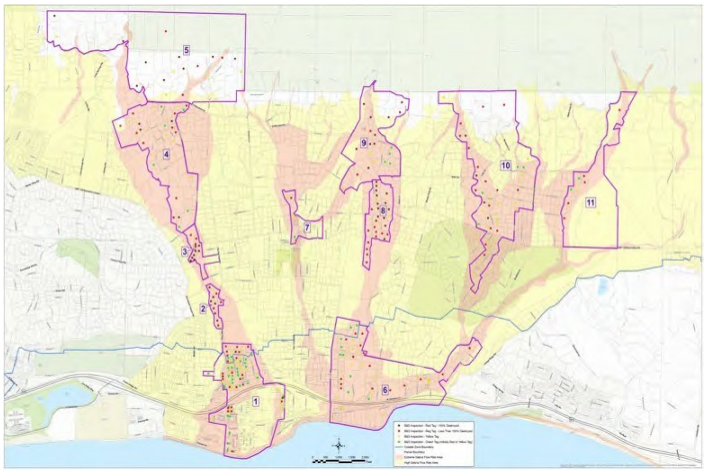


Figure 9: Micro-Neighborhood Map based upon debris flow mapping.

The concept of resilience originated from ecology and then was gradually applied to other fields. It is related to that of vulnerability. Both terms are specific to the event perturbation, meaning that a system/infrastructure/community may be more vulnerable or less resilient to one event than another one. However, they are not the same. One obvious difference is that vulnerability focuses on the evaluation of system susceptibility in the pre-event phase; resilience emphasizes the dynamic features in the pre-event, during-event, and post-event phases. In general, the lower the vulnerability that exists, the more resilient the community will be when faced with a perturbation.

Resilience is a multi-faceted property, covering four dimensions: technical, organization, social and economic. Therefore, using one metric may not be representative to describe and quantify resilience. In engineering, resilience is characterized by four Rs: robustness, redundancy, resourcefulness, and rapidity. Current research studies have developed various ways to quantify resilience from multiple aspects, such as functionality- and socioeconomic- related aspects. For architecture resiliency addresses the way in which a design meets a chosen design performance standard. This might be the adopted local building code, but more likely is will be a threshold of perturbation should not be exceeded.

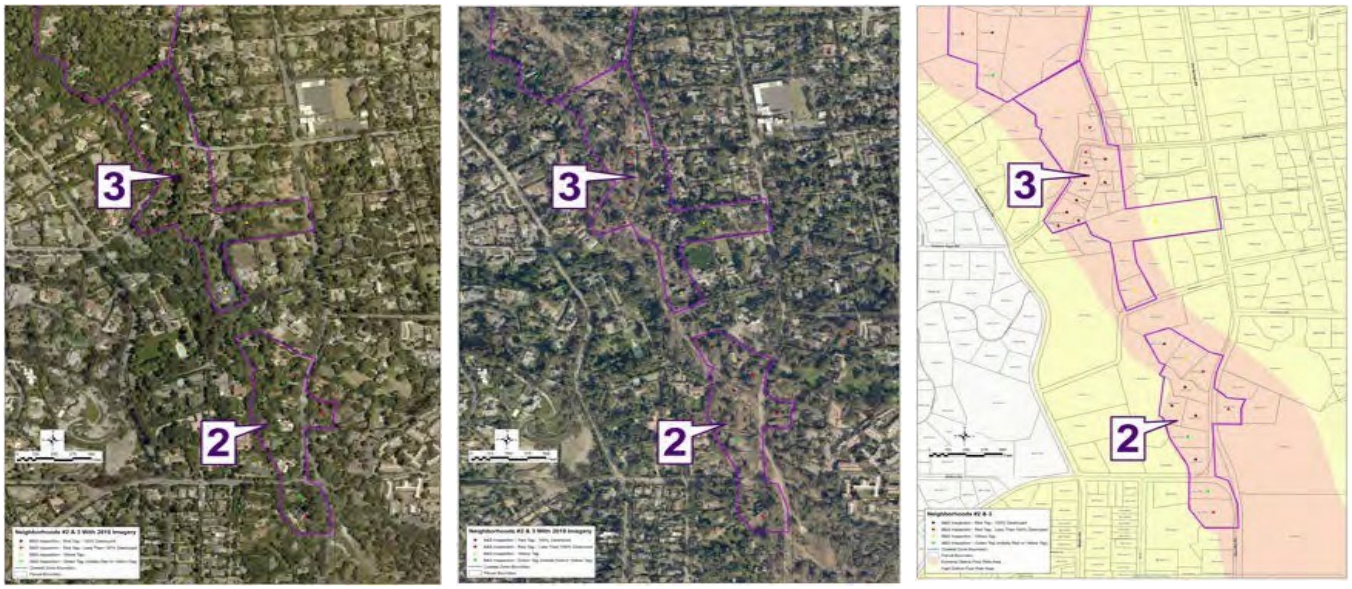


Figure 10: AIASB CRT Micro-Neighborhood- Before, After Debris Flow Ariel Photos and Team Map.

