

**MONROE COUNTY
Comprehensive Emergency
Management Plan**



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**Board of Commissioners
County Courthouse
Bloomington, Indiana 47404**

Memorandum

To: Monroe County Public Safety Agencies, Partners and Stakeholders
From: Monroe County Board of Commissioners
Date: April 10, 2018
Re: Promulgation of the Monroe County Comprehensive Emergency Management Plan (CEMP)

Monroe County faces the threat of disasters and emergencies. To this end, government at all levels has a responsibility for the health, safety and general welfare of its citizens.

It has been proven normal day-to-day procedures are sometimes not sufficient for effective disaster response, as extraordinary measures have to be implemented quickly if loss of life and property is to be kept to a minimum. The CEMP considers key actions necessary to meet the challenges of emergency and disaster situations.

In keeping with Indiana Code 10-14-3, local jurisdictions are required to develop and keep current an emergency operations plan. The CEMP including Annexes and Appendices is the specified document and satisfies this requirement.

The CEMP sets forth the necessary steps for local government and emergency partners to:

- Fully understand their responsibilities as outlined by the document
- Support activities related to the protection of personnel, equipment and critical public records during times of disaster.
- Ensure the continuity of essential services which may be needed during and after disasters.
- Build and foster strong relationships and collaboration with agencies, departments and personnel to build an effective emergency management system within Monroe County.

Monroe County Emergency Management Agency has been designated as the primary agency responsible for the coordination and preparation of the CEMP. The CEMP shall serve as the primary plan for local government response to disasters and emergency events in Monroe County. The CEMP is consistent with the National Response Framework, the National Incident Management System, as well as other key state and federal policies and standards.

By its approval of this Memorandum, the Monroe County Board of Commissioners authorize changes in the signatories on the Letter of Agreement, to be as shown on pages 3 and 4 (attached) and change to the Primary Agency for Emergency Support Functions 9-Search and Rescue section, to be shown on pages 108 through 115 (attached).

This CEMP as revised is effective _____.

Amanda Barge Monroe County Commissioner	Julie Thomas Monroe County Commissioner	Patrick Stoffers Monroe County Commissioner

Letter of Agreement

The Monroe County Comprehensive Emergency Management Plan (CEMP) establishes the basis for coordinating emergency activities for those areas within the county impacted by a disaster or emergency requiring supplemental assistance. The CEMP assumes a disaster or emergency overwhelms the capability of these areas and establishes the necessary protocols for seeking additional state or federal assistance should the event overwhelm county resources.

The CEMP covers all four phases of emergency management: mitigation, preparedness, response and recovery. The CEMP also makes considerations for homeland security issues by directing personnel and resources towards prevention and protection activities. The CEMP is in a checklist format, which requires all county agencies to develop and implement standard operating procedures. These procedures will define and express how tasks, functions and activities will be accomplished in the CEMP. These procedures may be administrative, routine or tactical in nature.

The CEMP uses the Emergency Support Functions concept. Emergency Support Functions are groups of agencies/departments with similar missions, training, activities and resources. These groups are organized in this fashion for ease of direction, control, and coordination before, during and after major events. For example, county agencies with public health and medical responsibilities are grouped into Emergency Support Function #8 – Public Health and Medical Services. Each county agency is grouped into one or more of these Emergency Support Functions. In addition, each Emergency Support Function has an agency assigned as the primary agency with other agencies as support agencies.

The following departments and agencies agree to support the CEMP and to carry out their assigned functional responsibilities. Additional agencies not directly identified in the CEMP may also be called upon to support facilities, equipment, personnel or other resource needs during a county response to an emergency or disaster.

In preparation for such event, county agencies further agree to support ongoing emergency planning efforts to include public safety and specialized training, ongoing maintenance and evaluation of the CEMP, as well as participating in an exercise program to ensure continual validation of the county CEMP.

ESF #1- Transportation/Evacuation
Monroe County Highway Department

By: _____ Title: _____
Print Name: _____

ESF #2- Communications
Monroe County Technical Services Department
(TSD)

By: _____ Title: _____
Print Name: _____

ESF #3-Public Works
Monroe County Public Works

By: _____ Title: _____
Print Name: _____

ESF #4- Firefighting & EMS
Monroe County Fire Chief's Association

By: _____ Title: _____
Print Name: _____

ESF #5- Emergency Management
Monroe County Emergency Management

By: _____ Title: _____
Print Name: _____

**ESF #6- Mass Care, Emergency Assistance,
Housing & Human Services and Damage
Assessment**

Southern Indiana Chapter American Red Cross
By: _____ Title: _____
Print Name: _____

**ESF #7- Logistics Management &
Resource Support**

City of Bloomington Public Works
By: _____ Title: _____
Print Name: _____

ESF #8- Health and Medical
Monroe County Health Department

By: _____ Title: _____
Print Name: _____

ESF #9- Search and Rescue
Bloomington Fire Department

By: _____ Title: _____
Print Name: _____

ESF #10- Oil & Hazardous Materials Response
Northern Monroe Fire Territory

By: _____ Title: _____
Print Name: _____

ESF #11- Natural Resources
Monroe County Humane Association

By: _____ Title: _____
Print Name: _____

ESF #12- Energy
Monroe County Emergency Management

By: _____ Title: _____
Print Name: _____

ESF #13- Public Safety and Security
Monroe County Sheriff's Department

By: _____ Title: _____
Print Name: _____

ESF #14- Long-Term Community Recovery
Monroe County Emergency Management

By: _____ Title: _____
Print Name: _____

ESF #15- External Affairs
City of Bloomington Utilities

By: _____ Title: _____
Print Name: _____

Monroe County Auditor
Finance Section

By: _____ Title: _____
Print Name: _____

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I. Introduction

A. Mission

The mission of the Monroe County Comprehensive Emergency Management Plan (CEMP) is to coordinate emergency management and public safety activities to protect the people, property, economy and the environment of the county.

B. Purpose

The purpose of the CEMP is to be the comprehensive framework for county-wide mitigation, preparedness, response, and recovery activities.

The CEMP considers the direct coordination and support from county agencies, departments and other organizations activated during emergency or disasters. This plan is the disaster emergency plan as mandated by Indiana Code 10-14-3-17 (h).

This plan replaces the CEMP promulgated February 24, 2012.

C. Scope

The CEMP shall address all hazards which may occur in Monroe County as described in the County Hazard Analysis conducted in 2004. All-hazards planning will ensure coordination is accomplished for identified emergency situations and assigns common tasks and those responsible for each task.

The CEMP clearly explains Monroe County's ability to prepare for, respond to, and recover from disasters/emergencies and also provides for:

1. A comprehensive general framework for the effective use of government, private sector and volunteer resources.
2. An outline for local government responsibilities in relation to federal and state disaster assistance programs and applicable disaster laws.

D. Situation and Assumptions

1. Situation

Many hazards threaten Monroe County which may cause emergencies and disasters in all or part of the jurisdiction. Specific characteristics, such as population distribution, land development, weather patterns and topography all promote unique challenges for managing emergencies and disasters.

Monroe County has the following unique attributes:

- a) Monroe County, Indiana is located in the South-Central section of the state. Bordering counties include Owen and Greene to the west, Lawrence to the south, Brown and Jackson to the east and Morgan to

the north. The county covers 412 Square miles of woodlands, lakes, and rolling hills. The majority of the county's 137,974 (Bureau of Census 2010) residents are centralized in and near the city of Bloomington. The county population gains an additional 35,000 students when Indiana University returns for the academic year. Monroe County's geographic location makes it susceptible to a variety of natural disasters.

- b) Monroe County has interstate I69 and state highway 37 running north and south, bisecting the county into two halves. Additionally, State Roads 46 and 45 cross the county from east to west, connecting various communities within the county. There are no major waterways in the county used for commercial or business enterprise.
- c) The economic base of the county is a mix of farming and manufacturing. The principle industries are Indiana University, Cook Group, IU Health Bloomington and Baxter Medical. The rest of the county is a mixture of industrial and agriculture.
- d) High-risk hazards most likely to affect the residents of Monroe County are the following; floods, winter storms, tornadoes, earthquakes, terrorism and hazardous materials releases on transportation corridors or at a facility. Indiana University is considered to be a soft target for terrorist activities and the Earth Liberation Front (ELF), a domestic terrorist group, has been active in Monroe County.

2. Key Planning Assumptions

In order for successful preparedness and response operations to take place, the following key assumptions are listed as a means to gauge participation and support provided by stakeholders at all levels of government:

- a) Monroe County and each of its municipalities have capabilities including manpower, equipment, supplies, and skills to ensure the preservation of lives and property in the event of an emergency or disaster.
- b) Monroe County will exhaust all local resources and capabilities, including mutual aid, before requesting assistance from the Indiana Department of Homeland Security (IDHS).
- c) Monroe County is one of the counties that comprise Indiana Homeland Security District 8. Indiana has established a total of ten districts and has assigned a District Coordinator to each. The District Coordinator may be called upon for consultation and assistance, as well as act as the direct link between Monroe County and the State's Emergency Operations Center (SEOC).
- d) Monroe County Emergency Management Agency will administer the emergency management program for the county and will coordinate

operations during an emergency situation. The Monroe County EOC will act as the central point of communication and direction for local public safety personnel. Indiana University has implemented and maintains a Comprehensive Emergency Management Plan for campus emergencies.

- e) Monroe County may seek additional resources through mutual aid, pre-establishing such agreements with those entities having the capability and resources to assistance in mission essential tasks. The County may also utilize the statewide mutual aid agreement as outlined in Indiana Code 10-14-3-10.6.
- f) Subject to appropriate declarations made by Monroe County and the State of Indiana, the federal government may provide funds and assistance to the county if impacted by an emergency or disaster. Federal assistance will be requested when disaster relief requirements exceed those of Monroe County and the State of Indiana.
- g) Coordination and collaboration with all applicable state and federal agencies that render assistance will be given to ensure an expedited response and recovery process.
- h) Training, exercise and evaluation of essential county agencies and departments will be an ongoing priority to ensure the effective use of resources and personnel activated during response operations.

3. Core Capabilities

The U.S. Department of Homeland Security developed the Core Capabilities List (CCL) as a guide for state and local public safety programs to evaluate their ability to prepare for and respond to significant events. The State of Indiana and in turn, Monroe County, has integrated the use of the CCL in overall planning, training and exercise activities.

The CCL comprises 32 capabilities which address response functions, immediate recovery, selected prevention and protection mission areas, as well as common tasks such as planning and communications in support of all phases of emergency management.

E. Organization

The Monroe County CEMP is comprised of the Basic Plan and supplemental information is integrated through four types of support annexes:

1. Emergency Support Function (ESF) Annexes

This section defines the emergency support function structure, including primary and support agencies, and includes tasks in a checklist format covering the four phases of emergency management. These ESFs directly

correspond to those found in the National Response Framework and the Indiana State Comprehensive Emergency Management Plan. Documents or plans developed by agencies or departments that directly correspond to specific ESFs will constitute as an appendix to those ESFs.

2. Hazard-Specific Planning Annexes

This section describes the State’s preparedness and response activities as they relate to specific hazards. These planning elements are integrated into the CEMP to enhance the county’s overall emergency planning capabilities.

3. Planning Support Annexes

This section provides summaries of documents created as reference or guidance tools for the various ESFs and for those agencies and departments with roles in the CEMP. These documents examine, in depth, activities which go beyond all-hazard planning by providing a closer examination of tasks, resources and capabilities that support overall preparedness and response.

4. Reference Annexes

This section provides additional materials and information such as definitions, acronyms and diagrams which provide a better understanding of the overall CEMP and its various sections.

Appendices are additional documents that may be developed to support a given annex. Standard Operating Procedures (SOP) and Guides (SOG), as well as other essential information are incorporated into the CEMP through their corresponding annex and/or appendix (Figure 1).

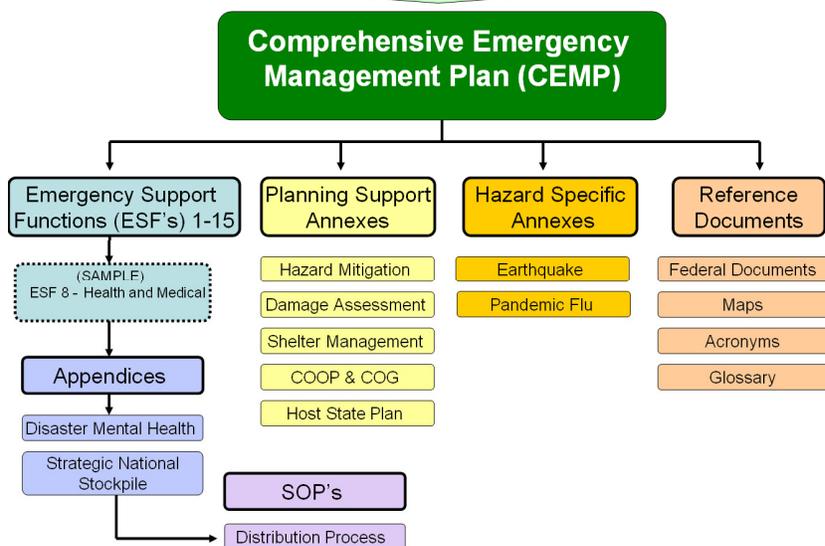


Figure 1: CEMP Organizational Chart

F. Limitations

Monroe County will endeavor to make every reasonable effort to respond in the event of a disaster or emergency. However, local resources and public safety services may be overwhelmed. The responsibilities and tenets outlined in the CEMP will be fulfilled only if the situation, the exchange of information and the extent of the actual capabilities and resources, are available.

There is no guarantee implied by the CEMP that a perfect response to emergency events will be practical or possible.

II. Authorities

Federal, state and local statues and their implementing regulations establish legal authority for the development and maintenance of emergency and disaster plans. The following laws and directives are the basis for the legal authority for the CEMP:

A. Federal

1. Robert T Stafford Disaster Relief and Emergency Assistance Act, 42 United States Code (USC) 5121 et seq
2. Homeland Security Act of 2002
3. Public Health Security and Bioterrorism Preparedness and Response Act
4. Homeland Security Presidential Directive 5
5. Homeland Security Presidential Directive 7
6. Homeland Security Presidential Directive 8
7. Homeland Security Presidential Directive 9
8. United States Department of Homeland Security, National Incident Management System (NIMS)
9. National Response Framework (NRF)
10. Superfund Amendment Re-Authorization Act (SARA Title III)

B. State

1. Indiana Code 10-14-3, Emergency Management and Disaster Law
2. Indiana Code 10-14-5, Emergency Management Assistance Compact

C. Local

1. Monroe County Emergency Management Ordinance 2007-0328
2. CEMP

III. Concept of Operations**A. General**

All emergency events originate at the local level. To that end, Monroe County will make every effort to ensure the most effective and efficient usage and application of materials, resources and personnel. Should an event exceed the capabilities of the county, Monroe County shall attempt to procure the necessary capability from District 8 counties or from the Indiana Department of Homeland Security. Integration of the State CEMP and that of Monroe County will prompt the appropriate coordination of state and local resources and the necessary support from various ESFs.

B. Incident Management and the National Incident Management System

The National Incident Management System (NIMS) provides a unified approach to incident command, standard command and management structures and an emphasis on preparedness, mutual aid and resource management. NIMS is not an operational incident management or resource allocation plan, but a template to guide all levels of government, including private sector and nongovernmental organizations, to work together to prepare for, prevent, respond to and recover from emergency incidents. NIMS implementation includes process, operational and technical standards integrated into emergency response plans, procedures and policies.

NIMS establishes the Incident Command System (ICS) as the organizational structure to be implemented to effectively and efficiently command and manage domestic incidents, regardless of cause, size or complexity. The ICS structure is a standardized, on-scene, all-hazard incident management concept which provides an integrated organizational structure that is able to adapt to the complexities and needs of single or multiple incidents regardless of jurisdictional boundaries.

Monroe County has adopted NIMS as the standard for incident management with Monroe County Proclamation 05-22.

C. Multi-Agency Coordination

The evolution of the size and complexity of hazards and threats has demonstrated the need for effective planning and coordinated emergency response. Most major emergencies and disasters will have no geographical, economic or social boundaries. Likewise, significant events will also involve multiple jurisdictions, agencies and organizations.

In order to effectively manage and focus efforts of a multi-agency coordination system, Monroe County has adapted its planning and response capability based upon the following operational constructs:

1. Local Emergency Policy Group

Emergencies and disasters can produce issues that require prompt decisions to serve both short and long term emergency management needs. At times, these decisions require senior local officials in consultation with the Monroe County Emergency Management Director to work through governmental issues, local law and jurisdictional impacts. The Local Emergency Policy Group would be the primary body, in critical disaster situations where these situations are addressed. It should be noted, not all emergency situations would require the convening of the Local Emergency Policy Group. Situations that have devastating life safety, financial or other physical impacts will be evaluated by the local emergency management director who will call the Policy Group together.

Composition of the Policy Group may vary, depending on the nature and scope of the situation but will commonly be comprised of such agencies as the local emergency management agency, county commissioners, local mayor(s), health department, county highway department, local law enforcement, and local fire services.

2. Emergency Support Functions (ESFs)

The ESF structure used by Monroe County reflects the structure defined by the National Response Framework (NRF) and the Indiana State Comprehensive Emergency Management Plan. Each ESF provides support, resources, program implementation and services to meet their specific challenges and responsibilities within the mitigation, preparedness, response, and recovery phases of emergency management.

All local agencies, by signing and agreeing to the tenets outlined in this CEMP, have agreed to provide their full support to emergency operations as required or needed.

The Monroe County ESF structure is provided in Table 1 and includes an overview of their general functions. However, additional ESFs or tasks may be assigned to address specific emergency management needs within Monroe County.

Each ESF is responsible for developing written standard operating procedures (SOP/SOG) to support their roles and responsibilities as defined by the local CEMP. Each ESF must also ensure that they maintain an appropriate level of training, participation in exercises and establish periodic testing and evaluation of their SOP/SOG, guides and internal plans.

Table 1: Emergency Support Functions (ESFs)

ESF #1 TRANSPORTATION/EVACUATION			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County Highway Department	Rural Transit Richland Bean Blossom Schools Monroe County Community School Corp Bloomington Transit City of Bloomington Utilities Monroe County Animal Control Sheriff's Department City of Bloomington Public Works Stinesville Police Department Monroe County Reserves Ellettsville Police Department Ellettsville Reserves Monroe County Extension Office Monroe County EMA	IU Transportation IU Motor Pool IU Residential Programs IU Physical Plant Ellettsville Street Dept. IU Health EMTS Southern Indiana Chapter of the American Red Cross Monroe County MCCC Richland/Bean Blossom School Corp IU Emergency Management	Local public road support; Transportation safety; Restoration/ recovery of transportation infrastructure; movement restrictions; damage and impact assessment The primary mission of the Evacuation Emergency Support Function (ESF #17) is to Centralize and coordinate Evacuation response activities and resources to best protect residents and property of Monroe County, so that emergency field forces can concentrate on essential, on scene activities.
ESF #2 COMMUNICATIONS			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County Technical Services Department (TSD)	Monroe County Central Emergency Dispatch Center City of Bloomington Technical Services Ellettsville Police Dept. Monroe County Fire Departments	Local Radio and Public Access Televisions Monroe County Amateur Radio Club Local phone & cellular providers B&L Communication Local Computer and IT companies IU VP Information Technology IU Radio & TV IU Campus Mail IU Police Dept. IU Emergency Management IU K9IU Amateur Radio IU Physical Plant IU Residential Programs	Coordination with telecommunications and information technology industries; Restoration and repair of communications infrastructure; Protect, restore and sustain national information technology resources
ESF #3 PUBLIC WORKS			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County Public Works	Monroe County EMA Monroe County Highway Dept. Bloomington Utilities Dept. Monroe County Parks Ellettsville Street Dept. Monroe County Building Dept. Bloomington Fleet Maintenance Ellettsville Utilities Monroe County Regional Sewer District Washington Township Water Corp Bloomington Public Works Dept.	IU Physical Plant IU Residential Programs IU Architect's Office Local Private Contractors and Engineering Firms	Infrastructure protection and emergency repair; Infrastructure restoration; engineering services and construction management; Critical infrastructure liaison

ESF #4 FIREFIGHTING and EMERGENCY MEDICAL SERVICES			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County Fire Chiefs Assoc.	Monroe County Central Emergency Dispatch All County Fire Departments		Firefighting activities support and Task Force support; Resource support to rural and urban firefighting operations; EMS
ESF #5 EMERGENCY MANAGEMENT			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County EMA	Monroe County Engineering City of Bloomington Planning Dept. City of Bloomington Risk Mgmt. Monroe County Planning Dept. Ellettsville Planning & Zoning Bloomington City Chamber of Commerce Bloomington City Public Works Bloomington City Utilities Monroe County Legal Bloomington Legal Dept. Monroe County Technical Services Monroe County Auditor Ellettsville Clerk-Treasurer Stinesville Clerk/Treasurer Monroe County Weights & Measures Monroe County Surveyor Bloomington Economic Development Corp Monroe County Visitors Bureau Monroe County Commissioners American Red Cross	IU Emergency Management and Continuity Monroe County Visitors Bureau	Coordination of incident management and response efforts; Issuance of mission assignments; Resource and human capital;
ESF #6 MASS CARE, EMERGENCY ASSISTANCE, HOUSING, HUMAN SERVICES AND DAMAGE ASSESSMENT			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Southern Indiana Chapter of the Red Cross	Monroe County EMA Monroe County Highway Monroe County Health Dept. Monroe County Salvation Army IU Health Bloomington Monroe County Extension Office Monroe County Solid Waste Management District IU Health Bloomington EMTS All County Fire Depts. Monroe County LEPC IU Health Bloomington Monroe Hospital Emergency Dept. Monroe County Faith Based	IU Residential Programs IU Athletics IU Emergency Management IU Recreation Sports IU Space Management Salvation Army Monroe County United Way Monroe County Community Service Monroe County Humane Association IU Environmental Health & Safety Bloomington Amateur Radio Club Monroe County Civil Air Patrol	Mass care/shelter; Emergency assistance; Disaster housing; Human services The primary mission of the Damage Assessment Emergency Support Function (ESF #18) is to provide the resources and personnel to meet the Preliminary Damage Assessments needs of the county before, during and after emergency or disaster events. ESF #18 is responsible for coordinating Damage Assessments with ESF #5.

	Communities Monroe County United Ministries Monroe County Animal Control Monroe County Schools MCCSC Richland-Bean Blossom School Corp City of Bloomington Animal Control Monroe County Building Dept. City of Bloomington Public Works Monroe County Public Works		
ESF #7 RESOURCE SUPPORT			
Primary Agency	Support Agencies	Non-Governmental	General Functions
City of Bloomington Public Works	Monroe County Highway Dept. City of Bloomington Utilities Monroe County Technical Services Monroe County Weights & Measure Monroe County Parks Dept. Monroe County Solid Waste District Ellettsville Street Dept. City of Bloomington Information Technology Services Monroe County Treasurer Township Trustees Monroe County Fair Board City of Bloomington Controller Ellettsville Clerk-Treasurer	Monroe County Visitors Bureau Bloomington Economic Development Corp IU Emergency Management and Continuity IU Physical Plant IU Residential Programs IU Environmental Health & Safety IU Police Department IU Purchasing	Resource support (facility space, office equipment and supplies, contracting services, etc.); Financial management of long term and recovery needs
ESF #8 PUBLIC HEALTH			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County Department of Health	Monroe County Coroner Dept.	IU Health Bloomington Hospital Monroe Hospital IU Health Center IU Environmental Health & Safety Cook Family Health Center Southern Indiana Surgery Center Internal Medicine Associates Southern Indiana Radiological Associates Meadows Hospital Center for Behavioral Health Monroe County Funeral Home Directors Bloomington Hospital Emergency	Public health; Medical support; Mental health services; Mortuary services
ESF #9 SEARCH & RESCUE			
Primary Agency	Support Agencies	Non-Governmental	General Functions

<p>Bloomington Fire Dept.</p>	<p>Monroe County EMA Monroe County Sheriff's Office Stinesville Police Dept. Monroe County Civil Air Patrol City of Bloomington Utilities Ellettsville Police Dept. Bloomington Amateur Radio Club IU Health EMTS Monroe County Police Reserves Ellettsville Police Reserves Monroe County Dive Team Monroe County Fire Departments Bloomington Police Department</p>	<p>IU Police Department Local Industry and Private Businesses</p>	<p>Life-saving assistance; Urban search and rescue operations; Confined space rescue</p>
<p>ESF #10 HAZARDOUS MATERIALS</p>			
<p>Primary Agency</p>	<p>Support Agencies</p>	<p>Non-Governmental</p>	<p>General Functions</p>
<p>Bloomington township Fire Dept.</p>	<p>Central Dispatch Monroe County EMA Monroe County Solid Waste District IU Health Bloomington EMTS IU Health Bloomington Emergency Dept. Monroe County Fire Departments Monroe County LEPC</p>	<p>IU Environmental Health & Safety IU Biology Dept. IU Chemistry Dept. Local Industry and Private Businesses</p>	<p>Oil and hazardous materials (chemical, biological, radiological, etc.) response; Spill restoration, short-and long-term environmental cleanup</p>
<p>ESF #11 AGRICULTURE</p>			
<p>Primary Agency</p>	<p>Support Agencies</p>	<p>Non-Governmental</p>	<p>General Functions</p>
<p>Monroe County EMA</p>	<p>Monroe County Solid Waste MD Monroe County Extension Services Monroe County Fair Board Bloomington City Animal Control Monroe County Animal Mgmt. Monroe County Health Dept. Monroe County Humane Society</p>	<p>Farm Bureau/White River Coop Monroe County Veterinarian Association Animals Shelter Owen-Monroe Feeder Assn Southern Indiana Chapter of the Red Cross IU Lab Animal Research/Compliance</p>	<p>Domestic agriculture support: Animal and plant disease/pest response; Food safety and security; Pet emergency care</p>
<p>ESF #12 ENERGY</p>			
<p>Primary Agency</p>	<p>Support Agencies</p>	<p>Non-Governmental</p>	<p>General Functions</p>
<p>Monroe County Emergency Management</p>	<p>Monroe County Central Emergency Dispatch</p>	<p>Hoosier Energy Duke Energy South Central REMC Utilities District of Western In REMC Vectren Gas IU Physical Plant IU Residential Programs</p>	<p>Energy infrastructure assessment, repair, and restoration; Energy industry utilities coordination; Emergency utilities restructuring and transfer</p>

ESF #13 PUBLIC SAFETY			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County Sheriff's Department	Bloomington Police Department Ellettsville Police Dept. Stinesville Police Dept. Monroe County Police Reserves Ellettsville Police Reserves Monroe County EMA	IU Police Department	
ESF #14 LONG TERM RECOVERY			
Primary Agency	Support Agencies	Non-Governmental	General Functions
Monroe County EMA	Monroe Co. Solid Waste District City of Bloomington Volunteer Network Monroe County Community Organizations Active in Disaster (MoCOAD)	Salvation Army Southern IN Chapter for American Red Cross IU Emergency Management IU Student Affairs IU Human Resources IU Provost Office	Economic community impact assessment; Long-term community recovery assistance to State/local government and the private sector; Recovery in long-term disaster
ESF #15 EXTERNAL AFFAIRS			
Primary Agency	Support Agencies	Non-Governmental	General Functions
City of Bloomington Utilities	Monroe County EMA Monroe County Commissioners Bloomington Mayor's Office All PIOs from local response agencies	IU Public Affairs & Gov't Relations IU Police Department IU Emergency Management Red Cross Private Business and Industrial Representatives	Emergency public information; Media and community relations; Congressional and international affairs; Public warnings and pre-incident information

3. Homeland Security District Collaboration

The Indiana Department of Homeland Security has divided the state into ten Homeland Security Districts. Each district is comprised of multiple counties and in turn, multiple organizations, emergency disciplines and agencies.

