ESF 7. Logistics Management and Resource Support

1. Purpose

The purpose of this annex is to provide direction for effective use of human and material resources needed to deal with a major emergency or disaster within Coos County.

2. Situation and Assumptions

2.1 Situation

Coos County is subject to a number of potential major emergencies or disasters that could occur locally or be part of a national crisis. The emergency response would require inventorying resources on a continuing basis and having procedures to allocate those resources in a timely and effective manner.

2.2 Assumptions

■ Shortages in resources for emergency response could occur in any major emergency or disaster, particularly one that lasted longer than 24 hours.

■ Private contractors and volunteer agencies would be willing and able to assist the community during an emergency or disaster.

■ Emergent or "walk-in" volunteers will offer to help immediately following a major emergency or disaster.

■ Support is available through requests to state and federal agencies once local capacity to respond is exhausted.

   NOTE: This does not mean down to the last person, patrol car, or pound of sand.

3. Concept of Operations

3.1 General

■ Voluntary controls of scarce resources are to be used whenever possible. However, in extreme circumstances, where the Board of County Commissioners (BOCC) has declared a State of Emergency, the BOCC chairperson has the ultimate responsibility for the resolution of conflicts regarding the application of limited resources.

   However, in most emergency response situations, priorities would be established by the EOC staff, based on the guidance of this annex and the policy direction of the BOCC in their role as the POLICY GROUP.

■ In those cases where a decision must be made to apply resources to one situation while another problem does go unattended, **the preservation of human life shall take priority over the protection of property.**

■ In addition to public safety response capabilities, essential resources in a major emergency will include food, water, and petroleum products. The preservation/restoration of electrical power, critical routes and bridges, and critical facilities will also be priorities.

■ Requests for essential resources, that cannot be filled locally, will be forwarded with an endorsement by County Emergency Management to Oregon Emergency Management (OEM).

■ During emergencies, each department head will manage their resources to include the resources available through existing mutual aid agreements. If additional equipment, personnel, and material are required for a major emergency/disaster, those requests will be relayed to the EOC where outside support will be pursued. Emergency purchase requests are to be coordinated through the EOC.

■ Emergency purchasing procedures will be established and records maintained for expenditures on goods, services, and personnel.

■ The BOCC may take real or personal property to support government forces during a **declared** emergency. However, accurate records will be maintained for reimbursement as the owner of the property is entitled to reasonable compensation.

3.2   Phases of Emergency Management

Coos County Emergency Management will assume the lead role in coordinating activities, but **all governmental agencies have a shared responsibility for all phases of Emergency Management**. Incorporated cities, with their own EOP, are expected to develop similar guidance for the use of resources, while cities without an EOP can utilize the following guidelines.

3.2.1   Mitigation/Preparedness

County Emergency Management shall:

■ Analyze resource requirements.

■ Identify sources of equipment, manpower, and transportation.

■ Prepare and update resource listings (resource directory) Appendix to Resource Support Annex of Coos County Comprehensive Emergency Management Plan and individual agency resource documents.

- Coordinate resources with other agencies and volunteers in order to maintain adequate reserves.

- Initiate letters of understanding with private sector organizations and mutual aid agreements with neighboring jurisdictions, as appropriate.

- Establish emergency purchasing procedures.

- Train personnel on procedures for effective use of available resources (also done by individual departments and agencies).

- Designate areas of responsibility for providing resource management support.

3.2.2 Response

The county EOC staff shall:

- Establish priorities and allocate resources.

- Coordinate delivery of resources to response teams and disaster victims.

- Identify resource distribution centers.

- Identify staging areas for out of town emergency response personnel, equipment, and supplies.

- Coordinate local efforts with other agencies.

- Maintain records of emergency-related expenditures, services, and resources rendered during emergencies.

- Screen emergent volunteers for skills, and assign them to assist where appropriate and proper supervision is available.

3.2.3 Recovery

The county EOC staff shall:

- Assess recovery needs.

- Assess impact of emergency on available resources and identify repair, maintenance, and replenishment needs.

- Set priorities and coordinate available resource utilization.

- Disseminate public information regarding resource availability/financial aid.

- Maintain appropriate records.

3.3　　Direction and Control
3.3.1　　Board of County Commissioners
The BOCC serves as the overall authority for resource management with operational responsibility delegated to the EOC's IC.

3.3.2　　Department Heads
The department heads and supervisors continue their day-to-day responsibilities during an emergency: exercising operational control of their work forces. They will keep the BOCC informed of resource requirements and coordinate emergency resource requests with the EOC. To the extent practical, potential resource shortages will be projected, identified and made known to the EOC's IC.

