EMERGENCY OPERATIONS PLAN
(EOP)

PHILLIPS COUNTY

10/21/2021
FINAL

FOR OFFICIAL USE ONLY

NOTICE: This document contains information pertaining to the deployment, mobilization, and tactical operations of Phillips County in response to emergencies. It is exempt from public disclosure under Kansas state law.

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I. INTRODUCTION

A. General

Presidential Homeland Security Directives 5 and 8, enacted in 2004, require the State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Plan (NRP) as a condition for receiving certain categories of federal support for Emergency Management. To meet these requirements, Phillips County created this Emergency Operations Plan (EOP) and the Phillips County Board of County Commissioners (BOCC) officially adopted it on 10/21/2021.

The revised Phillips County EOP is the product of a detailed and focused planning process that 1) fully incorporates the NIMS concepts, principles, practice and language 2) capitalizes on the lessons learned from recent disasters, 3) incorporates plans, programs and policies that have emerged since the last revision of the EOP. The EOP establishes a framework through which the County may prepare for; respond to; recover from; and mitigate to prevent the impacts of a wide variety of disasters that could adversely affect the health, safety and or general welfare of the residents and emergency workers of Phillips County. The EOP provides guidance to Phillips County officials or procedures, organization and responsibilities, which will prevent, minimize and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state and federal response.

The EOP is operation oriented and addresses communication and warning systems; rapid deployment and pre-deployment resources; evacuation and shelter operations; post disaster response and recovery activities and clearly defines responsibilities of county, municipal, volunteer and other organizations through an Incident Management System/Emergency Support Function approach to planning and operations.

The EOP describes the basic strategies, assumptions and mechanics through which the County will mobilize resources and conduct activities to guide and support County Emergency Management efforts through prevention, preparedness, response, recovery and mitigation. To facilitate inter-government operations, the EOP adopts a functional approach that groups the type of assistance to be provided under each Emergency Support Function (ESF). Each ESF is headed by a primary agency, which has been selected based on its authorities, resources and capabilities in the functional area. In addition, other agencies with similar capabilities have been given support assignments to appropriate ESF(s). The ESF(s) serve as the primary operational mechanism through which County assistance is managed. Command staff and other General staff have been assigned to support the ESF(s). County assistance will be provided to impacted communities within the County under the overall authority of the Phillips County Emergency Management, on behalf of the Phillips County Board of County Commissioners (BOCC).

In an effort to ensure that the revised EOP was strictly aligned with the State and National preparedness guidance, the Adjutant General's Office, Kansas Division of Emergency Management and National Department of Homeland Security publications listed below were consulted and closely followed:

- The National Preparedness Guidelines (September, 2007), {superseding the March, 2005 Interim National Preparedness Goal}

- Draft National Response Framework (July, 2007)
- FEMA NIMCAST User's Guide
- National Planning Scenarios (15)
- Targeted Capabilities List (Draft Version 2.0)
- Universal Task List (Draft Version 2.1)

The following information is an excerpt from the National Preparedness Guidelines (September, 2007)

B. Purpose

The purpose of the Phillips County Emergency Operations Plan is to establish a framework for government, non-profit organizations and residents to address prevention, preparation, response, recovery and mitigation of the effects of emergencies and disasters.

C. Scope

This plan identifies when and under what conditions the application or activation of this plan is necessary.

The plan establishes fundamental policies strategies and assumptions for a County-wide program that is guided by the principles of the National Incident Management System. This EOP provides the following benefits to Phillips County:

- Creating a plan which addresses all hazards, all phases of emergency management, all impacts, and extending an opportunity to partner with all stakeholders.
- The EOP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and mitigation.
- The EOP defines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.

- The EOP assigns specific functions to appropriate County and municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.

- The EOP identifies actions that County response and recovery organizations will take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

D. Methodology

The Phillips County EOP was developed with consideration of the following agencies and organizations:

Federal
Department of Homeland Security
Federal Emergency Management Agency
Federal Law Enforcement Agencies
National Weather Bureau (NOAA)
U.S Environmental Protection Agency (EPA)
U.S. Environmental Protection Agency
U.S. Army Corps of Engineers (US ACE)
U.S. Center for Disease Control (CDC)
U.S. Department of Agriculture/APHIS
U.S. Department of Energy (US DOE)
U.S. Department of Health and Human Services
U.S. Department of Housing and Urban Development (US HUD)
U.S. Department of Transportation (USDOT)
U.S. Small Business Administration (US SBA)
US Department of Agriculture/Forest Service
US Department of Interior
US Genereal Services Administration (GSA)
USDA Food and Nutrition Service (FNS)

State
Adjutant General's Office, Kansas Civil Air Patrol
Adjutant General's Office, Kansas Civil Support Team
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Kansas National Guard
Adjutant General's Office, Office of Emergency Communications
Adjutant General's Office, Office of Public Affairs
Department of Administration: Division of Purchasing
Governor's Office
Kansas Attorney General's Office
Kansas Board of Emergency Medical Services
Kansas Bureau of Investigation
Kansas Commission on Disability Concerns
Kansas Corporation Commission
Kansas Department of Agriculture (KDA)
Kansas Department of Agriculture, Division of Water Resources
Kansas Department of Children & Families (DCF)
Kansas Department of Commerce

Kansas Department of Corrections
Kansas Department of Corrections - Norton KS
Kansas Department of Education
Kansas Department of Health and Environment
Kansas Department of Health and Environment, Division of Environment
Kansas Department of Insurance
Kansas Department of Labor
Kansas Department of Transportation
Kansas Department of Veterans Affairs
Kansas Department of Wildlife and Parks Tourism
Kansas Department on Aging
Kansas Forestry Service
Kansas Geological Society
Kansas Highway Patrol
Kansas Housing Resources Corporation
Kansas Human Rights Commission
Kansas Medical Society
Kansas State Fire Marshals Office (KSFMO)
Kansas State University
Kansas Veterinary Association
Kansas Water Office
Northwest Kansas Area Agency On Aging
State Animal Response Team (SART)
State Regional Response Team

County
Phillips County Appraiser's Office
Phillips County Board of County Commissioners (BOCC)
Phillips County Clerks Office
Phillips County Convention and Visitors Bureau
Phillips County Counselor
Phillips County Economic Development
Phillips County Emergency Management
Phillips County Emergency Medical Service
Phillips County Extension Service
Phillips County Farm Bureau
Phillips County Health Department
Phillips County Health Systems
Phillips County Highway Department
Phillips County Public Information Officer
Phillips County REACT (Radio Operators)
Phillips County Rural and City Fire Departments
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillips County Sheriff's Department
Phillips County Treasurer's Office
Phillipsburg Area Chamber of Commerce
Private Healthcare Providers

Regional Coroner
Rural Water District #1, Phillips County

City
Agra City Fire Department
City of Agra
City of Glade
City of Kirwin
City of Logan
City of Long Island
City of Phillipsburg
City of Phillipsburg Public Works
City of Prairie View
City of Speed
Hays Fire Department
Kirwin City Fire Department
Logan City Fire Department
Long Island/Prairie View City Fire Department
Phillips County Municipalities (All Departments)
Phillipsburg City Fire Department
Phillipsburg General Public Transportation Department
Salina Fire Department

Private Sector
B&B Redimix
Bach Oil, Inc
Black Dog Veterinary Services
BNSF Railway
Coomes, Inc (wrecker service)
Hazmat Response, Inc.
High Plains Mental Health Services
Hospice Services Inc. NWKS
Kibbee Repair (wrecker service)
Kiser Ag
KKAN-KQMA Radio (media)
KKQY 101.9 Hays (media)
Local Petroleum, Oil, and Propane Distributors
Logan Manor
Midwest Energy
Midwest Family Health Pharmacy and Home Care
Nex-tech
Olliff Boeve Memorial Chapel
Penco Engineering
Phillips County Reitrement Center
Phillps County Review (media)
Prairie Horizon Agri-Energy
Prairie Land Electric Cooperative
Private Agriculture Organizations and Producers
Rolling Hills Electric Cooperative Inc.
Stateline Shopper (media)
Suschland Veterinary Services, Inc.

Tallgrass Energy
The Advocate
The Animal Hospital
Tracy Tank Service
Trinity Ag, LLC
Witmer Drug

Non-Profit
American Red Cross
High Plains Mental Health Services
Local Churches
North Central Kansas Special Education Cooperative
Phillips County Extention Office- K-State Research & Extension
Phillips County Ministerial Alliance
Phillips County REACT
Phillipsburg Chamber and Main Street
The Salvation Army
USD #110, Agra
USD #212, Long Island
USD #325, Phillipsburg
USD #326 Logan
Volunteer Agencies

Other
Community Relations Team
Human Needs Assessment Team
Kansas Assessment Team
Kansas Association of Local Health Departments
Kansas Emergency Management Association
Kansas Fire Chiefs Association
Kansas Funeral Directors Association (KFDA)
Kansas Livestock Association
Kansas Pipeline Association
Kansas Rural Electric Cooperative Association
Local Emergency Planning Committee (LEPC)
Regional Hazmat Team
Unmet Needs Team

Each agency was consulted with to determine their particular emergency roles and responsibilities. Each agency has agreed with the responsibilities assigned to them in the Phillips County EOP. Agency concurrence signatures are maintained with the Phillips County Emergency Management. The EOP's concepts were developed by the Phillips County Emergency Management, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own procedures to implement the concept of operations.

Each of the above listed agencies will receive "Viewer Access" to the Phillips County EOP via the Bold Planning Solutions Planning System, www.KansasPlanner.com.

In addition:

- The Phillips County EOP is adopted by the Phillips County Board of County Commissioners (BOCC) by resolution, which serves as the promulgation letter for the EOP. A copy of the signed promulgation can be found in the file archive of this plan.

- A Record of Changes Log is used to record all published changes as those holding copies of the EOP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.

- A master copy of the EOP, with a master Record of Changes Log, is maintained in the Phillips County Emergency Management.

1. Planning Process

The process used by Phillips County has been designed to ensure that all stakeholders have an opportunity to participate in the development of the EOP and the EOP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs

- Planning should include participation from all stakeholders in the community

- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards

- Planning considers all hazards and threats

- Planning should be flexible enough to address both traditional and catastrophic incidents

- Time, uncertainty, risk and experience influence planning

- Effective plans tell those with operational responsibilities what to do and why to do it

- Planning is fundamentally a process to manage risk

- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

2. Implementation of NIMS

The Phillips County EOP implements NIMS by:

- Using ICS and the multi-agency coordination system to manage and support all incidents

- Integrating all response agencies and entities into a single, seamless system

- Establishing a public information plan (ESF-15)

- Identifying and characterizing resources according to established standards and types

- Requiring the need for all personnel to be trained properly for the job they perform
- Ensuring interoperability, accessibility and redundancy of communications

II. SITUATION

This section of the plan summarizes the hazards that could potentially affect Phillips County. The hazards and risk analysis addresses the major hazards to which the County is vulnerable; provides a summary of the County's vulnerable population; outlines the assumptions that were considered in the planning process; and defines disaster magnitude classifications that will trigger county response under the NIMS.

A comprehensive hazard and risk assessment is contained in the Phillips County mitigation plan. The plan is kept under separate cover and can be accessed by contacting Phillips County Emergency Management.

A. Hazard Analysis

Hazard and Vulnerability Assessment Summary

Phillips County is vulnerable to a wide range of hazards that threaten its communities, businesses and environment. To determine the hazards that pose the greatest threat, Phillips County has prepared a Hazard Identification and Vulnerability Assessment. The major findings are summarized below. The assessment was developed from historical data of events that have occurred, and specifically examines:

1. Probability (frequency) of event
2. Magnitude of event
3. Expected warning time before event
4. Expected duration of event

For emergency management planning purposes, the critical analysis that must be undertaken is an assessment of the consequences of each hazard, including potential area of impact, population exposed and impacted, duration of the hazard, and potential economic consequences.

Three levels of risk have been identified: High, Moderate and Low.

High - High probability of occurrence; at least 50 percent or more of population at risk from hazard; significant to catastrophic physical impacts to buildings and infrastructure; major loss or potential loss of functionality to all essential facilities (hospital, police, fire, EOC and shelters).

Moderate - Less than 50 percent of population at risk from hazard; moderate physical impacts to buildings and infrastructure; moderate potential for loss of functionality to essential facilities.

Low - Low probability of occurrence or low threat to population; minor physical impacts.

Hazard Profile Summary for Emergency Operations Plan						
Hazard	Probability	Magnitude Severity	Warning Time	Duration	CPRI	Planning Significance
Tornado	3	3	4	2	3.05	**High**

Pandemic Event	3	3	1	4	2.8	Moderate
Earthquake	2	3	4	3	2.7	Moderate
Flood	2	3	3	2	2.45	Moderate
Lightning	3	2	2	2	2.45	Moderate
Hurricane	2	3	2	3	2.4	Moderate
Winter Storm	3	2	1	3	2.4	Moderate
Terrorism	2	2	4	3	2.4	Moderate
Windstorm	3	2	1	2	2.3	Moderate
Wildfire	2	2	4	2	2.3	Moderate
Critical Infrastructure/Utility Failure	2	2	4	1	2.2	Moderate

B. Disaster Magnitude Class

This is an all-hazards EOP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

Catastrophic Disaster: A disaster that will require massive State and Federal assistance, including immediate military involvement. Federal assistance will involve response as well as recovery assets.

Major Disaster: A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified and potential Federal assistance will be predominantly recovery oriented.

Minor Disaster: A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.

C. Capability Assessment

Currently capability assessments are performed regionally in Kansas. The capability assessment is performed through the Regional Homeland Security Council with wide input accepted from key stakeholders. The results of the capability assessment guide future investments in planning, training, exercising and resources. The regional capability assessment is available under separate cover and is attached to the file archive in the Bold Planning Solutions Super System.

D. Spatial Profile

Phillips County, at 886.2 square miles is the 35th largest county in Kansas, and with a population of 5,444 (2006 U.S. Census estimated population), is the 66th most populated county in the State. There are eight incorporated municipalities in Phillips County including Phillipsburg (county seat), Logan, Agra, Kirwin, Long Island, Prairie View, Glade, and Speed.

Phillips County is located in the north-central part of the state of Kansas, bordering the Kansas/Nebraska state line. Phillips County is bounded by Harlan and Franklin counties, Nebraska, on the north; on the east by Smith County; on the south by Rooks County; and on the west by Norton County.

The 2005 Kansas Land Cover Patterns map produced by the Kansas Applied Remote Sensing (KARS) program provides a fairly accurate assessment of 11 land use/land cover classes. The bulk of the land cover in the county (~93.9%) is comprised of cropland and grassland. Surface water is primarily in the form of creeks, rivers, and small to medium sized ponds and lakes. Urban residential and urban industrial/commercial development comprises 0.26% of the land cover. Woodlands are typically clustered along the streams in the county. The principle varieties of native timber are the ash, cottonwood, maple, and walnut.

US-183 and US-36 provide major Federal highway access through the County. Rail service is provided by the Nebraska Kansas Colorado railroad and the Kyle railroad system.

Medical facilities include one hospital in Phillipsburg, the Phillips County Hospital. The ambulance services are located in Phillipsburg. Both rotary and fixed wing air ambulance is available for emergency transfer through Eagle Med.

Fire response agencies include the Logan Volunteer Fire Department, the Phillips County Fire District 3A, the Prairie View Volunteer Fire Department, the Kirwin Fire District 3B, the Phillips County Rural Fire District 2, the Long Island Fire Department, and the Phillipsburg Fire Department serve the unincorporated and incorporated areas of the county.

The Phillips County Sheriff's Department, located at 301 Street in Phillipsburg, provides law enforcement in the County. The Kansas Highway Patrol is primarily responsible for managing highway traffic safety on state and federal highways.

The emergency operations center is located at the Emergency Management Department at 409 E Street in Phillipsburg, Kansas.

The County Road and Bridge Department facility is located in Phillipsburg and is responsible for County roads.

There are three elementary schools, two middle schools and two high schools in Phillips County.

The Primary industry in Phillips County is agriculture.

Libraries: Eastern Heights Elementary, F. Lee Doctor Library, Kirwin City Library, Logan High School, Logan Library, Long Island Community Library, Phillipsburg City Library, Phillipsburg Dist Phillips Co, Phillipsburg Elementary, Phillipsburg High School, Phillipsburg Middle School, Sunshine City Library Museums: Dane G. Hansen Museum, Logan, KS 67646

Old Fort Bissell Museum, City Park, Phillipsburg, KS 67661

Parks: Kirwin National Wildlife Refuge, Kirwin Wildlife Area

Reference the Phillips County Mitigation Plan and Hazard Analysis for other information.

E. Population Demographics

Phillips County is a rural county with no major metropolitan areas or industry, and its economy is primarily agricultural. Phillips County's retail trade pull factor for 2006 was 0.705% in Region IX. From a production basis, agricultural products (crops and livestock) comprise the majority of industry in the region.

Phillips County's population of 5,444 ranked 66th out of 105 counties in the state. Most of these residents are dispersed throughout the county's main population centers, with some smaller concentrations residing in rural parts of the county. The population density is 6.1 people per square mile.

Similar to many Kansas counties, Phillips County is experiencing an overall population loss, which has been occurring since the 1900's. The 2006 U.S. Census estimated population for the county was 5,444, revealing a decrease of 9.3% since 2000, and overall, the last 108 years have shown Phillips County with a steadily decreasing population.

Phillips County's Census population was 6,001, with 2,668 people living in Phillipsburg, the largest populated city in the county. The median age is 42.5 years, and the general population is in the 45-54-year range, with 78.2% under the age of 65. Of the houses in the county, 77.9% were owner occupied.

F. Economic Profile

Overview

In 2008 Phillips had a per capita personal income (PCPI) of $39,371. This PCPI ranked 29th in the state and was 101 percent of the state average, $38,886, and 98 percent of the national average, $40,166. The 2008 PCPI reflected an increase of 9.2 percent from 2007. The 2007-2008 state change was 3.9 percent and the national change was 2.0 percent. In 1998 the PCPI of Phillips was $25,344 and ranked 21st in the state. The 1998-2008 average annual growth rate of PCPI was 4.5 percent. The average annual growth rate for the state was 4.1 percent and for the nation was 4.0 percent. (Bureau of Economic Analysis)

In 2008 Phillips had a total personal income (TPI) of $207,956. This TPI ranked 62nd in the state and accounted for 0.2 percent of the state total. In 1998 the TPI of Phillips was $154,676 and ranked 56th in the state. The 2008 TPI reflected an increase of 8.5 percent from 2007. The 2007-2008 state change was 4.8 percent and the national change was 2.9 percent. The 1998-2008 average annual growth rate of TPI was 3.0 percent. The average annual growth rate for the state was 4.6 percent and for the nation was 5.0 percent.

Total personal income includes net earnings by place of residence; dividends, interest, and rent; and personal current transfer receipts received by the residents of Phillips. In 2008 net earnings accounted for 59 percent of TPI (compared with 57 in 1998); dividends, interest, and rent were 21 percent (compared with 26 in 1998); and personal current transfer receipts were 19 percent (compared with 17 in 1998). From 2007 to 2008 net earnings increased 11.7 percent; dividends, interest, and rent increased 1.6 percent; and personal current transfer receipts increased 7.4 percent. From 1998 to 2008 net earnings increased onaverage 3.4 percent each year; dividends, interest, and rent increased on average 0.9 percent; and personal current transfer receipts increased on average 4.6 percent.

Agriculture

Farming in Phillips County remains the mainstay for the county. The 2007 U.S. Census of Agriculture indicates 530 farms, ranking 50th in the State, and 590,000 acres of land in farms, ranking 16th in the State. Phillips County ranks 49th in farm value of crops harvested ($57,568,200), and 51st in the value of cattle and milk production in the state ($21,572,300). Crops consist of wheat (3,116,000 bushels), corn (2,947,000 bushels), sorghum (4,037,900 bushels), and soy beans (221,000 bushels). Cattle and calves inventory in January 2008 was 55,600 head valued at $48,370,000. Data for hogs, sheep, and poultry were not available at the county level. Employment statistics for the county show a decrease in farm employment from 756 in 1990 to 648 in the year 2003.

Business & Industry
During the year 2000, 62.5% of Phillips County's population was in the labor force while 1.3% were unemployed and looking for work. The top employment Sectors includes; (Education, Health, and Social Services Sector (23.8%), followed by Agriculture, forestry, fishing and hunting, and mining (15.5%), then Manufacturing (11.2%).

In 2000, 64.3% of the working class was identified by the U.S. Census Bureau as private wage and salary workers; 16.4% as self-employed, and 18% as government workers. Phillips County Property was valued at $229,406,425 in 2007. Over two thirds of the total property valuation was classified as residential and agricultural property.
The civilian labor force in Phillips County has grown from 3,141 in 1990 to 3,214 in 2004. Table 3.4 (1) shows the 2000 US Census data on Phillips County's workforce.

G. Vulnerabilities

The following vulnerabilities have been identified for the Phillips County Emergency Operations Plan.

1. Critical Facilities
Depending upon the severity of the hazard/disaster, the residents, population, business, and economic characteristics of the county can be affected in a wide range of ways and severity. However due to the rural nature of the county and the population density of Phillips County, only a large scale incident should have an effect of a sizeable number of the population.

Name / Location (Physical Address)	Resources Located at Facility
Landing Zone **City of Phillipsburg Airport** 1700 S 7th St Phillipsburg, KS 67661 *Facility Manager*: Tim Driggs pburgworks@ruraltel.net w: 785-543-5234 c: 785-543-7297	
Emergency Operations Center	

Name / Location (Physical Address)	Resources Located at Facility
Phillips County Emergency Management 205 F St Suite 110 Phillipsburg, KS 67661 *Facility Manager*: Debbie R Hays pcem@phillipscountyem.com w: 785-540-4262 c: 785-543-7155	
Alternate EOC **Phillips County EMS/Fire Station** 409 E Street Phillipsburg, KS 67661 *Facility Manager*: Pete Rogers Peteems@ruraltel.net w: 785-543-6805 c: 785-533-1346	
Alternate Facility **Phillips County Fairgrounds (Staging Area)** Phillpsburg, KS 67661 Comments: This facility is a multipurpose facility and may be used for Point of Distribution and the County Staging Area	
Warning Point **Phillips County Sheriff's Dept.** 301 State St. Phillipsburg , KS 67661 Comments: Paul Wisinger is the Sheriff and also over communications for the county.	
Staging Area **Phillipsburg High School Parking Lot** 240 S 7th St Phillipsburg, KS 67661	
Emergency Operations Center **State of Kansas EOC** 2800 S.W. Topeka Boulevard Topeka, KS 66611	

2. Vulnerable Needs

Phillips County recognizes considerations must be made to reasonably accommodate vulnerable populations during emergencies. Phillips County is engaged in a number of activities which aim to improve response plans and operations to accommodate the needs of those most vulnerable during an emergency event. ESF Annexes within this plan outline or identify guidance to better assist supporting vulnerable needs populations. Phillips County at times the best support for such needs is to request assistance from regional and/or state partners. Specifically the following will be addressed in this EOP:

- Identification of Vulnerable populations: Basic Plan, Vulnerable Needs Planning System
- Notification: ESF 2
- Evacuation and Transportation: ESF 1
- Sheltering: ESF 6
- First aid and medical care: ESF 8
- Temporary lodging and housing: ESF 6
- Transition back to the community: ESF 14
- Recovery: ESF 14

H. Planning Assumptions

The preparation of the EOP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- Incidents are best managed at the lowest possible geographic, organizational and jurisdictional level.
- A disaster may occur with little or no warning, and may escalate more rapidly than the ability of local government to effectively respond.
- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial days (first 72 hours) after disaster impact.
- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sector.

- Phillips County will utilize available resources fully before requesting state and/or federal assistance.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.
- The County will coordinate all public information activities during an emergency.
- Disasters may attract a sizeable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.
- Homes, public buildings, and other critical facilities and equipment may be destroyed or severely damaged.
- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may overwhelm those that do remain in operation.
- Normal food processing and distribution capabilities may be severely damaged or destroyed.
- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.
- Near-total disruption of energy sources and prolonged electric power failures may occur.
- Initially, emergency response will focus on lifesaving activities. County officials will work toward restoring order and control in the disaster area.

- In major and catastrophic disasters the Phillips County Emergency Management will become the central point and control for County response and recovery activities.

- The Phillips County Emergency Management will be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each support function is responsible for coordinating the planning and response activities for all the agencies of the function.

- The County will coordinate with State and Federal personnel to expedite recovery.

- Damage assessments will be conducted as soon as weather or the situation permits.

- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.

- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures referred to in the Phillips County EOP have been maintained by those organizations having responsibility, are in coordination with the EOP, and are exercised on a regular basis.

- Those individuals and organizations with responsibilities identified in the EOP (or in plans that support of the EOP) are sufficiently trained and prepared to perform their respective responsibilities.

I. Pets and Service Animals

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will provide assistance as outlined in the Pets Evacuation and Transportation Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Phillips County has included pet sheltering as part of ESF 6: Mass Sheltering Annex. The following is specifically addressed in ESF 6:

- Pre-event planning

- Animal sheltering operations

- Animal registration and return

- Coordination with human shelters

FEMA Disaster Assistance Policy 9523.19

The Policy identifies the expenses related to state and local governments' emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

III. ROLES AND RESPONSIBILITIES

A. Federal Government

The federal government is responsible for:

- Preventing terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.

- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.

- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response plans.

- Identifying and coordinating provision of assistance under other federal statutory authorities.

- Providing assistance to the State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the National Response Plan.

- Managing and resolving all issues pertaining to a mass influx of illegal aliens.

- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

B. State Government

As a State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of Kansas. The Governor:

- Is responsible for coordinating State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.

- Has power to make, amend, and rescind orders and regulations under a Governor’s emergency declaration.

- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within Kansas.

- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resource-sharing.

- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).

- Requests Federal assistance when it becomes clear that State or tribal capabilities will be insufficient or have been exceeded or exhausted.

The Adjutant General's Office, Kansas Division of Emergency Management is responsible for implementing all policy decisions relating to emergency management. These decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

C. County Government

County governments are responsible for:

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive emergency management system within the county.

- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.

- Implementing a broad-based public awareness, education and information program designed to reach all citizens of the county, including those needing special media formats, who are non-English speaking (including persons who do not use English as their first language), and those with hearing impairment or loss.

- Coordinating mutual aid activities within Phillips County to ensure the provision of supplemental emergency aid and assistance.

- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.

- Maintaining cost and expenditure reports associated with disasters, including resources mobilized as a result of Mutual Aid Agreements.

- Coordinating public information activities during disasters.

- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

Phillips County departments have specific responsibilities during disasters and/or during EOC activations, the everyday organizational structure of Phillips County government remains in effect during disaster situations. However, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

D. Municipal Government

Cities are responsible for ensuring the safety and well being of their citizens, as well as providing initial response, within city capabilities, in the case of emergency/disaster events. At a minimum, cities should establish emergency response policies and procedures for their jurisdiction. Specific responsibilities of cities include:

- Appoint and support a qualified person to serve as the City Emergency Management Liaison. This position serves as the primary emergency management point of contact between the City and the County and actively participates in the emergency management system.

- Coordinate and integrate emergency management activities of the city with county emergency management through all phases of emergency management (mitigation, preparedness, response, & recovery).

- Provide Phillips County Emergency Management with current copies of the city EOP (or EOGs/SOPs), emergency contact information, and lists of critical resources.

- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).

- Ensure all responders have the appropriate level of NIMS and hazardous materials training.

- Train damage assessment teams (for cities desiring to field their own teams) and coordinate efforts with Phillips County's overall damage assessment process.

- Ensure that Phillips County Emergency Management is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the Phillips County Emergency Management.

- Ensure that, during a disaster, response activities (including requests for assistance, and public information efforts) are coordinated with Phillips County and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Phillips County.

E. Special Districts

Special districts (such as Soil and Water Conservation, Water Management, Mosquito Control, Fire and Rescue, and School) are responsible for establishing liaisons with Phillips County and its organizations to support emergency management capabilities within Kansas. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

F. Private Sector

It is encouraged that members of the Private Sector:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies.

- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.

- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.

- Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies.

- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

G. Non-Government and Volunteer Organizations

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance and relief during emergencies.

- Provide and coordinate relief not provided by government on a complementary and supplementary basis.

- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

H. Hospitals, Nursing Facilities and Assisted Living Facilities

These facilities are responsible for the safety and well being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan.

I. School Districts

School districts are responsible for the safety and well being of students, staff & visitors to their facilities. Emergency plans should be developed taking into account those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

J. Legal Affairs Officer

The Phillips County Counselor is responsible for providing legal advice and guidance to emergency management and the Phillips County Board of County Commissioners (BOCC) all emergency management issues and concerns. The staffing of this position is the responsibility of the Phillips County Counselor. Phillips County Counselor are responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.).

K. Emergency Support Functions (ESFs)

ESF Coordinating Agency

The ESF coordinator is the agency/organization with coordination responsibilities for the

assigned ESF throughout the preparedness, response, and recovery phases of incident management. Responsibilities of the ESF coordinator include:

- Coordination before, during, and after an incident, including pre-incident planning and coordination.
- Maintaining ongoing contact with ESF primary and support agencies.
- Conducting periodic ESF meetings and conference calls.
- Coordinating efforts with corresponding private-sector organizations.
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.
- Managing mission assignments and coordinating with primary and support agencies, as well as appropriate State officials, operations centers, and agencies.
- Ensuring financial and property accountability for ESF activities.

ESF Primary Agencies

An agency designated as an ESF primary agency is chosen on the basis of its authorities, resources, and/or capabilities. When an ESF is activated in response to an incident, the primary agency is responsible for:

- Supporting the ESF coordinator and coordinating closely with the other primary and support agencies.
- Providing staff for the operations at fixed and field facilities.
- Notifying and requesting assistance from support agencies.
- Working with appropriate private-sector organizations to maximize use of all available resources.
- Support and keep other ESFs and organizational elements informed of ESF operational priorities and activities.
- Conducting situational and periodic readiness assessments.
- Executing contracts and procuring goods and services as needed.
- Participate in planning for short- and long-term incident management and recovery operations.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

ESF Support Agencies

Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the responsibilities of the ESF. When an ESF is activated, support agencies are responsible for:

- Conducting operations, when requested by the EOC consistent with their own authority and resources.
- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards.
- Assisting in situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the EOC.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

L. Citizen Involvement

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family, and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Vulnerable needs population citizens are encouraged to register their information with the Phillips County Emergency Management for disaster planning and response purposes.

IV. METHOD OF OPERATIONS

A. General

Phillips County uses the nearest appropriate responder concept (likely to be a county, municipal, state or nationally available resource) when responding to any threat, event, or disaster. In most situations, Phillips County agencies will be the first and primary responders, and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances state or federal agencies may have the primary jurisdiction for the overall response effort. However Phillips County resources will likely provide the first response for all incidents impacting the jurisdictions.

1. Non-Disaster Daily Operations

Day to day operations of Phillips County, absent of a declaration of State or Local Disaster Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC)
- The Local Emergency Planning Council prepares regional hazardous materials emergency plans that indicate the facilities that use, produce, or store hazardous substances that are present in the jurisdiction.

LEPC serves as the repository for regional reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). LEPC directs regional Title III implementation activities and performs associated outreach functions to increase awareness and understanding of and compliance with the EPCRA program.

It is the responsibility of governments of Phillips County and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan provides assistance in day-to-day operations by providing each agency their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow day-to-day responsibilities to compliment emergency operations.

2. Emergency Operations

In accordance with KSA 48-932, the Chairman of the Phillips County Board of County Commissioners (BOCC) may declare a state of local disaster emergency within Phillips County. Such declaration shall be based on the judgment that a state of local disaster emergency is necessary to deal with a current or imminent emergency/disaster situation.

Phillips County Emergency Management will be responsible for preparing any disaster

declarations. A declaration of a state of local disaster emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to K.S.A. 48-932, the Chairman of the Phillips County Board of County Commissioners (BOCC) may issue any order deemed necessary for the efficient and effective management for the protection of life or property or for the general public health and welfare.

The Phillips County EOP may be activated by the following positions in order of succession:

1. The Chairman of the Phillips County Board of County Commissioners (BOCC)
2. The Director of Phillips County Emergency Management
3. Any of the designated Emergency Management Duty Officers

Response

The organized structure for response to an emergency/disaster is under the leadership of the Phillips County Phillips County Board of County Commissioners (BOCC) who appoints the County Emergency Management Director overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Phillips County Emergency Management and support the Phillips County Emergency Management. The management structure designated to respond to emergency/disasters is coordinated by the staff of the Phillips County Emergency Management.

Initial and subsequent notification procedures have been provided to the 24 hour Phillips County Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Emergency Management Director.

Disaster response and recovery agencies identify resources, training needs, or planning activities to the Phillips County Emergency Management. The Phillips County Emergency Management will be activated for actual or potential events that threaten Phillips County. The level of activation will be determined by the Emergency Management Director based on the emergency or disaster event.

The following are possible criteria for activation of the Phillips County Emergency Management:

1. A threat (or potential threat) increases the risk in Phillips County
2. Coordination of response activities are needed
3. Resource coordination is needed to respond to an event
4. Conditions are uncertain or could possibly escalate
5. A County emergency/disaster declaration is made
6. At the discretion of any of the individuals authorized to activate the EOC

The Phillips County Emergency Management may be activated or deactivated by any of the following individuals:

- Coordinator - Phillips County Emergency Management

The Phillips County Emergency Management utilizes 3 levels of activation:

- **Watch:** When conditions indicate an event/disaster is imminent. Notification will be made to those agencies that will need to take action as part of their normal responsibilities. The Phillips County Emergency Management will be staffed by emergency management personnel.

- **Partial-Activation:** When conditions indicate an event/disaster is very imminent or has occurred. Emergency management personnel and essential ESFs are represented in the Phillips County Emergency Management.

- **Full-Scale Activation:** Any disaster/emergency that will require large-scale mutual aid and possible State and Federal assistance in response and recovery. Emergency management personnel and essential ESFs are represented in the Phillips County Emergency Management.

The Phillips County Emergency Management is located at:

Phillips County Emergency Management
205 F St Suite 110
Phillipsburg, KS 67661
The facility serves as the coordination, command and control center for Phillips County, is staffed when the need arises, and serves as the 24 hour Phillips County Warning Point for initial notification and warning of emergencies and disasters.

Phillips County operates under the ESF concept. Each ESF contained in this plan identifies the coordinating, primary and support agencies required to carry out the responsibilities of the ESF. These agencies are responsible for preparing additional operating guides, checklists, staffing patterns or resource requirements needed to complete their assignments. Each agency is responsible for carrying out the tasks assigned by this EOP, with the coordinating agency having primary responsibility for coordinating that effort. A comprehensive list of ESFs and their responsibilities can be found in the file archive as an attachment to this plan.

During activation, the Phillips County Emergency Management provides the core emergency function coordination, communication, resource dispatch and tracking; information collection, analysis and dissemination; multi-agency coordination and joint information coordination. Field Operations will be managed through the Incident Command System (ICS) and is discussed below.

EOC Organizational Structure

The EOC staffing level and composition is contingent on the specific requirements of an incident. The organizational structure of the EOC is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. While any configuration of functional units may be used in the EOC, the core organizational structure of the EOC is organized by Sections and ESF teams. While a organizational chart is provided below, the various functional elements are activated based on need. The organizational structure can be condensed, expanded, or reconfigured as needed.

While the structure is flexible, it is always organized around five core functions:

- **EOC Management**: This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinates public information with ESF 15. EOC Management is led by the EOC Director. This position is staffed by a designated responsible agency.

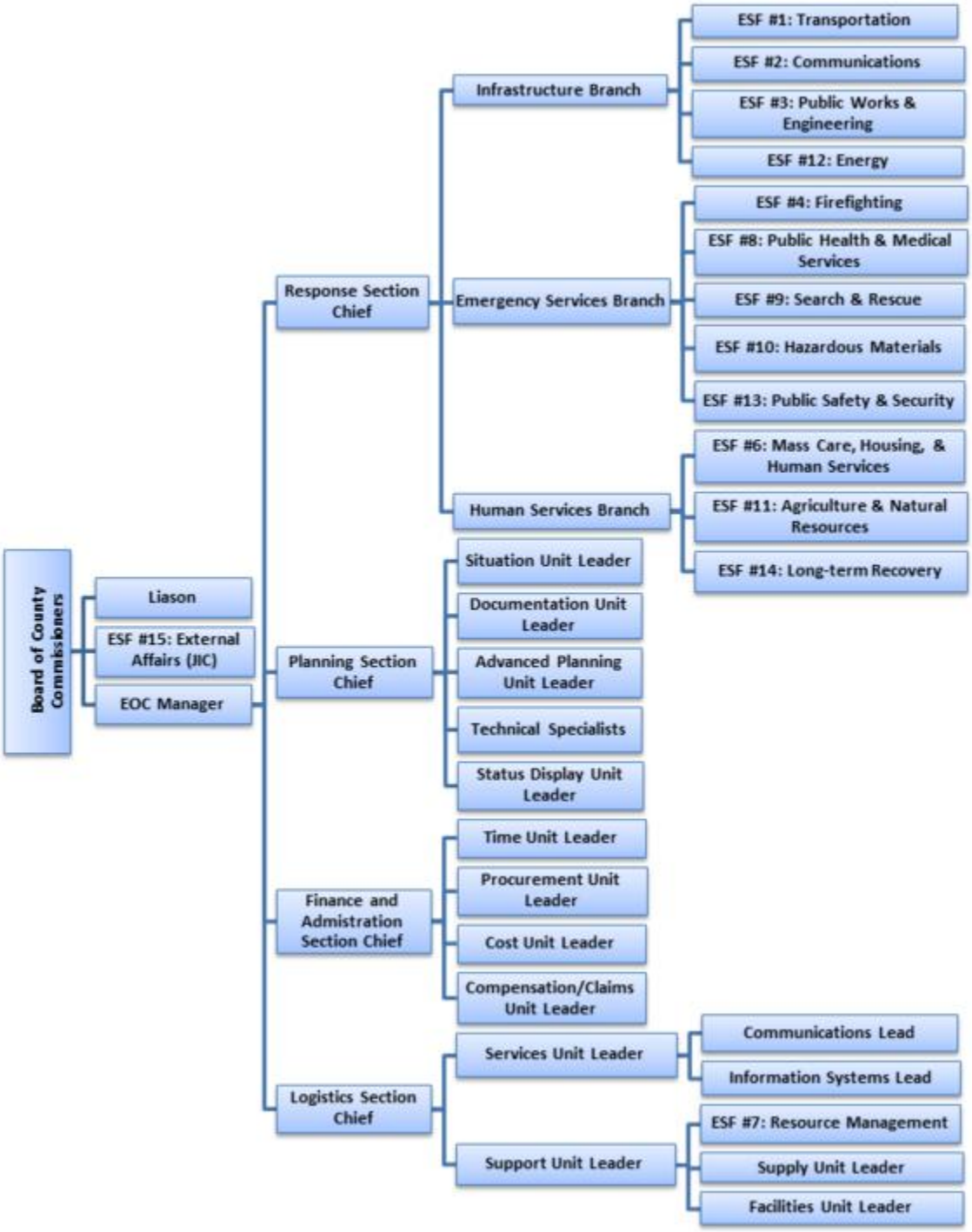
- **Operations Section**: The purpose of this section is to support field operations and coordinate countywide response activities through the implementation of the EOC Action Plan. This section is led by the Operations Section Coordinator which is staffed by a designated responsible agency.

- **Planning Section**: The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Coordinator which is staffed by a designated responsible agency.

- **Logistics Section**: This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Coordinator which is staffed by a designated responsible agency.

- **Finance Section**: The finance section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by the Finance Section Coordinator which is staffed by Phillips County Clerks Office.

Emergency Operations Center Organizational Chart



Each agency responding will report back to the Phillips County Emergency Management through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure. These reports are later synchronized and information is provided to mutual aid partners, adjacent counties, and the Adjutant General's Office, Kansas Division of Emergency Management to provide visibility of emergency operations.

During the response phase and upon declaration of a local state of emergency, the Phillips

County Board of County Commissioners (BOCC) has ultimate authority. The Phillips County Emergency Management reports directly to the Phillips County Board of County Commissioners (BOCC) and then provides overall direction to the Phillips County Emergency Management.

All municipalities, City departments, constitutional officers, agencies and other organizations fall under the direction of the coordinating agency designated in the plan. The Director of Phillips County Emergency Management will coordinate with State, Federal and other outside agencies.

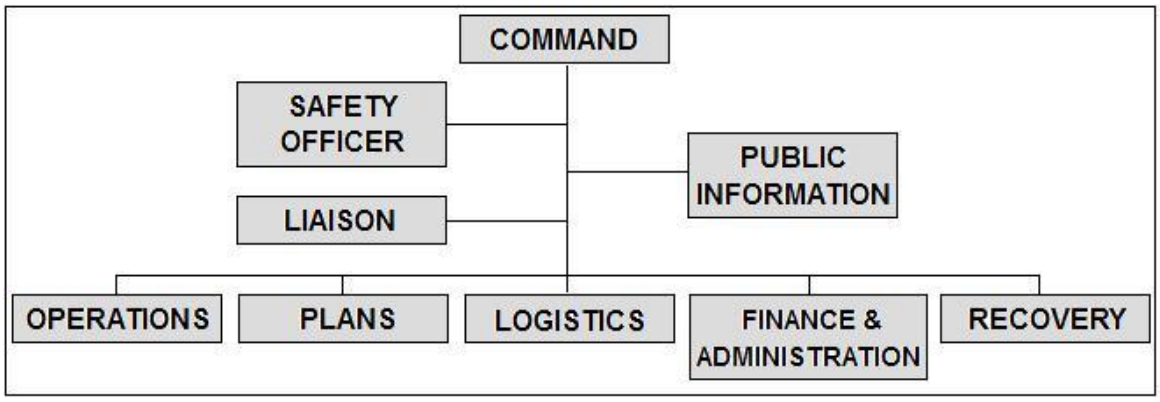
3. Field Operations

Field Operations will be managed through the Incident Command System (ICS). The ICS that has been implemented in Phillips County and utilizes common terminology; is modular and scalable; incorporates measurable objectives; provides for a manageable span of control; and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level are not sufficient to mitigate the situation, the Incident Commander may request, through appropriate channels, that the Phillips County Emergency Management be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command will be used to the extent possible, and as deemed necessary.

During a single discipline response to an incident, the first on-scene emergency responder with management responsibilities will take the necessary steps to establish an Incident Command Post (ICP), report a scene size-up, activate the appropriate ICS organizational elements required for incident management, delegate authority within the ICS organizational structure, and develop incident objectives on which subsequent incident action planning will be based.

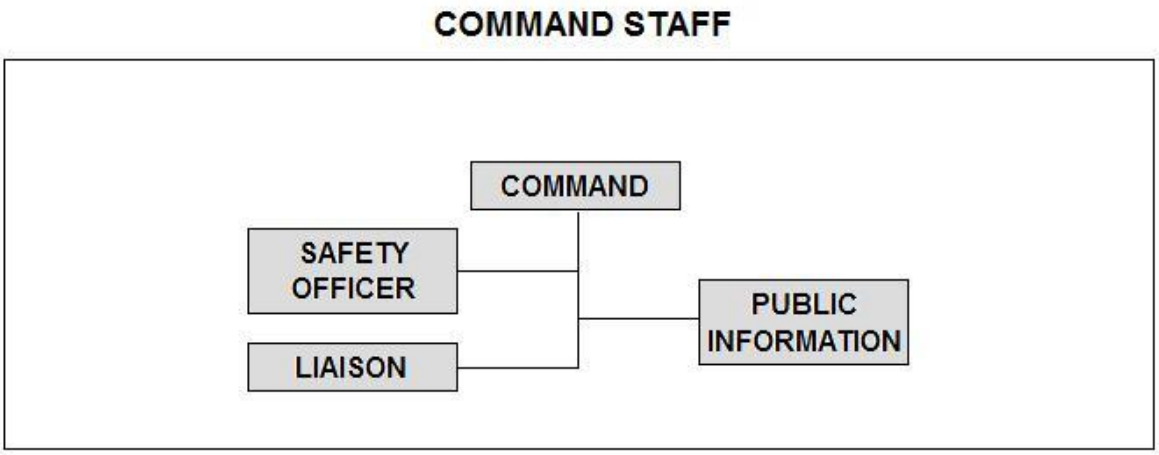
Each agency deploying to the field will report back to the Phillips County Emergency Management through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure.



Command Staff

The Command Staff function will be conducted in two ways: 1) as a Single Command (used

when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

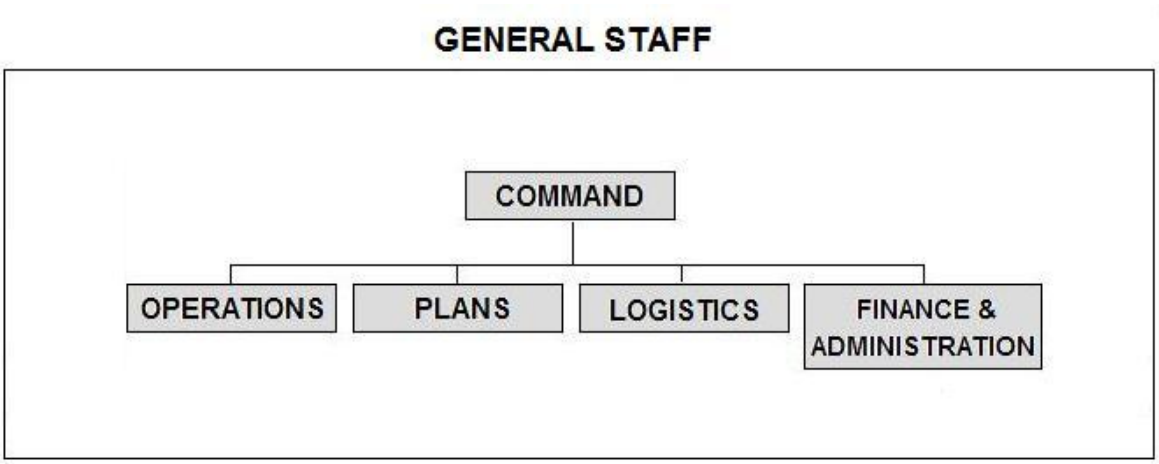


General Staff

The General Staff positions will include the following sections:

- Operations Section
- Planning Section
- Logistics Section
- Finance / Administration Section

The scope, direction, and control of these sections will follow established ICS procedures.



a. Area of Operations

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it will be communicated to all responders.

b. Area Command

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple ICS organizations, or there are multiple incidents that are being handled by separate ICS organizations. If the incidents are multi-jurisdictional, then a UC will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed
- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

c. Multi-Agency Coordination Center

A key component of NIMS is the development of a multi-agency coordination system that integrates the operations and functions of the Phillips County Emergency Management and field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and communication/dispatch centers; but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as city EOCs and/or the Phillips County Emergency Management have critical roles in an emergency.

The County's incident management responsibility is directed and managed through the Phillips County Emergency Management. As a multi-agency coordination entity, the Phillips County Emergency Management will coordinate and manage disaster operations through the Phillips County Emergency Management to:

- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information to Phillips County Emergency Management
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command or Unified Command involved

- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)
- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture

Following an incident, plans, procedures, communications, staffing and other capabilities necessary for improved incident management are coordinated through the Phillips County Emergency Management. These tasks are accomplished by the Phillips County Emergency Management by ensuring the ability to perform four core functions:

- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination

4. Joint Information Center

The Joint Information System (JIS) provides the mechanism for integrating public information activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector and non-governmental organizations.

Phillips County has implemented and institutionalized processes, procedures and plans for its JIC and can be referenced in the Annex for Emergency Support Function 15.

When the Phillips County Emergency Management is activated, the Director of Phillips County Emergency Management or the Public Information Officer may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command in the Phillips County Emergency Management and will coordinate the release of non-operational information.

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Phillips County Emergency Management within a reasonable period of time. Communication will be accomplished via the Emergency Alert System, radio, cable override, television, fax, Internet, telephone or any other means available. When the JIC is activated, the Public Information Officer or his/her designee will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed access to the Phillips County Emergency Management.

More information on public awareness and education can be found in ESF 15, External Communications. More information on communication plans and protocols can be found in ESF 2, Communications.

B. Coordination, Direction and Control

1. County Level

Information Collection and Dissemination

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, television, radio, broadcast, fax, etc.

Responsibility for notification of most incidents is accomplished through the Phillips County communication center. Other agencies with responsibilities for notification include the National Weather Service and Kansas Highway Patrol.

The Phillips County communication center will be responsible for notifying response and Emergency management personnel when the threat of a disaster is imminent.

- **Internal**: Response agencies will be notified from the communication center as required by the nature of the disaster.

- **External**: It is the responsibility of Phillips County Emergency Management to notify the appropriate agencies outside of the jurisdiction such as Adjutant General's Office, Kansas Division of Emergency Management, State Emergency Response Commission (SERC), and the United States Department of Agriculture (USDA).

The Phillips County communication center provides communications essential for the city and county governments to communicate with all governmental entities. This information is then passed along to the public via siren, notification system, radio, NOAA radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Phillips County Emergency Management works closely with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

1. Life safety
2. Incident security and stability
3. Property and environmental protection

Direction and Control

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities).
The Incident Command System (ICS) and National Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The ICS/NIMS organization will maintain communications and coordination with the Phillips County Emergency Management at all times as detailed by this plan.

Phillips County Emergency Management may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Phillips County BOCC declare a local state of emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting Adjutant General's Office, Kansas Division of Emergency Management.

1. The Phillips County Director of Emergency Management

2. Any designated personnel authorized by Phillips County Director of Emergency Management

To request state assistance, Phillips County must meet the following parameters:

1. Exhausted or will likely exhaust Phillips County resources

2. Exhausted or will likely exhaust mutual aid resources

3. Exhausted or will likely exhaust contractual resources

4. The requested assistance is not available at the local level

The Director of Phillips County Emergency Management or designee is delegated policy-making authority and can commit Phillips County resources at the Phillips County Emergency Management as well as routine management and operation of the facility. The Director of Phillips County Emergency Management may issue mission assignments to the ESFs to perform duties consistent with Phillips County policy. Mission assignments and mutual aid assistance is tracked at the Phillips County Emergency Management.

Coordination of County-wide protective actions will occur among all affected risk and host areas and Phillips County Emergency Management under the direction and control of the Director of Phillips County Emergency Management. Areas not impacted by these events may be requested to provide assistance. Prior to an evacuation and under the direction of the Director of Phillips County Emergency Management, the Phillips County Emergency Management will implement coordination on issues which may include, but not limited to: lifting of tolls, deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, address emergency medical issues, and initiate procedures for notification to the public.

The Director of Phillips County Emergency Management may authorize a field operations response in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts Phillips County. While response actions necessary to protect public health and safety are being implemented, the recovery section within the Phillips County Emergency Management begins coordination and implementation of the recovery programs.

In the event state and federal assistance is required by Phillips County, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State and local resources under the Emergency Management Assistance Compact to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response and Recovery Section under the direction of the Response and Recovery Director located at Adjutant General's Office, Kansas Division of Emergency Management.

2. Coordinating Agencies

The Director of Phillips County Emergency Management designates the coordinating agencies for each emergency support function to coordinate the activities of that support function.

Coordinating Agency Listing for Emergency Operations Plan	
FUNCTIONAL ANNEX	COORDINATING AGENCY
ESF 1 - Transportation	Phillips County Highway Department
ESF 2 - Communications	Phillips County Emergency Management Phillips County Sheriff's Department
ESF 3 - Public Works and Engineering	Phillips County Highway Department
ESF 4 - Firefighting	Phillips County Rural Fire Dist #1, Phillipsburg
ESF 5 - Emergency Management	Phillips County Emergency Management
ESF 6 - Mass Care, Housing and Human Services	Phillips County Emergency Management
ESF 7 - Resource Support	Phillips County Emergency Management
ESF 8 - Public Health and Medical Services	Phillips County Emergency Medical Service Phillips County Health Department Phillips County Health Systems
ESF 9 - Search & Rescue	Phillips County Emergency Management Phillips County Sheriff's Department
ESF 10 - Oil and Hazardous Materials	Phillips County Emergency Management
ESF 11 - Agriculture and Natural Resources	Phillips County Emergency Management
ESF 12 - Energy and Utilities	Phillips County Emergency Management
ESF 13 - Public Safety and Security	Phillips County Sheriff's Department
ESF 14 - Long-Term Community Recovery	Phillips County Emergency Management
ESF 15 - External Communication	Phillips County Emergency Management Phillips County Health Department Phillips County Public Information Officer

Upon activation of the Phillips County Emergency Management, the primary agency for the emergency support functions will send representatives to the Phillips County Emergency Management to coordinate activities. The coordinating agency determines which primary and support agencies are required at the Phillips County Emergency Management.

The coordinating agency for the Emergency Support Functions will be responsible for collecting all information related to the disaster and providing it to Phillips County Emergency Management.

3. Intergovernmental Mutual Aid

Mutual Aid Agreements and Memoranda of Understanding are essential components of emergency management planning, response, and recovery activities.

These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for Phillips County related to emergency management can be found in Section VII-Authorities and References of this EOP. In addition, these agreements are available for review in their entirety at the Phillips County Emergency Management.

State-Wide Mutual Aid System

KSA 48-948 through 48-958 establishes the statewide Kansas mutual aid system which states:

> "The system shall provide for mutual assistance among the participating political subdivisions in the prevention of, response to and recovery from any disaster that results in a formal state of emergency in a participating political subdivision, subject to such participating political subdivision's criterion for a declaration. The system shall provide for mutual cooperation among the participating subdivisions in conducting disaster-related exercises, testing or other training activities outside actual declared emergency periods."

The full act can be found in the file archive of this plan.

Interstate Civil Defense Compact

The purpose of the compact is to provide mutual aid among the states in meeting any emergency or disaster. The prompt, full, and effective utilization of the resources of the respective states include personnel, equipment, or supplies may be essential to the safety, care, and welfare of people therein. The Interstate Civil Defense and Disaster Compact may be entered in accordance with the provisions of KSA 48-3202. This action is accomplished by written agreement between the Governor of Kansas and Governor’s of one or more states which have legally joined said compact, or which are authorized to join. Such written agreement may specify the period of time said compact is entered into with regard to each such state. The State of Kansas compact is non-active until initiated by the Governor, in agreement with one or more states.

Emergency Management Assistance Compact (EMAC)

The EMAC is a mutual aid agreement and partnership among states to allow for the exchange of resources when state and local resources are overwhelmed and federal assistance is inadequate or unavailable. Request for EMAC assistance are legally binding, contractual arrangements which requires soliciting state to be responsible for reimbursing all out-of-state costs and be liable for the actions and safety of out-of-state personnel. Proving assistance to other states through EMAC is not an obligation. Kansas became a signatory to the compact in 2000 (KSA 48-9a01).

Requesting Mutual Aid

All mutual aid requests should be coordinated through the Phillips County Emergency Manager

or the Phillips County Emergency Management if activated. To request mutual aid, Phillips County uses the following process:

- The Party seeking mutual aid shall make the request directly to the party providing the aid in coordination with Phillips County Emergency Management.
- Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions.
- All communication shall be conducted directly between recipient and provider in coordination with Phillips County Emergency Management.
- The Recipient shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, Phillips County can request coordination assistance to Adjutant General's Office, Kansas Division of Emergency Management.

