

# State of Texas Emergency Assistance Registry (STEAR) Local Officials



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# What is STEAR?

- Executive Order RP57 requires the establishment and implementation of a data base to assist in the evacuation of special needs populations.
- Originally known as Transportation Assistance Registry (TAR), which was instituted following Hurricanes Katrina and Rita. TAR focused on helping to determine what kinds of transportation the individual would require.
- In 2013 TAR was replaced by the State of Texas Emergency Assistance Registry (STEAR) focusing on gathering more information about additional needs an individual may have for all-hazards.
- The STEAR program is a free registry for Texans of any age that needs additional assistance during an emergency event due to a disability, functional and/or access need, or lack of transportation for evacuation.
- STEAR registry information provides local emergency planners and responders with information about the needs of individuals in their community.



# What is STEAR? Continued

- Texas communities use the information in different ways and available services will vary by community.
- The registry is completely voluntary and free to local governments and to Texas citizens with the exception of the 3 statue requirements.
- Registrants are required to re-register every January to ensure accurate and up-to-date information is available to emergency planners and responders.
- All the information provided will be kept completely confidential.
- Registering in STEAR DOES NOT guarantee specific service during an emergency.
- Registering at last minute prior to a weather event or 12 hours prior to the landfall of tropical system is strongly discouraged. Last minute registrations may not make it to local emergency managers.



# Laws and Regulations

# Chapter 242.0395 and 247.0275

- The Health and Safety Codes requires nursing homes and assisted living facilities to register with the Texas Information and Referral Network to assist the state in identifying persons needing assistance if the area is evacuated because of a disaster or other emergency. The facilities are not required to identify individual residents who may require assistance but are required to notify each resident and the resident's next of kin or guardian regarding how to register with the Texas Information and Referral System (2-1-1).



# Chapter 142.0201

- The Health and Safety Code requires home and community support services agencies to assist their clients as necessary with registering for disaster evacuation assistance through 2-1-1 services provided by the Texas Information and Referral Network.



# **Title 40, Part 1, Chapter 97, Subchapter C, Division 3, Rule 97.256**

- Emergency Preparedness Planning and Implementation, of the Texas Administrative Code requires that if a home and community support services agency identifies a client who may need evacuation assistance, agency personnel must provide the client with the amount of assistance the client requests to complete the STEAR registration process.



# Appointing a Data Custodian

- To participate, local governments must have an appointed STEAR custodian(s) to obtain access to the registry by completing the [STEAR Data Custodian Form](#)
- The appointee is responsible for their specific areas, which is defined by their zip codes.





# Appointed STEAR Custodian Duties

- Jurisdictions can appoint more than one Data Custodian.
  - NO sharing passwords. Each STEAR custodian should have their own username and password.
- Custodians should log into their accounts at least quarterly, however monthly is suggested to ensure information is up-to-date as well as removing outdated and duplicate entries.
- Use STEAR data as part of preparedness activities. STEAR custodians should practice accessing their account, exporting data, and providing updated reports to their local EMC.
- Publicizing and marketing in the community about the program. Using the city or county social media pages throughout the year to ensure proper awareness of the program.



# Getting Started

- Start by logging into your STEAR data custodian account by visiting <https://STEAR.tdem.texas.gov>
- Once logged in, your welcome screen will appear. From here you will be able to export your jurisdiction's data from the registry, register an individual, edit the individual's information, and remove/deactivate accounts.



# How To Register an Individual

- Login into your data custodian account at <https://STEAR.tdem.texas.gov>
- Once logged in you will select “Register People”
- This will open the STEAR registration form that will need to be completed.



# Who Should I Register?

- People with Disabilities
- People with access and functional needs such as:
  - People with limited mobility
  - People who have communication barriers
  - People who require additional medical assistance during an emergency event
  - People who require transportation assistance
  - People who require personal care assistance



# Required Information to Register

- Name
- Address (Do not use a P.O. Box as the physical address)
- Phone Number
- Primary Language



# Additional Questions Asked to Capture Vital Information for Local Emergency Planners and Responder

- Emergency Contact Information
- Caregiver Information
- Pets
- Transportation assistance for home evacuation
- Communication Barriers
- Disability, Functional, or Medical Needs

\*\*All questions with an asterisks must be answered to save the record.\*\*



# Exporting the Registry

- Before you can view active registrants, you will need to load the records.
- Please click “load records” and wait for the records to load.
- The “load records” button will now say “records loaded” when registrants are ready to view.
- Then click on one of the “active or inactive registrants” or “facilities” tabs to view the records.
- You will then click on “export to csv”
- This will open an excel spread sheet with a list of all the registrants participating and their responses to the registration form questions.
- You will be able to sort the information to view yes or no response etc.



# Utilizing STEAR Data

- Using STEAR data will depend on what resources are available and the software and systems in your city/county.
- As the data custodian in conjunction with the EMC, you have the ability to implement your own rules with alternate custodians as you deem necessary.
- There are different ways to use STEAR data in response to all hazards that may occur. A few examples of what other cities and counties have done:
  - Integrated the data into systems like Wireless Emergency Alerts system, Everbridge, GIS Mapping, and 911 CAD systems.
  - Use the information in the event an evacuation is ordered.
  - Team up with health departments in their area to identify home bound individual.





# Using STEAR in Planning, Preparedness, and Response

- STEAR data can be utilized for all hazards such as: tornados, flood events, evacuations, wildfires, man-made emergencies, power outages, search and rescue, etc.
- Planning:
  - Mapping: determining the proximity of known risk areas and identifying clusters versus isolated individuals or facilities.
  - Coordination: assess procedures for response operations, identify potential resource needs, identify resource availabilities and gaps, and develop contingencies.
- Preparedness:
  - Use STEAR during city/county full scale exercises.



# Using STEAR in Planning, Preparedness, and Response Cont.

- Build relationships with the public and private sector groups in your community:
  - Home Healthcare
  - Meals-on-Wheels
  - Nursing Homes
  - Assisted Living Centers
  - Hospice
  - Dialysis Centers
  - Schools
- Response:
  - Follow evacuation procedures for your city/county.
  - Mass Care Operations
    - Shelters for general population versus medical needs
    - PODs



# Frequently Asked Questions

- Do I have to fill one STEAR form out for each individual additional assistance needs?
  - Yes, each individual who may need assistance during an emergency event will need to register.
    - Nursing homes and assisted living facilities should fill out the individual registration forms for their clients and if possible registering clients into STEAR.
  - Can a STEAR form be filled out by someone else?
    - With their permission, a family member or volunteer can register another individual through 2-1-1 or by filling out the registration form.



# Frequently Asked Questions Continued

- How long will my information be kept in the system?
  - Information is normally kept in the system for 1 year. It is important to re-register every January.
- What do I do if I no longer need assistance?
  - If self-registered and are unable to deactivate your account, please email [stear@tdem.texas.gov](mailto:stear@tdem.texas.gov) for removal. You can also contact your local Emergency Management Coordinator to be removed from the system.



# Contact Us

- For more information about the program please visit: <https://tdem.texas.gov/stear/>
- Email us at [STEAR@tdem.texas.gov](mailto:STEAR@tdem.texas.gov)
- Contact you local Emergency Management Coordinator