Together, the counties within a single district provide a tremendous opportunity for local jurisdictions such as Monroe County to focus on common preparedness goals and objectives to meet local, state and national public safety needs.

In turn, Monroe County and many other jurisdictions benefit from sharing resources, eliminating redundancy in critical response functions and coordinating supplemental planning, training and exercise activities.

Monroe County is a part of the District 8 in south-central Indiana, along with Brown, Bartholomew, Lawrence, Jackson, Orange and Washington Counties.

See Figure 2 below.

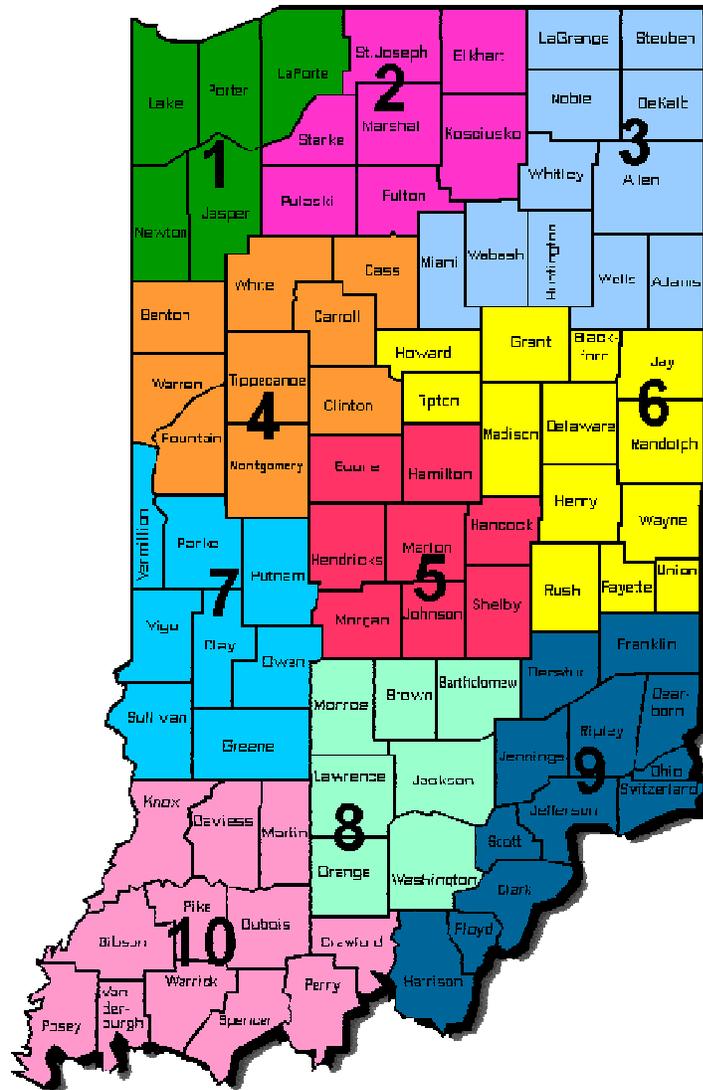


Figure 2: IDHS District Map

For each of the ten districts, IDHS has appointed a District Coordinator to serve as a liaison between local jurisdictions and the state. District Coordinators should be considered a valuable resource for individual counties and Districts, both for routine and emergency situations, as they can provide insight, consultation and support when critical decisions must be made. A District Coordinator may also act as a direct link to the State EOC to relay incident specific information, as well as communicate critical resource needs.

Monroe County works very closely with our District Coordinator, who has played a very active role in building and supporting our overall emergency management program.

In addition to the District Coordinator, a more formalized structure has been established for each of the ten Homeland Security Districts. While overall organization and composition may vary, each district uses the following three components:

a) *The District Emergency Preparedness and Planning Coalition (DEPPC) formally the District Planning Council (DPC)*

To assist local emergency responders and government officials as well as improve overall coordination, the State of Indiana has developed the District Emergency Preparedness and Planning Coalition Program. The DEPPC Program was developed to assist each of Indiana's ten Homeland Security Districts in planning, organizing and managing critical emergency response activities on a regional basis.

The District 8 DPC reorganized into a more structured healthcare driven coalition forming the DEPPC comprised of representatives from each of the counties within the district. It is a driving force for securing funding and equipment as well as additional planning, training and exercise opportunities.

b) *District Response Task Force (DRTF)*

A DRTF is a response asset designed to provide specialized response personnel and equipment to every county in Indiana, enabling them to protect the public, the environment, and property during natural, technological and homeland security related incidents. The composition of a DRTF will vary between Districts, depending upon the availability and capability of resources.

The District 8 DRTF has been established and each of the members within the group has been working to develop and implement the necessary procedures and protocols for training, activation and deployment. While equipment and funding may be limitations, capabilities for emergency medical services, hazardous materials,

search and rescue and incident management are fully active and may be called upon to support emergency operations.

4. Monroe County Emergency Operations Center (EOC)

a) General

The Monroe County EOC is the physical location where multi-agency coordination occurs and is managed by Monroe County EMA. The purpose of the EOC is to provide a central coordination hub for the support of local emergency response activities. The EOC can expand or contract as necessary to appropriately address the different levels of incidents requiring state assistance (See Table 2).

Table 2: County EOC Activation Levels

Level #	Name of Level	Description	Example
IV	Daily Ops/Limited Emergency Conditions	A situation has occurred or may occur to warrant further actions.	Tornado Watch
III	Active Emergency Conditions	A situation has occurred requiring limited activation of the emergency operations center (EOC).	Flooding
II	Significant Emergency Conditions	A situation has occurred requiring full activation of the EOC.	Large Tornado
I	Full Emergency Conditions	A situation has occurred requiring full activation of the EOC and policy level personnel including the County Commissioners.	Large Earthquake

b) Structure and Organization

The Monroe County EOC is co-located with the Monroe County Office of Emergency Management. Daily and routine functions will be coordinated by the Emergency Management Director and his/her staff. In the event of a fully activated EOC, it shall be staffed and organized using the county designated ESFs. All personnel reporting to and working within the EOC will be organized and managed using the Incident Command Structure. The following organizational chart (Figure 3) illustrates the command structure employed at the Monroe County EOC and where the Executive Policy Group and state support is integrated. Per the NIMS a Liaison Officer will be assigned in the EOC as coordinator between the EOC and any District 8, IDHS and/or FEMA representatives operating in the EOC.

EMERGENCY OPERATIONS CENTER LAYOUT

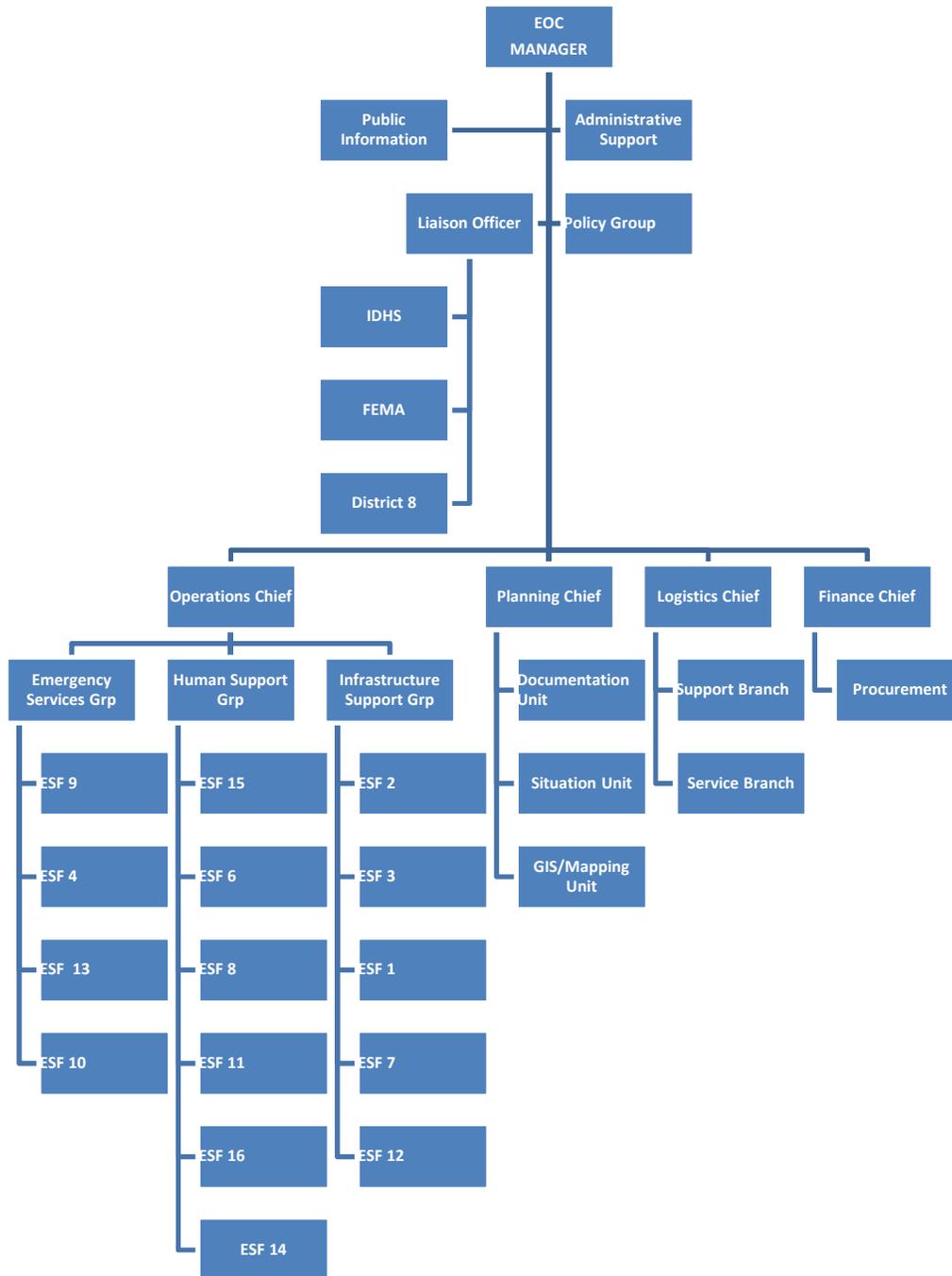


Figure 3 – EOC Organization

c) Data Collection and Dissemination

Monroe County EMA has adopted a crisis information management system known as WebEOC. The primary purpose of this internet-based application is to provide Monroe County public safety personnel with a common platform to share, analyze and manage emergency and disaster information throughout the County.

WebEOC serves as a collaborative tool and provides for a common operating picture and integration with the State EOC and their use of the same system for situational awareness, resource management and mission tracking. The system is also used as a vital daily operations tool, providing a resource to organize, manage, and share information between key stakeholders and public safety partners.

d) Resource Management

In an emergency or disaster, requests for resources will originate from the Incident or Unified Command structure established to stabilize the event. These requests will be forwarded to the Monroe County EOC to be analyzed and processed to determine how and if the requests can be met. If, however, Monroe County resource capabilities are inadequate or have been exhausted, the EOC will seek support from the State EOC.

Monroe County has a complete resource list of current assets within the jurisdiction in IGMS. The list will be updated on a regular basis by the local Emergency Management office and will follow NIMS resource typing and jurisdictional protocols.

e) Incident Management Team

District 8 has established an Incident Management Team (IMT) comprised of various county EMA staff and public safety personnel who, in the event of a major emergency/disaster within the district, can provide incident management support and expertise. This team will be activated through the normal disaster declaration process and will be focused on life safety, information collection and dissemination and incident planning and prioritization.

5. Volunteer Coordination

The management of voluntary organizations and volunteers is critical for an efficient and effective response to a disaster. The Southern Indiana Chapter of the American Red Cross, the City of Bloomington Volunteer Network and other key groups will work in cooperation on the intake and assignment of spontaneous and newly-recruited volunteers.

See Volunteer Reception Center Manual in Planning Support Annexes for additional details.

6. Private Sector Coordination

According to the National Infrastructure Advisory Council (NIAC), nearly 90 percent of the entire national critical infrastructure is owned or managed by private companies. Integration, collaboration and support from private business and industry before, during and after an emergency situation are critical for successful response operations.

Monroe County has established a number of emergency agreements with local companies and business for heavy equipment, generators, food, bottled water and other key commodities and resources. While the county cannot predict whether or not an emergency event will preclude these agreements from being activated, a key planning assumption for Monroe County will be that the resources identified will be made available within the terms agreed.

7. Other State and Federal Coordination

Monroe County will make every effort to accommodate and extend collaboration to both state and federal assets and personnel that are formally requested or deemed necessary for successful response operations. However, the County understands that an emergency situation may call for and demand extensive external resources and personnel to move toward recovery.

Pre-determined staging areas and mobilization sites have been established throughout Monroe County and District 8.

D. Public Information

During an incident or planned event, providing coordinated and timely public information is critical in helping an impacted community. Effective and accurate communication to the public about an incident can save lives and property, and can help to ensure credibility and overall public trust. In Monroe County, critical information necessary for public dissemination will be made available through various media outlets including Monroe County Alert, local television stations, local radio, newspapers and web-based systems.

In addition to the crisis communication aspect listed above, Monroe County EMA has identified an individual to be responsible for managing and coordinating ESF 15 – External Affairs. This individual will be charged with coordinating Public Information Officer (PIO) activities before, during and after emergency and disaster events. Critical to this function is the establishment of a Joint Information Center (JIC), where key county agencies and departments can provide PIO representatives to staff and effectively process, analyze and provide information to the media and public that will aid in ensuring the overall safety of Monroe County residents.

E. Continuity Planning

Continuity Planning assures the preservation of our form of government under the Constitution and provides for the performance of essential functions under all emergency conditions and hazards. Specifically, Monroe County has developed a Continuity of Government (COG) Plan for the multiple units of government found within the county and all essential emergency response and support agencies have been tasked to develop and adopt a Continuity of Operations Plan (COOP) for their organizations.

The following is a description of each of these critical planning concepts as they relate to Monroe County:

1. Continuity of Government (COG) Plan

Within Monroe County Emergency Management Ordinance 2007-0328, a clear line of succession has been established for county government leaders. The succession is as follows:

- a) Designated President of the Board of County Commissioners
- b) President Pro-Tem of the Board of County Commissioners
- c) Remaining Commissioner of Board of County Commissioners
- d) County Auditor
- e) County Clerk
- f) County Recorder
- g) County Director of Emergency Management

This line of succession was the first critical piece in the development of the COG Plan. The COG plan outlines essential personnel, by position and function, and identifies the necessary actions to reconstitute government services.

2. Continuity of Operation Plans (COOP)

In keeping with the continuity planning concept, Monroe County agencies have been asked to develop a COOP to identify essential personnel, establish emergency call-down procedures and pre-identify locations where county agencies and departments can come together to continue critical government services following an emergency or disaster event.

Several key Monroe County agencies have developed these plans. The local EMA office in collaboration with IDHS will provide technical support and

assistance with other county agencies to develop, promulgate and test all COOP plans developed.

F. Emergency Management Phases – General Activities

Emergency management in Monroe County is realized through five phases: Mitigation, Prevention, Preparedness Response and Recovery. These phases were established to effectively address key functions before, during and after a disaster.



1. Mitigation

Mitigation can be defined as a jurisdiction’s efforts to lessen the impact of a natural or human-caused disaster in order to prevent or protect against the long-term risk to human life or property.

Monroe County mitigation efforts started with the development of a County Hazard Analysis, identifying potential hazards that may threaten residents of the county as well as physical, financial and social impacts that could be attributed to the identified hazards.

In conjunction to the Hazard Analysis, Monroe County has developed a Hazard Mitigation Plan. This document prioritizes the potential hazards, provides historical and reference information and outlines efforts or strategies for the reduction of these hazards.

Mitigation tasks have been identified in the Monroe County CEMP for each ESF. However, these tasks are general in nature, focusing on common needs, resources and activities. Common mitigation tasks shared by all Monroe County ESF partners include but are not limited to:

- a) Establish procedures used to educate and involve the public in mitigation programs

- b) Identify potential protection, prevention, and mitigation strategies for high-risk targets
- c) Establish procedures used to develop sector-specific protection plans
- d) Establish policy and directives to protect life and property within Monroe County

2. Preparedness

Prevention can be defined as the range of deliberate critical tasks and activities taken by a jurisdiction that are necessary to build, sustain and improve operational capabilities to respond to and recover from emergencies and disasters.

Monroe County's preparedness activities encompass a comprehensive program focusing on planning, training and exercise, as well as resource identification and acquisition. Preparedness activities require an ongoing, coordinated effort from public and private entities as well as individual citizens.

Common preparedness activities shared by all state agencies include, but are not limited to:

- a) Delegate authorities and responsibilities for emergency actions
- b) Assign, designate, and/or procure personnel, facilities, equipment, and other resources to support emergency actions
- c) Training of personnel, including a program which tests and exercises essential equipment and emergency plans and procedures
- d) Sustaining the operability of facilities and equipment
- e) Implementation of plans or other preparations to facilitate response and recovery operations
- f) Establish a resource management system including inventory, deployment and recovery capabilities

3. Response

Response can be defined as those immediate actions to save lives, protect property and the environment and meet basic human needs. Response also includes the execution of emergency plans and actions to support short term recovery.

Common response tasks shared by all state agencies include, but are not limited to:

- a) Employ resources in order to save lives, protect property and the environment, and preserve the social, economic, and political structures
- b) Establish and maintain situational awareness and a common operating picture for an incident
- c) Effectively coordinate response actions and demobilize personnel and resources

4. Recovery

Recovery can be defined as those actions or programs implemented by a jurisdiction to restore a community’s infrastructure, as well as the social and economic aspects of an effected area to a pre-disaster state.

In Monroe County, recovery efforts begin as response resources are activated. These recovery efforts are dependent upon the complexity of an incident and its impact on an area. For this reason, recovery takes place in two distinct levels:

- a) Short-Term Recovery is defined as the immediate actions that overlap with response. These actions may include meeting essential human needs, restoring utility services and reestablishing transportation routes.
- b) Long-Term Recovery is defined as elements commonly found, but not exclusively, outside the resources of the County. This level may involve some of the same short-term recovery actions which have developed into a long-term need. Depending on the severity of the incident, long-term recovery may include the complete redevelopment of damaged areas. Long-Term Recovery is addressed and supported in ESF 14.

IV. Financial Management and Administration

A. Introduction

This element provides financial management guidance to key agencies and departments within Monroe County to ensure the appropriate state and local policies are administered effectively during the response and recovery phases of an emergency or disaster.

B. Responsibilities

Monroe County will make every effort to prepare for, respond to and recover from any and all emergencies that impact the jurisdiction. However, large-scale emergencies and disasters may place financial obstacles on local public safety

agencies and departments. As such, Monroe County may make a Local Declaration of Disaster Emergency in accordance with the local Emergency Management Ordinance (County Code Chapter 450). Making such a declaration initiates the appropriate legal channels for state and federal assets to filter into Monroe County and begin the process of stabilization and eventual recovery.

If a declaration is made the Director of Monroe County EMA, working closely with the Monroe County Auditor and IDHS, will ensure the following key tasks are complete:

1. Process disaster information relating to the loss of residential structures within the county
2. Process disaster information relating to the loss of private businesses and industry
3. Process disaster information relating to the loss of key pieces of critical infrastructure and essential services

It is also critical that all public safety agencies and departments in Monroe County involved in emergency operations keep track of the hours worked by their staff, expenditures and purchases made during the response and any and all damages or injuries that took place.

C. Financial Management Operations

Each agency is responsible for providing its own financial services and support to its response operations in the field, as well as the recording and retention of all financial documentation.

The following key tasks for financial operations should be considered as a means to effectively support and manage funding for emergency activities:

1. Mitigation: Each local agency is required to use finances from their own budgets to mitigate potential emergency situations affecting their agency's ability to respond to and recover from emergency situations.
2. Preparedness: Each agency should prepare for future emergency budgets by studying past emergency responses and identifying needs not met by their current budget cycle. Contingencies, such as mutual aid and agency partnerships, should be established as a means to address unmet needs.
3. Response: Local agencies may be required to spend more than their allocated budget to effectively respond to the emergency. As local agencies begin their initial response operations, it may be necessary to prepare and submit a report on the estimated funding needs for the duration of the emergency response. The purpose of the estimate is to help establish the need for possible support from the state.

4. Recovery: Monroe County EMA will work with local public safety agencies, county residents and private companies and other community organizations to solicit funds through standard funding sources, donations and through emergency disaster relief funds. Taken together, these potential monetary resources will promote both short and long-term recovery needs within Monroe County.

D. Financial Records and Supporting Documentation

All public safety agencies and departments in Monroe County involved in emergency operations must keep track of the hours worked by their staff, expenditures and purchases made during the response and any and all damages or injuries that took place. As financial information is collected, it should be processed using accepted county and state financial reporting protocols. In addition, by keeping such records, all county agencies must make these records available for review and potential audit.

E. Guidance for Financial Operations

Monroe County EMA will provide guidance and reference materials to county response agencies that will allow for support of financial operations as it relates to emergency and disaster activities. This guidance will be in the form of procedures, manuals or financial annexes to the CEMP which show the appropriate methods for agencies and departments to collect, maintain and submit information on their financial management activities.

V. Plan Maintenance

A. General

The maintenance of the CEMP requires revisions and updates which reflect the evolving needs of emergency management within Monroe County, the State of Indiana and the United States. Additional information is also incorporated from After Action Reports and Improvement Plans (AAR/IPs) developed as a result of public safety exercises or real-world emergency events.

This continual maintenance and review of the Monroe County CEMP will be accomplished by the quarterly meetings of Monroe County EMA and representatives of the county ESFs identified in the local CEMP.

B. Responsibilities

Monroe County EMA has prepared the CEMP and is responsible for the maintenance of the document in accordance with Indiana Code Title 10-14-3. Primary and support agencies of each ESF are responsible for ensuring the tasks outlined in the Emergency Support Function Annex of the CEMP are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further updates, revisions or maintenance to

these tasks will be communicated to Monroe County EMA for integration into the CEMP with the approval of the Monroe County Emergency Management Advisory Council (EMAC).

C. Frequency

Monroe County EMA, in coordination with other local agencies and stakeholders, will review the CEMP annually and provide revisions and updates, as needed with the approval of EMAC. An entire update of the CEMP will occur every 5 years, unless otherwise instructed by IDHS or EMAC.

D. Testing, Evaluation and Assessment, and Corrective Action

The Homeland Security Exercise and Evaluation Program (HSEEP) is the national standard utilized for exercise design and implementation. HSEEP incorporates the Core Capabilities List (CCL) as a standardized methodology to evaluate and document exercises and develop improvement plans.

1. Testing

Individual Monroe County public safety agencies will be responsible for their own training programs. However, for training and coursework related to emergency management and homeland security issues, Monroe County EMA will coordinate with IDHS to ensure local agencies and departments receive the necessary information and materials designed to increase the level of county preparedness, as well as to test and validate the local CEMP.

2. Evaluation and Assessment

Validation of the CEMP is accomplished through evaluations and assessments of the tasks performed during an exercise and after each emergency or disaster where state resources are activated. The objective of this process is to identify performance strengths and deficiencies in order to develop the necessary corrective actions.

3. Corrective Action

Corrective actions are recommended improvements discovered after an exercise, and/or as a result of an emergency or disaster. These recommendations are compiled in an AAR and developed into a corresponding IP with the necessary corrective actions. The CEMP will be updated and revised to reflect the results of the AAR/IP.

**MONROE COUNTY
Comprehensive Emergency
Management Plan**

**Emergency Support Function
Annexes**

I. Emergency Support Functions

A. Background

The National Response Framework (NRF) is the principle guiding document for agencies and organizations that have key functions and responsibilities in the protection and preservation of life and property for both emergency and disaster situations. The effectiveness of the NRF is dependent upon the adoption and integration of the document's basic concepts, structure and planning principles by state and local emergency management and homeland security counterparts. As a result, Monroe County following the lead by Indiana Department of Homeland Security (IDHS), has developed eighteen emergency support functions (ESFs) that directly correspond with those found in the NRF. These designated ESFs are deployed during activations of the Monroe County Emergency Operations Center (EOC), as well as for deployments to disaster locations. Coordinated by the Monroe County Emergency Management Agency (EMA), these ESFs can be configured to expand and contract as necessary to provide the appropriate level of response to disasters or emergencies that impact the county. The Concept of Operations for the Comprehensive Emergency Management Plan (CEMP) provides additional information on how ESFs might be utilized.