4. Communication

ESF 2 (Communications) provides information and guidance concerning available communications systems and methods in Phillips County, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Phillips County Emergency Management
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources
- Emergency warning and notification

ESF 15 (External Communications) provides information on and the dissemination of information to the public for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster.

<u>Phillips County Warning Point</u>

The Phillips County Sheriff's Dept. serves as the Phillips County Warning Point. The Phillips County Warning Point provides Phillips County with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks and auxiliary power.

The Phillips County Sheriff's Dept. has Standard Operating Guides (SOG) to notify and warn officials and general public of emergency and disaster events that occur in Phillips County. In addition these guides also identify actions to be taken based off types of incidents. Notification lists for agencies and individuals are maintained by the Phillips County Sheriff's Dept. . Notification of the State Warning Point is included in these guides. The Director of Emergency Management or the on-call Emergency Management staff person will initiate any further notification.

Developing or existing emergency conditions which should be reported to the Phillips County Sheriff's Dept. include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area whether or not State or Federal resources are needed to support local emergency response efforts.

ESF Coordinators and other Emergency Operation Center Representatives are kept informed of potential events by the Director of Phillips County Emergency Management by fax, email, or telephone.

Warnings are accomplished in various ways depending on the persons that need to be warned and the time available. The Director of Phillips County Emergency Management or the Incident Commander can initiate warnings and notification procedures. The following list identifies warning methods during an event. Any or all may be used.

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Phone Messaging System
- Outdoor warning sirens

Specific warning zones are identified by the type of incident. Many have been pre-identified such as vulnerable areas around hazardous material locations and/or areas subject to storm surge and/or flooding.

Persons in the threatened areas with vulnerable needs may be notified by all of the methods outlined above. Hotels, motels, Chambers of Commerce and the Tourist Information Center will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.

The Phillips County Warning Point (Phillips County Sheriff's Dept.) is responsible for network control and conducts routine tests to ensure operational readiness.

Common Program Control Stations (CPCS) are radio stations utilized to provide the general public with information about events. The following stations have been identified as CPCS locations in and around Phillips County:

5. State Level

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.

At the State level, the Kansas Adjutant General, or designee performs policy-making authority and commitment of State resources at the State of Kansas EOC. The State of Kansas EOC Manager is responsible for the provision of State assistance, as well as routine management and operation of the State of Kansas EOC. The State of Kansas EOC Manager may issue mission assignments to the State ESFs to perform duties consistent with State policy. Mission assignments, and mutual aid assistance brokered by the State, are tracked in the State of Kansas EOC.

Coordination of regional and multi-regional protective actions will occur among all affected risk and host counties, other states, and the State of Kansas EOC under the direction and control of the State of Kansas EOC Manager. Counties that are not impacted by an emergency/disaster situation may be directed by the Kansas Adjutant General to activate their EOCs to provide emergency assistance.

During activation of the State of Kansas EOC, the State of Kansas EOC Team provides up-to-date information on the situation and is also equipped to provide information on various grant programs and funding sources available to affected areas in the aftermath of disaster.

The Adjutant General's Office, Kansas Division of Emergency Management Regional Coordinator serves as the State of Kansas EOC liaison and shares information with local command, who then shares the information as per local protocol. The State of Kansas EOC will provide incident information to State agencies, State legislative, and United States Congressional officials. This is typically accomplished via situation reports and frequent State of Kansas EOC briefings.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State resources under the Emergency Management Assistance Compact (EMAC) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response Section under the direction of the Response Section Chief located in the State of Kansas EOC. In the event the State of Kansas EOC is not activated, EMAC will be managed and coordinated will be administered by Adjutant General's Office, Kansas Division of Emergency Management’s Response and Recovery Branch under the direction of the Response and Recovery Branch Director.

6. Federal Level

Through the National Response Framework (NRF), the federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents.

The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, federal ESFs may establish direct liaison with Kansas ESF representatives in the State of Kansas EOC.

If the disaster is major or catastrophic, the Adjutant General's Office, Kansas Division of Emergency Management will contact the Federal Emergency Management Agency, Region 7 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

7. Joint Field Office

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of Kansas Emergency Response Plan as well as other recovery plans and procedures.

Once a field office has been established in Phillips County, the Phillips County Emergency Management will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

C. Prevention

Phillips County's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. To accomplish the goal the following strategy will be used:

- Expand Regional Collaboration
- Implement the National Incident Management System and National Response Framework (NRF)
- Strengthen Information Sharing and Collaboration capabilities

- Strengthen Interoperable and Operable Communications capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
- Strengthen Planning and Citizen Preparedness Capabilities
- Increase coordination with the Kansas Intelligence Fusion Center (KIFC)

1. Kansas Intelligence Fusion Center

The ability to share intelligence information quickly and accurately among state fusion centers and emergency operation centers is crucial in preventing potential criminal and terrorist acts. The primary components of a fusion center are situational awareness and warnings that are supported by law enforcement intelligence, derived from the application of the intelligence process, where requirements for actionable information are generated and information is collected, integrated, evaluated, analyzed, and disseminated. Important intelligence that may forewarn of a future attack may be derived from information collected by several diverse entities.

The Phillips County Sheriff serves at the local liaison to the Kansas Intelligence Fusion Center. Given the nature of the information, the Phillips County Sheriff will distribute the information in accordance to local SOPs and be marked as Unclassified/For Official Use Only (U/FOUO). Additional information is provided in the file archive of this plan.

D. Preparedness

The goal of Phillips County's preparedness operations is to help ensure a timely and effective response to, recover from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy will be used:

- Administer grant programs for operational support and training activities
- Participate in capability assessments at the regional and county level
- Participate in the Comprehensive Resource Management and Credentialing (CRMCS) program to further develop resource management capabilities.
- Establish an inclusive planning process using the “Whole Community “concept.

1. Resource Management and Credentialing

Resource Management

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, full resource lists (including all county resources) will be provided to Phillips County Emergency Management and the ESF 7 coordinating agency. The following lists are created using the State of Kansas’s Comprehensive Resource Management and Credentialing System (CRMCS). These inventories include a point of contact, geographic location, and operation area for:

1. Vehicle inventories

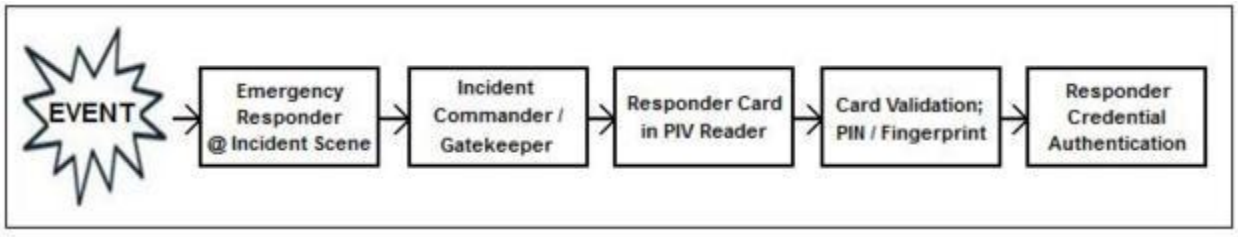
2. Personnel
3. Equipment
4. Equipment operators
5. Suppliers/Contractors/vendors
6. Resources in adjacent jurisdictions that could be used during a disaster-if applicable

The following lists are currently created outside of the CRMCS and should also include point of contact, geographic location, and operation area:

1. Facilities
2. Staging areas for internal and external response
3. Services/Contracts/Mutual Aid Agreements
4. List of critical facilities having priority for restoration of utilities during emergencies

Credentialing

Phillips County utilizes the CRMCS as the county credentialing system. Phillips County follows their designated policy as a guide and policy to ensure that personnel resources requested to assist are adequately trained and skilled. The CRMCS is also used to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site.



2. Plan Development and Maintenance

Plan Development

The Phillips County Emergency Operations Plan is developed with the assistance and input from the following groups serving in an advisory capacity.

- Phillips County Mitigation Planning Committee
- Local Emergency Planning Committee (LEPC)
- ESF Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties.

The preparation and revision of the basic plan and ESF Annexes will be coordinated by Phillips County Emergency Management with the assistance and involvement of all applicable entities. The preparation and revision of the ESF 8 appendices are the responsibility of the coordinating agency with the assistance of the Phillips County Emergency Management and the designated support agencies. The Phillips County Emergency Management will establish a format and content guidance that must be followed in the revision process and coordinate and incorporate revisions to the annexes

This plan will be made available to all agencies tasked therein, mutual aid partners, and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Phillips County Emergency Management. The process of distributing the plan will be accomplished by either 1) granting “viewer” access via the Bold Planning Solutions Super System or 2) providing an electronic copy. Phillips County Emergency Management will keep a hard copy on file.

The public will be provided the opportunity to view the Basic Plan portion of this document at a place determined by Phillips County Emergency Management or it will be located on the county website.

Plan Maintenance

The Phillips County Emergency Management will maintain the Phillips County EOP and provide an updated EOP to Adjutant General's Office, Kansas Division of Emergency Management every five years, with the exception of ESF 10 which must be updated annually as per federal law. However, the EOP may be updated as often as needed during any year. Examination and review should be conducted annually and will reflect changes in implementing procedures, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. The Phillips County Emergency Management will revise the plan by using a process best suited for the county. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the overall plan and re-promulgated by the Phillips County Board of County Commissioners (BOCC).

The coordinating, primary and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating procedures for all responsibilities assigned them in the EOP. These procedures will be prepared following guidance issued by local policies.

Other Plans

In addition to the Phillips County EOP, additional plans including a Hazard Mitigation plan, a Hospital plan, and the Health Department Bio Terrorism plan, and any other local plans, have been developed and are maintained pursuant to state and federal requirements.

3. Public Information

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.

- Pete Rogers or other designee will serve as the Public Information Officer (PIO). The PIO will work closely with the Director of Phillips County Emergency Management or Coordinator, and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Phillips County Emergency Management to receive disaster-related preparedness, response, recovery, or mitigation information.

- Pre-scripted public service announcements are maintained by the Phillips County Emergency Management.

- The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.

- The Phillips County Emergency Management will prepare pre-scripted news releases that can easily be edited to include disaster specific information.

- The PIO will, at his/her discretion, send disaster updates to local media outlets, and to the Adjutant General's Office, Kansas Division of Emergency Management.

- Additional information is provided in ESF 15.

4. Training and Exercise

All training related to emergency management is coordinated and scheduled through the Phillips County Emergency Management. The Phillips County Emergency Management offers training to all inter-agencies (County, City and others) on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through the Adjutant General's Office, Kansas Division of Emergency Management training section, American Red Cross, the Local Emergency Planning Committees, Fire Department, the and any other organization offering training. The Phillips County Emergency Management provides the notice of training being offered to local response agencies.

Phillips County continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.

- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.

- Courses focus on discipline and agency-specific subject matter expertise.

Phillips County further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. The following courses are required:

- IS 700 - National Incident Management System (NIMS), An Introduction

- IS 800 - National Response Plan (NRP), An Introduction

- ICS 100 Series - Incident Command Systems, An Introduction
- ICS 200 Series - Incident Command System, Basic
- ICS 300 Series - Intermediate Incident Command System
- ICS 400 Series - Advanced Incident Command System

Exercises are a key component in improving all-hazards incident management capabilities. The Phillips County Emergency Management participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW).

The Homeland Security Exercise Evaluation Program (HSEEP) will be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

The following agencies and entities have exercise programs:

Name of Agency	Type of Exercise Program
Phillips Co Health Dept	Public Health
Unified School Districts	Tornado, Fire, and Evacuation Drills
Bureau of Reclamation	Dam Drills
Phillips County Emergency Management	All Hazards
Phillips County Hosital	Public Health

After Action Reviews and Corrective Action Plans

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by the Phillips County Emergency Management. This will be accomplished by drafting a corrective action plan which may include, but not limited to assigning the following actions:

- Change to plans/procedures
- Acquire new or replace outdated equipment/resources
- Train/Re-Train Personnel

Following actual events the same procedure will be used and will be led by Phillips County Emergency Management.

E. Response

Phillips County must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/

disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

1. Local Emergency Operations Center (EOC)

The Phillips County Emergency Management is the facility that is used to coordinate a County response to any major emergency or disaster situation. The Phillips County Emergency Management is located at 205 F St Suite 110
Phillipsburg, KS 67661. The facility serves as the coordination, command and control center for Phillips County. The Phillips County Emergency Management is staffed as prescribed above. Security and maintenance of the Phillips County Emergency Management will be carried out in accordance with the provisions of the most current version of the Phillips County EOP. In the event the Phillips County Emergency Management is threatened, an alternate EOC site may be activated as designated in the Phillips County Emergency Management Continuity of Operations Plan.

The Phillips County Emergency Management will be activated for actual or potential events that threaten Phillips County. The level of activation will be determined by the Director of Phillips County Emergency Management based on the emergency or disaster event.

Additional information on Phillips County Emergency Management, communications, warning points, and field operations has been previously provided above.

2. Public Safety Enforcement Actions

In a large-scale incident law enforcement resources will quickly become overwhelmed, and law enforcement officials will have to balance their resources and efforts between new responsibilities and everyday service demands. The ESF 13 Coordinating Agency will activate mutual aid by contacting law enforcement agencies outside the affected area. Shifts will be assigned and responding law enforcement agents will report to the staging area for assignments. ESF 13 will provide security for the inner and outer sections of the established perimeter. Additional information is provided in ESF 13.

F. Recovery

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander

- To work closely with the Adjutant General's Office, Kansas Division of Emergency Management and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

1. Recovery Field Operations

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

2. Recovery Personnel

- Assessment Team - Teams of qualified personnel, including building inspectors, structural engineers, and architects, who will gather information by performing an assessment of all structures and property in the disaster area; and teams of administrative personnel who will compile the gathered information to facilitate the application process for local, state, and federal disaster assistance programs.

- Community Relations Team - Team is deployed to disseminate information and collect data to assist disaster-affected communities and eligible individuals in receiving assistance. The primary function of this team is to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and registration process.

- Unmet Needs Committee - A committee that helps identify unmet needs and possible assistance. Such committees are comprised of volunteer agencies, private sector representatives, and governmental agencies.

- Human Needs Assessment Team - A team that is deployed immediately after a disaster and before the establishment of a JFO Office to help counties assess and report the immediate needs of disaster victims.

- Insurance Team - A team that is deployed to assist policy owners following a disaster.

3. Damage Assessment

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF 5, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size-up the damage that has occurred and to determine what personnel, equipment and facility resources the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the Phillips County Emergency Management. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The Phillips County Emergency Management may also receive damage assessment information from additional sources: ambulance crews, utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The Phillips County Emergency Management may establish a process where the public can submit damage reports.

The Phillips County Appraiser's Office is the lead for the County’s Damage Assessment Program. Responsibilities include: recruitment and training of team members and the overall management of damage assessment priorities in coordination with ESF 5.

The County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on

losses to businesses.

The Emergency Manager will provide information to the Adjutant General's Office, Kansas Division of Emergency Management within 12-36 hours if possible.

Initial Safety and Damage Assessments

The County will conduct an initial damage assessment using resources to determine the overall extent of damages. The Phillips County Appraiser's Office is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal employees who will assist with damage assessment. Also, members of the fire department have been trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe rainfall event, determine the level of flooding damage. This information will be collected by the Phillips County Appraiser's Office, and provided to the provided to Phillips County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

The impact assessment data provides a County wide general overview of the most significantly impacted areas and, therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. The Phillips County Appraiser's Office maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by the Phillips County Appraiser's Office, and provided to the provided to Phillips County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

Preliminary Damage Assessment

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This will include assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed to complete the damage assessment process. The Adjutant General's Office, Kansas Division of Emergency Management will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

Habitability Assessments

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of the Phillips County Appraiser's Office. When practical, this assessment will be coordinated with the American Red Cross, or other relief agencies.

The municipalities in Phillips County are responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area and the County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to the Phillips County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

The County is responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates to the Phillips County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

Additional damage assessment functions are maintained in the appropriate Phillips County SOPs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.

Priorities of inspections include:

- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Cities and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to Phillips County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

4. Disaster Declaration

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President, federal assistance to disaster victims becomes available under three program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

5. Public Assistance (PA) and Individual Assistance (IA) Activities

Declared Disasters

Public Assistance (PA)

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective actions
- Category C: Road Systems
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Phillips County Emergency Management will work closely with ESF-15 - External Communications to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all Phillips County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained concerning the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. The Phillips County Emergency Management will notify local governments, non-profit agencies and other eligible applicants of scheduled briefings and Kick Off Meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). The Public Assistance applicant briefings include procedures for all aspects of financial management, personnel and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise the Phillips County Emergency Management of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.
- The federal share for reimbursement under most federal declarations is 75 percent. The 25 percent nonfederal share is normally provided from a combination of State and local sources in accordance with policies established by the Executive Office of the Governor and the Kansas Legislature.
- The State serves as the Grantee and eligible applicants are Sub-grantees under the federal disaster assistance program.
- Contractual agreements with Adjutant General's Office, Kansas Division of Emergency Management are executed with applicants with all reimbursements coming through Adjutant General's Office, Kansas Division of Emergency Management.

- Documentation, record keeping, inspections, and final closeouts are overseen and approved by the Adjutant General's Office, Kansas Division of Emergency Management.

Documentation is obtained by Phillips County Emergency Management regarding damage sustained to:

- Roads
- Water control facilities
- Public building and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

Individual Assistance (IA)

If the County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Phillips County will also perform inspections of damaged homes to determine safety. The Phillips County Appraiser's Office will be responsible for coordinating post-disaster habitability inspections. The Phillips County Appraiser's Office will also be responsible for coordinating post-disaster permitting of structures to ensure compliance with all state and local building codes and to maximize mitigation of damages in future disasters.

Non-Declared Disasters

During the recovery stage, a disaster may not be declared at the federal level. It will then fall upon the County to use local funds, available competitive grant funds, or any supplemental funding provided by the State of Kansas to recover from the event.

Similar to a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to the Phillips County Board of County Commissioners (BOCC) for budget and finance approval of local dollars.

6. Disaster Recovery Centers and Staging Areas

Centers that are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, the Federal Emergency Management Agency, and the County where the center is located.

A Disaster Recovery Center (DRC) is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance
- Learn about measures for rebuilding that can eliminate or reduce the risk
- Request the status of their application for Assistance to Individuals and Households

The Director of Phillips County Emergency Management, the State of Kansas and potentially FEMA, will assess the need to open Disaster Recovery Centers and Field Offices, based upon initial damage assessment and human services needs estimates and reports. Phillips County Emergency Management will request that the Adjutant General's Office, Kansas Division of Emergency Management open a Disaster Recovery Center in Phillips County.

Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in Phillips County, the State of Kansas EOC will take the lead and should notify the Phillips County Emergency Management. The State of Kansas EOC will advise if there are resources the County may need to supply include staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.

The County Public Information Officer (Pete Rogers) will provide local media with detailed information on locations of recovery centers, distribution sites and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

7. Unmet Needs

The Phillips County Emergency Management will coordinate the unmet needs recovery function. The Disaster Services Director of the Phillips County Emergency Management or designee will serve as the Unmet Needs Coordinator for Phillips County following a disaster. The Disaster Services Director will be responsible for making contacts and establishing a relationship with community service providers, local churches, community outreach programs and volunteer organizations to be called upon in the event that a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed in the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director will appoint a committee and a chairperson. The committee will be comprised of members from local religious organizations, the Phillips County Emergency Management and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving special needs population and coordination with Community Relations

Teams. The unmet needs committee will be formed on an as-needed basis for a given event. The Disaster Services Director will select the appropriate individuals and organization when the committee is formed.

G. Mitigation

In the aftermath of a disaster, the County's mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses in Kansas are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Comprehensive list of mitigation goals, objectives and tasks
- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement Pre and Post Hazard Mitigation Actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs and guidelines that impact mitigation.

1. Coordination of Mitigation Activities

The Phillips County Emergency Management has been delegated as the lead agency to facilitate and coordinate the activities of the Phillips County Mitigation Planning Committee and subcommittees. The Phillips County's Mitigation Plan identifies the hazards to which Phillips County is vulnerable; assesses the facilities and structures that are most vulnerable to hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

The Phillips County's Mitigation Plan defines the mitigation goals, objectives and initiatives for Phillips County. Annual revisions to the Phillips County's Mitigation Plan are standard, although in the event of a disaster, or if needed, the plan can be updated more frequently.

2. Mitigation Programs

Pre-Disaster Activities

- ***The National Flood Insurance Program (NFIP)*** –The Department of Agriculture, Division of Water Resources (DWR), provides technical assistance to the public and communities on the NFIP. The NFIP provides flood insurance to communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in the community's Special Flood Hazard Areas (SFHAs).
- ***Community Rating System (CRS)*** - Additionally, DWR provides technical assistance to local communities on the Community Rating System (CRS). The CRS is an integral part of the NFIP. Through reduced flood insurance premiums, the CRS provides incentives to

communities that go beyond the minimum flood plain management requirements established through the NFIP.

- ***Flood Mitigation Assistance (FMA) Program*** – Adjutant General's Office, Kansas Division of Emergency Management administers the FMA. This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a 25 percent non-federal match requirement. The overall goal of the FMA is to fund cost effective measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.

- ***Repetitive Flood Claims (RFC) Program*** - Adjutant General's Office, Kansas Division of Emergency Management administers the RFC. The goal remains to reduce flood damages to individual properties for which one or more claim payments for losses have been made under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.

- ***Severe Repetitive Loss (SRL) Program*** - Adjutant General's Office, Kansas Division of Emergency Management administers the SRL. The goal remains to reduce flood damages to residential properties that have experienced severe repetitive losses under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.

- ***Pre-Disaster Mitigation (PDM) Program*** - Adjutant General's Office, Kansas Division of Emergency Management administers the PDM. The PDM is designed to assist States, Territories, Indian Tribal governments, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.

- ***State Hazard Mitigation Planning*** - The State Hazard Mitigation Plan is updated every three years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer (SHMO) as necessary. Additionally, the mitigation staff continues to provide technical assistance to communities on the development, implementation, and maintenance of local mitigation strategies.

Post Disaster Activities

- ***Hazard Mitigation Grant Program (HGMP)*** - Adjutant General's Office, Kansas Division of Emergency Management administers the HGMP. HGMP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the Presidential major disaster declaration in the areas of the State requested by the Governor.

- ***406 Mitigation*** - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PW's). The award of

Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

V. ADMINISTRATION, FINANCE AND LOGISTICS

A. Documentation

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. The Phillips County Emergency Management will document activities on a situation reports, common operating pictures, and/or WebEOC. Such documentation is crucial for the following reasons:

- Documentation is the key to recovering emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
- Documentation provides a legal account of the actions which took place before, during and after an emergency.
- Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, documentation is provided to Phillips County Emergency Management to maintain an archive for the required time period, after such time archival documents are protected at a designated location.

During after action review the documentation will be used to identify:

- Actions taken (or not taken)
- Resources expended
- Economic and human impacts
- Lessons learned and possible improvements
- Possible mitigation measures that could be taken
- Key impacts and damages

B. Finance

Funding

- During local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency's budget. However, agencies may request reimbursement or additional funds that may be provided through the county's general funds or other legal funding mechanisms available to the local jurisdiction (non-funded warrants, etc.) if an agency's outlay exceeds their budget.
- In the event of a federal declaration, some expenses and/or reimbursements are available to affected agencies through Public Assistance Grants.

Disaster Assistance

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions/citizens may qualify for federal assistance. Such assistance has been described above and will be further described in ESF 14. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

The Phillips County Clerks Office will manage and oversee the financial aspects of the Public Assistance Programs. The Phillips County Clerks Office will work closely with Phillips County Emergency Management and the Phillips County Board of County Commissioners (BOCC) to identify funds for the recovery effort, to include response, recovery and mitigation functions.

Tracking Local Disaster Costs

In the event of a federally declared disaster, Phillips County Emergency Management may ask the County's Financial Officer to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of Phillips County Emergency Management.

Insurance and Cost Recovery

The Phillips County Clerks Office, in coordination with the Phillips County Emergency Management or other designee, will coordinate all insurance actions pertaining to County property. The Phillips County Clerks Office coordinates all financial activities relating to recovery operations.

Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF 6 provides the concept of operations for pet sheltering and documentation of costs.

C. Logistics

Identifying Resource Gaps

The Local Emergency Planning Committee (LEPC) will determine the priorities for resource needs based on identified gaps.

The LEPC using input and data from the regional capability assessment (see file archive), Department of Homeland Security, local intelligence and threat assessments, will provide a high level determination of resource needs. These assessments will take into account specific threats as well as potential all-hazard threats and response capability.

Resource and logistic response will be prioritized and accomplished under the direction of the EOC Manager. Information from Field Incident Commanders and Incident Action Plan priorities will be used to prioritize multiple requests. Resource requests will be met dependent on incident

type and the responding entities available or anticipated resource requirements. All resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

Contracting

The following locations provide a list of contractors for Phillips County:

- Attached to the file archive of this plan is a list of contractors that could be used to support emergency operations.
- The CRMCS has the functionality to enter contractor support and can be retrieved during an emergency.
- Phillips County can access the state contracting website at http://www.da.ks.gov/purch/Contracts and query for available state contracts applicable to political subdivisions (i.e. counties, cities, etc.)
- County resource battle books with specific contracting lists.

Requesting State Assistance

Coordination of resource needs:

- When local municipal resources are committed, the Phillips County Emergency Management will coordinate assistance to satisfy resource needs.
- If the County requires additional assistance, it will call mutual aid from adjacent counties and regional resources
- Only the Phillips County Emergency Manager or his/her documented designee, is authorized to request resource support from the Adjutant General's Office, Kansas Division of Emergency Management
- Adjutant General's Office, Kansas Division of Emergency Management will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster that threatens to exceed the capabilities and resources of the state.

Each agency tasked within this plan, is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Phillips County Emergency Management and the ESF 7 Coordinating and Primary Agency.

Key Logistics Facilities

Potential locations for Staging Areas and Points of Distribution sites (PODS) are identified annually by Phillips County Emergency Management. Predetermined Staging Areas and PODS include:

Phillips County Points of Distribution:

Phillips County Staging Area:

Phillipsburg High School Parking Lot
240 S 7th St
Phillipsburg, KS 67661

Phillips County Landing Zones:

City of Phillipsburg Airport
1700 S 7th St
Phillipsburg, KS 67661

Pre-Staging

Certain situations will require pre-staging assets. Identifying these resources and triggers points to utilize such resources are based on the phases indicated in the Phillips County Incident Action Plan (IAP). The IAP will be developed in preparation of or during an emergency or disaster situation.

Fuel

Fuel will be procured using local economy. Local incident command will provide the desired location of fuel purchasing if applicable for the incident. ESF 7 and ESF 12 provide further detail concerning procuring fuel.

Security

Security at each staging area will be accomplished by mission assigning ESF 13. ESF 13 provides further detail.

VI. CONTINUITY OF OPERATIONS / CONTINUITY OF GOVERNMENT

All Phillips County government agencies are encouraged to develop and implement Continuity of Operations Plans (COOP) to ensure that a viable capability exists to continue their essential functions of government services. Planning and training efforts for COOP is closely coordinated with the EOP and actions. This serves to protect and preserve essential records/documents deemed essential for continuing government functions and conducting post-disaster operations.

Continuity of Government is also an essential function of Emergency Management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegation of Emergency Authority, Emergency Actions, safeguarding essential records, and protection of government resources are adhered within the State of Kansas constitution, statutes and administrative rules.

VII. REFERENCES AND AUTHORITIES

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this EOP is not intended to incorporate them by reference.

Relationship to Other Plans

In addition to the Phillips County EOP, the following plans have been developed and are maintained pursuant to state and federal requirements. In addition they have been incorporated in the EOP annexes:

- Hazardous Materials
- Mitigation Plan / Local Mitigation Strategy
- Special Needs
- Continuity of Operations / Continuity of Government (COOP/COG)
- Terrorism
- Other

References:

- **Federal Bureau of Investigation's Concept of Opera** - Federal Bureau of Investigation's Concept of Operations for Weapons of Mass Destruction
- **Federal Radiological Emergency Response Plan**
- **National Incident Management System (NIMS)** - National Incident Management System (NIMS)
- **National Response Framework (NRF), Fourth Edition, October 2019.** - National Response Framework (NRF)
- **Kansas Planning Standards** - The (KPS) is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans (LEOPs).
- **Kansas Recovery Plan** - The State of Kansas Disaster Recovery Plan (KDRP) builds upon the Kansas Response Plan to align local response and recovery coordination with support from state partners. The KDRP outlines the authorities, organization, and key processes for implementing Kansas' disaster recovery strategy.
- **Kansas Response Plan** - The (KRP) is designed to address natural and man-made hazards that could adversely affect the State of Kansas. The KRP applies to all State government departments and agencies that are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post disaster phase.

Authorities:

- **44 CFR 350** - of the Code of Federal Regulations.
- **44 CFR Part 10** - Environmental Considerations.
- **44 CFR Part 13** - (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- **44 CFR Part 14** - Audits of State and Local Governments.
- **44 CFR Part 206** - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- **44 CFR Parts 59-76** - National Flood Insurance Program and related programs.
- **50 CFR, Title 10** - 50 CFR - Title 10 of the Code of Federal Regulations.
- **National Flood Insurance Act of 1968, 42 U.S.C. 4101** - As amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- **Public Law 101-549** - Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- **Public Law 101-615** - Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- **Public Law 106-390, Disaster Mitigation Act 2000** - Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- **Public Law 107-296, 116 Stat. 2135 (2002)** - Public Law 107-296, 116 Stat. 2135 (2002) (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), ESTABLISHED THE Department of Homeland Security with the mandate and legal authority to protect the American people from the continuing threat of terrorism.
- **Public Law 833-703** - amendment to the Atomic Energy Act of 1954.
- **Public Law 84-99,33 U.S.C. 701n** - Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- **Public Law 85-256, Price-Anderson Act** - 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.
- **Public Law 89-665,16 U.S.C. 470** - National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.

- **Public Law 91-671, Food Stamp Act of 1964** - in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.

- **Public Law 93-234** - Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.

- **Public Law 93-288, as amended, 42 U.S.C. 5121** - et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.

- **Public Law 95-510, 42 U.S.C. 9601** - et seq, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.

- **Public Law 99-499** - Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.

- **Regulatory Improvement Act of 1994** - Regal Community Development and Regulatory Improvement Act of 1994.

- **Stewart B. McKinney Homeless Assistance Act** - 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.

- **Kansas Administrative Regulation 56-2-1 and 56-2** - These regulations define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators.

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- **Kansas Statutes Annotated (KSA) 48-9a01** - This Emergency Management Assistance Compact (EMAC) is a mutual aid agreement and partnership that allows states to assist one another during emergencies. Emergency Management Assistance Compact establishes a firm legal foundation for States to send assistance to, and receive assistance from other States.

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- **KSA 12-16, 117** - This state statute empowers municipalities (counties and cities) to establish policies regarding the rendering of aid to other municipalities during times of declared emergencies/ disasters. It streamlines the process of mutual aid over the “interlocal agreement” mechanism contained in KSA 12-2901.

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- **KSA 48-904 through 48-936** - These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.

- **KSA 48-904 through 48-936** - These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.

- **KSA 48-950** - This statute states that all political subdivisions within the state are automatically a part of the Kansas mutual aid system unless they elect to opt out. This statute does not supercede any existing agreements, nor does it preclude the establishment of any supplemental agreements between specific jurisdictions.

- **KSA 65-5701 through 65-5711** - These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning Committee (LEPC) in each county.

- **KSA 65-5701 through 65-5711** - These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the

Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning Committee (LEPC) in each county.

- **State of Kansas Executive Order 05-03** - This Executive Order designates the National Incident Management System (NIMS) as the standard for incident management in the State of Kansas.

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- **Mutual Aid/Assistance Agreements between Phillips County** - Mutual Aid/Assistance Agreements between Phillips County, Kansas and other communities and jurisdictions.

- **Phillips County, Kansas Resolution #354** - dated September 3, 1996, establishing the Phillips County Emergency Management Office.

Memorandums of Understanding and Agreements:

Other

- **Salvation Army** - There is a statewide mutual aid agreement for the Salvation Army.

ESF 1 - Transportation

Coordinating Agency:
Phillips County Highway Department

Primary Agency:
Phillips County Emergency Management
Phillipsburg General Public Transportation Department

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Office of Public Affairs
American Red Cross
Kansas Department of Transportation
Kansas Highway Patrol
Local Emergency Planning Committee (LEPC)
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Public Information Officer

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 1 is to provide resources of member agencies to support emergency transportation needs in Phillips County.

B. Scope

1. ESF 1 addresses both emergency transportation assistance and the maintenance of transportation routes. Specifically, it discusses:

    a. Evacuation of people and resources

    b. Restoration of transportation infrastructure

    c. Coordination of resource movement

    d. Traffic restrictions and transportation safety

    e. Mutual aid and private sector transportation resources

2. Encompassed in this ESF is information on standard operating procedures for emergency routes, movement of responders, victims and supplies associated with response and recover efforts following a major disaster, egress and ingress information. Also included is information on major surface transportation routes as well as transport of services critical to the welfare of the citizens of Phillips County.

II. Concept of Operations

A. General

1. ESF 1 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 1 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 1 will work with its support agency counterparts to seek and procure, plan, coordinate and/or direct the use of required assets.

4. Throughout the response and recovery periods, ESF 1 will evaluate and analyze information requests to move people, materials, equipment and other resources as necessary; develop and update assessments of the transportation service situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.

5. The concept of disaster management guidelines and concepts regarding technological hazards involving transportation disasters for highway, railroad, pipeline, and water, is applicable to other natural disasters, as the situation may warrant.

6. The concept of air traffic management procedures and concepts regarding transportation is applicable to other man-made and natural disasters, as the situation may warrant. Local airport authorities are responsible to monitor and oversee air space within and surrounding the disaster-impacted area, along with air transportation issues during an emergency. Airport authorities may delegate use of specified air space for law enforcement and response (search and rescue, etc.).

B. Traffic Management

1. The Phillips County Sheriff's Department is responsible for conducting actual evacuation efforts, for designating evacuation routes, providing traffic and movement control, barricade placement, and coordination of road closures and alternate routes. The process and protocols are in accordance to agency SOGs.

   The Phillips CountySheriff's Department will coordinate with State and KDOT authorities for traffic control of State and Federal highways

C. Evacuations

1. The Phillips County Emergency Management is responsible for advising the County Commissioners and City Governments on the evacuation decision, coordinating evacuation support activities, providing for special transportation, and managing resources.

   The emergency functions detailed in this ESF plays a role in successfully carrying out an evacuation in Phillips County. The overall responsibility for issuing evacuation advisories rests with the Chief Executives of the affected political subdivisions; however, the on-scene Incident Commander (IC) can make a decision to initiate voluntary evacuation when there is an immediate need in order to protect lives and provide for public safety. Coordination of a major evacuation support effort may be carried out by the Emergency Management Director.

   The Incident Command Team is tasked to develop and implement an Emergency Action Plan (EAP) based on disaster-specific parameters for evacuation, including special procedures, routes, lane reversal/closures, etc. in coordination with KHP and State authorities as the situation may warrant. Evacuation procedures are based on the hazard-specific parameters for natural, technological (chemical), and civil hazards as they impact the County. **The Incident Commander will appoint resource personnel to register and control the tracking of all evacuees.**

   - Weather conditions

- Evacuation routes, their capacities and susceptibilities to hazards
- The availability and readiness of shelters
- Modes of transportation for evacuees and for those unable to provide their own transportation.
- The location of functional needs groups who pose unique problems, as the evacuation itself could be more life threatening to these groups then the initial hazards.
- Physical barriers, lack of transportation and time consumption

2.

Sheltering-in-place would be the primary option if moving the affected population would cause undue hardship or endangerment. In the event of natural hazards, sheltering-in-place may be the default option. Sheltering-in-place would normally be for a short amount of time, where food and water needs would not be critical. ESF 6 - Mass Care, Housing and Human Services, Attachment 6.11 - Shelter anticipates protective actions to be taken in response to disaster.

There are numerous transportation routes throughout the county that may become critical during emergency situations. For a map of Phillips County reference Attachment 1.3 – Primary and Alternate Transportation Routes, KDOT Highways and County Roads Map.

Evacuation may be only one protective alternative. Care must be exercised so as not to pose more danger to the affected population. Some considerations are as follows:

3. Natural Hazards

In tornadoes or other violent weather, there are a number of actions which should be taken. In general, when climatic conditions for a tornado exist, the National Oceanic and Atmospheric Administration (NOAA) office will issue a tornado watch. If the watch area includes Phillips County, that information will be transmitted to the public by both radio and television via the Emergency Alert System (EAS) and cable television (TV) over-ride system. During a tornado watch condition, people can continue their normal activities. If a tornado is sighted, a tornado warning will be issued. A warning period could be extended due to an additional sighting or if tornado conditions persist in the area. These decisions will be made by the [LocalEMA] Director with cooperation from the EOC Staff, the National Weather Service and local storm spotters.

In the event of flooding or flash flooding, some low-lying areas may have to be evacuated. Warnings will be provided in accordance with ESF 2 - Communications. Small scale evacuations will be coordinated through the EOC. Law Enforcement personnel will have the primary responsibility for on-scene control.

However, the Emergency Operations Center (EOC) will normally have been activated because of the primary hazard event. Overall, executive direction and control of the disaster and any ensuing evacuation will be coordinated from the EOC.

4. Technological Hazards

   In cases of a hazardous materials disaster, the Incident Commander may be either a law enforcement officer or member of a fire department. However, the Chairman of the Phillips County Board of County Commissioners or designee will be advised of the situation as soon as possible.

   Evacuation of an area within 2,000 feet of the disaster site (or in accordance with the facilities Risk Management Plan (RMP)) will be accomplished immediately by law enforcement officers upon the declaration of a disaster or emergency by the Incident Commander. The routes of evacuation and staging areas for the evacuees will be determined by the Phillips County Sheriff's Department Coordinator or the senior law enforcement person at the Command Post with the assistance of the Incident Commander. Once a 2,000 foot radius area from the disaster site has been evacuated, law enforcement personnel will stand ready to evacuate additional areas if required. This will be accomplished by orders from the Incident Commander through the Law Enforcement Liaison at the Command Post. However, the Emergency Operations Center (EOC) will normally have been activated because of the primary hazard event. Overall, executive direction and control of the disaster and any ensuing evacuation will be coordinated from the EOC.

   There presently exist several industrial facilities within Phillips County that use, store, or transport hazardous and extremely hazardous chemicals. The Risk Management Plans (RMP) for these facilities are on file with the Phillips County Emergency Management Director. These plans, although not specifically included in this plan, are considered a reference. In the event that any additional industrial firm locates to Phillips County, they will be required to submit their own evacuation plan to the Phillips County Emergency Management Director.

5. Radiological Hazards

   There are many ways an individual can be exposed to radioactive materials, but it is assumed that the most likely scenario would be a transportation accident. In Phillips County various forms of transportation may be used to transport these materials. Radiological response is considered part of hazardous materials response and would be conducted by Regional HazMat Team, or other State Regional Response Team as necessary.

6. Civil Hazards

   Most businesses, schools, hospitals, nursing homes, etc., have developed internal plans for providing expedient shelter within their facilities. While the county does not have any designated shelters for protection from natural or technological hazards, it does coordinate the activation of shelters for the purpose of providing mass care & shelter for persons displaced from their homes. (For more information, see ESF 6 Mass Care, Housing, and Human Services)

7. Warning and Evacuation Notification

   The Public Information Officer (PIO) is responsible for dissemination of emergency related information when activated. Overall duties and responsibilities for

communications and warnings are provided in ESF 2 - Communications for the general and functional needs populations in the county. Additional information related to public information is provided in ESF 15 - External Affairs/Emergency Public Information.

8. Evacuees with pets

   This Emergency Operations Plan is focused on the preservation of people, property, and the environment. The sheltering of domestic animals, when feasible, will be accomplished by each individual owner working with private veterinarians and animal care facilities in the county. Reference ESF 6 – Mass Care, and Attachment 6.14 - Animal Health, for county guidelines for centralized veterinary service activities to address domestic animal needs.

9. Civil hazards and Functional Needs Populations

   Facilities within Phillips County such as schools, licensed day-care facilities, hospital, and nursing homes are required to develop and maintain Emergency Operations Plans that includes evacuation plans and resources necessary to protect students, staff and facilities. Although not specifically included in this plan, they are attached by reference. The County will provide evacuation support resources, as available.

   Reference the County “Contingency and Sensitive Needs Populations Resources” link under the Reports heading in the HAZVAT Menu toolbar.

   The guidance for allowing reentry to the impacted area will be disaster specific and consider the type of hazard. The specific criteria will developed by the Executive Staff of the EOC based on recommendations made by Phillips County Road and Bridge Department / Municipal Public Works cleanup crews, Health and Safety considerations, and other pertinent functions of the response effort. The authority to reenter an evacuated area will be provided from the EOC and will be communicated in writing to the agency in control of the evacuated area and notice provided to the Public Information Officer for general dissemination.

10. Transportation Infrastructure

    It is the responsibility of the Primary Agency to monitor and report status of and damage to transportation systems and infrastructure as a result of a disaster.

    Pertinent information is forwarded to the EOC through protocols established in ESF 2 - Communications. Generally, this will be via 2-way radio communications. Required information will be posted by the EOC using the WebEOC interface. Upon activation of the ESF, each ESF shall have representation in the Emergency Operations Center, or designated area, to support continuity and reporting.

    Individual Agency reporting requirements will be established by each primary and support agency to meet the needs of their respective organization.

    The ESF representative will attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

11. Continuity of Operations

ESF 1 shall identify temporary transportation solutions implemented by others when systems or infrastructure are damaged, unavailable, or overwhelmed.

ESF 7 Resource Support will supply information pertaining to potential volunteer groups, contract vendors, and other entities that may be able to supplement resources. Responsibilities for transportation include:

- Accomplishing necessary actions to assist with emergency evacuation and re-entry of impacted areas.
- Processing transportation assistance requests that have been funneled through other ESF's
- Prioritizing and allocating public and private resources for transportation to and from the impacted areas.

Immediately following a severe storm or disaster, the Primary Agency will assess the overall status of the transportation system in the county and begin determination of potential needs and resources. Reference the maps provided as attachments to this ESF.

ESF 1 Primary and Support Agencies are responsible for compiling information from a variety of sources, including key transportation associations and transportation providers to report specific damages sustained, ongoing recovery efforts, alternatives planned or implemented by others, and assessments of the impact.

B. Direction and Control

1. The ESF 1 Coordinating Agency is Phillips County Highway Department which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff member serving as ESF 1 Coordinator is appointed by and located in the Phillips County Highway Department. When ESF 1 support is necessary, the ESF 1 Coordinator coordinates all aspects of ESF 1.

2. The ESF 1 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding transportation for Phillips County are made at the Phillips County Emergency Management by the ESF 1 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section and associated staff at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 1, each primary and/or support organization assisting ESF 1 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 1. Mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. The Primary Agency is responsible for information management in support of this ESF. It is anticipated that when mobilizations and/or evacuations are completed the majority of the requests for transportation will be initiated by other ESFs to assist in providing aid to those in need.

    b. This ESF will be activated at the discretion of Phillips County Emergency Management.

    c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

    d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Kansas Department of Transportation is the designated lead agency for State transportation services and may provide a liaison to facilitate requests for transportation service resources to local Emergency Operations Centers.

    b. During an emergency or disaster event, the primary and support agencies of ESF 1 at the State of Kansas EOC will report to the Infrastructure Services Branch Chief, who reports to the Response Section Chief under the overall direction of the SEOC Manager.

    c. The Kansas Department of Transportation, in coordination with Kansas Highway Patrol, develops and maintains the overall ESF 1 Annex. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Kansas Response Plan.

D. Alerts and Notifications

1. The Phillips County Highway Department and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF 1 Coordinator when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 1 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 1. If additional support is required, the ESF 1 coordinating and primary agencies may jointly manage ESF 1 activities.

4. Upon instructions to activate or placement of ESF 1 on standby, Phillips County Highway Department will implement procedures to notify all ESF 1 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance

E. Actions

1. Actions carried out by ESF 1 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 1 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Highway Department	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Participate in training, drills, and exercises.
2	Identify resources to assist with evacuation and movement of people.
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
2	Coordinate the pre-positioning of resources with other agencies.
3	Coordinate with response agencies and EOC regarding the operational capabilities of the transportation system.
4	Assist in initiating traffic management operations and control strategies.
5	Assist establishing alternate routes of access required due to road closures.
Recovery (Post Event) Actions for ESF 1 - Transportation	

1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Evaluate response and recommend changes to ESF-1 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Prioritize emergency repair and restoration of transportation infrastructure.
6	Identify transportation reentry criteria and reentry routes.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-1 representative for update of mitigation plan.
4	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-1 tasks.
2	Identify who is responsible for initial notification of ESF-1 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-1 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
6	Develop and maintain ESF-1 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Identify resources to assist with evacuation and movement of people.
10	Identify guidance for evacuation of vulnerable facilities.
Response (During Event) Actions for ESF 1 - Transportation	
1	Designate personnel to coordinate ESF-1 activities in EOC.
2	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.
3	Coordinate the pre-positioning of resources with other agencies.
4	Coordinate with response agencies and EOC regarding the operational capabilities of the transportation system.
5	Coordinate with other agencies to recommend evacuations.
6	Coordinate and/or provide transportation resources to support evacuations and movement of people.
7	Coordinate the transportation of evacuated animals to designated shelters.
8	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
9	Assist in initiating traffic management operations and control strategies.
10	Assist establishing alternate routes of access required due to road closures.

11	Coordinate the management of air resources with other agencies.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-1 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Continue to coordinate transportation of equipment, supplies and people until authorized to demobilize.
7	Provide personnel and resources to support damage assessment teams.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-1 representative for update of mitigation plan.
4	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.

Primary: Phillipsburg General Public Transportation Department	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate with other agencies to recommend evacuations.

Supporting: Adjutant General's Office, Kansas Division of Emergency Management	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the management of air resources with other agencies.

Supporting: Kansas Department of Transportation	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
2	Assist in initiating traffic management operations and control strategies.
3	Assist establishing alternate routes of access required due to road closures.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Participate in after action meetings and prepare after action reports as requested.
3	Prioritize emergency repair and restoration of transportation infrastructure.
4	Identify transportation reentry criteria and reentry routes.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Provide ESF-1 representative for update of mitigation plan.
3	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.

Supporting: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Identify resources to assist with evacuation and movement of people.
2	Identify guidance for evacuation of vulnerable facilities.
Response (During Event) Actions for ESF 1 - Transportation	
1	Provide field support for emergency responders at the scene
2	Coordinate with other agencies to recommend evacuations.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Identify transportation reentry criteria and reentry routes.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.

Supporting: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Identify resources to assist with evacuation and movement of people.
2	Identify guidance for evacuation of vulnerable facilities.
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate and/or perform damage assessments on infrastructure, transportation systems, facilities and equipment.

Supporting: Phillips County Public Information Officer	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Collect, process, and disseminate information to and from the EOC.
Response (During Event) Actions for ESF 1 - Transportation	
1	Manage the collection, processing, and dissemination of information between ESF-1 and EOC or incident command
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF1

Black Dog Veterinary Services	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the transportation of evacuated animals to designated shelters.

City of Agra	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Glade	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Kirwin	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Logan	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Long Island	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Phillipsburg	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Phillipsburg Public Works	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Identify resources to assist with evacuation and movement of people.
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.
2	Coordinate the transportation of evacuated animals to designated shelters.
3	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Participate in after action meetings and prepare after action reports as requested.
2	Prioritize emergency repair and restoration of transportation infrastructure.
3	Identify transportation reentry criteria and reentry routes.
4	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

City of Prairie View	
Response (During Event) Actions for ESF 1 - Transportation	
1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

City of Speed
Response (During Event) Actions for ESF 1 - Transportation

1	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.

Phillips County Appraiser's Office	
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Provide personnel and resources to support damage assessment teams.

Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Identify guidance for evacuation of vulnerable facilities.

Phillips County Reitrement Center	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Identify guidance for evacuation of vulnerable facilities.

Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Participate in training, drills, and exercises.
2	Identify resources to assist with evacuation and movement of people.
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate with other agencies to recommend evacuations.
2	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
3	Assist in initiating traffic management operations and control strategies.
4	Assist establishing alternate routes of access required due to road closures.
5	Coordinate the management of air resources with other agencies.
Recovery (Post Event) Actions for ESF 1 - Transportation	
1	Identify transportation reentry criteria and reentry routes.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-1 representative for update of mitigation plan.

State Animal Response Team (SART)	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate and/or provide transportation resources to support evacuations and movement of people.
2	Coordinate the transportation of evacuated animals to designated shelters.

Suschland Veterinary Services, Inc.	
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate the transportation of evacuated animals to designated shelters.

The Animal Hospital
Response (During Event) Actions for ESF 1 - Transportation

1	Coordinate the transportation of evacuated animals to designated shelters.

USD #325, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate with other agencies to recommend evacuations.
2	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
3	Assist in initiating traffic management operations and control strategies.
4	Assist establishing alternate routes of access required due to road closures.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Provide ESF-1 representative for update of mitigation plan.
3	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.

USD #326 Logan	
Preparedness (Pre-Event) Actions for ESF 1 - Transportation	
1	Participate in training, drills, and exercises.
Response (During Event) Actions for ESF 1 - Transportation	
1	Coordinate with other agencies to recommend evacuations.
2	Assist in making decisions regarding closures, restrictions, and priority repairs to transportation routes.
3	Assist in initiating traffic management operations and control strategies.
4	Assist establishing alternate routes of access required due to road closures.
Mitigation Actions for ESF 1 - Transportation	
1	Participate in the hazard identification process to identify and correct vulnerabilities.
2	Provide ESF-1 representative for update of mitigation plan.
3	Identify and correct potential shortfalls in the ability to use emergency access and egress routes and available transportation resources.

IV. Financial Management

A. ESF 1 is responsible for coordinating with Phillips County Clerks Office to manage ESF 1 expenses relevant to an event.

B. During a response, each agency/department fund disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. It shall be the responsibility of the Phillips County Transportation Coordinator to act as, or designate an individual to serve as the Transportation Coordinator in the event of a disaster requiring the evacuation or movement of personnel, equipment, resources, and/or supplies to mitigate the emergency at hand.

2. Emergency response and recovery operations conducted under ESF 1 will be in accordance with the National Incident Management System (NIMS).

3. Succession of authority will be managed internally for the Primary and each Support Agency. Chain of Successions will be provided from the Primary and each Support Agency to Phillips County Emergency Management.

4. Kansas Statute 48-950 provides for all political subdivisions within the State of Kansas to be automatically included as a part of the Kansas mutual aid system.

5. The designated coordinator shall maintain records of expenditures and document resources utilized during recovery in accordance with ESF 7 Resource Support policies and guidelines and report these records to the Primary Agency.

6. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

State

1. State and Federal Authorities

2. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 2 - Communications

Coordinating Agency:
Phillips County Emergency Management
Phillips County Sheriff's Department

Primary Agency:
Phillips County Emergency Management
Phillips County Sheriff's Department

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Office of Emergency Communications
Agra City Fire Department
Kansas Department of Transportation
Kirwin City Fire Department
KKAN-KQMA Radio (media)
KKQY 101.9 Hays (media)
Logan City Fire Department
Long Island/Prairie View City Fire Department
Nex-tech
Phillips County Municipalities (All Departments)
Phillips County REACT (Radio Operators)
Phillips County Rural and City Fire Departments
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillipsburg City Fire Department
Phillps County Review (media)
Stateline Shopper (media)
The Advocate
U.S. Department of Transportation (USDOT)
USD #325, Phillipsburg

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 2 is to provide resources of member agencies to support emergency communications needs in Phillips County. The purpose for the allocation of these assets are:

    a. Establish and maintain communications between and among the key facilities that are integral to efficient disaster operations.

    b. Ensure that the Emergency Communications Center is prepared to respond to emergencies, recover, and mitigate their impacts.

c. Ensure that the Emergency Communications Center is prepared to provide the mission essential communications services required during normal operations.

B. Scope

1. ESF 2 coordinates actions to provide temporary communications to support incident management and facilitates the restoration of the communications infrastructure. Specifically, ESF 2 addresses the following:

    a. Communications interoperability among field response units

    b. Primary and back-up communications systems

    c. Communications to and from the Emergency Operations Centers (EOCs)

    d. Sources for communications augmentation such as Amateur Radio

    e. Other communications systems to support emergency operations.

II. Concept of Operations

A. General

1. ESF 2 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 2 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 2 will work with its support agency counterparts to seek and procure, plan, coordinate and/or direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 2 will evaluate and analyze information communications requests; develop and update assessments of the communications service situation and status in the impact area; and to undertake contingency planning to meet anticipated communications demands or needs.

5. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

6. The Phillips County Emergency Management / Phillips County Sheriff's Department will support the establishment of communications between key facilities. These facilities have a key role in emergency response and recovery under the National Incident Management System.

7. **County Warning Point**

   The emergency communications and 24-hour warning point is located in the Phillips County Sheriff's Office in the Phillips County Courthouse, located 301 State Street in Phillipsburg, Kansas. Normal day to day communications are handled through the Law Enforcement Center 911 and Dispatch Office. Sufficient communications and warning equipment/capabilities are available to organize and coordinate the communications necessary for most emergency and nonemergency situations.

   The Emergency Management Director determines whether to activate ESF 2 based upon information from initial reports and other local authorities. For incidents where ESF 2 is not activated, the Coordinator may elect to use the existing resources of the EOC to organize and coordinate communications support.

8. **Public Information and Warning**

   The Public Information Officer (PIO) is responsible for dissemination of emergency related information when activated. Overall duties and responsibilities for communications and warnings are provided in Attachment 2.6 - Organization and Assignment of Responsibilities of Notification. Additional information related to public information is provided in ESF 15 - External Affairs/Emergency Public Information.

   Phillips County uses emergency warning systems such as sirens and/or other audible alerts (EAS, etc.), to warn residents of impending danger. In these situations, cable TV providers and local TV stations are notified to institute open captioning and public notice announcements, in accordance with the CEOP Basic Plan. Law enforcement and fire departments may tasked in this CEOP Basic Plan and the respective ESF plans to be prepared to conduct loud speaker announcements, vehicular siren notifications, and door-to-door alerts. Emergency management or the tasked ESF Coordinator may use the Vulnerable Population Voluntary Registry to identify the concentration areas in order to prepare contingency planning for vulnerable population residents.

   The following types of equipment are located in the Emergency Operations Center and are utilized for numerous types of activities and are available in the event of a disaster situation. The EOC contains updated maps of the State of Kansas, Phillips County, and cities within Phillips County. It also includes status boards required for tracking disaster events and actions.

