

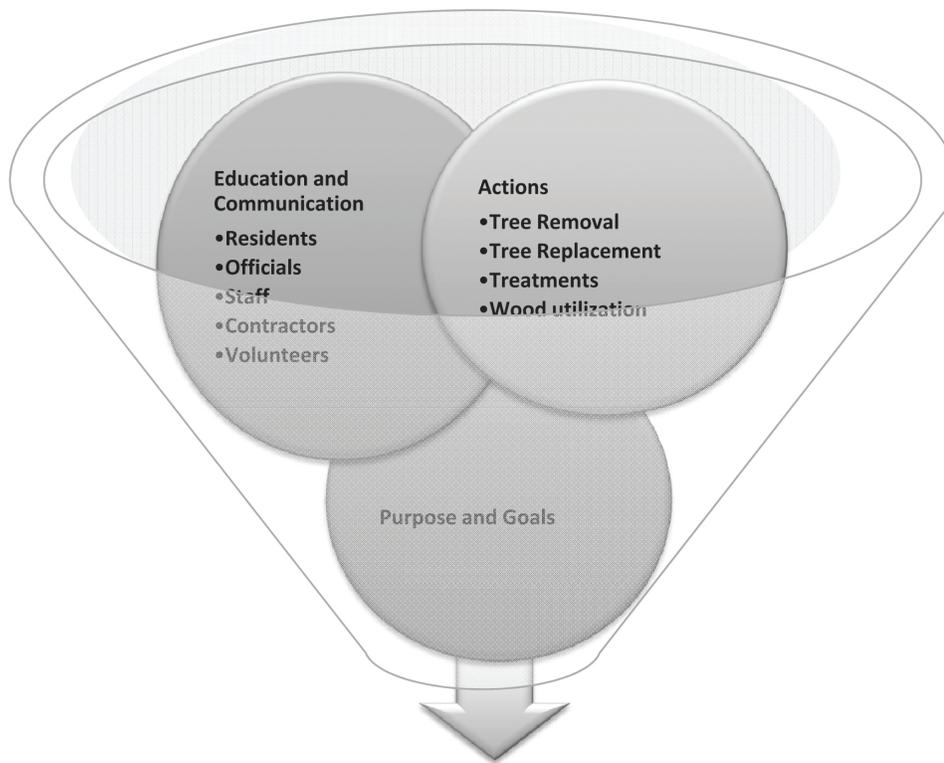
Template Community Preparedness and Response Plan for Emerald Ash Borer

What is an EAB Preparedness and Response Plan?

- A document that outlines a municipality's objective and the approaches it will use to meet the current or anticipated impact of the EAB on its urban forest resource.
- A blueprint that administrators and residents can follow with a high degree of confidence, rationality, and order (Ohio DNR).

Why Do You Need an EAB Preparedness and Response Plan?

- Whether you are in an EAB infested area now or will be at some future time, you need to determine the activities that must be performed to address the threat to your urban forest resource.
- By developing, communicating, and implementing a management plan, you will be acting in a reasonable and responsible fashion to this crisis (Ohio DNR).
- By being proactive now, you can spread the costs/loss associated with EAB over a longer period of time, which reduces cost overall and is easier on budgets.
- It will provide the opportunity for your community to think about coordinating with other neighboring communities and resources that may be shared.



Community Preparedness and Response Plan for EAB



Key Elements

The following are important key elements to consider when developing a community EAB Preparedness and Response Plan. While not all elements may apply directly to the user's community, it is important to take into consideration all possibilities. This template should be used in conjunction with MN EAB Community Preparedness Manual, which can be found online at, <http://www.mda.state.mn.us/eab/fpr.aspx>. To help guide users to locations in the manual where more information can be found, the following icon  is used. This icon will direct the user to a section of the manual where related documents or examples can be found.

 = Refer to manual for more information or examples

1. Title

- ❖ Example: An Emerald Ash Borer Preparedness and Management plan for the Community of _____. As approved by the Council on Month Day, Year.