In addition to the fifteen ESFs, certain planning considerations or operations may call for additional functions to be added (i.e. donations and volunteer management, radiological support, etc...). Most of these considerations for the Monroe County CEMP are incorporated in the fifteen functions that follow.

B. ESF Definition and Concept

An ESF can be defined as a grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents.

Within Monroe County, an ESF acts as a structured group of tasks and resources, brought together to effectively manage the impacts of an emergency or disaster within the county. Monroe County's ESFs are typically comprised of multiple agencies and departments that have similar roles, responsibilities, resources, authority and training.

C. Primary Agencies

Within each of the ESFs, an agency or organization has been given the designation of a primary agency based on their authorities, resources and capabilities. The primary agency is responsible for ensuring that all of the other agencies, departments and organizations that fall under their ESF have the necessary resources, information and capabilities to perform their required tasks and activities, both within the EOC and impacted areas. Though an agency may be listed as a

primary agency, they do not control or manage those agencies identified as supporting agencies. Primary agencies' responsibilities are for the coordination of missions essential to life-safety and property protection. Essential tasks of a primary agency include, but are not limited to:

1. Ensures appropriate staffing in the EOC and field settings
2. Notifies and requests assistance from various supporting agencies
3. Manages and directs mission assignments that come through the EOC
4. Plans for short and long-term incident management and recovery operations
5. Ensures financial and property accountability for ESF activities

D. Support Agencies

Support agencies are those agencies or organizations assigned to an ESF based on resources and capabilities in a given functional area. A support agency may be called upon to provide supplemental resources, information, equipment and personnel to assist in a specific function of response and recovery operations. Essential tasks of a support agency include, but are not limited to:

1. Supports staffing requests for work in the EOC and field settings made by the ESF primary agency
2. Supports plans for short and long-term incident management and recovery operations
3. Ensures financial and property accountability for departmental personnel and equipment
4. Manage and control personnel and equipment in collaboration with the designated primary agency

E. Activity Checklist

Each of the agencies that make up an ESF, either primary or support, satisfies their specific challenges and responsibilities by working within the mitigation, preparedness, response, and recovery phases of emergency management.

Within each of these phases, a series of tasks have been created which outline those activities to be completed before, during and after an emergency or disaster. These tasks are provided as a means for an agency or department to effectively gauge their ability to meet the demands and challenges facing them in emergency situations. It will be the responsibility of primary and support agencies to ensure the assigned tasks accurately depict their capability to manage, support and deploy resources when activated.

F. Procedures and Guidance for ESFs

Each of the agencies identified in the CEMP, both primary and support, will be required to develop Standard Operating Procedures (SOP) and/or Standard Operating Guides (SOG) for those specific functions and tasks that they are responsible for, as outlined in the CEMP. The tasks described in the CEMP identify what needs to be accomplished for successful operations, while those procedures or protocols developed by the individual agencies will define how these tasks will be completed.

Additionally, guidance on local EOC activation, field operations or other response activities will be provided to the ESFs through the Monroe County EMA, with consultation through the Response and Recovery Division of IDHS.

ESF 1 – Transportation / Evacuation

A. Introduction

The primary mission of the Transportation Emergency Support Function (ESF #1) is to provide the resources and personnel to meet the overall transportation / evacuation related needs of Monroe County before, during and after emergency or disaster events. Such events may significantly impact the ability of the county and our communities to effectively move critical resources, equipment and personnel. ESF #1 will coordinate with all Monroe County Law Enforcement resources, and will assist municipal/township governments with transportation and evacuation support, where appropriate. The ESF will also conduct any necessary planning sessions with support agencies and develop training in preparedness, response and recovery activities for all appropriate personnel.

B. Primary Agency

Monroe County Highway Department

C. Support Agencies

Ellettsville Police Dept.	Southern Indiana Chapter of the Red Cross
Monroe County Police Reserves	Monroe County Community Schools
Monroe County Extension Office	Richland-Bean Blossom Community Schools
City of Bloomington Animal Control	IU Emergency Management
Monroe County Sheriff’s Office	IU Police Dept.
City of Bloomington Public Works Dept.	IU Transportation / Motor Pool
Monroe County EMA	IU Motor Pool
Bloomington Police Dept.	IU Risk Management
Stinesville Police Dept.	IU Residential Programs
Ellettsville Police Reserves	IU Public Affairs and Government Relations
All Monroe County Fire Depts.	IU Physical Plant
Bloomington Transit	Rural Transit

D. Situation

1. In an emergency event where the need for ESF #1 has been identified, the Monroe County Highway Department or Bloomington Transit will act as the primary agency.

2. ESF #1 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination efforts in the EOC.
3. ESF #1 personnel will coordinate the activation of transportation / evacuation assets to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response, and recovery efforts.
4. Effective response, as well as ongoing support efforts, will be contingent upon the availability of resources and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #1 shall deploy transportation resources to areas potentially impacted by emergencies or disasters, prioritizing assets and functions to manage and support the immediate and long-term needs of Monroe County.
2. ESF #1 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration into the overall CEMP
 - c) The transportation needs of communities within the county and significant evacuation concerns or issues that require immediate analysis and/or response.
 - d) The level of support required by other ESFs
3. ESF #1 shall ensure timely and continuous communication is established and maintained with key ESF partners within the county to promote an accurate Common Operating Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency Monroe County Highway is responsible for the following:
 - a) Provide transportation / evacuation resources to assist in critical functions before, during and after emergency and disaster situations.
 - b) Coordinate the recovery, restoration and safety of transportation infrastructure impacted by potential hazards or disaster events

- c) Provide training to essential personnel who may be called upon to work in impacted areas or in the EOC.
 - d) Manage the financial aspects and considerations regarding the request and receipt of personnel, equipment and supplies.
 - e) Work with other local or municipal transportation, public works or street departments to assess overall damage to the transportation infrastructure and/or the need for evacuation in impacted areas to determine the impact of the incident and resource gaps that may exist.
 - f) Coordinate and implement emergency-related response and recovery functions, as required, under statutory authority.
 - g) Submit reports and other evacuation / transportation information to the county EOC.
2. The support agencies are responsible for the following:
- a) Assist in mitigation, preparedness, response, and recovery operations when requested by Monroe County EMA or the designated ESF primary agency.
 - b) Assist, as needed in the EOC, supporting overall coordination of transportation assets and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate COP.
 - e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
 - f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats and hazards.
 - g) Provide information regarding trends and challenges to Monroe County's routine and emergency transportation capabilities.

G. Resource Requirements

1. Each primary and supporting agency shall maintain internal SOP/SOG, or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.

2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher authorities (i.e. federal, state, etc...) related to homeland security or emergency management will take priority. Training may include, but is not limited to:
 - a) Hazardous materials training
 - b) NIMS/IC
 - c) Continuity of Operations
 - d) Emergency Operations Planning
 - e) SOP/SOG Development
 - f) Emergency Evacuation and Transportation Services

H. Emergency Support Function Tasks

The following tables consist of essential tasks to be completed by ESF #1 in all phases of emergency management. These tasks have been created as a guide to follow for the primary and support agencies. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #1 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to the Monroe County EMA for integration into the appropriate portion of the CEMP.

ESF #1 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify transportation or roadway projects that are currently underway within the county and determine potential alternate routes for responders to use.	Monroe County Highway
2	Identify evacuation capabilities within the county and potential shortfalls or gaps that may exist	Monroe County Highway, Blmt Transit
3	Identify areas that have been or are currently prone to significant hazards and determine the impact on critical infrastructure and the ability to move personnel and resources into affected areas.	Monroe County Highway, Blmt Transit, EMA
4	Identify transportation resources within the county and potential shortfalls or gaps that may exist.	Monroe County Highway, EMA
5	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for transportation / evacuation issues and concerns.	Monroe County Highway, Blmt Transit
6	Establish partnerships with other local and municipal entities that share transportation responsibilities.	Monroe County Highway, Blmt Transit
7	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency transportation / evacuation needs.	Monroe County Highway, Blmt Transit
8	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency transportation needs.	Monroe County Highway, Blmt Transit
9	Identify, establish and maintain routine and emergency safety standards for all transportation / evacuation personnel that comply with federal and state requirements and policies.	Monroe County Highway, Blmt Transit
10	Identify, establish and maintain alternate transportation facilities, equipment and assets for continuity of operations and essential transportation services statewide.	Monroe County Highway, Blmt Transit
11	Identify alternate facilities, equipment and supplies to continue operations and essential evacuation activities within the county.	Monroe County Highway, Blmt Transit
12	Assist in the development of ordinances, policies and administrative rules that relate directly to transportation, ESF #1 and its ability to provide emergency assistance.	Monroe County Highway, Blmt Transit, ESF 3, ESF 5

ESF #1 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
13	Assist in the development of ordinances, policies and administrative rules that relate directly to the development of roadways, bridges and other pieces of critical infrastructure that would impact ESF #1 and its ability to provide emergency assistance.	Monroe County Highway, Blmt Transit, ESF 3
14	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency transportation issues.	Monroe County Highway, Blmt Transit, EMA
15	Support efforts by INDOT or federal partners to assess and inspect bridges and roadways within the county on a regular basis to ensure integrity is maintained.	Monroe County Highway, Blmt Transit

ESF #1 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Key concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources and critical infrastructure. • Alert and activation of personnel for work in the field or EOC. • Emergency communications and reporting procedures. 	Monroe County Highway, Blmt Transit
2	<p>Develop and conduct training and education programs for ESF #1 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of facilities, equipment, supplies and resources. • The assessment of roadways, bridges and critical infrastructure following emergencies or disasters. • Working in the field during emergency operations. • Working in an EOC during emergency conditions. • WebEOC or other specialized computer applications. • Emergency communications and reporting procedures. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	Monroe County Highway, Blmt Transit, EMA
3	Develop and maintain roster of essential primary and support agency contacts to be used in the event of emergency operations. Ensure critical information (address, telephone, cell, etc.) is captured.	Monroe County Highway, Blmt Transit
4	Develop and maintain a database or system to collect information on essential resources and equipment.	Monroe County Highway, Blmt Transit
5	Develop lists of resources needs and work toward eliminating these shortfalls by securing funding, partnerships or other activities.	Monroe County Highway, Blmt Transit, EMA
6	Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency transportation / evacuation needs.	Monroe County Highway, Blmt Transit, Monroe County Legal Dept.
7	Train personnel on standards and specifications for essential equipment related to emergency transportation needs.	Monroe County Highway, Blmt Transit
8	Train personnel on routine and emergency safety standards for both field operations and EOC support.	Monroe County Highway, Blmt Transit, EMA
9	Exercise alternate transportation facilities, equipment and assets for continuity of operations and essential transportation / evacuation services.	Monroe County Highway, Blmt Transit

ESF #1 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
10	Train personnel on policies and administrative rules that relate directly to transportation /evacuation, ESF #1 and its ability to provide emergency assistance.	Monroe County Highway, Blmt Transit, EMA

ESF #1 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Activate SOP/SOG or guidelines for emergency operations that consider:</p> <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The assessment of roadways, bridges and critical infrastructure. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	<p>Monroe County Highway, Blmt Transit</p>
2	<p>Activate ESF #1 personnel for such mission essential tasks as:</p> <ul style="list-style-type: none"> • Assessment of resources and critical infrastructure. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local or District 8 Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and other pertinent transportation / evacuation information. • Meeting both emergency transportation and evacuation needs of local agencies and departments 	<p>Monroe County Highway, Blmt Transit</p>
3	<p>Evaluate the ability to communicate with ESF #1 personnel and implement alternate communications if primary systems are down.</p>	<p>Monroe County Highway, Blmt Transit</p>
4	<p>Assist in the identification of damages to roads, bridges and other pieces of critical infrastructure within the county that may adversely impact movement of the general public and response personnel. Information to be collected may include:</p> <ul style="list-style-type: none"> • Roads and bridges that are closed. • Routes of safe travel or bypasses to debris covered roads. • Estimated times as to when roads may be passable. 	<p>Monroe County Highway, Blmt Transit, Support Agencies</p>
5	<p>Activate mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that offer rapid deployment of personnel and/or resources as they relate to short and long term emergency transportation / evacuation operations.</p>	<p>Monroe County Highway, Blmt Transit, Support Agencies</p>
6	<p>Prioritize critical roadways which may require repairs or debris removal and take the necessary steps to ensure roads are opened or roads that are impassable are properly closed.</p>	<p>Monroe County Highway, Blmt Transit</p>
7	<p>Work with ESF #13 (Public Safety) in the placement of barricades or other traffic control measures as need or required.</p>	<p>Monroe County Highway, Blmt Transit</p>

ESF #1 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
8	Work with other ESFs as needed, to coordinate the movement and transport of critical energy assets such as fuel and oil. Support and authorize use of commercial vehicles for movement of such supplies.	Monroe County Highway, Blmt, Transit, EMA
9	Work with local agencies and departments in the movement and care of persons with special needs, evacuees and victims.	Monroe County Highway, Blmt Transit
10	Post situation reports and critical information in WebEOC	Monroe County Highway, EMA

ESF #1 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain alternate roadways, as needed.	Monroe County Highway, Blmt Transit
2	Develop plans to repair critical infrastructure to pre-disaster state.	Monroe County Highway, Blmt Transit, ESF 3
3	Explore additional methods of construction for roads, bridges and other critical infrastructure for future transportation projects.	Monroe County Highway, Blmt Transit, ESF 3
4	Work to aggressively eliminate shortfalls or resource gaps that were identified for transportation / evacuation operations.	Monroe County Highway, Blmt Transit
5	Establish partnerships and secure funding sources to address resource shortfalls or gaps for transportation issues and concerns.	All Agencies
6	Identify the need for medical attention of Evacuation personnel and animals, with follow-up monitoring	Monroe County Highway, Blmt Transit, ESF 8
7	Maintain open and ongoing communication with state, local and municipal entities in impacted areas and assist in their overall recovery efforts for transportation / evacuation operations.	Monroe County Highway, Blmt Transit, EMA, ESF 3
8	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	Monroe County Highway, Blmt Transit, EMA, Monroe County Legal Dept.
9	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency transportation and evacuation needs and update based upon the lessons learned from the most recent emergency response.	Monroe County Highway, Blmt Transit
10	Assess the current level of training on emergency safety standards for transportation / evacuation personnel to determine the appropriate application and compliance with federal and state requirements and policies.	Monroe County Highway, Blmt Transit
11	Assess the current usage and application of alternate transportation / evacuation facilities, equipment and assets for essential transportation / evacuation services to determine if there are issues that need to be addressed for future response operations.	Monroe County Highway, Blmt Transit
13	Work to change, if required, those pieces of legislation, policies and administrative rules that relate directly to the development of roadways, bridges and other pieces of critical infrastructure that would hinder the ability of ESF #1 to provide emergency assistance.	Monroe County Highway, Blmt Transit, ESF 3, EMA, Legal Depts.

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ESF 2 – Communications

A. Introduction

The primary mission of the Communications Emergency Support Function (ESF #2) is to provide the resources and personnel to meet the overall communications-related needs of Monroe County before, during and after emergency or disaster events. Such events may significantly impact the ability of county public safety personnel to effectively communicate with one another. The ESF #2 position is critical in order to maintain communication interoperability and provide communication expertise in both the support and management of significant events.

B. Primary Agency

Monroe County Technical Services Department (TSD)

C. Support Agencies

Monroe County Central Emergency Dispatch Center	IU VP Information Technology
City of Bloomington Information Technology	IU Radio & TV
Ellettsville Police Dept.	IU Campus Mail
Monroe County Fire Depts.	IU Police Dept.
Local Radio	IU Emergency Management
Monroe County Amateur Radio Club	IU K9
Local phone & cellular providers	IU Amateur Radio
ERS – OCI Wireless	IU Physical Plant and Facilities
ECS Inc	IU Residential Programs

D. Situation

1. In an event where the need for emergency communications (ESF #2) has been determined, the Monroe County TSD will act as the primary agency.
2. ESF #2 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination efforts in the EOC.
3. ESF #2 personnel will coordinate the activation of communication assets (including Everbridge) to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response, and recovery efforts.
4. Effective response, as well as ongoing support efforts, will be contingent upon the availability of communication resources and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #2 shall deploy communication resources/equipment to areas potentially impacted by emergencies or disasters, prioritizing communication assets and functions to manage and support the immediate and long-term needs of Monroe County.
2. ESF #2 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration into the overall CEMP
 - c) The communication needs of responders within the county
 - d) The level of support required by other ESFs
3. ESF #2 shall ensure effective communication is established and maintained with ESF #5 (Emergency Management) and ESF #7 (Resource Support) to promote an accurate Common Operational Picture (COP) through the use of situation reports and physical assessments.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County TSD) is responsible for the following:
 - a) Providing for the coordination of communication resources to assist in critical functions before, during and after emergency and disaster situations.
 - b) Coordinating the recovery, restoration and safety of the county communications infrastructure impacted by potential hazards or disaster events.
 - c) Providing training on communications to essential personnel who may be called upon to work in potentially impacted areas.
 - d) Work with other local or municipal departments to assess overall damage to the communication infrastructure in impacted areas to determine the impact of the incident and resource gaps that may exist.
 - e) Coordinate and implement emergency-related response and recovery functions, as required, under statutory authority.
2. The support agencies are responsible for the following:

- a) Assist in mitigation, preparedness, response, and recovery operations when requested by Monroe County EMA or the designated ESF primary agency.
- b) Participate, as needed in the EOC, supporting overall coordination of communication assets and personnel during response and/or recovery operations.
- c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
- d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
- e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
- f) Identify new communications equipment, technologies or capabilities required to prepare for or respond to new or emerging threats and hazards.
- g) Provide information regarding trends and challenges to Monroe County's routine and emergency communication capabilities.

G. Resource Requirements

- 1. Each primary and supporting agency shall maintain internal SOP/SOG, or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
- 2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher authorities (i.e. federal, state, etc...) related to homeland security or emergency management will take priority. Training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Communication Interoperability

H. Emergency Support Function Tasks

The following tables consist of essential tasks to be completed by ESF #2 in all phases of emergency management. These tasks have been created as a guide to follow for the primary and support agencies. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #2 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to the Monroe County EMA for integration into the appropriate portion of the CEMP.

ESF #2 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify new communications technology that can foster communication between the EOC and field personnel.	Monroe County TSD, EMA, City IT, Central Dispatch
2	Identify areas that have been or are currently prone to significant hazards and determine the impact on critical communications infrastructure.	Monroe County TSD, EMA
3	Catalogue emergency communication resources within Monroe County and potential shortfalls or gaps that may exist.	Monroe County TSD, EMA, City IT, Central Dispatch
4	Ensure procedures and protocols in place for utilizing the WebEOC system.	EMA
5	Identify new partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for communication issues and concerns.	EMA
6	Establish partnerships with local and municipal entities that share communication responsibilities.	Monroe County TSD, EMA, City IT, Central Dispatch
7	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency communications needs.	EMA
8	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency communication.	Monroe County TSD, EMA, City IT, Central Dispatch
9	Identify, establish and maintain routine and emergency safety standards for all communications personnel that comply with federal and state requirements and policies.	Monroe County TSD, EMA, City IT, Central Dispatch
10	Identify, establish and maintain alternate communication facilities, equipment and assets for continuity of operations and essential communication services statewide.	Monroe County TSD, EMA, City IT, Central Dispatch
11	Assist in the development of ordinances, policies and administrative rules that relate directly to communication during emergencies or disasters, this ESF and its ability to provide emergency assistance or equipment.	Monroe County TSD, EMA, City IT, Central Dispatch
12	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency communication issues.	Monroe County TSD, EMA, City IT, Central Dispatch

ESF #2 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for both routine and emergency operations. Concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of resources and critical infrastructure. • Alert, notify and activate personnel for work in field or EOC. • Emergency communications and reporting procedures. 	Monroe County TSD, EMA, City IT, Central Dispatch
2	<p>Develop and conduct training and education programs for ESF #2 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of critical infrastructure which includes structures, equipment, supplies and resources. • Working in the field during emergency operations. • Working in the State EOC during emergency activations. • WebEOC or other specialized computer applications. • Emergency communications and reporting procedures. • NIMS/IC • Continuity of Operations. • Mapping and GIS computer applications. • Emergency transportation and evacuation planning. 	Monroe County TSD, EMA, City IT, Central Dispatch
3	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #2 to be used in the event of emergency operations. Ensure critical information (cell, email, etc.) are listed.</p>	Monroe County TSD, EMA, City IT, Central Dispatch
4	<p>Develop and maintain a system to collect information on essential resources and equipment.</p>	Monroe County TSD, EMA, City IT, Central Dispatch
5	<p>Develop lists of resource needs and work toward their elimination by securing funding, building partnerships or other activities.</p>	Monroe County TSD, EMA, City IT, Central Dispatch
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities as they relate to short and long-term emergency communication needs.</p>	Monroe County TSD, EMA, City IT, Central Dispatch
7	<p>Train ESF #2 personnel on technical standards and specifications for essential pieces of structures/equipment related to short and long-term emergency communication needs.</p>	Monroe County TSD, EMA, City IT, Central Dispatch
8	<p>Train ESF #2 personnel on routine and emergency safety standards for both field operations and EOC activations.</p>	Monroe County TSD, EMA, City IT, Central Dispatch
9	<p>Exercise alternate communication structures, equipment and assets for continuity of operations and essential communication services.</p>	Monroe County TSD, EMA, City IT, Central Dispatch

ESF #2 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
10	Train ESF #2 staff in the appropriate legislation, policies and administrative rules that relate directly to communication structures, equipment, and assets during emergencies or disasters.	Monroe County TSD, EMA, City IT, Central Dispatch

ESF #2 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The assessment of critical infrastructure which includes structures, equipment, supplies and resources. • The alert and activation of personnel for work in the field or EOC. • Activate call-down list. • Emergency communications and reporting procedures. 	Monroe County TSD, EMA, City IT, Central Dispatch
2	Activate ESF #2 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • Assessment of towers, equipment, supplies and resources following emergencies or disasters. • Assisting with or dispatching technicians to an identified communication need, including the need for equipment. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local and District 8 Incident Command structures. • Activating continuity of operations plans. • Meeting emergency communication needs of local agencies 	Monroe County TSD, EMA, City IT, Central Dispatch
4	Evaluate the ability to communicate with ESF #2 personnel and implement alternate communications if primary systems are down.	Monroe County TSD, EMA, City IT, Central Dispatch
5	Assist in the identification of damages to critical communication infrastructure which includes structures, equipment, supplies and resources within the county that may adversely impact the general public and response personnel. Information to collect includes: <ul style="list-style-type: none"> • Project Hoosier SAFE-T system status. • Power outages of critical communications infrastructure. • Coordination with EOC for generator needs. • Status of alternative systems and restoration of primary services 	Monroe County TSD, EMA, City IT, Central Dispatch
6	Prioritize critical infrastructure which may require repairs or debris removal and take the necessary steps to accomplish task.	Monroe County TSD, EMA, City IT, Central Dispatch
7	Work with other ESFs as needed, to coordinate the restoration of critical communications for improved response	Monroe County TSD, EMA, City IT, Central Dispatch
8	Work with all ESFs, as needed, to support communications needs.	Monroe County TSD, EMA, City IT, Central Dispatch

ESF #2 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
9	Work with appropriate local agencies/departments to communicate with persons of special needs.	Monroe County TSD, EMA, City IT, Central Dispatch
10	Post situation reports and critical information in WebEOC during activations.	Monroe County TSD, EMA, City IT, Central Dispatch

ESF #2 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain alternate means of communication, develop plans to repair critical infrastructure and monitor deployed communications equipment, including resources deployed to sustain alternate communications equipment, such as generators.	Monroe County TSD, EMA, City IT, Central Dispatch
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	Monroe County TSD, EMA, City IT, Central Dispatch
3	Establish partnerships and secure funding sources to address resource shortfalls or gaps for emergency/disaster communication issues and concerns.	Monroe County TSD, EMA, City IT, Central Dispatch
4	Maintain open and ongoing communication with other local and municipal entities that were impacted by the emergency or disaster and assist in their overall efforts for recovery operations.	Monroe County TSD, EMA, City IT, Central Dispatch
5	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	Monroe County TSD, EMA, City IT, Central Dispatch
6	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency communication needs based upon the lessons learned from the most recent emergency/disaster response.	Monroe County TSD, EMA, City IT, Central Dispatch
7	Assess the current level of training on emergency safety standards for communications personnel to determine the appropriate application and compliance with federal and State requirements and policies.	Monroe County TSD, EMA, City IT, Central Dispatch
8	Assess the current usage and application of alternate communication infrastructure to determine if there are issues that need to be addressed for future response operations.	Monroe County TSD, EMA, City IT, Central Dispatch
9	Develop recommendations, if appropriate, regarding pieces of legislation, policies and/or administrative rules that relate directly to communications that hinder ESF #2's ability to provide emergency response.	Monroe County TSD, EMA, City IT, Central Dispatch

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ESF 3 – Public Works

A. Introduction

The primary mission of the Public Works Support Function (ESF #3) is to provide the resources and personnel to meet the overall public works related needs of Monroe County before, during and after emergency or disaster events. Such events may significantly impact the ability of local jurisdictions to sustain the general welfare of the population. ESF #3 position is critical to maintaining sufficient sanitation capabilities and providing a safe and adequate drinking water supply during emergency events.