Communications		
Communication: 800 mhz radios		
Priority: High	**Type:** Other	**Quantity:**

Description: External Use, Mobile, Secure - An 800MHz radio system is a blend of traditional two-way radio technology and computer-controlled transmitters. The system's main advantage is that radio transmitters can be shared among various departments on campus, with the aid of computer programming. Virtual radio groups called "talk groups" are created in software to enable private departmental conversations. This gives the new system the appearance of having many "frequencies," when in fact everyone is sharing only a few.		
Communication: Cell Phones		
Priority: High	**Type:** Other	**Quantity:**
Description: External Use, Mobile - Cell phones allow for person to person mobile voice and text communications.		
Communication: Government Emergency Telecommunications Service (GETS)		
Priority: High	**Type:** Other	**Quantity:**
Description: External Use, Mobile, Secure - The Government Emergency Telecommunications Service (GETS) provides National Security/Emergency Preparedness (NS/EP) personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful. It is designed for periods of severe network congestion or disruption, and works through a series of enhancements to the Public Switched Telephone Network (PSTN). GETS is in a constant state of readiness. Users receive a GETS "calling card" to access the service. This card provides access phone numbers, Personal Identification Number (PIN), and simple dialing instructions.		
Communication: Internet and Email		
Priority: High	**Type:** Data	**Quantity:**
Description: Internal Use, External Use - The internet is used to access email systems, post information on websites, and access situational information.		
Communication: Mobile Communications Center		
Priority: High	**Type:** Other	**Quantity:**
Description: Internal Use, External Use, Mobile, Secure - A mobile communications center provides mobile emergency response capability, interconnectivity and interoperability between federal, state and local emergency response entities. Its primary purpose is to provide the capability to establish an alternate Emergency Operations Center (EOC) anywhere in the County. In addition to serving as a network hub for the County's alternate EOC, this asset is available to assist local agencies who have lost connectivity. It may be hardwired to local power, telephone, cable television and internet systems or operated independently with onboard generators and satellite connectivity for telephone and data connectivity.		

Communication: VHF ES Tower System		
Priority: High	**Type:** Voice	**Quantity:**
Description: - Phillips County EMS and Phillips Co Fire Dept utilize the ES VHF system with four towers located throughout the county. One in Phillipsburg,one in Long Island, one in Logan and one south of Kirwin. Every emergency response vehicle is equipped with a mobile and there are numerous handhelds in each department.		
Communication: VHF Paging system		
Priority: High	**Type:** Voice	**Quantity:**
Description: External Use, Mobile - Phillips Couny has four paging repeaters located on towers in Logan, Long Island, Agra, and Phillipsburg. Most all of the emergency response personnel in the county carry a pager to receive emergency and informational pages.		
Communication: NOAA Weather radio tower - Kirwin KS		
Priority: High	**Type:** Voice	**Quantity:**
Description: External Use - Phillips County Emergency Management coordinates with the National Weather Service in Hastings in the day to day operations of the NOAA Weather radio tower to distribute weather information to the following counties: Phillips, Rooks, Smith, Osborne counties in Kansas.		
Communication: Warning Sirens		
Priority: High	**Type:** Other	**Quantity:** 9
Description: External Use - Sirens are located in Agra, Kirwin, Glade, Logan, Prairie View, Phillipsburg (3), Long Island		
Communication: MOTOBRIDGE		
Priority: High	**Type:** Other	**Quantity:**
Description: External Use, Secure - A statewide fixed-site communications interoperability gateway available to emergency responders is called MOTOBRIDGE. This system consists of 76 tower sites owned by the Kansas Department of Transportation and operated by the Kansas Highway Patrol dispatch center in Salina. The MOTOBRIDGE can handle VHF Low Band State channels (50-60 MHz), VHF High Band National channels (150-160 MHz), UHF National channels (450-470 MHz), 800 MHz National Channels (760-870 MHz), and the KHP Event talk groups (Kansas Digital Trunked P-25 Radio System users). Each tower is microwave linked and consists of one control channel and five repeaters, with generally a 20- mile footprint of local coverage. One patch station to station can handle up to five channels (party line). Methods of requesting patching through the MOTOBRIDGE are: Call channel on the		

radio, *47 on a cell phone, Telephone KHP Dispatch Center, and teletype via the KCJIS network. Information needed from the caller consists of: Home County/City or position, Identify basic location, waiting for acknowledgement from KHP Dispatch of patch completion.		
Communication: Fax Machine		
Priority: Moderate	**Type:** Other	**Quantity:**
Description: External Use - Fax machines allow for the transmission of documents over phone lines to other receiving fax machines.		
Communication: Hard Line Phones		
Priority: Low	**Type:** Other	**Quantity:**
Description: External Use - Hard line phones allow for voice to voice communications.		

Notification guidance in place for emergency conditions are provided in Attachment 2.7 - Warning and Communications Protocols

The primary point for initiating external notification processes is the Phillips County Emergency Management Office/Law Enforcement Center in Phillipsburg, Kansas. Upon the notification of an emergency situation, the communications center will notify the Phillips County Emergency Management Coordinator. Upon receipt of information, the Coordinator will institute the external notifications system as appropriate and as provided in this ESF. Information regarding the Outdoor Warning System (signals, siren locations, addresses) is provided as Attachment 2.10.

A list of emergency radio communications capabilities and system elements for local, regional, NGO, and State agencies are provided in Attachments 2.1 through 2.3.

EOC information displays and software are provided in Attachment 2.14. Communications system backup capabilities are provided in Attachment 2.15

The Emergency Alerting System (EAS) provides warning through the State Emergency Alerting System (EAS) to radio and television stations for transmission to the listening and viewing public.

The National Weather Service (NWS) provides current weather information and warnings that are received over the NWS teletype circuit. Radio broadcasts are issued over NOAA (National Oceanic and Atmospheric Administration) weather radio. In addition, NWS will issue weather warning over the NAWAS lines.

9. **Incident Communications**

This ESF is coordinated through the designated representative of the Primary Agency and Phillips County Emergency Management. Support Agencies shall work with the Primary Agency and Phillips County Emergency Management for purposes of pre-disaster planning and post-disaster coordination of the issues addressed by this ESF.

During post-disaster operations, each Support Agency is responsible for coordinating their individual plans, guidelines, and reporting of ESF activities to the Emergency Operations Center through the Primary Agency.

The EOC is the single point of contact to coordinate communications. The EOC coordinates with Primary Agencies to promote continuity, prioritize requests and recommend solutions in accordance with the Phillips County Emergency Management EOC Operations Guideline.

The established plans, guidelines, and protocols for emergency communications are included in this Annex as Attachment 2.7 - Warning and Communications.

Communications personnel have been trained and are knowledgeable in the communications guidelines and practices to be utilized during both normal operations and disaster operations. During an emergency situation the various code systems used for brevity will be discontinued and normal speech and vocabulary will be used to clarify communications comprehension. In addition, local time will be used during transmissions, logs and communications.

10. **ADA Accommodation**

Local resources are limited. In the event an individual or volunteer with communications disabilities is assigned to work in the EOC, the Phillips County Emergency Management Coordinator will work with the respective local ADA Coordinator, if available, as well as directly with the State ADA Coordinator, to comply with the intent, purpose, and requirements of the ADA as the statute applies to communications accessibility during disaster operations. Coordination with the State ADA Coordinator will be conducted through the EOC via WebEOC and the State Emergency Operations Center (SEOC) to obtain advice and assistance during disaster operations.

11. **Communications Infrastructure**

It is the responsibility of the Primary Agency to forward pertinent information to the EOC through protocols established in this ESF. Generally, this will be via 2-way radio communications. Required information will be posted by the EOC using the WebEOC interface. Upon activation of the ESF, each ESF shall have representation in the Emergency Operations Center, or designated location, to provide continuity and reporting.

Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

The ESF representative will attend regularly scheduled planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

Several types of records are maintained by and stored in the Phillips County Emergency Management as the result of EOC activation.

Event and Communication Log - Completed forms, reports, communications logs, and event logs are maintained by the Communications Center for normal day-to-day

operations. In the event of an emergency situation, records, reports, and logs will be maintained by the Phillips County Emergency Management. These records and reports are vital for documenting emergency actions for possible post-emergency investigation, funding requests, and for after action reports.

Manpower - Records documenting the number of people involved in communication activities, whether paid or volunteer, for possible reimbursement under Presidential disaster declarations or in the event of litigation will be maintained after the disaster by the Phillips County Emergency Management.

Requests for equipment, resources or assistance will be made by the Primary Agency to the Incident Command System. Each request will be assessed by the Incident Command and a status response will be made as soon as possible. The Incident Command will maintain a listing of requests and will assign a priority to each. Administration and support activities include the following:

- Shift hours shall be at the discretion of the representing agency. When possible, shift hours will correlate with general staff briefings. During each activation, general staff briefings shall be established based on the threat.

- The EOC Operations Guide will be the guiding document for EOC policies and guidelines.

- Any required resources to support this ESF must be coordinated, allocated, and managed through this ESF if possible.

- In cases where the required resource cannot be obtained through this ESF, request will be forwarded to the EOC and coordinated through ESF 7 for allocation.

- Once procured through ESF 7, the management of the resource (financial record keeping, reporting, tracking, etc.) will be coordinated through this ESF. Management of the resource shall be documented using ESF 7 policies and guidelines.

12. **Continuity of Operations –Communications Failure**

The Primary Agency is responsible to monitor conditions in order to preserve, maintain, and/or resume its capability to function effectively in the event of the threat or occurrence of any disaster or emergency that could potentially disrupt governmental operations and services.

The Cheyenne County Communications Department (911 Dispatch) maintains the operational capability of radio communications on primary public-safety including fire, police, emergency medical services and 800 frequencies. It is responsible to augment backup public radio communications systems in the event of failure or reduced effectiveness of primary systems. It maintains emergency power capability for existing communications systems.

The public safety 911 communications dispatch may be augmented by fielding teams of Amateur Radio Emergency Service Operators to handle radio traffic which is in excess

of normal capabilities. The operators may provide their own equipment in the field, at the dispatch site, and EOC.

Commercial and private lined telephone, cellular phone and facsimile may be used for local and long distance emergency communications. The NAWAS (National Warning System) is based on land lines. The NOAA (National Oceanic Atmospheric Association) weather wire through ACCESS teletype land lines.

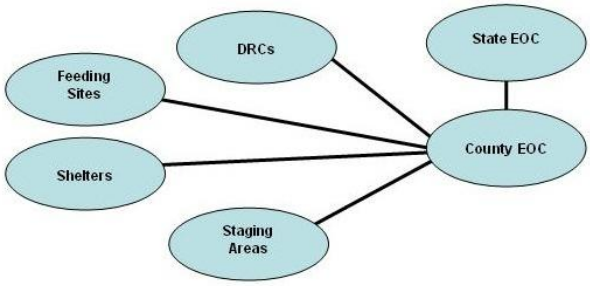
WebEOC can be accessed through the Internet. Emergency Management may use wireless Internet for WebEOC when other systems fail.

When relocation is necessary the County COG/Operations Plan is implemented. This plan is provided under separate cover and designated “For Official Use Only”.

13. **Continuous Operations**

Agreements relating to the lease, rent, and mutual aid agreements for the augmentation of communications equipment and services will be maintained by the Phillips County Emergency Management.

Temporary communications capabilities may include Support Agencies operating their respective tactical radio frequencies. Citizen’s Band (CB) radio may also be used for emergency communications; however, current planning has not incorporated this capability. RACES and American Red Cross may implement “Health and Welfare” communications using the sponsored National Traffic System (NTS).



Communication Links with Key Facilities

B. Direction and Control

1. The ESF 2 Coordinating Agency is Phillips County Emergency Management / Phillips County Sheriff's Department which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 2 Coordinator is appointed by and located in the Phillips County Emergency Management / Phillips County Sheriff's Department. When ESF 2 support is necessary, the ESF 2 Coordinator coordinates all aspects of ESF.

2. The ESF 2 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations.

3. During emergency activations, all management decisions regarding Communications for Phillips County are made at the Phillips County Emergency Management by the ESF 2 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 2, each primary and/or support organization assisting ESF 2 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 2. Mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. The Primary Agency is responsible for information management in support of this ESF.

    b. This ESF will be activated at the discretion of Phillips County Emergency Management.

    c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

    d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Kansas Office of Emergency Communications is the designated lead agency for State communications services and will provide a liaison to facilitate requests for communications service resources to local Emergency Operations Centers.

    b. During an emergency or disaster event, the primary and support agencies of ESF 2 at the State of Kansas EOC will report to the Infrastructure Services Branch

Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.

c. The Kansas Office of Emergency Communications develops and maintains ESF 2 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP.

D. Alerts and Notifications

1. The Phillips County Emergency Management / Phillips County Sheriff's Department and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.) , will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 2 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 2 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 2. If additional support is required, the ESF 2 coordinating and primary agencies may jointly manage ESF 2 activities.

4. Upon instructions to activate or placement of ESF 2 on standby, Phillips County Emergency Management / Phillips County Sheriff's Department will implement procedures to notify all ESF 2 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 2 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 2 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Identify responsibilities for liaison roles with state and adjacent county communications officials.
2	Develop standard operating guides and checklists to support ESF-2 activities.

3	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-2 Annex.
6	Participate in training, drills, and exercises.
7	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify alternate or backup communications systems and facilities.
9	Develop and test emergency communication procedures.
10	Develop and/or review procedures for the crisis augmentation of resources.
11	Provide staff and equipment to perform county warning point duties.
12	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
Response (During Event) Actions for ESF 2 - Communications	
1	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
4	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
5	Identify damage to communications infrastructure and assist/support damage assessment teams.
6	Identify communications equipment priority restoration list.
7	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
8	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-2 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 2 - Communications	
1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Coordinating: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks.
2	Identify who is responsible for initial notification of ESF-2 personnel.

3	Identify responsibilities for liaison roles with state and adjacent county communications officials.
4	Develop standard operating guides and checklists to support ESF-2 activities.
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-2 Annex.
7	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify alternate or backup communications systems and facilities.
9	Develop and test emergency communication procedures.
10	Develop and/or review procedures for the crisis augmentation of resources.
11	Provide staff and equipment to perform county warning point duties.
12	Identify local emergency notification equipment status and notification procedures.
13	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
Response (During Event) Actions for ESF 2 - Communications	
1	Designate personnel to coordinate ESF-2 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
5	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
6	Identify damage to communications infrastructure and assist/support damage assessment teams.
7	Activate alternate 911 dispatch center if necessary.
8	Identify communications equipment priority restoration list.
9	Implement procedure to maintain, inspect, and protect communications equipment.
10	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
11	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
12	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-2 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 2 - Communications	
1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.

2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-2 representative for update of mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Identify responsibilities for liaison roles with state and adjacent county communications officials.
2	Develop standard operating guides and checklists to support ESF-2 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-2 Annex.
6	Participate in training, drills, and exercises.
7	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify alternate or backup communications systems and facilities.
9	Develop and test emergency communication procedures.
10	Develop and/or review procedures for the crisis augmentation of resources.
11	Provide staff and equipment to perform county warning point duties.
12	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
Response (During Event) Actions for ESF 2 - Communications	
1	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
4	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
5	Identify damage to communications infrastructure and assist/support damage assessment teams.
6	Identify communications equipment priority restoration list.
7	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
8	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-2 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 2 - Communications	

1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-2 tasks.
2	Identify who is responsible for initial notification of ESF-2 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county communications officials.
4	Develop standard operating guides and checklists to support ESF-2 activities.
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-2 Annex.
7	Develop and/or identify mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify alternate or backup communications systems and facilities.
9	Develop and test emergency communication procedures.
10	Develop and/or review procedures for the crisis augmentation of resources.
11	Provide staff and equipment to perform county warning point duties.
12	Identify local emergency notification equipment status and notification procedures.
13	Identify warning systems that will be used for emergency conditions (sirens, radio, emergency alert system, etc...).
Response (During Event) Actions for ESF 2 - Communications	
1	Designate personnel to coordinate ESF-2 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-2 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF2.
5	Maintain existing equipment and follow established procedures for communicating with organization personnel performing field operations.
6	Identify damage to communications infrastructure and assist/support damage assessment teams.
7	Activate alternate 911 dispatch center if necessary.
8	Identify communications equipment priority restoration list.
9	Implement procedure to maintain, inspect, and protect communications equipment.
10	Make arrangements to repair emergency communications equipment on a 24-hour basis. Notify EOC of equipment failures and repair actions.
11	Keep the EOC informed of communications operations and maintain a communications link with the EOC.
12	Establish and maintain communications at shelters, feeding sites, staging areas distribution centers and hospitals as needed.
Recovery (Post Event) Actions for ESF 2 - Communications	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.

3	Evaluate response and recommend changes to ESF-2 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 2 - Communications	
1	Ensure methods are in place to protect communications equipment, including cyber and telecommunications resources.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-2 representative for update of mitigation plan.

Supporting: Phillips County REACT (Radio Operators)	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Rural Fire Dis #2, Long Island	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Rural Fire Dist #3B, Kirwin	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Rural Fire Dist #4, Logan	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Rural Fire Dist 3A, Agra	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

Kansas Department of Children & Families (DCF)	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Develop standard operating guides and checklists to support ESF-2 activities.

Phillips County Board of County Commissioners (BOCC)	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Develop and maintain ESF-2 Annex.

Phillips County Public Information Officer	
Preparedness (Pre-Event) Actions for ESF 2 - Communications	
1	Participate in training, drills, and exercises.

IV. Financial Management

A. ESF 2 is responsible for coordinating with Phillips County Clerks Office to manage ESF 2 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. Emergency response and recovery operations conducted under ESF 2 will be in accordance with the National Incident Management System (NIMS).

2. The responsibility for the operation and maintenance of equipment in the EOC is under the direction and control of the Phillips County BOCC. The Communications Director is responsible to report on the operations and maintenance of equipment within the EOC. The Phillips County Communications Department is responsible for the operation and maintenance of their equipment.

3. Kansas Statute 48-950 provides for all political subdivisions within the State of Kansas to be automatically included as a part of the Kansas mutual aid system.

4. Any resources required to support this ESF must be coordinated, allocated, and managed with documentation. At a minimum, the type, quantity, place of use, and allocating agency should be recorded and submitted to the Incident Command.

5. In cases where the required resource have not been pre-approved or agency approval cannot be obtained by this ESF, a request will be forwarded to the EOC and coordinated through ESF 7 for consideration. Once procured through ESF 7, the management and documentation of the resource (financial record keeping, reporting, tracking, etc.) will comply with this ESF and ESF 7.

6. Primary and support agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to

respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies.

7. Recommendations for improvement should result from the review and should be implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

State and Federal

1. The Kansas Department of Transportation, Kansas Division of Emergency Management, and the Kansas Highway Patrol are responsible for the State of Kansas ESF 2 – Communications.

2. The Federal Emergency Management Agency is the Federal authority responsible for ESF 2 - Communications.

ESF 3 - Public Works and Engineering

Coordinating Agency:
Phillips County Highway Department

Primary Agency:
Phillips County Highway Department

Support Agencies:
Federal Emergency Management Agency
Kansas Department of Health and Environment
Kansas Department of Transportation
Phillips County Appraiser's Office
Phillips County Emergency Management
Rural Water District #1, Phillips County
US Department of Interior

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 3 is to provide resources of member agencies to support Public Works and Engineering needs in Phillips County.

B. Scope

1. ESF 3 addresses both emergency public works assistance and engineering support. Specifically, it discusses:

    a. Safety inspections and other assistance for first responders;

    b. Engineering and construction services

    c. Debris management operations

    d. Safety of public water supplies and wastewater treatment facilities

    e. Infrastructure protection and emergency restoration

II. Concept of Operations

A. General

1. ESF 3 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 3 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 3 will work with its support agency counterparts to seek and procure, plan, coordinate and/or direct the use of required assets.

4. Throughout the response and recovery periods, ESF 3 will evaluate and analyze information regarding public works and engineering service requests for response, develop and update assessments of the impacted area, and undertake contingency planning to meet anticipated demands or needs.

5. It is the responsibility of the Phillips County Highway Department and County Emergency Management Departments to determine temporary debris storage sites, and the best and most viable KDHE licensed locations to serve as the ultimate disposal site(s). Reference Attachment 3.1 Public Works and the Debris Management Plan Incident Annex.

6. **Protective actions**

   The Phillips County Mitigation Plan identified no specific "critical infrastructure" within the 100 year floodplain. However, the plan anticipates that at some point in the future at least one critical infrastructure may reside within a floodplain, and at that time any protection actions will be identified and included in the response plan. **The county has no water transfer pumps, each city is responsible for their own.**

   Phillips CountyHighway Department and City Public Works shall work with Emergency Management to coordinate protection of critical infrastructure during periods of flood including but not limited to:

   - Establish detour routing
   - Provide barricades for traffic control points; assist in traffic control as requested
   - Provide sandbagging assistance activity, emergency dike repair, and clearance of floating debris obstructing free water flow
   - Reference the Phillips County Mitigation Plan, Public Works, and Debris Management attachments of this ESF for additional information.

   Existing emergency power systems for equipment will be checked and refueled daily during Increased Readiness situations. A list of emergency power systems will be kept up to date.

6. **Debris management**

a. It is the responsibility of the Phillips County Highway Department to provide centralized and coordinated removal and disposal of debris associated with disaster situations. The Phillips County Highway Department Supervisor is charged with overall responsibility for the County to provide coordination, resources, and criteria for debris cleanup activities for access to the impacted area(s). Debris Management and clearance actions are provided in the Debris Management Attachments to this Plan. Common debris classifications include:

   - Construction, demolition and land clearing (CDL)
   - Recyclables (metals, plastic, paper, glass) Household and Hazardous Materials (HHW)
   - Organics (compostable wood and vegetative debris, clean wood)
   - Soil
   - Ash
   - Vehicles
   - Tires
   - White goods

b. The following agencies will provide technical assistance to coordinate debris management with Phillips County:

   - The Kansas Department of Health and Environment (KDHE) will designate sites for disposal of hazardous wastes. In selecting sites, pollution control and proximity to the source of material will be the primary criteria. Disposal sites must be approved by the department to avoid potential water pollution.
   - The Kansas Department of Transportation (KDOT) may provide manpower and equipment for debris removal upon request.
   - Kansas Highway Patrol (KHP) will assist city and county law enforcement agencies as needed and provide traffic control on state owned roads within the county.
   - The Kansas National Guard (KNG) may be requested by contacting the Kansas Division of Emergency Management (KDEM) to assist in cleanup work on public property through use of their manpower and equipment.

c. Phillips County will provide the public with information reports regarding debris removal from the community.

7. **Hazardous Materials**

a. The Phillips County Fire Departments, in coordination with ESF 10, provide response for hazardous materials incidents. During cleanup operations the

Phillips County Highway Department and municipal Public Works Departments anticipates the following:

- Render coordinating assistance to the Incident Commander as requested to mobilize and coordinate relief operations.

- To reduce risk, manpower and equipment should be selected before the need so the personnel have an understanding of hazardous materials and effective protective options.

- The contaminated equipment may pose a threat if not recognized and decontaminated before it is moved out of the contamination area.

b. The Primary Agency is responsible for prioritizing debris removal activities. The first priorities of debris removal are lifeline routes for law enforcement, fire, and EMS vehicles, and other critical services or location. Second priority will be for the access to utilities, emergency, and disposal facilities for health and public safety. Third priority is for other areas. The debris removal will only take place on the right away of public roads; other removal will be in conjunction with "hold harmless agreements" to enter private property.

8. **Hazardous Buildings Assessment**

a. The Primary Agency is responsible for rapid assessment activities and may request city and town building inspectors to assist the Highway Department with damage assessment. The assessment team may be asked to take a lead role regarding inspections and damage assessment of buildings to determine potential demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protect lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.

b. Damage assessment is addressed in ESF 14-Long-Term Community Recovery. ESF 3 coordinates with ESF 14 for damage assessment during a disaster. Also reference the attachments for other forms and guidance.

c. The county will implement emergency powers, on an as-needed basis, for condemnation and demolition of damaged and/or dangerous structures.

9. **Continuity of operations, repair, and restoration**

a. The Continuity of Government/Operations (COG) for county operations is implemented when an agency or agencies are overwhelmed, or their facility is damaged and unavailable for service. The COG Plan is provided under separate cover (Reference Section 2.3.4 of the Basic Plan).

b. The mission of the Public Works Department is to remove debris from streets, eliminate hazards, manage storm damage, organize and coordinate rapid restoration of water/sewer services, repair essential services, immediately organize and coordinate damage assessment information and cooperate with other public and private agencies for infrastructure repair.

c. County/city governments are responsible for certain allocation of resources during a disaster. As a function of government, the policy decision as to support should be based on existing agreements that outline specific responsibilities for funding, man-power, and equipment. Phillips County participates in the State compact mutual aid agreement with the surrounding Counties which will allow any County or City within its boundaries to receive assistance through mutual aid from one of these other counties.

d. When an emergency extends beyond the capabilities or resources of County or Cities, action should be taken as outlined in the Phillips County COG Plan:

    - Notify the Executive Group and the Emergency Management Director to coordinate additional support.

    - Request assistance from State and/or other agencies/organizations required at the scene. State guidelines (KDEM) require that assistance requests to the state be submitted through the Emergency Management Director.

e. Priorities are determined jointly by the Incident Command, the BOCC, Public Health, and other agencies pertinent to the specific disaster. The supporting appendices to this ESF provide additional information related to ESF 3 personnel, duties, damage assessment, and training. The supporting attachments also include personnel, equipment, sanitation issues, training, and damage assessment. Additional ESF criteria include the following:

    - This ESF outlines the guidelines for post-disaster assessments of infrastructure to help determine critical needs and potential workloads.

    - Policies and guidelines will be established to identify structural and nonstructural mitigation measures, including protective measures to minimize adverse effects or protect resources prior to a disaster.

    - This ESF will support infrastructure risk and vulnerability assessments.

    - Execution of emergency contracting support for life-saving and life-sustaining services, to include providing potable water, ice, emergency power, and other emergency commodities and services.

    - This ESF anticipates assistance in monitoring and stabilization of damaged structures, demolition of structures designated as immediate hazards to public health and safety, and provides the structural specialist expertise to support inspection of mass care facilities and urban search and rescue operations.

    - This ESF anticipates emergency repair of damaged infrastructure and critical public facilities (temporary power, emergency water, sanitation systems, etc.), supporting the restoration of critical flood control, and other water infrastructure systems. As appropriate, this ESF requests technical support to help facilitate efforts to obtain necessary regulatory

(cultural and environmental) clearances for infrastructure restoration activities.

- Anticipates technical assistance to include engineering expertise, construction management, contracting, inspection of private/commercial structures, and real estate services.

- Manage, monitoring, and/or provide technical advice in the clearance, removal, and disposal of contaminated and uncontaminated debris from public property and the re-establishment of routes into impacted areas. The scope of actions related to contaminated debris may include waste sampling, classification, packaging, transportation, treatment, demolition, and disposal of contaminated debris and soil. The management of contaminated debris is coordinated with the Hazardous Materials ESF 10. For purposes of this ESF, contaminated debris is intended to mean debris (e.g., general construction debris/rubble) that is being addressed within the debris zone and to support the overall objectives, such as clearing roads and public property. Waste management related to hazardous site remediation is addressed under ESF 10 - Oil and Hazardous Materials.

The Utilities will take steps to promote continued operation of community water, power, gas, and other distribution systems, facilities, and installations.

If service capability shortages or overload conditions appear imminent, the Utilities, in coordination with the Executive Board, will initiate curtailment guidelines

B. Direction and Control

1. The ESF 3 Coordinating Agency is Phillips County Highway Department which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 3 Coordinator is appointed by and located in the Phillips County Highway Department. When ESF 3 support is necessary, the ESF 3 Coordinator coordinates all aspects of ESF 3.

2. The ESF 3 system operates in two levels: 1) Phillips County Emergency Management; and 2) Field operations.

3. During emergency activations, all management decisions regarding public works and engineering for Phillips County are made at the Phillips County Emergency Management by the ESF 3 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 3, and further mission tasking by a local primary agency, each support organization assisting ESF 3 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 3. Mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. The Primary Agency is responsible for information management in support of this ESF.

    b. This ESF will be activated at the discretion of Phillips County Emergency Management.

    c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

    d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management in coordination with Kansas Department of Transportation is the designated lead agency for State public works and engineering services and will provide a liaison to facilitate requests for public works and engineering service resources to local Emergency Operations Centers.

    b. During an emergency or disaster event, the primary and support agencies of ESF 3 at the State of Kansas EOC will report to the Infrastructure Services Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.

    c. During the response phase, ESF 3 will evaluate and analyze information regarding public works and engineering service needs requests. ESF 3 will develop and update assessments of the public works services situation and status and undertake contingency planning to meet anticipated demands and needs.

    d. The Adjutant General's Office, Kansas Division of Emergency Management in coordination with the Kansas Department of Transportation develops and

maintains ESF 3 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP.

D. Alerts and Notifications

1. The Phillips County Highway Department and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.) , will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 3 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 3 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 3. If additional support is required, the ESF 3 coordinating and primary agencies may jointly manage ESF 3 activities.

4. Upon instructions to activate or placement of ESF 3 on standby, Phillips County Highway Department will implement procedures to notify all ESF 3 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 3 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 3 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Highway Department	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify who is responsible for initial notification of ESF-3 personnel.
3	Identify responsibilities for liaison roles with State and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-3 activities.

5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-3 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Identify established pre-disaster contracts.
11	Identify critical infrastructure within the 100 year flood plain.
12	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Designate personnel to coordinate ESF-3 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-3 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF 3.
5	Inspect damage to streets, bridges, and private and public buildings.
6	Assist in clearance of debris from roads to facilitate emergency operations.
7	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
8	Perform priority repairs of local roads, bridges, and culverts.
9	Designate personnel to provide technical assistance on the debris removal process.
10	Coordinate with ESF 10 on hazardous material debris removal.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-3 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Continue to repair infrastructure and buildings on a priority basis.
7	Provide personnel to support damage assessment teams.
8	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Identify critical facilities and recommend mitigation activities to those facilities.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-3 representative for update of mitigation plan.

Primary: Phillips County Highway Department
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering

1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify who is responsible for initial notification of ESF-3 personnel.
3	Identify responsibilities for liaison roles with State and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-3 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-3 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Identify established pre-disaster contracts.
11	Identify critical infrastructure within the 100 year flood plain.
12	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Designate personnel to coordinate ESF-3 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-3 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF 3.
5	Inspect damage to streets, bridges, and private and public buildings.
6	Assist in clearance of debris from roads to facilitate emergency operations.
7	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
8	Perform priority repairs of local roads, bridges, and culverts.
9	Designate personnel to provide technical assistance on the debris removal process.
10	Coordinate with ESF 10 on hazardous material debris removal.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-3 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Continue to repair infrastructure and buildings on a priority basis.
7	Provide personnel to support damage assessment teams.
8	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Identify critical facilities and recommend mitigation activities to those facilities.
2	Participate in the hazard identification process and identify and correct vulnerabilities.

3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-3 representative for update of mitigation plan.

Supporting: Kansas Department of Transportation	
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.

Supporting: Phillips County Appraiser's Office	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Identify who is responsible for initial notification of ESF-3 personnel.
2	Identify responsibilities for liaison roles with State and adjacent county transportation officials.
3	Develop and maintain ESF-3 Annex.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Designate personnel to coordinate ESF-3 activities in EOC.
2	Request outside assistance from surrounding jurisdictions and the private sector as required.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.

Supporting: Rural Water District #1, Phillips County	
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Perform priority repairs to local water and wastewater systems.

City of Agra	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.

5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Glade	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Kirwin	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Logan	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Long Island	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.

4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Prairie View	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

City of Speed	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-3 tasks.
2	Identify sandbagging operation procedures and water transfer pump placement, size and fuel procurement strategy.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Inspect damage to streets, bridges, and private and public buildings.
2	Assist in clearance of debris from roads to facilitate emergency operations.
3	Coordinate with ESF-1 to facilitate closing roads and constructing barricades.
4	Perform priority repairs of local roads, bridges, and culverts.
5	Perform priority repairs to local water and wastewater systems.
6	Assist in the restoration of gas, electric, and communications services.
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

Midwest Energy	
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Assist in the restoration of gas, electric, and communications services.

Nex-tech	
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Assist in the restoration of gas, electric, and communications services.

Phillips County Board of County Commissioners (BOCC)	
Mitigation Actions for ESF 3 - Public Works and Engineering	
1	Recommend changes in planning, zoning, and building codes to prevent or lessen the effect of future disasters.

Phillips County Health Department	
Recovery (Post Event) Actions for ESF 3 - Public Works and Engineering	
1	Coordinate with damage assessment teams to condemn, demolish, and dispose of structures that present a safety hazard to the public.

Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 3 - Public Works and Engineering	
1	Identify who is responsible for initial notification of ESF-3 personnel.
2	Identify responsibilities for liaison roles with State and adjacent county transportation officials.
3	Develop and maintain ESF-3 Annex.
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Assist in the restoration of gas, electric, and communications services.

Prairie Land Electric Cooperative	
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Assist in the restoration of gas, electric, and communications services.

Tallgrass Energy	
Response (During Event) Actions for ESF 3 - Public Works and Engineering	
1	Assist in the restoration of gas, electric, and communications services.

IV. Financial Management

A. ESF 3 is responsible for coordinating with Phillips County Clerks Office to manage ESF 3 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking

reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. Requests for equipment, resources or assistance shall be made by the Primary Agency to the Incident Command System. Each request will be assessed by the Incident Command and a status response will be made as soon as possible. The Incident Command will maintain a listing of requests and will assign a priority to each.

2. Shift hours shall be at the discretion of the representing agency. When possible, shift hours will correlate with general staff briefings. During each activation, general staff briefings shall be established based on the threat.

3. The EOC Operations Guide will be the guiding document for EOC Policies and Guidelines.

4. Any required resources to support this ESF must be coordinated, allocated, and managed through this ESF if possible.

5. In cases where the required resource cannot be obtained through this ESF, request will be forwarded to the EOC and coordinated through ESF 7 for allocation. Once procured through ESF 7, the management of the resource (financial record keeping, reporting, tracking, etc.) will be coordinated through this ESF. Management of the resource shall be documented using ESF 7 policies and guidelines.

6. Kansas Statute 48-950 provides for all political subdivisions within the State of Kansas to be automatically included as a part of the Kansas mutual aid system.

7. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

8. The ESF representative will be expected to attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

9. It is the responsibility of the designated team members to utilize the appropriate forms and maintain current and accurate records of damage and hours and type of work expended on damage assessment responsibilities. This is necessary to insure the proper reports may be completed properly for federal and state reimbursement functions.

10. The designated Director shall maintain records of expenditures and document resources utilized during recovery in accordance with ESF 7 policies and guidelines and report these records to the Primary Agency.

11. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

12. Emergency response and recovery operations conducted under ESF 3 will be in accordance with the National Incident Management System (NIMS).

State and Federal Authorities

1. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 4 - Firefighting

Coordinating Agency:
Phillips County Rural Fire Dist #1, Phillipsburg

Primary Agency:
Phillips County Rural Fire Dist #1, Phillipsburg

Support Agencies:
Agra City Fire Department
American Red Cross
Kansas Department of Transportation
Kansas Highway Patrol
Kansas State Fire Marshals Office (KSFMO)
Kirwin City Fire Department
Logan City Fire Department
Long Island/Prairie View City Fire Department
Phillips County Emergency Management
Phillips County Health Department
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillipsburg City Fire Department
U.S. Environmental Protection Agency

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 4 is to provide fire service coordination and support services in support of fire service events in Phillips County.

B. Scope

1. The scope of ESF 4 addresses fire service assistance. ESF 4 coordinates firefighting activities, including the detection and suppression of fires and if required, providing personnel, equipment and supplies to local governments. Specifically it discusses:

    a. Fire service support in prevention, detection, suppression and recovery from urban, rural, and wild-land fires.

    b. Mutual aid and resource augmentation

    c. Fire command and control structure

    d. Fire suppression and prevention activities

II. Concept of Operations

A. General

1. ESF 4 is organized consistent with Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, coordination, and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation

2. Procedures, protocols, and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plans (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 4 capabilities (based on the National Planning Scenarios, the Universal Task List and the Target Capabilities). Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local and State mutual aid assistance, ESF 4 will coordinate with support agency counterparts to seek, procure, plan, coordinate and direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 4 will evaluate and analyze information regarding fire detection, suppression, and prevention requests for response, develop and update assessments of the fire service situation and status in the impact area, and perform contingency planning to meet anticipated demands or needs.

5. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

6. **Mutual Aid**

   Kansas Statute 48-950 provides for all political subdivisions within the State of Kansas to be automatically included as a part of the Kansas mutual aid system. Also reference the Fire Service Response and Coverage section.

7. **Functional Needs Populations**

   Facilities within Phillips County such as schools, licensed day-care facilities, hospital, and nursing homes are required to develop and maintain working evacuation plans for their facilities. Although not specifically included as a part of this plan, they are considered an addendum to it.

   Facilities that care for vulnerable populations will communicate via radio or telephone with the EOC through 911 Dispatch when outside assistance is required.

8. **Incident Response Coordination**

   The Primary Agency will jointly implement, evaluate, and coordinate the emergency

situation with on-scene incident command to make strategic decisions, identify resource needs and secure resources required for field operations and emergency contingencies resulting from cascading hazards.

9. **Fire Service Response and Coverage**

   There is a county-wide mutual aid inter-local agreement in place for all fire districts to support each other during fire and emergency response activities. Fire units are dispatched via radio, or available communications, to provide back-fill to areas requiring coverage.

Each county fire department has their own standard operating guidelines and procedures for wildland firefighting. If needed mutual aid will be requested from other departments and or surrounding jurisdidctions. When wildland fire exceeds all mutual aid resources, a resource request will be made to the Kansas State Fire Marshalls office, including air and water support.

It is the responsibility of the Primary Agency to forward pertinent information to the EOC through protocols established in ESF 2 - Communications. Generally, this will be via 2-way radio communications. Required information will be posted by the EOC using the WebEOC interface. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area to provide continuity and reporting.

Primary and alternate means of communications, protocols and equipment during a disaster operation are under the control of the individual agencies and department's Fire Chief. In the event of a response requiring the combined efforts of two or more fire protection departments, the responsibility is that of the Incident Commander. This can be accomplished through common tactical and command frequencies and through the use of the cross-band repeater for inter-agency communications of mutual aid resources.

Information related to fire districts, coverage, HazMat, rescue, inventories, resources, and organizational guidelines are provided as Attachments to this ESF.
B. Direction and Control

1. The ESF 4 Coordinating Agency is Phillips County Rural Fire Dist #1, Phillipsburg which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 4 Coordinator is appointed by and located in the Phillips County Rural Fire Dist #1, Phillipsburg. When ESF 4 support is necessary, the ESF 4 Coordinator coordinates all aspects of ESF 4.

2. The ESF 4 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field Operations

3. During emergency activations, all management decisions regarding fire service for Phillips County are made at the Phillips County Emergency Management by the ESF 4 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 4, and further mission tasking by a local primary agency, each support organization assisting ESF 4 assignment will retain administrative control over its own resources and personnel but will be under the

operation control of ESF 4. Mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. This ESF is coordinated through the designated representative of the Primary Agency and Phillips County Emergency Management. Support Agencies shall work with the Primary Agency and Phillips County Emergency Management for purposes of pre-disaster planning and post-disaster coordination of the issues addressed by this ESF. The Primary Agency coordinates verification of planning efforts for this ESF. During post-disaster operations, each Support Agency is responsible for coordinating their individual plans, guidelines, and reporting of ESF activities to the Emergency Operations Center through the Primary Agency.

    b. Phillips County Emergency Management will work closely with the ESF Primary and Support Agencies to verify continuity across planning efforts. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    c. This ESF will interface with ESF 8 - Public Health and Medical Services in coordinating medical assistance and transportation of victims beyond initial collection points.

    d. This ESF will coordinate response efforts with the other ESF's during a disaster with special efforts related to coordination with ESF 9 - Search and Rescue, and ESF 10 - Oil and Hazardous Materials. In a disaster situation it is assumed that:

        - Available local fire-fighting resources will be committed, and additional help will be needed from around the state.

        - Coordination and direction of the local efforts, including volunteers, will be required.

        - Fire resources will be tasked with a variety of missions, many of which will not directly relate to fire suppression.

    e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or assigned area, to promote continuity.

    f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

a. During an activation of the State of Kansas EOC, the Kansas Fire Marshal's Office is the designated lead agency for Fire Fighting and will provide a liaison to facilitate requests for State Fire Fighting resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF 4 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.

c. During the response phase, ESF 4 will evaluate and analyze information regarding fire service requests. Also, ESF4 will develop and update assessments of the fire service situation and status in the impact area and do contingency planning to meet anticipated demands and needs.

d. The Kansas Fire Marshal's office develops and maintains ESF 4 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

D. Alerts and Notifications

1. The Phillips County Rural Fire Dist #1, Phillipsburg and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 4 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 4 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 4. If additional support is required, the ESF 4 coordinating and primary agencies may jointly manage ESF 4 activities.

4. Upon instructions to activate or placement of ESF 4 on standby, Phillips County Rural Fire Dist #1, Phillipsburg will implement procedures to notify all ESF 4 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 4 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 4 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.

9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Primary: Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Agra City Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.

2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Kirwin City Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Logan City Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Long Island/Prairie View City Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Phillips County Emergency Management

Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
2	Develop and maintain ESF-4 Annex.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Alert and activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Coordinate demobilization of ESF-4 resources.

Supporting: Phillips County Rural Fire Dis #2, Long Island	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
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4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.

9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
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3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
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7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #3B, Kirwin	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
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8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
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5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
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9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	

1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #4, Logan	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
2	Develop standard operating guides and checklists to support ESF-4 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Participate in training, drills, and exercises.
6	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
7	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.

2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist 3A, Agra	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.

3	Provide ESF-4 representative for update of mitigation plan.

Supporting: Phillipsburg City Fire Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.
2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

City of Long Island	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Collect, process, and disseminate information to and from the EOC.

Phillips County Rural and City Fire Departments	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-4 tasks.
2	Identify responsibilities for liaison roles with State and adjacent county fire fighting officials.
3	Develop standard operating guides and checklists to support ESF-4 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Ensure the availability of necessary equipment to support firefighting activities.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Designate personnel to coordinate ESF-4 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-4 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF4.
5	Preposition firefighting resources as required.
6	Coordinate activating mutual aid agreements as needed.
7	Coordinate and direct the activation and deployment of fire service personnel, supplies and equipment to provide firefighting assistance.
8	Assist with emergency evacuations.
9	Conduct other specific response actions as dictated by the situation.
Recovery (Post Event) Actions for ESF 4 - Firefighting	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-4 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support clean up and restoration activities.
7	Coordinate demobilization of ESF-4 resources.
8	Review plans and procedures with key personnel and make revisions and changes.
9	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 4 - Firefighting	
1	Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function.

2	Develop fire safety programs that include disaster situations and present them to the public.
3	Provide ESF-4 representative for update of mitigation plan.

Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 4 - Firefighting	
1	Identify who is responsible for initial notification of ESF-4 personnel.
Response (During Event) Actions for ESF 4 - Firefighting	
1	Alert and activate off-duty and auxiliary personnel as required by the emergency.

IV. Financial Management

A. ESF 4 is responsible for coordinating with Phillips County Clerks Office to manage ESF 4 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. There are multiple Primary Agencies (fire departments) listed for this ESF. The lead agency will be determined by the major needs for the type and location of the disaster.

2. ESF 4 applies to agencies and organizations with assigned emergency responsibilities as described in the CEOP.

3. The ESF 4 Coordinator and the support agencies are critical members of the EOC Team and will work within the EOC structure described in ESF #5 – Emergency Management.

4. Fire departments located in the County train their personnel in the Incident Command System (ICS) and the National Incident Management System (NIMS) to provide coordination during emergency situations.

5. Shift hours shall be at the discretion of the representing agency. When possible, shift hours will correlate with general staff briefings. During each activation, general staff briefings shall be established based on the threat.

6. Medical Monitoring - Human health risk can be identified in two major categories regarding emergency response activities. The first category is occupational diseases and generally includes respiratory exposure to harmful dusts, fogs, fumes, mists, gases,

smokes, sprays, or vapors. The recommended medical monitoring procedures are provided in OSHA 29 CFR 1910.120, hazardous waste operations and emergency response.

7. The second category is zoonotic diseases. Zoonotic diseases, or zoonoses, are those diseases which can be passed from animals (both domestic and wild) to people. Some of the major diseases include rabies, anthrax, intestinal parasites (roundworms, hookworms, etc.), salmonella, lime disease and others. The Foreign Animal Disease Plan maintained under separate cover, provides appropriate protective procedures for animal disease exposure.

State and Federal Authorities

1. State and Federal authorities are provided in the 2011 Kansas Response Plan (pgs. 179 - 180) provided under the EOP References tab.

ESF 5 - Emergency Management

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Phillips County Emergency Management

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Office of Public Affairs
City of Agra
City of Glade
City of Kirwin
City of Logan
City of Long Island
City of Phillipsburg
City of Prairie View
City of Speed
Federal Emergency Management Agency
Kansas Department of Transportation
Kansas Highway Patrol
Phillips County Appraiser's Office
Phillips County Board of County Commissioners (BOCC)
Phillips County Clerks Office
Phillips County Counselor
Phillips County Economic Development
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Highway Department
Phillips County REACT (Radio Operators)

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 5 is to:

    a. Collect, analyze, and disseminate information on the nature, scope and potential impacts of an incident or major disaster;

    b. Use this intelligence to support the Command Group, Logistics, and Operations in their impact assessment and response missions;

    c. Identify and anticipate future needs and resource requirements, and incorporate this analysis into Incident Action Plans.

B. Scope

1. ESF 5 serves as the coordinating ESF to address response to local events. ESF 5 facilitates information and resource flow to assist locals during a disaster.

2. ESF 5 activities include those functions that are critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual disaster/emergencies. This includes alert and notification, deployment and staffing of the EOC Team; incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for state assistance resource requests, worker safety and health, facilities management, financial management, and other support as required.

II. Concept of Operations

A. General

1. ESF 5 is organized consistent with the Phillips County Emergency Management and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to Phillips County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plans (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 5 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or state mutual aid assistance, ESF 5 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets

4. The development of a fully functional, effective, and sustainable ESF 5 capability for Phillips County will be guided by the following principles:

    a. All ESFs will be fully integrated into all phases of ESF 5.

    b. ESF 5 will address the potential impacts of natural, technological and man-made hazards, and be in full compliance with NIMS.

    c. Planning for recovery will begin on Day 1 of the event.

    d. Emphasis will be given to pre-disaster planning for post-disaster utilization of disaster intelligence to support Incident Action Planning.

5. Information and Planning will give priority to five fundamental functions:

    a. Assess the capabilities of local government, the business community and volunteer agencies to effectively respond to the disaster.

b. Assess and prioritize the immediate needs of impacted communities and neighborhoods.

c. Incorporate the analysis into Incident Action Plans that establish operational objectives, and identify resource requirements to accomplish these objectives.

d. Utilize an Incident Action Matrix to establish priorities, assign tasks to agencies, and track progress in meeting objectives.

e. Use of technology and human intelligence to collect, analyze, and disseminate information on disaster impacts, including direct impacts (people, buildings, infrastructure) and indirect impacts (debris generated, hazmat releases)

6. **Incident Assessment**

a. Upon activation of all or part of the EOP, Phillips County Emergency Management will implement the following initial actions:

- Alert threatened populations and initiate evacuation as necessary.
- Confirm that appropriate first responders have been deployed to the scene of the emergency as applicable.
- Notify county agency/department personnel and begin implementing established call-down procedures to essential staff.
- Instruct appropriate county department and partner emergency services to activate necessary resources.
- Determine which county or other agency/organization has assumed incident command and establish communication with the Incident Command Post (ICP).

b. If an emergency or disaster is determined beyond the normal capabilities of local government, a local proclamation of emergency is made by the legislative heads of the involved governments. If the emergency or disaster is beyond the normal capabilities of county government a local proclamation of emergency is made by the county commissioners to request State assistance. The county proclamation is a prerequisite for state and federal assistance.

It is the responsibility of the Primary Agency to forward pertinent information to the EOC through protocols established in ESF 2 - Communications. Generally, this will be via 2-way radio communications. Required information will be posted by the EOC using the WebEOC interface. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated location, to provide continuity and reporting.

Phillips County utilizes the Incident Command System (ICS) for on-scene direction and control operations.

Command - Overall management of the disaster is provided by the first

responder on the scene until command is relinquished to a more senior/higher ranking individual in accordance with ICS policies.

Other ICS Functions - Other ICS functions, to include, but not necessarily limited to: Operations, Planning, Logistics, and Finance/Administration will be in accordance with accepted ICS practices and Standard Operating Guidelines, and fall under the purview of the Incident Commander.

Outside responders will utilize the Incident Command System and be incorporated into said system by the use of agency/department liaisons.

7. **Incident Command**

a. Disaster operations are conducted in general accordance with the National Incident Management System (NIMS). The ICS and NIMS Overview is provided as Attachment 5.1. Documentation activities during disaster response will utilize the ICS response forms which are provided as Attachment 5.2 to this Annex.

b. This ESF and the EOP are organized to complement the National Incident Management System (NIMS). This ESF structure supports the general staff functions described in the NIMS which correlate to the County level functions. In general the functions include the following:

- Command Support
- Operations
- Planning
- Logistics
- Finance/Administration

c. The initial command will be assumed by the first responder managing the response on-scene. That individual will assume the role of Incident Commander (IC) and manage the response from the on-scene Incident Command Post (ICP) in accordance with NIMS ICS structure. The ICP will be primarily focused on tactical on-scene management but may perform an EOC-like function in smaller-scale incidents or during the initial phase of the response to larger, more complex events.

d. Coordination between the disaster scene and the EOC will be accomplished with direct radio or telephone communications between the Incident Commander and the Emergency Management Director or agency representatives.

e. At a minimum, the IC will determine disaster objectives and strategies; develop an Incident Action Plan (IAP); determine the ICS roles that need to be filled to deliver an expeditious response; and coordinate on-scene response activities. If the event and response are complicated enough to warrant multi-agency or other types of command, the IC will coordinate with a jurisdictional EOC.

f. On-scene IC's can also request limited or full activation of the county EOC, if in their judgment, the situation warrants an activation or the situation has the potential to escalate to a major or catastrophic emergency. Authorization for activation of the EOC should be approved by one of authorized persons, as identified in this ESF, if time and circumstances permit.

8. **Volunteer Management**

a. Management of unaffiliated volunteers requires a cooperative effort by county and municipal governments; voluntary and community based organizations, such as the Citizen Corps Council; faith-based organizations; the private-sector; and the media.

b. Phillips County Emergency Management supports the Volunteer and Donations Coordinator and voluntary organizations. The affected governments, in partnership with voluntary organizations, are responsible for developing plans that address the management of unaffiliated volunteers during disaster response and recovery. (Reference the Volunteer and Donations Management Support Annex)

9. **Emergency Operations Center (EOC)**

a. Initial staffing of the EOC will be the Emergency Management Coordinator, the Phillips County Sheriff's Department Shift Supervisor, and the 9-1-1 Dispatcher, (or their designated representatives). This is the minimum staffing for the EOC. Depending upon the magnitude of the situation, the EOC staffing will be expanded as needed. The Phillips County EOC organizational chart is provided as Attachment 5.8.

b. <u>The functions of the EOC include:</u>

- Provide technical information on plans, SOGs, research and support. Collect, process, and disseminate essential information to the EOC staff. Develop and brief, briefings, displays, and plans.

- Consolidate key information into reports and other materials; describe and document overall response activities and inform appropriate authorities of the status of the overall response operations.

- Maintain displays of key information such as maps, charts and status boards, and computer bulletin boards or electronic mail, as available.

- Establish a pattern of information flow and support of the action planning process initiated by the Command Staff.

- Provide logistical support for EOC staffing and facility needs.

- Establish historical records collection process and event reconstruction.

- Issue request from the Governors' office for Federal assistance to the President under the Stafford Act are coordinated through Phillips County Emergency Management

- Generate various Reports and Releases to support operations. Coordinate Incident Action Planning to support operations.

- Support the implementation of mutual aid agreements to promote a seamless resource response to affected jurisdictions.

- Maintain an on-call workforce of trained and skilled reserve employees to provide the capability to perform essential emergency management functions on short notice and for varied duration.

c. General EOC operations include the following:

- This ESF will collect, sort and process information received from various sources and present condensed and updated information to the Operations Officer.

- Oversee message flow within the EOC, displaying information data, tracking mission assignments, and providing technical data in support of disaster operations.

- Coordinate and secure SOPs from agencies and organizations with primary responsibilities for ESFs. Maintain the EOC and secure an alternate location for emergencies.

- Notify appropriate agencies and organizations regarding EOC activation and necessary response. Prepare timely situation reports for local authorities, EOC, SOC, and other appropriate personnel. Secure and disseminate necessary information in support of ESFs

- Establish activation and operational times of the EOC. Establish a duty roster, phone lists, message flow and tracking.

- Monitors potential or developing disasters and supports the efforts of municipal and field operations. Coordinates operations and situational reporting to the State EOC.

d. The following types of equipment are located in the Emergency Operations Center and are utilized for numerous types of activities, and are available in the event of a disaster situation. The EOC contains updated maps of the State of Kansas, Phillips County, and cities within Phillips County including the general area. It also includes status boards required for tracking significant events/actions. The EOC also contains additional equipment to include:

- Additional telephones and lines

- Computer with Internet access

- Contact, resource lists, etc.
- Televisions with cable access
- Various radio systems

10. **EOC Activation**

a. The Phillips County Emergency Management Coordinator is responsible for the activation of the EOC. The Director assembles the EOC staff, initiates the necessary functional guidelines and also initiates scaling down and eventual deactivation of the EOC when the situation no longer warrants an active Emergency Operations Center.

b. The primary EOC is located at the Phillips County Emergency Management Department, located at 205 F Street in Phillipsburg, Kansas. In the event that the Primary EOC is rendered or deemed unusable, emergency operations will relocate to the Alternate Emergency Operations Center, located at 520 South 7th Street in Phillipsburg. Reference the Phillips County COG Plan for relocation guidelines. A map detailing the locations of the Primary and Alternate EOCs is provided as Attachment 5.10.

c. In the event the primary and secondary EOCs are deemed unusable, or if the magnitude and situation warrants, the Emergency Operations Center may be relocated using the Phillips County Emergency Management's Mobile Command Post/Communications Vehicle to serve as an on-scene/mobile Emergency Operations Center. Reference the Phillips County COG Plan for relocation guidelines.

d. Shift hours will be at the discretion of the representing agency. Where possible, shift hours will correlate with general staff briefings. During each activation, general staff briefings will be established based on the threat.

e. Any required resources to support this ESF must be coordinated, allocated, and managed through this ESF if possible.

f. In cases where the required resource cannot be obtained through this ESF, request will be forwarded to the EOC and coordinated through ESF 7 for allocation.

g. Once procured through ESF 7, the management of the resource (financial record keeping, reporting, tracking, etc.) will be coordinated through this ESF. Management of the resource will be documented using ESF 7 policies and guidelines.

h. The Phillips County Emergency Management office will determine when the immediate emergency response has largely concluded and the county can transition from crisis mode and short-term recovery to long-term recovery. This will include actions such as deactivation of the EOC, return of borrowed equipment and supplies, financial settlement, and restoration and rebuilding. Demobilization of the EOC may include:

- Developing and implementing a demobilization plan
- Collection of documentation, (i.e., Logs, sign-in sheets, messages forms) generated during the event. Compile a list of the names and addresses of volunteers and vendors that donated their time, resources, and/or services.
- Conduct an inventory of EOC supplies and identify items needed to replenish the EOC supply cabinets. Include in the inventory any recommendations for additional supplies that should be added to the items already maintained.
- The return of items used during EOC operations to their appropriate locations.

i. **The EOC staff will provide information and recommendations to senior officials through the IC or as directed, to help determine a course of action to respond to, contain, and recover from a disaster. The ICS 209 - Incident Status Summary form is the preferred method to provide situation reports to senior staff and officials.**

j. **Public Information:** The Public Information Officer (PIO) is responsible for the formulation and release of information about the disaster to the news media, the public, and other appropriate agencies and organizations through the EOC.