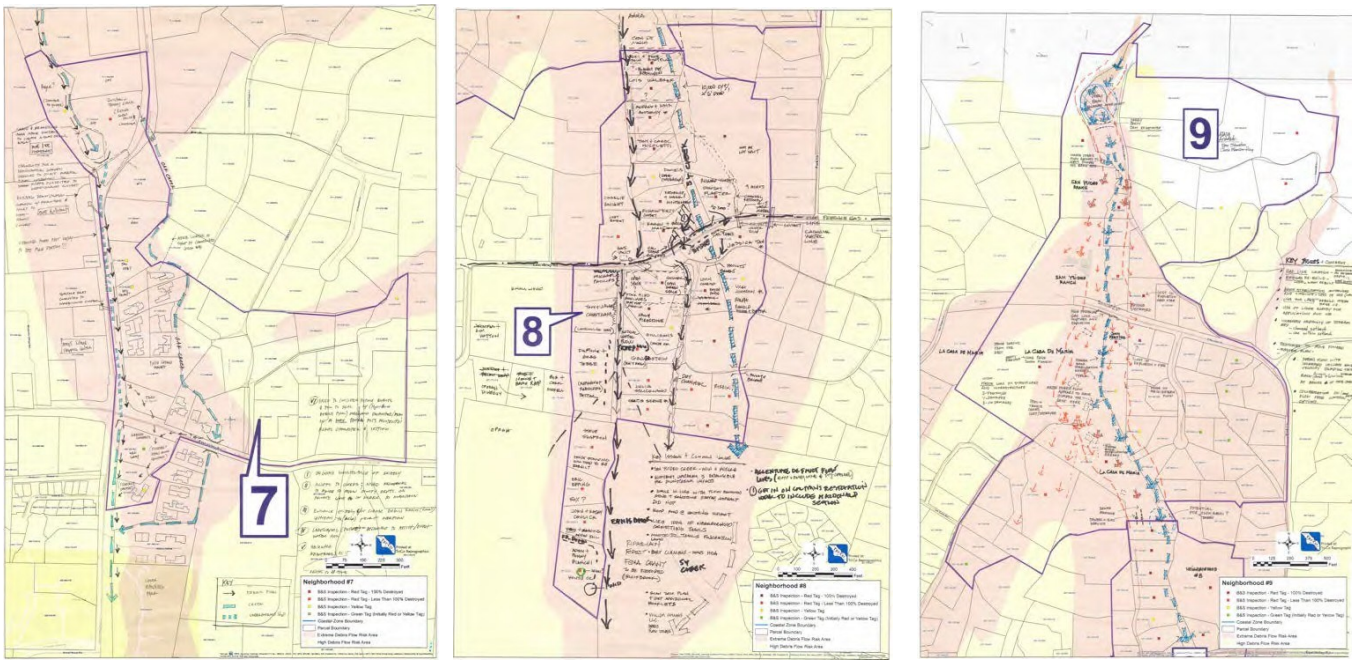


Figure 11: Micro-Neighborhood mapping with CRT notes and comments gathered from property owners.

Environmental Design

Environmental design is the process of addressing surrounding environmental parameters when devising plans, programs, policies, buildings, or products. Classical prudent design may have always considered environmental factors; however, the environmental movement beginning in the 1940s has made the concept more explicit. Environmental design can also refer to the applied arts and sciences dealing with creating the human-designed environment. These fields include: architecture, geography, urban planning, landscape architecture, and interior design. Environmental design can also encompass interdisciplinary areas such as historical preservation and lighting design. In terms of a larger scope, environmental design has implications for the industrial design of products: innovative automobiles, wind power generators, solar-powered equipment, and other kinds of equipment could serve as examples.

Resilient Conceptual Design

The CRT design team offered the following concepts to residents, property owners and permitting officials during two public workshops. Each concept is an elegant way to resolve particular issues that generate the site plan. They also address the actual hazard threat present in the Montecito area. Here architects are use “context” to inform the design. The Japanese after the Tohoku earthquake and tsunami offered up five generalized land use strategies emerged from their analyses: (1) relocate inland away from the tsunami inundation areas; (2) consolidate residential areas in nearby safer locations; (3) consolidate residential areas on artificially raised lands; (4) partially relocate residential areas inland and partially consolidate residential areas on raised lands; and (5) rebuild on-site. The complexity of private property ownership in the United States presents hurdles that make it challenging to implement options presents in Japan, and the event was not a tsunami, but a debris flow. CRT did propose a consolidation of property with a concentration of new buildings to replace those damaged. This strategy did not gain much support with the property owners. Relocating to higher ground or more inland sites was also not practical. All of these option le to a single strategy of rebuilding on the same site.