2. Purpose

- ❖ Declare the purpose and intent of the plan and how it affects public health, safety, and welfare. Some items that can be included are:
 - a. Mitigate the spread of the EAB
 - b. Address public and private needs in an efficient and effective manner
 - c. Distribute costs over a manageable time period
 - d. Lessen social and economic impact
 - e. Maximize and maintain long-term benefits of the urban forest
 - f. Maintain consistency and coordinate actions across jurisdictions.

 Refer to section 2 of the Manual for more information and examples from preexisting plans.

 Refer to section 3.c of the Manual for more information about the value of trees in a community.

3. Applicability

- ❖ Determine the extent of the actions. What properties in the community will the plan apply to and who is responsible for each of those properties? Some items that could be included are:
 - a. Public properties
 - Rights of way
 - Boulevards
 - Parks and open spaces
 - Others
 - a. Private properties
 - Residential
 - Commercial
 - Industrial
 - b. Others

 Refer to section 2.i of the Manual for examples.

4. Administration

- ❖ Who will have principle responsibility for implementing the plan? This will be based on the community type. It is important to remember that coordination between all the listed groups may be needed. Even though most will have some role, it is vital to decide who will ultimately be responsible for implementing



the plan. Some potential choices are:

- a. Forestry staff
- b. Parks and Recreation staff
- c. Public Works staff
- d. Administration staff
- e. Emergency response staff
- f. Private Consultants and vendors
- g. Volunteers
- h. Tree Board
- i. Other



Refer to section 2.d and 2.i of the manual for more information.

5. Executive Summary of Plan

- ❖ This will be developed locally to help determine the community's priorities. It is an important synopsis of the plan that may be easily reviewed by residents, leaders or other interested parties.

- a. Provide a brief summary of EAB and the effect that it will have on the community.



Refer to section 1 of the Manual for more information about EAB background



Refer to section 2.f of the Manual for more information about the impacts of EAB

- b. Summarize the pertinent information of your plan

6. Ash Management Plan

- ❖ Describe the actions that a community will take in preparation and response to the loss of its ash resources. Some items could include:

- a. Ash tree inventory and assessment



Refer to section 3.a-b, 3.d and 2.c of the Manual for more information

- b. Plan and prioritize ash tree removal

- Targeted Removals
- Proactive Removal
- Reactive Removal
- Quotes or estimates on cost of removal



Refer to section 3.l of the Manual for more information regarding resources



Refer to section 2.c and 2.i of the Manual for examples from preexisting plans



Refer to section 2.f of the Manual for information about cost calculation

- c. Tree replacement

- Species to use
- Locations
- Stock specifications
- Planting instructions
- Future care information
- Time frame of planting
- Timing of Removal
- Quotes or estimates on cost of replanting
- Contract information



-  [Refer to section 3.c-3.l of the Manual for more information and resources](#)
-  [Refer to section 8.b.xix of the Manual for more information about tree care](#)
-  [Refer to section 2.g of the Manual for more information about timing of removal](#)
-  [Refer to section 2.f of the Manual for more information about cost calculation](#)

d. Insecticide treatment of trees

-  [Refer to section 6 of the Manual for more information](#)
-  [Refer to section 2.f of the Manual for more information about cost calculation](#)

e. Wood utilization

-  [Refer to section 7 of the MN EAB Community Preparedness Manual for more information regarding markets, value and ideas](#)
-  [Refer to section 2.c of the Manual for more information](#)

f. Permits and Licenses

- A community will need to consider or look into required permits or licenses needed to carry out work (ex. Wetlands, state and federal endangered species, pesticide applications, historical properties, etc.)