Public information coordination is activated at the discretion of the Phillips County Emergency Management Director, depending on the resources needed to adequately manage the event. (Reference ESF 15 – External Affairs – Emergency Public Information)

B. Direction and Control

1. The ESF 5 Coordinating Agency is Phillips County Emergency Management. The staff serving as ESF 5 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 5 support is necessary, the ESF 5 Coordinator directs all aspects of ESF 5.

2. The ESF 5 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding Emergency Management for Phillips County are made at the Phillips County Emergency Management by the ESF 5 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission

4. In accordance with a mission assignment from ESF 5, each primary and/or support organization assisting ESF 5 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 5. Mission

operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. During an activation of the Phillips County Emergency Management, primary and support agency staff is integrated with the Phillips County Emergency Management staff to provide support that will allow for an appropriate, coordinated and timely response.

    b. During an emergency or disaster event, ESF 5 will establish staffing in accordance to the EOC organizational chart found in the Basic Plan.

    c. The Phillips County Emergency Management develops and maintains ESF 5and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for ESF 5 and will provide a liaison to facilitate requests for information and planning resources to local Emergency Operations Centers.

    b. During an emergency or disaster event, the primary and support agencies of ESF 5 at the State of Kansas EOC will report to the Response Section Chief who is under the overall direction of the SEOC Manager.

    c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 5. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP.

D. Alerts and Notifications

1. The Phillips County Emergency Management will notify the County warning point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 5 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 5 will be activated as identified in the Basic Plan. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 5. If additional

support is required, the ESF 5 coordinating and primary agencies may jointly manage ESF 5 activities.

4. Upon instructions to activate or placement of ESF 5 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 5 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance

E. Actions

The following are general actions performed by ESF 5. The specific actions carried out by ESF 5 in Phillips County are grouped into phases of emergency management in the table below. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 5 agencies and the intended recipients of service.

1. Intelligence Planning Functions

    a. Gathering information, analyzing intelligence, preparing incident action plans, and providing training and exercises on the above is the prime focus of ESF-5. These actions are spread across all phases of emergency management.

2. Intelligence Collection and Analysis

    a. The ability to acquire, analyze and disseminate information and intelligence on disasters and their impacts is fundamental to effective use of intelligence to establish operational and logistical objectives and priorities. Intelligence can be collected, analyzed and used in support of three overlapping phases of disaster operations: pre-event (as applicable for foreseeable events such as Severe Storms, Wildfires, etc.); impact assessment and immediate response; and sustained response and initial recovery.

    b. Pre-disaster analysis (predicted impacts), which use predictive tools to estimate disaster impacts.

    c. Immediate, post-disaster impact assessments, which focus on: 1) disaster impacts on people, buildings and infrastructure – with emphasis on assessments of functionality of essential services; and 2) local response capabilities and immediate needs.

    d. Post disaster damage assessments, which assess damages to eligible infrastructure and individuals.

3. Intelligence on predicted and observed disaster impacts should be used by ESF 5 to assess jurisdictional ESF capabilities (response and recovery). This is designed:

    a. To evaluate ESF resource and capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed, organized by ESF; and

b. To rapidly communicate estimated ESF shortfalls to the Phillips County Command Group and State Emergency Management.

4. Incident Action Planning

    a. Disaster intelligence will provide critical input to the Incident Action Plan (IAP), which provides:

        - An accurate, realistic IAP for the next operational period.
        - Alternative strategies to attain critical incident objectives; and
        - Predictions of the probable course of events
        - Current information that accurately describes the incident situation and resource status;

5. Training

    a. Training is a critical Preparedness component of ESF 5. The objective is to develop and sustain a capability in Phillips County to routinely implement each phase and function of ESF 5. Accordingly, training will address the following:

        - ESF 5 – Planning and Information – overview of key components of ESF 5; role, requirements and integration of ESF 5 under NIMS.
        - Intelligence and Analysis - procedures for identifying, collecting, prioritizing and utilizing intelligence.
        - Use of Predictive Models – coordination with in use of predictive tools for rapid needs assessment; templates; SOPs; identification of needed local expertise (Geographic Information Systems)
        - Preparation and Utilization of Incident Action Plans
        - Incident Action Matrix: A Tool for Establishing Priorities, Assigning Tasks to Agencies, and Tracking Progress

6. Exercises

    a. Consistent with NIMS, Phillips County will incorporate ESF 5 plans and procedures into exercises that will be conducted at the local and State level. On an annual basis, at least two exercises will be used to evaluate ESF 5 readiness.

    b. Actions carried out by ESF 5 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF 5 encompasses a full range of activities from training to the provision of field services.

7. Actions

III. Responsibilities

A. The following list identifies the responsibilities designated to each of the Primary and Support Agencies for ESF 5. The Primary Agency and its responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks.
2	Identify who is responsible for initial notification of ESF-5 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county emergency management officials.
4	Develop standard operating guides and checklists to support ESF-5 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC and distribute to pre-determined list.
7	Develop and maintain Basic Plan and ESF-5 Annex.
8	Coordinate the construction of the EOP with other ESFs.
9	Coordinate and participate in training, drills, and exercises; including position specific training for EOC operations.
10	Incorporate ESF 5 plans and procedures into training and exercises and conduct at local level.
11	Establish, staff, and train damage assessment teams within the jurisdiction.
12	Identify how initial damage assessment will be collected, processed, and disseminated among local, county and State entities.
13	Identify EOC ability to respond to disasters longer than 24 hours.
14	Identify alternate EOC location and requirements to open and staff.
15	Develop and maintain County Continuity of Government (COG) plan.
16	Identify protective action decisions and establish response priorities.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Coordinate activities between incident command and EOC.
2	Coordinate response to unplanned arrivals and volunteer groups who self deploy.
3	Collect and process information received from rapid damage assessment teams, analyze this information, and share with appropriate partners.
4	Support the preparation of and/or prepare an Incident Action Plans and distribute to appropriate partners.
5	Ensure that requests for Assessment Teams are forwarded to the local and State EOC.
6	Coordinate with ESF 7 to ensure that all available resources are logged and requests for resources are filled.
7	Ensure that copies of all news releases and situation reports are transmitted to the State EOC.
8	Collect and analyze intelligence in support of the overlapping phases of disaster operations: pre-event, impact assessment, and immediate response; and sustained response and initial recovery.

9	Evaluate ESF resources, capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed.
10	In the case of a foreseeable event impact, set up the status boards, obtain data/studies and electronic files, and staff ESF 5. Initiate contact with the media through ESF 15, and establish contact with KDEM.
11	In the case of a foreseeable event impact, review pre-determined requests for pre-positioning of critical resources (personnel, equipment, and supplies).
12	In the case of a foreseeable event impact, collect, analyze and apply disaster intelligence information and deployment of local damage assessment teams.
13	Provide GIS support to ESF-5.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.
3	Provide continued situation reports to support recovery and damage assessment process.
4	Provide information on damage assessment flyovers and transmitting video/pictures to the Local EOC/State EOC.
5	Schedule and conduct after action meetings and after action reviews. Draft corrective action plan.
6	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.
Mitigation Actions for ESF 5 - Emergency Management	
1	Coordinate mitigation plan revision to identify county risk and projects that could lessen risk.
2	Provide ESF partners and other eligible applicants of mitigation funding opportunities.
3	Coordinate the update of the mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks.
2	Identify who is responsible for initial notification of ESF-5 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county emergency management officials.
4	Develop standard operating guides and checklists to support ESF-5 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC and distribute to pre-determined list.
7	Develop and maintain Basic Plan and ESF-5 Annex.
8	Coordinate the construction of the EOP with other ESFs.
9	Coordinate and participate in training, drills, and exercises; including position specific training for EOC operations.
10	Incorporate ESF 5 plans and procedures into training and exercises and conduct at local level.

11	Establish, staff, and train damage assessment teams within the jurisdiction.
12	Identify how initial damage assessment will be collected, processed, and disseminated among local, county and State entities.
13	Identify EOC ability to respond to disasters longer than 24 hours.
14	Identify alternate EOC location and requirements to open and staff.
15	Develop and maintain County Continuity of Government (COG) plan.
16	Identify protective action decisions and establish response priorities.
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Coordinate activities between incident command and EOC.
2	Coordinate response to unplanned arrivals and volunteer groups who self deploy.
3	Collect and process information received from rapid damage assessment teams, analyze this information, and share with appropriate partners.
4	Support the preparation of and/or prepare an Incident Action Plans and distribute to appropriate partners.
5	Ensure that requests for Assessment Teams are forwarded to the local and State EOC.
6	Coordinate with ESF 7 to ensure that all available resources are logged and requests for resources are filled.
7	Ensure that copies of all news releases and situation reports are transmitted to the State EOC.
8	Collect and analyze intelligence in support of the overlapping phases of disaster operations: pre-event, impact assessment, and immediate response; and sustained response and initial recovery.
9	Evaluate ESF resources, capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed.
10	In the case of a foreseeable event impact, set up the status boards, obtain data/studies and electronic files, and staff ESF 5. Initiate contact with the media through ESF 15, and establish contact with KDEM.
11	In the case of a foreseeable event impact, review pre-determined requests for pre-positioning of critical resources (personnel, equipment, and supplies).
12	In the case of a foreseeable event impact, collect, analyze and apply disaster intelligence information and deployment of local damage assessment teams.
13	Provide GIS support to ESF-5.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.
3	Provide continued situation reports to support recovery and damage assessment process.
4	Provide information on damage assessment flyovers and transmitting video/pictures to the Local EOC/State EOC.
5	Schedule and conduct after action meetings and after action reviews. Draft corrective action plan.
6	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.
Mitigation Actions for ESF 5 - Emergency Management	

1	Coordinate mitigation plan revision to identify county risk and projects that could lessen risk.
2	Provide ESF partners and other eligible applicants of mitigation funding opportunities.
3	Coordinate the update of the mitigation plan.

Supporting: Adjutant General's Office, Kansas Division of Emergency Management	
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Provide GIS support to ESF-5.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.

Supporting: City of Agra	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Glade	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Kirwin	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Logan	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Long Island

Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Phillipsburg	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Prairie View	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: City of Speed	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: Federal Emergency Management Agency	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.

Supporting: Kansas Department of Transportation	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.

Supporting: Phillips County Appraiser's Office	
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Collect and process information received from rapid damage assessment teams, analyze this information, and share with appropriate partners.

2	Provide GIS support to ESF-5.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

Supporting: Phillips County Board of County Commissioners (BOCC)	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Develop and maintain County Continuity of Government (COG) plan.
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.

Supporting: Phillips County Economic Development	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
Mitigation Actions for ESF 5 - Emergency Management	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.

Midwest Energy	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.

Phillips County Public Information Officer	
Response (During Event) Actions for ESF 5 - Emergency Management	
1	Ensure that copies of all news releases and situation reports are transmitted to the State EOC.

Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 5 - Emergency Management	
1	Identify who is responsible for initial notification of ESF-5 personnel.
Response (During Event) Actions for ESF 5 - Emergency Management	

1	Collect and analyze intelligence in support of the overlapping phases of disaster operations: pre-event, impact assessment, and immediate response; and sustained response and initial recovery.

Prairie Land Electric Cooperative	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.

Tallgrass Energy	
Recovery (Post Event) Actions for ESF 5 - Emergency Management	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.

IV. Financial Management

A. ESF 5 is responsible for coordinating with Phillips County Clerks Office to manage ESF 5 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

<u>County</u>

1. Emergency response and recovery operations conducted under ESF 5 will be in accordance with the National Incident Management System (NIMS).

2. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

3. The ESF representative will attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

4. Requests for equipment, resources or assistance shall be made by the Primary Agency to the Incident Command System. Each request will be assessed by the Incident

Command and a status response will be made as soon as possible. The Incident Command will maintain a listing of requests and will assign a priority to each.

5. Kansas Statute 48-950: provides for all political subdivisions within the State of Kansas to be automatically included as a part of the Kansas mutual aid system.

6. When major disaster assistance activities may be carried out by contract or agreement with private organizations, firms, or individuals, preference will be given, to the extent feasible and practicable, to those organizations, firms, and individuals, residing or doing business within Phillips County. Under disaster or emergency conditions, the Emergency Management Director may utilize the most expedient means possible in securing purchases; this includes and is not limited to suspension of the normal and usual County Bidding and Purchasing Policies.

7. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

8. The ESF representative will be expected to attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

9. Maintain records of expenditures and document resources utilized during recovery in accordance with ESF 7 - Resource Support policies and guidelines and report these records to the Primary Agency.

10. Primary and support agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

State and Federal Authorities

1. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 6 - Mass Care, Housing and Human Services

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Phillips County Emergency Management
Phillips County Health Department

Support Agencies:
American Red Cross
City of Agra
City of Kirwin
City of Logan
City of Long Island
City of Phillipsburg
City of Phillipsburg Public Works
City of Prairie View
City of Speed
High Plains Mental Health Services
Local Churches
Phillips County Health Systems
Phillips County Highway Department
Phillips County Ministerial Alliance
Phillips County Public Information Officer
Phillips County REACT (Radio Operators)
Phillipsburg General Public Transportation Department
Regional Coroner
The Salvation Army
USD #325, Phillipsburg
Volunteer Agencies

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 6 is to coordinate the emergency provision of temporary shelters, emergency mass feeding, and the bulk distribution of coordinated relief supplies for victims of a disaster and disaster workers.

B. Scope

1. ESF 6 promotes the delivery of services and the implementation of programs to assist individuals, households and families impacted by disaster/emergencies.

2. ESF 6 includes four primary functions: mass care, emergency assistance, housing, and human services.

    a. Mass care involves the coordination of non-medical mass care services to include sheltering of disaster survivors and household pets, organizing feeding

operations, providing emergency first aid at designated sites, collecting and providing information on disaster survivors to family members, and coordinating bulk distribution of emergency relief items;

b. Emergency assistance includes functions of evacuation support in conjunction with ESF 1 and ESF 9, reunification of families, vulnerable needs support, sheltering of disaster survivors and household pets, and overall shelter management.

c. Housing involves the provision of assistance for short- and long-term housing needs of disaster survivors; and

d. Human Services includes providing disaster survivor-related recovery efforts such as emotional support and identifying supports for persons with vulnerable needs.

II. Concept of Operations

A. General

1. ESF 6 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 6 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 6 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.

4. ESF 6 will coordinate with ESF 8 to address the requirements of persons with vulnerable needs and ensure adequate considerations for those with cultural accommodations, including their sheltering requirements.

5. **Sheltering**

    a. Sheltering is the responsibility of ESF 6. Emergency shelter includes the use of designated shelter sites in existing structures within the affected area(s), as well as additional sites designated by Phillips County government. Criteria for selecting shelters are provided in Attachment 6.15 - Guide for Shelter Facilities, and shall be selected to the maximum extent feasible for individuals with disabilities.

b. The primary focus is on mass care, sheltering activities and the coordination of volunteer agency activities involved in mass care as directed by the American Red Cross (See Attachments 6.10 and 6.11 for general protocols and concepts). Shelters should be managed in accordance with applicable American Red Cross regulations and guidelines with local personnel assigned to assist the Red Cross as needed.

c. Shelters will be selected on the basis of suitability of the facility and its location within the county. Factors such as a sufficient area for sleeping, restrooms, showers, kitchen facilities, parking and accessibility for persons with disabilities will be taken into account. The decision as to which shelter(s) will be activated in a particular situation will be coordinated with the ARC, Phillips County Emergency Management, and the cities and the organizations providing the facilities. If adequate sheltering is not available in Philips County, mutual aid will be requested from surrounding counties to assist with sheltering.

d. In allocating space for facilities, restrooms, showers, parking, accessibility, etc., consideration should include the following:

    i. Reception and registration

    ii. Emergency medical care

    iii. Sleeping – 40 square feet per person Counseling/interviewing space Feeding

    iv. Shelter manager's office Storage for food and supplies Child activities

    v. Storage for personal belongings

    vi. Restrooms and Showers

e. Shelter management teams will be responsible for the cleanliness of kitchens, restrooms and sleeping areas, and the disposal of trash. Additional resources such as portable toilets, etc., should be requested through and coordinated with the EOC.

f. The structural integrity of emergency shelters and other emergency facilities will be determined by each city having jurisdiction, and by the Kansas Disaster Team through the Regional Coordinator. ESF 3 - Public Works and Engineering supports ESF 6 by maintaining public buildings and expropriated private structures that have been determined necessary to house County evacuees.

g. ESF 6 intends to utilize the National Shelter System (NSS) program as a supplement to shelter planning. The NSS is a web-based comprehensive database that provides information for shelters posted to the NSS during response to disasters and emergencies. Reports from the NSS will detail the location and capacities of shelters (evacuation, general, ADA compliant, pet friendly, medical, etc.) open, on stand-by, or closed. The information in the NSS is submitted by the local, State, and Community Organizations active in disasters entities operating these shelters.

h. Emergency Shelters

This ESF coordinates the activities of public shelters that fall under the American Red Cross Shelter guidelines. This includes shelters formed before, during, and after the event. Shelters will be opened and closed in accordance with public need as assessed by the American Red Cross and Phillips County Emergency Management. Reception operations, as needed, will be carried out in accordance with ARC standards (ARC 3000 Series).

Guidance for the use, identification, opening, staffing and managing emergency shelters and temporary reception centers are provided as attachments 6.10-Social Services, 6.11-Shelter Operational Concepts, 6.12-Shelter Organization Chart and Responsibilities, and 6.15-Guide for Selecting Human Shelter Facilities.

The local jurisdiction should provide staff to coordinate and assist the Red Cross during shelter activation and assist the Red Cross as needed to verify that adequate food supplies, equipment, staff and services are available to launch and sustain shelter operations. This shall include coordinating needs and requests with the City, County, and/or Emergency Operations Center (EOC) Logistics staff.

Reference Attachment 6.16 for ARC guidance for service animals in shelters.

i. Tiered Emergency Shelters

A short term shelter would be defined as any building capable of sheltering people for less than seventy-two hours. An example would involve one opened during weather conditions where evasive action is necessary for a limited period of time.

Long term shelters would be needed to shelter people for extended periods of time (more than seventy-two hours) as a result of situation that would take longer to resolve.

The ARC will take the lead to immediately provide feeding, shelter, and emergency first aid services, if possible. The ARC will plan to provide these services without external support for at least the first three days, or however long resources dictate, following the onset of the event. An independent ARC relief operation will be established to support this response. If this overwhelms local ARC state capabilities, state and national ARC resources will be requested.

A sustained operational period for the shelter requires daily upkeep of the facility and for the ongoing acquisition of equipment and supplies. Since it is their “temporary home”, shelter residents should assist with housekeeping and cleaning activities. Staff normally responsible for the facility (e.g., school janitorial services) may be available to support operations. County Health can address food, water safety and sanitation issues in shelters.

The Phillips County Commissioners may authorize use of county facilities and

resources in support of mass care. In addition, they may enter into contracts with local businesses or agencies for additional resources or facilities.

j. Shelter Accessibility and Status Reporting

This ESF will continuously monitor occupancy levels and ongoing victims' needs, and provide information regarding daily listing of "open" and "closed" shelters to the EOC. Shelter listings will include staffing and resource information. See Attachments for registration and shelter tracking forms.

Although medical facilities (i.e., nursing homes, residential care facilities, hospices, etc.) should be able to care for their own populations, if dictated by the situation, the Phillips County Health Department will provide assistance in opening and maintaining shelters for those with sensitive needs, as available.

Possible shelter and/or feeding sites may include, but is not limited to: local colleges, public and private schools, county fairgrounds, community centers, and churches that have general purpose or community rooms and kitchens. The County Fairgrounds could be used for tent or RV camping.

The primary communications link between designated shelters and the EOC will be via telephone. When possible, volunteer amateur radio operators will provide additional communication support.

k. ADA and Functional Needs Populations

i. Planning for responsibilities and requirements of ESF 6 shelter selection, as outlined in Title II, ADA Guidelines for shelter site selection and operation will be prioritized and instituted to the maximum extent feasible in the jurisdiction.

ESF 6 may provide resources and technical assistance in support of local governments and Community Organizations Active in Disasters (COADs) when conventional and non-conventional congregate care systems and shelter-in-place activities are not available, or are in need of additional resources. Congregate care facilities are accessible to individuals with disabilities, whenever possible.

ii. Non-conventional sheltering may include:

1. Hotels, motels, and other single-room facilities.

2. Temporary facilities such as tents, pre-fab module facilities and trains. Functional needs shelters and medical support shelters.

3. Professional care of children.

iii. Public shelters selected for long-term operations, at a minimum, must provide occupants with a safe place to sleep along with some provisions for food. Large urban disaster shelters also have the challenge of trying to meet a diversity of human needs. The shelter should provide

accommodation for single men, single women, and families. Functional needs and accessibility should be accommodated as best as possible depending on architectural barriers present at each shelter location.

l. Care and Shelter - Unaccompanied/Unsupervised Children

i. **Plan to help with the reunification of families who are separated during the disaster:**

1. **Establish a tracking system to maintain information on missing persons.**

2. **Use the registration lists from community shelters to help locate displaced family members.**

3. **If a child arrives at the shelter without a parent, get the parent's name and try to locate the parent. Plan for a qualified staff person to supervise the child until such a time that the parent or guardian can be located.**

4. **If the child is not picked up within 12 hours, contact Child Protective Services (CPS) through the City and/or County Emergency Operations Center (EOC).**

5. **Consider mental health support for children.**

ii. Support activities provided outside the county, including shelter facilities, equipment, supplies, transportation, etc. are provided through the Regional Emergency Management Council, and State and Federal resources as applicable to the response.

m. Shelter Sanitation

This ESF will coordinate sanitation provisions and inspections, and garbage removal from mass feeding sites and shelters. Shelter sanitation will be conducted in accordance with ARC guidelines.

Coordination of emergency public information regarding availability and location of mass care facilities is the responsibility of the Phillips CountyPublic Information Officer (PIO). Duties and responsibilities of the PIO are provided in ESF-15 External Affairs-Emergency Public Information. Evacuees will be informed daily about the status of the disaster, including information on actions they may need to take when returning home by the PIO.

n. Shelter Security

Security will be coordinated with ESF-13 Public Safety and Security for mass care facilities provided by either the Sheriff's Department (unincorporated areas), city police (incorporated areas), and/or private security. Phillips CountyLaw Enforcement has written policies for dealing with sex offenders, and parolees in shelters. General rules are to segregate these persons from the general

population in the shelter situation. A list of sexual offenders is maintained in the on-line law enforcement database. In the event the database is not accessible, law enforcement will rely on "self-reporting" procedures.

The Emergency Shelter Teams will periodically update evacuees on current conditions and status of the disaster. ESF-6 Mass Care, Housing, and Human Services will coordinate public information dissemination with ESF-15 External Affairs-Emergency Public Information.

6. **Short term and long term housing**

There are two housing authorities located in Phillips County. The City of Logan and Phillipsburg provides Section 8 and low-rent housing to low-income individuals and families. ESF 14 - Long-Term Community Recovery coordinates with ESF 6 - Mass Care, Housing, and Human Services and ESF 8 - Public Health and Medical Services, to identify long-term recovery needs and incorporates these into recovery strategies.

Although these facilities should be able to care for their own populations, if dictated by the situation, the ARC and Phillips County Emergency Management will provide assistance in opening and maintaining shelters for those in need, as available.

7. **Emergency relief supplies (food, water, medicine, clothing, etc.)**

   a. The Salvation Army and other volunteer groups may provide food, water, cots and other essential emergency items. These groups will work closely with the County EOC to identify individuals and families in need of assistance, as well as appropriate methods of distribution in the event they cannot reach shelters. The ARC will provide daily, overall direction of mass care operations, including the assignment of personnel and verify that requests for assistance are met, documented and prioritized.

   b. This ESF will coordinate the initial staffing added and relief staff and the re-stocking of shelter supplies. Coordinate the provision of food and water to mass feeding sites. This will include procuring food from the USDA, Donated Goods, and private vendors.

   c. This ESF will assist in the coordination of mass feeding sites established by the American Red Cross and volunteer agencies. When possible, mass-feeding activities will include feeding of disaster victims and critical workforce personnel.

   d. This ESF will generate, procure, and regularly update a list of public and private agencies that have a mission to provide mass feeding in times of disaster. The list will provide specific information, to include:

      i. Number of persons each agency can feed two meals a day

      ii. How long this level of feeding can be sustained

      iii. Number of staff or volunteers available for cooking and/or serving

iv. Major equipment lists, e.g., field ranges, mobile feeding units, refrigeration, vehicles, etc.

8. **Emergency Relief and unmet Planning Needs**

a. Unmet Needs refers to those needs of individuals that are not met, or cannot be met, through a variety of service organizations i.e., Red Cross, Salvation Army, or Federal, State, local government programs. Typical unmet needs may include: financial assistance, housing, food, transportation, home furnishings, medical, debris removal, and counseling.

b. During disasters, especially in the recovery phase, it is critical that a collaborative effort be established between government and the private non-profit community to identify and assist with unmet need victims. Federal and state entities have specific guidelines and areas which can provide assistance, but this assistance is designed to meet minimum short term needs, i.e. to make those impacted safe, sanitary and secure. Volunteer organizations, interfaith groups, social service organizations, community action organizations and locally based state agencies all come together to define a complete assistance package for those impacted by the disaster. These local groups have various compositions and names, but all are designed to provide the same delivery of services.

c. This ESF will maintain a listing of volunteer organizations active in mass care in the disaster area for distribution of emergency relief items, infant care supplies, and other necessities, as available. The list, which is maintained in the EOC, includes the following information:

i. Type of services provided by each volunteer agency

ii. Number of volunteers in the area

iii. Resources each agency has available

iv. Names and contact means of key persons in each organization

v. Logistical abilities of each organization, i.e. self-contained, need transportation, etc.

d. Insurance is the primary source of recovery from disasters. If you are uninsured or under-insured, available assistance will depend on the scope and magnitude of the disaster. If the event is below federal government disaster declaration thresholds, assistance may be available from non-governmental organizations (NGOs), and members of Voluntary Organizations Active in Disaster (VOAD). Unmet needs are also those aspects of individual disasters like homelessness and cold weather shelters. Unmet needs should identify and assess individual and family disaster related unmet needs and apply the resources as available. Some resources can include:

i. FEMA’s Individuals and Households Program (IHP)

ii. U.S. Small Business Administration (SBA)

e. The State of Kansas Vulnerable Needs System (http://www.helpmekansas.org/) also provides preparedness guides in conjunction with FEMA for disaster kits, making a disaster plan, and how to stay informed about disasters.

f. Initial humanitarian assistance (food, water, clothing, first aid, crisis counseling, emergency clean-up assistance, etc.) will be provided by the ARC, Salvation Army and other volunteer groups. If necessary, support in this area will be requested from the private sector.

g. ESF 11 - Agriculture and Natural Resources anticipates support to ESF 6 through an integrated response. ESF 11 assists ESF 6 in coordinating county guidelines for centralized veterinary service activities to address animal needs.

h. Companion animals, due to health concerns, are generally not accepted in ARC shelters. Only service animals (seeing-eye dogs, etc.) are allowed in ARC-affiliated shelters. The county recognizes the varying and special requirements of individuals that require and utilize service animals. The county is committed to providing for the physical and mental health needs of these individuals, and that the individuals and service animals remain together to the maximum extent possible during evacuation, transport, sheltering, or the delivery of other services and in accordance with the requirements of the Americans with Disabilities Act (ADA).

9. **Vulnerable needs**

The EOP will comply with Title II of the ADA to the maximum extent feasible when developing emergency management programs, services, and activities by using its available resources. Once those resources are used, or it is confirmed that those necessary resources do not exist in the county, then regional resources will be pursued to fulfill that need. If regional resources cannot meet the need, then state level resources will be requested. Coordination with the State ADA Coordinator will be conducted through the EOC via WebEOC and the State Emergency Operations Center (SEOC) to obtain advice and assistance during disaster operations.

Facilities within Phillips County who work, house and care for members of the functional needs population should have policies, plans, and resources in place for immediate evacuation of their facilities. In the event of a disaster the Primary and Support Agencies will make every effort, within the scope and nature of the emergency or disaster operations, to assist with the evacuation of people with disabilities.

Kansas Vulnerable Needs Registry Program

The Vulnerable Needs Registry program sponsored by the Kansas Division of Emergency Management is a free registry designed to assist emergency management in planning efforts to help individuals with vulnerable needs. A person is considered vulnerable if they may need assistance during an emergency due to a disability. Each County has access to the vulnerable population voluntary confidential registry of persons with disabilities that allows for the planning and prioritizing those facilities that work with or house vulnerable population members (http://www.kdheks.gov/disability/fnr.htm). The following website allows residents with special needs the opportunity to provide information to assist emergency management agencies in planning to meet the needs of

vulnerable populations before, during, and after emergencies (http://www.helpmekansas.org/).

ESF 1-Transportation can identify various forms of transportation for emergency or disaster evacuation operations, including accessible forms of transportation (i.e., vehicles equipped with wheelchair lifts) to help evacuate people with disabilities.

Phillips County Emergency Management serves as Primary Agency for ESF 14 - Long Term Community Recovery, and coordinates with ESF 6 - Mass Care, Housing, and Human Services, ESF 8 - Public Health and Medical Services, and ESF 13 - Public Safety and Security to identify long-term recovery needs of functional needs and institutionalized populations, and incorporates activities into recovery strategies.

ESF 8 will coordinate with ESF 6 for sensitive needs populations. Although medical facilities (i.e., nursing homes, residential care facilities, hospices, etc.) should be able to care for their own populations, if dictated by the situation, the Phillips County Health Department will provide assistance in opening and maintaining shelters for those with sensitive needs, as available.

10. **Accountability: disaster survivors and volunteers**

    The purpose of screening & registration is to be able to identify evacuees with functional needs or concerns, respond to inquiries about the status of evacuees, monitor health concerns, and provide a basis for post-emergency follow-up support.

    The ARC may assist local government in the registration of evacuees who are housed in ARC shelters. The ESF 6 Team should coordinate with other organizations that operate shelters to confirm that evacuees occupying those facilities are registered and information is provided to the EOC. Shelter registration and tracking forms are provided as attachment 6.13.

    The Primary Agency will appoint a Volunteers Management Team (VMT), as necessary, in response to the specific event. The VMT shall maintain records of volunteer time and expenditures and document in accordance with ESF 7 - Resource Support policies and guidelines.

    Coordination of emergency mental health services is provided in ESF 8, Attachment 8.3 - Mental Health. In general, these services will be provided by the High Plains Mental Health Center.

    ESF 5 - Emergency Management, in coordination with the PIO will be responsible for status reports to the public regarding potential injured and missing persons relative to the disaster. Registration and tracking of injured or missing persons will be administered by each shelter, and casualty information will be provided to the EOC. The PIO and support staff will evaluate and release information to the public, as appropriate to the situation. The ARC may also provide electronic registration to their website. The registry allows victims of natural disasters to register their name, location, wellness status, and contact information, while allowing loved ones to search for them.

11. **Hazardous materials situations**

Hazard Materials Situations (Radiological): Phillips County does not have the capability to accept and care for evacuees from nuclear facilities, or radiological emergencies except as provided for in ESF 10-Oil and Hazardous Materials.

In the event of a disaster with the potential for contaminated victims who may be seeking shelter, a hazardous materials team, Health Department or Emergency Medical Personnel, or other appropriately trained county or city representative will be sent to the shelter to screen evacuees. Those found to be contaminated will be isolated in a separate holding area until properly decontaminated or transported elsewhere for decontamination and/or treatment.

12. **Animal sheltering**

The County recognizes the elements of the Kansas Planning Standard under Animal Sheltering. The County currently does not have a formal Animal Shelter Plan. This may be due to a lack of personnel, finances, and other critical resources**.**

13. **Cohabitation shelter (if applicable)**

ESF 6 - Mass Care, Housing, and Human Services, in coordination with and ESF 11 - Agriculture and Natural Resources, maintains responsibility for animal welfare. The county has guidelines in place for evacuation and centralized care of domestic animals for pets in a disaster. Attachment 6.14 - Animal Health coordinates the effective use of public and private partnerships for the care and well-being of animals during and after a natural or technological disaster. Consideration for co-habitation of pets with pet owners is based on shelter capabilities and well-being of all occupants.

B. Direction and Control

1. The ESF 6 Coordinating Agency is Phillips County Emergency Management which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 6 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 6 support is necessary, the ESF 6 Coordinator coordinates all aspects of ESF 6.

2. The ESF 6 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding sheltering, housing and human services for Phillips County are made at the Phillips County Emergency Management by the ESF 6 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management to assist the commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 6, and further mission tasking by a local primary agency, each support organization assisting ESF 4 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF 6. Mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. The Primary Agency is responsible for information management in support of this ESF.

    b. This ESF will be activated at the discretion of Phillips County Emergency Management.

    c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

    d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Kansas Department of Children and Families (DCF) is the designated lead agency for State mass care services and will provide a liaison to facilitate requests for mass care service resources to local Emergency Operations Centers.

    b. During an emergency or disaster event, the primary and support agencies of ESF 6 at the State of Kansas EOC will report to the Human Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.

    c. During the response phase, ESF 6 will evaluate and analyze information regarding mass care service needs requests. Also, ESF 6 will develop and update assessments of the mass care services situation and status in the impact area and undertake contingency planning to meet anticipated demands and needs.

    d. The Kansas Department of Children and Families (DCF) develops and maintains ESF 6 and accompanying Appendices, Annexes and Standard Operating

Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

D. Alerts and Notifications

1. The Phillips County Emergency Management and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 6 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 6 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 6. If additional support is required, the ESF 6 coordinating and primary agencies may jointly manage ESF 6 activities.

4. Upon instructions to activate or placement of ESF 6 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 6 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-6 Annex.
7	Participate in training, drills, and exercises

8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
10	Identify, inspect and establish locations for the use of suitable shelter facilities.
11	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
12	Establish the criteria for how shelters will be selected and operated (kitchen, restrooms, showers, size, parking, etc.).
13	Identify how county will sustain shelter operations for less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Manage the collection, processing, and dissemination of information between ESF-6 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Establish and staff reception centers while waiting for shelters to open.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
5	Indentify and establish protocol to provided reasonable accommodations for vulnerable needs populations in the absence of ADA compliant shelter.
6	Identify procedures for handling and providing for unaccompanied minors in shelters.
7	Coordinate with ESF-15, EOC, and Incident Command to provide information regarding the disaster to evacuees and the public.
8	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-6 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide public information regarding safe re-entry to damaged areas.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in the hazard identification process and identify and correct vulnerabilities
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-6 representative for update of mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.

4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-6 Annex.
7	Participate in training, drills, and exercises
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
10	Identify, inspect and establish locations for the use of suitable shelter facilities.
11	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
12	Establish the criteria for how shelters will be selected and operated (kitchen, restrooms, showers, size, parking, etc.).
13	Identify how county will sustain shelter operations for less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Manage the collection, processing, and dissemination of information between ESF-6 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Establish and staff reception centers while waiting for shelters to open.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
5	Indentify and establish protocol to provided reasonable accommodations for vulnerable needs populations in the absence of ADA compliant shelter.
6	Identify procedures for handling and providing for unaccompanied minors in shelters.
7	Coordinate with ESF-15, EOC, and Incident Command to provide information regarding the disaster to evacuees and the public.
8	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-6 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide public information regarding safe re-entry to damaged areas.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in the hazard identification process and identify and correct vulnerabilities
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-6 representative for update of mitigation plan.

Primary: Phillips County Health Department

Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-6 Annex.
7	Participate in training, drills, and exercises
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
10	Identify, inspect and establish locations for the use of suitable shelter facilities.
11	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
12	Establish the criteria for how shelters will be selected and operated (kitchen, restrooms, showers, size, parking, etc.).
13	Identify how county will sustain shelter operations for less than 72 hours and greater than 72 hours.
14	Identify resources to be used for sanitation of shelters.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Designate personnel to coordinate ESF-6 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-6 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Establish and staff reception centers while waiting for shelters to open.
5	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
6	Indentify and establish protocol to provided reasonable accommodations for vulnerable needs populations in the absence of ADA compliant shelter.
7	Identify procedures for handling and providing for unaccompanied minors in shelters.
8	Coordinate with ESF-15, EOC, and Incident Command to provide information regarding the disaster to evacuees and the public.
9	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-6 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide public information regarding safe re-entry to damaged areas.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	

1	Participate in the hazard identification process and identify and correct vulnerabilities
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-6 representative for update of mitigation plan.

Supporting: American Red Cross	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify, inspect and establish locations for the use of suitable shelter facilities.
2	Establish pre-designated shelters that are in compliance with FEMA and ADA requirements. In the absence of available ADA compliant shelters, establish procedures to offer reasonable accommodations to vulnerable needs citizens.
3	Establish the criteria for how shelters will be selected and operated (kitchen, restrooms, showers, size, parking, etc.).
4	Identify how county will sustain shelter operations for less than 72 hours and greater than 72 hours.
5	Identify resources to be used for sanitation of shelters.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Designate personnel to coordinate ESF-6 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-6 and EOC or incident command.
3	Identify and provide staff to support shelter operations. This includes activation, staffing and management of shelter operations.
4	Indentify and establish protocol to provided reasonable accommodations for vulnerable needs populations in the absence of ADA compliant shelter.
5	Identify procedures for handling and providing for unaccompanied minors in shelters.
6	Coordinate with the EOC, ESF partners, and private sector to provide meals and necessary supplies to shelter residents and staff.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide public information regarding safe re-entry to damaged areas.

Supporting: City of Agra	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: City of Kirwin	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: City of Logan

Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: City of Long Island	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: City of Phillipsburg	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: City of Prairie View	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: City of Speed	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Supporting: Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-6 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Develop standard operating guides and checklists to support ESF-6 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).

5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide field support for emergency responders at the scene.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF6.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-6 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Participate in the hazard identification process and identify and correct vulnerabilities

Supporting: Phillips County Public Information Officer	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF-15, EOC, and Incident Command to provide information regarding the disaster to evacuees and the public.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide public information regarding safe re-entry to damaged areas.

City of Glade	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Kansas Highway Patrol	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF-13 to identify the process of handling parolees, registered sex offenders, and other individuals with legal reporting requirements.

Phillips County Clerks Office	
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide public information regarding safe re-entry to damaged areas.

Phillips County Economic Development	
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF 14 to identify short term and long term housing resources.

Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify long-term housing resources.
2	Form a long-term recovery assistance team to help identify current assistance to individuals and families, and identify any unmet needs.

Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Identify who is responsible for initial notification of ESF-6 personnel.
2	Coordinate with ESF-13 to identify the process of handling parolees, registered sex offenders, and other individuals with legal reporting requirements.
Response (During Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Coordinate with ESF-13 to provide security at shelters.
Recovery (Post Event) Actions for ESF 6 - Mass Care, Housing and Human Services	
1	Provide public information regarding safe re-entry to damaged areas.

IV. Financial Management

A. ESF 6 is responsible for coordinating with Phillips County Clerks Office to manage ESF 6 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. It is the responsibility of the Primary Agency to forward pertinent information to the EOC through the Incident Command System. Generally, this will be via 2-way radio communications. EOC information will be reported through the WebEOC. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center to promote continuity.

2. Support Agencies will work with the Primary Agency and Phillips County Emergency Management for purposes of pre-disaster planning and post-disaster coordination of the issues addressed by this ESF. The Primary Agency is the coordinator for verifying planning efforts for this ESF. During post-disaster operations, each Support Agency is responsible for coordinating their individual plans and guidelines and reporting of ESF activities to the Emergency Operations Center through the Primary Agency.

3. Requests for assets, resources or assistance will be made by the Primary Agency to the Incident Command System. Each request will be assessed by the Incident Command and a status response will be made as soon as possible. The Incident Command will maintain a listing of requests and will assign a priority to each.

4. In cases where the required resource cannot be obtained through this ESF, request will be forwarded to the EOC and coordinated through ESF 7 for allocation. Once procured through ESF 7, the management of the resource (financial record keeping, reporting, tracking, etc.) will be coordinated through this ESF. Management of the resource will be documented using ESF 7 policies and guidelines.

5. Food safety is the responsibility of Phillips County Health Department.

6. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

7. The ESF representative shall attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

8. Any required resources to support this ESF must be coordinated, allocated, and managed through this ESF if possible.

9. Management of the resource will be documented using ESF 7 policies and guidelines.

10. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

11. Medical Monitoring - Human health risk can be identified in two major categories regarding emergency response activities. The first category is occupational diseases and generally includes respiratory exposure to harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors. The recommended medical monitoring procedures are provided in OSHA 29 CFR 1910.120, hazardous waste operations and emergency response.

12. The second category is zoonotic diseases. Zoonotic diseases, or zoonoses, are those diseases which can be passed from animals (both domestic and wild) to people. Some of the major diseases include rabies, anthrax, intestinal parasites (roundworms, hookworms, etc.), salmonella, lime disease and others. The Foreign Animal Disease Plan maintained under separate cover, provides appropriate protective procedures for animal disease exposure.

State and Federal Authorities

1. The Kansas Department of Children and Families is the State agency responsible for ESF 6 - Mass Care, Housing, and Human Services.

2. The Federal Emergency Management Agency is the Federal agency responsible for ESF 6 - Mass Care, Housing, and Human Services.

ESF 7 - Resource Support

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Phillips County Emergency Management

Support Agencies:
Adjutant General's Office, Kansas Civil Air Patrol
Adjutant General's Office, Kansas Civil Support Team
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Kansas National Guard
Adjutant General's Office, Office of Emergency Communications
Adjutant General's Office, Office of Public Affairs
American Red Cross
Federal Emergency Management Agency
National Weather Bureau (NOAA)
Phillips County Municipalities (All Departments)
Phillipsburg Chamber and Main Street
U.S Environmental Protection Agency (EPA)
Volunteer Agencies

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 7 is to acquire the necessary resources to support disaster operations. This process includes providing fiscal and logistical managerial support through timely and efficient acquisition and distribution of resources, purchasing, contracting, renting and leasing of supplies and equipment. Also included are the roles of providing coordination of the documentation of reimbursable expenditures as determined by the Federal Emergency Management Agency (FEMA).

B. Scope

1. ESF 7 provides the operational framework for the resource management activities within the scope of this function, to include:

    a. EOC logistics section operations

    b. Resource identification;

    c. Resource procurement;

    d. Resource coordination;

    e. Facilities and logistics;

    f. Personnel augmentation;

g. Logistic management; and

h. Volunteer and donations management

II. Concept of Operations

A. General

1. ESF 7 is organized consistent with Phillips County Emergency Management and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, coordination, and support operations to Phillips County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to assure a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plans (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 7 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 7 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.

4. The focal point for all requests for resources will be the Phillips County Emergency Management. Resource requests unable to be provided by applicable ESFs will be routed to ESF7. In coordination with Logistics Section, the ESF 7 representative will determine the sources of the needed resources. The ESF 7 representative will follow procedures as outlined in the Logistics Standard Operating Procedures. These include:

    a. Procurement Process:

        i. When resources cannot be acquired through local sources, commercial sources, or mutual aid; requests for these items will be made to the State of Kansas EOC. These requests may be filled by state resources, Intra state mutual aid, interstate mutual aid or federal resources.

        ii. Information is disseminated to volunteer groups, vendors and other governmental agencies that may supplement local resources in a variety of ways.

        iii. In some cases, needed resources may be available thru donations and volunteers. Coordination will be maintained between ESF 7 and ESF 15 on a continual basis.

        iv. ESF 7 will conduct operations in accordance with all local, state and federal laws and regulations.

v. Contracts for resources or services will be initiated by ESF 7. Contracts will be managed by the agency responsible for the support provided.

vi. The Statewide Mutual Aid Agreement may be implemented as necessary to obtain required goods and services from other jurisdictions.

vii. Phillips County Emergency Management maintains lists of vendors and suppliers of equipment, materials and services needed during disaster response and recovery operations. In addition, the Phillips County Emergency Management maintains a comprehensive data base of resources that may be needed during disasters.

viii. In some cases, contingency contracts may be written for known critical services or items.

ix. If needed supplies and equipment are not available within County government resources, ESF 7 will attempt to purchase or lease them from commercial sources.

x. Equipment and materials will be procured from both intra-departmental and inter-departmental supplies. Inter-departmental resource requests will be submitted through ESF 7. Requests unable to be filled by County inventories are procured by ESF7 from commercial vendors. Sources include assets within County government and the municipalities. During disaster situations, all resources within County government agencies are considered available. Coordination for such resource reallocation will be accomplished within the Phillips County Emergency Management. If necessary, reimbursement will be made in accordance with local directives.

b. Transportation requirements will be coordinated through ESF 1.

i. Commercial vendors are responsible for transportation of their own products/services.

ii. Existing County resources will be transported to the disaster area by the County department normally responsible for the resources.

iii. Sources include County and municipal assets, as well as those belonging to private nonprofit organizations.

iv. All available transportation assets will be used to deliver resources to affected areas.

c. Staging Areas. Phillips County has identified staging areas for resources brought in to the County. The Staging Areas for Phillips County are provided below and are also provided in the Base Plan.

i. Phillipsburg High School Parking Lot
240 S 7th St
Phillipsburg, KS 67661

ii. The Phillips County Emergency Management or his/her designee manages the County Staging Area.

iii. The County Staging Area is mission tasked and reports to the Logistics Section.

d. Storage Facilities. A list of available storage facilities within the area should be pre-identified in advance of an event. ESF 7 will identify these storage facility locations and lease storage space as necessary. The replacement of any damaged or destroyed facilities would be accomplished by relocating the affected personnel to other County-owned buildings, or space obtained as outlined above, temporarily until the damaged facilities can be repaired or replaced by County personnel or through contractual arrangements secured on an emergency basis through ESF 7.

i. It is the responsibility of agencies receiving loaned property to maintain appropriate accountability of items received.

ii. Agencies will monitor and track loaned items.

iii. Documentation will be provided to lending organizations for their records.

iv. Intra-departmental property/equipment requests are documented and submitted to ESF 7.

v. The loaning department normally furnishes an operator which is responsible for the care and location of the equipment.

vi. The borrowing department is responsible for the return of the equipment after the disaster period.

5. **Credentialing**

a. Phillips County anticipates ESF participation in the State of Kansas (KDEM) Comprehensive Resource Management and Credentialing System (CRMCS) to credential and train personnel, identify specialized capabilities, and identify and type equipment assets for regional planning in the event of a disaster.

b. Phillips County Emergency Management will manage the CRMCS program and will provide the necessary resources to input data into the system. This information will be updated on an annual basis. The anticipated completion date is August 2014.

c. ESF-7 will determine and coordinate what personnel and facilities will be needed to handle the flow of resources into and through the jurisdiction (i.e., warehouses, receiving areas, checkpoints, etc.). ESF 7 will coordinate with ESF 3 - Public Works and Engineering, ESF 5 - Emergency Management, ESF 8 - Public Health and Medical Services, and ESF 13- Public Safety and Security for an integrated approach to entry and travel through disaster areas.

d. **The phased re-entry plan will govern the order in which particular groups of people are allowed to re-enter areas previously evacuated because of a disaster or threat of disaster. The plan may provide different re-entry procedures for different types of disasters. The plan will:**

- **Recognize the role of emergency management, local government & law enforcement in making decisions regarding the timing and implementation of re-entry plans for a disaster; and**
- **Provide emergency management, local government and law enforcement with sufficient flexibility to adjust the plan as necessary to accommodate the circumstances of a particular emergency.**
- **Utilize the CRMCS System to develop a re-entry credentialing process as part of the phased re-entry plan.**

e. The ESF-7 Resource Support Coordinator will work with the other members of the EOC Team to determine the appropriate facilities and methods for the timely distribution of resources.

f. The ESF-7 Resource Support Coordinator will confirm checkpoints and facilities are notified of incoming supplies, equipment and other resources, as well as their priority designation.

g. **Checkpoints and applicable facilities (e.g., warehouses, distribution points) will provide reports on resources passing through or arriving to allow the Resource Support Coordinator to track the location of resources and timeliness of delivery.**

h. **If necessary, traffic may be rerouted or delayed to accommodate the timely distribution of emergency resources and supplies.**

6. **Resource directories**

ESF 7 will require support from both governmental and private-sector agencies/departments. Resource categories and local sources will be listed in the Phillips County CRMCS database for vehicles, equipment inventory, facilities, external services, and personnel. Other related information may be maintained in the EOC. For other guidelines reference Attachment 7.1 - Resource Management.

7. **Resources request and management**

A local disaster declaration will be made if the disaster overwhelms County capabilities. The specific process is detailed in the counties ordinance, which is mandated by State Statute (K.S.A 48-932)…"A state of local disaster emergency may be declared by the chairman of the board of county commissioners of any county, or by the mayor or other principal executive officer of each city of this state having a disaster emergency plan, upon a finding by such officer that a disaster has occurred or the threat thereof is imminent within such county or city. No state of local disaster emergency shall be continued for a period in excess of seven (7) days or renewed, except with the consent

of the board of county commissioners of such county or the governing body of such city, as the case may be. Any order or proclamation declaring, continuing or terminating a local disaster emergency shall be given prompt and general publicity and shall be filed promptly with the county clerk or city clerk, as the case may be."

This process allows the County Executive to request a State emergency declaration which implements the State Emergency Operations Plan. Assistance and expenditures may be submitted to the State for reimbursement for a State declared disaster.

When it becomes clear that local resources will be insufficient to handle the situation, the issuance of a local emergency/disaster declaration is the mechanism for obtaining assistance from other government agencies.

At any point during the development of an emergency situation, the local jurisdiction may determine it cannot handle the situation without the use of outside resources. Such resources may be obtained through the invocation of existing, routine mutual aid agreements without declarations of emergency/disaster; however, significant augmentation of resources or activation of state and federal assistance (as provided under K.S.A. 48-9, K.S.A. 12-16, 117 or the Stafford Act) must be accompanied by a properly executed emergency declaration by the chief elected official of the local jurisdiction.

This declaration may be made by the mayor of a city which operates under the current, recognized County Emergency Operations Plan. For situations existing in cities without such a plan or in the unincorporated areas of the county, the declaration will be made by the Chairman of the Board of County Commissioners (BOCC). State declarations are requested by the Phillips County Emergency Management office through the KDEM and are made by the Governor upon KDEM's recommendation, when significant involvement of state resources or personnel is anticipated.

Requests for federal assistance may be made only by the Governor through the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA). Major disasters are declared by the President upon a request by the Governor and with the recommendation of FEMA. Presidential declarations activate the full range of disaster assistance outlined in the Stafford Act. Other federal declarations can be made by the Administrator of the Small Business Administration (SBA) for loan programs to persons affected by disasters and by the Secretary of Agriculture (agricultural disaster situations). Common to all requests for emergency/ disaster declarations is the requirement that the requesting jurisdiction has exhausted its available resources to handle the situation. (See ESF-14 Long-term Community Recovery and Mitigation.)

Distribution

Points of distribution will be established as required by the disaster. Guidelines for location/relocation of resources, supplies, equipment, staging areas, capability, access, prioritization of resources donated goods, etc. are provided as Attachments to this ESF.

Essential resources (personnel, critical supplies, heavy equipment, etc.) will be relocated if it is determined that an immediate or potential threat exists to the area. Essential resources will be reallocated based upon need and the amount of immediately available resources. Specific needs will be determined by the number of people injured and level

of protection for critical facilities. No local resource (such as a fire department) will be required to leave their area unprotected. If, in the opinion of the jurisdiction officials, an area is secure and there is adequate manpower and equipment to protect that jurisdiction, then the response of local resources may occur. Each jurisdiction must follow their primary directive of providing the resources necessary to protect the lives and property of their citizens.

Criteria for relocating critical facilities and/or operations are provided in the Phillips County COG Plan.

In a major emergency with an extensive influx of resources, supplies and personnel, the ESF-7 Resource Coordinator in coordination with the EOC Team may direct that facilities be designated for emergency use such as:

Mobilization Center

A designated location for receiving and processing resources and personnel prior to their deployment to a Staging Area or disaster site. The Mobilization Center may also be required to provide briefings, lodging and feeding for arriving personnel.

Staging Areas

Used to assemble personnel and equipment for immediate deployment to an operational site in the affected area(s). Potential Staging Areas will be dictated by the locations and the scope of the disaster, but may include the county fairgrounds, camping sites, schools and recreational facilities.

Warehouses and other facilities

Store or stage supplies and equipment for both short and long-term emergency use.

Criteria used for the selection of resource staging areas will include proximity to the affected area, transportation access, communications capability, storage space & conditions, security, etc.

8. **Volunteer and donations management**

Affiliated volunteers include agencies such as the American Red Cross, Salvation Army and United Way, which may provide manpower and essential services to assist in the recovery process. These services include food, shelter, clothing and hygiene items, donations management, volunteer coordination, vouchers and mental health counseling.

Local church and civic groups provide day-to-day assistance to the citizens of Phillips County as the need arises. In the event of a catastrophic event, these groups will provide services and manpower that complement the efforts of the professional voluntary organizations. These groups will also form the basis of unmet needs after the larger assistance is over.

Management of unaffiliated volunteers and donations requires a cooperative effort by county and municipal governments; voluntary and community based organizations, such as the Citizen Corps Council; faith-based organizations; the private-sector; and the

media.

The affected governments, in partnership with voluntary organizations, are responsible for developing plans that address the management of unaffiliated volunteers during disaster response and recovery. ESF 7 supports the Volunteer and Donations Coordinator and voluntary organizations. For more information reference the Volunteer and Donations Management Support Annex.

Emergency Management will work closely with affiliated and unaffiliated agencies to avoid unnecessary procurement.

9. **Tracking resources**

In emergency operations, each responding entity will be responsible for conserving and controlling its own resources. Volunteer hours will be tracked using CRMCS.

ESF 7 coordinates with ESF 12 - Energy and Utilities, and local energy industries, to assist with the location and distribution of critical fuel, lubricant, and electrical power to meet resource needs during a disaster. Reference ESF 12 for fuel strategy, and Attachment 12.5 for the Bulk Fuel Storage Map.

Each ESF will maintain records of expenditures and document resources used from mobilization through demobilization in accordance with ESF 7 policies and guidelines and report these records to the Primary Agency. Documentation shall be completed utilizing standard ICS reporting forms (reference ESF 5).

When resources are no longer needed, the Incident Commander will confirm the order to demobilize.

10. **Emergency contacting**

Procurement will be made in accordance with current local, state and federal laws and regulations that include emergency guidelines under Kansas Statute and Phillips County policies and ordinances.

Emergency Management is tasked to establish emergency procurement procedures that will provide the required resources during an emergency/disaster as rapidly as possible. Purchase price and contract costs will be the responsibility of the requesting agency, or in the time of emergency, the Phillips County Emergency Management. These costs, however, may be submitted for reimbursement, pending the issuance of a State or Federal Disaster Declaration.

Emergency contracts and agreements for additional resources or services will be coordinated by ESF-7 Resource Management when activated.