Go with the Flow

In mutilple cases in the Montecito Community, structures are sited making these buildings vulnerable to heavy damage as the creeks house. In rebuilding these structures, siting them as to be parralelle resilient solution. Additionally, if the up-stream side of the structure debris, will give these structure a much better chance of remaining keeping the occupants safer. This is akin to the life-safety principle

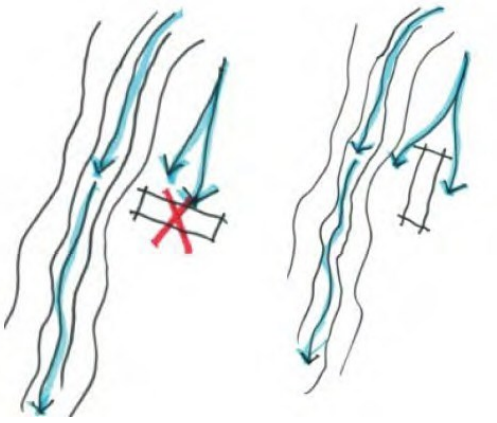


Figure 12: Graphic illustrating re-oreintation of structures.

Rise Above

In many cases, raising the house will be a requirement of FEMA Flood Map conditions and the County Flood Control District. The current flood control code, the first habitable level of a building in a mapped flood area is required to be two-feet above the base floodplain elevation (BFE). Because many of the houses in the Montecito Community were constructed prior to the current floodplain regulations, there remains hundreds of structures at vulnerable elevations. Many of these structures were not affected in the January 9, 2018 event and will find it very difficult to obtain flood insurance without raising the structure to meet the regulations. Now with a revised flood insurance mapping area being worked on, the current flood elevation will most likely be higher. The hundered or so structures that were damaged or distroyed, will be required to place two-feet above the new floodplain elevation. To understand what this potentially look like, FEMA produced a Recovery Flood Map

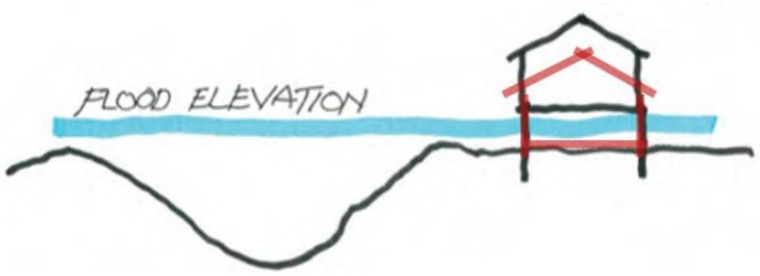


Figure 13: Graphic illustration elevation of structure

(https://fema.maps.arcgis.com/apps/webappviewer/index.html?id=85304fbd44344071aa126716894be054)
.

The Recovery Map covers the entire central coast of Santa Barbara from the Montecito Community, south, to Carpinteria. It is an interactive map where one can zoom in to a parcel to investigate the overlay of topographic layers. This map is only for reference while the official Flood Plain Map is being worked on, which will take the better part of five-years to complete. In the more impacted areas, the floodplain has changed in elevation five to ten feet. These conditions will have a visual impact on the rebuilding process as adjacent houses may be five to ten feet off-set in vertical elevation to each other.

Use the Land

Because the area received millions of tons of soil, affected property owners should keep the soil on site. This valuable resource can be utilized to create barriers, nicely landscaped, to protect the living places from flood or debris flows in the future. Creek maintenance is also a critical aspect of future protection of property and life. Many of the drainages and creeks are on private property and not under the manangement of the County Flood Control District. If the property owners do not maintain these drainages or creeks, the result is an adverse effect during

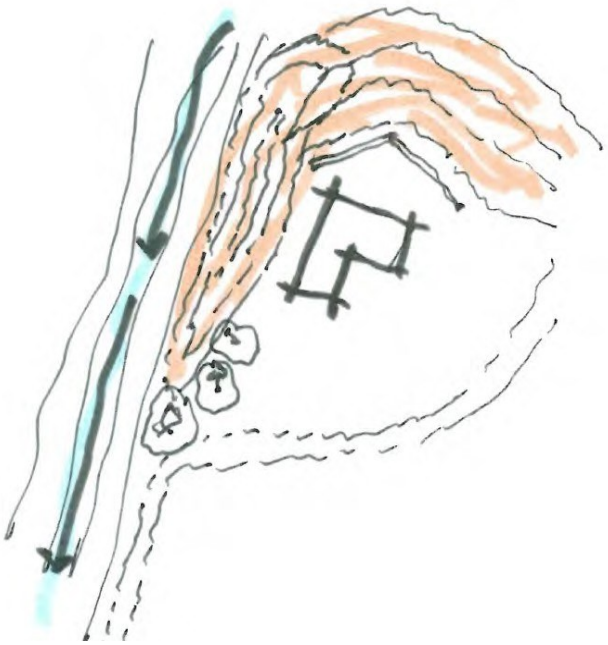


Figure 14 Graphic illustrating using debris as berming materials.

