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Steps for Communicating in A Crisis

- Step One: Empathy-Live it.
- ♦ Step Two: Confirm Facts only.
- ♦ Step Three: What is not known.
- Step Four:Process to find answers to unknown



Steps for Communicating in a Crisis

- Step Five: Give Action Steps
- ♦ Step Six: Where to Find More Information
- Step Seven: Statement of Commitment in real terms.
- Step Eight: Channel your Inner Aristotle-Ethos-Logos-Pathos
- Step Nine-Right Information-Right People-Right Time-Right Decision



Traits of Effective Communications

- Succinct-Clarity
- Avoid Jargon
- ◆ Ease of Understanding-KISS
- Credible-Continuity and Consistency
- ♦ Humanize the Subject
- Beyond Features to Benefits



A-C-C-C x Two

- Anticipate
- ◆ Coordinate
- Cooperate
- ♦ Communicate X two



SAPP

- Security
- Accuracy
- Propriety
- Policy



Crisis Leadership Core Principles & Values

- ♦ Be First-Maximum Disclosure & Minium Delay-1-3 minutes to respond.
- ♦ Be Credible
- Be visible
- ♦ Be Accountable
- ♦ Treat everyone with respect



Four Necessary Communications Messages during a Crisis

- ◆ Trust
- Compassion
- ♦ Stability
- Hope



Command Message Mapping

- **♦** 27-9-3
- ♦ Command Message One-Who? What? Where? When? Why? How?
- Command Message Two-What are you doing to fix the situation?
- Command Message Three-What's the future?



Supporting Command Messages

- ♦ Supporting Message One
- Supporting Message Two
- Supporting Message Three



- Overall Policy Statement---Clear and Simple
- ◆ Special Emergency Situations—at least 10.
- Types of Crisis
- ♦ Crisis Center Locations- Primary & Alternate



- ♦ General Statement of Duties:
- ♦ Senior On Scene BOSS
- Security Liaison
- Public Relations/Affairs Expert
- ♦ Info. Center Juggler/Coordinator
- Other Key People



- Guidelines Do's
- ♦ Have a Crisis Plan
- Practice and Update Your Plan
- Senior Leaders Must Buy in totally—They Must Be The Pig!
- One And Only Spokesperson!



- One and Only One Crisis Communication
 Center
- Go Ugly Early!
- ♦ 3 C's:Control,Competence and Concern
- ◆ Top Dog Must Bark---FIRST!
- ◆ 24/365/7 Staffing
- ◆ After Action Report



- Guidelines Don'ts
- ♦ Never—Ever Speculate!
- ◆ Do not let the story dribble out—Tina Turner effect!
- ♦ Never say "No Comment"
- ◆ Do not release info. On anybody until NOK have been notified!



Communication is Critical

- "Communication is The Best Vaccine until Science defines the solution."
- Scott Lillibridge,MD



- Any Questions!
- ♦ Be Proactive and always eat your Gumbo when it's HOT!