B. Primary Agency

Monroe County Public Works

C. Support Agencies

Emergency Management	Monroe County Regional Sewer District
Monroe County Highway Dept.	Washington Township Water Corp.
Bloomington Utilities Dept.	Bloomington Public Works Dept.
Monroe County Parks	IU Physical Plant
Ellettsville Street Dept.	IU Residential Programs
Monroe County Building Dept.	IU Architect’s Office
Bloomington Fleet Maintenance	Local Private Contractors & Engineering Firms
Ellettsville Utilities	Ellettsville Street Department

D. Situation

1. In an event where the need for ESF #3 has been determined, the Monroe County Public Works Department will act as the primary agency.
2. ESF #3 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination efforts in the EOC.
3. ESF #3 personnel will coordinate the activation of communication assets to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response, and recovery efforts.
4. Effective response, as well as ongoing support efforts, will be contingent upon the availability of communication resources and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #3 shall deploy resources and equipment to address public works repair and remediation in areas impacted by emergencies or disasters, prioritizing assets and functions to manage and support the immediate and long-term needs of Monroe County.
2. ESF #3 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration into the overall CEMP
 - c) The communication needs of responders within the county
 - d) The level of support required by other ESFs
3. ESF #3 shall ensure effective communication is established and maintained with ESF #5 (Emergency Management), ESF #7 (Resource Support) and ESF #10 (Hazardous Materials) to promote an accurate COP through the use of situation reports and physical assessments.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County Public Works Department) is responsible for the following:
 - a) Providing for the coordination of personnel and equipment resources to assist in critical public works and tasks functions before, during and after emergency and disaster situations.
 - b) Coordinating the maintenance, recovery, and restoration of water and sewer (sanitary and storm) infrastructure and to secure buildings impacted by potential hazards or disaster events.
 - c) Providing training to essential personnel who may be called upon to work in potentially impacted areas.
 - d) Work with other local or municipal departments to assess damage to water/sewer infrastructure and buildings/structures in impacted areas to determine the extent of the incident and resource gaps that may exist.
 - e) Coordinate and implement emergency-related response and recovery functions, as required, under statutory authority.

2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations when requested by Monroe County EMA or the designated ESF primary agency.
 - b) Participate, as needed in the EOC, supporting overall coordination of and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate COP.
 - e) Participate in training and exercises aimed at continuous improvement of both current and future capabilities.
 - f) Identify improvements/projects needed in the public works infrastructure to prepare for or respond to new or emerging threats and hazards.
 - g) Provide information regarding trends and challenges to Monroe County's public works capability.

G. Resource Requirements

1. Each primary and supporting agency shall maintain internal SOP/SOG, or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
2. Each primary and support agency will comply with all applicable requirements for training as directed by their individual agencies. Additionally, requirements from higher authorities (i.e. federal, state, etc...) related to homeland security or emergency management will take priority. Training may include, but is not limited to:
 - a) Hazardous materials training
 - b) NIMS/IC
 - c) Continuity of Operations
 - d) Emergency Operations Planning
 - e) SOP/SOG Development
 - f) Engineering principles and practices

H. Emergency Support Function Tasks

The following tables consist of essential tasks to be completed by ESF #3 in all four phases of emergency management. These tasks have been created as a guide to follow for the primary and support agencies. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #3 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy public works and engineering services to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to the Monroe County EMA for integration into the appropriate portion of the CEMP.

ESF #3 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Recommend the inspection and repair of public levees and dams throughout Monroe County on an annual basis.	Monroe County Public Works
2	Identify areas that have been or are currently prone to significant hazards and determine the impact on public works infrastructure.	Monroe County Public Works
3	Identify new partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for public works problems, issues and concerns.	Monroe County Public Works
4	Establish partnerships with other local and municipal entities that share public works and building code responsibilities.	Monroe County Public Works, Support Agencies
5	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency public works needs.	Monroe County Public Works, Support Agencies
6	Recommend the maintenance and enforcement of building code standards and engineering specifications for buildings/structures related to short and long-term county mitigation practices.	Monroe County Public Works, Support Agencies
7	Identify, establish and maintain routine and emergency safety standards for all public works personnel that comply with federal and state requirements and policies.	Monroe County Public Works, EMA, Legal Dept.
8	Identify, establish and maintain alternate public works facilities, equipment and assets for continuity of operations to provide essential public works services within the county.	Monroe County Public Works, Support Agencies
9	Assist in the development of ordinances, policies and administrative rules that mitigate identified hazards that relate directly to public works during emergencies or disasters, ESF #3 and its ability to provide emergency assistance or equipment.	Monroe Co Public Works, Support Agencies, Legal Dept.
10	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency public works issues.	Monroe County Public Works

ESF #3 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for routine and emergency operations. Concerns include, but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of resources and critical infrastructure. • Proactively assisting water and wastewater utilities in the development of programs to insure sustainability of operations. • Alert and activate personnel for work in field or within EOC. • Emergency communications and reporting procedures. 	<p>Monroe County Public Works, Support Agencies</p>
2	<p>Develop and conduct training and education programs for ESF #3 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of critical infrastructure which includes structures, buildings, equipment, supplies and resources. • Working in the field during emergency operations. • Working in a State EOC during emergency activations. • WebEOC or other specialized computer applications. • Emergency communications and reporting procedures. • NIMS/IC • Continuity of Operations. • Mapping and GIS computer applications. • Emergency transportation and evacuation planning. 	<p>Monroe County Public Works, Support Agencies, EMA</p>
3	<p>Develop and maintain a roster of essential agency contacts for ESF #3 Ensure critical information (address, telephone, cell, etc.) are listed.</p>	<p>Monroe County Public Works</p>
4	<p>Develop and maintain a system to collect information on resources, equipment, fuel, generators, and other emergency power generation.</p>	<p>Monroe County Public Works, EMA</p>
5	<p>Develop lists of resource needs and work toward eliminating shortfalls by securing funding, identifying partnerships or other activities.</p>	<p>Monroe County Public Works, EMA</p>
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer resources or services as they relate to emergency public works.</p>	<p>Monroe County Public Works, EMA</p>
7	<p>Train ESF #3 personnel on engineering/building code standards and specifications related to emergency public works needs.</p>	<p>Monroe County Public Works, EMA</p>
8	<p>Train ESF #3 personnel on routine and emergency safety standards for both field operations and EOC activations.</p>	<p>Monroe County Public Works</p>
9	<p>Identify alternate equipment and resources for continuity of operations and essential public works statewide.</p>	<p>Monroe County Public Works</p>

ESF #3 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
10	Train ESF #3 in the appropriate legislation, policies and administrative rules that relate directly to public works structures/buildings, equipment, and assets during emergencies or disasters.	Monroe County Public Works, EMA

ESF #3 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The assessment of critical infrastructure which includes structures, buildings, equipment, supplies and resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	Monroe County Public Works
2	Activate ESF #3 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment of critical infrastructure equipment, supplies and resources following emergencies or disasters. • Assisting with or dispatching engineers/building inspectors to an identified public works need, including the need for equipment. • Assisting in finding supplemental staff, spare repair parts and chemical treatment stockpiles from other treatment facilities. • Responding to the field or EOC for emergency operations. • Supporting local, district or statewide Incident Command structures. • Developing and distributing maps and other information. 	Monroe County Public Works
3	Evaluate the ability to communicate with ESF #3 personnel and implement alternate communications if primary systems are down.	Monroe County Public Works
4	Assist in the identification of damages to public works infrastructure, and resources within the county. Information to collect may include: <ul style="list-style-type: none"> • Power outages of critical public works infrastructure. • Coordination with local EOC for generator needs. • List impacted critical care, government and mass care facilities. • Status of alternative communication systems. • Develop a plan for emergency restoration of public works services • Estimated times of restoration and/or deployment. 	Monroe County Public Works, Support Agencies
5	Prioritize critical public works infrastructure which may require repairs or debris removal and take the necessary steps to accomplish task.	Monroe County Public Works
6	Work with ESF #12 (Energy) and ESF #13 (Public Safety), as needed, to coordinate the restoration of critical infrastructure and traffic control.	Monroe County Public Works
7	Work with all ESFs, as needed, to support their communications needs and provide status reports to EOC.	Monroe County Public Works
8	Work with appropriate State and local agencies/departments to communicate and assist with persons of special needs.	Monroe County Public Works
9	Post situation reports/critical info in WebEOC during activations.	Monroe County Public Works, EMA

ESF #3 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain alternate means of public works infrastructure, develop plans to inspect and repair critical infrastructure and monitor deployed personnel, equipment and resources.	Monroe County Public Works
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	Monroe County Public Works, EMA
3	Establish partnerships and secure funding sources to address resource shortfalls or gaps for emergency/disaster public works issues and concerns.	Monroe County Public Works, EMA
4	Maintain open and ongoing communication with other local and municipal entities that were impacted by the emergency or disaster and assist in their overall efforts for recovery operations, including continuing debris removal and coordinating the decontamination of equipment.	Monroe County Public Works, EMA
5	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	Monroe County Public Works
6	Assess the current engineering and building code standards for essential short and long-term emergency public works needs based upon the lessons learned from the most recent emergency/disaster response.	Monroe County Public Works, Support Agencies
7	Assess the current level of training on emergency safety standards for public works personnel to determine the appropriate application and compliance with federal and State requirements and policies.	Monroe County Public Works, EMA
8	Assess the current usage and application of alternate public works to determine if there are issues that need to be addressed for future response operations.	Monroe County Public Works, Support Agencies
9	Develop recommendations, if appropriate, regarding pieces of legislation, policies and/or administrative rules that relate directly to public works that hinder ESF #3's ability to provide emergency response.	Monroe County Public Works, EMA, Legal Dept.

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ESF 4 – Firefighting and Emergency Medical Services

A. Introduction

The primary mission of the Firefighting Emergency Support Function (ESF #4) is to provide the resources and personnel to meet the overall firefighting- related needs of the county before, during and after emergency or disaster events. The ESF #4 position is critical for the detection and suppression of wild land, rural and urban fires resulting from, or occurring coincidentally with, an emergency incident in Monroe County. Additionally, ESF 4 shall be responsible for the support and coordination of emergency medical services activities within the county.

B. Primary Agency

Monroe County Fire Chiefs Association

C. Support Agencies

Monroe County Central Dispatch	All County Fire Depts.
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D. Situation

1. In the event the need for ESF #4 is determined, the Monroe County Fire Chiefs Association shall act as the primary agency.
2. ESF #4 will be responsible for implementing internal SOP/SOG and protocols to ensure the goals and objectives of pre-disaster planning are maintained during incident response efforts in the EOC.
3. ESF #4 personnel will collect, analyze, and share information regarding the actual emergency or disaster and coordinate the county’s firefighting and emergency medical needs as defined by this ESF, which support mitigation, preparedness, response and recovery efforts.
4. Effective response as well as ongoing recovery efforts will be contingent upon the availability of resources and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #4 shall summarize the requested resources and equipment to address firefighting and EMS in areas impacted by emergencies or disasters, and assist with the prioritizing of assets and functions to manage and support the immediate and long-term needs of the county.
2. ESF #4 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols

- b) Integration into the overall CEMP
- c) The level of support required by other ESFs
- 3. ESF #4 shall ensure effective communication is established and maintained with all ESFs and the EOC to promote an accurate Common Operational Picture (COP).

F. Organization and Assignment of Responsibilities

- 1. The primary agency (Monroe County Fire Chiefs Association) is responsible for the following:
 - a) Provide the coordination of personnel and equipment resources to assist in critical functions and tasks before, during and after emergency events and disaster situations.
 - b) Provide appropriate training and operational period scheduling to and for essential personnel who may be called upon to work in EOC.
 - c) Work with other local or municipal departments to provide hazard assessments in impacted areas and analyze this information to determine the impact of the incident and resource gaps that may exist.
 - d) Receive reports from other ESFs that update response efforts and assist these ESFs if issues are unresolved and/or information is needed for support during county response operations.
 - e) Provide lifesaving and mission essential services related directly to the fire suppression and EMS.
- 2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations.
 - b) Participate, as needed in the EOC, supporting the coordination of fire and EMS resources and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
 - e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.

- f) Identify improvements/projects needed in the firefighting and emergency medical services to prepare for or respond to new or emerging threats and hazards.
- g) Provide information or intelligence regarding trends and challenges to the EOC.

G. Resource Requirements

- 1. Each primary and supporting agency shall maintain internal SOP/SOG or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
- 2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) Hazardous materials training
 - b) NIMS/IC
 - c) Continuity of Operations
 - d) Emergency Operations Planning
 - e) SOP/SOG Development
 - f) Emergency Medical Services
 - g) Mass Casualty Management
 - h) Indiana Firefighting Training System (IFTS)
 - i) National Fire Academy (NFA)
 - j) National Fire Protection Association (NFPA)

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #4 in the four phases of emergency management. These tasks have been created as a guide for the primary and support agencies of ESF #4. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #4 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and dispatch emergency resources and equipment to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the CEMP.

ESF #4 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to significant and specific hazards and determine the impact on firefighting and EMS capabilities.	All Agencies
2	Identify new partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for firefighting/EMS problems, issues and concerns.	All Agencies
3	Establish partnerships with other local and municipal entities that share firefighting and EMS responsibilities.	All Agencies
4	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term firefighting and EMS needs.	All Agencies
5	Identify, establish and maintain routine and emergency safety standards for all firefighting and EMS personnel that comply with federal and state requirements and policies.	All Agencies
6	Identify, establish and maintain alternate firefighting and EMS facilities, equipment and assets for continuity of operations to provide essential life-saving services within the county.	All Agencies
7	Assist in the development of ordinances, policies and administrative rules that mitigate identified hazards that directly impact firefighting and emergency medical services.	All Agencies
8	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with fire-related injuries and deaths.	MC Fire Chief's Assn, EMA

ESF #4 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop and maintain SOP/SOG for both routine and emergency operations. Key concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of resources and critical infrastructure. • Alert, activate personnel for work in the field or EOC. • Provide assistance to support agencies in developing their plans and procedures. • Emergency communications and reporting procedures. • Develop and maintain standardized format for information and intelligence gathering and reporting. 	MC Fire Chief's Assn, EMA
2	<p>Develop and conduct training and education for ESF #4 personnel. Considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of critical infrastructure which includes structures, buildings, equipment, supplies and resources. • Working in an EOC during emergency activations. • WebEOC or other specialized computer applications. • Emergency communications and reporting procedures. • NIMS/IC • Continuity of Operations. • Mapping and GIS computer applications. • Emergency treatment and transportation 	MC Fire Chief's Assn, EMA
3	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #4. Ensure critical information (address, telephone, cell, facsimile, email, etc.) are listed.</p>	MC Fire Chief's Assn, EMA
4	<p>Develop and maintain a database or system to collect information on essential resources and equipment.</p>	All Agencies
5	<p>Develop lists of resource needs and work toward eliminating these shortfalls by securing funding, identifying partnerships or taking other essential activities.</p>	All Agencies
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term firefighting and EMS.</p>	All Agencies
7	<p>Train, and if appropriate certify, ESF #4 personnel on routine and emergency safety standards.</p>	All Agencies
8	<p>Identify alternate resources for continuity of operations.</p>	All Agencies

ESF #4 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • Situation assessment, staging, usage and status of equipment, supplies and resources. • Situation assessment of critical infrastructure which includes structures, buildings, equipment, supplies and resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	MC Fire Chief's Assn
2	Activate ESF #4 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • Fire suppression and investigation • Providing pre-hospital emergency medical care • The assessment of critical infrastructure which includes structures, equipment, supplies and resources following emergencies or disasters. • Assisting with or dispatch personnel to an identified situation, related to fire or emergency medical services • Responding to the field for emergency operations during incidents that do not relate directly to fire or EMS functions • Working in an EOC during emergency conditions. • Supporting local and District 8 Incident Command structures. • Activating continuity of operations plans. • Collect, gather, verify, analyze and disseminate incident information, including geographic information. • Meeting emergency communication protocols of local agencies and departments. 	MC Fire Chief's Assn
3	Evaluate the ability to communicate with ESF #4 personnel and implement alternate communications if primary systems are down.	MC Fire Chief's Assn
4	Post situation reports and critical information in WebEOC during activations.	MC Fire Chief's Assn
5	Work with appropriate State and local agencies/departments to communicate and assist with persons of special needs.	MC Fire Chief's Assn, EMA

ESF #4 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain alternate means of firefighting and EMS, develop plans to inspect and repair critical infrastructure and monitor deployed personnel, equipment and resources.	All Agencies
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	All Agencies
3	Establish partnerships and secure funding sources to address resource shortfalls or gaps for emergency/disaster issues and concerns.	All Agencies
4	Maintain open and ongoing communication with other local and municipal entities that were impacted by the emergency or disaster and assist in their overall efforts for recovery operations, including continuing debris removal.	All Agencies
5	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	All Agencies
6	Assess the current level of training on emergency safety standards for firefighting and EMS personnel to determine the appropriate application and compliance with federal and State requirements and policies.	All Agencies
7	If appropriate, develop recommendations regarding pieces of legislation, policies and/or administrative rules that relate directly to firefighting and EMS that hinder ESF #4's ability to provide adequate emergency response.	All Agencies

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ESF 5 – Emergency Management / Food and Water

A. Introduction

The primary mission of the Emergency Management / Food & Water Emergency Support Function (ESF #5) is to provide the resources and personnel to meet the overall emergency-related needs of the county before, during and after emergency or disaster events. And to identify, secure and arrange for the transportation of food/water assistance to affected areas following a major disaster or emergency. ESF #5 is responsible for coordinating incident management activities for Monroe County.

B. Primary Agency

Monroe County Emergency Management Agency (EMA)

C. Support Agencies

Monroe County Engineering	Monroe County Technical Services
City of Bloomington Planning Dept.	Monroe County Auditor
City of Bloomington Risk Mgmt.	Ellettsville Clerk-Treasurer
Monroe County Planning Dept.	Stinesville Clerk-Treasurer
Ellettsville Planning & Zoning	Monroe County Weights & Measures
City of Bloomington Chamber of Commerce	Monroe County Surveyor
City of Bloomington Public Works	Bloomington Economic Development Corp.
City of Bloomington Utilities	Monroe County Commissioners
Monroe County Legal	IU Emergency Management
City of Bloomington Legal Dept.	Monroe County Visitors Bureau
Monroe County Health Department	Monroe County Public Works
Southern Indiana Chapter of Red Cross	Salvation Army
Monroe County Schools	IU Physical Plant
Richland Bean Blossom Schools	Hoosier Hills Food Bank
IU Residential Programs	IU Memorial Union
IU Environmental Health & Safety	SYSCO Foods
Beasley Produce	Crystal Pure Water
Office of the Mayor City of Bloomington	Monroe County Highway

D. Situation

1. In the event the need for ESF #5 is determined, Monroe County EMA will act as the primary agency.
2. ESF #5 will be responsible for implementing internal SOP/SOG and protocols to ensure the goals and objectives of pre-disaster planning are maintained during incident response efforts in the EOC.
3. ESF #5 personnel will collect, analyze and share information regarding the emergency or disaster and coordinate the county's emergency needs, to support activities in mitigation, preparedness, response and recovery efforts.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of resources and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #5 shall process and deploy the requested resources and equipment to address areas impacted by emergencies or disasters and will assist with the prioritization of assets and functions to manage and support the immediate and long-term life-safety and property protection efforts required by county agencies and departments.
2. ESF #5 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) The level of support required by other ESFs
3. ESF #5 is responsible for promoting an accurate Common Operational Picture (COP) by directly engaging ESF partners to collect information pertaining to immediate response needs, projected future needs, and long-term response and recovery priorities.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County EMA) is responsible for the following:
 - a) Provide the coordination of personnel and equipment resources to assist in critical functions and tasks before, during and after emergency events and disaster situations.

- b) Ensure the development of an IAP for extended emergency operations to support local Unified Command efforts.
 - c) Provide appropriate training and scheduling for essential personnel who may be called upon to work in EOC.
 - d) Work with other local or municipal departments to provide hazard assessments in impacted areas and analyze this information to determine the impact of the incident and resource gaps that may exist.
 - e) Work with other local or municipal departments to assess evacuee and victim needs in impacted areas of the county and determine potential resource gaps that may exist in conducting Food and Water operations.
 - f) Receive reports from other active ESFs that update response efforts and assist these ESFs if issues are unresolved and/or information is needed for support during county response operations.
 - g) Submit information via WebEOC to IDHS or FEMA, if an emergency or disaster has the potential to or has actually impacted the county.
 - h) ESF #5 personnel will collect, analyze and share information regarding the emergency or disaster and coordinate the county's Food and Water needs, to support activities in mitigation, preparedness, response and recovery phases.
 - i) Effective response, as well as ongoing recovery efforts will be contingent upon the availability of resources and the extent/impact of the incident upon the county.
2. The support agencies are responsible for the following:
- a) Assist in mitigation, preparedness, response, and recovery operations as needed or required.
 - b) Assist, as needed in the activation of the EOC, supporting the coordination resources and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate COP.

- e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
- f) Identify improvements/projects needed in the firefighting and emergency medical services to prepare for or respond to new or emerging threats and hazards.
- g) Provide information or intelligence regarding trends and challenges to the EOC.

G. Resource Requirements

1. Each primary and supporting agency shall maintain internal SOP/SOG or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) Hazardous materials training
 - b) NIMS/IC
 - c) Continuity of Operations
 - d) Emergency Operations Planning
 - e) SOP/SOG Development
 - f) FEMA Individual Assistance Programs
 - g) FEMA Public Assistance Programs
 - h) Critical Infrastructure Protection
 - i) Grants Management
 - j) Creative Finance
 - k) Resource Management
 - l) Management and Leadership
 - m) Mass Casualty Management

n) Mass Care Operations (food and water)

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #5 in the four phases of emergency management. These tasks have been created as a guide for the primary and support agencies of ESF #5. They should be used as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #5 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and dispatch emergency management resources and equipment to perform lifesaving activities. Further development, updating or changes made to these tasks will be integrated into the appropriate portion of the Monroe County CEMP.

ESF #5 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Monitor situation with ESF #2 to ensure procedures and protocols are in place for utilizing the WebEOC system.	EMA SOP
2	Identify Food and Water capabilities within the county and potential shortfalls or gaps that may exist	EMA, Supporting Agencies
3	Identify areas that have been or are currently prone to significant and specific hazards and determine the impact on in collecting and dissemination	EMA LEPC
4	Identify new partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for emergency management problems, issues and concerns.	All Agencies
5	Establish partnerships with other state, local and municipal entities that share emergency management responsibilities.	EMA Policy
6	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency management needs.	EMA Policy
7	Identify, establish and maintain routine and emergency safety standards for all emergency management personnel that comply with federal and state requirements and policies.	All Agencies
8	Identify, establish and maintain alternate emergency management facilities, equipment and assets for continuity of operations to provide director and control support within the county.	EMA
9	Identify alternate facilities, equipment and supplies to continue operations and essential Food and Water provision activities within the county.	EMA, Supporting Agencies
10	Assist in the development of ordinances, policies and administrative rules that mitigate identified hazards and their impact on emergency management activities and personnel.	EMA, EMAC
11	Work with ESF #15 to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency and disasters.	EMA Outreach

ESF #5 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Key operational concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification of equipment, supplies, resources and critical infrastructure. • Alert, notify and activate personnel for work within the EOC. • Assist agencies in developing emergency plans and procedures. • Develop procedures for use of staging areas. • Test and evaluate emergency communications procedures. • Use geographic information systems (GIS) to produce base map(s) • Develop and maintain standardized format for information and intelligence gathering and reporting documents (e.g. WebEOC) 	EMA, Monroe County TSD, ARES/RACES, Supporting Agencies
2	<p>Develop and conduct training and education programs for ESF #5 personnel. Key program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • Assessment of critical infrastructure, supplies, equipment and resources. • Engineering principles and practices. • Working in the field during emergency operations. • Working in an EOC during emergency activations. • WebEOC or other specialized computer applications. • Emergency communications and reporting procedures. • NIMS/IC • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	EMA, Supporting Agencies
3	<p>Develop and maintain a roster of essential contacts for ESF #5. Ensure critical information (telephone, cell, email, etc.) are listed.</p>	EMA, Supporting Agencies
4	<p>Develop and maintain standardized format for information and intelligence gathering and reporting documents.</p>	EMA, NIMS, Supporting Agencies
5	<p>Develop and maintain a database or system to collect information on resources and equipment utilizing NIMS resource typing standards.</p>	EMA, WebEOC, Supporting Agencies
6	<p>Develop lists of resource needs and work toward eliminating shortfalls by securing funding, identifying partnerships or taking other activities.</p>	EMA, Supporting Agencies
7	<p>Update mutual aid agreements, letters of understanding or contracts that may offer rapid deployment of resources or services</p>	EMA, Monroe County Legal
8	<p>Train ESF #5 personnel on routine and emergency safety standards for both field operations and State EOC activations.</p>	EMA, Supporting Agencies

ESF #5 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
9	Identify alternate equipment and resources for continuity of operations and essential emergency management statewide.	EMA COOP/COG
10	Train ESF #5 in the appropriate legislation, policies and administrative rules that relate directly to emergency management during emergencies or disasters.	EMA, District 8, Supporting Agencies
11	Exercise alternate facilities, equipment and supplies for continuity of operations and essential Food and Water operations statewide	EMA, Supporting Agencies

ESF #5 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Activate SOP/SOG or guidelines for emergency operations that consider:</p> <ul style="list-style-type: none"> • Situation assessment, staging, use, status and sustainability of equipment, facilities and supplies • Situation assessment of critical infrastructure which includes structures, buildings, equipment, supplies and resources. • The alert and activation of personnel for work in the field or EOC. • Activate call-down list. • Emergency communications and reporting procedures. • Produce and distribute a base map that is functional and useful to other ESFs during response and recovery tasks. 	EMA, Supporting Agencies
2	<p>Activate ESF #5 personnel for such mission essential tasks as:</p> <ul style="list-style-type: none"> • Assessment of structures, equipment, supplies and resources following emergencies or disasters. • Assisting with or dispatch personnel to an identified emergency situation, including the need for equipment. • Provide initial and operational-period situational assessments of field operations, including personnel and resource needs. • Working in an EOC during emergency conditions. • Supporting local, district or statewide Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and Food and Water access information • Collect, gather, verify, analyze, and disseminate incident information, including geographic information. • Supporting emergency communication needs of local agencies 	EMA, SOP/SOG, Supporting Agencies
3	<p>Evaluate the ability to communicate with ESF #5 personnel and implement alternate communications if primary systems are down.</p>	EMA, Supporting Agencies
4	<p>Prepare a situation reports that summarizes all ESF activities and need for resources. Situation reports lists damages/status to critical infrastructure which includes structures, buildings, equipment, supplies and resources within the county that may be adversely impacted Information to be collected may include but not limited to:</p> <ul style="list-style-type: none"> • WebEOC situation report. • Power outages of critical emergency management infrastructure. • Impacted government, transportation and mass care facilities. • Injuries and fatalities. • Status of alternative communication systems. • Estimated times of restoration and/or deployment. 	EMA with assistance from other ESFs
5	<p>Provide situation reports and critical information to EOC for integration to Web EOC</p>	EMA, WebEOC

ESF #5 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
6	Work with appropriate local agencies/departments to communicate and assist with persons of special needs.	All ESFs
7	Activate mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that offer rapid deployment of personnel and/or resources as they relate to short and long-term emergency Food and Water provision operations.	EMA, Supporting Agencies
8	Coordinate with ESF #13 (Public Safety) to provide security in the field and staging areas, as needed	EMA, Supporting Agencies

ESF #5 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain alternate means of communication and reporting.	All ESFs
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster	EMA, Supporting Agencies
3	Develop plans to inspect and repair critical infrastructure and monitor deployed personnel, equipment and resources.	All ESFs
4	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	EMA
5	Establish partnerships and secure funding sources to address resource shortfalls or gaps for emergency/disaster issues and concerns.	EMA, Supporting Agencies
6	Maintain open and ongoing communication with other state, local and municipal entities that were impacted by the emergency or disaster and assist in their overall efforts for recovery operations, including continuing debris removal, and Food and Water	EMA, ESF 14, Supporting Agencies
7	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	EMA, Supporting Agencies
8	Assess the current facilities, equipment, supplies, usage and other resources and update resource lists based upon the lessons learned from the most recent emergency response	EMA, Supporting Agencies
9	Assess the current level of training on emergency safety standards for emergency management personnel to determine the appropriate application and compliance with federal and state requirements and policies.	EMA, Supporting Agencies, HSEEP
10	Identify the need for medical attention of Food and Water personnel with follow-up monitoring	ESF 8
11	Conduct initial property damage assessments by coordinating with appropriate state and local officials at affected sites, if human safety is not a concern.	EMA, ESF 18
12	Gather all ESF and agency AARs and compile into single report.	EMA, HSEEP
13	If appropriate, develop recommendations regarding pieces of legislation, policies and/or administrative rules that relate directly to emergency management, that hinder ESF #5's ability to provide emergency response.	EMA, EMAC, Monroe County Legal

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ESF 6 – Mass Care, Emergency Assistance, Housing, Human Services and Damage Assessment

A. Introduction

The primary mission of the Mass Care, Emergency Assistance, Housing, Human Services and Damage Assessment Emergency Support Function (ESF #6) is to provide the resources and personnel to meet the non-medical mass care related needs of the county before, during and after emergency or disaster events. ESF #6 promotes the delivery of services and the implementation of programs to assist individuals, households and families impacted by an incident. ESF #6 also conducts and coordinates damage assessment activities of all damaged county facilities, and complies assessment damage assessment data from local jurisdictions that may support a Presidential Declaration.