The proclamation of a State of Local Emergency by the Board of County Commissioners or a State Disaster issued by the Governor may suspend selected rules and regulations that affect support operations. The primary agency will determine the specific impact of the situation and inform the ESF group members.

Purchase price and contract costs will be the responsibility of the requesting agency, or in the time of an emergency, the Phillips County Emergency Management.

B. Direction and Control

1. The ESF 7 Coordinating Agency is Phillips County Emergency Management which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 7 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 7 support is necessary, the ESF 7 Coordinator coordinates all aspects of ESF 7.

2. The ESF 7 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations.

3. During emergency activations, all management decisions regarding resource support for Phillips County are made at the Phillips County Emergency Management by the ESF 7 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 7, each primary and/or support organization assisting ESF 7 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 7. Delegation of mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. During an activation of the Phillips County Emergency Management, primary and support agency staff is integrated with the Phillips County Emergency Management staff to provide support.

    b. During an emergency or disaster event, the Phillips County Emergency Management, Operations Section will coordinate resource support with the Logistics Section. In addition, ESF 7 will:

    c. Operate under the direction of the Phillips County Emergency Management Coordinator.

    d. Operate throughout the emergency, either in the Phillips County Emergency Management, or at a location designated by the Logistics Section Chief in coordination with the Phillips County Emergency Management coordinator.

    e. Alert designated primary personnel of possible resource needs and to report to the Phillips County Emergency Management.

    f. Maintain liaison with other ESFs and interested parties. This will be accomplished through the coordination of the Phillips County Emergency Management Coordinator and the Logistics Section Chief.

g. At the tasking of the Logistics Chief, take action if another ESF requires assistance in obtaining needed items. ESF 7 finds a source for needed items and provides to the requesting ESF the name of the contact person, the price and schedule for when the material can be made available at the established location.

h. The Phillips County Emergency Management will develop and maintain ESF 7 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

2. State of Kansas

a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for State resource services and will provide a liaison to facilitate requests for transportation service resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF 7 at the State of Kansas EOC will report to the Logistics Section Chief, who reports to the SEOC Manager.

c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains the overall ESF 7 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP.

D. Alerts and Notifications

1. The Phillips County Emergency Management and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 7 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 7 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 7. If additional support is required, the ESF 7 coordinating and primary agencies may jointly manage ESF 7 activities.

4. Upon instructions to activate or placement of ESF 7 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 7 planning team

members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 7 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 7 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.
2	Identify liaison rolls with the state and adjacent county resource support officials.
3	Develop standard operating guides and checklists to support ESF-7 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-7 Annex.
7	Participate in training, drills, and exercises.
8	Establish contact with private resources that could provide support during an emergency.
9	Identify and establish a credentialing system to be used in a disaster.
10	Identify how access will be granted and tracked to critical or limited access sites following an incident.
11	Cooperate with ESF 1 to develop strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and other transportation restrictions.
12	Identify how resources are inventoried and tracked.
13	Identify and establish SOPs for points of distributions and staging areas.
14	Establish emergency contracting procedures.
15	Identify information technology disaster plan to assist in restoration of computer resources.
Response (During Event) Actions for ESF 7 - Resource Support	
1	Designate personnel to coordinate ESF-7 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 7 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF7.
5	Work with the EOC staff to establish priorities and grant resource requests according to priorities.
6	If necessary, establish staging areas, distribution sites and mobilization centers.

7	Activate mutual aid agreements as required.
8	Maintain an inventory system to track supplies used in the disaster.
9	Maintain accurate records of resources utilized and submit reports.
10	Preposition resources when incident is likely or imminent.
11	Relocate essential resources outside of threatened area when required.
12	Cooperate with EOC, incident command, adjacent counties, and/or region to provide logistics support for larger regional incidents.
13	Identify, deploy, demobilize, or direct affiliated or spontaneous unaffiliated volunteers as dictated by the situation.
14	Coordinate with ESF 12 to support missions with limited fuel availability.
15	Track resources during incident and ensure equipment maintenance is conducted and tracked.
16	Dispose of excess supplies.
Recovery (Post Event) Actions for ESF 7 - Resource Support	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-7 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Stand down any facilities no longer in use.
7	Dispose of excess supplies.
8	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 7 - Resource Support	
1	Participate in the hazard identification process identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-7 representative for update of mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-7 tasks.
2	Identify liaison rolls with the state and adjacent county resource support officials.
3	Develop standard operating guides and checklists to support ESF-7 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-7 Annex.
7	Participate in training, drills, and exercises.
8	Establish contact with private resources that could provide support during an emergency.
9	Identify and establish a credentialing system to be used in a disaster.
10	Identify how access will be granted and tracked to critical or limited access sites following an incident.

11	Cooperate with ESF 1 to develop strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and other transportation restrictions.
12	Identify how resources are inventoried and tracked.
13	Identify and establish SOPs for points of distributions and staging areas.
14	Establish emergency contracting procedures.
15	Identify information technology disaster plan to assist in restoration of computer resources.
Response (During Event) Actions for ESF 7 - Resource Support	
1	Designate personnel to coordinate ESF-7 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 7 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF7.
5	Work with the EOC staff to establish priorities and grant resource requests according to priorities.
6	If necessary, establish staging areas, distribution sites and mobilization centers.
7	Activate mutual aid agreements as required.
8	Maintain an inventory system to track supplies used in the disaster.
9	Maintain accurate records of resources utilized and submit reports.
10	Preposition resources when incident is likely or imminent.
11	Relocate essential resources outside of threatened area when required.
12	Cooperate with EOC, incident command, adjacent counties, and/or region to provide logistics support for larger regional incidents.
13	Identify, deploy, demobilize, or direct affiliated or spontaneous unaffiliated volunteers as dictated by the situation.
14	Coordinate with ESF 12 to support missions with limited fuel availability.
15	Track resources during incident and ensure equipment maintenance is conducted and tracked.
16	Dispose of excess supplies.
Recovery (Post Event) Actions for ESF 7 - Resource Support	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-7 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Stand down any facilities no longer in use.
7	Dispose of excess supplies.
8	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 7 - Resource Support	
1	Participate in the hazard identification process identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

3	Provide ESF-7 representative for update of mitigation plan.

Supporting: American Red Cross	
Response (During Event) Actions for ESF 7 - Resource Support	
1	Identify, deploy, demobilize, or direct affiliated or spontaneous unaffiliated volunteers as dictated by the situation.
2	Manage the collection, distribution, or rejection of unsolicited donations.

Kansas Highway Patrol	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Cooperate with ESF 1 to develop strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and other transportation restrictions.

Phillips County Board of County Commissioners (BOCC)	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Participate in training, drills, and exercises.

Phillips County Health Department	
Response (During Event) Actions for ESF 7 - Resource Support	
1	Manage the collection, distribution, or rejection of unsolicited donations.

Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 7 - Resource Support	
1	Identify who is responsible for initial notification of ESF-7 personnel.
2	Cooperate with ESF 1 to develop strategies for transporting materials through restricted areas, quarantine lines, law enforcement checkpoints, and other transportation restrictions.

The Salvation Army	
Response (During Event) Actions for ESF 7 - Resource Support	
1	Manage the collection, distribution, or rejection of unsolicited donations.

IV. Financial Management

A. Once the Emergency Declaration is in effect ESF 7, in conjunction with the support agencies, assumes the full responsibility for resource support for all departments within the guidelines of the Emergency Declaration.

B. All inter-departmental and a portion of intra-departmental procurement from existing inventories is handled on the departmental level with no assistance from ESF 7. If this course is pursued, departments are instructed to document all transactions pursuant to FEMA audit requirements.

C. Resources obtained from outside sources (other governmental entities or commercial suppliers) are routed through ESF 7 as necessary.

D. Procurement procedures should be outlined in an "Emergency Purchasing Procedures Manual." This manual should be complete with a copy of telephone and fax numbers for "emergency vendors" sorted by product or service. These "emergency vendors" should have agreed in advance to provide necessary supplies to authorized Phillips County officials and employees at little or no notice at the normal government discount rate.

E. Expenditures for cost recovery are documented during the incident and after the incident period. All response agencies work with ESF 7 personnel in notifying the Phillips County Emergency Management of expenditures based on standard accounting procedures.

F. Each agency is responsible for tracking its own costs associated with ESF 7 operations using the standard procedures established by the support agency's standard accounting and tracking procedures.

G. Each agency is responsible for monitoring staff hours using its own tracking system, and requesting financial reimbursement (as applicable) for staff hours incurred in association with ESF 7 operations.

H. The State of Kansas EOC through the Phillips County Emergency Management will provide appropriate forms, and provide guidance to complete forms for efficient tracking and reimbursement.

V. References and Authorities

County

1. This ESF is coordinated through the designated representative of the Primary Agency, Support Agencies will work with the Primary Agency for purposes of pre-disaster planning and post-disaster coordination of the issues addressed by this ESF. During post-disaster operations, each Support Agency is responsible for coordinating their individual plans and guidelines, and reporting of ESF activities to the Emergency Operations Center through the Primary Agency.

2. Emergency response and recovery operations conducted under ESF 7 will be in accordance with the National Incident Management System (NIMS).

3. Countywide resources committed to this ESF will be allocated and coordinated by this ESF. The primary source of equipment, supplies, and personnel will be primary and support agency resources and local sources outside the impacted area. Support that cannot be provided from these sources will be provided through commercial resources by either procurement or donation.

4. Each Primary and Support Agency will participate in necessary training and exercises to promote continuity. Training will be performed in the form of meetings, workshops, exercises, peer-to-peer, and policy development.

5. The Primary Agency will review this ESF annually to verify its accuracy for implementation. The date of review will be based on the adoption date of the EOP.

6. The inventory, storage, maintenance, and replacement of administrative and logistical support items will be the responsibility of each county agency and department. If

additional resources of these types of materials are needed, they can be requested through the Emergency Operations Center. If the EOC or County Government is unable to meet these requests, then prearranged agreements with other suppliers in the local area will be considered for activation.

7. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

8. The ESF representative will be expected to attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

9. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. To enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the agency.

State and Federal Authorities

1. The State of Kansas authority for purchasing is K.S.A. 75-3739. KDEM is responsible for this ESF.

2. The U.S. General Services Administration and Federal Emergency Management Agency are the Federal authorities responsible for ESF 7–Resource Support.

ESF 8 - Public Health and Medical Services

Coordinating Agency:
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Health Systems

Primary Agency:
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Health Systems

Support Agencies:
Agra City Fire Department
American Red Cross
Black Dog Veterinary Services
City of Agra
City of Kirwin
City of Logan
City of Long Island
City of Phillipsburg
City of Phillipsburg Public Works
City of Prairie View
City of Speed
Federal Emergency Management Agency
High Plains Mental Health Services
High Plains Mental Health Services
Hospice Services Inc. NWKS
Kansas Department of Health and Environment
Kansas Funeral Directors Association (KFDA)
Kirwin City Fire Department
Logan City Fire Department
Logan Manor
Long Island/Prairie View City Fire Department
Midwest Family Health Pharmacy and Home Care
Northwest Kansas Area Agency On Aging
Olliff Boeve Memorial Chapel
Phillips County Board of County Commissioners (BOCC)
Phillips County Clerks Office
Phillips County Emergency Management
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Health Systems
Phillips County Highway Department
Phillips County Public Information Officer
Phillips County Reitrement Center
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan

Phillips County Rural Fire Dist 3A, Agra
Phillips County Sheriff's Department
Phillipsburg City Fire Department
Private Healthcare Providers
Regional Coroner
Rural Water District #1, Phillips County
Suschland Veterinary Services, Inc.
The Animal Hospital
U.S. Center for Disease Control (CDC)
U.S. Department of Health and Human Services
Volunteer Agencies
Witmer Drug

I. Purpose and Scope

A. Purpose

1. The purpose of Emergency Support Function (ESF) 8 is to provide health and medical coordination in support of emergency events in Phillips County. ESF 8 can provide the mechanism for personnel and resources to support prevention, preparedness, protection, response, recovery and mitigation in support of the primary emergency management objectives.

B. Scope

2. ESF 8 is a functional annex to the Phillips County EOP and this Annex describes the actions required to coordinate public health and medical services during a disaster. It addresses:

    a. Local Health Department notification, coordination and response

    b. Emergency Medical Services (EMS) activities

    c. Coordination among community hospital partners

    d. Mass fatality partnerships in planning

    e. Community planning with other health care providers

    f. Behavioral health (mental health) activities

3. Most of the agencies involved in public health and medical services activities have existing emergency plans and procedures. The ESF 8 Annex is not designed to take the place of these plans rather it is designed to complement, support, and reference existing plans and procedures.

4. The ESF 8 Annex supports health and medical response during a biological incident within the community and complements the Biological Incident Annex (BIA) to the Phillips County EOP.

5. For this document, public health and medical services include: medical needs associated with behavioral health needs of victims and responders, medical needs of "at risk" populations, and environmental health concerns associated with activities outlined in other portions of the Phillips County EOP.

II. Concept of Operations

A. General

1. **Operational Overview**

    a. ESF 8 is organized to be consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System (ICS). This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

    b. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding appendices, annexes, and standard operating guidelines, which describe ESF 8 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

    c. In a large event requiring local or State mutual aid assistance, ESF 8 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.

    d. When an event is focused in scope to a specific type or response mode (i.e., hospital evacuation, biological threat, hazardous materials release, pandemic disease or radiological event) technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the ICS structure.

    e. Throughout the response and recovery periods, ESF 8 will evaluate and analyze information regarding medical, health, and public health assistance requests for response, develop and update assessments of medical and public health status in the impact area and do contingency planning to meet anticipated demands.

    f. If additional support is necessary, ESF 8 will contact the supporting agencies and other ESFs to request applicable support activities.

2. **Continuity of Operations**

    a. The Incident Command Team will assume initial responsibility for the management of mass fatality disasters. Specific responsibilities may be assigned to specific agencies depending on the scope of the disaster.

b. When an event is focused in scope to a specific type or response mode (i.e., hospital evacuation, biological threat, hazardous materials release, pandemic disease or radiological event), technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

c. If relocation of a health agency is required the agency COG Plan will be implemented to provide a smooth transition of resources and services.

d. COG Plans are considered internal decisional documents with national and domestic security protections afforded under applicable U.S. statutes. Additionally, due to the inclusion of personal information about Department/Agency employees, COG Plans shall be protected by the Freedom of Information Act, Exemptions 3, 4, and 6.

e. Alternate Care: In situations where health and medical needs cannot be met through the existing response systems and resources in Phillips County, the County ESF 8 Public Health and Medical Team will request regional, State, and Federal resource and facilities support through the EOC by emergency declaration.

f. **Health and medical information will be provided to the counties at risk populations through Phillips County Health Department and Phillips County Health Systems, Public Information Officer's Systems.**

3. **Medical Surge**

a. In the event of a disaster, it is necessary to use surge capacity to provide emergency care and appropriate definitive management of patients. Bed counts alone do not determine surge capacity or the ability to care for patients. The hospital has internal policies, plans, and procedures for patient surge within their facilities, including requesting medical material and pharmaceuticals and coordinating mass fatality.

b. ESF 8 will monitor the EMSystem application in the Phillips County Emergency Management to maintain awareness of the availability of beds at hospitals within their jurisdiction and surrounding counties. Hospitals in Phillips County will be requested to update their bed availability at the time of a disaster or large-scale emergency through a HAvBED alert initiated at the regional or state level. The hospital will update the HAvBED alert as requested to assist with planning of patient transfers.

c. The health and medical community has a decontamination plan and access to necessary equipment. The health and medical community also have trained individuals who can assist and perform decontamination activities for patients arriving from the scene of emergencies and disasters.

d. Health and medical entities have processes and policies for medical surge capabilities, these internal plans provide details with internal patient tracking procedures. Patients seen as a result of an emergency will be tracked utilizing

these procedures. The numbers of patients seen, disposition, and status of these patients will be coordinate throughout the day by ESF 8. Hospitals will follow CMS and HIPAA regulations when reporting patient information. All participating health and medical organizations will assist in determining the health and medical impact of the emergency on the community.

e. Health and medical entities protect the privacy of individually identifiable health information. ESF 8 follows standards to protect information and will utilize internal policies for reunification of patients with family. ESF 8 will coordinate efforts, when possible, to gather missing persons information from participating health and medical partners and response organizations to cross reference with data received from ESF 6 – Mass Care, Housing, and Human Services. If ESF 8 recognizes a patient identified as missing on the American Red Cross's Safe and Well or another missing person data system provided by another mass care, housing, and human service agency, ESF 8 will verify to the extent possible the validity of their reunification need and, if acceptable, provide the current location of the patient to the requesting family member

f. In the event individuals are in need of additional transportation to health and medical facilities, ESF 8 will coordinate with ESF 1 - Transportation.

g. During a large scale emergency, emergency room departments, treatment centers, and other medical clinics across the community may see an influx in patients. An Alternate Care Site (ACS) is a community-based location that may provide additional treatment area(s) with a minimum specific level of care for patients. An ACS may be established at sites where no medical care is usually provided or at medical facilities where the usual scope of medical services does not normally include large-scale urgent care or traditional inpatient services. If an ACS is needed to respond for managing a disaster that creates a surge of patients beyond community capabilities, the health and medical entities within Phillips County will consider options for ACS sites to care for ill patients who would otherwise seek care at hospitals and community health centers.

h. Through preparedness planning the community has developed regional relationships within the health and medical sector. This provides additional access to medical surge supply trailers, field hospital trailers, health and medical supplies, and specialized equipment which may be necessary for response. The ESF 8 coordinator will follow standard procedures for requests in the event these assets are needed to support operations and improve the health delivery during an emergency.

4. **Epidemiology and Surveillance**

a. The health department conducts disease surveillance and investigation activities in partnership with local hospitals, physician's offices, clinics, schools and pharmacies to maintain an overall assessment of disease outbreaks or clusters within the county. These activities also provide a reporting avenue from these organizations to the Phillips County Health Department to identify and contain disease outbreaks. The Phillips County Health Department also utilizes neighboring counties and state assistance in disease surveillance and investigation as part of a coordinated statewide public health system.

b. Phillips County Emergency Management has identified vulnerabilities within the community. In the event of a radiological emergency, Community Reception Center (CRC) guidance is available to assist Phillips County with this process and would be used as guidance for population monitoring of county residents should a radiological emergency be declared. At the CRC, citizens will be asked to provide information regarding their location and possible exposure to the radiological emergency. This will assist the Phillips County Health Department, Kansas Department of Health and Environment and the Centers for Disease Control and Prevention in providing appropriate surveillance and follow up after this type of emergency.

c. Phillips County's Health Department is responsible for conducting disease surveillance and investigation within Phillips County and maintains access to an electronic disease tracking and surveillance system.

5. **Fatalities Management**

a. Phillips County recognizes the need to organize local agencies and resources to plan for and respond to an incident resulting in catastrophic loss of life. Natural disasters frequently overwhelm local systems that care for the deceased. Consequently, the responsibility for the immediate response falls on local organizations and communities. Management of the dead requires coordination of body recovery, short and long-term storage, identification, burial arrangements, and support of victims and relatives.

b. Phillips County Emergency Management and ESF 8 will coordinate with county coroner, funeral directors, mortuary services, and coordinating group(s)/team(s) early during an emergency to ensure required resources, assessment activities, and the responsible agencies implement appropriate plans.

c. Following an emergency, ESF 8, when requested an in coordination with its partner organizations, will assist or help identify resources to support the local district coroner, medical professionals, and law enforcement agencies in:

i. Tracking and documenting of human remains and associated personal effects;

ii. Reducing the hazard presented by chemically, biologically, or radiologically contaminated human remains (when indicated and possible)

iii. Establishing temporary morgue facilities;

iv. Determining the cause and manner of death. When the determination of the cause of a death is held to be in the public interest or a child under the age of 18 dies, the coroner or deputy coroner shall be notified. The coroner shall decide if an investigation shall take place;

v. Collecting ante mortem data in a compassionate and culturally competent fashion from authorized individuals;

vi. Performing postmortem data collection and documentation;

vii. Identifying human remains using scientific means (e.g., dental, pathology, anthropology, fingerprints, and, as indicated, DNA samples);

viii. Preparing, processing and returning human remains and personal effects to the authorized person(s) when possible;

ix. Providing technical assistance and consultation on fatality management and mortuary affairs; and

x. Coordinating with behavioral health, social workers, counselors, and community mental health centers in support of victims and relatives.

d. During an event, first responders will follow appropriate policies, procedures, and guideline to ensure safety precautions are appropriate and implemented.

6. **Pre-Hospital Care**

a. Phillips County promotes local and regional coordination and cooperation in emergency pre-hospital care for mass casualty events, including those that involve children. During an emergency, pre-hospital care may involve more than one jurisdiction, therefore ICS will be used to help standardize organizational structure and common terminology and to ensure a useful and flexible management system is practical for incidents involving multi-jurisdictional and multi-agency response, especially those in the field.

b. Pre-arrival assessments will be conducted by Emergency Medical Services and notification procedures to dispatch, hospitals, and other mutual aid partners will be activated.

c. Triage procedures, ambulance diversion guidelines, EMSystem protocol and policies, pediatric guidelines, and other community and internal agency plans have been developed and may be implemented in response this type of emergency.

d. Medical mutual aid may be necessary and implemented during a mass casualty or large-scale emergency.

7. **Medical Countermeasure Dispensing**

a. The primary goal of the county's mass dispensing program is to provide life saving medical countermeasures to citizens and visitors of Phillips County in a timely manner in response to a health and medical emergency. This program is led by the Phillips County Health Department and includes many of the county's other departments, health and medical partner organizations and private companies. The Phillips County Health Department has developed a Mass Dispensing Standard Operating Guide (SOG) which will be used during an emergency as a guide for providing vaccines and pharmaceuticals at Point of Dispensing (POD) sites for the public.

8. **Medical Material Distribution**

    a. During a time of disaster state and federal medical material and pharmaceuticals may be available to Phillips County. To access these assets, a coordinated resource management and requesting process must be in place for participating agencies. This process promotes the full utilization of local medical equipment and supplies and exhaustion of services available locally. With the exhaustion or immediate exhaustion of these local supplies and services, Phillips County can make a request through Phillips County Emergency Management to the State of Kansas EOC for fulfillment. Procedures for requesting medical materials can be found in the Phillips County Mass Dispensing SOG and Hospital EOP.

    b. Health and medical entities have processes in place for requesting medical countermeasures, including but not limited to the Strategic National Stockpile (SNS), CHEMPACK (nerve agent and organophosphate antidotes), and Chemical Event Shipping Supply Location (CESSL) program.

9. **Non-Pharmaceutical Interventions**

    a. The Kansas Isolation and Quarantine statute K.S.A. 65-129 provides the template for control efforts in the case of large-scale outbreaks of naturally occurring diseases, like pandemic influenza, SARS or artificially introduced biological agents in connection with bioterrorism. The Phillips County Board of Health may also issue advisories or recommendations for the closure of public buildings, events and activities. In partnership with local school districts, schools may also be dismissed to aid in disease containment measures.

    b. When necessary, ESF 8 will coordinate with ESF 13 – Public Safety to ensure the safety of public and community members related to isolation and quarantine.

    c. The hospital maintains an appropriate HVAC system which is an essential tool for the control of infection. The hospital has a negative pressure room and procedures to keep contaminants and pathogens from reaching surrounding areas within the hospital. These procedures are outlined in internal hospital policies and will be actives as outlined in these policies to prevent cross-contaminations from room to room.

10. **Responder Health and Safety**

    a. Health and medical officials may be requested to provide information related to agents or diseases and appropriate measures to take to protect the health, medical, and emergency services sector responders. Officials may be asked to serve as subject matter experts and information resources to make health and safety recommendations to incident management staff and safety officers.

    b. A community hazardous vulnerability assessment (HVA) has been made available to identify any anticipated hazards, including infectious disease, hazardous materials, and environmental factors.

    c. ESF 8 has or has access to personal protective equipment (PPE) to ensure the safety and health of first responders.

d. There are counseling services available throughout the community for those victims and responders with behavioral health needs. This is outlined under the Behavioral Health section of this Annex.

11. **Volunteer Management**

a. ESF 8 has access to the Kansas System for the Early Registration of Volunteers (K-SERV) system, which can be utilized as a volunteer database at the local and state levels. In addition, various health and medical entities have an internal volunteer database. Each facility should utilize internal policies and procedures for verifying and credentialing. In the event that volunteers are needed to provide assistance during an incident response, K-SERV offers an opportunity for volunteer request and receipt through a standard operating procedure.

b. Additional volunteer resources may be available through Kansas Medical Reserve Corps (MRC) units, Community Emergency Response Teams (CERT), American Red Cross (ARC) and other community organizations active in disasters.

12. **Environmental Health**

The Phillips County Public Health Department may be requested to assist other ESF 8 partner organizations, as appropriate, in assessing the following: the threat of vector-borne diseases; conducting field investigations, including the collection and laboratory analysis of relevant samples; providing vector control equipment and supplies; providing technical assistance and consultation on protective actions regarding vector-borne diseases; and providing technical assistance and consultation on medical treatment of victims of vector-borne diseases.

ESF 8, along with ESF 11, may be tasked to coordinate the health and safety issues of food-producing animals, animal feed, and therapeutics with other support agencies.

When a veterinary response is required, assets may be requested from the National Veterinary Stockpile, which is managed by USDA Animal and Plant Health Inspection Service (APHIS).

The Primary Agency is responsible for coordinating the identification of associated environmental hazards to include exposure to infectious diseases that are secondary to the primary event and secondary transmission modes. The rebuilding of the public health infrastructure, removal of environmental hazards, and appropriate decontamination of the environment enable the safe re-entry and re-occupancy of the impacted area.

Phillips County receives its potable water from various systems, including public water systems and private wells. During a disaster ESF 5 – Emergency Management coordinates with ESF 8 – Public Health and Medical Services and local water utilities to coordinate county water resources. The Phillips County Public Health Department anticipates the following services:

- Analyzes water samples from sources suspected of contamination and makes appropriate recommendations.

- Develops procedures to notify the residents of Phillips County how to treat contaminated food and water, and develop a plan for retail inspections.

- Monitors the safe distribution of water supplies.

13. **Behavioral Health**

    The High Plains Mental Health Center Disaster Response Team in coordination with ESF 8-Public Health and Medical Services, is responsible for mental health resources for individuals affected by a disaster in Phillips County.

    The High Plains Mental Health Center will utilize available resources (private and public practitioners and facilities) in the community affected to verify those needing services are identified and provided service when appropriate. This may include current clients, functional needs and high-risk populations or individuals, disaster victims, and emergency workers. For more information reference Attachment 8.3 – Mental Health.

14. **Demobilization and Recovery**

    a. When the Incident Commander has ordered demobilization, the ESF 8 Coordinator will notify health and medical response entities. Each agency should consider their property and business impact for returning to normal facility operations.

    b. As needs for personnel decrease, personnel should report to debriefing area or standard area of operations as directed by supervisor. Positions will deactivate in a phased manner as outlined by internal plans and policies.

    c. All equipment and supplies shall be returned or disposed of in compliance with recommendations from internal and/or external authorities and coordinated by supply unit leader and finance/administration section. Health and medical supplies and equipment should be repaired, repacked, and replaced as needed.

    d. Any plans to salvage, restore, and recover the impacted facility will initiate upon approval from applicable local, State, and Federal law enforcement and emergency service authorities.

B. Direction and Control

1. During a state of emergency, Phillips County health and medical response activities will be coordinated through the Phillips County Emergency Management; which will serve as the source of all direction and control.

2. The Phillips County Emergency Manager or designee provides direction and control for ESF 8 to include mission assignments, mutual aid, contracts for goods and services, and recovery and mitigation activities.

3. During emergency activations, all management decisions regarding Phillips County or regional response are made at the Phillips County Emergency Management by the ESF 8 Coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section Coordinators and staff at the Phillips

County Emergency Management assist the commander in carrying out the overall mission. Resources for response are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.

4. A staffing directory and the ESF 8 Emergency Operations Plan, its accompanying appendices, annexes and standard operating guidelines are maintained by the Phillips County Emergency Medical Service / Phillips County Health Department / Phillips County Health Systems. Phillips County Emergency Medical Service / Phillips County Health Department / Phillips County Health Systems is responsible for ensuring contact information is accurate and ready for response.

5. Agencies of ESF 8 may serve in Field Operations (i.e., Disaster Recovery Center operations, intrastate and/or interstate mutual aid assistance, etc.).

6. When a request for assistance is received by ESF 8 it is assigned to the agency or agencies that have the most appropriate resources and expertise to accomplish the task.

7. Phillips County Emergency Management will assist in the coordination of state response efforts under the provisions of a Governor's Disaster Declaration.

C. Organization

1. County

    a. During an actual or potential emergency or disaster, the primary agency of Phillips County Emergency Medical Service / Phillips County Health Department / Phillips County Health Systems will assign a liaison to Phillips County Emergency Management to fill the role of ESF 8 Coordinator. During an activation of the Phillips County Emergency Management, support agency staff will work with the coordinating agency to provide support that will allow for an appropriate, coordinated and timely response. If additional support is required, the Phillips County Emergency Medical Service / Phillips County Health Department / Phillips County Health Systems and primary agencies may co-manage ESF 8 activities.

    b. ESF 8 Coordinator will report to the Phillips County Emergency Manager or designee. During the response phase, the ESF 8 Coordinator will evaluate and analyze information regarding medical and public health assistance requests.

    c. ESF 8 Coordinator will develop and update assessments of medical and public health status in the impact area and do contingency planning to meet anticipated demands.

    d. ESF 8 Coordinator will partner with the ESF 6 –Mass Care, Housing, and Human Services to support all individuals and organizations regarding mass care services, including sheltering that may be required to support disaster response and recovery operations in Phillips County.

2. State of Kansas

a. The Kansas Department of Health and Environment (KDHE) is the lead ESF 8 Coordinating agency for the State of Kansas. The State ESF 8 provides supplemental assistance to local governments in identifying and meeting the public health and medical needs of victims of disasters and emergencies. The State ESF 8 concept of operations is outlined in the Kansas Response Plan (KRP).

D. Alerts and Notifications

1. The Phillips County Emergency Management will notify the Phillips County Emergency Medical Service / Phillips County Health Department / Phillips County Health Systems when an area of Phillips County is threatened or has been impacted by an emergency or disaster event.

2. The primary agency notified will report to the Phillips County Emergency Management, if so advised or requested by Phillips County Emergency Management.

3. The ESF 8 Coordinator and/or Phillips County Emergency Management will provide notification to support agencies as outlined in internal call down procedures. The ESF 8 Coordinator will continue to update those agencies as the situation progresses and upon demobilization and recovery.

E. Actions

1. Actions carried out by ESF 8 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 8 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each of the Primary and Support Agencies for ESF 8. The Primary Agency and its responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
4	Identify health services needed to support identified disaster risks and provision of those services
5	Identify county's behavioral health response capabilities
6	Maintain MOUs or MOAs in place to share medical resources
7	Coordinate local efforts related to K-SERV and medical professional volunteer registration
8	Identify currently available health and medical sector related volunteer organizations

9	Identify alternate care site planning activities
10	Develop procedures to appropriately vet and release casualty and fatality information
11	Participate in the CDC Public Health Preparedness Program
12	Credential and badge department employees prior to an incident
13	Capture incident related expenses to be used in emergency response
14	Credential medical staff
15	Participate in the Hospital Preparedness Program
16	Participate in county medical countermeasure planning
17	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
18	Coordinate behavioral health capabilities of the organization
19	Coordinate organization's behavioral health disaster team
20	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Identify specific health and safety risks for disasters
5	Coordinate with ESF 7 for requesting resources
6	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
7	Recommend or determine health-related protective actions
8	Activate community alternate care site
9	Coordinate fatality management process and requests additional support
10	Track the injured (Registration to discharge process)
11	Document and track resources that are committed to specific missions and costs
12	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
13	Activate and conduct county's mass dispensing campaign priorities and general activities
14	Activate continuity of operations plan
15	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
16	Report incident related injuries to EOC
17	Report incident related fatality to EOC
18	Activate and conduct medical care activities during a disaster
19	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
20	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
21	Coordinate and activate mortuary services during an emergency
22	Coordinate and activate patient decontamination activities with EMS agencies
23	Coordinate emergency organization credentialing/privileging procedures
24	Dispose of medical supplies
25	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	

1	Record damage assessment information
2	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
3	Conduct and monitor health effects post-disaster
4	Provide incident reports for elected officials
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks

Coordinating: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Identify hospital's ability to perform decontamination of patients, service animals and pets
4	Identify health services needed to support identified disaster risks and provision of those services
5	Identify county's behavioral health response capabilities
6	Identify county's fatality management capabilities
7	Maintain MOUs or MOAs in place to share medical resources
8	Identify currently available health and medical sector related volunteer organizations
9	Identify alternate care site planning activities
10	Develop procedures to appropriately vet and release casualty and fatality information
11	Coordinate activities related to health department SOG development
12	Participate in the CDC Public Health Preparedness Program
13	Credential and badge department employees prior to an incident
14	Capture incident related expenses to be used in emergency response
15	Coordinate health department's exercise program
16	Credential medical staff
17	Participate in the Hospital Preparedness Program
18	Participate in county medical countermeasure planning
19	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
20	Coordinate behavioral health capabilities of the organization
21	Coordinate organization's behavioral health disaster team
22	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
23	Coordinate activities in preparing at-risk populations for disasters
24	Coordinate and maintain family reunification policies or procedures to be used by ESF 8
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Coordinate support activities to ESF 6 for Vulnerable Needs at shelters
5	Identify specific health and safety risks for disasters
6	Coordinate with ESF 7 for requesting resources

7	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
8	Communicate incident related health and medical information to citizens including at-risk populations
9	Coordinate surveillance and epidemiological activities of the local health department including activities with community partners: schools, EMS, hospitals, private medical providers, and others
10	Recommend or determine health-related protective actions
11	Activate community alternate care site
12	Operate community alternate care site
13	Coordinate fatality management process and requests additional support
14	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan
15	Determine the extent or threat of contamination from chemical, radiological or infectious agents
16	Track the injured (Registration to discharge process)
17	Document and track resources that are committed to specific missions and costs
18	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
19	Activate and conduct county's mass dispensing campaign priorities and general activities
20	Activate continuity of operations plan
21	Activate and conduct county's disease surveillance system
22	Recommend or determine health department's protective action
23	Provide liaison to communicate between health department and ESF 8 for emergency related information
24	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
25	Report incident related injuries to EOC
26	Report incident related fatality to EOC
27	Coordinate vector surveillance activities
28	Perform vector surveillance activities
29	Provide briefs or updates related to vector surveillance activities to ESF 8
30	Activate and conduct medical care activities during a disaster
31	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
32	Activate and perform decontamination of patients, service animals and pets
33	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
34	Coordinate and activate mortuary services during an emergency
35	Coordinate and activate patient decontamination activities with EMS agencies
36	Coordinate and activate behavioral health care activities
37	Conduct behavioral health care activities
38	Coordinate emergency organization credentialing/privileging procedures
39	Dispose of medical supplies
40	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
41	Coordinate community outreach to at-risk populations
42	Provide communication of at-risk populations' needs to the ESF 8 Coordinator

43	Coordinate with at-risk populations at a community shelter
44	Coordinate and activate the Kansas Funeral Directors Association to support fatality management according to the Kansas Mass Fatality Plan
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Record damage assessment information
3	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
4	Conduct and monitor health effects post-disaster
5	Provide public health input into community recovery affairs
6	Provide incident reports for elected officials
7	Assist at-risk populations in recovering from disasters including programs provided
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc

Coordinating: Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
3	Identify hospital's ability to perform decontamination of patients, service animals and pets
4	Identify health services needed to support identified disaster risks and provision of those services
5	Monitor available medical beds and reports to ESF 8
6	Identify county's behavioral health response capabilities
7	Identify county's fatality management capabilities
8	Maintain MOUs or MOAs in place to share medical resources
9	Identify currently available health and medical sector related volunteer organizations
10	Identify alternate care site planning activities
11	Develop procedures to appropriately vet and release casualty and fatality information
12	Participate in the CDC Public Health Preparedness Program
13	Credential and badge department employees prior to an incident
14	Capture incident related expenses to be used in emergency response
15	Credential medical staff
16	Participate in the Hospital Preparedness Program
17	Participate in county medical countermeasure planning
18	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
19	Coordinate behavioral health capabilities of the organization
20	Coordinate organization's behavioral health disaster team
21	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness

3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Identify specific health and safety risks for disasters
5	Coordinate with ESF 7 for requesting resources
6	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
7	Communicate incident related health and medical information to citizens including at-risk populations
8	Recommend or determine health-related protective actions
9	Activate community alternate care site
10	Operate community alternate care site
11	Coordinate fatality management process and requests additional support
12	Track the injured (Registration to discharge process)
13	Document and track resources that are committed to specific missions and costs
14	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
15	Activate and conduct county's mass dispensing campaign priorities and general activities
16	Activate continuity of operations plan
17	Activate and conduct county's disease surveillance system
18	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
19	Report incident related injuries to EOC
20	Report incident related fatality to EOC
21	Activate and conduct medical care activities during a disaster
22	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
23	Activate and perform decontamination of patients, service animals and pets
24	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
25	Coordinate and activate mortuary services during an emergency
26	Coordinate and activate patient decontamination activities with EMS agencies
27	Coordinate and activate behavioral health care activities
28	Conduct behavioral health care activities
29	Coordinate emergency organization credentialing/privileging procedures
30	Dispose of medical supplies
31	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
32	Coordinate community outreach to at-risk populations
33	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
34	Coordinate with at-risk populations at a community shelter
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Record damage assessment information
3	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
4	Conduct and monitor health effects post-disaster
5	Report damages of hospitals to ESF 8

Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc

Primary: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
4	Identify health services needed to support identified disaster risks and provision of those services
5	Identify county's behavioral health response capabilities
6	Maintain MOUs or MOAs in place to share medical resources
7	Coordinate local efforts related to K-SERV and medical professional volunteer registration
8	Identify currently available health and medical sector related volunteer organizations
9	Identify alternate care site planning activities
10	Develop procedures to appropriately vet and release casualty and fatality information
11	Participate in the CDC Public Health Preparedness Program
12	Credential and badge department employees prior to an incident
13	Capture incident related expenses to be used in emergency response
14	Credential medical staff
15	Participate in the Hospital Preparedness Program
16	Participate in county medical countermeasure planning
17	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
18	Coordinate behavioral health capabilities of the organization
19	Coordinate organization's behavioral health disaster team
20	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Identify specific health and safety risks for disasters
5	Coordinate with ESF 7 for requesting resources
6	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
7	Recommend or determine health-related protective actions
8	Activate community alternate care site
9	Coordinate fatality management process and requests additional support
10	Track the injured (Registration to discharge process)

11	Document and track resources that are committed to specific missions and costs
12	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
13	Activate and conduct county's mass dispensing campaign priorities and general activities
14	Activate continuity of operations plan
15	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
16	Report incident related injuries to EOC
17	Report incident related fatality to EOC
18	Activate and conduct medical care activities during a disaster
19	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
20	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
21	Coordinate and activate mortuary services during an emergency
22	Coordinate and activate patient decontamination activities with EMS agencies
23	Coordinate emergency organization credentialing/privileging procedures
24	Dispose of medical supplies
25	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Record damage assessment information
2	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
3	Conduct and monitor health effects post-disaster
4	Provide incident reports for elected officials
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks

Primary: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Identify hospital's ability to perform decontamination of patients, service animals and pets
4	Identify health services needed to support identified disaster risks and provision of those services
5	Identify county's behavioral health response capabilities
6	Identify county's fatality management capabilities
7	Maintain MOUs or MOAs in place to share medical resources
8	Identify currently available health and medical sector related volunteer organizations
9	Identify alternate care site planning activities
10	Develop procedures to appropriately vet and release casualty and fatality information
11	Coordinate activities related to health department SOG development
12	Participate in the CDC Public Health Preparedness Program
13	Credential and badge department employees prior to an incident
14	Capture incident related expenses to be used in emergency response
15	Coordinate health department's exercise program

16	Credential medical staff
17	Participate in the Hospital Preparedness Program
18	Participate in county medical countermeasure planning
19	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
20	Coordinate behavioral health capabilities of the organization
21	Coordinate organization's behavioral health disaster team
22	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
23	Coordinate activities in preparing at-risk populations for disasters
24	Coordinate and maintain family reunification policies or procedures to be used by ESF 8
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Coordinate support activities to ESF 6 for Vulnerable Needs at shelters
5	Identify specific health and safety risks for disasters
6	Coordinate with ESF 7 for requesting resources
7	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
8	Communicate incident related health and medical information to citizens including at-risk populations
9	Coordinate surveillance and epidemiological activities of the local health department including activities with community partners: schools, EMS, hospitals, private medical providers, and others
10	Recommend or determine health-related protective actions
11	Activate community alternate care site
12	Operate community alternate care site
13	Coordinate fatality management process and requests additional support
14	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan
15	Determine the extent or threat of contamination from chemical, radiological or infectious agents
16	Track the injured (Registration to discharge process)
17	Document and track resources that are committed to specific missions and costs
18	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
19	Activate and conduct county's mass dispensing campaign priorities and general activities
20	Activate continuity of operations plan
21	Activate and conduct county's disease surveillance system
22	Recommend or determine health department's protective action
23	Provide liaison to communicate between health department and ESF 8 for emergency related information
24	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
25	Report incident related injuries to EOC

26	Report incident related fatality to EOC
27	Coordinate vector surveillance activities
28	Perform vector surveillance activities
29	Provide briefs or updates related to vector surveillance activities to ESF 8
30	Activate and conduct medical care activities during a disaster
31	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
32	Activate and perform decontamination of patients, service animals and pets
33	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
34	Coordinate and activate mortuary services during an emergency
35	Coordinate and activate patient decontamination activities with EMS agencies
36	Coordinate and activate behavioral health care activities
37	Conduct behavioral health care activities
38	Coordinate emergency organization credentialing/privileging procedures
39	Dispose of medical supplies
40	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
41	Coordinate community outreach to at-risk populations
42	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
43	Coordinate with at-risk populations at a community shelter
44	Coordinate and activate the Kansas Funeral Directors Association to support fatality management according to the Kansas Mass Fatality Plan
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Record damage assessment information
3	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
4	Conduct and monitor health effects post-disaster
5	Provide public health input into community recovery affairs
6	Provide incident reports for elected officials
7	Assist at-risk populations in recovering from disasters including programs provided
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc

Primary: Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
3	Identify hospital's ability to perform decontamination of patients, service animals and pets
4	Identify health services needed to support identified disaster risks and provision of those services
5	Monitor available medical beds and reports to ESF 8
6	Identify county's behavioral health response capabilities

7	Identify county's fatality management capabilities
8	Maintain MOUs or MOAs in place to share medical resources
9	Identify currently available health and medical sector related volunteer organizations
10	Identify alternate care site planning activities
11	Develop procedures to appropriately vet and release casualty and fatality information
12	Participate in the CDC Public Health Preparedness Program
13	Credential and badge department employees prior to an incident
14	Capture incident related expenses to be used in emergency response
15	Credential medical staff
16	Participate in the Hospital Preparedness Program
17	Participate in county medical countermeasure planning
18	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
19	Coordinate behavioral health capabilities of the organization
20	Coordinate organization's behavioral health disaster team
21	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Identify specific health and safety risks for disasters
5	Coordinate with ESF 7 for requesting resources
6	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
7	Communicate incident related health and medical information to citizens including at-risk populations
8	Recommend or determine health-related protective actions
9	Activate community alternate care site
10	Operate community alternate care site
11	Coordinate fatality management process and requests additional support
12	Track the injured (Registration to discharge process)
13	Document and track resources that are committed to specific missions and costs
14	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
15	Activate and conduct county's mass dispensing campaign priorities and general activities
16	Activate continuity of operations plan
17	Activate and conduct county's disease surveillance system
18	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
19	Report incident related injuries to EOC
20	Report incident related fatality to EOC
21	Activate and conduct medical care activities during a disaster
22	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
23	Activate and perform decontamination of patients, service animals and pets

24	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
25	Coordinate and activate mortuary services during an emergency
26	Coordinate and activate patient decontamination activities with EMS agencies
27	Coordinate and activate behavioral health care activities
28	Conduct behavioral health care activities
29	Coordinate emergency organization credentialing/privileging procedures
30	Dispose of medical supplies
31	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
32	Coordinate community outreach to at-risk populations
33	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
34	Coordinate with at-risk populations at a community shelter
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Record damage assessment information
3	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
4	Conduct and monitor health effects post-disaster
5	Report damages of hospitals to ESF 8
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc

Supporting: Agra City Fire Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: American Red Cross	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate and maintain family reunification policies or procedures to be used by ESF 8
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate support activities to ESF 6 for Vulnerable Needs at shelters
2	Coordinate with at-risk populations at a community shelter
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8

Supporting: Black Dog Veterinary Services	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify hospital's ability to perform decontamination of patients, service animals and pets

Supporting: City of Agra	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Kirwin	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Logan	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Long Island	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Phillipsburg	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Phillipsburg Public Works	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Prairie View	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: City of Speed	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: High Plains Mental Health Services	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify county's behavioral health response capabilities
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate and activate behavioral health care activities
2	Conduct behavioral health care activities

Supporting: Kansas Department of Health and Environment	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Inspect food service establishments prior to resuming business
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Provide hand washing and other disease prevention campaign activities

Supporting: Kansas Funeral Directors Association (KFDA)	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify county's fatality management capabilities
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan
2	Coordinate and activate mortuary services during an emergency
3	Conduct mortuary services during an emergency

Supporting: Kirwin City Fire Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Logan City Fire Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Logan Manor	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify alternate care site planning activities

Supporting: Long Island/Prairie View City Fire Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Olliff Boeve Memorial Chapel
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services

1	Identify county's fatality management capabilities
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate fatality management process and requests additional support
2	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan
3	Coordinate and activate mortuary services during an emergency
4	Conduct mortuary services during an emergency
5	Coordinate and activate the Kansas Funeral Directors Association to support fatality management according to the Kansas Mass Fatality Plan

Supporting: Phillips County Board of County Commissioners (BOCC)	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs

Supporting: Phillips County Clerks Office	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Capture incident related expenses to be used in emergency response
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Document and track resources that are committed to specific missions and costs

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
2	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
3	Maintain MOUs or MOAs in place to share medical resources
4	Identify alternate care site planning activities
5	Develop procedures to appropriately vet and release casualty and fatality information
6	Participate in the CDC Public Health Preparedness Program
7	Coordinate activities in preparing at-risk populations for disasters
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate support activities to ESF 6 for Vulnerable Needs at shelters
2	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan
3	Determine the extent or threat of contamination from chemical, radiological or infectious agents
4	Document and track resources that are committed to specific missions and costs
5	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
6	Coordinate community outreach to at-risk populations
7	Coordinate and activate the Kansas Funeral Directors Association to support fatality management according to the Kansas Mass Fatality Plan
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Provide incident reports for elected officials

Supporting: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
4	Identify health services needed to support identified disaster risks and provision of those services
5	Identify county's behavioral health response capabilities
6	Maintain MOUs or MOAs in place to share medical resources
7	Coordinate local efforts related to K-SERV and medical professional volunteer registration
8	Identify currently available health and medical sector related volunteer organizations
9	Identify alternate care site planning activities
10	Develop procedures to appropriately vet and release casualty and fatality information
11	Participate in the CDC Public Health Preparedness Program
12	Credential and badge department employees prior to an incident
13	Capture incident related expenses to be used in emergency response
14	Credential medical staff
15	Participate in the Hospital Preparedness Program
16	Participate in county medical countermeasure planning
17	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
18	Coordinate behavioral health capabilities of the organization
19	Coordinate organization's behavioral health disaster team
20	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Identify specific health and safety risks for disasters
5	Coordinate with ESF 7 for requesting resources
6	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
7	Recommend or determine health-related protective actions
8	Activate community alternate care site
9	Coordinate fatality management process and requests additional support
10	Track the injured (Registration to discharge process)
11	Document and track resources that are committed to specific missions and costs
12	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
13	Activate and conduct county's mass dispensing campaign priorities and general activities

14	Activate continuity of operations plan
15	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
16	Report incident related injuries to EOC
17	Report incident related fatality to EOC
18	Activate and conduct medical care activities during a disaster
19	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
20	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
21	Coordinate and activate mortuary services during an emergency
22	Coordinate and activate patient decontamination activities with EMS agencies
23	Coordinate emergency organization credentialing/privileging procedures
24	Dispose of medical supplies
25	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Record damage assessment information
2	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
3	Conduct and monitor health effects post-disaster
4	Provide incident reports for elected officials
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks

Supporting: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Identify liaison to communicate between health department and ESF for emergency related information
3	Identify hospital's ability to perform decontamination of patients, service animals and pets
4	Identify health services needed to support identified disaster risks and provision of those services
5	Identify county's behavioral health response capabilities
6	Identify county's fatality management capabilities
7	Maintain MOUs or MOAs in place to share medical resources
8	Identify currently available health and medical sector related volunteer organizations
9	Identify alternate care site planning activities
10	Develop procedures to appropriately vet and release casualty and fatality information
11	Coordinate activities related to health department SOG development
12	Participate in the CDC Public Health Preparedness Program
13	Credential and badge department employees prior to an incident
14	Capture incident related expenses to be used in emergency response
15	Coordinate health department's exercise program
16	Credential medical staff
17	Participate in the Hospital Preparedness Program
18	Participate in county medical countermeasure planning

19	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
20	Coordinate behavioral health capabilities of the organization
21	Coordinate organization's behavioral health disaster team
22	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
23	Coordinate activities in preparing at-risk populations for disasters
24	Coordinate and maintain family reunification policies or procedures to be used by ESF 8
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Coordinate support activities to ESF 6 for Vulnerable Needs at shelters
5	Identify specific health and safety risks for disasters
6	Coordinate with ESF 7 for requesting resources
7	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
8	Communicate incident related health and medical information to citizens including at-risk populations
9	Coordinate surveillance and epidemiological activities of the local health department including activities with community partners: schools, EMS, hospitals, private medical providers, and others
10	Recommend or determine health-related protective actions
11	Activate community alternate care site
12	Operate community alternate care site
13	Coordinate fatality management process and requests additional support
14	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan
15	Determine the extent or threat of contamination from chemical, radiological or infectious agents
16	Track the injured (Registration to discharge process)
17	Document and track resources that are committed to specific missions and costs
18	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
19	Activate and conduct county's mass dispensing campaign priorities and general activities
20	Activate continuity of operations plan
21	Activate and conduct county's disease surveillance system
22	Recommend or determine health department's protective action
23	Provide liaison to communicate between health department and ESF 8 for emergency related information
24	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
25	Report incident related injuries to EOC
26	Report incident related fatality to EOC
27	Coordinate vector surveillance activities
28	Perform vector surveillance activities

29	Provide briefs or updates related to vector surveillance activities to ESF 8
30	Activate and conduct medical care activities during a disaster
31	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
32	Activate and perform decontamination of patients, service animals and pets
33	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
34	Coordinate and activate mortuary services during an emergency
35	Coordinate and activate patient decontamination activities with EMS agencies
36	Coordinate and activate behavioral health care activities
37	Conduct behavioral health care activities
38	Coordinate emergency organization credentialing/privileging procedures
39	Dispose of medical supplies
40	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
41	Coordinate community outreach to at-risk populations
42	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
43	Coordinate with at-risk populations at a community shelter
44	Coordinate and activate the Kansas Funeral Directors Association to support fatality management according to the Kansas Mass Fatality Plan
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Record damage assessment information
3	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
4	Conduct and monitor health effects post-disaster
5	Provide public health input into community recovery affairs
6	Provide incident reports for elected officials
7	Assist at-risk populations in recovering from disasters including programs provided
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc

Supporting: Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify organizations or facilities responsible for providing initial notification for ESF 8
2	Coordinate with ESF 6, to identify at-risk individuals in advance of, during, and following an emergency
3	Identify hospital's ability to perform decontamination of patients, service animals and pets
4	Identify health services needed to support identified disaster risks and provision of those services
5	Monitor available medical beds and reports to ESF 8
6	Identify county's behavioral health response capabilities
7	Identify county's fatality management capabilities
8	Maintain MOUs or MOAs in place to share medical resources
9	Identify currently available health and medical sector related volunteer organizations

10	Identify alternate care site planning activities
11	Develop procedures to appropriately vet and release casualty and fatality information
12	Participate in the CDC Public Health Preparedness Program
13	Credential and badge department employees prior to an incident
14	Capture incident related expenses to be used in emergency response
15	Credential medical staff
16	Participate in the Hospital Preparedness Program
17	Participate in county medical countermeasure planning
18	Coordinate credentialing/privileging procedures to utilize volunteer behavioral health professional and other staff
19	Coordinate behavioral health capabilities of the organization
20	Coordinate organization's behavioral health disaster team
21	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Communicate ESF 8 information to and between support agencies
2	Coordinate and maintain ESF 8 situational awareness
3	Coordinate medical operations activities and resource needs for the following: Health department, Hospital(s) , EMS, Environmental health, Pharmacy(ies), Behavioral health center(s)/team(s), Clinic(s), Funeral director(s)/coroner
4	Identify specific health and safety risks for disasters
5	Coordinate with ESF 7 for requesting resources
6	Coordinate and activate mutual aid, K-SERV and other methods for requesting additional medical providers and support personnel
7	Communicate incident related health and medical information to citizens including at-risk populations
8	Recommend or determine health-related protective actions
9	Activate community alternate care site
10	Operate community alternate care site
11	Coordinate fatality management process and requests additional support
12	Track the injured (Registration to discharge process)
13	Document and track resources that are committed to specific missions and costs
14	Activate and conduct activities that may be involved in community disease containment measures including isolation, quarantine, and gathering cancelation
15	Activate and conduct county's mass dispensing campaign priorities and general activities
16	Activate continuity of operations plan
17	Activate and conduct county's disease surveillance system
18	Provide liaison for communication between hospitals and ESF 8 related to patient numbers and information
19	Report incident related injuries to EOC
20	Report incident related fatality to EOC
21	Activate and conduct medical care activities during a disaster
22	Activate and conduct medical surge activities: cancellation of elective surgeries, transfer of patients, etc.
23	Activate and perform decontamination of patients, service animals and pets
24	Provide numbers of available beds, resources, medical capabilities and medical specialties to the ESF 8 Coordinator
25	Coordinate and activate mortuary services during an emergency

26	Coordinate and activate patient decontamination activities with EMS agencies
27	Coordinate and activate behavioral health care activities
28	Conduct behavioral health care activities
29	Coordinate emergency organization credentialing/privileging procedures
30	Dispose of medical supplies
31	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents
32	Coordinate community outreach to at-risk populations
33	Provide communication of at-risk populations' needs to the ESF 8 Coordinator
34	Coordinate with at-risk populations at a community shelter
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate family reunification policies or procedures to be used by ESF 8
2	Record damage assessment information
3	Coordinate with health and medical sector agencies submitting response and recovery information to emergency management
4	Conduct and monitor health effects post-disaster
5	Report damages of hospitals to ESF 8
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Identify the public health impact of identified risks
2	Provide vaccinations against preventable diseases including tetanus, influenza, pertussis, etc

Supporting: Phillips County Highway Department	
Mitigation Actions for ESF 8 - Public Health and Medical Services	
1	Provide hand washing and other disease prevention campaign activities

Supporting: Phillips County Public Information Officer	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify alternate care site planning activities
2	Develop procedures to appropriately vet and release casualty and fatality information

Supporting: Phillips County Reitrement Center	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify alternate care site planning activities

Supporting: Phillips County Rural Fire Dis #2, Long Island	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Phillips County Rural Fire Dist #1, Phillipsburg

Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Phillips County Rural Fire Dist #3B, Kirwin	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Phillips County Rural Fire Dist #4, Logan	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Phillips County Rural Fire Dist 3A, Agra	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies
3	Conduct decontamination activities, in coordination with ESF 10, from chemical, radiological or biological agents

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate community medication dispensing activities including vaccines and pharmaceuticals
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and conduct county's mass dispensing campaign priorities and general activities
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Provide incident reports for elected officials

Supporting: Phillipsburg City Fire Department	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify liaison to communicate between health department and ESF for emergency related information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Activate and perform decontamination of patients, service animals and pets
2	Coordinate and activate patient decontamination activities with EMS agencies

Supporting: Regional Coroner	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify county's behavioral health response capabilities
2	Identify county's fatality management capabilities
3	Identify alternate care site planning activities
4	Develop procedures to appropriately vet and release casualty and fatality information
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate fatality management process and requests additional support
2	Activate the Kansas Funeral Directors Association Disaster Team to support fatality management according to the Kansas Mass Fatality Plan

Supporting: Rural Water District #1, Phillips County	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Supporting: Suschland Veterinary Services, Inc.	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify hospital's ability to perform decontamination of patients, service animals and pets

Supporting: The Animal Hospital	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify hospital's ability to perform decontamination of patients, service animals and pets

City of Glade	
Recovery (Post Event) Actions for ESF 8 - Public Health and Medical Services	
1	Restore water and wastewater capabilities in coordination with ESF 3

Kansas State Fire Marshals Office (KSFMO)	
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Determine the extent or threat of contamination from chemical, radiological or infectious agents

Phillips County Rural and City Fire Departments	
Response (During Event) Actions for ESF 8 - Public Health and Medical Services	
1	Coordinate and activate patient decontamination activities with EMS agencies

State Animal Response Team (SARTT)	
Preparedness (Pre-Event) Actions for ESF 8 - Public Health and Medical Services	
1	Identify hospital's ability to perform decontamination of patients, service animals and pets

IV. Financial Management

A. ESF 8 is responsible for coordinating with Phillips County Clerks Office to manage ESF 8 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Section Chief as soon as possible.