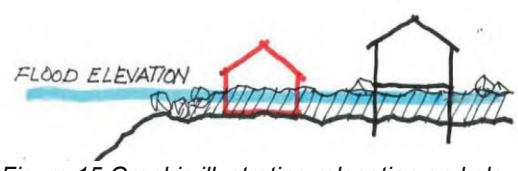


Figure 15 Graphic illustrating relocation and elevation of structure.

an event.

Elevated-Break Away Foundation

Within the last dozen years a number of new residenses in the Montecito Community have been built on a raised foundation system comprised of concrete cassions. This allows the spaces between the suppoting cassions to be designed as to break away during flooding or debris flows. While this concpet may not be applicable to all reconstructed structures, for those located in the most vulnerable sites, near creeks or located in lower elevations, may benefit from this design solution. The CRT toured the post event exclusion zones on March 29, 2018, while on that tour they viewed a house perched on concrete cassions, there was no damage to the structure. This provides guidance for “adatable design” solutions.

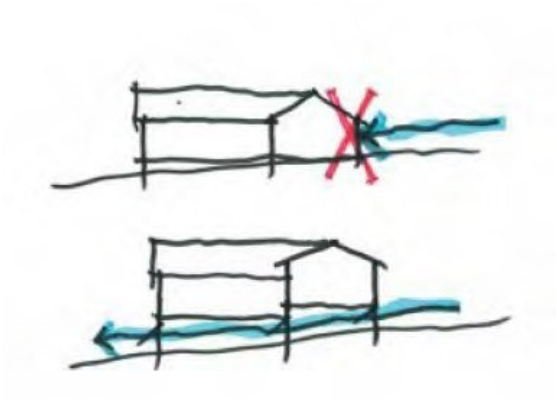


Figure 16: Graphic illustrating elevation of structure with soft story breakouts.

Conclusion

Scalability is the capability of a system, network, or process to handle a growing amount of work, or its potential to be enlarged to accommodate that growth. For example, a system is considered scalable if it is capable of increasing its total output under an increased load when resources (typically hardware) are added. An analogous meaning is implied when the word is used in an economic context, where a company's scalability implies that the underlying business model offers the potential for economic growth within the company.

Scalability, as a property of systems, is generally difficult to define and in any particular case it is necessary to define the specific requirements for scalability on those dimensions that are deemed important. It is a highly significant issue in electronics systems, databases, routers, and networking. A system whose performance improves after adding hardware, proportionally to the capacity added, is said to be a scalable system. Another example is the Incident Command System (ICS), the emergency management system used across response agencies in the United States. ICS can scale resource coordination from a single-engine roadside brushfire to an interstate wildland fire, for example. The first resource on scene establishes Incident Command IC, with authority to order resources and delegate responsibility within the span of control (managing five to seven officers, who will again delegate to up to seven, and on as the incident grows). Senior officers assume command at the top as complexity warrants. This proven system is remarkably simple, fully scalable and has been saving lives and property for nearly half a century.

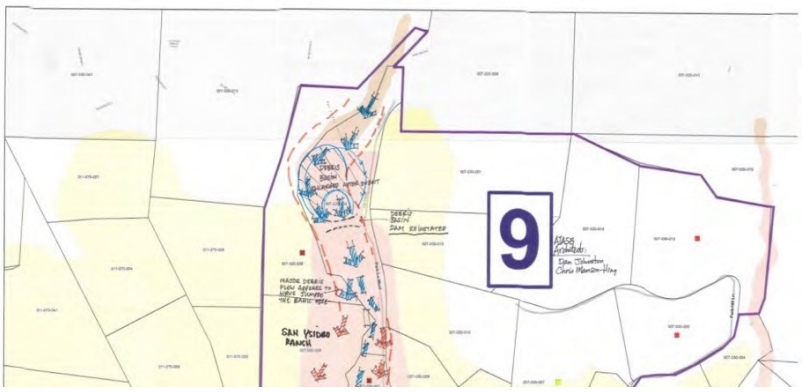
The AIA|SB CRT is a highly scalable model. It begins as a small team (in this case six people) , and as issues or topics arise, a subject matter expert is added. In some cases a number of redundant subject matter experts are added to a single topic. Ultimately, the CRT grew to over 70 subject matter experts. The collaboration between the various subject matter experts remained fluid and self-driven. A dynamic combination of subject matter experts self-formed around the needs of a micro-neighborhood or individual property owner.

CRT Materials and Education

After the generation of mapping, ariel photography, and rebuilding graphics, the California University at San Lius Obispo (CalPoly) contacted CRT to request the use of these materials for a course on disaster recovery. AIASB, CRT and the County were happy to provide the materials and learn of the outcome for the course. Under the direction of William J. Sienbieda, the architectural students presented a variety of methods to rebuild the disaster zone.