B. Primary Agency

American Red Cross (ARC), Monroe County Chapter

C. Support Agencies

Monroe County EMA	IU Residential Programs
Monroe County Highway	IU Athletics
Monroe County Health Dept.	IU Real Estate
Monroe County Salvation Army	IU Emergency Management
IU Health Bloomington	IU Memorial Union
IU Health Bloomington EMTS	IU Recreation Sports
Monroe County Extension Office	IU Space Mgmt.
Monroe County Solid Waste Mgmt.	IU Environmental Health & Safety
All County Fire Depts.	IU Physical Plant
Monroe County LEPC	Bloomington Amateur Radio Club
Monroe County Animals Control	Monroe County United Way
City of Bloomington Animal Control	Monroe County Community Service
Monroe County Building Dept.	Monroe County Humane Association
City of Bloomington Public Works	Monroe County Faith Based Communities
Monroe County Assessor’s Office	Monroe County Community Schools
Monroe County Civil Air Patrol	Richland-Bean Blossom Schools

D. Situation

1. In the event the need for ESF #6 is determined, the Monroe County Chapter of the American Red Cross will act as the primary agency.
2. ESF #6 will be responsible for implementing internal SOP/SOG and protocols to ensure the goals and objectives of pre-disaster planning are maintained during incident response efforts, and ensure adequate staffing and administrative support in the EOC.
3. ESF #6 personnel will collect, analyze and share information regarding the emergency or disaster and coordinate the county's mass care and sheltering needs, to support activities in mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of resources and the extent/impact of the incident upon the county.
5. ESF #6 will activate Damage Assessment team assets to fulfill specific mission essential activities in the mitigation, preparedness, response and recover phases if needed.

E. Concept of Operations

1. ESF #6 shall coordinate and arrange the deployment resources to areas impacted by emergencies and disasters, and support damage assessment missions, prioritizing their assets/critical tasks to manage and support the immediate and long-term mass care need of the county.
2. ESF #6 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response.
 - d) The level of support required by other ESFs
3. ESF #6 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate COP during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (American Red Cross, Monroe County Chapter) is responsible for the following:
 - a) Provide the coordination of personnel, equipment resources and damage assessment teams to assist in mass care, sheltering operations, or other key activities deemed necessary to meet the challenges of a given emergency or disaster.
 - b) Provide appropriate training and scheduling for essential personnel who may be called upon to work in EOC.
 - c) Work with other local or municipal departments to assess damage, evacuee and victim needs in impacted areas of the county and determine potential resource and/or capability gaps that may exist in conducting mass care operations.
 - d) Submit reports and other
 - e) r mass care information via WebEOC to Monroe County EMA and the EOC.
 - f) Manage the financial aspects and considerations regarding the request of and receipt of damage assessment teams personnel, equipment and supplies.

2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the activation of the EOC, supporting the coordination of resources and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate COP.
 - e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
 - f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.

- g) Provide information or intelligence regarding trends and challenges to the county's mass care capability.

G. Resource Requirements

1. Each primary and supporting agency shall maintain internal SOP/SOG or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) FEMA Individual Assistance Programs
 - f) FEMA Public Assistance Programs
 - g) Sheltering and Mass Care Operations
 - h) Resource Management
 - i) Management and Leadership
 - j) Specialized search and rescue training and education programs

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #6 in the four phases of emergency management. These tasks have been created as a guide for the primary and support agencies of ESF #6. They should be used as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #6 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and dispatch mass care resources and equipment to provide and perform essential services and lifesaving activities. Further development, updating or changes made to these tasks will be integrated into the appropriate portion of the Monroe County CEMP.

ESF #6 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to significant hazards and determine the impact on emergency mass care capabilities. Identify the nature of the threat and evaluate the possible consequences of various emergencies or declared disaster occurring.	ARC Monroe County Chapter, Monroe County EMA
2	Identify sources of hazard-specific needs, resources and equipment. Investigate new technology and procedures for use in completing the Damage Assessment Emergency Support Function goals and objectives.	ARC Monroe County Chapter, Monroe County EMA
3	Identify areas where public education programs detailing mass care, damage assessment and State and Federal reimbursement procedures are needed.	Monroe County EMA
4	Catalogue emergency mass care and damage assessment resources within Monroe County and the potential shortfalls or gaps that may exist.	ARC Monroe County Chapter
5	Identify new partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for emergency mass care provisions and damage assessment	ARC Monroe County Chapter, Monroe County EMA
6	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of personnel and/or resources as they relate to short and long-term emergency mass care needs and damage assessment	ARC Monroe County Chapter, Monroe County EMA
7	Identify requirement for ESF specific standard operating procedures, plans and checklist for lead and support agencies, when the EOC is activated.	ARC Monroe County Chapter, Monroe County EMA
8	Identify Emergency Support Function specific training requirements and current level of training. Identify additional or refresher training needs and requirements	ARC Monroe County Chapter, Monroe County EMA
9	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency mass care and damage assessment.	ARC Monroe County Chapter
10	Identify, establish and maintain routine and emergency safety standards for all personnel that comply with federal and state requirements and policies.	Monroe County EMA, ARC Monroe County Chapter
11	Identify, establish and maintain alternate communications equipment for the continuation of essential mass care services.	Bloomington Amateur Radio Club, ARC Monroe County Chapter

ESF #6 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
12	Assist in the development of policies and administrative rules that relate directly to mass care during emergencies or disasters, this ESF and its ability to provide emergency assistance or equipment.	ARC Monroe County Chapter
13	Assess the value of prominent structures, public building facilities and other areas assessed, to provide a more accurate and faster assessment of the loss.	Monroe County Assessor's Office
14	Designate a damage assessment coordinator.	Monroe County EMA
15	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs focused on evacuations, damage assessment and public mass care facilities to help eliminate or reduce risks during an emergency or disaster.	ARC Monroe County Chapter, Monroe County EMA

ESF #6 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Operational concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of resources and critical infrastructure. • Alert, notify and activate personnel for work in the field or EOC. • Emergency mass care and reporting procedures. • Damage assessment 	ARC Monroe County Chapter
2	<p>Develop and conduct training and education programs for ESF #6 personnel. Key program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of structures, equipment, supplies and resources. • Working in the field during emergency operations. • Working in an EOC during emergency activations. • WebEOC or other specialized computer applications. • Emergency mass care and reporting procedures. • NIMS/IC • Continuity of Operations. • Mapping and GIS computer applications. • Emergency transportation and evacuation planning. • Damage Assessment. 	ARC Monroe County Chapter, Monroe County EMA
3	<p>Develop and conduct public education programs detailing mass care and damage assessment, and state and federal reimbursement.</p>	Monroe County EMA
4	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #6 to be used in the event of emergency operations. Ensure critical information (telephone, cell, email, shift change/staffing procedures, etc.) is listed.</p>	ARC Monroe County Chapter, Monroe County EMA
5	<p>Develop and maintain contact list of key personnel all Emergency Support Function agencies, as well as other agencies that may be involved in an emergency situation, including directories for counties, municipalities, and Federal agencies with responsibilities under the Federal Response Plan.</p>	ARC Monroe County Chapter, Monroe County EMA
6	<p>Develop and maintain a list of tasks and responsibilities for feeding and sheltering evacuees and victims, including sheltering locations.</p>	ARC Monroe County Chapter
7	<p>Develop and maintain lists of equipment, damage assessment needs, resource needs and work to eliminate these shortfalls by securing funding, identifying partnerships or through other activities.</p>	ARC Monroe County Chapter, Monroe County EMA
8	<p>Develop and maintain mutual aid agreements, letters of understanding or contracts that may offer rapid deployment of personnel, resources or services as they relate to short and long-term emergency mass care and damage assessment.</p>	ARC Monroe County Chapter, Monroe County EMA

ESF #6 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
9	Develop and maintain a Damage Assessment manpower list, delineating specialized skills and certifications of personnel. Ensure all damage assessment team members have been trained in how to properly conduct assigned tasks	ARC Monroe County Chapter, Monroe County EMA, Monroe County Engineering Dept.
10	Train ESF #6 personnel on short and long-term emergency mass care operations and damage assessment, and certify equipment if appropriate. Train in the appropriate policies and administrative rules that relate to mass care and damage assessment.	ARC Monroe County Chapter
11	Obtain detailed maps of jurisdictions	Monroe County Engineering Dept., City of Blmt Utilities
12	Train, ESF #6 personnel on routine and emergency safety standards for both field operations and State EOC activations.	ARC Monroe County Chapter
13	Exercise alternate communication structures, equipment and assets for continuity of operations and essential communications in county.	ARC Monroe County Chapter, ARES/RACES
14	Ensure that all copies of all necessary ESF-specific emergency manuals, plans, procedures and other reference materials are located in the EOC	Monroe County EMA
15	Provide guidance on state and federal regulations regarding damage assessment	Monroe County EMA
16	Ensure that all damage assessment team members have been trained in how to properly conduct assigned tasks	ARC Monroe County Chapter, Monroe County EMA
17	Discuss with other ESF Coordinator's the incident management structure and methods of communication that will be utilized during an emergency and/or disaster	ARD Monroe County Chapter, Monroe County EMA

ESF #6 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, and status of personnel, structures, buildings, equipment, supplies and other resources. • Assessment of critical structures, equipment, and supplies. • Alert and activate of staff for work in field or EOC. • Emergency mass care and reporting procedures. • Damage Assessment procedures 	ARC Monroe County Chapter, Monroe County EMA, other Support Agencies
2	Assess scope, magnitude, extent, and potential duration of incident.	ARC Monroe County Chapter, Monroe County EMA
3	Activate ESF #6 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • Assessment of critical infrastructure, equipment, and other resources following emergencies or disasters. • Identify population displaced and location of affected persons. • Respond to mass care needs with food, water or personal items. • Coordinate with ESF #1 (Transportation) and ESF #15 (External Affairs) to identify vehicle routes to aid responders and evacuees. • Coordination of shelters, feeding and other activities • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Coordinate with ESF #13 (Public Safety) for security at shelters. 	ARC Monroe County Chapter
4	Dispatch Damage Assessment Emergency Support Function personnel to appropriate field locations to conduct damage assessment activities as appropriate and safe to do so.	ARC Monroe County Chapter, Monroe County EMA and selected other agencies
5	Assist in the development of the incident action plan.	ARC Monroe County Chapter, Monroe County EMA
6	Establish and monitor communication link with ESF #6 personnel and implement alternate communications if primary systems are down.	ARC Monroe County, ARES/RACES

ESF #6 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
7	Collect information and identify damages to homes, shelters, infrastructure, and mass care structures, equipment, supplies and resources. Information to collect includes: <ul style="list-style-type: none"> • Status of alternate shelters and service centers. • Status of homes and evacuee’s needing shelter • Coordination with EOC for generator needs. • Status of alternative communication systems. • Status of vital infrastructure. 	ARC Monroe County Chapter, Monroe County EMA
8	During each operational period, provide situation reports of Damage Assessment Emergency Support Function activities to the Emergency Operations Center supervisor.	ARC Monroe County Chapter, Monroe County Highway Dept.
9	Attend meetings for periodic situation updates.	ARC Monroe County Chapter, All support agencies with DA responsibilities
10	Document incoming and outgoing notifications. Maintain record of actions taken.	ARC Monroe County Chapter, Monroe County EMA, and ESF #5
11	Provide victim related recovery efforts such as counseling, support for persons with special needs or assisting with processing benefit claims.	ARC Monroe County Chapter, Monroe County EMA, All Support Agencies
12	Coordinate with ESF #15 (External Affairs) to release public service messages regarding victim assistance and information hotline/helpline.	ARC Monroe County Chapter
13	Coordinate with ESF #10 (HazMat) to set-up a portable decontamination system at the evacuee/victim shelters, if necessary.	ARC Monroe County Chapter
14	Work with all ESFs, as needed, to support their mass care and damage assessment needs.	ARC Monroe County Chapter

ESF #6 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
15	<p>Perform damage assessments as requested, within the scope of each agency's nominal responsibilities. (includes engaging third-party contractors) (includes: Assess damage to parks and recreation areas</p>	<p>ARC Monroe County Chapter, Monroe County Engineering Dept., Monroe County EMA, Monroe County Highway Maintenance Dept., City of Bloomington Utilities, City of Bloomington Public Works Dept., Monroe County Parks and Recreation Dept., City of Bloomington Parks and Recreation Dept. Monroe County Assessor's Office</p>
16	Work with local agencies to assess persons with special needs.	ARC Monroe County Chapter
17	Post situation reports and critical information in WebEOC.	ARC Monroe County Chapter
18	Send assessment reports to the Monroe County Emergency Management Agency.	<p>ARC Monroe County Chapter, Monroe County Engineering Dept., All other supporting agencies with assessments</p>
19	Request State/Federal resources as needed.	Monroe County EMA
20	Interface with State/Federal personnel to coordinate the ESF information and planning functions as needed	ESF #5 Information and Planning

ESF #6 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
21	Assess the damage to crops, livestock, equipment, etc., and the impact to the agricultural community.	ESF #11 Agriculture, Monroe County EMA
22	Estimate the losses sustained by businesses and loss of employment from damage to businesses.	Monroe County EMA, Monroe County Engineering Dept., Monroe County Assessor

ESF #6 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with State local entities to: <ul style="list-style-type: none"> • Maintain alternate means of communication. • Develop plans to repair/replace mass care equipment and supplies. • Provide short-term and temporary housing and relocation, as appropriate. • Provide crisis counseling. • Monitor deployed mass care resources/equipment. • Distribution of items such as comfort kits, clean-up kits, water, ice, shovels, insect repellent or other items, if appropriate. 	ARC Monroe County Chapter, All Support Agencies
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	ARC Monroe County Chapter
3	Collect and inventory all equipment used during the incident.	ARC Monroe County Chapter, All Support Agencies
4	Provide guidance on State and Federal damage assessment activities and associated forms.	ARC Monroe County Chapter, Monroe County EMA
5	Coordinate with the Resource Support Emergency Support Function on resource accountability.	Monroe County EMA
6	Ensure site damage assessments were sent to the Monroe County Emergency Management Agency.	Monroe County Highway Maintenance & Engineering Dept. ARC Monroe County Chapter
7	Establish partnerships and secure funding sources to address resource shortfalls or gaps for emergency/disaster issues and concerns.	ARC Monroe County Chapter, All Support Agencies
8	Maintain open and ongoing communication with other local and municipal entities that were impacted by the emergency or disaster and assist in their overall efforts for recovery operations.	ARC Monroe County Chapter
9	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	ARC Monroe County Chapter
10	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency mass care needs based upon the lessons learned from the most recent emergency/disaster response.	ARC Monroe County Chapter, All Support Agencies

ESF #6 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
11	Coordinate with insurance companies of affected individuals, businesses, and municipalities.	Monroe County Engineering Dept. City of Bloomington Attorney
12	Advise individuals, businesses, and municipalities as to the repairs and restorative efforts that are likely to be necessary.	Monroe County EMA
13	Assess the current level of training on emergency safety standards for mass care personnel to determine the appropriate application and compliance with requirements/policies from individual agencies, federal governments, and State governments.	ARC Monroe County Chapter
14	Assess the current usage and application of alternate communication infrastructure to determine if there are issues that need to be addressed for future response operations.	ARC Monroe County Chapter, ARES/RACES
15	Develop recommendations, if appropriate, regarding pieces of legislation, policies and/or administrative rules that relate directly to mass care, that hinder ESF #6's ability to provide emergency response.	Monroe County EMA
16	Ensure that all staff is properly debriefed, to include mental health debriefings if appropriate.	ARC Monroe County Chapter, Monroe County Health Department - Medical ESF #8
17	Prepare appropriate After-Action Reports.	ARC Monroe County Chapter, Monroe County Engineering Dept. Monroe County ARES-RACES, Monroe County EMA
18	Assess the number of deaths and identify the number and types of injuries attributed to the incident or declared disaster.	ARC Monroe County Chapter, Monroe County Coroner's Office
19	Provide an estimate of losses of personal property sustained as the result of an emergency or declared disaster.	Monroe County Assessor

ESF #6 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
20	Report damage to higher levels of government.	Monroe County EMA, Monroe County Engineering Dept.
21	Inform the public as to procedures for applying for assistance with repairs.	Monroe County EMA
22	Coordinate with Public Works & Engineering Emergency Support Function to assess extent of damage to buildings, properties, and critical infrastructures.	Monroe County Engineering Dept. Monroe County EMA, City of Bloomington Public Works, City of Bloomington Utilities
23	Coordinate with Public Works & Engineering and Hazardous Materials Emergency Support Functions in determining extent of property damage and extent of decontamination and/or replacement necessary.	ESF #8 (Monroe County Health Dept.), Bloomington Township Fire Dept.
24	Coordinate with Law Enforcement Emergency Support Function to determine evidentiary issues associated with damaged public properties' critical infrastructure needing to be restored and issues associated with reclamation of evidentiary items sessions.	Monroe County Engineering Dept., Monroe County Building Dept., Monroe County EMA

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ESF 7 – Logistics Management and Resource Support

A. Introduction

The primary mission of the Logistics Management and Resource Support Emergency Support Function (ESF #7) is to provide the resource support related needs of the county before, during and after emergency or disaster events. ESF #7 is the primary source for the identification, distribution and management of critical equipment, facilities and resources that are directed toward life safety and property protection activities.

B. Primary Agency

City of Bloomington Public Works

C. Support Agencies

Monroe County Highway Dept.	Ellettsville Clerk-Treasurer
City of Bloomington Utilities	Monroe County Visitors Bureau
Monroe County Technical Services Dept.	Bloomington Economic Development Corp.
Monroe County Weights & Measures	IU Emergency Management
Monroe County Parks Dept.	IU Physical Plant
City of Bloomington Information Technology Services	IU Residential Programs
Monroe County Treasurer	IU Environmental Health & Safety
Township Trustees	IU Police Dept.
Monroe County Fair Board	IU Purchasing
City of Bloomington Controller	

D. Situation

1. In the event the need for ESF #7 is determined, the City of Bloomington Public Works Department will act as the primary agency.
2. ESF #7 will be responsible for implementing internal SOP/SOG and protocols to ensure the goals and objectives of pre-disaster planning are maintained during incident response efforts in the EOC.
3. ESF #7 personnel will collect, analyze and share information regarding the emergency or disaster and coordinate the county's resource support activities in mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #7 shall deploy resources to areas impacted by emergencies and disasters, prioritizing their assets/critical tasks to manage and support the immediate and long-term needs of the county.
2. ESF #7 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) The level of support required by other ESFs
3. ESF #7 is responsible for promoting an accurate Common Operational Picture (COP) by working closely with other key local partners to collect information pertaining to immediate response needs, projected future needs, and long-term response and recovery priorities.

F. Organization and Assignment of Responsibilities

1. The primary agency (City of Bloomington Public Works) is responsible for the following:
 - a) Processing resource requests from county agencies and securing materials, equipment, personnel and other key items needed before, during and after an emergency and disaster.
 - b) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - c) Manage the financial aspects and considerations in the procurement, storage and distribution of materials, equipment and supplies.
 - d) Work with other local or municipal departments to assess the overall damage to critical resources, materials and other back-up supplies and equipment to determine potential resource gaps that may exist in conducting resource support operations.
 - e) Submit reports and other mass care information via WebEOC to Monroe County EMA.

2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the activation of the EOC, supporting the coordination of resources and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
 - e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
 - f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
 - g) Provide information or intelligence regarding trends and challenges to the county's ability to secure, store and distribute essential resources as well as identify and activate personnel.

G. Resource Requirements

1. Each primary and supporting agency shall maintain internal SOP/SOG or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Contract Administration and Emergency Procurement
 - f) Resource Management

g) Management and Leadership

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #7 in the four phases of emergency management. These tasks have been created as a guide for the primary and support agencies of ESF #7. They should be used as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #7 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources and equipment to provide and perform essential services. Further development, updating or changes made to these tasks will be integrated into the appropriate portion of the Monroe County CEMP.

ESF #7 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify support resources within the county and potential shortfalls or gaps that may exist.	All Agencies
2	Identify potential partnerships or funding sources to reduce or eliminate shortfalls or gaps for resource support issues and concerns.	All Agencies
3	Establish partnerships with other local and municipal entities that share resource support responsibilities.	All Agencies
4	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of facility space, as well as meet supply and equipment needs as they relate to short and long-term emergency response.	All Agencies
5	Identify, establish and maintain routine and emergency safety standards for all resource support personnel that comply with federal and state requirements and policies.	Bloomington Public Works, EMA
6	Identify alternate facilities, equipment and supplies for continuity of operations and essential resource support services county-wide.	Bloomington Public Works, EMA
7	Assist in the development of ordinances, policies and administrative rules that relate directly to resource support, and ESF #7's ability to provide emergency resources.	Bloomington Public Works, EMA
8	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with conducting emergency resource support activities.	Bloomington Public Works, EMA

ESF #7 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Key operational concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources • Develop a contact database for key resources and equipment. • Develop procedures for use of staging areas. • Alert and activation of personnel for work in the field or EOC. • Emergency communications and reporting procedures. 	Bloomington Public Works, EMA
2	<p>Develop and conduct training and education programs for ESF #7 personnel. Key program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • Assessment of facilities, equipment, supplies and other resources. • Working in the field during emergency operations. • Working in an EOC during emergency conditions. • WebEOC or other specialized computer applications. • Emergency communications and reporting procedures. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	Bloomington Public Works, EMA
3	<p>Develop and maintain a roster of primary and support agency contacts for ESF #7 to be used in emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	Bloomington Public Works, EMA
4	<p>Develop and maintain a database or system to collect information on essential resources using NIMS resource typing standards.</p>	Bloomington Public Works, EMA
5	<p>Develop lists of resource needs and work toward eliminating these shortfalls by securing funding, partnerships or taking other measures.</p>	All Agencies
6	<p>Update mutual aid agreements, letters of understanding or contracts that may offer rapid deployment of resources or services</p>	All Agencies
7	<p>Train ESF #7 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	All Agencies
8	<p>Exercise alternate facilities, equipment and supplies for continuity of operations and essential resource support services statewide.</p>	All Agencies
9	<p>Train ESF #7 personnel on legislation, policies and administrative rules that relate directly to resource support, this ESF and its ability to provide emergency assistance.</p>	All Agencies

ESF #7 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The alert, notification and activation of personnel for work in the field or within the State EOC. • Emergency communications and reporting procedures. 	Bloomington Public Works
2	Activate ESF #7 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • Contract services of facilities, equipment, supplies and other resources. • Implement emergency purchasing procedures. • Provide guidance on state resource acquisition rules and regulations. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local, district or statewide Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and other pertinent resource support information. • Meeting both emergency resource support and evacuation needs of state and local agencies and departments. 	Bloomington Public Works
3	Evaluate the ability to communicate with ESF #7 personnel and implement alternate communications if primary systems are down.	Bloomington Public Works
4	Work with state-owned facilities that may be in an area impacted by a disaster to support the safe movement of personnel and equipment from those locations. Such facilities may include state offices, state parks / recreation areas, state hospitals or correctional facilities.	Bloomington Public Works
5	Work with ESF #5 (Emergency Management), ESF #6 (Mass Care) and State EOC Logistics, as needed, to coordinate the procurement of goods and services that support resource needs for an effective response.	Bloomington Public Works
6	Coordinate with ESF #13 (Public Safety) to provide security in staging and storage areas.	Bloomington Public Works
7	Work with state and local agencies and departments in the movement and care of persons with special needs.	Bloomington Public Works
8	Post situation reports and critical information in WebEOC during activations.	Bloomington Public Works

ESF #7 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	All Agencies
2	Establish partnerships and secure funding sources to address shortfalls or gaps for resource support issues and concerns.	All Agencies
3	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall efforts for resource acquisition and management in recovery operations.	All Agencies
4	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	All Agencies
5	Assess the current facilities, equipment, supplies, and other resources related to short and long-term emergency support and update based upon the lessons learned from the most recent emergency response.	All Agencies
6	Assess the current level of training on emergency safety standards for personnel to determine the appropriate application and compliance with federal and state requirements and policies.	All Agencies
7	Assess the current usage and application of alternate resource support facilities, equipment and assets for essential resource support services in the county to determine if there are issues that need to be addressed for future response operations.	All Agencies
8	Work to change, if required, those ordinances, policies and administrative rules that relate directly to resource support, which may hinder the ability to provide emergency assistance.	All Agencies

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ESF 8 – Health and Medical

A. Introduction

The primary mission of the Health and Medical Emergency Support Function (ESF #8) is to provide resources and personnel to support local jurisdictions with ensuring the health and welfare of their residents, before, during and after emergency or disaster events. ESF #8 will also provide guidance on public health issues necessary to protect the community and its citizens including the need of quarantine and/or isolation of communities or individuals as well as hospital care and mortuary operations.