V. References and Authorities

County

1. This ESF Annex applies to County, City, private sector and volunteer agencies with assigned emergency responsibilities in this CEOP.

2. The ESF-8 Coordinator and the support agencies are critical members of the EOC Team and will work within the EOC structure described in ESF-5 Emergency Management.

3. It is the responsibility of the Primary Agency to forward pertinent information to the EOC through protocols established in ESF 2 - Communications. Generally, this will be via 2-way radio communications. Required information will be posted by the EOC using the WebEOC interface. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area to provide continuity and reporting.

4. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

5. Any resources required to support this ESF must be coordinated and allocated through ESF 7. At a minimum, the type, quantity, place of use, and allocating agency should be recorded and submitted to the Incident Command. Records of expenditures and document resources utilized during recovery will be maintained in accordance with ESF 7 policies and guidelines and report these records to the Primary Agency.

6. Primary and support agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be

implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

State and Federal Authorities

1. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 9 - Search & Rescue

Coordinating Agency:
Phillips County Emergency Management
Phillips County Sheriff's Department

Primary Agency:
Phillips County Emergency Management
Phillips County Sheriff's Department

Support Agencies:
Adjutant General's Office, Kansas Civil Air Patrol
American Red Cross
Federal Emergency Management Agency
Kansas Department of Transportation
Kansas State Fire Marshals Office (KSFMO)
Kirwin City Fire Department
Logan City Fire Department
Long Island/Prairie View City Fire Department
Midwest Energy
Midwest Family Health Pharmacy and Home Care
Nex-tech
Penco Engineering
Phillips County Emergency Management
Phillips County Emergency Medical Service
Phillips County Highway Department
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillips County Sheriff's Department
Phillipsburg City Fire Department
Regional Coroner
Tallgrass Energy
Witmer Drug

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 9 is to provide search and rescue services in support of emergency operations in Phillips County

B. Scope

1. ESF 9 coordinates actions to provide search and rescue to support incident management and facilitate the response process. Specifically, ESF 9 supports local governments by supporting:

a. Searches and rescues rural areas for lost, missing, or endangered persons;

b. Waterborne searches and rescues in lakes, ponds, or rivers;

c. Searching for downed or missing aircraft; and

d. Searches as a result of a structural collapse.

II. Concept of Operations

A. General

1. ESF 9 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 9 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 9 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.

4. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

5. **Extended Operations**

   ESF 9 coordinates and develops relief resources to replace or rotate committed resources for extended periods. Personnel may include trained volunteers.

   Succession of authority will be managed internally for the Primary and each Support Agency. Chain of Successions will be provided from the Primary and each Support Agency to Phillips County Emergency Management.

   Additional resources, equipment and personnel are provided in ESF 3, ESF 4, ESF 7, and ESF 13 in support of the overall emergency response.

6. **Rescue Management**

   This ESF is coordinated through the designated representative of the Primary Agency. It

will coordinate with support and mutual aid agencies in directing resources and response activities.

Support Agencies will work with the Primary Agency for purposes of pre-disaster planning and post-disaster coordination of the issues addressed by this ESF. The Primary Agency is the coordinator for planning efforts associated with this ESF. During post-disaster operations, each support agency is responsible for coordinating their individual plans and guidelines and reporting of ESF activities to the Emergency Operations Center through the Primary Agency.

Other agencies within Phillips County have the responsibilities and resources to provide services within the areas of expertise as listed below. In the event that the situation is beyond the capabilities of the responding fire department, assistance will be requested through the Incident Command System.

Surface Water

Presently, there are no local resources in Phillips County to provide surface water rescue; the county would rely on regional resources as needed.

High Angle

Presently, there are no local resources in Phillips County to provide high angle rescue; the county would request assistance from the Salina Fire Departments as needed.

Aerial

Presently there are no Phillips County resources that can be utilized as aviation assets for search and rescue activities. Civil Air Patrol, a volunteer civilian auxiliary of the United States Air Force, is part of the state response to a disaster. The specific assistance of the Civil Air Patrol can be requested separately from the Office of the Adjutant General (Department of Emergency Management). Additionally, resources from the Kansas Highway Patrol and the Kansas National Guard will also be utilized for aviation assets upon request, in accordance with the appropriate Mutual Aid Agreements.

Confined Space/Trench Rescue

This activity is conducted by the Phillips County Rural and Municipal Fire Departments.

Collapsed Structures

The Phillips County Rural and Municipal Fire Departments are responsible for providing personnel and equipment needed for the removal of debris to free victims. The County Road and Bridge Department/Municipal Public Works Departments will be utilized only if and when the resources of the local fire departments and rescue squad have been exhausted. The Road and Bridge Department will operate under the Fire Department Operations Chief. For additional information regarding debris removal reference ESF 3-Public Works and Engineering.

Missing Persons

The Phillips County Sheriff's Department, or the law enforcement agency jurisdiction in which the event occurs, has the responsibility of processing reports for individuals reported as missing. As part of the Incident Command System, the search for missing persons will be prioritized based on the damage conditions in the area and the status of the incident. The only exception is in the event of a possible kidnapping, where the victim or crime may meet certain criteria, in which case the Federal Bureau of Investigation (FBI) will be the responsible lead agency. For additional information regarding the law enforcement function reference ESF 13 - Public Safety and Security.

Urban/Residential

Urban SAR activities include, but are not limited to, locating, extricating, and providing immediate medical assistance to victims trapped in collapsed structures.

Urban situations where criminal activities are involved require special considerations. In these special urban situations, the representative City Police Department will be the responsible agency. In the event that the situation involves other jurisdictional matters outside of Phillips County, the appropriate law enforcement agency will be responsible (i.e., Phillips County Sheriff, Kansas Highway Patrol, ATF, FBI, etc.). In these cases, the Coordinator of the Phillips County Sheriff's Department will be responsible for the coordination and assistance needed to support the response. In this capacity, the Coordinator will serve as a member of the Joint Operations Command Center which will be located in the Emergency Operations Center.

Inland / Wilderness

Wilderness response situations in Phillips County is generally the responsibility of the Sheriff's Department and other appropriate law enforcement agencies as necessary (i.e., municipal law enforcement, Kansas Highway Patrol, ATF, FBI, etc.). The Coordinator of the Phillips County Sheriff's Department is responsible for the coordination of search response, and will serve as a member of the Joint Operations Command Center which will be located in the Emergency Operations Center.

Critical Resources

A variety of specialized resources may be necessary, depending on the specific need and type of disaster. These types of specialized equipment and resources include equipment such as extrication equipment, generators, etc. This equipment is the responsibility of individual fire/law enforcement units. Phillips County Emergency Management is in the process of developing the CRMCS Tool, which will be maintained by Emergency Management and other county agencies.

Operators for specialized equipment, skilled in their use and properly trained, will be dispatched with the requested equipment.

Specialized resources such as search and rescue dogs can be requested specifically from the Kansas Search Dog Association.

Other resources could include water rescue, land-based search groups, private groups and fraternal and civic organizations.

7. **Recovering Victims**

The Primary Agency will render appropriate field triage to rescue victims (non-injury, injured, dead, partial remains) and transport in coordination with ESF 1 Transportation, ESF 6 - Mass Care, Housing and Human Services, ESF 8 - Public Health and Medical Services, and the Phillips County coroner's resources and response protocols. Non-injured victims refusing aid will be documented and released. Search and Rescue protocols include:

- Victims with no injuries: Recovered, checked by medical and released
- Injured victims: Recovered, triaged and transported via medics to treatment center
- Fatality victims: Recovered and released to coroner
- Partial remains: Recovered and released to coroner and/or law enforcement so victims can be identified

8. **Vulnerable needs**

The Primary Agency will coordinate with ESF 1 - Transportation, ESF 5 - Emergency Management, and ESF 6 - Mass Care, Housing and Human Services to assist with the identification of vulnerable populations provided on the Kansas volunteer registry for functional needs (http://www.helpmekansas.org); and potential assistance with temporary relocation facilities. There are three parts to the system: (1) Individual registry form; (2) Volunteer registry (via K-SERV) and, (3) Facilities registry form. The registry system provides both volunteers and facilities the opportunity to complete a Facility System Form and/or Volunteer System Form providing information regarding how they might provide assistance to functional needs populations during a disaster.

Functional residents living independently and identified within the registry database are encouraged to have a disaster kit and plan that includes personal and medical information, and a list of necessary medical supplies, medications, and assistive devices.

Adult day care facilities, independent living facilities, assisted living centers, hospitals, and day care facilities are required to establish evacuation plans, which are to be included in their all-hazards emergency plan and on file with the Municipality.

School Districts provide appropriate care for functional needs students and staff during a disaster that occurs during school hours and may request assistance from the EOC if necessary to augment services. The Primary Agency will coordinate with ESF 6, ESF 8, and ESF 13, and facility owners for disaster related responses that may include search and rescue operations, evacuation, or medical and housing assistance as deemed necessary for the disaster.

When requested, Regional SAR Task Forces in Kansas are deployed with a medical component trained to handle citizens with functional needs.

B. Direction and Control

1. The ESF 9 Coordinating Agency is Phillips County Emergency Management / Phillips County Sheriff's Department which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 9 Coordinator is appointed by and located in the Phillips County Emergency Management / Phillips County Sheriff's Department. When ESF 9 support is necessary, the ESF 9 Coordinator coordinates all aspects of ESF 9.

2. The ESF 9 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding search and rescue for Phillips County are made at the Phillips County Emergency Management by the ESF 9 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 9, each primary and/or support organization assisting ESF 9 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 9. Delegation of mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    b. Communications are handled in accordance with the most current SOG and other protocols established by this ESF. Key information will be distributed via WebEOC and/or situation reports on pre-established email rosters.

    c. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    d. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

    e. Records and documentation must be kept to provide information to various agencies and individuals at the completion of search and rescue activities. Required information and documentation include, but are not limited to the following:

        i. On-Scene - The criteria for determining/recording the location where victims were found will follow generally accepted practice. The area where the victim is located will be photographed, if possible with the victim in place. In addition, a crime scene type sketch will be completed

showing the location of the victim in reference to no fewer than three permanent reference points.

ii. Chain of Custody - In the event evidence or potential evidence is discovered or uncovered by a non-law enforcement responder, the individual finding such evidentiary material will perform the following:

- Immediately secure the immediate and surrounding area to the best of their ability. Immediately notify the law enforcement authority on the scene and physically direct the law enforcement to the evidence scene.

- The law enforcement individual will immediately take possession of said evidence and document it in accordance with the Phillips CountySheriff's Department's SOGs, or other involved lead law enforcement agency.

2. State of Kansas

a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for search and rescue and will provide a liaison to facilitate requests for State search and rescue resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF 9 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC manager.

c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains the overall ESF 9 Emergency Operations Plan and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

D. Alerts and Notifications

1. The Phillips County Emergency Management / Phillips County Sheriff's Department and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the "on call" Emergency Duty Officer and/or ESF Coordinator for ESF 9 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 9 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency

will manage the emergency activities of ESF 9. If additional support is required, the ESF 9 coordinating and primary agencies may jointly manage ESF 9 activities.

4. Upon instructions to activate or placement of ESF 9 on standby, Phillips County Emergency Management / Phillips County Sheriff's Department will implement procedures to notify all ESF 9 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 9 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 9 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county SAR officials.
4	Develop standard operating guides and checklists to support ESF-9 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-9 Annex.
8	Participate in training, drills, and exercises
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
11	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.
5	Coordinate the activation of mutual aid agreements.
6	Coordinate with search and rescue elements responding from outside the jurisdiction.

7	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 9 - Search & Rescue	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

Coordinating: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Develop standard operating guides and checklists to support ESF-9 activities.
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-9 Annex.
6	Participate in training, drills, and exercises
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.
5	Coordinate the activation of mutual aid agreements.
6	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 9 - Search & Rescue	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.

4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county SAR officials.
4	Develop standard operating guides and checklists to support ESF-9 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-9 Annex.
8	Participate in training, drills, and exercises
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
11	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.
5	Coordinate the activation of mutual aid agreements.
6	Coordinate with search and rescue elements responding from outside the jurisdiction.
7	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 9 - Search & Rescue	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.

5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

Primary: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Develop standard operating guides and checklists to support ESF-9 activities.
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-9 Annex.
6	Participate in training, drills, and exercises
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
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Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.
5	Coordinate the activation of mutual aid agreements.
6	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 9 - Search & Rescue	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Participate in the hazard identification process and identify and correct vulnerabilities.

2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

Supporting: Kirwin City Fire Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Logan City Fire Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Long Island/Prairie View City Fire Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county SAR officials.
4	Develop standard operating guides and checklists to support ESF-9 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-9 Annex.
8	Participate in training, drills, and exercises
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.

11	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.
5	Coordinate the activation of mutual aid agreements.
6	Coordinate with search and rescue elements responding from outside the jurisdiction.
7	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 9 - Search & Rescue	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points.
2	Coordinate fatality information with other agencies and provide documentation as available.

Supporting: Phillips County Rural Fire Dis #2, Long Island	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	

1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #3B, Kirwin	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #4, Logan	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist 3A, Agra	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-9 tasks.
2	Identify who is responsible for initial notification of ESF-9 personnel.
3	Develop standard operating guides and checklists to support ESF-9 activities.
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-9 Annex.
6	Participate in training, drills, and exercises

7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-9 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF9.
5	Coordinate the activation of mutual aid agreements.
6	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 9 - Search & Rescue	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-9 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Provide assistance in initial needs assessment and augment search and rescue operations.
7	Clean, replenish, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-9 representative for update of mitigation plan.

Supporting: Phillipsburg City Fire Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Supporting: Regional Coroner	
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Transport victims to emergency treatment centers, mass casualty centers, or fatality collection points.
2	Coordinate fatality information with other agencies and provide documentation as available.

Agra City Fire Department	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify search and rescue sustainment needs for incidents less than 72 hours and greater than 72 hours.
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Designate personnel to coordinate ESF-9 activities in EOC.
Mitigation Actions for ESF 9 - Search & Rescue	
1	Provide ESF-9 representative for update of mitigation plan.

Local Emergency Planning Committee (LEPC)	
Preparedness (Pre-Event) Actions for ESF 9 - Search & Rescue	
1	Identify guidance on handling vulnerable populations as is necessary to search and rescue operations.

Phillips County Health Systems	
Response (During Event) Actions for ESF 9 - Search & Rescue	
1	Coordinate fatality information with other agencies and provide documentation as available.

IV. Financial Management

A. ESF 9 is responsible for coordinating with Phillips County Clerks Office to manage ESF 9 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

<u>County</u>

1. Emergency response and recovery operations conducted under ESF 9 will be in accordance with the National Incident Management System (NIMS).

2. Requests for equipment, resources or assistance will be made by the Primary Agency to the Incident Command System. Each request will be assessed by the Incident Command and a status response will be made as soon as possible. The Incident Command will maintain a listing of requests and will assign a priority to each.

3. During EOC Activation, the needs of the ESF will be coordinated through the EOC Manager.

4. Shift hours will be at the discretion of the representing agency. When possible, shift hours will correlate with general staff briefings. During each activation, general staff briefings will be established based on the threat.

5. Any required resources to support this ESF must be coordinated, allocated, and managed through this ESF if possible.

6. In cases where the required resource cannot be obtained through this ESF, request will be forwarded to the EOC and coordinated through ESF 7 for allocation.

7. Once procured through ESF 7, the management of the resource (financial record keeping, reporting, tracking, etc.) will be coordinated through this ESF. Management of the resource will be documented using ESF 7 policies and guidelines.

8. It is the responsibility of the Primary Agency to forward pertinent information to the EOC through protocols established in ESF 2 - Communications. Generally, this will be via 2-way radio communications. Required information will be posted by the EOC using the WebEOC interface, and/or situation reports on pre-established email rosters. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated location, to provide continuity and reporting.

9. Individual Agency reporting requirements will be established by each primary and support agency to meet the needs of their respective organization.

10. The ESF representative will be expected to attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

11. The Incident Commander will designate an individual as part of the Incident Command Staff to function as a scribe. This person's responsibility will be to track of costs and fiscal resources for the purpose of accounting for labor and equipment used during search and rescue operations. This falls under the fiscal responsibilities of the Incident Command System.

12. Primary and support agencies will provide summary recommendations as part of the submission of final record keeping and reporting. To enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the agency. Recommendations which apply outside the agency should be forwarded to the Emergency Management Director for consideration.

State and Federal Authorities

1. The Kansas Division of Emergency Management is responsible for the State of Kansas ESF 9 - Search and Rescue. Authorities and references include: State of Kansas Search and Rescue Response Plan. Current version, NFPA 1006: Standard for Technical Rescuer Professional Qualifications, and NFPA 1670: Standard on Operations and Training for Technical Search and Rescue Incidents.

2. The Federal authority responsible for ESF 9-Search and Rescue is the Federal Emergency Management Agency.

ESF 10 - Oil and Hazardous Materials

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Kansas Department of Health and Environment, Division of Environment
Phillips County Emergency Management
Phillips County Sheriff's Department

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Agra City Fire Department
American Red Cross
City of Phillipsburg Public Works
Kansas Department of Transportation
Kansas Highway Patrol
Kansas Pipeline Association
Kansas State Fire Marshals Office (KSFMO)
Kirwin City Fire Department
Logan City Fire Department
Long Island/Prairie View City Fire Department
Phillips County Emergency Management
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Highway Department
Phillips County Municipalities (All Departments)
Phillips County Public Information Officer
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillips County Sheriff's Department
Phillipsburg City Fire Department
State Regional Response Team
U.S Environmental Protection Agency (EPA)

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 10 is to provide hazardous materials (HazMat) coordination and support services in support of emergency events in Phillips County.

B. Scope

1. ESF 10 provides for a coordinated response to HazMat incidents. This includes the appropriate response and recovery actions to prepare for, prevent, minimize, or mitigate a threat to public health, welfare, or the environment caused by oil or HazMat.

2. ESF 10 describes the actions unique to oil and hazardous materials response. ESF 10 addresses:

    a. Response to oil and hazardous materials incidents at both fixed sites and on transportation routes

    b. Specialized local, regional, state and federal mutual aid resources

    c. Hazardous materials planning and reporting requirements

    d. Short and long-term environmental clean-up

II. Concept of Operations

A. General

1. ESF 10 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations, Regional HazMat Teams, and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 10 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring State, Federal or mutual aid assistance, ESF 10 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 10 will evaluate and analyze information regarding the identification of securing, removing and disposing of the hazardous materials requests for response, develop and update assessments of the hazardous materials situation and status in the impact area, and do contingency planning to meet anticipated demands or needs.

5. When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

6. **On-Scene Incident Command**

a. In the event of a HAZMAT release, the Incident Commander shall estimate the areas and population affected by the release. The EOC may be called upon to help assist the Incident Commander in this effort. Aids for determining the size of the area affected may include:

   - The Emergency Response Guidebook
   - Assistance by the responsible party
   - Assistance by expert sources such as CHEMTRAC or CHEM-TEL
   - Assistance by state and federal agencies

b. If requested by the IC, the EOC will notify any special facilities located in the affected area. In the event a special facility cannot be notified by telephone and it is safe to do so, law enforcement will be dispatched to make direct contact with the facility using the appropriate personnel protective equipment.

c. The IC is responsible for notifying hospital personnel of the following:

   - The victims have suffered exposure to a hazardous material
   - The type of hazardous material and amount of suspected exposure
   - Approximate number of victims involved and their estimated time of arrival to facility
   - Current status of the victims (i.e., decontamination in progress)

d. The receiving hospital will notify EMS providers at the scene of special procedures to follow (access route to emergency room, etc.) and the current capacity of their facility. All communications between hospitals and on-site EMS personnel should be coordinated (for additional information, see ESF 8 – Health and Medical Services).

e. The Phillips County Hospital located at 1150 State Street in Phillipsburg, Kansas is capable of HazMat and radiological decontamination.

7. **Resource Augmentation**

   Information on additional equipment, personnel or other resources is kept by the Regional Response Team. State resources are available by contacting KDEM.

8. **Chemical Reporting Procedures**

   Facilities within Phillips County that store, manufacture, transport, or package regulated hazardous materials in quantities above the threshold limit are mandated by Federal law to prepare a risk management plan (RMP). The RMP contains specific response actions for the materials on-site. The regulated facility is expected to have planned for the resources needed to respond and recover. These plans are developed to protect and respond to incidents that occur within their specific property.

The release of a hazardous material into the environment can pose a significant threat to the community. The most likely occurrences of such releases are in the following areas:

a. **Transportation Routes:** Major highways, railroad lines and pipeline routes are primary corridors for the transportation of hazardous materials. The county's major highway, railroad lines, and pipelines are depicted in the attachments to this ESF.

   Notification of a hazardous materials spill or release from transportation incidents is normally made through the 9-1-1 Dispatch Center, which will notify the County Emergency Manager.

b. **Business & Industry:** The County LEPC maintains a list of facilities reporting extremely hazardous substances (EHS) under the provisions of Title III of the Superfund Amendments and Re-authorization Act (SARA).

   In the event of a spill/release potentially endangering public safety, the facility is responsible for immediately notifying the Fire Department in the jurisdiction in which the disaster has occurred. Notification will be accomplished by calling 9-1-1 and the appropriate Fire Department. The spiller has the legal obligation to notify the LEPC and CEPR of all releases that are CERCLA hazardous substances or an Extremely Hazardous Substance (EHS) in an amount equal to or greater than their Reportable Quantities (RQs). In addition, the National Response Center (NRC) must be notified of all CERCLA hazardous substances and any spill impacting the soil, groundwater, or a waterway must reported to KDHE. The facility is required to provide ongoing information and assistance to the Fire Department, the Emergency Management Department and the EOC as needed by the situation.

c. This emergency notification must include:

   1. Chemical name and whether it is an extremely hazardous substance
   2. Estimate of the quantity released into the environment
   3. Time and duration of the release
   4. Medium into which the release occurred
   5. Any known or anticipated acute or chronic health risks associated with the release
   6. Advice on medical attention for exposed individuals
   7. Necessary precautions such as evacuation or in-place shelter
   8. Name of a contact person

d. **Agriculture:** Pesticides, fertilizers and other common agricultural chemicals may also pose a threat to the environment if involved in an uncontrolled release or otherwise used improperly.

e. **Illegal Dumping:** Used motor oils, solvents, paints, etc. can also threaten health and the environment if not disposed of properly. Biological and medical wastes can pose similar threats.

f. **Radioactive Materials:** Interstates, railroads, and even commercial airlines are authorized routes for the shipment of certain types of radioactive materials. The State of Kansas regional HAZMAT Teams provide the primary source of radiological monitors and radiological response teams for the county.

9. **Pre Incident**

a. The role of the Local Emergency Planning Committee (LEPC) is to form partnerships with local industries and governments as a resource for enhancing hazardous materials preparedness. Local governments are responsible for the integration of planning and response. Members of the LEPC should represent a large number of government and private organizations, industries, and occupations in order to provide the expertise to advise on plan development. Assists the Emergency Management office in the development and maintenance of ESF 10 including, but not limited to:

- Hazard identification (TIER II) and vulnerability analysis
- Establishment of disaster notification procedures
- Establishment of coordinated response procedures
- Identification of response equipment and resources Methods and schedules for exercising the plan Serves as the point of contact for the Community Right-to-Know Act

b. The need for specialized personnel and resources is identified through a response assessment. The Primary Agency convenes appropriate Agency representatives, as soon as possible, to develop a plan for providing the support required. This can be conducted via emergency conference call or by physically locating at the EOC.

c. Radiological instrumentation is secured and cataloged by the Emergency Management Department. Currently, there are three radiation detection sets assigned to Phillips County to support radiological response. Maintenance and calibration of radiological monitoring equipment is the responsibility of the State of Kansas.

d. Phillips County does not have a HazMat Response Team. In the event of a disaster involving nuclear/radiological materials, mutual aid will be requested to assist with this facet of an emergency.

e. The Hazardous Materials Division of the State Fire Marshal's Office provides trained, equipped hazardous materials teams across the state. These teams support local first responders in hazardous materials and radiological incidents, accidents, and acts of terrorism (toll free: 1-866-KHAZMAT or 1-866-542-9628).

f. Kansas Department of Health and Environment - Bureau of Environmental Field Services provides six regional district offices. The Northwest District Office contact number is: 1-785-625-5663. The bureau field staffs, which focus on air, water, waste and remediation issues, respond to and assist the citizens of Kansas by providing regulatory services and guidance through inspection programs and compliance assistance.

g. Phillips County Emergency Management contact number: (1-785-540-4262).

10. **Community Right-to-Know Act (EPCRA).**

a. Community Emergency Coordinator Responsibilities - The Phillips County Emergency Management Director serves as the Information Coordinator for the LEPC. The Information Coordinator is responsible for coordinating the following activities:

- Establish procedures for filing and maintaining Material Safety Data Sheets, chemical inventory forms and other administrative data required by SARA Title III.

- Establish procedures for making facility information available to the public. Annually publish notice in the local newspaper about the LEPC.

- Receiving verbal and follow-up written notices of release of hazardous substances provided for under EPCRA.

- Development and implementation of the local emergency operations plan.

b. Facilities subject to EPCRA emergency planning requirements include:

- Any other facility designated as subject to the emergency planning requirements by the Governor of the State, or the State Commission on Emergency Planning and Response (CEPR), after a period of public comment.

- Any facility with any Extremely Hazardous Substance (EHS) on-site greater than the relevant Threshold Planning Quantities (TPQs)

- The Emergency Management Department maintains Tier II chemical data submitted by fixed facilities with on-site hazardous materials, which also includes information on the chemical(s) used and/or stored in each facility. These data are maintained by emergency management. Reference the critical facilities map in the attachment section.

- Potential highway, rail, and pipeline transportation routes for hazardous chemicals in Phillips County are provided as Attachments to this ESF.

- EPCRA regulation requires every regulated facility to identify and provide a facility emergency coordinator to the LEPC. The facility coordinator will participate in the emergency planning process for their company. Risk Management Plans (RMP) are incorporated into the EOP by reference, and is maintained in the Emergency Director's office.

- Potential highway, rail, and pipeline transportation routes for hazardous chemicals in Phillips County are provided as Attachments to this ESF.

- Potential evacuation routes for hazardous chemical facilities in Phillips County are provided as Attachment 10.6- Evacuation Routes Map.

11. **Radiological Response Training**

KDHE is the responsible state agency for radiological protection of public.

The Kansas Division of Emergency Management (KDEM) is, by statute, the responsible state agency for coordinating radiological response protection operations, training and planning, and conducting maintenance of radiological instruments.

The State of Kansas Fire Marshal's Office is responsible for the twelve regional HazMat Response Teams designated to assist all counties in the State for radiological response and monitoring. The NFPA HazMat Technician training course includes radiological training as part of the hazardous materials response training.

12. **Warning, alert, and public announcement**

a. The Phillips County Emergency Management, in coordination with the Public Information Officer (PIO) is responsible for disseminating warning information when this Plan is enacted. Guidelines are provided in ESF 15.

b. Facilities must immediately notify the Local Emergency Planning Committee (LEPC), the State of Kansas Commission on Emergency Planning and Response (CEPR), and any other jurisdiction likely to be affected if there is a release into the environment of a hazardous substance that exceeds the reportable quantity for that substance. The facility owner is required to contact KDHE if the hazardous materials spill impacts the soil, groundwater or a waterway. Contact numbers are provided below, and the KDEM website: (http://www.kansastag.gov/KDEM.asp?PageID=437).

c. Per SARA Title III Section 304 the initial notification of a hazardous material or extremely hazardous substance release should be made verbally to the NRC, CEPR SERC and the LEPC. Following are the numbers that should be used when making the initial verbal notification:

- CEPR, 24-hour emergency number (800) 275-0297 or (785) 296-8013; both numbers will go to the paging system and a HazMat Duty Officer will return the call

- Note: If for any reason one of the two numbers listed above does not work please contact All Hazards

- Number: (800) 905-7521 or (785) 296-3176
- Local Emergency Planning Committee (LEPC) or Local Emergency Coordinator/Manager; reference county program
- National Response Center (800) 424-8802

d. Note that if the release poses an immediate threat to life or the environment notification should not be delayed if all of the required information is not available. An initial (partial) notification should be made so that the LEPC, KDHE, and CEPR are prepared to provide guidance to support the disaster if necessary. As soon as practical after an initial notification, all required information must be assembled and transmitted. Notification of a release includes any quantity of a hazardous substance(s) that leaves the boundaries of a facility that could affect life and the environment; it is not limited to the entire quantity Identified under reportable quantities of Sections 302 and 304.

e. A transportation-related release is defined as a release during transportation or storage incident to transportation if the stored substance is moving under active shipping papers and has not reached the receiving party. When a transportation-related release occurs notification is initiated by calling 911, or in the absence of a 911 emergency telephone number, to the operator. All emergency notification requirements are the same as previously identified in this document.

f. Evacuation or shelter-in-place decisions will be made by the Incident Commander depending on severity of the disaster. The Incident Commander is responsible for initiating an All-Clear notification following confirmation from Health/Environment officials that citizens may return to their homes.

13. **Contamination**

a. The structure of local agency on-scene management to detect and assess the extent of contamination will depend on the size and scope of the disaster. Upon arriving at the disaster scene, the IC will determine the disaster Level:

- "Level One" - an incident or threat of release which can be controlled by the first response agencies and does not require evacuation of other than the involved structure or of the immediate outdoor area. The incident is confined to a small area and does not pose an immediate threat to life or property.
- "Level Two" - an incident involving a greater hazard of a larger area which poses a potential threat to life or property and which may require a limited evacuation of the surrounding area.
- "Level Three" - an incident involving a severe hazard; or a large area which poses an extreme threat to life and property, and will probably require a large scale evacuation; or an incident requiring the expertise of resources from the County, State, Federal and Private Agencies/Organizations.

b. The response team shall follow operational guides established for their team. The Emergency Response Guidebook, and other resources, may be utilized to determine chemical identification and response, potential contamination, and area of impact. (Reference the On-Scene Incident Command Section)

c. The responsibility for selecting and implementing the appropriate countermeasures is assigned to the Incident Commander in accordance with appropriate technical resources.

d. The Incident Commander is responsible for monitoring the response activity to verify that appropriate containment and control measures are implemented. Containment and control measures may include, but are not limited to:

- Dikes
- Berms and drains Trenches and pits Booms
- Barriers in soil
- Stream diversion
- Patching and plugging of leaking containers and vessels
- Portable catch basins
- Hydraulic and mechanical dredging
- Excavating
- Skimming or pumping
- Dispersion or dilution
- Vacuuming

14. **Environmental clean-up**

a. Treatment of released hazardous chemicals can be physical, chemical or biological in nature. Treatment and/or cleanup operations are the responsibility of the operator or carrier. State and Federal technical resources are readily available to provide assistance on selection or overview of treatment/disposal activities.

b. In the event that the county requires hazardous materials response and cleanup operations, the Phillips County Emergency Management Coordinator will contact KDEM, who in turn will contact the Kansas State Fire Marshal's Office, who will dispatch a State Regional Response Team for assistance.

c. Outside Resources - The Chemical Transportation Emergency Center (CHEMTREC) is a public service of the Chemical Manufacturers Association that provides immediate advice for those at the scene of an emergency and promptly contacts the shipper of the hazardous materials involved for more detailed

assistance and appropriate follow-up. CHEMTREC operates around the clock can usually provide hazard information guidance when given the identification number or the name of the product and the nature of the problem. When contacting CHEMTREC as much of the following information should be provided as possible:

- Name of caller and callback number
- Nature and location of the problem
- Guide number in use
- Shipper or manufacturer
- Container type
- Rail-car or truck number
- Carrier name
- Consignee
- Local weather conditions

d. The successful use of the Hazardous Materials Emergency Response Guidebook may depend upon contact with CHEMTREC as soon as the incident has been surveyed and the immediate needs of the people involved in the situation have been handled.

15. **Surrounding Jurisdictions**

There are resources available from surrounding jurisdictions to augment those of the Fire Department in the event of a major hazardous materials incident. The Fire Department maintains mutual aid agreements with other jurisdictions.

16. **State and Federal Resources**

Several state agencies are available to provide resources and technical assistance to the Fire Department including those of the Kansas Department of Transportation (KDOT), Kansas Department of Health and Environment (KDHE) and the Kansas Division of Emergency Management (KDEM). The resources of the Federal Environmental Protection Agency (EPA) and the Regional Hazardous Materials Response Teams may also be available to supplement County resources.

The local jurisdiction, in coordination with State and Federal experts, is in charge of managing restoration efforts.

Treatment of contaminated soil and water is the responsibility of the spiller.

Off-site transportation for storage, treatment, or disposal of oil and hazardous materials may be provided by the spiller subject to State and Federal Regulations.

17. **Nuclear Power Plant Facilities**

    There are no fixed nuclear facilities located in Phillips County, and it is not located within an ingestion pathway emergency planning zone (50-mile radius) of a nuclear generating station.

B. Direction and Control

1. The ESF 10 Coordinating Agency is Phillips County Emergency Management which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 10 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 10 support is necessary, the ESF 10 Coordinator coordinates all aspects of ESF 10.

2. The ESF 10 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding hazardous material response and/or protection for Phillips County are made at the Phillips County Emergency Management by the ESF 10 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 10, and further mission tasking by a Local primary agency, each support organization assisting ESF 10 assignment will retain administrative control over its own resources and personnel but will be under the operation control of ESF 10. Delegation of mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. The Primary Agency is responsible for information management in support of this ESF during an emergency.

    b. This ESF will be activated at the discretion of Phillips County Emergency Management. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event. Activation of this ESF will be coordinated through the Primary Agency.

    c. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    d. Information shall be reported through the Incident Command System. Upon activation of this ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

e. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

f. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

g. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of this ESF to include the Primary and Support Agencies.

2. State of Kansas

a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for State hazardous materials and will provide a liaison to facilitate requests for hazardous materials resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF 10 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Response Section chief under the overall direction of the SEOC Manager.

c. During the response phase, ESF 10 will evaluate and analyze information regarding hazardous materials requests. Also, ESF 10 will develop and update assessments of the hazardous materials situation and status in the impact area and do contingency planning to meet anticipated demands and needs.

d. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 10 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

D. Alerts and Notifications

1. The Phillips County Emergency Management and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 10 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 10 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 10. If additional support is required, the ESF 10 coordinating and primary agencies may jointly manage ESF 10 activities.

4. Upon instructions to activate or placement of ESF 10 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 10 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 10 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 10 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify who is responsible for initial notification of ESF-10 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-10 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-10 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Maintain adequate supply of radiological monitors and monitoring equipment.
11	Identify procedures for notification to the public about the status of hazmat facilities and transports.
12	Participate in LEPC meetings as a representative of ESF 10.
13	Identify critical facilities that may contain hazardous materials and develop a response plan for those facilities.
14	Identify local transportation routes for hazardous materials on highway and rail.
15	Identify evacuation routes away from regulated facilities.
16	Identify and track radiological response training requirements for personnel and agencies.
17	Develop radiological awareness programs for responders, public and industry.
18	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Designate personnel to coordinate ESF-10 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
3	Provide field support for emergency responders at the scene.

4	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
5	Alert all local, state, and federal agencies of incidents as prescribed by law or policy.
6	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
7	Manage the direction and control of hazardous materials response efforts.
8	Establish adequate safety zones required for decontamination and quarantine.
9	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
10	Request mutual aid as needed.
11	Request assistance from the EPA, KDHE and others as dictated by the situation.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
7	Develop and implement environmental cleanup plan.
8	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
9	Continue to monitor personnel and area for radiological contamination.
10	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Participate in identification and planning response to potential radiological incidents.
4	Provide ESF-10 representative for update of mitigation plan.

Primary: Kansas Department of Health and Environment, Division of Environment	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Develop radiological awareness programs for responders, public and industry.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Develop and implement environmental cleanup plan.
2	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
3	Continue to monitor personnel and area for radiological contamination.

Primary: Phillips County Emergency Management
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials

1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify who is responsible for initial notification of ESF-10 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-10 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-10 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Maintain adequate supply of radiological monitors and monitoring equipment.
11	Identify procedures for notification to the public about the status of hazmat facilities and transports.
12	Participate in LEPC meetings as a representative of ESF 10.
13	Identify critical facilities that may contain hazardous materials and develop a response plan for those facilities.
14	Identify local transportation routes for hazardous materials on highway and rail.
15	Identify evacuation routes away from regulated facilities.
16	Identify and track radiological response training requirements for personnel and agencies.
17	Develop radiological awareness programs for responders, public and industry.
18	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Designate personnel to coordinate ESF-10 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
5	Alert all local, state, and federal agencies of incidents as prescribed by law or policy.
6	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
7	Manage the direction and control of hazardous materials response efforts.
8	Establish adequate safety zones required for decontamination and quarantine.
9	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
10	Request mutual aid as needed.
11	Request assistance from the EPA, KDHE and others as dictated by the situation.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.

6	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
7	Develop and implement environmental cleanup plan.
8	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
9	Continue to monitor personnel and area for radiological contamination.
10	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Participate in identification and planning response to potential radiological incidents.
4	Provide ESF-10 representative for update of mitigation plan.

Primary: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify who is responsible for initial notification of ESF-10 personnel.
3	Develop standard operating guides and checklists to support ESF-10 activities.
4	Collect, process, and disseminate information to and from the EOC.
5	Identify evacuation routes away from regulated facilities.
6	Identify and track radiological response training requirements for personnel and agencies.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
4	Alert all local, state, and federal agencies of incidents as prescribed by law or policy.
5	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
6	Manage the direction and control of hazardous materials response efforts.
7	Establish adequate safety zones required for decontamination and quarantine.
8	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
9	Request mutual aid as needed.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.

7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Participate in identification and planning response to potential radiological incidents.
4	Provide ESF-10 representative for update of mitigation plan.

Supporting: Adjutant General's Office, Kansas Division of Emergency Management	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify local transportation routes for hazardous materials on highway and rail.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Develop and implement environmental cleanup plan.

Supporting: Agra City Fire Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the direction and control of hazardous materials response efforts.
2	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide ESF-10 representative for update of mitigation plan.

Supporting: Kirwin City Fire Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Establish adequate safety zones required for decontamination and quarantine.

Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide ESF-10 representative for update of mitigation plan.

Supporting: Logan City Fire Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide ESF-10 representative for update of mitigation plan.

Supporting: Long Island/Prairie View City Fire Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Emergency Management

Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify who is responsible for initial notification of ESF-10 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county officials.
4	Develop standard operating guides and checklists to support ESF-10 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Develop and maintain ESF-10 Annex.
8	Participate in training, drills, and exercises.
9	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
10	Maintain adequate supply of radiological monitors and monitoring equipment.
11	Identify procedures for notification to the public about the status of hazmat facilities and transports.
12	Participate in LEPC meetings as a representative of ESF 10.
13	Identify critical facilities that may contain hazardous materials and develop a response plan for those facilities.
14	Identify local transportation routes for hazardous materials on highway and rail.
15	Identify evacuation routes away from regulated facilities.
16	Identify and track radiological response training requirements for personnel and agencies.
17	Develop radiological awareness programs for responders, public and industry.
18	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Designate personnel to coordinate ESF-10 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
5	Alert all local, state, and federal agencies of incidents as prescribed by law or policy.
6	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
7	Manage the direction and control of hazardous materials response efforts.
8	Establish adequate safety zones required for decontamination and quarantine.
9	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
10	Request mutual aid as needed.
11	Request assistance from the EPA, KDHE and others as dictated by the situation.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.

5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
7	Develop and implement environmental cleanup plan.
8	Assess the extent of contamination and determine the area and population likely to be affected by hazardous materials release.
9	Continue to monitor personnel and area for radiological contamination.
10	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Participate in identification and planning response to potential radiological incidents.
4	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain adequate supply of radiological monitors and monitoring equipment.

Supporting: Phillips County Highway Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify evacuation routes away from regulated facilities.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.

Supporting: Phillips County Rural Fire Dis #2, Long Island	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	

1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #3B, Kirwin	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.

Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist #4, Logan	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Rural Fire Dist 3A, Agra	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.

2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify who is responsible for initial notification of ESF-10 personnel.
3	Develop standard operating guides and checklists to support ESF-10 activities.
4	Collect, process, and disseminate information to and from the EOC.
5	Identify evacuation routes away from regulated facilities.
6	Identify and track radiological response training requirements for personnel and agencies.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Coordinate with ESF 2 and 15 to initiate warning to the public of imminent hazmat incident or radiological release.
4	Alert all local, state, and federal agencies of incidents as prescribed by law or policy.
5	Coordinate with EOC to deploy trained personnel to the incident to provide hazardous material assessment and response activities.
6	Manage the direction and control of hazardous materials response efforts.
7	Establish adequate safety zones required for decontamination and quarantine.
8	Identify resources needed to ensure personnel are adequately protected and equipped to handle radiological incidents
9	Request mutual aid as needed.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-10 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
7	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Participate in identification and planning response to potential radiological incidents.
4	Provide ESF-10 representative for update of mitigation plan.

Supporting: Phillipsburg City Fire Department	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county officials.
3	Maintain adequate supply of radiological monitors and monitoring equipment.
4	Identify procedures for notification to the public about the status of hazmat facilities and transports.
5	Participate in LEPC meetings as a representative of ESF 10.
6	Develop emergency preparedness programs for hazardous materials incidents.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Establish adequate safety zones required for decontamination and quarantine.
Recovery (Post Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Coordinate with ESFs 2 and 15 to announce an area is “all clear” after the assessment team determines the area is safe for return.
2	Clean, repair, and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Provide ESF-10 representative for update of mitigation plan.

City of Kirwin	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.

City of Long Island	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.

City of Prairie View	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-10 tasks.

Phillips County Rural and City Fire Departments	
Preparedness (Pre-Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
Response (During Event) Actions for ESF 10 - Oil and Hazardous Materials	
1	Manage the collection, processing, and dissemination of information between ESF 10 and EOC or incident command.
Mitigation Actions for ESF 10 - Oil and Hazardous Materials	
1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

IV. Financial Management

A. ESF 10 is responsible for coordinating with Phillips County Clerks Office to manage ESF 10 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. ESF 10 applies to agencies with assigned emergency responsibilities as described in the County Emergency Operations Plan (CEOP). This ESF will be activated at the discretion of Phillips County Emergency Management.

2. Authorities and references specific to ESF 10 – Oil and Hazardous Materials Response are as follows:

    - Title III of the Federal Emergency Planning and Community Right-to-Know of the Superfund
    - Amendments and Reauthorization Act of 1986 (Public Law 99.499)
    - Kansas Emergency Planning and Community Right-to-Know Act , KSA 65-5701-65-5712
    - National Response Team (NRT) Hazardous Materials Emergency Planning Guide; updated 2002
    - By-Laws of the County Local Emergency Planning Committee (LEPC) adopted August 18, 2008.
    - The ESF 10 Coordinator and the support agencies are critical members of the EOC Team and will work within the EOC structure described in ESF 5 – Emergency Management.

State and Federal Authorities

1. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 11 - Agriculture and Natural Resources

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Phillips County Emergency Management
Phillips County Extension Service
Phillips County Health Department
Phillips County Sheriff's Department

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Kansas National Guard
Black Dog Veterinary Services
Kansas Department of Agriculture (KDA)
Kansas Department of Agriculture, Division of Water Resources
Kansas Department of Wildlife and Parks Tourism
Kansas Forestry Service
Kansas Highway Patrol
Kansas Livestock Association
Kansas Veterinary Association
Kansas Water Office
Kiser Ag
Phillips County Board of County Commissioners (BOCC)
Phillips County Emergency Management
Phillips County Extension Service
Phillips County Extention Office- K-State Research & Extension
Phillips County Health Department
Phillips County Highway Department
Phillips County Sheriff's Department
Prairie Horizon Agri-Energy
Private Agriculture Organizations and Producers
Suschland Veterinary Services, Inc.
The Animal Hospital
Trinity Ag, LLC
U.S Environmental Protection Agency (EPA)
U.S. Department of Agriculture/APHIS
USDA Food and Nutrition Service (FNS)
Volunteer Agencies

I. Purpose and Scope

A. Purpose

1. ESF 11 provides the mechanism for coordinated local assistance to supplement other emergency support functions and, if available, support state and federal agencies with overall response authority. For this document, agriculture and natural resources include:

animal and plant health, nutrition assistance, food protection, natural and cultural resources, and water quality and availability.

B. Scope

1. ESF 11 addresses the following:

    a. Describes food and water security and inspections in the aftermath natural or technological disaster.

    b. Addresses how natural and cultural resources will be protected and recovered in the aftermath of a disaster.

    c. Due to limited local authorities in the areas of food contamination, plant pests, and animal disease, this plan references the Food and Agriculture Incident Annex that is attached to the Kansas Response Plan. This annex describes federal and state roles and authorities for food contamination, plant pests, and animal disease.

II. Concept of Operations

A. General

1. ESF 11 is organized consistent with the Phillips County Emergency Management and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plans (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 11 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 11 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 11 will evaluate and analyze information regarding the availability of ESF 11 support services.

5. In some agriculture emergencies, State and Federal law grants lead response authority to state and/or federal agencies. This authority will be exercised pursuant to the Food and Agriculture Incident Annex to the 2014 Kansas Response Plan. The county will support State and Federal operations pursuant to county policy and/or availability of resources.

6. **Food and Water Supply**

    a. The Kansas Department of Agriculture is responsible for inspections and provision of a safe food supply. To provide safety and security of the food supply, the Kansas Department of Agriculture will follow established agency standard operating guidelines for food inspection.

        i. All transportation accidents involving food must be reported to the Kansas Department of Agriculture Food Safety Division before the food can be transported (Daytime: 1-785-296-5600, Nights and Weekends: 1-800-915-6163)

    b. The Kansas Department of Health and Environment is responsible for inspections of the water supply. To provide safety and security of the water supply, the Kansas Department of Health and Environment will follow established agency standard operating guideline for water inspections.

    c. The Kansas Department of Agriculture is responsible for licensing and inspecting food establishments and food processors statewide.

    d. The Public Water Supply Section (PWSS) of the Kansas Department of Health and Environment's Bureau of Water is charged with regulating all public water supply systems in the state and assisting them in providing safe and potable water to the people of Kansas.

    e. Food safety and security includes the execution of routine food safety inspections and other services to provide safe food products that enter commerce. This includes the inspection and verification of food safety aspects of slaughter and processing plants, products in distribution and retail sites, and import facilities at ports of entry; laboratory analysis of food samples; control of products suspected to be adulterated; plant closures; food borne disease surveillance; and field investigations.

    f. ESF 11 will coordinate with the ESF 7 Resource Support Coordinator and other members of the EOC Team to determine the appropriate facilities and methods for the timely distribution of resources.

    g. The USDA Food and Nutrition Service (FNS) provide nutrition assistance needs, food supplies, and coordinates delivery for distribution of emergency feeding programs.

7. **Animal Health Care**

    a. Requests for Animal Control assistance will be channeled through the Phillips County dispatch.

    b. The sheltering of domestic or household animals will be accomplished by each individual owner working with private veterinarians and animal care facilities in coordination with the Primary Agencies for ESF 6 - Mass Care and ESF 11 - Agriculture. Additionally, livestock and equine (horse) care is the responsibility of the individual owners. Reference the FAD Plan, and Attachment 6.14 - Animal

Health, for county guidelines regarding centralized veterinary service activities to address domestic animal needs.

c. Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering efforts in coordination with ESF 6. Animals should be sheltered near their owners to the extent possible. Owners should be expected to provide food, water, husbandry, and exercise for their pets during the time they are in emergency shelters.

d. Businesses where animals are integral to operations (e.g., pet shops and veterinary hospitals) should be encouraged to have contingency plans in place for those animals in the event of a disaster or emergency.

e. The City of Phillipsburg is responsible for capturing stray animals. All stray animals are delivered to the Phillipsburg City Pound, 945 2nd Street, Phillipsburg, Kansas. In the event the City Pound is overwhelmed, the State Animal Rescue Team (SART) will be requested to assist the County. In the event the animal clinic is overwhelmed the Phillips County Fairgrounds will be used as a temporary animal shelter.

f. The County's capability for providing expedient health services to injured pets and livestock is limited; these services may have to come from local veterinary hospitals and animal clinics. Local veterinarians and the Humane Society should coordinate with the American Red Cross to pick up any animals arriving at Red Cross shelters and transport them to kennels or other temporary holding facilities.

g. Pet owners are encouraged to plan for emergency pet care to include, food and water supplies, medicines, and travel cages.

h. Livestock owners are responsible for preparing for adverse weather conditions. When livestock feeding is beyond the owner's capabilities, the County must commit all local resources prior to requesting assistance from the federal or state government.

i. Local law enforcement may assist local veterinarians if the decision is made to employ euthanasia for critically injured animals.

j. The County may rely upon volunteers to assist in the care and identification of animals separated from their owners.

k. County Extension Offices, which serve as the County's technical adviser on agricultural matters and animal health issues related to livestock should work with the Health Department to monitor livestock and crops for disease and the potential for further infection.

l. The County Fairgrounds may serve as a temporary boarding facility for domestic livestock.

8. **Incident Specific Operations**

a. Zoonotic

i. ESF 11 is activated upon notification of a potential or actual disaster involving food or potable water products/safety; plant or domestic animal disease or pest; or for the protection of natural resources. The Primary Agency coordinates with ESF 3 - Public Works and ESF 5 - Emergency Management to assist with identification of the immediate needs of the community through implementation of the National Incident Management System (NIMS); development of the Incident Action Plan (IAP); and rapid impact assessment (RIA) in response to, and recovery from a disaster. Guidelines for RIA activities are provided ESF 14 - Long-Term Recovery.

ii. When local and regional capabilities are exceeded, the County Executive will declare a County emergency, and request assistance through the Kansas Division of Emergency Management (KDEM). The State responds with necessary resources, and based on advice from the Adjutant Generals office, the Governor may issue a State Declaration. Federal assistance is requested by the Governor based on disaster assessment and agreement to commit state funds and resources to long-term recovery. The Federal Emergency Management Agency (FEMA) evaluates the request and recommends action to the White House for approval of Federal aid.

b. Animal and Plant Disease

i. Management of animal and plant disease will include implementing an integrated response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease. ESF 5 - Emergency Management coordinates with ESF 8 - Public Health and Medical Services and the Kansas Department of Agriculture/Division of Animal Health in the event of disasters of this nature. The Kansas Department of Agriculture, in coordination with the USDA, is also responsible for eradication of highly infective exotic plant disease, or economically devastating plant pest infestation.

ii. The criteria for determining staging areas, movement of resources, transportation, communications, capabilities, storage and security are found in the appropriate ESF's to this Plan.

iii. Prioritization and relocation of essential resources, and assistance to disaster victims is provided in ESF 7 - Resource Support.

iv. The Kansas Department of Agriculture/Division of Animal Health, in coordination with local authorities, is responsible for control and eradication of an outbreak of a highly contagious or economically devastating animal/zoonotic disease.

v. There may be a need to dispose of contaminated animal carcasses and other materials using expedient burial operations. The land used for such burials must meet environmental requirements and should be as close as possible to the exposed area. For additional information reference the

Foreign Animal Disease Plan Incident Annex summary. The Phillips County FAD Plan is maintained under separate cover and is designated "For Official Use Only".

c. Food and Water

i. The EOC will work closely with local volunteer agencies to determine the emergency food and water needs of the affected population (i.e., the number of people in need of food and water and their locations).

ii. The EOC should coordinate with local agencies, commercial facilities, volunteer organizations and appropriate purveyors for the supply and distribution of food and water to the affected population.

iii. Public information regarding food and water storage, contamination/decontamination, and emergency distribution points should be disseminated per ESF-15 External Affairs-Emergency Public Information.

iv. If the situation warrants, the lead and support agencies in the EOC should work closely with state and federal agencies to coordinate bulk food distribution and the issuance of disaster food stamps.

v. This ESF requires documentation of response activities to support after-action requirements and justify actions taken by Primary and Support Agencies. Any required resources to support this ESF must be coordinated, allocated, and managed through this ESF if possible.

vi. In cases where the required resource cannot be obtained through this ESF, request will be forwarded to the EOC and coordinated through ESF 7 for allocation.

vii. Once procured through ESF 7, the management of the resource (financial record keeping, reporting, tracking, etc.) will be coordinated through this ESF.

viii. Management of the resource will be documented using ESF 7 policies and guidelines.

d. Radiological - Phillips County has no capability to handle emergencies that deal with radiological disasters. The County will coordinate with KDEM, KDHE, the State Fire Marshal's Office and Regional HazMat Teams to obtain the necessary resources outside the county. Law enforcement, including the Kansas Bureau of Investigation will also be notified for potential terrorist threats.

9. **National or State Historical**

a. Currently, the County does not have the resources or written plans for restoration of cultural and historic resources and will rely on regional, state and federal aid.

b. If the emergency causes damage to cultural or historic sites, the County will work to help implement appropriate measures to preserve and protect them as resources permit.

c. There may be a need to dispose of contaminated animal carcasses and other materials using expedient burial operations. The land used for such burials must meet environmental requirements and should be as close as possible to the exposed area. For additional information reference the Foreign Animal Disease Plan Incident Annex summary. The Phillips County FAD Plan is maintained under separate cover and is designated “For Official Use Only”.

