



Checklists for Extreme Heat

Long-term, short term, and response to extreme heat events

LONG-TERM HEAT PREPAREDNESS CHECKLIST

- ☐ Identify extreme heat event partners and define their roles and responsibilities.
- ☐ Involve community organizations and other stakeholders in the response planning process (include medical examiner/coroner in this process).
- ☐ Develop a response plan, including but not limited to the following:
 - Cooling center plan that identifies and maps air conditioned locations. Ensure that cooling centers are evenly distributed throughout jurisdiction.
 - Transportation options to cooling centers (e.g., free buses). Consider the accessibility of cooling centers (e.g., for walkers and wheel chairs, and proximity to areas with higher risk people).
 - Contingency plans and strategies for power outages.
 - Local and state roles in the reporting process for heat-related fatalities.
- ☐ Monitor weather reports for summer months.
- ☐ Develop maps of priority populations, if feasible or use the Climate and Health Program's Heat Vulnerability Indices.
- ☐ Ensure that heat fact sheets are updated.
- ☐ Develop a database/list of facilities and organizations that serve populations that are more susceptible to extreme heat (e.g., social service agencies, senior living centers, daycare centers, schools, long-term care facilities, organized sports, construction companies, etc.) so that they can be immediately contacted of an impending extreme heat event.

IMPENDING HEAT EVENT PREPAREDNESS CHECKLIST

- ☐ Notify local extreme heat partners.
- ☐ Alert contacts in database/list of facilities and organizations that serve priority populations.
- ☐ Update message map.
- ☐ Work with news media to alert public of the extreme heat event, health risks, and tips on recognizing symptoms and preventing heat-related illnesses.
- ☐ Activate transportation assistance program.
- ☐ Provide maps of cooling center locations and other cool places. (Get permission from owners first.)
- ☐ Consider extending hours at public pools and air-conditioned places.
- ☐ Consider suspending outdoor public events.
- ☐ Coordinate with service organizations to provide water to people experiencing homelessness and transportation to cooling centers or shelters.

EXTREME HEAT EVENT RESPONSE CHECKLIST

- ☐ Notify local extreme heat event partners.
- ☐ Coordinate with medical examiner/coroner if heat fatality occurs.
- ☐ Continue to monitor weather and create a news release for media with safety tips and other relevant information.
- ☐ Activate cooling center plans.
- ☐ Continue promoting cooling center location, hours, and transportation options.
- ☐ Coordinate outreach to priority populations (e.g., e-mail to contacts in facilities database).
- ☐ Consider canceling, rescheduling, or implementing mitigation protections for outdoor public events.



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