7. Monitoring and reporting

- ❖ Determining if a community has EAB or the extent of the EAB infestation will be important to the management plan. Describe the methods that will be used to monitor and report EAB.

a. Methods

- Suspect Tree Assessment (Visual Survey)
- Destructive Sampling

 [Refer to section 2.c-2.d of the Manual for more information](#)

 [Refer to section 1.b-1.d of the Manual for more information](#)

b. Personnel

- Staff
- Volunteers

c. Reporting Protocol

- [The State has established a hotline for reporting suspect EAB finds. If a community believes they have discovered a new EAB find, they should contact The Arrest the Pest Hotline at 651-201-6684 \(metro area\) or 1-888-545-6684 \(greater Minnesota\) for confirmation.](#)

8. Update ordinances or policies

- ❖ Describe how the community will assess and update current policies and ordinances.

a. Assess current policies and ordinances

- Tree pest ordinance, ensure that it includes EAB, or preferably is general enough to include any new invasive tree pest.
- Policies regarding the prohibition of planting ash



- Public
- Private
- Policies regarding the use of chemicals on public trees
- Policies regarding nuisance and / or infested ash trees

b. Process for updating policies

 Refer to section 2.e of the Manual for more information, including a sample ordinance

 Refer to section 2.i of the Manual for examples from preexisting plans

9. Identification of resources and needs

- ❖ Determine and describe the resources that will be needed to manage EAB.

a. Financial, could include cost of:

- Developing the plan
- Conducting or updating tree inventory and assessment
- Ash tree removals
- Tree replacement
- Tree treatments
- Wood Disposal
- Equipment
- Others

b. Personnel/Volunteers

- Number of staff needed for tasks
- Number of hours devoted to tasks
- Identify tasks in which volunteers may be useful
 - Sources of skilled volunteers (Ex. Tree Care Advisors, Master Gardeners, Master Naturalists, neighborhood organizations, etc)
- Determine if you will need or use new hires vs. contractors
- Coordination with local emergency response staff

 Refer to section 2.c and 2.f of the Manual for information about cost calculations

 Refer to section 2.h of the Manual for more information about guidance available

 Refer to section 2.i of the Manual for some examples of resource identification

10. Potential competing priorities, which could include:

- ❖ Once EAB has become widely established in your community the nuisance or infested trees that result may demand priority over other work (ex: pruning, planting projects, leaf pickup, road projects, and others).

 Refer to section 2.d of the Manual for more information

11. Authority

- ❖ Use this section to describe the current regulations and rules regarding EAB.

a. Local ordinances

b. State statutes and quarantine

c. Federal regulations and quarantine

 Refer to section 4 of the Manual for more information



12. Communication (Is there a normal protocol your community follows?)

- ❖ Once EAB has been confirmed in a community by the State, it will be important to have a plan in place for contacting the members of the community, some ideas for communication include:
 - a. Prioritize target groups
 - b. Outline the intended messages for each target group
 - c. Develop a local EAB Team
 - d. Keep messages clear and consistent



Refer to section 2.i and 2.d of the Manual for more examples

13. Education and outreach

- ❖ Describe the approach that will be used to educate the community. For example, presentations, outreach materials (including handouts, brochures, flyers, mailings and videos) for:
 - a. officials
 - b. staff
 - c. public
 - d. contractors
 - Ensure contractors/licenseses are aware/operating under the laws and requirements of the EAB quarantine (including: tree care licensing, waste hauler licensing, contractors, etc.)



Refer to section 8 of the Manual for some examples of presentations and outreach material

14. Definitions:

- ❖ This section can be used by a community to provide a list of definitions for less commonly used words, such as the following:
 - Emerald Ash Borer, nuisance/hazard tree, proactive removal, targeted removal, tree inventory, tree assessment and others.

15. Contact List

- ❖ This section can be used to provide the contact information for the plan writer or responsible local official in the community.

The content of this template was derived from the following resources:

“Beat the Beetle,” Ralph Sievert-Minneapolis Park and Recreation Board, Jill Johnson-US Forest

“EAB Management Program,” City of St Paul Parks and Recreation/Forestry

“Emerald Ash Borer Community Preparedness Plan,” MIDNR, MIDA

“Emerald Ash Borer Management Plan,” Ohio DNR Division of Forestry

“Guidelines for Managing EAB in Minnesota Communities,” MN DNR Division of Forestry

“WI DNR EAB Toolkit,” WI DNR

The content of this template was compiled by the Minnesota Department of Agriculture, the Minnesota Department of Natural Resources, and the University of Minnesota.