B. Direction and Control

1. The ESF 11 Coordinating Agency is Phillips County Emergency Management which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 11 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 11 support is necessary, the ESF 11 Coordinator coordinates all aspects of ESF 11.

2. The ESF 11 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding agriculture and natural resources for Phillips County are made at the Phillips County Emergency Management by the ESF 11 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 11, each primary and/or support organization assisting ESF 11 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 11. Delegation of mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

a. The Primary Agency is responsible for information management in support of this ESF.

b. This ESF will be activated at the discretion of Phillips County Emergency Management.

c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

a. During an emergency or disaster event, the primary and support agencies of ESF 11 at the State of Kansas EOC will report to the Human Services Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.

b. The Kansas Department of Agriculture develops and maintains ESF 11 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

c. During an activation of the State of Kansas EOC, the Kansas Department of Agriculture is the designated lead agency for agriculture and natural resources and will provide a liaison to facilitate requests for ESF 11 resources to local Emergency Operations Centers.

D. Alerts and Notifications

1. The Phillips County Emergency Management and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 11 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 11 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 11. If additional support is required, the ESF 11 coordinating and primary agencies may jointly manage ESF 11 activities.

4. Upon instructions to activate or placement of ESF 11 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 11 planning team

members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 11 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 11 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-11 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Develop and maintain ESF-11 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Develop preparedness programs that address household pet preparedness and response during disasters.
10	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
11	Identify sources to augment emergency food and water supplies.
12	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
13	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
14	Identify national and state historical properties and how they will be preserved, conserved, rehabbed, recovered, and restored to protect natural and cultural historic properties.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Designate personnel to coordinate ESF-11 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.

5	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
6	Provide assistance to established pet shelters.
7	Conduct inspections of food and water to determine safety for people and animals.
8	Support ESF 6 in the capture and transfer of animals to shelters.
9	Coordinate the removal and disposal of dead animals.
10	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.
11	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
12	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.
13	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
14	Coordinate with ESF 15 and PIO to release public information regarding animal health issues.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.
3	Promote awareness of animal protection through public education brochures and information.
4	Participate in the hazard identification process and identify and correct vulnerabilities.
5	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
6	Provide ESF-11 representative for update of mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-11 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Develop and maintain ESF-11 Annex.

7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Develop preparedness programs that address household pet preparedness and response during disasters.
10	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
11	Identify sources to augment emergency food and water supplies.
12	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
13	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
14	Identify national and state historical properties and how they will be preserved, conserved, rehabbed, recovered, and restored to protect natural and cultural historic properties.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Designate personnel to coordinate ESF-11 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
5	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
6	Provide assistance to established pet shelters.
7	Conduct inspections of food and water to determine safety for people and animals.
8	Support ESF 6 in the capture and transfer of animals to shelters.
9	Coordinate the removal and disposal of dead animals.
10	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.
11	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
12	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.
13	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
14	Coordinate with ESF 15 and PIO to release public information regarding animal health issues.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Restore equipment and restock supplies to normal state of readiness.

Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.
3	Promote awareness of animal protection through public education brochures and information.
4	Participate in the hazard identification process and identify and correct vulnerabilities.
5	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
6	Provide ESF-11 representative for update of mitigation plan.

Primary: Phillips County Extension Service	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-11 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Develop preparedness programs that address household pet preparedness and response during disasters.
10	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
4	Coordinate the removal and disposal of dead animals.
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Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Restore equipment and restock supplies to normal state of readiness.

Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-11 representative for update of mitigation plan.

Primary: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Develop standard operating guides and checklists to support ESF-11 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Participate in training, drills, and exercises.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Develop preparedness programs that address household pet preparedness and response during disasters.
7	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
4	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
5	Conduct inspections of food and water to determine safety for people and animals.
6	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
7	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
2	Provide documentation for possible financial reimbursement process for recovery activities.
3	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.
3	Promote awareness of animal protection through public education brochures and information.
4	Participate in the hazard identification process and identify and correct vulnerabilities.

5	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Develop standard operating guides and checklists to support ESF-11 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
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1	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
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3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
4	Support ESF 6 in the capture and transfer of animals to shelters.
5	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
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7	Enforce local animal control ordinances.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
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Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Adjutant General's Office, Kansas Division of Emergency Management
Mitigation Actions for ESF 11 - Agriculture and Natural Resources

1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.

Supporting: Black Dog Veterinary Services	
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.

Supporting: Kansas Department of Agriculture (KDA)	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
2	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
2	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
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5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Develop and maintain ESF-11 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Develop preparedness programs that address household pet preparedness and response during disasters.
10	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
11	Identify sources to augment emergency food and water supplies.
12	Identify local agribusiness operators with equipment and personnel to assist with animal stop movement and quarantine activities.
13	Develop and review procedures for augmentation of ESF 11 primary and support personnel.

14	Identify national and state historical properties and how they will be preserved, conserved, rehabbed, recovered, and restored to protect natural and cultural historic properties.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Designate personnel to coordinate ESF-11 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
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6	Provide assistance to established pet shelters.
7	Conduct inspections of food and water to determine safety for people and animals.
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9	Coordinate the removal and disposal of dead animals.
10	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.
11	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
12	Secure supplies, equipment, personnel and technical assistance from support agencies, organizations and other resources to carry out the response plans associated with animal health or any act of agro terrorism.
13	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
14	Coordinate with ESF 15 and PIO to release public information regarding animal health issues.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.
3	Promote awareness of animal protection through public education brochures and information.
4	Participate in the hazard identification process and identify and correct vulnerabilities.
5	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
6	Provide ESF-11 representative for update of mitigation plan.

Supporting: Phillips County Extension Service	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
4	Develop standard operating guides and checklists to support ESF-11 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Participate in training, drills, and exercises.
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Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
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5	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
4	Provide ESF-11 representative for update of mitigation plan.

Supporting: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.

2	Develop standard operating guides and checklists to support ESF-11 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Participate in training, drills, and exercises.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Develop preparedness programs that address household pet preparedness and response during disasters.
7	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
4	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
5	Conduct inspections of food and water to determine safety for people and animals.
6	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
7	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
2	Provide documentation for possible financial reimbursement process for recovery activities.
3	Participate in after action meetings and prepare after action reports as requested.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.
3	Promote awareness of animal protection through public education brochures and information.
4	Participate in the hazard identification process and identify and correct vulnerabilities.
5	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-11 tasks.
2	Identify who is responsible for initial notification of ESF-11 personnel.
3	Develop standard operating guides and checklists to support ESF-11 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.

7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Develop and review procedures for augmentation of ESF 11 primary and support personnel.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Manage the collection, processing, and dissemination of information between ESF -11 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF11.
4	Support ESF 6 in the capture and transfer of animals to shelters.
5	Provide and/or receive appropriate mutual aid with surrounding jurisdictions.
6	Investigate and respond to animal related inquiries, including animal cruelty and neglect complaints.
7	Enforce local animal control ordinances.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-11 annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Restore equipment and restock supplies to normal state of readiness.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.
2	Participate in the hazard identification process and identify and correct vulnerabilities.
3	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Suschland Veterinary Services, Inc.	
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.

Supporting: The Animal Hospital	
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide surveillance for a foreign animal disease or an animal borne poison or toxin that may pose a threat to the animal industries, the economy or public health.

City of Agra	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

City of Glade
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources

1	Enforce local animal control ordinances.

City of Kirwin	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

City of Logan	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

City of Long Island	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

City of Phillipsburg	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

City of Prairie View	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

City of Speed	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Enforce local animal control ordinances.

Kansas Department of Health and Environment	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Conduct inspections of food and water to determine safety for people and animals.
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Promote awareness of animal protection through public education brochures and information.

Kansas Department of Health and Environment, Division of Environment	
Mitigation Actions for ESF 11 - Agriculture and Natural Resources	
1	Provide for surveillance of plant pests of unknown or questionable origin that may pose a potential threat to agriculture, horticulture, the economy or public health.

Phillips County Economic Development	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Collect, process, and disseminate information to and from the EOC.
2	Identify national and state historical properties and how they will be preserved, conserved, rehabbed, recovered, and restored to protect natural and cultural historic properties.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	

1	Coordinate with ESF 15 and PIO to release public information regarding animal health issues.

Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Collect, process, and disseminate information to and from the EOC.
Recovery (Post Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Restore equipment and restock supplies to normal state of readiness.

State Animal Response Team (SART)	
Preparedness (Pre-Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Identify pet boarding facilities and private organizations that may provide emergency shelters for animals.
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Support ESF 6 in the capture and transfer of animals to shelters.
2	Coordinate the removal and disposal of dead animals.
3	Manage and direct evacuation of animals from risk areas and provide technical assistance to prevent animal injury and the spread of disease.

State Regional Response Team	
Response (During Event) Actions for ESF 11 - Agriculture and Natural Resources	
1	Determine the nutrition assistance needs, obtain appropriate food supplies and arrange for delivery of those supplies to the individuals or animals requiring such needs.
2	Provide assistance to established pet shelters.

IV. Financial Management

A. ESF 11 is responsible for coordinating with Phillips County Clerks Office to manage ESF 11 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. Actions undertaken by this ESF should be coordinated with the EOC. Local government will expend available resources prior to seeking regional or state assistance through the EOC.

2. Unless extremely unique circumstances exist, the provision of food and water should be accomplished through the mass care function and activities (ESF 6).

3. If the situation occurs where a severe lack of available food for residents does exist, local governments and Disaster and Emergency Services (DES) may work with the local commercial food distribution system to provide an acceptable supply and distribution system.

4. Requests for food and water should be made to local sources before requesting outside help from mutual aid partners.

5. The County will encourage individuals to maintain personal or family home reserves of food and water and personal medications and hygiene items to last five to seven days.

6. While Incident Command will assist as possible with animal issues, the priority will remain the protection of the health and safety of citizens. It is essential that animal owners remain responsible and accountable for their livestock and pets.

7. Animal and plant disease and pest responses will be conducted in collaboration and cooperation with State authorities and private industries to provide for continued human nutrition and animal, plant, and environmental security, and to support local economy and trade.

8. Actions initiated under ESF 11 to protect, preserve, conserve, rehabilitate, recover, and restore NCH resources will be guided by the existing internal policies and procedures/guidelines of the agencies providing support for the disaster.

9. Information will be reported through the WebEOC. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

10. Individual Agency reporting requirements will be established by each primary and support Agency to meet the needs of their respective organization.

11. The Public Information Officer (PIO) representative shall attend planning meetings and brief the Operations Chief on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

12. During EOC Activation, the needs of EOC staff will be coordinated through the EOC Manager.

13. Shift hours will be at the discretion of the representing Agency. It is preferred to have shift hours correlate with general staff briefings. During each activation, general staff briefings will be established based on the threat.

14. The EOC Staff Manual will be the guiding document for EOC Policies and Guidelines.

15. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the Agency. Recommendations which apply outside the Agency should be forwarded to the Emergency Management Director for consideration.

State and Federal Authorities

1. The Kansas Department of Agriculture/Division of Animal Health, Kansas Division of Emergency Management, Kansas Department of Health and Environment, Kansas Department of Fish and Wildlife, Kansas Department of Forestry, and the Kansas Department of Agriculture are responsible for the State of Kansas ESF 11-Agriculture and Natural Resources.

2. The Federal authorities responsible for ESF 11-Agriculture and Natural Resources are the U.S. Department of Agriculture, USDA Food and Nutrition Service, and the U.S. Department of Interior.

ESF 12 - Energy and Utilities

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Phillips County Emergency Management

Support Agencies:
City of Phillipsburg Public Works
Kansas Corporation Commission
Kansas Department of Health and Environment
Kansas Water Office
Local Petroleum, Oil, and Propane Distributors
Midwest Energy
Phillips County Highway Department
Phillips County Rural Fire Dis #2, Long Island
Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillips County Sheriff's Department
Prairie Land Electric Cooperative
Rolling Hills Electric Cooperative Inc.
Rural Water District #1, Phillips County
Tallgrass Energy
U.S. Department of Energy (US DOE)

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 12 is to establish policies to be used in the coordination with private providers for restoration energy and other utilities during emergencies or following a major disaster in Phillips County.

B. Scope

1. The activities within the scope of this function include, but are not be limited to:

    a. Estimate number of customers without specific utility (electricity, natural gas, petroleum, etc);

    b. Assess energy and utility system damages;

    c. Estimate the time needed for restoration of utility systems;

    d. Support the restoration of utility services;

    e. Assist in assessing emergency power needs and priorities;

f. Coordinate restoration efforts with utility providers to prioritize emergency power needs;

g. Assist in obtaining emergency power generation capabilities for critical infrastructure and essential facilities;

h. If appropriate, assist energy suppliers and utilities in obtaining equipment, specialized labor, and transportation to repair or restore systems;

i. Provide emergency information, education, and conservation guidance concerning energy and utility systems.

II. Concept of Operations

A. General

1. ESF 12 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 12 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 12 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.

4. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

5. There is always a potential for widespread loss of power in Phillips County due severe weather events. Loss of power to large areas of the County may require that shelters be opened and some basic services be provided. Power companies serving Phillips County have well established and proven storm plans and procedures and their representatives are knowledgeable in the contents of the Phillips County Emergency Operations Plan and ESF 12.

6. **Resources**

   a. ESF 12 is not a typical ESF that will provide emergency support services to the EOC ESF's. ESF 12 operates to restore infrastructure that delivers energy and

utility services to the community. If there is service out within the community, ESF 12 will take that information, prioritize it and process it within their own organizations and provide progress reports as to the status of energy and utility service restoration. ESF 12 is more of an informational ESF where the EOC provides information of problems to the ESF and the ESF provides information to the EOC as to the status of resolution to those problems.

b. To the maximum extent possible during a disaster or emergency, energy and utility providers will continue to provide services through their normal means and mutual aid agreements.

c. Incident Command and the energy and utility provider liaisons will develop a clear message for the Public Information Officer (PIO) to deliver to the public regarding the use of these services (See ESF 15).

d. In events of countywide significance, energy and utility providers will compile damage assessment reports and transmit them to Incident Command through their liaison. These assessments will be forwarded to the Kansas Division of Emergency Management (KDEM).

7. **Fuel Sources**

a. ESF 12 is not an energy and utility solution resource as it relates to fuel. Fuel will be the responsibility of specific organizations for both facility operations and for employee staff. Pre-planning fueling needs will be critical to maintain and recover daily operations during a large-scale event. Each facility and organization will need to identify solutions in advance of an event that meets their complete needs. Reference Attachment 12.5 Bulk Fuel Storage Facilities Map for fuel locations.

b. Home heating oil and Liquid Propane Gas (LPG) service in Phillips County is provided by local vendors and is individually delivered to their specific customers. Local vendors also provide motor vehicle gas, diesel, and oil. County fuel resources are provided in the County Resources Manual under separate cover.

c. Alternate Fuel Providers: Fire Service, Law Enforcement, and Medical Services maintain fuel inventories and alternate source vendors as part of their Continuity of Operations Plan provided under separate cover.

d. Petroleum Distribution: Emergency Fuel: Partnering with the Petroleum Marketers and Convenience Store Association in Kansas (PMCA), in the event of a possible fuel shortage, the following options are available:

- KDEM (or any emergency agency) should contact the PMCA office with a request for assistance and

- PMCA will be responsible to mobilize fuel distributors to affected areas of the state.

- PMCA would respond in a reasonable amount of time (1-6 hours depends on whether roads are passable) and have 7500 gallons of fuel available.

- PMCA has the ability to access fuel distributors from across the state and request assistance.

- Fuel distributors have the ability to fuel emergency vehicles and generators by wet hosing (fuel off the trucks) or if needed provide portable tanks to store fuel.

- Fuel shortages can occur, however, with the help of PMCA fuel can be accessed in other states. Also, many fuel distributors have bulk storage giving us the ability to have access to fuel with short notice.

- If a fuel depot is commandeered by emergency responders, PMCA will provide volunteers to dispatch fuel to emergency vehicles and equipment.

8. **Disruptions and restoration**

a. Disruptions in energy and utility supplies are typically caused by physical disruption of energy and utility transmission and distribution systems, unexpected operational failure of such systems, or unusual economic or political events.

b. The county area is served by the by private and electric cooperatives (including Midwest Energy and Prairie Land Electric) and relies on the trained and experienced personnel of these organizations to have the capability to provide power even under the most extreme conditions. Many end-users with high reliability needs (such as hospitals and public facilities) have their own in-house backup generation sources.

c. This ESF will coordinate with the private sector suppliers when responding to energy and utility and petroleum shortages or disruptions for preservation of the public health, safety, and general welfare of the county's residents, workers, and visitors. Activities during an energy and utility emergency could include:

- Assess fuel and electric power damage.

- Assess energy and utility supply and demand.

- Assess the requirements for restoration.

- Coordinate with electric utilities and the petroleum and natural gas industries to identify requirements to repair energy and utility systems.

- Coordinate with Incident Command in establishing priorities to repair damaged energy and utility systems.

- Coordinate temporary, alternate, or interim sources of energy and utility fuel and power.

- Obtain current information regarding damages to energy and utility supply and distribution systems.

d. Damage to regional or national electrical energy and utility infrastructure such as power plant outages, and transmission line and distribution problems can cause local power outages. Additionally, the disruption of fuel distribution, unexpected high usage rates, or a slowdown of fuel production may cause local fuel shortages. Other energy and utility shortages, such as interruptions in the supply of natural gas or other petroleum fuels for automotive transportation and other industrial uses, may result from extreme weather conditions, strikes, or international embargoes.

e. It is expected that utility providers, such as those which provide power, natural gas, petroleum, or communications services, will develop internal organizational procedures, which will guide operations after a major event. These procedures should facilitate the basic assessment of what happened, what can be done about it and what is needed. If appropriate, this information should be provided to the Phillips County Emergency Operations Center (EOC) as soon as it is available.

f. The Primary Agency will maintain liaison with local utilities, including the ability to contact them on a 24-hour-a-day basis.

g. Coordination includes the following activities:

- Status of major generating unit outages
- Expected duration of event
- Explanations of utilities planned actions; and recommendations of Agency actions in support of the utilities
- Coordinate assistance to support local utility and energy and utility providers, as requested.

9. **Utility Restoration of Infrastructure**

Electric utilities shall follow their pre-established "Power Outage Recovery Plans" and "Emergency Operations Procedures Manuals” during the restoration process. Typically these restoration plans prioritize recovery in the following manner:

- Transmission
- Substation
- Feeder (main artery)
- Laterals
- Service (individual)

10. **Staging Areas**

Utility companies may require the establishment of staging areas to support restoration

efforts. Typically these areas are identified, established, and managed absent the assistance from county emergency operations. In the event assistance is required, the utility company will request assistance from the local emergency management department. If emergency management is unable to fill such requests, State resources may assist in locating appropriate areas.

11. **Security**

    Security at these staging areas is the responsibility of the utility provider. If private security is unable to be deployed, or there is an expected delay in deployment, the utility provider may request security assistance from the local emergency management department and law enforcement agencies. If local law enforcement is unable to fill such requests, the State may assist in filling security requests. The cost of such security will be the responsibility of the private utility provider.

12. **Security for Home Entry**

    If natural gas supplies are disrupted to customers, natural gas providers must physically enter customer's residences to re-ignite natural gas appliances. If and when logistical support is needed to provide security for personnel safety or home entry, the natural gas provider may request security assistance from local law enforcement. If local law enforcement is unable to fill such requests, the State may assist in filling security requests.

B. Direction and Control

1. The ESF 12 Coordinating Agency is Phillips County Emergency Management which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 12 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 12 support is necessary, the ESF 12 Coordinator coordinates all aspects of ESF 12.

2. The ESF 12 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding transportation for Phillips County are made at the Phillips County Emergency Management by the ESF 12 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections and staff at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 12, each primary and/or support organization assisting ESF 12 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 12. Delegation of mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

a. During an activation of the Phillips County Emergency Management, support agency staff is integrated with the Phillips County Emergency Management staff to provide support that will allow for an appropriate, coordinated and timely response.

b. During an emergency or disaster event, the Phillips County Emergency Management Operations Section Chief will coordinate the support resources from the support agencies with the Infrastructure Services Branch Chief.

c. During the response phase, ESF 12 will evaluate and analyze information regarding energy service requests. Also, ESF 12 will develop and update assessments of the energy situation and status in the impact area and perform contingency planning to meet anticipated demands and needs.

d. The Phillips County Emergency Management will develop and maintain ESF 12 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

e. The Phillips County Emergency Management serves as the lead agency for ESF 12 and will work with the support agencies listed above to coordinate the response and process resource requests for power companies during major power outages. Upon notification by the power companies of any major problem or potential problem, the office will coordinate with ESF 6 and ESF 8 to open shelters as necessary.

f. Power companies within Phillips County, using established response plans and standard operating guidelines, will provide their own resources through contractual agreements with other power providers to perform damage assessment; and obtain necessary equipment, repair or rebuild transmission and distribution systems, and restore power.

g. Power companies serving Phillips County have public information officers who, in conjunction with the Phillips County Emergency Management, will issue statements and press releases that address existing or potential power problems or shortages.

2. State of Kansas

a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for ESF 12 Energy and will provide a liaison to facilitate requests for state Energy resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF 12 at the State of Kansas EOC will report to the Infrastructure Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.

c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 12 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

D. Alerts and Notifications

1. The Phillips County Emergency Management and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 12 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 12 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 12. If additional support is required, the ESF 12 coordinating and primary agencies may jointly manage ESF 12 activities.

4. Upon instructions to activate or placement of ESF 12 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 12 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 12 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 12 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-12 Annex.

6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify and establish contact with county electric providers.
9	Identify how agencies will provide support while having limited fuel supplies and identify alternate fuel providers for emergency response.
10	Identify bulk storage fuel facilities.
11	Implement a public awareness campaign regarding energy and utilities safety in emergencies.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-12 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.
5	Work with private energy and utility organizations to maintain current information regarding damage to supply and distribution systems.
6	Coordinate with ESF 7 to obtain resources to assist in utility and energy repair and restoration.
7	Coordinate with ESF 15 to disseminate information to the public regarding the status or utilities and power restoration.
8	Coordinate with ESF 6 and ESF 7 to provide emergency power and utilities to shelters when available.
9	Respond to significant physical, operational, or economic disruptions to energy supplies.
10	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-12 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).

4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-12 Annex.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify and establish contact with county electric providers.
9	Identify how agencies will provide support while having limited fuel supplies and identify alternate fuel providers for emergency response.
10	Identify bulk storage fuel facilities.
11	Implement a public awareness campaign regarding energy and utilities safety in emergencies.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Manage the collection, processing, and dissemination of information between ESF-12 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.
5	Work with private energy and utility organizations to maintain current information regarding damage to supply and distribution systems.
6	Coordinate with ESF 7 to obtain resources to assist in utility and energy repair and restoration.
7	Coordinate with ESF 15 to disseminate information to the public regarding the status or utilities and power restoration.
8	Coordinate with ESF 6 and ESF 7 to provide emergency power and utilities to shelters when available.
9	Respond to significant physical, operational, or economic disruptions to energy supplies.
10	Alert or activate off-duty and auxiliary personnel as required by the emergency.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-12 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Midwest Energy	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Ensure the availability of necessary equipment to support energy and utilities activities.

3	Implement a public awareness campaign regarding energy and utilities safety in emergencies.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Monitor power restoration response activities and provide estimates for restoration.
3	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
4	Identify damage to energy and utility outside of county borders that may impact local jurisdictions.
5	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
6	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Provide ESF-12 representative for update of mitigation plan.

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Identify who is responsible for initial notification of ESF-12 personnel.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Respond to significant physical, operational, or economic disruptions to energy supplies.
2	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.
3	Alert or activate off-duty and auxiliary personnel as required by the emergency.

Supporting: Prairie Land Electric Cooperative	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Monitor power restoration response activities and provide estimates for restoration.
2	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
3	Identify damage to energy and utility outside of county borders that may impact local jurisdictions.
4	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
5	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Provide ESF-12 representative for update of mitigation plan.

Supporting: Rural Water District #1, Phillips County	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Participate in training, drills, and exercises.
6	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.

7	Identify how agencies will provide support while having limited fuel supplies and identify alternate fuel providers for emergency response.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Manage the collection, processing, and dissemination of information between ESF-12 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-12 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

Supporting: Tallgrass Energy	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Develop standard operating guides and checklists to support ESF-12 activities.
3	Ensure the availability of necessary equipment to support energy and utilities activities.
4	Implement a public awareness campaign regarding energy and utilities safety in emergencies.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Monitor power restoration response activities and provide estimates for restoration.
3	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
4	Identify damage to energy and utility outside of county borders that may impact local jurisdictions.
5	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
6	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Provide ESF-12 representative for update of mitigation plan.

Adjutant General's Office, Kansas Division of Emergency Management	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Coordinate with ESF 6 and ESF 7 to provide emergency power and utilities to shelters when available.

Phillips County Public Information Officer	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Coordinate with ESF 15 to disseminate information to the public regarding the status or utilities and power restoration.
2	Respond to significant physical, operational, or economic disruptions to energy supplies.

Phillips County Reitrement Center	
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF12.

Prairie Horizon Agri-Energy	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Identify responsibilities for liaison roles with state and adjacent county officials.
2	Ensure the availability of necessary equipment to support energy and utilities activities.
3	Implement a public awareness campaign regarding energy and utilities safety in emergencies.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Designate personnel to coordinate ESF-12 activities in EOC.
2	Monitor power restoration response activities and provide estimates for restoration.
3	Identify facilities that require priority repair of utilities and establish a plan for restoration of critical services.
4	Identify damage to energy and utility outside of county borders that may impact local jurisdictions.
5	Deploy trained individuals to the EOC to assist with coordination of utility repairs.
6	Coordinate with ESF 13 to provide security to critical energy facilities and protection to maintenance personnel.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Provide ESF-12 representative for update of mitigation plan.

Private Agriculture Organizations and Producers	
Preparedness (Pre-Event) Actions for ESF 12 - Energy and Utilities	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-12 tasks.
2	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
3	Collect, process, and disseminate information to and from the EOC.
4	Participate in training, drills, and exercises.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Identify how agencies will provide support while having limited fuel supplies and identify alternate fuel providers for emergency response.
Response (During Event) Actions for ESF 12 - Energy and Utilities	
1	Manage the collection, processing, and dissemination of information between ESF-12 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
Recovery (Post Event) Actions for ESF 12 - Energy and Utilities	

1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-12 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 12 - Energy and Utilities	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.

IV. Financial Management

A. ESF 12 is responsible for coordinating with Phillips County Clerks Office to manage ESF 12 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. The private-sector owns and operates the majority of the energy and utility infrastructure and develops best practices for infrastructure design and operations. The private-sector normally takes the lead in the rapid restoration of infrastructure-related services after a disaster occurs. Appropriate entities of the private-sector are integrated into this ESF's planning and decision-making processes. While restoration of normal operations at energy and utility facilities is the primary responsibility of the owners of those facilities, this ESF provides the appropriate supplemental assistance and resources to enable restoration in a timely manner. Organizational responsibilities include the following:

    - Recommend actions to conserve fuel and electric power. Provide energy and utility supply information and guidance on the conservation and efficient use of energy and utility to agencies, the private-sector, and to the public.

- Policies and guidelines will be established to identify structural and non-structural mitigation measures, including deploying of protective measures, to minimize adverse effects or protect resources prior to a disaster.

- Execute emergency contracting support for life-saving and life-sustaining services and other emergency commodities and services.

- Provide coordination assistance for emergency repair of damaged infrastructure and critical public facilities (temporary power, emergency water, sanitation systems, etc.). As appropriate, this ESF requests technical support to help facilitate efforts to obtain necessary regulatory permits and clearances for infrastructure restoration activities.

2. This ESF will be activated at the discretion of Phillips County Emergency Management. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event. Activation of this ESF will be coordinated through the Primary Agency.

3. Each Primary and Support Agency will participate in necessary training and exercises to promote continuity. Training will be performed in the form of meetings, workshops, exercises, peer-to-peer, and policy development.

4. Requests for assets, resources or assistance will be made by the Primary Agency to the Incident Command System. Each request will be assessed by the Incident Command and a status response will be made as soon as possible. The Incident Command will maintain a listing of requests and will assign a priority to each.

5. Shift hours will be at the discretion of the representing Agency. It is preferred to have shift hours correlate with general staff briefings. During each activation, general staff briefings will be established based on the threat.

6. Each Agency, department, or organization with responsibilities under this plan will develop and maintain written guidelines for carrying out their assigned tasks, including inventory, storage, maintenance and replacement of materials and equipment. Those standard operating guidelines, standard operating guides, policies, and practices will be considered supplements to this annex and plan.

State and Federal Authorities

1. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 13 - Public Safety and Security

Coordinating Agency:
Phillips County Sheriff's Department

Primary Agency:
Phillips County Sheriff's Department

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Kansas National Guard
Federal Law Enforcement Agencies
Kansas Board of Emergency Medical Services
Kansas Bureau of Investigation
Kansas Department of Wildlife and Parks Tourism
Kansas Highway Patrol
Phillips County Emergency Management
Phillips County Health Systems
Phillips County Rural and City Fire Departments

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 13 is to provide law enforcement coordination and support services in support of emergency events in Phillips County.

B. Scope

1. ESF 13 provides a mechanism for coordinating and providing support to local authorities to include law enforcement, public safety, and security capabilities and resources during potential or actual disaster/emergencies.

2. ESF 13 generally is activated in situations requiring extensive assistance to provide public safety and security and where local government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions.

3. ESF 13 capabilities support incident management requirements including:

    a. Force and critical infrastructure protection;

    b. Security planning and technical assistance; and

    c. Technology support and public safety in both pre-incident and post-incident situations.

    d. To create a county law enforcement emergency response that provides for the command, control, and coordination of law enforcement planning, operations, and mutual aid; and

e. To coordinate dispatch and the use of county law enforcement and means of coordination with local government.

II. Concept of Operations

A. General

1. ESF 13 is organized consistent with the Phillips County Emergency Management, the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Phillips County through the Phillips County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 13 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 13 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.

4. Throughout the response and recovery periods, ESF 13 will evaluate and analyze information requests to move people, materials, equipment and other resources as necessary; develop and update assessments of the Law Enforcement situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.

5. When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

6. **Capabilities**

   Public Safety and Security capabilities, training, and resource staffing are provided in the Law Enforcement Standard Operating Guidelines that are on file in the EOC. The Phillips CountySheriff's Department does not have any specialized capabilities.

   a. The Hazardous Materials Division of the Kansas State Fire Marshal's Office is responsible for making trained and equipped regional hazardous materials teams available throughout the state. The twelve regional response teams, consisting of nationally accredited hazardous materials technicians, are fully equipped to enter the area immediately surrounding the hazardous material in order to monitor the environment and mitigate the disaster. Specialized response team capabilities include hazardous materials (HazMat), search and rescue, and terrorist events involving chemical, biological, radiological, or nuclear (CBRN) products.

b. Phillips County law enforcement personnel are trained to the Hazardous Materials First Responder Awareness level in accordance with 29 CFR 1910.120.

c. The Phillips County law enforcement agencies will rely on regional support teams for SWAT/Ordinance capabilities.

7. **Public safety, security and protection**

While local authorities have primary responsibility for public safety and security, this ESF provides county public safety and security assistance to support prevention, preparedness, response, and recovery priorities in circumstances where locally available resources are overwhelmed or are inadequate, or where a unique County capability is required. This may include but is not limited to the following activities, when appropriate:

a. Pre-Incident Coordination
Supporting disaster management planning activities and pre-disaster actions required to assist in the prevention or mitigation of threats and hazards. This includes the development of operational and tactical public safety and security plans to address potential or actual disasters, and the deployment of public safety and security resources to specific threats.

b. Technical Assistance
Provide expertise and coordination for security planning efforts and conducting technical assessments (e.g. vulnerability assessments, risk analysis, surveillance sensor architecture, etc.).

c. Public Safety and Security Assessment
Identifying the need for ESF 13 support and analyzing potential factors that affect resources and actions needed, such as mapping, modeling, and forecasting for crowd size, impact of weather and other conditions on security, etc.

d. Badging and Credentialing
Utilizing the “Rapid Tag” component of the CRMCS, assist in the establishment of consistent identification processes for emergency responders and other personnel needing access to places within a controlled area, and verifying emergency responder credentials.

e. Access Control
Providing security forces to support county and local efforts (or to secure sites under county jurisdiction) to control access to the disaster site and critical facilities.

f. Site Security
Providing security forces and establishing protective measures around the disaster site, critical infrastructure, and/or critical facilities.

g. Traffic and Crowd Control
Provide emergency protective services to address public safety and security requirements during a disaster.

h. Force Protection
Provide for the protection of emergency responders and other workers operating in a high-threat environment.

i. Security Surveillance
Conducting surveillance to assist in public safety and security efforts, and providing appropriate technology support, as required.

j. Specialized Security Resources
Law enforcement provides specialized security assets such as traffic barriers, chemical, biological, radiological, nuclear, and high-yield explosives detection devices, canine units, law enforcement personal protective gear, etc.

Please reference attachment 13.3 for additional information.

8. **Incident Command and Control**

Tactical law enforcement operations will be controlled by the Incident Commander(s) at the scene(s) within the Incident Command Structure (ICS) structure. The Incident Commander(s) will assess the need for additional resources and request that the EOC deploy assets to support field operations.

The ESF 13 - Public Safety and Security Coordinator will work with the other members of the EOC Team to rapidly assess the need for law enforcement resources and deploy personnel and equipment to the location(s) of greatest need. The Coordinator in the EOC will:

a. Maintain contact with the field, assess the need for outside resources and request assistance as needed. Coordinate with other ESF Coordinators and members of the EOC Team to support field activities. Oversee responding public safety and security resources, assess their needs, help them obtain resources and confirm emergency tasks can be accomplished.

b. Work with the Incident Commander(s) and the EOC Team to confirm law enforcement personnel are deployed to the disaster scene and are appropriately outfitted with and trained to use personal protective equipment required by the presence of any potentially hazardous materials/substances. Serve as liaison with law enforcement resources from outside the County, and if necessary, with State and Federal Law enforcement resources.

9. **Hazards Response**

SOG's, policies and guidelines for the Phillips County Sheriff's Department describe specific criteria for law enforcement functions and response to hazard criteria. The referenced documents are provided under separate cover designated as "Official Use Only". The EOC maintains file copies of these documents.

Public Safety and Security roles and responsibilities for terrorist incident response are provided in the Terrorism Incident Annex of this Plan.

10. **Protective Measures for Key Facilities**

a. Protection of key County facilities is provided in the Law Enforcement Standard Operating Guidelines that are on file in the EOC.

b. The Sheriff's Office will upon request and determination of adequate manpower provide security and personnel registration/check-in support at the EOC and field command posts for full-scale activations. Similar types of support for partial EOC activations will be provided upon request of the EOC Director.

c. The Incident Commander will direct law enforcement agencies in establishing security for staging/reception areas.

d. In the event that morgues are established, the Phillips County Coroner, in coordination with the Chief Law Enforcement Officer or Sheriff, will direct law enforcement agencies in providing security for the personal effects, including the body of those killed or injured.

e. Local law enforcement may be asked to provide security at facilities used for emergency purposes (emergency shelters, feeding facilities, family assistance centers, neighborhood distribution sites, etc.) and will coordinate with ESF 6 for implementation.

f. Phillips County Law Enforcement does not have written policies for dealing with sex offenders, parolees, etc. in Shelters. All persons are treated fairly.

g. Providing routine security will normally be the responsibility of the local hospital. In the event of an actual or threatened criminal act, or whenever facility security forces are deemed insufficient to provide safety, hospital security will request outside law enforcement agencies for security support.

h. The Phillips County Sheriff's Department is responsible for the security of the correctional facility staff. In the event facility staff must be augmented to provide safety, the Incident Commander will direct law enforcement agencies in providing necessary support.

i. The Incident Commander is responsible for the safety and well-being of responders.

11. **Continuity of Operations**

Succession of authority will be managed internally for the Primary and each Support Agency. Chain of Successions will be provided from the Primary and each Support Agency to Phillips County Emergency Management. Reference the Phillips County Sheriff's Department COG Plan.

B. Direction and Control

1. The ESF 13 Coordinating Agency is Phillips County Sheriff's Department which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 13 Coordinator is appointed by and located in the Phillips County Sheriff's Department. When ESF 13 support is necessary, the ESF 13 Coordinator coordinates all aspects of ESF 13.

2. The ESF 13 may operate at two levels: 1) Phillips County Emergency Management; and 2) Field operations

3. During emergency activations, all management decisions regarding transportation for Phillips County are made at the Phillips County Emergency Management by the ESF 13 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

4. In accordance with a mission assignment from ESF 13, each primary and/or support organization assisting ESF 13 will retain administrative control over its own resources and personnel, but will be under the operational control of ESF 13. Delegation of mission operational control may be delegated to the field by the Phillips County Emergency Management.

C. Organization

1. County

    a. The Primary Agency is responsible for information management in support of this ESF.

    b. This ESF will be activated at the discretion of Phillips County Emergency Management.

    c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

    d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

    e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Kansas Highway Patrol is the designated lead agency for State law enforcement and will provide a liaison

to facilitate requests for State law enforcement resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF13 at the State of Kansas EOC will report to the Emergency Services Branch Chief who reports to the Operations Section Chief under the overall direction of the SEOC Manager.

c. The Kansas Highway Patrol develops and maintains ESF 13 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain similar documents for agency use, which must be compatible with and in support of the overall Kansas Response Plan.

d. During the response phase, ESF 13 will evaluate and analyze information regarding statewide law enforcement coordination and support requests. ESF 13 will develop and update law enforcement assessments and contingency plans to meet anticipated demands and needs.

D. Alerts and Notifications

1. The Phillips County Sheriff's Department and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 13 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF13 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 13. If additional support is required, the ESF 13 coordinating and primary agencies may jointly manage ESF 13 activities.

4. Upon instructions to activate or placement of ESF 13 on standby, Phillips County Sheriff's Department will implement procedures to notify all ESF 13 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 13 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 13 agencies and the intended recipients of service

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Identify who is responsible for initial notification of ESF-13 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county law enforcement officials.
4	Develop standard operating guides and checklists to support ESF-13 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Develop safety programs, to include disaster situations, and present them to the public.
Response (During Event) Actions for ESF 13 - Public Safety and Security	
1	Designate personnel to coordinate ESF-13 activities.
2	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF13.
5	Identify capabilities to provide safety and security for hazmat, EOD, aviation, and radiological incidents.
6	Secure disaster area in accordance with the requirements of the specific hazard present.
7	Coordinate with other ESF sections to provide protection to key and critical facilities.
8	Coordinate with EOC or incident command to provide protection to shelters and feeding facilities.
9	Provide support to ESF 6 in handling individuals in shelters with legal restrictions.
10	Provide protection to emergency responders.
11	Coordinate the activation of mutual aid agreements.
12	Coordinate with law enforcement agencies responding from outside the jurisdiction.
13	Alert or activate off-duty and auxiliary personnel as required by the emergency.
14	Activate continuity of operations protocol when agencies are overwhelmed or unable to respond due to facilities damage.
Recovery (Post Event) Actions for ESF 13 - Public Safety and Security	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.

6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 13 - Public Safety and Security	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-13 representative for update of mitigation plan.

Primary: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-13 tasks.
2	Identify who is responsible for initial notification of ESF-13 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county law enforcement officials.
4	Develop standard operating guides and checklists to support ESF-13 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Develop safety programs, to include disaster situations, and present them to the public.
Response (During Event) Actions for ESF 13 - Public Safety and Security	
1	Designate personnel to coordinate ESF-13 activities.
2	Manage the collection, processing, and dissemination of information between ESF-13 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF13.
5	Identify capabilities to provide safety and security for hazmat, EOD, aviation, and radiological incidents.
6	Secure disaster area in accordance with the requirements of the specific hazard present.
7	Coordinate with other ESF sections to provide protection to key and critical facilities.
8	Coordinate with EOC or incident command to provide protection to shelters and feeding facilities.
9	Provide support to ESF 6 in handling individuals in shelters with legal restrictions.
10	Provide protection to emergency responders.
11	Coordinate the activation of mutual aid agreements.
12	Coordinate with law enforcement agencies responding from outside the jurisdiction.
13	Alert or activate off-duty and auxiliary personnel as required by the emergency.
14	Activate continuity of operations protocol when agencies are overwhelmed or unable to respond due to facilities damage.
Recovery (Post Event) Actions for ESF 13 - Public Safety and Security	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-13 Annex to correct shortfalls and improve future response activities.

4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Clean, repair, replenish and perform maintenance on all equipment before returning to normal operations or storage.
Mitigation Actions for ESF 13 - Public Safety and Security	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Provide ESF-13 representative for update of mitigation plan.

Supporting: Kansas Highway Patrol	
Response (During Event) Actions for ESF 13 - Public Safety and Security	
1	Designate personnel to coordinate ESF-13 activities.
2	Secure disaster area in accordance with the requirements of the specific hazard present.
Mitigation Actions for ESF 13 - Public Safety and Security	
1	Provide ESF-13 representative for update of mitigation plan.

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 13 - Public Safety and Security	
1	Identify responsibilities for liaison roles with state and adjacent county law enforcement officials.
2	Develop and maintain ESF-13 Annex.
3	Develop safety programs, to include disaster situations, and present them to the public.
Mitigation Actions for ESF 13 - Public Safety and Security	
1	Provide ESF-13 representative for update of mitigation plan.

IV. Financial Management

A. ESF 13 is responsible for coordinating with Phillips County Clerks Office to manage ESF 13 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. Local, private-sector, and specific State and Federal authorities have primary responsibility for public safety and security, and typically are the first line of response and support in these functional areas.

2. In most disaster situations, local jurisdictions have primary authority and responsibility through their existing plans and procedures for law enforcement activities. The Incident Command System is utilized on-scene. In larger-scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities and/or State authorities, with disaster operations managed through a unified command structure. In this context, state resources would include members of the State National Guard that the Governor calls into State service in a law enforcement, security, and/or public safety capacity.

3. Maintain records of expenditures and document resources utilized during recovery in accordance with ESF 7 policies and guidelines and report these records to the Primary Agency.

4. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the Department. Recommendations which apply outside the Department should be forwarded to the Emergency Management Director for consideration.

State and Federal Authorities

1. State and Federal authorities are provided in the 2014 Kansas Response Plan.

ESF 14 - Long-Term Community Recovery

Coordinating Agency:
Phillips County Emergency Management

Primary Agency:
Phillips County Economic Development
Phillips County Emergency Management

Support Agencies:
Agra City Fire Department
American Red Cross
City of Agra
City of Glade
City of Kirwin
City of Logan
City of Long Island
City of Phillipsburg
City of Prairie View
City of Speed
Hays Fire Department
Hospice Services Inc. NWKS
Kansas Board of Emergency Medical Services
Kansas Department of Transportation
Kansas Emergency Management Association
Kirwin City Fire Department
Logan City Fire Department
Logan Manor
Long Island/Prairie View City Fire Department
Midwest Energy
Nex-tech
Phillips County Appraiser's Office
Phillips County Board of County Commissioners (BOCC)
Phillips County Clerks Office
Phillips County Counselor
Phillips County Economic Development
Phillips County Emergency Management
Phillips County Emergency Medical Service
Phillips County Extension Service
Phillips County Extention Office- K-State Research & Extension
Phillips County Health Department
Phillips County Health Systems
Phillips County Highway Department
Phillips County Ministerial Alliance
Phillips County Municipalities (All Departments)
Phillips County Public Information Officer
Phillips County REACT (Radio Operators)
Phillips County Reitrement Center
Phillips County Rural and City Fire Departments
Phillips County Rural Fire Dis #2, Long Island

Phillips County Rural Fire Dist #1, Phillipsburg
Phillips County Rural Fire Dist #3B, Kirwin
Phillips County Rural Fire Dist #4, Logan
Phillips County Rural Fire Dist 3A, Agra
Phillips County Sheriff's Department
Phillips County Treasurer's Office
Phillipsburg City Fire Department
Prairie Horizon Agri-Energy
Prairie Land Electric Cooperative
Tallgrass Energy
The Salvation Army
U.S Environmental Protection Agency (EPA)
U.S. Department of Agriculture/APHIS
U.S. Department of Housing and Urban Development (US HUD)
U.S. Department of Transportation (USDOT)
U.S. Small Business Administration (US SBA)
US Department of Agriculture/Forest Service
USD #110, Agra
USD #212, Long Island
USD #325, Phillipsburg
USD #326 Logan

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 14 is to coordinate the long term recovery of Phillips County in an efficient and effective manner.

B. Scope

1. This ESF is structured to provide coordination during large-scale or catastrophic incidents that require assistance to address significant long-term impacts in the affected area.

2. Specifically the scope of ESF 14 is to:

    a. Provide for coordinated measures and policies designed to facilitate recovery from the effects of natural and technological disasters, civil disturbances, or acts of domestic terrorism.

    b. Provide for effective utilization of resources to support efforts to aid long-term community recovery, stabilize local and regional economies, and reduce or eliminate risks from future incidents.

    c. Provide a government conduit and administrative means for appropriate voluntary and private sector organizations to assist Phillips County governments during the recovery and mitigation phases.

    d. On-going and post-incident assessments of infrastructure and assessment of total damages including insured and uninsured losses.

e. Providing technical assistance to include engineering expertise, construction management, contracting and real estate services.

f. Assist in coordinating the damage assessment process in order to determine the need for assistance.

II. CONCEPT OF OPERATIONS

A. General

1. ESF 14 is organized consistent with the State of Kansas EOC and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to Phillips County through the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to provide a timely and appropriate response to an emergency or situation.

2. Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 14 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

3. In a large event requiring local or State mutual aid assistance, ESF 14 will work with its support agency counterparts to seek, procure, plan, coordinate and direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 14 will evaluate and analyze information regarding the availability of volunteers and donated goods and services.

5. A volunteer representative will serve a liaison role at the Phillips County Emergency Management to assist in coordination of all activities under ESF 14.

6. Requests will be made of the State of Kansas EOC ESF 14 and ESF 2 to assist in managing incoming volunteer and donations related calls placed from outside of Phillips County. This assistance will come by referring interested parties to the Kansas AID MATRIX website or by directing them to contact United Way 2-1-1. The Phillips County Emergency Management Public Information Officer will publicize the importance of outside callers using these locations for receiving volunteer and donation instructions prior to citizens sending donations or arriving for volunteer assignment.

7. Pre-designated warehouse space will be utilized by ESF 14 to receive, sort, inventory and redistribute donated goods to agencies and assisting organizations.

8. Volunteer coordinators will establish reception centers adjacent to donations warehouse facilities.

9. **Rapid Impact Assessment**

a. Recovery operations for Phillips County will be managed by the Phillips County Emergency Management Team under the direction of the County Executive. Recognizing that it is important to assess and take steps to reduce the impact of events, every member of a recovery operations organization should be responsible for documenting and recommending possible mitigation actions. Recovery issues involving other jurisdictions and/or special districts will be coordinated and managed between the County, and their designated representatives. The County Emergency Management Department will assist the County Executive in facilitating and leading the recovery process. County departments may take responsibility for certain functions throughout the recovery process.

b. The Rapid Impact Assessment (RIA) is a quick drive by or windshield survey undertaken by the designated RIA Team to identify the impact of a disaster by providing emergency management an overview of damaged areas through the use of maps and general conditions of impacted areas, and helps define support and resources required for deployment.

c. The RIA process serves as a tool to document and determine the need for a local disaster declaration if resources are exceeded, and also provides a status report on the physical condition of the county after the event, which starts the process to assess eligibility for a federally declared disaster.

d. The RIA is a quick indicator of the observed damage specific to geographical areas. The RIA is a tool designed to rapidly:

    i. Assess the location of visible damage;

    ii. Assess the need to conduct more detailed damage assessment and whether to begin considering a request for Mutual Aid at: the Regional, and/or State, and/or Federal level(s); and

    iii. Assist in the effective management of emergency response resources.

10. **Detailed Disaster Assessment**

a. Team Make-up

    i. Support Element

        1. Telecom Specialist Logistics Specialist Operations Specialist Deployment Equipment

    ii. Assessment Element

        1. HazMat Specialist

        2. Medical Specialist

        3. Mass Care Specialist

4. Infrastructure Specialist

5. Fire/SAR

iii. Management Team

1. Team Leader

iv. Damage Assessment Team

1. The Damage Assessment Team should consist of three components; the Management Team, the Assessment Element, and the Support Element. Team members will be trained and/or specialists in the specific area of expertise. Team contingency is determined by the size of the event.

v. Assessment Criteria: The Detailed Damage Assessment should include, but is not limited to, the following the following damage criteria:

1. Number of persons affected in disaster area
2. Number of persons evacuated
3. Number of shelters open
4. Number of persons in shelter
5. Number of confirmed injured
6. Number of confirmed fatalities
7. Number of confirmed missing persons
8. Number of homes and businesses with damage
    - Destroyed
    - Major
    - Minor/Affected
    - Uninsured
9. Number of homes in flood plain
10. Number of acres burned
11. Number of critical care facilities damaged
12. Number of municipally or county owned facilities
13. Road, bridge, infrastructure damage

14. Road closures

15. Utility damage

    - Power
    - Water

16. Economic impact of the disaster on the community

17. Demographics of community - The goal is to collect and provide information to determine requirements for critical resources needed to support emergency response activities. The Team is responsible for assessing both overall impact of a disaster event, and determining State and/or Federal immediate response requirements.

vi. The detailed damage assessment may assist in providing documentation for considering a request for a Presidential Disaster Declaration. If it appears that the County may meet the threshold for federal disaster assistance, the Phillips County Office of Emergency Management will complete a formal Preliminary Damage Assessment (PDA). Damage assessment guidelines and forms are provided in ESF 3 - Public Works and Engineering.

11. **Environmental Assessment**

a. The goal of long-term recovery is to restore facilities and community resources to pre-disaster condition. Long-term recovery includes:

   i. Hazard mitigation activities

   ii. Restoration and reconstruction of public facilities

   iii. Restoration of economic, social and institutional activities

   iv. Disaster response cost recovery

b. The major objectives of long-term recovery operations include:

   i. Coordinated delivery of long-term social and health services improved land use planning

   ii. An improved County Emergency Operations Plan

   iii. Re-establishment of the local economy to pre-disaster levels recovery of disaster response costs

   iv. The effective integration of mitigation strategies into recovery planning and operations. Phillips County will handle long-term recovery activities in the unincorporated area, while acting as a central resource for recovery activities in Phillips County jurisdictions

v. Hazard mitigation guidelines will be employed in activities undertaken by the County, in cooperation with the local jurisdictions, in order to assist in reduction of vulnerability to future disasters. The County, in coordination with public utilities, will restore essential facilities to their pre-disaster condition by retrofitting, repairing or reconstructing them during long-term recovery operations.

c. ESF 3 - Public Works will coordinate with the ESF 12 and private utility companies on efforts to restore utility systems and services during recovery operations. The County will verify that debris removal and clean-up operations are expedited within the unincorporated areas.

d. The High Plains Mental Health Center will be requested to coordinate and conduct Critical Stress Debriefings for emergency response personnel and victims of the disaster/event.

e. In coordination with the Phillips County Emergency Management and the American Red Cross, sheltering for disaster victims will be provided on a temporary basis.

f. For federally-declared disasters, tele-registration centers may be established by the Federal Emergency Management Agency (FEMA) to assist disaster victims and businesses in applying for individual assistance grants and Small Business Administration loans. In coordination with the [Local EMA], the legal jurisdictions within Phillips County may establish a Local Assistance Center to house representatives of public and private agencies offering services and resources to residents.

g. The goal of long-term recovery is to restore facilities and community resources to pre-disaster condition. Long-term recovery includes:

i. **Chemical or Radiological Assessment**

In the event of a disaster or emergency situation requiring the need for an Environmental Assessment, these needs can be divided into two sub categories.

An environmental assessment to include chemical and radiological assessment personnel and equipment is not within the scope of Phillips County. The County would rely on resources made available from the State of Kansas, and Federal Government. These resources would include such personnel as radiologists, radiological technicians, botanists, and chemists, in addition to other professionals needed by the Damage Assessment Teams.

Damage - There are presently several fixed facilities within Phillips County that would contain chemical or radiological materials that would require the level of expertise to perform a damage assessment. There are site specific plans in place to address these situations. The need for critical resources in this area would be requested from the State of Kansas.

Contamination - There are presently several fixed facilities within Phillips County that would contain chemical or radiological materials that would require the level of expertise to perform a contamination/damage assessment. There are site specific plans in place to address these situations. The need for critical resources in this area would be requested from the State of Kansas.

ii. **Water, Air and Food Assessment**

During a disaster ESF 14 - Long-Term Community Recovery coordinates with ESF 8 - Public Health and Medical Services, local water utilities, and ESF 11 - Agriculture and Natural Resources for assessment services as follows:

- Analyzes water samples from sources suspected of contamination and makes appropriate recommendations.
- Develops procedures to notify the residents of Phillips County how to treat contaminated water.
- Monitors the safe distribution water supplies.
- Coordinate with USDA/FNS for food inspections.
- Coordinates with The Kansas Department of Environment and Health - Bureau of Air and Bureau of Radiation for assessment of potential air and radiation (ingestion) contamination.
- The County Public Health Department, in coordination with the Kansas Department of Agriculture, will be responsible for inspecting food preparation and food and water supplies.

iii. **Biological Assessment**

An environmental assessment to include biological assessment, personnel, and equipment is not within the scope of Phillips County. The Phillips CountyHealth Officer would rely on resources made available from the State of Kansas, and the Federal Government. These resources would include such personnel as biologists, botanists, and chemists, in addition to other professionals needed by the Damage Assessment Teams.

12. **Types of Disaster Declarations**

In 1988, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §§ 5121-5206, was enacted to support State and local governments and their citizens when disasters overwhelm them. This law, as amended, establishes a process for requesting and obtaining a Presidential disaster declaration, defines the type and scope of assistance available from the Federal government, and sets the conditions for obtaining that assistance. The Federal Emergency Management Agency (FEMA), now

part of the Emergency Preparedness and Response Directorate of the Department of Homeland Security, is tasked with coordinating the response.

The Stafford Act (§401) requires that: “All requests for a declaration by the President that a major disaster exists shall be made by the Governor of the affected State.” A State also includes the District of Columbia, Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. The Marshall Islands and the Federated States of Micronesia are also eligible to request a declaration and receive assistance.

The Governor’s request is made through the regional FEMA/EPR office. State and Federal officials conduct a preliminary damage assessment (PDA) to estimate the extent of the disaster and its impact on individuals and public facilities. This information is included in the Governor’s request to show that the disaster is of such severity and magnitude that effective response is beyond the capabilities of the State and the local governments and that Federal assistance is necessary.

Not all programs, however, are activated for every disaster. The determination of which programs are activated is based on the needs found during damage assessment and any subsequent information that may be discovered.

Individual Assistance

The Individuals and Households Program (IHP) is a combined FEMA/EPR and State program. When a major disaster occurs, this program provides money and services to people in the declared area whose property has been damaged or destroyed and whose losses are not covered by insurance. In every case, the disaster victim must register for assistance and establish eligibility.