4.　　Organization and Assignment of Responsibilities
4.1　　General
During emergencies and disasters, the management of resources for response activities will be the responsibility of individual department heads. However, any requests for additional resources will be coordinated through the EOC. For coordination purposes, the EOC Logistic Section Chief and the EOC Finance Section Chief have authority to fulfill requests for additional resources from department heads as well as requesting resources to assist other jurisdictions and will serve as a clearing house for resources made available to Coos County.

4.2　　Task Assignment
4.2.1　　Emergency Management / EOC IC

■　During a major emergency or disaster, utilize all physical resources within the county whether publicly or privately owned.

■　Ensure resource surveys are conducted and maintained.

■　Ensure that priorities for resource allocation are based on the guidance of this annex and the policy direction of the policy group.

■　Resolve resource allocation priority issues in conjunction with the policy group, as necessary.

■　Institute resource controls, as appropriate.

4.2.2　　Human Resources

■　During a major disaster, review employee work assignments to insure conformance with applicable labor agreements, policy, and applicable laws.

■　Assist the EOC IC and other department heads in identifying appropriate work assignments for available employees.

4.2.3 EOC Finance Section Chief

■ Coordinate departmental requests for additional resources through the procurement unit leader, as necessary.

■ Develop agreements with outside sources for use of resources, if contracts are not already prepared.

■ Screen offers for resources in terms of contracting requirements.

■ Establish emergency purchasing procedures, as needed.

■ Assist departments in maintaining records for emergency purchases of goods, services, and personnel.

4.2.4 Individual Department Heads

■ Develop and maintain, during preparedness phase, appropriate resource lists of personnel, equipment, and supplies as related to departmental activities and specific emergencies.

■ Designate personnel to work in the EOC during a major emergency, if your department has a major function to perform in an emergency or disaster, e.g., Law Enforcement, Public Works, Public Health, Mental Health, Finance, Human Resources, Assessor Dept., County Counsel, County Clerk, Communications, etc. or if needed to help staff the EOC in other ways, i.e., Information Technology, Maintenance, Survey Office.

■ Identify potential resource providers during preparedness phase by major category, i.e., heavy equipment, hardware, transportation, fuel, food, and manpower.

■ Identify resource needs during preparedness phase for special or critical facilities and submit a list to purchasing, as necessary, so that contracts can be in place.

■ Develop procedures for the movement of equipment and critical supplies for various emergency situations.

■ Coordinate emergency utilization of resources.

■ Ensure that records of emergency expenditures are prepared during the response phase and submitted to the EOC Finance Section Chief.

5. Annex Development and Maintenance

The Coos Emergency Management Department with the assistance of the County Human Resource Director is responsible for the development, exercise, and maintenance of this annex. Each county department will be responsible for developing SOP's that address assigned tasks.

6. Appendices

Appendix A.   Being created in access from Q&A beginning 10-07 ending 12-07.
    Coos County "Resource Directory" with three parts:
    a.   Resources
    b.   Shelter
    c.   Department Mail

Appendix B. NIMS Resource Typing Tracking

Appendix B. NIMS Resource Typing Tracking

NIMS Definition	County Owned			In-County Resource		
	Dept	Qty	Type	Owner	Qty	Type
Animal Health Resources						
Large Animal Rescue ST		0			0	
Large Animal Shelter Tm		0			0	
Large Animal Trsprt Tm		0			0	
Small Animal Rescue ST		0			0	
Small Animal Shelter Tm		0			0	
Small Animal Trspt Tm		0			0	
IMT Animal Protection		0			0	
Emergency Medical Services						
Air Ambulance (FW)		0			0	
Air Ambulance (RW)		0			0	
Ambulance (grnd)		0			0	
Ambulance ST		0			0	
Ambulance TF		0			0	
Em Med TF		0			0	
Fire and Hazardous Materials						
Area Command Team, FF		0			0	
Brush Patrol, Type VI eng		0			0	
Crew Transport		0			0	
Engine, Fire Pumper		0			0	
Fire Boat		0			0	
Fire Truck – Aerial		0			0	
Foam Tender		0			0	
Fuel Tender		0			0	
Hand Crew		0			0	
HAZMAT entry team		0		State HAZMAT	1	
Helicopters, firefighting		0			0	
Helitanker		0			0	
IMT, Firefighting		0			0	
Interagency Buying Tm		0			0	
Mobile Comm Unit		0			0	
Portable Pump		0			0	
ST, Engine		0			0	
USCG National Strike		0			0	
Water Tender, Tanker		0			0	