B. Primary Agency

Monroe County Health Department

C. Support Agencies

Monroe County Coroner Dept.	Cook Family Health Center
IU Health Bloomington Hospital	Southern Indiana Surgery Center
Monroe Hospital	Internal Medicine Associates
Meadows Hospital	Southern Indiana Radiological Assoc.
IU Student Health Center	Centerstone
IU Environmental Health & Safety	Monroe County Funeral Home Directors
Medical Reserve Corp (MRC)	Volunteers in Medicine
Indiana Medical Association (IMA)	

D. Situation

1. In the event the need for ESF #8 is determined, the Monroe County Health Department will act as the primary agency.
2. ESF #8 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #8 personnel will activate medical and health service assets to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #8 shall deploy medical and health service resources to areas impacted by emergencies and disasters, prioritizing their assets/critical tasks to manage and support the immediate and long-term needs of the county.
2. ESF #8 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #8 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate Common Operational Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County Health Department) is responsible for the following:
 - a) Providing medical and health service resources to assist in critical functions and tasks before, during and after an emergency events and disaster situations.
 - b) Coordinate the recovery and restoration of medical and health systems within the county impacted by significant events.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Manage the financial aspects and considerations in the procurement, storage and distribution of medical materials, equipment and supplies overseen by the Finance Section Chief.
 - e) Work with other local or municipal departments to assess the overall impact to medical resources, materials and other back-up supplies and equipment to determine potential resource gaps that may exist in providing health and medical services.
 - f) Submit reports and other health and medical information via WebEOC.

2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the activation of the EOC, supporting the coordination of medical and health service assets and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
 - e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
 - f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
 - g) Provide information regarding trends and challenges to the county's ability to supply medical and health services.

G. Resource Requirements

1. Each primary and supporting agency shall maintain internal SOP/SOG or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Health and Medical Education/Training to the appropriate level of certification and licensure for key personnel with roles in preparedness, response and recovery operations

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #8 in all phases of emergency management. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #8 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the county CEMP.

ESF #8 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to significant health or medical hazards and determine the impact on the ability to move personnel and resources into affected areas.	Health Dept.
2	Identify medical and health service resources within the county and potential shortfalls or gaps that may exist.	Health Dept.
3	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for medical and health service issues and concerns.	Health Dept., EMA
4	Establish partnerships with other local and municipal entities that share medical and health service responsibilities.	Health Dept., EMA
5	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency medical and health service needs.	Health Dept., EMA
6	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency medical and health service needs.	Health Dept.
7	Identify, establish and maintain routine and emergency safety standards for all medical and health service personnel that comply with federal and state requirements and policies.	Health Dept.
8	Identify, establish and maintain alternate medical and health service facilities, equipment and assets for Continuity of Operations.	Health Dept.
9	Assist in the development of ordinances, policies and administrative rules that relate directly to medical and health services, this ESF and its ability to provide emergency assistance.	Health Dept., EMA
10	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency medical and health service issues.	Health Dept., EMA

ESF #8 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Key concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, and personnel • Alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	Health Dept., EMA
2	<p>Develop and conduct training and education programs for ESF #8 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • A routine assessment of equipment, supplies and resources. • The assessment of medical and health services following emergencies or disasters. • Mass prophylaxis, pandemic diseases, and mass fatality issues • Working in an EOC during emergency conditions. • WebEOC or other computer applications. • Emergency communications and reporting procedures. • NIMS/IC. • Mapping, GIS and other computer applications. 	Health Dept., EMA
3	<p>Develop and maintain a roster of essential primary and support agency contacts to be used in the event of emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	Health Dept., EMA
4	<p>Use WebEOC to develop and maintain a database or system to collect information on essential medical resources and equipment.</p>	Health Dept.
5	<p>Develop lists of resources needs and work toward eliminating these shortfalls by securing funding, partnerships or other means.</p>	Health Dept.
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency medical and health service needs.</p>	Health Dept., EMA
7	<p>Train ESF #8 personnel on technical standards and specifications for essential pieces of equipment related to short and long-term emergency medical and health service needs.</p>	Health Dept., EMA
8	<p>Train ESF #8 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	Health Dept., EMA
9	<p>Exercise alternate medical and health service facilities continuity of operations and essential medical and health services or LEPC.</p>	Health Dept., EMA
10	<p>Train ESF #8 personnel on policies and administrative rules that relate directly to medical and health services</p>	Health Dept., EMA

ESF #8 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Activate SOP/SOG or guidelines for emergency operations that consider:</p> <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of medical facilities, equipment, supplies and other resources • The assessment and status of medical and health services • The epidemiological surveillance and investigation of an event • The conduction or coordinating any required laboratory testing • The alert, notification and activation of personnel for work in the field or within the EOC. • The coordination of medical surge and hospital diversion. • Emergency communications and reporting procedures. 	Health Dept.
2	<p>Activate ESF #8 personnel for such mission essential tasks as:</p> <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • The assessment of medical and health services following emergencies or disasters. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local and District 8 Incident Command structures. • Activating continuity of operations plans. • Developing and distributing emergency health information through crisis communications plans and procedures. • Meeting both emergency health services and evacuation needs of local agencies and departments. 	Health Dept., EMA
3	Evaluate the ability to communicate with ESF #8 personnel and implement alternate communications if primary systems are down.	All Agencies
4	Prioritize critical health and medical services such as mass medication distribution, mass treatment facilities, mass fatality management, disaster mental health services, pandemic response, and other large scale response needs.	Health Dept.
5	Work with ESF #13 (Public Safety) in the placement of barricades or security for the quarantine and/or isolation of communities or individuals.	Health Dept.
6	Work with state and local agencies and departments in the movement and care of persons with special needs.	Health Dept., EMA
7	Post situation reports and critical information in WebEOC during activations.	Health Dept., EMA

ESF #8 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain alternate medical and health service facilities, and continue to develop plans to repair existing facilities to pre-disaster state.	Health Dept., EMA
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in a medical response to an emergency or disaster.	Health Dept., EMA
3	Establish partnerships and secure funding sources to address health and medical resource shortfalls or gaps	Health Dept., EMA
4	Maintain open and ongoing communication with other local and municipal entities impacted and assist in their overall efforts for recovery operations.	Health Dept., EMA
5	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	Health Dept., EMA
6	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency medical and health services needs and update based upon the lessons learned from the most recent emergency response.	Health Dept.
7	Assess the current level of training on emergency safety standards for medical and health services personnel to determine the appropriate application and compliance with federal and state requirements and policies.	Health Dept.
8	Assess the current usage and application of alternate medical and health service facilities, equipment and assets for these essential services to determine if there are issues that need to be addressed for future response operations.	Health Dept., EMA
9	Work to change, if required, those ordinances, policies and administrative rules that relate directly to health and medical services that may hinder the ability to provide emergency assistance.	Health Dept., EMA

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ESF 9 – Search and Rescue

A. Introduction

The primary mission of the Urban Search and Rescue Emergency Support Function (ESF #9) is to provide the resources and personnel to meet the search and rescue related needs of the county before, during and after an emergency or disaster event. ESF #9 activities include locating, extricating and providing onsite medical treatment to victims trapped in collapsed structures, mines or trenches and transportation accidents. ESF #9 coordinates emergency services personnel who are trained and experienced in search and rescue operations and possess specialized expertise and equipment.

B. Primary Agency

City of Bloomington Fire Department (BFD)

C. Support Agencies

Monroe County EMA	IU Health EMTS
Monroe County Sheriff's Office	Monroe County Police Reserves
Stinesville Police Dept.	Monroe County Dive Team
Monroe County Civil Air Patrol	Monroe County Fire Depts.
City of Bloomington Utilities	Bloomington Police Dept.
Ellettsville Police Dept.	IU Police Dept.
Bloomington Amateur Radio Club	Local Industry & Private Businesses

D. Situation

1. In the event the need for ESF #9 is determined, the City of Bloomington Fire Department will act as the primary agency.
2. ESF #9 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #9 personnel will activate medical and health service assets to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #9 shall coordinate and arrange the deployment of resources to support search and rescue missions in areas potentially impacted by emergency and disasters to address immediate and long-term needs of the county.
2. ESF #9 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #9 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate COP during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (City of Bloomington Fire Department) is responsible for the following:
 - a) Providing search and rescue resources to assist in critical functions and tasks before, during and after an emergency events and disaster situations.
 - b) Coordinate the search, recovery and disposition of victims and victim remains.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Manage the financial aspects and considerations regarding the request for and receipt of search and rescue personnel, equipment and supplies.
 - e) Work with other local or municipal departments to assess search and rescue missions that may be required in areas of the county that have been impacted by significant events and determine any capability gaps that may exist.

- f) Submit reports and other search and rescue information through the Monroe County Sheriff's Department to the County Emergency Operations Center.
2. The support agencies are responsible for the following:
- a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the activation of the EOC, supporting the coordination of search and rescue assets and personnel during response and/or recovery operations.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate COP.
 - e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
 - f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
 - g) Provide information regarding trends and challenges to the county's ability to supply search and rescue functions.

G. Resource Requirements

- 1. Each primary and supporting agency shall maintain internal SOP/SOG or other documents that detail the logistical and administrative priorities deemed necessary to assist in overall mitigation, preparedness, response, and recovery operations.
- 2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Specialized search and rescue training and education programs

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #9 in all phases of emergency management. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #9 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the county CEMP.

ESF #9 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify search and rescue capabilities within the county and potential shortfalls or gaps that may exist.	BFD
2	Identify potential partnerships or funding sources to reduce or eliminate shortfalls or gaps for search and rescue operations.	BFD, Support Agencies
3	Establish partnerships with other local and municipal entities that share search and rescue responsibilities.	BFD, Support Agencies
4	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of personnel, supply and equipment needs as they relate to short and long-term emergency search and rescue.	BFD, Support Agencies
5	Identify, establish and maintain routine and emergency training/safety standards for all search and rescue personnel that complies with federal and state requirements and policies.	BFD, Support Agencies
6	Identify alternate facilities, equipment and supplies to continue operations and essential search and rescue activities within the county.	BFD, Support Agencies
7	Assist in the development of ordinances, policies and administrative rules that relate directly to search and rescue, this ESF and its ability to provide emergency assistance.	BFD, Support Agencies
8	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at promoting the intent of search and rescue and how communities can become more aware of the dangers associated with emergencies and disasters.	BFD

ESF #9 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for both routine and emergency operations. Key concerns include, but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies and resources • Develop procedures for use of staging areas. • Alert, notification and activation of personnel for in the field or EOC. • Emergency communications and reporting procedures. 	BFD
2	<p>Develop and conduct training and education programs for ESF #9 personnel based on FEMA approved standards. Key training program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • Assessment of facilities, equipment, supplies and other resources • Hazardous materials training • Structural assessment • Emergency Medical training • K-9 disaster responder training • Working in an EOC during emergency conditions • WebEOC or other specialized computer applications • Emergency communications and reporting procedures • NIMS/IC • Continuity of Operations • Mapping, GIS and other computer applications 	BFD, Support Agencies, EMA
3	<p>Develop and maintain a roster of essential agency contacts for ESF #9 to be used in emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	BFD, EMA
4	<p>Develop and maintain a database or system to collect information on essential resources.</p>	BFD, EMA
5	<p>Develop lists of resource needs and work toward eliminating shortfalls by securing funding, partnerships or taking other essential activities.</p>	BFD, Support Agencies, EMA
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments or private entities that offer rapid deployment of personnel/resources related to search and rescue operations.</p>	BFD, Support Agencies, EMA
7	<p>Train ESF #9 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	BFD, Support Agencies
8	<p>Exercise alternate facilities, equipment and supplies for continuity of operations and essential search and rescue operations statewide.</p>	BFD, Support Agencies, EMA
9	<p>Train ESF #9 personnel on ordinances, policies and administrative rules that relate directly to search and rescue.</p>	BFD

ESF #9 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, and supplies for search and rescue operations • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	BFD
2	Activate ESF #9 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Provide initial and operational-period situational assessments of field operations, including personnel and resource needs. • Supporting local and District 8 Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and search and rescue information. • Meeting emergency search and rescue needs of local agencies 	BFD, EMA
3	Evaluate the ability to communicate with ESF #9 personnel and implement alternate communications if primary systems are down.	BFD
4	Activate mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that offer rapid deployment of personnel and/or resources as they relate to short and long-term emergency search and rescue operations.	BFD, Support Agencies, EMA
5	Work with ESF #4 (Fire), ESF #8 (Health) and ESF #10 (HazMat), as needed, to provide support for effective search and rescue operations.	BFD
6	Coordinate with ESF #13 (Public Safety) to provide security in the field and staging areas, if required.	BFD
7	Work with state and local agencies and departments in the movement of victims or the disposition of victim remains.	BFD
8	Provide situation reports and critical information to EOC for integration to WebEOC.	BFD

ESF #9 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	BFD, Support Agencies
2	Establish partnerships and secure funding sources to address shortfalls or gaps for search and rescue operations.	BFD, Support Agencies
3	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall recovery efforts for search and rescue operations.	BFD
4	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	BFD, Support Agencies, EMA
5	Identify need for medical attention of search and rescue personnel and animals, with follow-up monitoring.	BFD, ESF 8, ESF 11
6	Assess the current facilities, equipment, supplies, and other resources and update resource lists based upon the lessons learned from the most recent emergency response.	BFD, Support Agencies
7	Assess the current level of training on emergency safety standards for search and rescue personnel to determine the appropriate application and compliance with federal and state requirements and policies.	BFD, Support Agencies
8	Assess the current usage and application of alternate search and rescue facilities, equipment and assets for essential search and rescue operations to determine if there are issues that need to be addressed for future response operations.	BFD, Support Agencies
9	Work to change, if required, those ordinances, policies and administrative rules that relate directly to search and rescue that hinder the ability to provide emergency assistance.	BFD, Support Agencies, EMA

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ESF 10 – Oil and Hazardous Materials Response

A. Introduction

The primary mission of the Oil and Hazardous Materials Response Emergency Support Function (ESF #10) is to provide personnel and resources to ensure the health, safety and welfare of human beings, animals and the environment before, during or after an emergency or disaster event caused by the release of hazardous materials, petroleum or objectionable substances. ESF #10 represents significant operational concerns of the county that directly involve personnel from emergency management, hazmat, public health, environmental protection, agriculture, and wildlife agencies.

B. Primary Agency

Northern Monroe Fire Territory (NMFT)

C. Support Agencies

Central Dispatch	Monroe County Local Emergency Planning Committee (LEPC)
Monroe County EMA	IU Environmental Health & Safety
Monroe County Solid Waste District	IU Biology Dept.
IU Health Bloomington	IU Chemistry Dept.
IU Health Bloomington EMTS	Local Industry & Private Businesses
Monroe County Fire Depts.	

D. Situation

1. In the event the need for ESF #10 is determined, Northern Monroe Fire Territory (NMFT) will act as the primary agency.
2. ESF #10 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #10 personnel will activate hazardous material personnel and equipment to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #10 shall coordinate and arrange the deployment of resources to support hazardous material response missions in areas potentially impacted by the intentional or unintentional release of substances or the usage of materials that may be unsafe to people, animals and the environment.
2. ESF #10 shall activate and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #10 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate COP during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (Northern Monroe Fire Territory (NMFT)) is responsible for the following:
 - a) Provide hazardous material expertise and information to assist in preparedness, response and recovery operations.
 - b) Coordinate the operations associated with hazardous material incidents to include identification of materials, analysis of risk, and the means to reduce or eliminate risk.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Manage the financial aspects of hazardous materials response.
 - e) Work with other local or municipal hazardous materials response entities to assess the overall impact of an incident and potential resource gaps that may exist.
2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.

- b) Assist, as needed, in the activation of the EOC, supporting the coordination of hazardous material response assets and personnel.
- c) Assist the primary agency in the development and implementation of policies, protocols, and SOP/SOG to carry-out mission essential tasks.
- d) Assist in developing situation reports and readiness assessments that will provide for an accurate COP.
- e) Participate in training and exercises aimed at continuous improvement of mitigation, preparedness, response and recovery capabilities.
- f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
- g) Provide information regarding trends and challenges to the county's ability to supply hazardous material response functions.

G. Resource Requirements

1. Each primary and supporting agency shall maintain SOP/SOG or other documents that detail the logistical and administrative priorities necessary to assist in mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with all applicable requirements for training as directed or authorized by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Such training may include, but is not limited to:
 - a) NIMS/IC
 - b) Emergency Operations Planning
 - c) SOP/SOG Development
 - d) Specialized hazardous material response training

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #10 in all phases of emergency management. They have been developed as a tool to address potential challenges and unique risks that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #10 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the county CEMP.

ESF #10 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to hazardous material events and assess the potential impact on the ability to move personnel and resources into affected areas.	NMFT
2	Identify hazardous materials response resources within the county and potential shortfalls or gaps that may exist.	NMFT
3	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for hazardous materials response operations.	NMFT, LEPC
4	Establish partnerships with other local and municipal entities that share hazardous materials response responsibilities.	NMFT
5	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to hazardous materials response needs.	NMFT, LEPC, EMA
6	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to emergency hazardous materials response needs.	NMFT, LEPC
7	Identify, establish and maintain routine and emergency safety standards for all hazardous materials response personnel that comply with federal and state requirements and policies.	NMFT, Support Agencies
8	Identify, establish and maintain backup hazardous materials response equipment and assets for continuing operations and response services within the county.	NMFT, Support Agencies
9	Assist in the development of ordinances, policies and administrative rules that relate directly to hazardous materials response.	NMFT, LEPC, EMA
10	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with hazardous materials.	NMFT

ESF #10 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for both routine and emergency operations. Key operational concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources. • Alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	NMFT
2	<p>Develop and conduct training and education programs for ESF #10 personnel. Key training considerations include but are not limited to:</p> <ul style="list-style-type: none"> • Hazardous materials assessment, management and response • Working in the field during emergency operations. • Working in an EOC during emergency conditions. • WebEOC or other computer applications. • Emergency communications and reporting procedures. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	NMFT, LEPC, EMA
3	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #10. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	NMFT
4	<p>Develop and maintain a database or system to collect information on essential resources and equipment.</p>	NMFT
5	<p>Develop lists of resources needs and work toward eliminating these shortfalls by securing funding, partnerships or taking other essential activities.</p>	NMFT, LEPC, EMA
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency hazardous materials response needs.</p>	NMFT
7	<p>Train ESF #10 personnel on technical standards and specifications for essential pieces of equipment related to hazardous materials response.</p>	NMFT
8	<p>Train ESF #10 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	NMFT
9	<p>Train ESF #10 personnel on legislation, policies and administrative rules that relate directly to hazardous materials response, this ESF and its ability to provide emergency assistance.</p>	NMFT

ESF #10 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	NMFT
2	Activate ESF #10 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Responding to the field for emergency operations. • Contracting spill response and disposal services and support as necessary when responsible parties cannot be located or are unable or unwilling to respond. • Working in an EOC during emergency conditions. • Supporting local and district Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and other pertinent hazardous materials response information. • Meeting hazardous materials response and evacuation needs of local agencies and departments. • Supporting decontamination efforts as needed. 	NMFT, EMA
3	Evaluate the ability to communicate with ESF #10 personnel and implement alternate communications if primary systems are down.	NMFT
4	Work with ESF #13 (Public Safety) in the placement of barricades or other security measures as needed or required for hazardous materials response and the protection of citizens.	NMFT, EMA
5	Work with local agencies and departments in the movement and care of persons with special needs.	NMFT, Other ESFs
6	Report critical information and hazardous materials activities to key agencies such as the county EMA, Sheriff's Office or other agencies with support roles and responsibilities in hazardous material response.	NMFT

ESF #10 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	NMFT, Support Agencies
2	Establish partnerships and secure funding sources to address resource shortfalls or gaps for hazardous materials response issues and concerns.	NMFT, Support Agencies
3	Maintain open and ongoing communication with other state, local and municipal entities in impacted areas and assist in their overall efforts for recovery operations.	NMFT, Support Agencies
4	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	NMFT, Support Agencies
5	Assess the current technical standards and specifications for essential pieces of equipment related to emergency hazardous materials response to determine if changes in those standards are needed.	NMFT, Support Agencies
6	Assess the current level of training on emergency safety standards for hazardous materials response personnel to determine the appropriate application and compliance with federal and state requirements and policies.	NMFT
7	Work to change, if required, those pieces of legislation, policies and administrative rules that relate directly to hazardous materials response, that hinder this ESF's ability to provide emergency assistance.	NMFT, Support Agencies

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ESF 11 – Agriculture and Natural Resources

A. Introduction

The primary mission of the Agriculture and Natural Resources Emergency Support Function (ESF #11) is to provide the resources and personnel to meet the agriculture and natural resources related needs before, during and after an emergency or disaster event. Such events may significantly impact the ability of the county to effectively provide nutrition assistance, ensure the safety and security of the commercial food supply and provide for the safety and well-being of companion animals during an emergency response or evacuation situation.

B. Primary Agency

Monroe County Humane Association

C. Support Agencies

Monroe County Solid Waste Mgmt.	Monroe County Humane Association
Monroe County Extension Office	Monroe County Health Dept.
Monroe County Fair Board	Owen-Monroe Feeder Assoc.
Bloomington City Animal Control	IU Lab Animal Research/Compliance
Monroe County Sheriff Department	Southern Indiana Chapter of the Red Cross

D. Situation

1. In the event the need for ESF #11 is determined, the Monroe County Humane Association will act as the primary agency.
2. ESF #11 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #11 will coordinate agriculture and natural resource personnel to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #11 personnel will coordinate the activation of agriculture and natural resources assets to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response and recovery efforts.
2. ESF #11 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #11 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate Common Operational Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County Humane Association) is responsible for the following:
 - a) Provide expertise and information on agriculture and natural resources to assist in preparedness, response and recovery operations.
 - b) Coordinate the recovery, restoration and safety of agriculture and natural resources impacted by hazards or disaster situations.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Manage the financial aspects of agriculture and natural resources response.
 - e) Work with other local or municipal agriculture and natural resource entities to assess the overall impact of an incident and potential resource gaps that may exist.
2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.

- b) Assist, as needed, in the activation of the EOC, supporting the coordination of agriculture and natural resources response assets and personnel.
- c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
- d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
- e) Participate in training and exercises for continuous improvement in preparedness, response and recovery capabilities.
- f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
- g) Provide information regarding challenges to the county's ability to supply agriculture and natural resources response functions.

G. Resource Requirements

1. Primary and support agencies shall maintain internal SOP/SOG or guides that detail the logistical and administrative priorities necessary to conduct mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with applicable requirements for training as directed by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Natural resource protection and commodity protection
 - f) Animal borne diseases

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #11 in all phases of emergency management. They have been developed as a tool to address potential challenges that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #11 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the county CEMP.