The IHP - Housing Assistance assures that people whose homes are damaged by disaster have a safe place to live. The IHP - Other Needs Assistance (ONA) provides financial assistance to individuals and households who have other disaster-related necessary interest loan from Small Business Administration (SBA).

Public Assistance

Public Assistance, oriented to public entities, can fund the repair, restoration, reconstruction, or replacement of a public facility or infrastructure, which is damaged or destroyed by a disaster.

Eligible applicants include State governments, local governments and any other political subdivision of the State, Native American tribes and Alaska Native Villages. Certain private nonprofit (PNP) organizations may also receive assistance. Eligible PNPs include educational, utility, irrigation,emergency, medical, rehabilitation, and temporary or permanent custodial care facilities (including those for the aged and disabled), and other PNP facilities that provide essential services of a governmental nature to the general public. PNPs that provide “critical services” (power, water--including water provided by an irrigation organization or facility, sewer, waste water treatment, communications and emergency medical care) may apply directly to FEMA/EPR for a disaster grant.

Hazard Mitigation

Hazard Mitigation refers to sustained measures enacted to reduce or eliminate long-term risk to people and property from natural hazards and their effects. In the long term, mitigation measures reduce personal loss, save lives, and reduce the cost to the nation of responding to and recovering from disasters.

Two sections of the Stafford Act, §404 and §406, can provide hazard mitigation funds when a Federal disaster has been declared. In each case, the Federal government can provide up to 75 percent of the cost, with some restrictions.

Through the Hazard Mitigation Grant Program (HMGP), authorized by §404 of the Act, communities can apply for mitigation funds through the State. The State, as grantee, is responsible for notifying potential applicants of the availability of funding, defining a project selection process, ranking and prioritizing projects, and forwarding projects to FEMA for funding. The State or local government must provide a 25 percent match, which can be fashioned from a combination of cash and in-kind sources.

13. **Other/Vulnerable Needs Considerations**

    a. ESF 14 coordinates with ESF 6 and the American Red Cross to provide short-term shelters and temporary housing for evacuees from hazard areas. Housing assistance from FEMA may be available in the event of a Presidential disaster declaration.

    b. ESF 14 – Long Term Community Recovery coordinates with ESF 6 - Mass Care, Housing, and Human Services, ESF 8 - Public Health and Medical Services, and ESF 13 - Public Safety and Security to identify long-term recovery needs of functional needs and institutionalized populations and incorporate these into recovery strategies.

    c. The County's capability for providing expedient health services to injured pets and livestock is limited; these services may have to come from local veterinary hospitals and animal clinics.

    d. ESF 14 will coordinate with ESF 11 for animal and agricultural welfare. Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering efforts in coordination with ESF 6.

    e. The County Extension Office, which serves as the County's technical adviser on agricultural matters, should monitor and coordinate potential long-term care of livestock.

    f. The Primary Agency is responsible for activation of Support Agencies in the event of an emergency or disaster, and coordinates with ESF 6-Mass Care and ESF 8-Public Health to provide emergency care and health services. The High Plains Mental Health Clinic will be responsible for coordinating the mental and behavioral health provisions for individuals affected by a disaster occurring in Phillips County.

    g. High Plains, a licensed community mental health center, is dedicated to an aggressive pursuit of providing a comprehensive mental health program to the

citizens of northwest Kansas. High Plains offers a wide range of mental health and social support service teams organized and provided by clinical staff to serve the twenty-county area.

B. Direction and Control

1. The ESF 14 Coordinating Agency is Phillips County Emergency Management which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 14 Coordinator is appointed by and located in the Phillips County Emergency Management. When ESF 14 support is necessary, the ESF 14 Coordinator coordinates all aspects of ESF 14.

2. The ESF 14 system operates in two arenas; 1) Phillips County Emergency Management; 2) field locations.

3. During emergency activations, all management decisions regarding transportation for Phillips County are made at the Phillips County Emergency Management by the ESF 14 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Sections at the Phillips County Emergency Management assist the incident commander in carrying out the overall mission.

C. Organization

1. County

   a. The Primary Agency is responsible for information management in support of this ESF.

   b. This ESF will be activated at the discretion of Phillips County Emergency Management.

   c. During periods of emergency, ESFs may or may not be activated depending on the resources needed to adequately manage the event.

   d. During disaster operations, the Primary Agency will work directly with the Operations Chief located at the Emergency Operations Center for information management and reporting of ESF activities.

   e. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

   f. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

   g. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

   h. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of the ESF to include the Primary and Support Agencies.

i. During the response phase, ESF 14 will evaluate and analyze information regarding volunteers and donations requests. Also, ESF 14 will develop and update assessments of the requirements for volunteers and donations in the impacted area and undertake contingency planning to meet anticipated demands and requirements.

j. The Phillips County Emergency Management will develop and maintain ESF14 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

2. State of Kansas

a. During an activation of the State of Kansas EOC, the Adjutant General's Office, Kansas Division of Emergency Management is the designated lead agency for State volunteer and donations services and will provide a liaison to facilitate requests for ESF 14 resources to local Emergency Operations Centers.

b. During an emergency or disaster event, the primary and support agencies of ESF 14 at the State of Kansas EOC will report to the Human Services Branch Chief who reports to the Response Section Chief under the overall direction of the SEOC Manager.

c. The Adjutant General's Office, Kansas Division of Emergency Management develops and maintains ESF 14 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.

D. Alerts and Notifications

1. The Phillips County Emergency Management and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or ESF Coordinator for ESF 14 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 14 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 14. If additional support is required, the ESF 14 coordinating and primary agencies may jointly manage ESF 14 activities.

4. Upon instructions to activate or placement of ESF 14 on standby, Phillips County Emergency Management will implement procedures to notify all ESF 14 planning team

members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

5. When notified that the EOC has been activated, the ESF 14 coordinator will:

    a. Establish contact with the Phillips County Public Information Officer to coordinate dissemination of media information relative to volunteers and donations.

    b. Establish contact with the State of Kansas EOC ESF 14 coordinator to advise them of current situation, status and emerging needs.

    c. Conduct an immediate telephone survey of all Health and Human Service agencies to assess damage, determine ability to continue to provide services and determine support capabilities.

E. Actions

1. Actions carried out by ESF 14 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish the tasks and requires significant cooperation and collaboration between all ESF 14 agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.
3	Develop standard operating guides and checklists to support ESF-14 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-14 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Inform all personnel of their emergency responsibilities.
10	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.

4	Work with the private sector to ensure the disaster related needs of the business community are met.
5	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
6	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
7	Identify long term recovery efforts for individuals with vulnerable needs.
8	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
9	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support community recovery activities.
7	Work with the State and Federal government to administer disaster recovery programs.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Develop and implement mitigation strategies.
4	Support programs that provide individual assistance, public assistance, and hazard mitigation.
5	Provide ESF-14 representative for update of mitigation plan.

Primary: Phillips County Economic Development	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Participate in training, drills, and exercises.
6	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
7	Inform all personnel of their emergency responsibilities.
8	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
2	Provide field support for emergency responders at the scene.

3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.
4	Work with the private sector to ensure the disaster related needs of the business community are met.
5	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
6	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
7	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
7	Support community recovery activities.
8	Work with the State and Federal government to administer disaster recovery programs.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Develop and implement mitigation strategies.
4	Support programs that provide individual assistance, public assistance, and hazard mitigation.
5	Provide ESF-14 representative for update of mitigation plan.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.
3	Develop standard operating guides and checklists to support ESF-14 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-14 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Inform all personnel of their emergency responsibilities.
10	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	

1	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.
4	Work with the private sector to ensure the disaster related needs of the business community are met.
5	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
6	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
7	Identify long term recovery efforts for individuals with vulnerable needs.
8	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
9	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support community recovery activities.
7	Work with the State and Federal government to administer disaster recovery programs.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Develop and implement mitigation strategies.
4	Support programs that provide individual assistance, public assistance, and hazard mitigation.
5	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Agra	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Glade
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery

1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Kirwin	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Logan	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Long Island	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Phillipsburg	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.

Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Prairie View	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: City of Speed	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Work with the private sector to ensure the disaster related needs of the business community are met.
2	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Provide ESF-14 representative for update of mitigation plan.

Supporting: Phillips County Appraiser's Office	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
2	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Board of County Commissioners (BOCC)	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Develop standard operating guides and checklists to support ESF-14 activities.
2	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Designate personnel to coordinate ESF-14 activities in EOC.
2	Work with the private sector to ensure the disaster related needs of the business community are met.
3	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
4	Communicate with ESF-15 the status of long term recovery efforts for public information purpose.

5	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.

Supporting: Phillips County Clerks Office	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Counselor	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Economic Development	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county transportation officials.
3	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Participate in training, drills, and exercises.
6	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
7	Inform all personnel of their emergency responsibilities.
8	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.
4	Work with the private sector to ensure the disaster related needs of the business community are met.
5	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
6	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
7	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.

4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Coordinate with ESF 6 and housing authorities for sheltering and short/long term recovery efforts.
7	Support community recovery activities.
8	Work with the State and Federal government to administer disaster recovery programs.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Develop and implement mitigation strategies.
4	Support programs that provide individual assistance, public assistance, and hazard mitigation.
5	Provide ESF-14 representative for update of mitigation plan.

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-14 tasks.
2	Identify who is responsible for initial notification of ESF-14 personnel.
3	Develop standard operating guides and checklists to support ESF-14 activities.
4	Train personnel on EOC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Develop and maintain ESF-14 Annex.
7	Participate in training, drills, and exercises.
8	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
9	Inform all personnel of their emergency responsibilities.
10	Identify how long term community recovery efforts in support of emergency operations will be directed and controlled.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Manage the collection, processing, and dissemination of information between ESF-14 and EOC or incident command.
2	Provide field support for emergency responders at the scene.
3	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF14.
4	Work with the private sector to ensure the disaster related needs of the business community are met.
5	Coordinate with EOC and incident command to provide lists of long term recovery personnel staff.
6	Use impact assessment to identify number of persons affected, homes damaged/destroyed, and infrastructure losses to predict the ongoing need for long term recovery efforts.
7	Identify long term recovery efforts for individuals with vulnerable needs.
8	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
9	Identify and provide strategy to assist citizens with unmet needs.
Recovery (Post Event) Actions for ESF 14 - Long-Term Community Recovery	

1	Continue to perform tasks necessary to expedite restoration and recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
3	Evaluate response and recommend changes to ESF-14 Annex to correct shortfalls and improve future response activities.
4	Provide documentation for possible financial reimbursement process for recovery activities.
5	Participate in after action meetings and prepare after action reports as requested.
6	Support community recovery activities.
7	Work with the State and Federal government to administer disaster recovery programs.
Mitigation Actions for ESF 14 - Long-Term Community Recovery	
1	Participate in the hazard identification process and identify and correct vulnerabilities.
2	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
3	Develop and implement mitigation strategies.
4	Support programs that provide individual assistance, public assistance, and hazard mitigation.
5	Provide ESF-14 representative for update of mitigation plan.

Supporting: Phillips County Emergency Medical Service	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Extension Service	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Health Department	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
2	Coordinate with ESF6 and ESF 8 to acquire long term mental health services.
3	Identify and provide strategy to assist citizens with unmet needs.

Supporting: Phillips County Health Systems	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.
2	Coordinate with ESF6 and ESF 8 to acquire long term mental health services.

Supporting: Phillips County Highway Department	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Public Information Officer	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County REACT (Radio Operators)	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Rural and City Fire Departments	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Rural Fire Dis #2, Long Island	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Rural Fire Dist #1, Phillipsburg	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Rural Fire Dist #3B, Kirwin	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Rural Fire Dist #4, Logan	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Rural Fire Dist 3A, Agra	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify who is responsible for initial notification of ESF-14 personnel.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Supporting: Phillips County Treasurer's Office	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Kansas Department of Health and Environment	
Preparedness (Pre-Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify the trained personnel or agency responsible for conducting an environmental assessment.
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term impacts of environmental issues caused by the disaster.

Phillips County Convention and Visitors Bureau	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

Phillips County Farm Bureau	
Response (During Event) Actions for ESF 14 - Long-Term Community Recovery	
1	Identify long term recovery efforts for animal welfare and agriculture stakeholders.

IV. Financial Management

A. ESF 14 is responsible for coordinating with Phillips County Clerks Office to manage ESF 14 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

County

1. When local and regional capabilities are overwhelmed, the County Executive requests assistance through the Kansas Division of Emergency Management. The State responds with necessary resources, and based on advice from the Adjutant Generals Office, the Governor may issue a State Declaration. Federal assistance is requested by the Governor based on disaster assessment and agreement to commit state funds and resources to long-term recovery. The Federal Emergency Management Agency (FEMA) evaluates the request and recommends action to the President for approval of Federal aid.

2. Emergency response and recovery operations conducted under ESF 14 will be in accordance with the National Incident Management System (NIMS).

3. This ESF is coordinated through the designated representative of the Primary Agency and Phillips County Emergency Management. Support Agencies will work with the Primary Agency and Phillips County Emergency Management for purposes of pre-disaster planning and post-disaster coordination of the issues addressed by this ESF. During post-disaster operations, each Support Agency is responsible for coordinating their individual plans and guidelines, and reporting of ESF activities to the Emergency Operations Center through the Primary Agency. Activities within the organizational responsibilities of this function include the following:

- Assess the social and economic consequences in the impacted area and advise on the long-term recovery implications of response.

- Advise State, local governments, NGOs, and private-sector organizations on market disruption and loss analysis. Assist with the development of a comprehensive long-term recovery plan. Determine/identify responsibilities for recovery activities, and provide guidance to maintain continuity in program delivery among contributing departments and agencies.

- This ESF recognizes the primacy of affected governments and the private-sector in defining and addressing risk reduction and long-term community recovery priorities.

- Agencies continue to provide recovery assistance under independent authorities to municipal governments; the private-sector; and individuals, while coordinating activities and assessments of need for additional assistance through the ESF 14 Director.

- Support is tailored based on the type, extent, and duration of the event and long-term recovery period, and on the availability of State and Federal resources.

- Long-term community recovery and mitigation efforts are forward-looking and market-based, focusing on permanent restoration of infrastructure, housing, and the economy, with attention to mitigation of future impacts of a similar nature, when feasible.

- The Federal Government uses the post-disaster environment as an opportunity to measure the effectiveness of previous community recovery and mitigation efforts.

- This ESF facilitates the application of loss reduction building science expertise to the rebuilding of critical infrastructure (e.g., in repairing hospitals or emergency operation centers to mitigate for future tornado risk).

4. Primary and Support Agencies will provide summary recommendations as part of the submission of final record keeping and reporting. In order to enhance the ability to respond and mitigate cost, agencies should review their plan, allocation of resources, methods of communication, and overall interaction with other agencies. Recommendations for improvement should result from the review and should be implemented within the Agency. Recommendations which apply outside the Agency should be forwarded to the Emergency Management Director for consideration.

State and Federal Authorities

1. The Kansas Division of Emergency Management is responsible for the State of Kansas ESF 14 - Long-Term Community Recovery.

2. The Federal authorities responsible for ESF 14 - Long-Term Community Recovery are the Federal Emergency Management Agency, U.S. Department of Agriculture, Department of Housing and Urban Development, and Small Business Administration.

ESF 15 - External Communication

Coordinating Agency:
Phillips County Emergency Management
Phillips County Health Department
Phillips County Public Information Officer

Primary Agency:
Phillips County Emergency Management
Phillips County Public Information Officer

Support Agencies:
Adjutant General's Office, Kansas Division of Emergency Management
Adjutant General's Office, Kansas National Guard
Adjutant General's Office, Office of Emergency Communications
City of Agra
City of Glade
City of Kirwin
City of Logan
City of Long Island
City of Phillipsburg
City of Prairie View
City of Speed
Kansas Department of Health and Environment
Kansas Emergency Management Association
Kansas Highway Patrol
Kansas State Fire Marshals Office (KSFMO)
Phillips County Appraiser's Office
Phillips County Board of County Commissioners (BOCC)
Phillips County Clerks Office
Phillips County Counselor
Phillips County Economic Development
Phillips County Emergency Management
Phillips County Emergency Medical Service
Phillips County Health Department
Phillips County Health Systems
Phillips County Highway Department
Phillips County REACT
Phillips County REACT (Radio Operators)
Phillips County Rural and City Fire Departments
Phillips County Sheriff's Department
Phillips County Treasurer's Office
Rural Water District #1, Phillips County

I. Purpose and Scope

A. Purpose

1. The purpose of ESF 15 is to disseminate information on emergencies to the public through the news media in Phillips County.

B. Scope

1. This ESF coordinates actions to provide the required external affairs support to county and incident management elements. This Annex details the establishment of support positions to coordinate communications to various audiences. This ESF applies to county departments and agencies that may require public affairs support or whose public affairs assets may be employed during an emergency. This scope describes:

    a. Quickly relay critical and potentially lifesaving information to those at risk

    b. Provide timely, consistent information on the status of emergency operations

    c. Coordinate the release of public information from all responding agencies

    d. Assure the public that government is responding effectively to the emergency

    e. Make credible and consistent information available to answer citizen inquiries

    f. Provide ongoing and useful information regarding recovery activities

    g. Ensure a system is in place to provide information and guidance to County, City and if appropriate, State and Federal, elected and appointed officials

II. Concept of Operations

A. General

1. ESF 15 is organized consistent with the State of Kansas EOC and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System to provide incident assessment, planning, procurement, deployment, coordination and support operations to the County Emergency Response Team, Area Operations and Regional Incident Management Teams (IMTs) to assure a timely and appropriate response to an emergency or situation.|

2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Phillips County Emergency Management and in the field. These are in the form of Emergency Operations Plans (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 15 capabilities

3. In a large event requiring local or state mutual aid assistance, ESF 15 will coordinate with support agency counterparts to seek, procure, plan, coordinate and direct the use of required assets.

4. The Phillips County Emergency Management / Phillips County Health Department / Phillips County Public Information Officer will act as the lead agency for ESF 15. Depending on the severity of the situation, other local public information officers and County staff will assist with media advisories and releases. Lead or support agency public information staff will operate from the Phillips County Emergency Management on a 24-hour schedule to help maintain the flow of public information.

5. Depending on the severity of the disaster, the Phillips County Emergency Management may activate a 24-hour citizen information center to handle citizens' inquiries.

6. In a catastrophic disaster, ESF 7 (Resource Support), ESF 14 (Long Term Recovery) and ESF 15 will work together to release information regarding volunteer goods and services that need to be sent to the disaster area, and where volunteers and donors may go to deliver such goods or services. All ESFs will routinely provide information to ESF 15 to keep Phillips County officials and citizens aware of current events.

7. **Public Announcement and media releases**

    a. During a disaster this ESF's activities are implemented in coordination with the Phillips County Emergency Management. The ESF Coordinator is responsible for overall coordination of public information activities at the county level, and alerts additional supporting departments and agencies to provide representatives to the appropriate ESF 15 location, or to provide representatives who are immediately available via telecommunications (e.g., telephone, fax, conference calls). These ESF components provide appropriate representatives who are available to deploy rapidly to the incident location.

    b. This ESF identifies the guidelines to resource the external affairs processes as described in this Plan. External affairs resources are coordinated by the ESF 15 representatives in the Emergency Operations Center (EOC) as directed by the County Emergency Director. This ESF provides the county resource and implementation mechanisms to verify delivery of the messages developed in coordination with the inter-department response groups and elected officials. The staff of Phillips County Emergency Management coordinates messages with public affairs representatives from involved departments and agencies.

    c. If there is a major event involving several jurisdictions in/or adjacent to Phillips County, it is likely that a Joint Information Center (JIC) will be established to provide a coordinated method for release of emergency public information that is gathered through the Joint Information System (JIS). The decision to establish a JIC will be made by the EOC's incident command in collaboration with the responsible officials of involved jurisdictions. Establishing a location will be dependent on availability of resources and communications capabilities.

    d. Once a JIC is activated, all emergency public information activities, including media inquiries, should be coordinated through the JIC. The JIC will become the central coordination point for all emergency public information and external communications activities. To the extent possible, the JIC will be staffed with Public Information Officers (PIOs) from all agencies and organizations involved in the event.

    e. For safety purposes, and control of response activities, media access to disaster sites and emergency facilities will be controlled through the use of the NIMS public information guidelines. Areas of control will be established at a neutral site(s) where media and by-standers will be required to congregate for release of disaster information as it is received. The PIO, in coordination with the Phillips County Emergency Management will be responsible for coordination and staffing of release sites.

8. **Public Notification**

    a. The ESF 15 Coordinator should work to establish communications with all Joint Information System (JIS) components to facilitate the exchange of information. The use of an organized JIS should help provide inter-agency communication and the release of consistent information.

    b. Many methods may be used to disseminate information to the public during a disaster (warning systems, in general, are described in Annex ESF-2 Communications). The PIO will determine methods for disseminating local emergency information depending on available means as appropriate to the emergency. This may include radio, newspaper, television, electronic communications, mobile public address systems, and door-to-door.

9. **Information Process and Confirmation**

    a. Phillips County news releases will be verified and approved through the Emergency Management Coordinator or the BOCC Chairperson from the EOC, and the Incident Commander should verify information obtained from the scene of the disaster.

    b. A Joint Information System (JIS) system will be implemented that provides an organized, integrated, and coordinated mechanism to deliver understandable, timely, accurate, and consistent information to the public in a crisis. It includes the plans, protocols, and structures used to provide information to the public during disaster operations; and encompass all public information operations related to a disaster, including federal, state, local, tribal and private organization PIOs, staff, and JICs established to support a disaster. Key elements include the following: inter-agency coordination and integration; developing and delivering coordinated messages; support for decision-makers; and flexibility, modularity, and adaptability.

    c. Rumor Mill: In an attempt to control rumors, Phillips County news releases will be approved by the Emergency Management Director or the BOCC Chairperson from the EOC, and the Incident Commander should verify information obtained from the scene of the disaster. Information that is received by the PIO that appears to be questionable or false will be verified through another source, prior to being released to the public. The verification can be a return telephone call to the information source, or by having another agency or department verify the authenticity of the information. If the information cannot be verified through at least one additional source, it will not be released to the general public.

10. **Media Outlets**

    a. The JIC is designed to be flexible to accommodate the unique requirements of any emergency or disaster situation and its structure and staffing should be customized for each response. Regardless of the disaster, the function of the JIC as the primary media outlet remains essentially the same, while the number of departments and agencies involved as well as the location and the quantity of information to be disseminated will vary greatly. At a minimum, the following functions must be performed:

- Establish and maintain contact with local radio, television and print media;
- Develop and disseminate written information such as news releases, fact sheets and other reports as needed;
- Schedule news conferences or interviews with department heads and other officials; brief them if appropriate;
- Provide interview opportunities that consider the unique needs of each medium (television, radio, print);
- Establish and maintain a communications link or a Joint Information System (JIS) with field PIOs and all remote sites performing public information activities;
- Monitor the information being released by the media to provide appropriate information releases, and take steps to correct any inaccurate information;
- Exchange information with elected officials, voluntary organizations, industry representatives, State and Federal PIOs and other involved agencies as the situation dictates;
- Provide ongoing information to and coordination with County, City, State and Federal elected officials.

b. Media resources are provided in Attachment 15.2 – Media Organization Contacts and Attachment 2.8 – Association of Broadcasters.

c. In cooperation with the EOC and on-scene personnel, the Incident Commander may allow media representatives restricted access to the scene, accompanied by a member of the Public Information staff. This should be done with regard to the safety of media personnel, the impact on response, and the wishes and concerns of the victims.

d. Response personnel must be protected from unwanted media intrusion. Off-shift personnel should be provided uninterrupted rest. It may be necessary to provide security to facilities where response personal are housed and disconnect the telephones to provide privacy.

e. Victims and families should have access to public officials without having to face media. Try to provide a secure entrance to the administrative offices, or arrange a briefing/interview room away from the media.

f. The media may be allowed access to response personnel at the discretion of the Incident Commander, only if such an interview does not interfere with the response effort.

g. Response personnel should not comment on the disaster without the knowledge and consent of the Public Information Officer or IC.

11. **Vulnerable Needs**

a. Every effort will be made to provide emergency public information to functional needs groups, such as the hearing and visually impaired and non-English speaking populations. Close coordination will be required with the government, volunteer and community agencies described further ESF-6 Mass Care, Housing and Human Services.

b. Hearing impaired: The Emergency Alerting System (EAS) provides trailers on TV screens provide weather watch and warning messages and other emergency information.

c. Visually impaired: The Emergency Alerting System (EAS) provides audio alerting via radio and television stations. Some emergency planning and disaster information brochures are available in Braille.

d. Non-English Speaking: Many televisions have the capability to provide closed-captioning in Spanish.

e. Schools: Most schools in the County have installed alert receivers to receive emergency notifications, and monitor Radio and/or TV for information. Warnings are also available through the EAS.

f. Hospitals & Nursing Homes: Nursing homes have access to alert receivers, EAS and the media.

g. Correctional Facilities: Correctional facility staff monitors the County 800 system and has procedures for the handling of inmates in an emergency.

h. The Phillips County PIO will collect and maintain a file of fact sheets, instructions and procedures, and other readily available pre-scripted information on a wide range of topics to support the rapid dissemination of public information. This pre-scripted information will usually be generic in nature and non-specific to the event, but may still prove valuable to both the media and the public in the early stages of an emergency or disaster. Reference attachments 15.3, 15.4, and 15.5 for examples of such pre-scripted information.

B. Direction and Control

1. The ESF 15 Coordinating Agency is Phillips County Emergency Management / Phillips County Health Department / Phillips County Public Information Officer which is appointed by the Phillips County Emergency Management, in coordination with local planning partners. The staff serving as ESF 15 Coordinator is appointed by and located in the Phillips County Emergency Management / Phillips County Health Department / Phillips County Public Information Officer. When ESF 15 support is necessary, the ESF 15 Coordinator coordinates all aspects of ESF 15.

2. The ESF 15 system operates at two levels: 1) Phillips County Emergency Management; 2) field locations.

3. The Phillips County Emergency Management serves as the focal point for ESF 15 activities. It is responsible for ensuring that all appropriate program departments, support agencies, other ESF and other private voluntary agencies have knowledge about the system and ESF 15 expectations, as well as coordinate and cooperate efficiently during an event.

C. Organization

1. County

    a. There are multiple Primary Agencies listed for this ESF. The lead agency will be determined by the major needs for the type and location of the disaster.

    b. The Primary Agency is responsible for information management in support of this ESF during a disaster.

    c. Information shall be reported through the Incident Command System. Upon activation of the ESF, each ESF will have representation in the Emergency Operations Center, or designated area, to promote continuity.

    d. Communications are handled in accordance with the most current SOG and other protocols established by this ESF.

    e. Individual Agency reporting requirements will be established by each Primary and Support Agency to meet the needs of their respective organization.

    f. The ESF representative shall attend planning meetings and report on the level of preparedness and activities of this ESF to include the Primary and Support Agencies.

    g. The ESF representative with attend routine EOC Team ESF briefings document shelter capacities and space availability for notification to the public.

2. State of Kansas

    a. During an activation of the State of Kansas EOC, the Adjutant General's Department, Office of Public Affairs is designated as the state lead for Public Information and will provide a liaison to facilitate requests for State PIO resources to local Emergency Operations Centers.

    b. During an emergency or disaster event, the primary and support agencies of ESF 15 at the State of Kansas EOC will report to the SEOC Manager.

    c. The primary and supporting agencies working for the State ESF 15 will report directly to the State of Kansas EOC.

    d. The Adjutant General's Department, Office of Public Affairs develops and maintains ESF 15 and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. Primary and support agencies should develop and maintain their own similar

documents for internal use, which must be compatible with and in support of the overall Kansas Response Plan.

D. Alerts and Notifications

1. The Phillips County Emergency Management / Phillips County Health Department / Phillips County Public Information Officer and/or Phillips County Emergency Management will notify the County Warning Point (Phillips County Sheriff's Dept.) when information comes to their attention indicating that an emergency or disaster situation is developing.

2. The County Warning Point (Phillips County Sheriff's Dept.), will notify the “on call” Emergency Duty Officer and/or Emergency Coordinating Officer (ECO) for ESF 15 when Phillips County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.

3. ESF 15 will be activated or placed on standby upon notification by the Phillips County Emergency Management. The representatives or designees of the coordinating agency will manage the emergency activities of ESF 15. If additional support is required, the ESF 15 coordinating and primary agencies may jointly manage ESF 15 activities.

4. Upon instructions to activate or placement of ESF 15 on standby, Phillips County Emergency Management / Phillips County Health Department / Phillips County Public Information Officer will implement procedures to notify all ESF 15 planning team members and, if necessary, mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

E. Actions

1. Actions carried out by ESF 15 are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service.

III. Responsibilities

A. The following list identifies the responsibilities designated to each agency/organization for this ESF. The Coordinating and Primary Agency and their responsibilities are listed first. The Supporting Agencies follow in alphabetical order.

Coordinating: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Develop standard operating guides and checklists to support ESF-15 activities.
3	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-15 Annex.
6	Participate in training, drills, and exercises.

7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
9	Develop pre-scripted media releases and public advisories.
10	Ensure adequate space and equipment is available for the operation of a JIC.
11	Pre-identify media outlets, establish contact lists, and provide training on emergency public information procedures.
12	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
13	Provide continuous and accessible public information about disasters and recovery activity.
14	Identify public information needs required for facilities that serve vulnerable needs populations.
15	Identify public information needs required for individuals with vulnerable needs.
Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
5	Activate and staff management functions of the JIC.
6	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Participate in briefings, incident action plans, situation reports and briefings.
6	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
7	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Promote preparedness information that will lessen the impact of disasters, such as having a disaster preparedness kit and family disaster plan.
3	Establish contacts and develop working relationships with the media.
4	Provide ESF-15 representative for update of mitigation plan.

Coordinating: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.

2	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
3	Collect, process, and disseminate information to and from the EOC.
4	Participate in training, drills, and exercises.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Ensure adequate space and equipment is available for the operation of a JIC.
7	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
8	Provide continuous and accessible public information about disasters and recovery activity.
9	Identify public information needs required for individuals with vulnerable needs.
Response (During Event) Actions for ESF 15 - External Communication	
1	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
3	Activate and staff management functions of the JIC.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Participate in briefings, incident action plans, situation reports and briefings.
6	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
7	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Conduct all-hazard safety visits to increase home hazard prevention actions.
3	Promote preparedness information that will lessen the impact of disasters, such as having a disaster preparedness kit and family disaster plan.

Coordinating: Phillips County Public Information Officer	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county PIOs.
3	Develop standard operating guides and checklists to support ESF-15 activities.
4	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.

8	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
9	Develop pre-scripted media releases and public advisories.
10	Ensure adequate space and equipment is available for the operation of a JIC.
11	Pre-identify media outlets, establish contact lists, and provide training on emergency public information procedures.
12	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
13	Provide continuous and accessible public information about disasters and recovery activity.
14	Establish process to verify information is accurate and valid before public release.
15	Identify personnel or process used to provide public information to individuals with limited English language ability.
Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
5	Inform the public of health and/or safety concerns, status of emergency situation, and ways to reduce or eliminate the associated dangers.
6	In coordination with the EOC team, release emergency information.
7	Implement a proactive public information strategy to meet media needs.
8	Activate and staff management functions of the JIC.
9	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Continue all emergency public information activities based on the circumstances and the organizations involved in the recovery efforts.
4	Distribute information on what to do when returning to your damaged home.
5	Distribute information on how and where to apply for different types of disaster assistance.
6	Participate in briefings, incident action plans, situation reports and briefings.
7	Release information concerning the need for volunteer goods and services.
8	Provide information regarding available disaster recovery programs and resources to the media and the public.
9	Maintain records of all news releases to support documentation after the disaster.
10	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
11	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Establish contacts and develop working relationships with the media.

Primary: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Develop standard operating guides and checklists to support ESF-15 activities.
3	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-15 Annex.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
9	Develop pre-scripted media releases and public advisories.
10	Ensure adequate space and equipment is available for the operation of a JIC.
11	Pre-identify media outlets, establish contact lists, and provide training on emergency public information procedures.
12	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
13	Provide continuous and accessible public information about disasters and recovery activity.
14	Identify public information needs required for facilities that serve vulnerable needs populations.
15	Identify public information needs required for individuals with vulnerable needs.
Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
5	Activate and staff management functions of the JIC.
6	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Participate in briefings, incident action plans, situation reports and briefings.
6	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
7	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	

1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Promote preparedness information that will lessen the impact of disasters, such as having a disaster preparedness kit and family disaster plan.
3	Establish contacts and develop working relationships with the media.
4	Provide ESF-15 representative for update of mitigation plan.

Primary: Phillips County Public Information Officer	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Identify responsibilities for liaison roles with state and adjacent county PIOs.
3	Develop standard operating guides and checklists to support ESF-15 activities.
4	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
5	Collect, process, and disseminate information to and from the EOC.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
9	Develop pre-scripted media releases and public advisories.
10	Ensure adequate space and equipment is available for the operation of a JIC.
11	Pre-identify media outlets, establish contact lists, and provide training on emergency public information procedures.
12	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
13	Provide continuous and accessible public information about disasters and recovery activity.
14	Establish process to verify information is accurate and valid before public release.
15	Identify personnel or process used to provide public information to individuals with limited English language ability.
Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
5	Inform the public of health and/or safety concerns, status of emergency situation, and ways to reduce or eliminate the associated dangers.
6	In coordination with the EOC team, release emergency information.
7	Implement a proactive public information strategy to meet media needs.
8	Activate and staff management functions of the JIC.
9	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.

2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Continue all emergency public information activities based on the circumstances and the organizations involved in the recovery efforts.
4	Distribute information on what to do when returning to your damaged home.
5	Distribute information on how and where to apply for different types of disaster assistance.
6	Participate in briefings, incident action plans, situation reports and briefings.
7	Release information concerning the need for volunteer goods and services.
8	Provide information regarding available disaster recovery programs and resources to the media and the public.
9	Maintain records of all news releases to support documentation after the disaster.
10	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
11	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Establish contacts and develop working relationships with the media.

Supporting: Phillips County Board of County Commissioners (BOCC)	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Develop pre-scripted media releases and public advisories.

Supporting: Phillips County Emergency Management	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Develop standard operating guides and checklists to support ESF-15 activities.
3	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
4	Collect, process, and disseminate information to and from the EOC.
5	Develop and maintain ESF-15 Annex.
6	Participate in training, drills, and exercises.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Identify all viable methods to reach the public including but not limited to radio, television, print media flyers, posters, brochures, informational booths and the Internet.
9	Develop pre-scripted media releases and public advisories.
10	Ensure adequate space and equipment is available for the operation of a JIC.
11	Pre-identify media outlets, establish contact lists, and provide training on emergency public information procedures.
12	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
13	Provide continuous and accessible public information about disasters and recovery activity.
14	Identify public information needs required for facilities that serve vulnerable needs populations.
15	Identify public information needs required for individuals with vulnerable needs.

Response (During Event) Actions for ESF 15 - External Communication	
1	Designate personnel to coordinate ESF-15 activities in EOC and JIC.
2	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
3	Provide field support for emergency responders at the scene.
4	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
5	Activate and staff management functions of the JIC.
6	Resolve any conflicting information and dispel rumors.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Participate in briefings, incident action plans, situation reports and briefings.
6	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
7	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Promote preparedness information that will lessen the impact of disasters, such as having a disaster preparedness kit and family disaster plan.
3	Establish contacts and develop working relationships with the media.
4	Provide ESF-15 representative for update of mitigation plan.

Supporting: Phillips County Emergency Medical Service	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Health Department	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Maintain a central personnel roster, contact, and resource lists to support ESF-15 tasks.
2	Train personnel on EOC operation, JIC operation, the Incident Command System (ICS) and the National Incident Management System (NIMS).
3	Collect, process, and disseminate information to and from the EOC.
4	Participate in training, drills, and exercises.
5	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
6	Ensure adequate space and equipment is available for the operation of a JIC.
7	Train emergency responders on public information procedures on referring media to the appropriate field or JIC personnel for information.
8	Provide continuous and accessible public information about disasters and recovery activity.

9	Identify public information needs required for individuals with vulnerable needs.
Response (During Event) Actions for ESF 15 - External Communication	
1	Manage the collection, processing, and dissemination of information between ESF-15 and EOC or incident command.
2	Participate in EOC briefings, incident action plans, situation reports and meetings to support ESF15.
3	Activate and staff management functions of the JIC.
Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
2	Evaluate response and recommend changes to ESF-15 Annex to correct shortfalls and improve future response activities.
3	Provide documentation for possible financial reimbursement process for recovery activities.
4	Participate in after action meetings and prepare after action reports as requested.
5	Participate in briefings, incident action plans, situation reports and briefings.
6	Compile a written record of events, including any printed materials, news releases, tapes and clippings.
7	Assess effectiveness of information and education programs.
Mitigation Actions for ESF 15 - External Communication	
1	Provide information and increase awareness about safe rooms and other shelter methods.
2	Conduct all-hazard safety visits to increase home hazard prevention actions.
3	Promote preparedness information that will lessen the impact of disasters, such as having a disaster preparedness kit and family disaster plan.

Supporting: Phillips County Health Systems	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Highway Department	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Supporting: Phillips County REACT (Radio Operators)	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Rural and City Fire Departments	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Supporting: Phillips County Sheriff's Department	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Identify who is responsible for initial notification of ESF-15 personnel.
2	Participate in training, drills, and exercises.
3	Identify personnel or process used to provide public information to individuals with limited English language ability.

Recovery (Post Event) Actions for ESF 15 - External Communication	
1	Provide documentation for possible financial reimbursement process for recovery activities.

Phillips County Rural Fire Dis #2, Long Island	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Phillips County Rural Fire Dist #1, Phillipsburg	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Phillips County Rural Fire Dist #3B, Kirwin	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Phillips County Rural Fire Dist #4, Logan	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

Phillips County Rural Fire Dist 3A, Agra	
Preparedness (Pre-Event) Actions for ESF 15 - External Communication	
1	Participate in training, drills, and exercises.

IV. Financial Management

A. ESF 15 is responsible for coordinating with Phillips County Clerks Office to manage ESF 15 expenses relevant to an event.

B. During a response, each agency/department funds disaster operations from their current operating budget and are responsible for recording and tracking agency expenditures. If a federally declared disaster exists, each agency is responsible for seeking reimbursement in accordance to the formula has established by the Federal Emergency Management Agency via the FEMA/State Agreement.

C. Expenditures by support entities will be documented by those entities and submitted directly to the Phillips County Clerks Office or a designated Finance Service officer as soon as possible.

V. References and Authorities

<u>County</u>

1. This ESF will be activated at the discretion of Phillips County Emergency Management. During periods of disaster ESFs may or may not be activated depending on the

resources needed to adequately manage the event. Activation of this ESF will be coordinated through the Primary Agency.

2. This ESF provides the resources and structure for the implementation of this Operations Plan. Disaster communications actions are consistent with the template established in the National Incident Management System (NIMS).

State and Federal Authorities

1. The Governor's Office, Kansas Division of Emergency Management, and the Kansas Office of Public Affairs are responsible for the State of Kansas ESF 15 - External Affairs.

2. The Federal authority responsible for ESF 15 - Public Affairs is the Federal Emergency Management Agency.

ANNEX
CONTACTS ROSTER

Phillips County Contacts

KEY STAFF	ADDRESS	PHONE NUMBERS / EMAIL	COMMENTS
Commissioner Phillips County Board of Commissioners	KS	Home: 785-543-8356	
Kassandra DeWitt Assistant Director Phillips County EMS Emergency Medical Service	409 E Street Phillipsburg Phillipsburg, KS 67661	Work: 785-543-6805 Home: 785-543-4824 Cell: 785-543-4824 Work Email: kassyems@ruraltel.net	
Brandon Gaede Undersheriff Phillips County Sheriff's Department		Work: 785-543-6885	
Debbie R Hays Coordinator Phillips County Emergency Management Emergency Management	205 F St Suite 110 Ste 110 Phillipsburg, KS 67661	Work: 785-540-4262 Home: 785-543-5859 Cell: 785-543-7155 Personal Cell Number: 785-854-8059 Work Email: pcem@phillipscountyem.com Personal Email: kaleb@ruraltel.net	Phillips County Emergency Operation Planning Team
Bret Miles Mayor City of Phillipsburg Administration	945 2nd Street PO Box 447 Phillipsburg, KS 67661		
Kyle Pinkerton Sheriff Phillips County Sheriff's Department	301 State Street Phillipsburg, KS 67661	Work: 785-543-6885 Cell: 785-543-4917	
Pete Rogers PIO Phillips County Emergency Management PIO	205 F St Suite 110, West Side Phillipsburg Phillipsburg, KS 67661		
Pete Rogers Director Phillips County EMS Emergency Medical Service	409 E Street Phillipsburg, KS 67661	Work: 785-543-6805 Home: 785-543-6143 Cell: 785-533-1346 Work Email: Peteems@ruraltel.net	

KEY STAFF	ADDRESS	PHONE NUMBERS / EMAIL	COMMENTS
Pete Rogers Administrator Phillips County Health Department	6th Street Phillipsburg, KS 67661	Work: 785-543-6850 Cell: 785-533-1346 Work Email: peteems@ruraltel.net	Phillips County Emergency Operation Planning Team
Brandi Spray City Clerk City of Phillipsburg Administration	945 2nd Street PO Box 447 Phillipsburg, KS 67661	Work: 785-543-5234 Work Email: pburgclerk@ruraltel.net Personal Email: pburgclerk2@ruraltel.net	

STAFF	ADDRESS	PHONE NUMBERS / EMAIL	COMMENTS
Brenda Chance Phillips County Board of Commissioners	301 State St Phillipsburg, KS 67661		
Michelle Derr Office Manager Phillips County Highway Department	195 W Maple Street Phillipsburg, KS 67661	Work: 785-543-6865 Cell: 785-543-8480	
Tim Driggs Public Works Supervisor City of Phillipsburg Public Works	945 2nd Street PO Box 447 Phillipsburg, KS 67661	Work: 785-543-5234 Cell: 785-543-7297 Work Email: pburgworks@ruraltel.net	
Jerry Gruwell Phillips County Board of Commissioners	301 State St Phillipsburg, KS 67661		
Douglas Zillinger Phillips County Board of Commissioners	301 State St Phillipsburg, KS 67661	Cell: 785-543-8356	

NON-STAFF	ADDRESS	PHONE NUMBERS / EMAIL	COMMENTS
Supervisor Phillips County Highway Department	195 W Maple Phillipsburg, KS 67661	Work: 785-543-6865	
Phillips Co. Advocate City of Phillipsburg Media	265 F Street Phillipsburg, KS 67661	Work: 785-543-2349 Home: 785-543-2852 Work Email: theadvocate@ruraltel.net	Published each week on Thursday. Ron Lower, Editor
KKAN/ KQMA Radio City of Phillipsburg Media	205 F Street Phillipsburg, KS 67661	Work: 785-543-2151 Home: 785-543-5998 Cell: 785-543-7546 Personal Cell Number: 785-543-7310 Work Email: bobyates@kkankqma.com Personal Email: tadpoll@kkankqma.com	On air daily 6 a.m.; KKAN 1490 AM; KQMA 92.5 FM
Phillips Co. Review City of Phillipsburg Media	683 3rd Street Phillipsburg, KS 67661	Work: 785-543-5242 Cell: 785-302-0290 Work Email: kross@phillipscountyreview.com	Published each week on Wednesday. Kirby Ross, Editor

ANNEX:
TEAMS AND RESPONSIBILITIES

Phillips County Emergency Operation Planning Team

Phillips County Emergency Operation Planning Team Members - Phillips County

Team Member	Team Responsibility/Role
Pete Rogers - Administrator Phillips County Health Department Work: 785-543-6850 Cell: 785-533-1346 Work Email: peteems@ruraltel.net	
Debbie R Hays - Coordinator Phillips County Emergency Management Emergency Management Work: 785-540-4262 Home: 785-543-5859 Cell: 785-543-7155 Personal Cell Number: 785-854-8059 Work Email: pcem@phillipscountyem.com Personal Email: kaleb@ruraltel.net	

ANNEX:
ORDERS OF SUCCESSION

Orders of Succession for Phillips County

The EOP has developed an Orders of Succession for all key positions held within the organization. Provided below is the title and name of each primary person currently holding each key position, followed by a list of designated successors. The successors are listed by title in order of precedence.

Who is authorized to activate the local Emergency Operations Center?.

Primary: Coordinator - Debbie R Hays - Phillips County Emergency Management - Emergency Management

1. Unassigned Person
2. Unassigned Person

Who is authorized to declare a State of General Emergency?.

Primary: Jerry Gruwell - Phillips County Board of Commissioners

1. Brenda Chance - Phillips County Board of Commissioners
2. Coordinator - Debbie R Hays - Phillips County Emergency Management - Emergency Management

Who is the Main Point of Contact for this plan?.

Primary: Coordinator - Debbie R Hays - Phillips County Emergency Management - Emergency Management

1. Brenda Chance - Phillips County Board of Commissioners
2. Jerry Gruwell - Phillips County Board of Commissioners

Who is the Public Information Officer?.

Primary: Administrator - Pete Rogers - Phillips County Health Department

1. Coordinator - Debbie R Hays - Phillips County Emergency Management - Emergency Management
2. Unassigned Person

ANNEX - TESTING, TRAINING, AND EXERCISES / PLAN MAINTENANCE

Test, Training, and Exercises / Plan Maintenance

The EOP documents the past, present, and future events that support their Test, Training, and Exercise program for their Emergency Operations Plan. These events are documented below in chronological order starting with the most recent:

Event Title: EOP Workshop - Colby
Event Date: 8/30/2017
Event Type: Training
Event Status: Completed

Description:

ANNEX
RISK ASSESSMENT

Tornado (Natural Risk)	**Risk Rating: 3.05 - High**
Probability = *Likely*, Magnitude Severity = *Critical*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 1 Day*	
Risk Description	*Risk Impact*
A tornado is “a violently rotating column of air extending from a thunderstorm to the ground.” Tornadoes are the most violent of all atmospheric storms and are capable of tremendous destruction. Wind speeds can exceed 250 mph, and damage paths can be more than one mile wide and 50 miles long. In an average year, more than 900 tornadoes are reported in the United States, resulting in approximately 80 deaths and more than 1,500 injuries. Although tornadoes have been documented on every continent, they occur most frequently in the United States east of the Rocky Mountains. Most tornadoes and tornado-related deaths and injuries occur during the months of April, May, and June. However, tornadoes have struck in every month. Similarly, while most tornadoes occur between 3:00 and 9:00 p.m., a tornado can strike at any time.	Impacts of a Tornado may result in partial or complete loss of facilities. Tornado events could result in in a temporary loss of power and/or phone service lasting from a few hours to several days, Results could complicate communication with staff as well as impede standard operations.

Pandemic Event (Biological Risk)	**Risk Rating: 2.8 - Moderate**
Probability = *Likely*, Magnitude Severity = *Critical*, Warning Time = *24+ Hours*, Duration = *More Than 1 Week*	
Risk Description	*Risk Impact*
A disease epidemic occurs when there are more cases of that disease than normal. A pandemic is a worldwide epidemic of a disease. An influenza pandemic may occur when a new influenza virus appears against which the human population has no immunity. If a pandemic were to occur today, we could expect the virus to spread rapidly due to the interconnected nature of the world and the high level of global travel.	Impacts could include a significant shortage of personnel in the workplace, putting a strain on operations. Additionally, medical facilities will be strained with demands to care for both influenza and non-influenza patients.

Earthquake (Natural Risk) **Risk Rating: 2.7 - Moderate**

Probability = *Possible*, Magnitude Severity = *Critical*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 1 Week*

Risk Description	*Risk Impact*
An earthquake is the result of a sudden release of energy in the Earth's crust that creates seismic waves. An earthquake is caused by the breaking and shifting of rock beneath the Earth's surface. Earthquakes strike suddenly, violently, and without warning at any time of the year and at any time of the day or night. Smaller earthquakes often follow the main shock of a larger earthquake.	Earthquakes can collapse buildings and bridges; disrupt gas, electric, and phone service; and sometimes trigger landslides, flash floods, and fires. Earthquakes can result in injuries to personnel and/or loss of facilities. Results of these impacts could complicate communication with staff. Staff attendance may be impacted. Staffing issues, loss of power, and other impacts could reduce the ability to continue operations at acceptable levels.

Flood (Natural Risk) **Risk Rating: 2.45 - Moderate**

Probability = *Possible*, Magnitude Severity = *Critical*, Warning Time = *6-12 Hours*, Duration = *Less Than 1 Day*

Risk Description	*Risk Impact*
A flood is an overflow of an expanse of water that submerges land. Flooding may result from the volume of water within a body of water, such as a river or lake, which overflows or breaks levees, with the result that some of the water escapes its usual boundaries. Floods often cause damage to homes and businesses if they are placed in natural flood plains of rivers.	Floods can result in partial or complete loss of facilities. Flooding events could also result in a temporary loss of power and/or phone service lasting from a few hours to several days. Results of these impacts could complicate communication with staff. Staff attendance may be impacted. Staffing issues, loss of power, and other impacts could reduce the ability to continue operations at acceptable levels.

Lightning (Natural Risk) **Risk Rating: 2.45 - Moderate**

Probability = *Likely*, Magnitude Severity = *Limited*, Warning Time = *12-24 Hours*, Duration = *Less Than 1 Day*

Risk Description	*Risk Impact*
According to the National Weather Service, lightning is one of the most underrated severe weather hazards. It is the second deadliest weather killer in the United States, ranking it above	Lightning can cause injury and/or death to personnel. Lightning can cause large amounts of damage to property; including loss of network equipment, computers, and communication

hurricanes and tornadoes with an average of 73 deaths and 300 injuries each year in the US.	systems. Lightning events commonly cause electrical power outages which can last for several hours.

Hurricane (Natural Risk)	**Risk Rating: 2.4 - Moderate**
Probability = *Possible*, Magnitude Severity = *Critical*, Warning Time = *12-24 Hours*, Duration = *Less Than 1 Week*	
Risk Description	*Risk Impact*
A Hurricane is a storm system characterized by a large low-pressure center and numerous thunderstorms that produce strong winds and heavy rain. A Hurricane is formed when a tropical storm is found to reach sustained winds of at least 74 miles per hour (119 km/h). Hurricanes strengthen when water evaporated from the ocean is released as the saturated air rises, resulting in condensation of water vapor contained in the moist air.	Hurricanes can cause significant property damage, threaten public safety, and affect the economy due to long-term business closures. Objects like trees and power lines/poles can be toppled or destroyed resulting in loss of power and/or phone service lasting from a few days to several weeks. Results of these impacts could complicate communication with staff. Damage to facilities, roofs, and windows are common results of serious Hurricane events.

Winter Storm (Natural Risk)	**Risk Rating: 2.4 - Moderate**
Probability = *Likely*, Magnitude Severity = *Limited*, Warning Time = *24+ Hours*, Duration = *Less Than 1 Week*	
Risk Description	*Risk Impact*
Winter storms usually come in the form of heavy snow or freezing rain (ice storms). A major winter storm can last for several days and be accompanied by high winds, freezing rain or sleet, heavy snowfall, and cold temperatures. Personnel may not be able to leave their homes to attend work due to transportation issues. Even small accumulations of ice can be extremely dangerous to personnel trying to travel to and from work during winter storm events.	Winter storms can immobilize an entire region, blocking roads, railways and closing airports. Heavy accumulations of ice, often the result of freezing rain, can bring down trees, utility poles, and communications towers and disrupt communications and power for days. Results of these impacts could complicate communication with staff. Staff attendance may be impacted. Shipping/receiving may be impacted due to transportation issues. Staffing issues, loss of power, and other impacts could reduce the ability to continue operations at acceptable levels.

Terrorism (Man-Made Risk)	**Risk Rating:** 2.4 - Moderate
Probability = *Possible*, Magnitude Severity = *Limited*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 1 Week*	
Risk Description	*Risk Impact*
The Federal Bureau of Investigation defines terrorism as, "the unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives." The threat of terrorism, both international and domestic, is ever present, and an attack is likely to occur when least expected.	The economic impact of terrorism can be calculated from a variety of perspectives. There are direct costs to property and immediate effects on productivity, as well as longer term indirect costs of preparing for and preventing terrorist events. Experience has shown that acts of terrorism are low-likelihood/high-impact events to initiate fear for the people affected—both in terms of their daily living and the effect on their psyche. Terrorism can produce a large number of indirect victims, many of whom are psychologically impacted to the point of changing their ways of thinking or behaving.

Windstorm (Natural Risk)	**Risk Rating:** 2.3 - Moderate
Probability = *Likely*, Magnitude Severity = *Limited*, Warning Time = *24+ Hours*, Duration = *Less Than 1 Day*	
Risk Description	*Risk Impact*
High winds often accompany severe thunderstorms. Straight-line winds are generally any thunderstorm wind that is not associated with rotation (i.e., is not a tornado). These winds can exceed 100 mph and are responsible for most wind damage related to thunderstorms. Since thunderstorms do not have narrow tracks like tornadoes, the associated wind damage can be extensive and affect very large areas.	Windstorms can cause significant property damage, threaten public safety, and affect the economy due to business closures. Objects like trees and power lines/poles can be toppled or destroyed resulting in temporary loss of power and/or phone service lasting from a few hours to several days. Results of these impacts could complicate communication with staff. Damage to roofs and windows are common results of serious windstorm events.

Wildfire (Natural Risk)	**Risk Rating:** 2.3 - Moderate
Probability = *Possible*, Magnitude Severity = *Limited*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 1 Day*	
Risk Description	*Risk Impact*

A wildfire is any uncontrolled fire in combustible vegetation that typically occurs in the countryside or a wilderness area. A wildfire differs from other fires by its extensive size, the speed at which it can spread out from its original source, its potential to change direction unexpectedly, and its ability to jump gaps such as roads, rivers and fire breaks. About 75 percent of wildfires start during spring due to dry weather conditions.	Wildfires can cause damage to facilities or prompt closure of a facility for an extended period of time due to the proximity of the fire. Wildfires can also pose health risks to personnel due to smoke and air quality.

Critical Infrastructure/Utility Failure (Man-Made Risk) **Risk Rating: 2.2 - Moderate**

Probability = *Possible*, Magnitude Severity = *Limited*, Warning Time = *Less Than 6 Hours*, Duration = *Less Than 6 Hours*

Risk Description	*Risk Impact*
Critical infrastructure includes several different types of facilities and systems: transportation, power systems, natural gas and oil pipelines, water and sewer systems, storage networks, and telecommunications facilities. Failure to one or more of these systems is possible. A recent example was the disruption of the regional electric power grid in the northeastern United States and New York City on August 14, 2003.	Failure of utilities or other components of the critical infrastructure can seriously impact public health, the functioning of communities, and the economy overall.

ANNEX
RISK SPECIFIC ACTION LIST

Risk Specific Action List

As part of the COOP development process, the EOP has identified specific risks that pose a threat to its operations. For each risk, the EOP has also developed a list of action items designed to either eliminate the risk from occurring or help reduce the effects of the risk to manageable levels. Provided below are the risks identified by EOP and a checklist of the actions for each risk.

Tornado

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Pandemic Event

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Earthquake

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Flood

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Lightning

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Hurricane

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Winter Storm

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Terrorism

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Windstorm

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Wildfire

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

Critical Infrastructure/Utility Failure

Preparedness

- Identify health services needed to support identified disaster risks and provision of those services- (*Phillips County Emergency Medical Service, Phillips County Health Department, Phillips County Health Systems*)

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