Post-Event Results

During the CRT April 19, 2018 Workshop, the Area 9 Design Team conducted a brainstorming session with the property owners in this section. One of the ideas raised by those property owners was the concept of converting their property into a mini-debris basin. This was a radical idea, if implemented, would require these owners to give up their dream property to the benefit of all the downstream property owners. What an altruistic gesture. This idea is now a reality as the Santa Barbara County Board of



of Randall Road.

Figure 17: Graphic illustrating upper area

Supervisors took action in March 2019 to acquire a number of parcels in Area 9, indicated on the Area 9 Map above as a potential mini-debris basin. With this complex land transaction completed, the County Flood Control District can proceed with the design and ultimate construction of a mini-debris basin that will provide protection to the downstream property owners and with warning systems, give these downstream property owners advanced warning to evacuate. It is important to note that this concept is generated from the people in the community, not government. It is a bottom's up solution.

Figure 18: Debris Nets being installed in the upper canyons of drainage in the area.

Under the push, and support of area property owners, debris nets have been permitted, funded and install at the headwaters of each identified creek. This effort has received great support, and media exposure.

Lessons Learned

Don't take anything for granted. With all of the planning, disaster preparedness, and communication about the possible impacts of the two disasters; staying aware of what is going on around you, and using your own "gut feeling" is critical to staying safe. As responders, keeping at the front of our thinking that people will fatigue at multiple calls to evacuate, and first responders will fatigue at prolonged disaster response. It cannot be emphasized enough about the value of mental health professionals being an early part of the response team. Training and education on the myriad expected of disasters, disaster response, and support is key as it provides the skill-set to be able to help when called upon. AIASB now has a regular training class to certify architects, engineers and contractors in the post disaster assessment under the requirements of the California Office of Emergency Management. California is fortunate to have laws that provide some level of immunity to those who assist during disasters, and this is an important element that allows

architects, engineers, and contractors the liability shielding that enables them to help. Having a strong and mutually respectful working relationship with the planning and permitting authority is critical to engagement early in the disaster. AIASB was fortunate to have key people, as Citizen Architects, in places where their voice at the table led to and supported its involvement in almost all aspects of the disaster. In many cases, AIASB CRt could be the voice of government, when government was restricted for expression its view on how to rebuild. The relationship between area architects and the planning departments and permitting agencies has continued to pay dividends.

Bibliography

The full bibliography can be found in the full version of this Case Study.
https://www.dropbox.com/s/hhg5es9u7rr4ypk/AIASB-CRT%20Case%20Study%20100119.pdf?dl=0

Editor Biographies

Robert L. Ooley, FAIA

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Robert is an awarding winning public-sector architect. He began his architectural career in the private sector working for various Santa Barbara based firms before moving into the public sector. With his extensive background in public sector project delivery, he is part of the professional team that manages the facility inventory for the County of Santa Barbara.

With his almost 30-years of public sector experience, Robert was elevated into the Collage of Fellows of the American Institute of Architects, in 2015, being the only California County Architect to receive this distinction. He has served on a number of state-wide boards and is currently a director of the California Counties Architects and Engineers Association. He is also a current member on the City of Santa Barbara Historic Landmarks Commission. He is the 2019 President of the AIA- Santa Barbara Chapter and active in the AIA at both the State and National levels. He is a mentor to architects seeking AIA Fellowship and a regional expert on Frank Lloyd Wright. He is a published author and playwrite. He became a three-diamond AIA Fellow in 2018.

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2017 AIA Ventura County - Thomas Fire

Find this case study on ArchitectsHelp.org

DISASTER:

The **Thomas Fire** was a massive wildfire that affected Ventura and Santa Barbara Counties, and one of multiple wildfires that ignited in southern California in December 2017. It burned approximately 281,893 acres (440 sq mi; 114,078 ha) before being fully contained on January 12, 2018, making it the largest wildfire in modern California history at the time, being surpassed by the Ranch Fire, part of the Mendocino Complex, less than a year later in August 2018.

The Thomas Fire destroyed at least 1,063 structures, while damaging 280 others; and the fire caused over $2.2 billion (2018 USD) in damages, including $230 million in suppression costs, becoming the seventh-most destructive wildfire in state history. As of August 2018, the Thomas Fire is California's eighth-most destructive wildfire. Ventura's agriculture industry suffered at least $171 million in losses due to the Thomas Fire.

By January 2, 2018, the Thomas Fire had cost over $204 million to fight, and had forced over 104,607 residents to evacuate. At its height, the Thomas Fire saw over 8,500 firefighters mobilized to fight it, which is the largest mobilization of firefighters for combating any wildfire in California history.

RESPONSE:

A Local Assistance Center (LAC) was set up to assist victims with interim and longer-term living arrangements in the City of Ventura. Home owners could get help navigating the difficult and often confusing process of clearing the rubble at their home site and preparing to rebuild. The Federal Emergency Management Agency (FEMA) partnered with state and local agencies to operate the center along with offering loans and assistance in getting medical prescriptions filled. AIA Ventura County was present at the LAC, answering questions regarding rebuilding.