ESF #11 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to significant hazards and determine the impact on the ability to move personnel and resources into affected areas.	Monroe County Humane Assoc
2	Identify agriculture and natural resources within the county and potential shortfalls or gaps that may exist.	Monroe County Humane Assoc, Support Agencies
3	Identify the following critical information: <ul style="list-style-type: none"> • Animal populations of various species. • Potential needs for specified species of animal populations. • Carcass disposal facilities and methods of disposal. 	Monroe County Humane Assoc, Support Agencies
4	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for agriculture and natural resources issues and concerns.	Monroe County Humane Assoc, Support Agencies
5	Establish partnerships with other local and municipal entities that share agriculture and natural resources responsibilities.	Monroe County Humane Assoc
6	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency agriculture and natural resources needs.	Monroe County Humane Assoc
7	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency agriculture and natural resources needs.	Monroe County Humane Assoc, Support Agencies
8	Identify, establish and maintain routine and emergency safety standards for all agriculture and natural resources personnel that comply with federal and state requirements and policies.	Monroe County Humane Assoc, Support Agencies
9	Identify, establish and maintain alternate agriculture and natural resource facilities, equipment and assets for continuity of operations and essential agriculture and natural resources services in the county.	Monroe County Humane Assoc, Support Agencies
10	Assist in the development of ordinances, policies and administrative rules that relate directly to agriculture and natural resources.	Monroe County Humane Assoc, Support Agencies
11	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency agriculture and natural resources issues.	Monroe County Humane Assoc,

ESF #11 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Key concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources and critical infrastructure. • Develop/Maintain provisions for sheltering and care of animals. • Identification protocol for all species of animals. • Designate potential animal carcass disposal sites. • Alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	Monroe County Humane Assoc
2	<p>Develop and conduct training and education programs for ESF #11 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Animal health and care issues and activities. • Working in the field or an EOC during emergency operations. • Emergency communications and reporting procedures. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation 	Monroe County Humane Assoc
3	<p>Train local officials, government animal shelters and animal welfare groups to plan and prepare for animal issues in disasters.</p>	Monroe County Humane Assoc
4	<p>Develop and maintain a roster of essential agency contacts for ESF #11 to be used in the event of emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	Monroe County Humane Assoc
5	<p>Develop and maintain a system to collect information on essential resources and equipment.</p>	Monroe County Humane Assoc
6	<p>Develop lists of resource needs and work toward eliminating these shortfalls by securing funding, partnerships or by other activities.</p>	Monroe County Humane Assoc, Support Agencies
7	<p>Develop and maintain emergency animal procedures in each county.</p>	Monroe County Humane Assoc
8	<p>Update mutual aid agreements, letters of understanding or contracts with departments or private entities that may offer rapid deployment of resources as they relate to agriculture and natural resource needs.</p>	Monroe County Humane Assoc
9	<p>Train ESF #11 personnel on technical standards and specifications for essential pieces of equipment related to short and long-term emergency agriculture and natural resources needs.</p>	Monroe County Humane Assoc, Support Agencies
10	<p>Train ESF #11 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	Monroe County Humane Assoc

ESF #11 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
11	Coordinate with ESF #15 to develop a training program for media personnel regarding animal health and care issues and activities.	Monroe County Humane Assoc
12	Encourage pet owners to clearly place identification on their animals and develop personal preparedness plans/kits.	Monroe County Humane Assoc
13	Exercise alternate agriculture and natural resources response facilities, equipment and assets for Continuity of Operations.	Monroe County Humane Assoc, Support Agencies
14	Train ESF #11 personnel on legislation, policies and administrative rules that relate directly to agriculture and natural resources, this ESF and its ability to provide emergency assistance.	Monroe County Humane Assoc

ESF #11 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	Monroe County Humane Assoc
2	Activate ESF #11 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment and procurement of equipment, supplies and resources. • The assessment of critical infrastructure following an emergency or disaster. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local and district incident Command structures. • Activating continuity of operations plans. • Assistance in coordination of donations of animal feed, supplies, essential commodities, water and other resources. • Developing and distributing maps and other pertinent agriculture and natural resources information. • Coordinate rescue, transport, shelter, identification, triage and treatment of animals. • Identification of displaced animals and record deceased animals. 	Monroe County Humane Assoc
3	Evaluate the ability to communicate with ESF #11 personnel and implement alternate communications if primary systems are down.	Monroe County Humane Assoc
4	Implement emergency public information and education program regarding animal health and care issues during emergency operations.	Monroe County Humane Assoc, Support Agencies
5	Work with ESF #13 (Public Safety) in the placement of barricades or other security measures as needed or required.	Monroe County Humane Assoc,
6	Provide situation reports and critical information on agriculture and natural resource operations to key partners such as county EMA, county Health Department, and county Sheriff's Office.	Monroe County Humane Assoc,

ESF #11 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	Monroe County Humane Assoc, Support Agencies
2	Establish partnerships and secure funding sources to address resource shortfalls or gaps for agriculture and natural resource issues and concerns.	Monroe County Humane Assoc, Support Agencies
3	Return animals to owners and make provisions for abandoned animals through adoption programs.	Monroe County Humane Assoc
4	Re-establish livestock markets and operations.	Support Agencies
5	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall efforts for recovery operations.	Monroe County Humane Assoc
6	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	Monroe County Humane Assoc, Support Agencies
7	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term agriculture and natural resource needs and update based upon the lessons learned from the most recent emergency response.	Monroe County Humane Assoc, Support Agencies
8	Assess the current level of training on emergency safety standards for agriculture and natural resource personnel to determine the appropriate application and compliance with federal and state requirements and policies.	Monroe County Humane Assoc, Support Agencies
9	Assess the current usage and application of alternate agriculture and natural resource facilities, equipment and assets for essential services in the county to determine if there are issues that need to be addressed for future response operations.	Monroe County Humane Assoc, Support Agencies
10	Work to change, if required, those ordinances, policies and administrative rules that relate directly to agriculture and natural resources, which may hinder the ability to provide emergency assistance.	Monroe County Humane Assoc, Support Agencies

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ESF 12 – Energy

A. Introduction

The primary mission of the Energy Emergency Support Function (ESF #12) is to provide the resources and personnel to meet the energy-related needs of the county before, during and after emergencies or disasters. ESF #12 collects, evaluates, and shares information on energy system damage and estimations on the impact and restoration of outages within affected areas. The role of the ESF #12 position is critical in maintaining adequate sanitation, providing heat during cold-weather and sustaining the food, water and fuel supply needed for both routine and emergency operations.

B. Primary Agency

Monroe County Emergency Management

C. Support Agencies

Monroe County Central Dispatch	Utilities District of Western IN REMC
Hoosier Energy	Vectren Gas
Duke Energy	IU Physical Plant
South Central REMC	

D. Situation

1. In the event the need for ESF #12 is determined, the Monroe County Emergency Management will act as the primary agency.
2. ESF #12 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #12 will coordinate energy support resources and personnel to fulfill specific mission essential activities in the mitigation, preparedness, response, and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #12 personnel will coordinate the activation of energy and power resources to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response and recovery efforts.

2. ESF #12 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #12 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate Common Operational Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County EMA) is responsible for the following:
 - a) Monitor electricity, natural gas and to other energy utilities to assist in critical functions and tasks before, during and after emergency and disasters.
 - b) Coordinate the recovery, restoration and safety of the energy infrastructure impacted by hazards or disaster situations.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Work with other local or municipal utilities to assess the overall impact of an incident to the energy infrastructure in affected areas and analyze to determine potential resource gaps that may exist.
2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the EOC, supporting the coordination of response assets and personnel.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
 - d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).

- e) Participate in training and exercises for continuous improvement in preparedness, response and recovery capabilities.
- f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
- g) Provide information regarding challenges to the county's ability to supply energy and power to its citizens in times of emergency or disaster.

G. Resource Requirements

1. Primary and support agencies shall maintain internal SOP/SOG or guides that detail the logistical and administrative priorities necessary to conduct mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with applicable requirements for training as directed by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Training may include, but is not limited to:
 - a) Hazardous Materials Training
 - b) NIMS/IC
 - c) Continuity of Operations
 - d) Emergency Operations Planning
 - e) SOP/SOG Development
 - f) GIS/Critical Infrastructure

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #12 in all phases of emergency management. They have been developed as a tool to address potential challenges that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #12 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the county CEMP.

ESF #12 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify utility projects that are currently under construction in the county.	All Agencies
2	Identify areas that have been or are currently prone to significant hazards and the potential damage to energy supply and distribution systems, the requirements for system design and operations, and on procedures for preparedness, prevention, recovery and restoration.	All Agencies
3	Identify energy supply, demand and conservation measures within the county and potential shortfalls or gaps that may exist.	All Agencies
4	Identify potential partnerships or funding sources to reduce or eliminate energy resource shortfalls or gaps.	All Agencies
5	Establish partnerships with other local and municipal entities that share energy-producing responsibilities.	All Agencies
6	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency energy provision.	All Agencies
7	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency energy provision.	All Agencies
8	Identify, establish and maintain routine and emergency safety standards for all deployed personnel that comply with federal and state requirements and policies.	All Agencies
9	Identify, establish and maintain alternate facilities, equipment and assets for continuity of operations and essential energy services within the county.	All Agencies
10	Assist in the development of policies and administrative rules that relate directly to energy provision, this ESF and its ability to provide emergency assistance.	All Agencies
11	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with providing an adequate energy supply in times of emergency.	All Agencies

ESF #12 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG for both routine and emergency operations. Key operational concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources and critical infrastructure. • Identification and assessment of energy producing infrastructure. • Alert, and activation of personnel for work in field or EOC. • Emergency communications and reporting procedures. 	All Agencies
2	<p>Develop and conduct training and education programs for ESF #12 personnel. Key training considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • The assessment energy producing critical infrastructure following emergencies or disasters. • Working in the field during emergency operations. • Working in an EOC during emergency conditions. • WebEOC or other computer applications. • Emergency communications and reporting procedures. • National Incident Management System / Incident Command. • Continuity of Operations. • Mapping, GIS and other computer applications. 	All Agencies
3	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #12 to be used in the event of emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	All Agencies
4	<p>Develop and maintain a database or system to collect information on essential resources and equipment.</p>	All Agencies
5	<p>Develop lists of resources needs and work toward eliminating these shortfalls by securing funding, partnerships or other activities.</p>	All Agencies
6	<p>Update mutual aid agreements, letters of understanding or contracts that may offer rapid deployment of resources or services as they relate to short and long-term emergency energy needs.</p>	All Agencies
7	<p>Train ESF #12 personnel on technical standards and specifications for essential pieces of equipment related to short and long-term emergency energy needs.</p>	All Agencies
8	<p>Train ESF #12 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	All Agencies
9	<p>Exercise alternate energy facilities, equipment and assets for continuity of operations and essential energy services.</p>	All Agencies
10	<p>Train ESF #12 personnel on policies and administrative rules that relate directly to energy.</p>	All Agencies

ESF #12 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The assessment and status of energy producing critical infrastructure. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	EMA Staff
2	Activate ESF #12 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • The assessment of energy producing critical infrastructure following emergencies or disasters. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local and district Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and other pertinent energy information. • Meeting both emergency energy and evacuation needs of state and local agencies and departments. 	All Agencies
3	Evaluate the ability to communicate with ESF #12 personnel and implement alternate communications if primary systems are down.	All Agencies
4	Work with ESF #13 (Public Safety) in the placement of barricades or other security measures as needed or required.	All Agencies
5	Work with energy facilities that may be in an area impacted by a disaster and provide support through the deployment of personnel and equipment to those locations.	All Agencies
6	If an interruption in energy services has occurred, provide information to the local EMA on where the impact will be felt, estimated length of time before restoration, number of residents/recipients without service, and possible resources requests that may generated as a result of the event.	All Agencies
7	Post situation reports and critical information in WebEOC during activations.	All Agencies
8	Assist county departments and agencies with the location of fuel and energy supplies for transportation, communications, and emergency operations.	All Agencies

ESF #12 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work with local entities to maintain energy producing facilities and develop plans to repair facilities to pre-disaster state.	All Agencies
2	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	All Agencies
3	Establish partnerships and secure funding sources to address resource shortfalls or gaps for energy issues and concerns.	All Agencies
4	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall efforts for recovery operations.	All Agencies
5	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	All Agencies
6	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency energy needs and update based upon the lessons learned from the most recent emergency response.	All Agencies
7	Assess the current level of training on emergency safety standards for energy personnel to determine the appropriate application and compliance with federal and state requirements and policies.	All Agencies
8	Assess the current usage and application of alternate energy facilities, equipment and assets for essential energy services to determine if there are issues that need to be addressed for future response operations.	All Agencies
9	Work to change, if required, those policies and administrative rules that relate directly to energy, which hinder this ESF's ability to provide emergency assistance.	All Agencies

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ESF 13 – Public Safety and Security

A. Introduction

The primary mission of the Public Safety Emergency Support Function (ESF #13) is to provide the resources and personnel to meet the overall public safety-related needs of the county before, during and after emergency or disaster events. Such events may significantly impact the safety and security of local jurisdictions. ESF #13 will be a vital source of manpower and expertise in both the support and management of significant events.

B. Primary Agency

Monroe County Sheriff's Department

C. Support Agencies

Bloomington Police Dept.	Ellettsville Police Reserves
Ellettsville Police Dept.	Monroe County EMA
Stinesville Police Dept.	IU Police Dept.
Monroe County Police Reserves	

D. Situation

1. In the event the need for ESF #13 is determined, the Monroe County Sheriff's Department will act as the primary agency.
2. ESF #13 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #13 will coordinate agriculture and natural resource personnel to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #13 personnel will coordinate the activation of public safety and law enforcement resources assets to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response and recovery efforts.
2. ESF #13 shall activate, deploy and organize personnel and resources based upon:

- a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #13 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate Common Operational Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County Sheriff's Department) is responsible for the following:
 - a) Provide expertise and information on public safety and law enforcement resources to assist in preparedness, response and recovery operations.
 - b) Coordinate the recovery, restoration and safety of public safety resources impacted by hazards or disaster situations.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) The finance section chief will manage the financial aspects of ESF #13.
 - e) Work with other local or municipal public safety and law enforcement entities to assess the overall impact of an incident and potential resource gaps that may exist.
2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the activation of the EOC, supporting the coordination of public safety and law enforcement assets and personnel.
 - c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.

- d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
- e) Participate in training and exercises for continuous improvement in preparedness, response and recovery capabilities.
- f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
- g) Provide information regarding challenges to the county's public safety and law enforcement functions and capabilities.

G. Resource Requirements

1. Primary and support agencies shall maintain internal SOP/SOG or guides that detail the logistical and administrative priorities necessary to conduct mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with applicable requirements for training as directed by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) Law Enforcement, EMS, HAZMAT or other public safety discipline-specific courses and training.
 - e) SOP/SOG Development

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #13 in all phases of emergency management. They have been developed as a tool to address potential challenges that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #13 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to Monroe County EMA for integration into the appropriate portion of the county CEMP.

ESF #13 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify roadway projects that are currently underway in the county and determine potential alternate routes for responders to use.	Sheriff's Dept, ESF-3
2	Identify areas that have been or are currently prone to significant hazards and determine the impact on critical infrastructure and the ability to move personnel and resources into affected areas.	Sheriff's Dept, ESF-3
3	Identify public safety and law enforcement resources within Monroe County and potential shortfalls or gaps that may exist.	Sheriff's Dept, Support Agencies
4	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for public safety issues and concerns.	Sheriff's Dept, Support Agencies
5	Establish partnerships with other local and municipal entities that share public safety responsibilities.	Sheriff's Dept, Support Agencies
6	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency public safety needs.	Sheriff's Dept, Support Agencies
7	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency public safety needs.	Sheriff's Dept, Support Agencies
8	Identify, establish and maintain routine and emergency safety standards for public safety personnel that comply with federal and state requirements and policies.	Sheriff's Dept, Support Agencies
9	Identify, establish and maintain alternate public safety facilities, equipment and assets for continuity of operations and essential public safety services.	Sheriff's Dept, Support Agencies
10	Assist in the development of legislation, policies and administrative rules that relate directly to public safety, this ESF and its ability to provide emergency assistance.	Sheriff's Dept, Support Agencies, Legal Depts.
11	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency public safety issues.	Sheriff's Dept

ESF #13 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for both routine and emergency operations. Key concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources and critical infrastructure. • Alert and activation of personnel for work in field or EOC. • Emergency communications and reporting procedures. 	Sheriff's Dept, Support Agencies
2	<p>Develop and conduct training and education programs for ESF #13 personnel. Training considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Working in the field during emergency operations. • Working in an EOC during emergency conditions. • WebEOC or other computer applications. • Emergency communications and reporting procedures. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	Sheriff's Dept, Support Agencies
3	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #13 to be used in the event of emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	Sheriff's Dept
4	<p>Develop and maintain a database or system to collect information on essential resources and equipment.</p>	Sheriff's Dept
5	<p>Develop lists of resource needs and work toward eliminating shortfalls by securing funding, partnerships or taking other essential activities.</p>	Sheriff's Dept, Support Agencies
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency public safety needs.</p>	Sheriff's Dept, Support Agencies, Legal Dept.
7	<p>Train ESF #13 personnel on technical standards and specifications for essential pieces of equipment related to short and long-term emergency public safety needs.</p>	Sheriff's Dept, Support Agencies
8	<p>Train ESF #13 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	Sheriff's Dept, Support Agencies
9	<p>Exercise alternate public safety facilities, equipment and assets for continuity of operations and essential public safety services.</p>	Sheriff's Dept, Support Agencies
10	<p>Train ESF #13 personnel on policies and administrative rules that relate directly to public safety, this ESF and its ability to provide emergency assistance.</p>	Sheriff's Dept, Support Agencies

ESF #13 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	Sheriff's Dept
2	Activate ESF #13 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local or district Incident Command structures. • Activating continuity of operations plans. • Meeting both emergency public safety and evacuation needs of local agencies and departments. 	Sheriff's Dept, Support Agencies
3	Evaluate the ability to communicate with ESF #13 personnel and implement alternate communications if primary systems are down.	Sheriff's Dept, Central Dispatch
4	Assist in the identification of damages to roads, bridges and other pieces of critical infrastructure within the county that may adversely impact movement of the general public and response personnel. Information to be collected may include: <ul style="list-style-type: none"> • Roads that are closed. • Bridges that are closed. • Alternate routes of safe travel or bypasses to debris covered roads. • Estimated times as to when roads may be passable. 	Sheriff's Dept, Support Agencies
5	Work with ESF #1 (Transportation) in the placement of barricades or other traffic control measures as needed or required.	Sheriff's Dept, Support Agencies
6	Work with county-owned facilities that may be in an area impacted by a disaster to support the safe movement of personnel and equipment from those locations. Such facilities may include county offices, parks / recreation areas, hospitals or correctional facilities.	Sheriff's Dept, Support Agencies
7	Work with local agencies and departments in the movement and care of persons with special needs.	Sheriff's Dept, Support Agencies
8	Post situation reports and critical information in WebEOC during activations.	Sheriff's Dept, Support Agencies

ESF #13 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	Sheriff's Dept, Support Agencies
2	Establish partnerships and secure funding sources to address resource shortfalls or gaps for public safety issues and concerns.	Sheriff's Dept, Support Agencies
3	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall efforts for recovery operations.	Sheriff's Dept, Support Agencies
4	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	Sheriff's Dept, Support Agencies, Legal Dept.
5	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency public safety needs and update based upon the lessons learned from the most recent emergency response.	Sheriff's Dept, Support Agencies
6	Assess the current level of training on emergency safety standards for public safety personnel to determine the appropriate application and compliance with federal and state requirements and policies.	Sheriff's Dept, Support Agencies
7	Assess the current usage and application of alternate public safety facilities, equipment and assets for essential public safety services statewide to determine if there are issues that need to be addressed for future response operations.	Sheriff's Dept, Support Agencies
8	Work to change, if required, those pieces of policies and administrative rules that relate directly to public safety, which hinder this ESF's ability to provide emergency assistance.	Sheriff's Dept, Support Agencies

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ESF 14 – Long-Term Community Recovery

A. Introduction

The primary mission of the Long-Term Community Recovery Emergency Support Function (ESF #14) is to provide the resources and personnel for the long-term recovery related needs of the county before, during and after emergency or disaster events. ESF #14 coordinates the recovery and hazard mitigation efforts in an affected area and the transition from response to recovery for field operations.

B. Primary Agency

Monroe County Emergency Management

C. Support Agencies

Monroe County Solid Waste Mgmt. District	IU Emergency Management
City of Bloomington Volunteer Network	IU Student Affairs
Monroe County Community Organizations Active in Disaster (COAD)	IU Human Resources
Salvation Army	IU Provost Office
Southern Indiana Chapter of the Red Cross	

D. Situation

1. In the event the need for ESF #14 is determined, Monroe County Emergency Management will act as the primary agency.
2. ESF #14 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #14 will coordinate agriculture and natural resource personnel to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #14 will activate recovery resources to areas impacted by emergencies and disasters, prioritizing assets and functions to manage and support the immediate and long term needs of the county.

2. ESF #14 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #14 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate Common Operational Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (Monroe County Emergency Management) is responsible for the following:
 - a) Provide expertise and information on long-term recovery and mitigation resources before, during and after emergency or disaster situations.
 - b) Coordinate the recovery, restoration and safety of public and private facilities, infrastructure and key resources impacted by emergencies or disasters.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Manage the financial aspects of ESF #14.
 - e) Work with other local or municipal government and public service organizations to assess the overall impact of an incident and potential resource gaps that may exist.
2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.
 - b) Assist, as needed, in the activation of the EOC, supporting the coordination of damage assessments, risk analysis, long-term housing, financial reimbursements and other recovery and mitigation priorities.

- c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
- d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
- e) Participate in training and exercises for continuous improvement in preparedness, response and recovery capabilities.
- f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
- g) Provide information regarding challenges to the county's ability to work toward incident stabilization, immediate needs, long-term recovery and improvements through community mitigation efforts.

G. Resource Requirements

1. Primary and support agencies shall maintain internal SOP/SOG or guides that detail the logistical and administrative priorities necessary to conduct mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with applicable requirements for training as directed by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Disaster Recovery and Mitigation
 - f) Damage Assessment

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #14 in all phases of emergency management. They have been developed as a tool to address potential challenges that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #14 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be integrated into the appropriate portion of the county CEMP.

ESF #14 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to significant hazards and determine the impact on critical infrastructure and the ability to move personnel and resources into affected areas.	EMA
2	Identify long-term recovery resources within the county and potential shortfalls or gaps that may exist.	All Agencies
3	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for long-term recovery issues and concerns.	EMA
4	Establish partnerships with other local and municipal entities that share long-term recovery responsibilities.	All Agencies
5	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to long-term recovery needs.	EMA
6	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to long-term recovery needs.	EMA
7	Identify, establish and maintain standards for long-term recovery operations that comply with federal and state requirements and policies.	EMA
8	Identify, establish and maintain alternate long-term recovery facilities, equipment and assets for continuity of operations and essential long-term recovery services.	All Agencies
9	Use predictive modeling, such as the Hazards U.S. (HAZUS) loss estimation methodology, to ascertain vulnerable critical facilities as a basis for identifying recovery priorities.	Planning
10	Assist in the development of policies and administrative rules that relate directly to long-term recovery, this ESF and its ability to provide emergency assistance.	EMA
11	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency long-term recovery issues.	All Agencies

ESF #14 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for routine and emergency operations. Key concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of critical infrastructure. • Alert and activation of personnel for work in field or EOC. • Emergency communications and reporting procedures. 	EMA
2	<p>Coordinate the development of plans with ESF #3 (Public Works and Engineering); ESF #6 (Mass Care, Housing, and Human Services); ESF #10 (Oil and Hazardous Materials Response); and other ESFs to address housing, debris management, environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector and short- and long-term community recovery.</p>	EMA
3	<p>Develop and conduct training and education programs for ESF #14 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Working in the field during emergency operations. • Working in an EOC during emergency conditions. • WebEOC or other computer applications. • Emergency communications and reporting procedures. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	All Agencies
4	<p>Develop and maintain a roster of agency contacts for ESF #14 to be used in the event of emergency operations. Ensure critical information (telephone, cell, email, etc.) are captured.</p>	EMA
5	<p>Develop lists of resources needs and work toward eliminating these shortfalls by securing funding, partnerships or other activities.</p>	All Agencies
6	<p>Update mutual aid agreements, letters of understanding or contracts that may offer rapid deployment of resources or services as they relate to short and long-term emergency long-term recovery needs.</p>	All Agencies
7	<p>Train ESF #14 personnel on technical standards and specifications for essential pieces of equipment related to short and long-term emergency long-term recovery needs.</p>	All Agencies
8	<p>Train ESF #14 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	All Agencies
9	<p>Exercise alternate long-term recovery facilities, equipment and assets for continuity of operations</p>	All Agencies
10	<p>Train ESF #14 personnel on policies and administrative rules that relate directly to this ESF and its ability to provide emergency assistance.</p>	All Agencies

ESF #14 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	EMA
2	Activate ESF #14 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local and district Incident Command structures. • Activating continuity of operations plans. • Developing and distributing maps and other pertinent long-term recovery information. • Meeting both emergency transportation and evacuation needs of local agencies and departments. 	EMA
3	Evaluate the ability to communicate with ESF #14 personnel and implement alternate communications if primary systems are down.	EMA
4	Activate strategies and plans developed to address incident housing, debris management, environmental restoration, restoration of public facilities and infrastructure, restoration of the agricultural sector and short- and long-term community recovery.	All Agencies
5	Work with ESF #13 (Public Safety) in the placement of barricades or other security measures as needed or required.	EMA
6	Work with local agencies and departments in the movement and care of persons with special needs.	ESF 6, ESF 17
7	Post situation reports and critical information in WebEOC during activations.	EMA

ESF #14 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	All Agencies
2	Establish partnerships and secure funding sources to address resource shortfalls or gaps for long-term recovery issues and concerns.	All Agencies
3	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall efforts for recovery operations.	All Agencies
4	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	EMA
5	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency long-term recovery needs and update based upon the lessons learned from the most recent emergency response.	EMA
6	Assess the current level of training on emergency safety standards for long-term recovery personnel to determine the appropriate application and compliance with federal and state requirements and policies.	EMA
7	Assess the current usage and application of alternate long-term recovery facilities, equipment and assets for these essential services statewide to determine if there are issues that need to be addressed for future response operations.	All Agencies
8	Work to change, if required, those pieces of policies and administrative rules that relate directly to long-term recovery, which hinder this ESF's ability to provide emergency assistance.	All Agencies

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ESF 15 – External Affairs

A. Introduction

The primary mission of the External Affairs Emergency Support Function (ESF #15) is to collect, analyze and disseminate important information for the public regarding the health, safety and welfare of humans and animals before, during and after emergency or disaster events. Effective and accurate communication can save lives and protect property, as well as help to ensure credibility and public trust.

B. Primary Agency

City of Bloomington Utilities

C. Support Agencies

Monroe County Emergency Management	IU Public Affairs & Government Relations
Monroe County Commissioners	IU Police Department
Bloomington Mayor’s Office	IU Emergency Management
All Public Information Officers (PIO) from local response agencies	Private Business & Industrial Representatives
Southern Indiana Chapter of Red Cross	

D. Situation

1. In the event the need for ESF #15 is determined, the City of Bloomington Utilities will act as the primary agency.
2. ESF #15 will be responsible for implementing internal SOP/SOG and protocols to ensure adequate staffing and administrative support for both field operations and coordination effort in the EOC.
3. ESF #15 will coordinate public information personnel to fulfill specific mission essential activities in the mitigation, preparedness, response and recovery phases.
4. ESF #15 will coordinate public information on our social media accounts and use Everbridge (our mass notification software) to update Monroe County residents as needed.
5. Effective response, as well as ongoing recovery efforts, will be contingent upon the availability of personnel, capabilities, and the extent/impact of the incident upon the county.