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Appendix B. NIMS Resource Typing Tracking
 Drafted: 12/15/06
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Appendix B. NIMS Resource Typing Tracking

NIMS Definition	County Owned			In-County Resource		
	Dept	Qty	Type	Owner	Qty	Type
Incident Management Resources						
Airbrn Comm Relay Tm		0			0	
Airbrn Comm Relay CAP		0			0	
Airbrn Transport Tm		0			0	
Comm Spt Tm CAP	ARES/RACES - EM	5/10	III/IV		0	
EOC Management Support Team	Emerg. Mgmnt, BOC	1	I		0	
Donations Coordinator		0			0	
Donations Mgt Tm		0			0	
EOC Fin/Admin SC		0			0	
EOC Mgmt Spt Tm		0			0	
EOC Ops SC		0			0	
EOC Plans SC		0			0	
Evac Coord Team		0			0	
Evac Liaison Tm		0			0	
Incident Management TM	Emerg. Mgmnt.	1	IV		0	
Ind Asst Disas Assmt TM		0			0	
Ind Asst Disas Assmt TL		0			0	
Mobile EOC		0			0	
Mobile Field Kitchen		0			0	
Public Assistance Coord		0			0	
Rapid Needs Assmt Tm		0			0	
Shelter Mgmt Tm		0			0	
Volunteer Agency Liaison		0			0	
Law Enforcement and Security						
Bomb Squad/EOD		0			0	
LE Helicopters		0			0	
LE Fixed Wing		0			0	
Crowd Control Team		0			0	
Dive Team		0			0	
SWAT Team	Sheriff's Office	1	III		0	
Health and Medical						
DMAT		0			0	
DMORT		0			0	
IMSuRT		0			0	

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Appendix B. NIMS Resource Typing Tracking

NIMS Definition	County Owned			In-County Resource		
	Dept	Qty	Type	Owner	Qty	Type
MST		0			0	
VMAT		0			0	

Public Works						
Air Conditioner/Heater		0			0	
Air Curtain Burners		0			0	
All Terrain Cranes		0			0	
Backhoe Loader	Road Dept	2	II		0	
Chillers and Air Handlers		0			0	
Concrete Cutter		0			0	
Crawler Cranes		0			0	
Debris Mgt Monitor Tm		0			0	
Debris Mgt Reduction Tm		0			0	
Debris Mgt Tm		0			0	
Disaster Assessmt Tm		0			0	
Disaster Recovery Tm		0			0	
Dump Trailer		0			0	
Dump Truck – Off Rd		0			0	
Dump Truck – On Rd	Road Dept	9	II		0	
Electrical Power Restore		0			0	
Engineering Svcs		0			0	
Flat Bed Trailer	Road Dept	2	I		0	
Generators		0			0	
Hydraulic Ex, 13 to 3 cy		0			0	
Hydraulic Ex, 4 to 1.75 cy	Road Dept	1	III		0	
Hydraulic Truck Crane		0			0	
Lattice Truck Crane		0			0	
Track Dozer	Road Dept	1	II		0	
Tractor Trailer	Road Dept	1	I		0	
Tub Grinder		0			0	
Tug Boat		0			0	
Water Pur Team		0			0	
Water Truck		0			0	
Wheel Dozer		0			0	

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Appendix B. NIMS Resource Typing Tracking

NIMS Definition	County Owned			In-County Resource		
	Dept	Qty	Type	Owner	Qty	Type
Wheel Loader, 41 to 8 cy	Road Dept	4	I=2, II, III		0	
Wheel Loader, 7 to 3 cy		0			0	
Wheel Loader, 7 to 2 cy		0			0	
Search and Rescue						
Air Search Fixed Wing		0			0	
Airbrn Recon Fixed Wing		0			0	
K9 - Avalanche		0			0	
K9 – Disaster		0			0	
K9 – Cadaver		0			0	
K9 – Water air		0			0	
K9 – Wilderness		0			0	
K9 – tracking/trailing		0			0	
Cave SAR		0			0	
Collapse SAR		0			0	
Mine and Tunnel SAR		0			0	
Mountain SAR		0		CBFD	1	IV
Radio Direction Team		0			0	
Swift water SAR		0			0	
USAR Spt Tm		0			0	
USAR TF		0			0	
Wilderness SAR	Sheriff's Office/SAR	1	IV		0	