RECOVERY:

Beginning January 2018, the Chapter along with a group of other building professionals, including contractors and insurance people were invited to community meetings providing information and answering questions. A number of AIAVC members attended one or more of these events to help homeowners understand the process of design and construction.

REBUILDING:

City of Ventura permits Issued as of November 27, 2019:

- Approved 308 permits for complete rebuild
- Currently reviewing 47 permits for complete rebuild
- The Thomas Fire Recovery Office has conducted more than 608 homeowner/architect meetings
- 42 Homes have received final inspection and are approved for occupancy

Chapter members worked primarily with single family homeowners that were insured and could afford services. Local government is highly invested in helping these individuals to get back home.

CHALLENGES:

Involve more the chapter's members in the rebuild information outreach
Hard to use members as subject matter resources when they are inundated by clients who are fire victims.

- Homeowner learning curve
- Timeline for Rebuilding
- Process of Rebuilding
- Insurance Process

OPPORTUNITIES:

Chapter SAP training

RESOURCES UTILIZED:

LAC fire victim information sign-in sheet Flyer with AIAVC information

CONCLUSION:

Be better prepared as a chapter Develop a Disaster Action plan

PARTICIPANTS:

Chapter members and allied members Other design professionals

2017 AIA Redwood Empire (AIARE) – Tubbs Fire

Find this case study on ArchitectsHelp.org

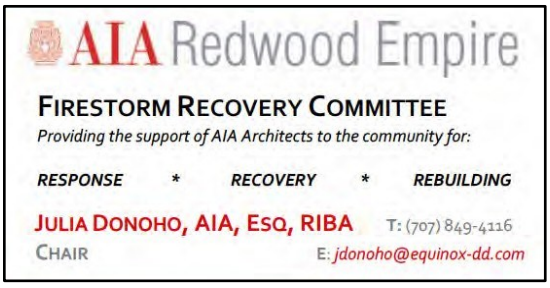
DISASTER: In October 2017, Sonoma County, California. suffered a wildfire that invaded the heart of the community of Santa Rosa. A total of 5,636 properties suffered structures that were destroyed including homes, multi-family structures, commercial properties, and/or appurtenant structures such as outbuildings, barns, and sheds. 317 properties suffered partial damages to their structures. Most notably, several large subdivisions of workforce housing were completely destroyed.

1. **RESPONSE:** From Day One, AIARE was proactive with the political engine to participate with the response efforts. Chapter leadership met "Day One" and decided to show up and offer our resources in every possible manner. We created a Firestorm Recovery Committee (FRC), with participants from neighboring AIA Chapters. We joined various groups like the Rebuild Sonoma County Working Group, and met with multiple politicians, media representatives, and community leaders. We consulted with AIA California and AIA National, and made our member architects available to the public for as much capacity as they could handle. As a result of early advocacy:

    - AIARE participated in the Local Assistance Center (LAC) for the first three weeks of response with two members in three hour shifts. We set up the schedule in Sign-Up Genius and members from several Bay Area Chapters manned our table. We alleviated concerns of Cal OES by not allowing architects to put their personal business cards on the table but we created one that could be handed out to individuals to represent our Chapter efforts and provide contact info. We asked visitors to our table to sign-in before they spoke with an architect, and our sign-in

sheet included a liability waiver.

2. **RECOVERY:** AIARE created a Firestorm Recovery Committee. During the recovery phase, our FRC engaged with all aspects of recovery planning in the community and with our colleagues. This was essential to help the community **pivot** from government resources to private. We met in person for four months, then as needed by Basecamp during the rebuilding phase. Basecamp was set up by AIA California. The AIARE FRC had seven subcommittees that all made positive strides to help our community recover as shown in the Basecamp graphic:



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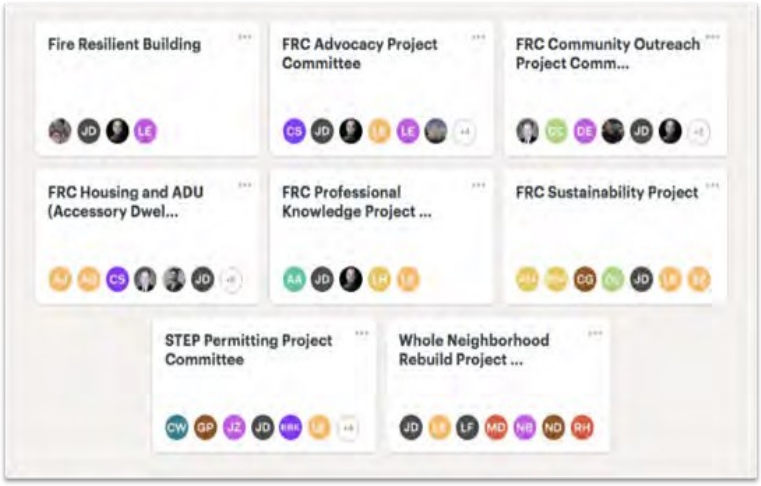


AIA California

HOMES FOR SONOMA

1.

1. **Fire Resilient Rebuilding** – Exploring materials and methods that are resistive to wildfire, we had various lunch and learns and seminars

2. FRC Advocacy Project – Engaging with our community, we helped our politicians advance incredible legislation that gives homeowners 36 months to recover in a declared disaster and allows them to aggregate policy provisions. Outstanding!

3. **Community Outreach** – our Chapter sponsored various events to engage the community including a two day Homeowner Workshop, multiple block captain group presentations, and assisting with two Rebuild Green Expos.

4. Housing and ADU Committee – led changes in fees and regulations regarding development of ADU's that radically changed the number of permits issued for development of ADU's. Our community became a model to the State for success in this area. Also, this committee spawned a new organization together with other CBO's called "Homes for Sonoma" to create an ADU in a box, nicely designed by local architects, that could be deployed in any California community, and beyond, with plans and a material list. They raised over $2,500,000 to build homes.

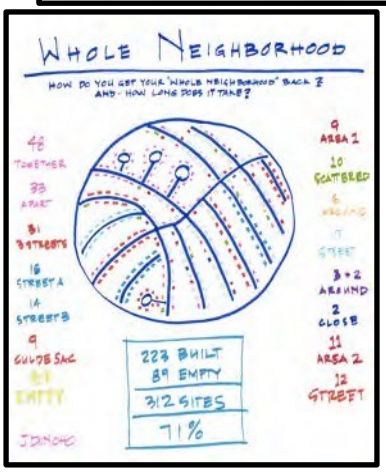
5. Professional Knowledge Committee – presented various educational events to understand heat affected contract and wildfire impacts on sites. Together with the engineers in the community we advocated for guidance to limit FEMA debris removal on sites with retaining walls and deep foundations.

6. Sustainability Project – Coordinated with the Rebuild Green Expo to advocate materials and methods for rebuilding with a lighter impact on planetary resources.

7. STEP Permitting – Collaborated with Building Officials and Engineers, weekly, to create streamlined permitting processes and bring professional concerns to AHJ's.

8. WHOLE Neighborhood Rebuilding – Advocating for design and construction activities focusing on helping the maximum number of people to rebuild successfully in developed subdivisions. The results are impressive. At 33 months we have 2,480 homes completed and 1,697 in construction, for 4,177 permits issued. Mark West Estates (an HOA) has an 87% success rate, Coffey Park 80%, rural areas 20-40%. Overall 70-75% success, far exceeding national statistics of 25%. PHENOMENAL!

3. **REBUILDING:** Rebuilding a community happens one structure at a time. Homeowners who were homebuyers have to become homebuilders at the same time they are learning how to navigate their insurance claim. They have lost everything and have never done this before. Knowing that you need a team and finding a group of professionals that can complete all the preconstruction services, is daunting at best. The rebuilding process is primarily a personal one, where the architect can lead the team, educating the homeowner and assembling engineers and other pros to get a permit. Persuading whole neighborhoods to rebuild is even more challenging. **We did it!**



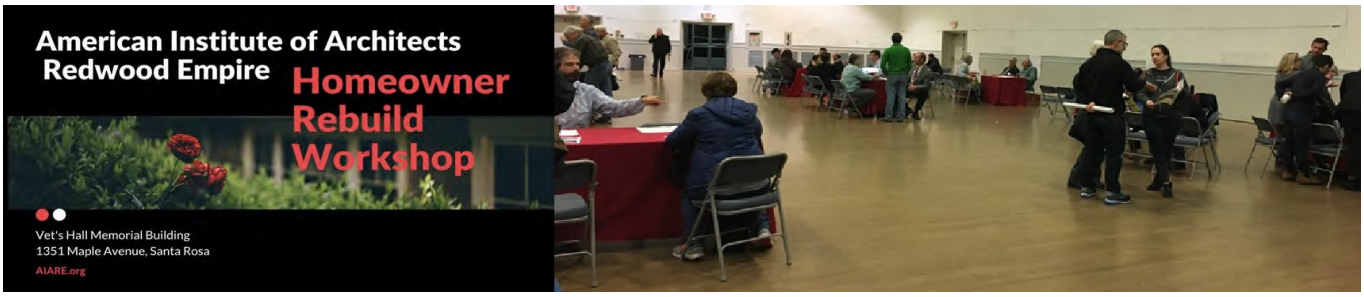
Rebuilding whole neighborhoods involved refocusing the largest builders in our community to focus in on specific areas. We helped them understand the magnitude of the challenge and how to navigate most successfully, by bringing real numbers about the magnitude of the disaster and analysis of those insurance policies most likely to deliver the best results for rebuilding. Then we encouraged them to focus by researching other communities that had high rebuilding statistics. We presented a white paper about Whole Neighborhood Rebuilding and invited a contractor who knew how to be successful in this environment to our area. His presence stimulated a competitive drive to success in the developed subdivisions. The meeting with these large contractors was a bit like a high stakes poker game, but the results two years later speaks volumes. Applied intelligence works.

CONCLUSION: Getting in early helped us gained a seat at the table in most venues With the help of AIA SF and AIAEB, we manned the table in the LAC, continuously for two weeks. We participated in groups addressing permitting, green rebuilding, ADU's, kit homes, and led the discussion of Whole Neighborhood Rebuilding to have the best rebuilding statistics. Our results were phenomenal, statistically speaking. Would have liked to see better results regarding design

PARTICIPANTS:

AIA CA - Melissa Barton, Government Affairs Program Coordinator
AIA RE - Liz Edwards, Executive Director
AIARE Firestorm Recovery Committee - Julia Donoho, Chair

Aaron Hyland, Alima Silverman, Amy Alper, Andy Hall, Beth Morris, Bill Hansell, Bob Chase, AIA, Brandon Bugge, Brian Osborn, Carl Servais, Carolyn Glanton, Christine Talbot, Craig Gaevert, David Colombo, Donald Larsen, Elaine Keane, Elee Tsai, Emily Brown, Eric Glass, Ethen Wood, Eugene Dvorak, George Psaledakis, Hugh Murphy, Jennifer Jones, Jessica Whitesides, Jim Thiess, Johnathan Puff, Jordan Lebovich, Josh Wallace, Juliano Sorondo, Kate Estudillo, Katherine Haley, Kelly Silverstein, Kevin Short, Kevin Zucco, Kimberly Anderson, Larry Bogovich, Liz Edwards, Wm. Mark Parry, Marty Goldsbrough, Mary Spicer, Melissa Barton, Michael Barron-Wike, Michael Cook, Michael F. Malinowski, FAIA, Michael Hennessey, Michael Quesenbery, Michelle Harris, Mike Schwartz, Nora Klebow, Paul Berger, Paul Gilger, Peter Hendrickson, Peter Levelle, Phillip Moss, Rachel Malchow, Ray Willett, Rick Baker, Robert Grandmaison, Robert Richmond, Ross Hummel, Shelly Pintabona, Stephen Kay, Steven Buhler, T Rachel Slonicki, Ted Tiffany, Thomas Judt, Tinn Lee, Will Korger, and William Jones.



2015 AIA Redwood Empire – Lake County Fire

Find this case study on ArchitectsHelp.org

DISASTER: In September 2015, Lake County, California. suffered a wildfire that invaded the heart of two communities - Middletown and Cobb. A total of 1,958 structures were destroyed including; 1,280 homes, 27 multi-family structures, 66 commercial properties, and 585 other minor structures such as outbuildings and sheds. 93 structures were damaged including; 41 homes, 7 commercial properties, and 45 other minor structures.

1. **RESPONSE:** Damage Inspection Teams completed primary and secondary Safety Assessment Program (SAP) inspections of the structures destroyed by the Valley Fire as directed by CalFire and Cal OES. These SAP inspections were completed primarily by local government building officials. The AIARE Executive Director reached out to local officials, but was held at bay for several months due to fears of "ambulance chasers." On our first visit, we did significant touring of the damaged areas.
2. RECOVERY: Beginning january 2016, the Chapter was invited to come and participate in home rebuilding workshops, expo's, and we created one on one workshops on several weekends. Over 20 of our members, including Allied engineers, attended one or multiple events to help homeowners understand the process of design and construction. In each event, we triaged the homeowners toput them together with a professional who could help them the best. Some developed longer term relationships that became project work. Others offered pro bono services to develop proof of loss documents, floor plans and construction cost estimates.
3. REBUILDING: The rebuilding statistics for the communities over the first two years was low - in the range of 20-25% of survivors. Chapter members worked primarily with single family homeowners that were insured and could afford services. Among the uninsured, 80-100 sweat equity homes were rebuilt with minor architectural investment, and with significant assistance from community resources. Local government was highly invested in helping these individuals to get back home.

CONCLUSION: To be effective, need to convince community leaders of the contribution that AIA Components can provide after disaster in helping property owners to believe they can be successful. In Middletown, we joined too late, and many had already lost hope. Once the political leaders saw the difference we made, they asked us to come more often. Then the hurdle became distance and organizing volunteers.

PARTICIPANTS: REDWOOD EMPIRE (AIARE)

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Peter Hendrickson

Thank You!

AIA California sincerely appreciates the individuals, organizations, and agencies whose expertise, dedication, and support contributed to the creation of this Toolkit. In times of crisis, collaboration and solidarity are paramount, and we are immensely thankful for the collective effort that went into developing this resource. We strive to empower local AIA components and AIA members to support their communities with the knowledge and tools needed to navigate and recover from disasters effectively.