E. Concept of Operations

1. ESF #15 personnel will coordinate the activation of public information assets to fulfill specific mission assignments that support essential activities in mitigation, preparedness, response and recovery efforts.
2. ESF #15 shall activate, deploy and organize personnel and resources based upon:
 - a) Pre-established policies and protocols
 - b) Integration and support of the overall CEMP
 - c) Significant health concerns or issues that require immediate analysis and/or response
 - d) The level of support required by other ESFs
3. ESF #15 will ensure that timely and continuous communication is established with key ESF partners within the county to promote an accurate Common Operational Picture (COP) during or following emergency operations.

F. Organization and Assignment of Responsibilities

1. The primary agency (City of Bloomington Utilities) is responsible for the following:
 - a) Provide expertise and information on public information and media relation to assist in preparedness, response and recovery operations.
 - b) Coordinate the delivery of emergency information to the public and the media for those areas within the county impacted by hazards or disaster situations.
 - c) Provide training to essential personnel who may be called upon to work in potentially impacted areas or in the EOC.
 - d) Manage the financial aspects of ESF #15
 - e) Work with other local or municipal public information or external affairs officers to assess the overall impact of an incident and potential resource gaps that may exist.
2. The support agencies are responsible for the following:
 - a) Assist in mitigation, preparedness, response, and recovery operations, as needed or required.

- b) Assist, as needed, in the activation of the EOC, supporting the coordination of public information and media assets and personnel.
- c) Assist the primary agency in the development and implementation of policies, protocols, SOP/SOG, checklists, or other documentation necessary to carry-out mission essential tasks.
- d) Assist in developing situation reports and readiness assessments that will provide for an accurate Common Operational Picture (COP).
- e) Participate in training and exercises for continuous improvement in preparedness, response and recovery capabilities.
- f) Identify new equipment, technologies or capabilities required to prepare for or respond to new or emerging threats or hazards.
- g) Provide information regarding challenges to the county's ability to conduct public information and media relation functions.

G. Resource Requirements

1. Primary and support agencies shall maintain internal SOP/SOG or guides that detail the logistical and administrative priorities necessary to conduct mitigation, preparedness, response, and recovery operations.
2. Each primary and supporting agency will comply with applicable requirements for training as directed by their individual agencies. Additionally, training requirements from higher federal or state authorities will take priority. Training may include, but is not limited to:
 - a) NIMS/IC
 - b) Continuity of Operations
 - c) Emergency Operations Planning
 - d) SOP/SOG Development
 - e) Public and Media Relations
 - f) Joint Information Center

H. Emergency Support Function Tasks

The following tables are comprised of essential tasks to be completed by ESF #15 in all phases of emergency management. They have been developed as a tool to address potential challenges that may be faced during times of emergency and disaster within Monroe County.

It will be the responsibility of ESF #15 to ensure the tasks outlined here are accurate and reflect their overall ability to manage, support and deploy resources to perform lifesaving activities. Further development, updating or changes made to these tasks will be communicated to the Monroe County Emergency Management Agency for integration into the appropriate portion of the county CEMP.

ESF #15 – Mitigation Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Identify areas that have been or are currently prone to significant hazards and determine the impact on critical infrastructure and the ability to move personnel and resources into affected areas.	EMA, Primary
2	Identify public information resources within Monroe County and potential shortfalls or gaps that may exist.	EMA, PIO
3	Identify potential partnerships or funding sources to reduce or eliminate resource shortfalls or gaps for public information issues and concerns.	EMA, PIO
4	Establish partnerships with other local and municipal entities that share public information responsibilities.	EMA, PIO
5	Develop mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency public information needs.	EMA, PIO
6	Identify, establish and maintain technical standards and specifications for essential pieces of equipment related to short and long-term emergency public information needs.	EMA, PIO
7	Identify, establish and maintain routine and emergency safety standards for all public information personnel that comply with federal and state requirements and policies.	All Agencies
8	Identify, establish and maintain alternate public information facilities, equipment and assets for continuity of operations and essential public information services.	EMA, PIO
9	Assist in the development of policies and administrative rules that relate directly to public information, this ESF and its ability to provide emergency assistance.	EMA, PIO
10	Work with ESF #15 (External Affairs) to develop and maintain public outreach programs aimed at eliminating or reducing the risks associated with emergency public information issues.	All Agencies

ESF #15 – Preparedness Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	<p>Develop, validate and maintain SOP/SOG or guidelines for both routine and emergency operations. Key operational concerns include but are not limited to:</p> <ul style="list-style-type: none"> • Identification and assessment of equipment, supplies, resources and critical infrastructure. • Alert and activation of personnel for work in field or EOC. • Emergency communications and reporting procedures. 	EMA, PIO
2	<p>Develop and conduct training and education programs for ESF #15 personnel. Program considerations include but are not limited to:</p> <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Working in an EOC during emergency conditions. • WebEOC or other computer applications. • NIMS/IC. • Continuity of Operations. • Mapping, GIS and other computer applications. • Emergency transportation and evacuation planning. 	EMA, PIO
3	<p>Develop and maintain a roster of essential primary and support agency contacts for ESF #15 to be used in the event of emergency operations. Ensure critical information (address, telephone, cell, facsimile, email, etc.) are captured.</p>	EMA, PIO
4	<p>Develop and maintain a database or system to collect information on essential resources and equipment.</p>	EMA, PIO
5	<p>Develop lists of resources needs and work toward eliminating these shortfalls by funding, partnerships or taking other essential activities.</p>	EMA, PIO
6	<p>Update mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may offer rapid deployment of resources or services as they relate to short and long-term emergency public information needs.</p>	All Agencies
7	<p>Train ESF #15 personnel on technical standards and specifications for essential pieces of equipment related to short and long-term emergency public information needs.</p>	EMA, PIO, IDHS
8	<p>Train ESF #15 personnel on routine and emergency safety standards for both field operations and EOC support.</p>	EMA, PIO, IDHS
9	<p>Exercise alternate public information facilities, equipment and assets for continuity of operations and essential public information services statewide.</p>	EMA, PIO
10	<p>Train ESF #15 personnel on policies and administrative rules that relate directly to public information, this ESF and its ability to provide emergency assistance.</p>	EMA, PIO, IDHS

ESF #15 – Response Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Activate SOP/SOG or guidelines for emergency operations that consider: <ul style="list-style-type: none"> • The assessment, staging, use, status and sustainability of facilities, equipment, supplies and other resources. • The alert, notification and activation of personnel for work in the field or within the EOC. • Emergency communications and reporting procedures. 	EMA, PIO
2	Activate ESF #15 personnel for such mission essential tasks as: <ul style="list-style-type: none"> • The assessment of equipment, supplies and resources. • Providing representatives to work in the Joint Information Center (JIC), if activated. • Responding to the field for emergency operations. • Working in an EOC during emergency conditions. • Supporting local, district or statewide Incident Command structures. • Activating continuity of operations plans. • Meeting both emergency public information and evacuation needs of state and local agencies and departments. • Collect, analyze and disseminate critical health, safety and welfare information for the public. 	EMA, PIO
3	Provide information to the public through all available means regarding agency’s involvement in the response activities. Include press releases and press briefings, as deemed appropriate; and regular updates to posts on agency Web sites.	EMA, PIO
4	Evaluate the ability to communicate with ESF #15 personnel and implement alternate communications if primary systems are down.	EMA, PIO
5	Work with ESF #1 (Transportation) and ESF #13 (Public Safety) in the placement of barricades or other security measures as needed or required.	EMA, PIO
6	Work with ESF #14 (Long-Term Recovery), ESF #8 (Public Health and Medical Services), ESF #13 (Public Safety) and other ESFs as needed, to provide critical information to the public.	All Agency PIO’s
7	Work with local agencies and departments in the movement and care of persons with special needs.	EMA, PIO
8	Post situation reports and critical information in WebEOC during activations.	PIO

ESF #15 – Recovery Tasks		
Task #	Task Summary	Reference / SOP / Policy
1	Work to aggressively eliminate shortfalls or resource gaps that were identified in response to an emergency or disaster.	EMA, PIO
2	Establish partnerships and secure funding sources to address resource shortfalls or gaps for public information issues and concerns.	EMA, PIO
3	Maintain open and ongoing communication with other local and municipal entities in impacted areas and assist in their overall efforts for recovery operations.	EMA, PIO
4	Assess mutual aid agreements, letters of understanding or contracts with departments, organizations or private entities that may have been utilized during the response and determine if those agreements need to be updated or revised.	EMA, PIO
5	Assess the current technical standards and specifications for essential pieces of equipment related to short and long-term emergency public information needs and update based upon the lessons learned from the most recent emergency response.	EMA, PIO
6	Assess the current level of training on emergency safety standards for public information personnel to determine the appropriate application and compliance with federal and state requirements and policies.	All Agencies
7	Assess the current usage and application of alternate public information facilities, equipment and assets for these essential services to determine if there are issues that need to be addressed for future response operations.	All Agencies
8	Work to change, if required, those pieces of policies and administrative rules that relate directly to public information, which hinder this ESF's ability to provide emergency assistance.	EMA, PIO

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MONROE COUNTY Comprehensive Emergency Management Plan

Hazard-Specific Planning Appendix

HAZARD-SPECIFIC PLANNING

I. Purpose

This introduction provides an overview of the annexes applicable to situations requiring a specialized, hazard-specific implementation of the CEMP.

II. Definition and Concept

The County CEMP is supplemented with the Hazard-Specific Planning Annexes for additional support and guidance. The hazards considered to develop the annexes are consistent with the disasters referenced in [Indiana Code 10-14-3-1](#). These planning elements are integrated into the CEMP to enhance the County's overall emergency planning capabilities.

The annexes provide the concept of operations for specific incidents, integration of operations with the CEMP, and specialized incident-related actions for various phases of emergency management. Each annex utilizes the Emergency Support Function (ESF) concept and the functions described therein require the support to, or the cooperation of, all county departments and agencies involved in incident management efforts. The annexes consider direction and control, resource management and special considerations for the unique type of incident. Implementation of these annexes is managed by the coordinating agency with support from various ESFs, based upon their authorities, resources and capabilities.

The Hazard-Specific Annexes describe the county's policies, situation, concept of operations and responsibilities as they relate to specific hazards or incident types. Each annex includes the following four sections:

A. Policies

The policy section identifies the authorities unique to the hazard type, the special actions or declarations that may result and any special policies that may apply.

B. Situation

The situation section describes the hazard characteristics and planning assumptions, as well as the management approach for those instances when key assumptions do not hold.

C. Concept of Operations

This section describes the flow of the emergency management strategy including special coordination structures, specialized response teams or unique resources needed, and other special considerations unique to the type of hazard.

D. Responsibilities

Each annex identifies the appropriate coordinating and cooperating agencies and the objectives and tasks for each ESF position based upon the hazard type.

III. Responsibilities**A. Coordinating Agency**

Monroe County EMA has been designated as the coordinating agency for each Hazard-Specific Annex. Monroe County EMA is responsible for implementing the CEMP and the appropriate annexes, which includes activation and coordination of required ESFs. ESF staffing and functions are configured to expand and contract as necessary to provide response personnel and tasks consistent with the type of disaster or emergency.

B. Emergency Support Functions

Each Hazard-Specific Annex utilizes the ESF concept as defined in the Emergency Support Functions Annex of the CEMP. ESF primary and supporting agencies may be requested by IDHS to provide resources, information, equipment and/or personnel for execution of the annex. Information regarding hazard-specific ESF processes and tasks are identified in the annexes as needed for the specialized implementation of the CEMP. ESF responsibilities include, but are not limited to:

- i. Coordination of the tasks, functions and procedures identified in the annex
- ii. Conducting operations using their own authorities, plans and procedures, subject-matter experts, capabilities and/or resources
- iii. Supporting staffing for operations at the EOC and field deployments
- iv. Collaboration with appropriate private-sector and non-governmental organizations to maximize resource capabilities
- v. Ensuring financial and property accountability for departmental and/or agency personnel and equipment
- vi. Supporting and informing other ESFs and organizational elements of annex activities.

- vii. Planning for short-term and long-term support to incident management and recovery operations
- viii. Conducting preparedness activities, including training and exercising, to maintain mitigation, preparedness, response and recovery capabilities required for support
- ix. Supporting the development of operational plans, standard operating procedures or guides, checklists or other reference tools.

IV. Hazard-Specific Summaries

The following hazard-specific summaries represent the elements considered threats to the safety and welfare of Monroe County residents, property and the environment. The County will mitigate against, prepare for, respond to and recover from these incidents through the implementation of the County CEMP with integration from the appropriate annexes and appendices. The development of additional or revised hazard-specific planning annexes, and/or their subsequent appendices, is ongoing and will reflect the evolving needs of emergency management.

A. Catastrophic Earthquake

The Catastrophic Earthquake Annex acts as a framework for the county's response to a catastrophic earthquake event. The Federal government in its [National Response Framework \(NRF\)](#), dated January 2008, has defined a catastrophic earthquake as an event "that results in extraordinary levels of mass casualties, damage, or disruption, severely affecting the population, infrastructure, environment, economy, national morale and/or government functions". This annex has been developed to coordinate all emergency management activities in response to a no-notice or short-notice catastrophic earthquake for the protection of the people, property, economy and environment of in Monroe County.

Indiana's earthquake threat comes from two primary seismic zones named the New Madrid Seismic Zone (NMSZ) and the Wabash Valley Seismic Zone (WVSZ). NMSZ activity has the potential to cause widespread and catastrophic physical damage across Alabama, Arkansas, Illinois, Indiana, Kentucky, Mississippi, Missouri and Tennessee, affecting some 44 million people. The resulting damage could produce the highest economic losses due to a natural disaster ever in the United States. A "worst case" event scenario was used for planning purposes to generate the earthquake annex and considers activity in both seismic zones. Earthquake damage from activity in the NMSZ or the WVSZ for Monroe County is expected to be minor to moderate in the extent of damages to critical infrastructure, business, homes and essential services.

The Catastrophic Earthquake Planning Annex includes the organizational structure for direction and control of the county's response to the event, as well as damage assessment procedures to include the development and maintenance of a common operational picture (COP). Additionally, a phased planning approach is used with ESF response action tasking listed by phase. The annex focuses only

upon the first three phases of a six phase planning approach. The first three planning phases deal with what are considered to be “response” phases. These phases are:

Phase I: Incident Occurrence through Day 4 (Lifesaving) – Notification, situational awareness, damage assessment, and emergency response resource activation, mobilization, and deployment with a priority on lifesaving.

Phase II: Day 2 through Day 10 (Life Sustaining) – Continued priority on lifesaving, as well as life sustainment operations.

Phase III: Day 10 through Day 30 (Emergency Repair, and Services) – Continue life-sustaining operations, as required, and focus on essential emergency repairs to critical infrastructure.

The remaining phases are considered to be “recovery” phases, which will include the implementation of federal and state assistance programs, and will be detailed in a Recovery Annex, to be developed.

Phase IV: Day 30 through 6 Months (Basic Restoration, and Human Services) – State and federal disaster assistance programs begin implementation, debris management, and repair/restoration of critical infrastructure.

Phase V: 6 Months to 1 Year (Initial Recovery) – Continue housing assistance, state and federal assistance programs, and initiation of long-term recovery strategy/programs.

Phase VI: 1 Year through 5 Years (Sustained Recovery) – Fully implement long-term recovery programs.

The annex applies to all county departments and agencies with an emergency response capability. The collaboration of these agencies is accomplished through a detailed tasking of response actions according to the fifteen recognized Emergency Support Functions as a part of the phased planning approach. Primary and supporting agencies and their roles and responsibilities are identified for each ESF.

B. Pandemic Influenza

The Pandemic Influenza Annex provides an overview of the logistical response, support and responsibilities of the Monroe County Health Department and Monroe County Emergency Management Agency during an influenza pandemic. Collaboration with other agencies will be crucial to manage and assess needs during a response to a pandemic. The plan was initially developed by the Monroe County Health Department and was evaluated and integrated into the County CEMP as an Annex to ESF #8 Health and Medical.

An influenza pandemic occurs when the following three criteria have been met:

1. A new influenza virus emerges
2. The new virus causes severe infection in humans
3. The new virus is easily transmitted from person to person

Pandemics may occur at any time of the year and progress in waves of illness which may move across geographic regions differently, causing the effects of the pandemic to vary in different geographic regions. Each wave may be more or less severe than the previous wave and the symptoms and infectiousness may vary between these different waves. Pandemics have the potential to cause mass fatalities and absenteeism of response personnel, as well as economic hardship and disruption for residents of Monroe County.

The Pandemic Influenza Plan is implemented based upon three phases:

Phase 1 – Avian and/or animal influenza of a subtype causing high avian/animal mortality has been identified in U.S. wildlife flocks, domestic birds, domestic farm animals or other wildlife. Indiana initiates selected response plans and procedures.

Phase 2 – Avian and/or animal influenza has been transmitted to humans. Continuity of Operations Plans (COOP) at the State and County levels are initiated.

Phase 3 – Human to human transmission of influenza has occurred; disruption of services and activities is likely.

C. Nuclear/Radiological Detonation

The Nuclear/Radiological Detonation Annex addresses the coordination of emergency management operations concerning a release of radioactive materials incident in Monroe County. These incidents can vary dramatically in size and complexity and may be the result of deliberate acts or inadvertent circumstances.

A nuclear/radiological detonation may include the release or potential release of radioactive material that poses an actual or perceived hazard to public health, safety, security and/or the environment. The level of response to a specific incident is based on numerous factors, including the ability of District, county and local officials to respond; the type and/or amount of radioactive material involved; the extent of the impact or potential impact on the public and environment; and the size of the affected area.

The preparation for and response to an Improvised Nuclear Device (IND) detonation will consider the following three-phased approach:

Phase 1 – Actions prior to the IND (prevention and protection)

Phase 2 – Response to IND

Phase 2A – Information /Control Priorities (H-Hour through H+12 hours)

Phase 2B – Setting Conditions for Saving Lives (12 - 24 Hours)

Phase 2C – Lifesaving (24-72+ Hours Plus)

Phase 3 – Recovery

The response process includes implementing all relevant plans, activating the EOC, assisting in the set-up of the Joint Field Operations (JFO), establishing the Reception, Staging, Operation and Implementation (RSOI) concept, and coordinating multiple staging areas and local.

Triage/Decontamination/ Mass Care (TDMC) areas. This annex utilizes the ESF concept as a part of the phased approach. Throughout the operation IDHS will serve as the coordinating agency, and primary and supporting ESF agencies will vary according to the phase, as a function of emergency management and support.

D. Suspicious Substance

The Suspicious Substance Annex addresses the policies, situations, concept of operations and responsibilities concerning a suspicious substance incident in Monroe County Government and school facilities. Selected agencies will respond to the potential existence of a suspicious substance in a manner that protects the health and safety of government employees and all visitors to these locations. The annex is scenario based and manages the incident through the following three phases:

Phase 1 – Initial Response – H-Hour through H + 1 Hour

This phase covers the initial report of a suspicious substance, credible threat analysis and initial determination. Preliminary facility and medical protocols are enacted.

Phase 2 – Prophylaxis and Mitigation – H + 1 Hour through H + 2 Hours

Phase 3 – Facilities, Decontamination and Recovery – H + 3 Hours until completed

The primary and supporting ESF agencies will vary by phase. The Monroe County Sheriff's Office and the Monroe County Firefighters Association will serve in a unified command as primary agencies for all three phases of a suspicious substance event. Monroe County EMA as well as the Monroe County Health Department act as important supporting agencies.

E. Cyber Incident

An attack on Monroe County's technology capabilities would limit the ability of local agencies to function properly and adversely affect the manner in which the government operates. In addition, it would undermine citizens' confidence in the security of the internet and the county's ability to govern, potentially leading to political and economic harm for Monroe County. A Cyber Security Annex will be developed by the Monroe County Technical Services Department to address the policies, situations, concept of operations and responsibilities applicable to attacks on Monroe County's capacity to sustain critical technological services.

F. Terrorism Consequence Management

The Terrorism Consequence Management Annex addresses the specialized emergency response operations and supporting efforts needed by Monroe County and the State of Indiana in the event of a known, suspected or threatened terrorist incident occurring within its borders. A terrorist event may involve a variety of methods ranging from uncomplicated incidents affecting relatively small areas, to highly complex events with very widespread physical or economic consequences. Other incidents could involve the use of the less common Weapons of Mass Destruction, such as sophisticated explosive, chemical, biological or radiological agents specifically designed to harm people or property over large areas.

A terrorist attack, especially from the use of a weapon of mass destruction, has the potential to result in health, safety, economic, and/or environmental impacts in a large geographical area. Indiana and Monroe County has many facilities, sites, systems and special events susceptible to a terrorist attack. They may be divided into the following categories: government services, transportation centers, electric power and oil and gas storage, water supplies, information and communications, banking and finance, emergency services, public health, institutions, recreational facilities, commercial and industrial facilities and miscellaneous.

The CEMP outlines a general concept of operations for a disaster or emergency; however, terrorism affects the actions of emergency management officials and emergency responders in a different manner. A Terrorism Consequence Management Annex will be developed to address the specific needs and tasks for the management of a terrorism incident in Monroe County for each ESF position in support of all phases of emergency management.

MONROE COUNTY Comprehensive Emergency Management Plan

Planning Support Appendix

PLANNING SUPPORT

I. Purpose

This introduction provides an overview of the annexes developed to support the CEMP with the execution and coordination of critical operational and administrative functions.

II. Definition and Concept

The County CEMP is supplemented with Planning Support Annexes for additional direction and guidance regarding typical incident-related objectives and missions. These annexes focus on common functional processes and administrative requirements necessary to ensure efficient and effective emergency management. The processes and policies are identified for integration into the CEMP, as needed.

The Planning Support Annexes consider the County's need to manage mass care and sheltering demands, coordinate volunteers and donations, assess and maintain crisis and emergency communications capabilities, sustain and recover critical infrastructure, or any other areas of importance commonly impacted during emergencies or disasters. These annexes are not restricted to specific hazards or individual Emergency Support Functions (ESFs) and are applicable to nearly every emergency operations function and/or incident type for all phases of emergency management. Implementation of these annexes is managed by the coordinating agency with support from various ESFs, based upon their authorities, resources and capabilities. The ESF concept is utilized and the functions identified therein require the support to, or the cooperation of, all departments and agencies involved in incident management efforts.

III. Responsibilities

A. Coordinating Agency

Monroe County EMA has been designated as the coordinating agency for each Planning Support Annex. The County EMA is responsible for implementing the CEMP and the appropriate annexes, which includes activation and coordination of required ESFs. ESF staffing and functions are configured to expand and contract

as necessary to provide response personnel and tasks with the needs of the disaster or emergency.

B. Emergency Support Functions

Each Planning Support Annex utilizes the ESF concept as defined in each of the Emergency Support Annexes of the CEMP. ESF primary and supporting agencies may be requested by the coordinating agency (Monroe County EMA) to provide resources, information, equipment and/or personnel to carry out mission essential tasks and objectives. Specific processes and tasks have been identified in the Planning Support Annexes which require each ESF to collaborate and work toward common public safety goals. Responsibilities for ESFs include but are not limited to:

1. Coordinate the delivery and completion of functions, procedures and tasks identified in the annex.
2. Support staffing requests for operations functions at the EOC and during field operations.
3. Ensuring financial and property accountability for agency personnel and equipment.
4. Coordinate with appropriate private-sector and NGOs to maximize resource capabilities.
5. Support annex activities and maintain situational awareness for other ESFs and organizational elements.
6. Conduct and participate in preparedness activities, such as training and exercises, in order to maintain personnel who can provide appropriate support.
7. Provide planning and support and short- and long-term incident management and recovery operations.
8. Support the development of operational plans, standard operating procedures, guides, checklists or other reference tools.

IV. Planning Support Summaries

The following planning support summaries represent subject matter considered common and critical for emergency management in Monroe County. The county will mitigate against, prepare for, respond to and recover from disasters and emergency events through the implementation of the of County CEMP. The development and activation of the additional supporting documents and annexes for the County CEMP is ongoing and reflective of the changing and dynamic needs of emergency management with Monroe County and the State of Indiana.

What follows are summaries of the current Planning Support Annexes developed for integration into the County CEMP:

A. Volunteer Management

Severe disasters and emergencies create a need to coordinate donations of volunteer services. It is not anticipated that every disaster incident will result in the donation of volunteer services. However, when circumstances warrant, a united and cooperative effort by local, regional and national volunteer organizations (both public and private) is necessary for the successful management of volunteer resources.

Additionally, private volunteer organizations have operational networks set up to receive, process and deliver needed volunteer services to disaster victims. Some services are designated for a particular organization to be received and distributed, as deemed appropriate by the organization, without interference. It is not the county's intent to alter, divert or otherwise impede the normal operation or flow of volunteer services through these organizations. It is however, the intent of the county to help coordinate response needs with offers of volunteer services, thus optimizing overall response efforts."

B. Material Donations Management

Severe disasters and emergencies create a need to coordinate donations of material goods. It is not anticipated, however, that every disaster incident will result in the donation of goods. However, when circumstances warrant, a united and cooperative effort by local and private organizations is necessary for the successful management of unsolicited and non-designated material donations.

The purpose of donations management is to provide victims of disasters with as much support as possible by efficient and effective channeling of offers from the public. Donors will be discouraged from sending unsolicited donations directly to the disaster site. Donations, solicited and unsolicited, will be managed by the Salvation Army and channeled through the Monroe County Organizations Active in Disasters (MoCOAD) member organizations and/or other voluntary agencies.

Additionally, private organizations have operational networks set up to receive, process and deliver needed goods to disaster victims. Some goods are designated for a particular organization to be received and distributed, as deemed appropriate by the organization, without interference. It is not the county's intent to alter, divert or otherwise impede the normal operation or flow of goods through these organizations. It is however, the intent of the county to help coordinate response needs with offers of goods, thus optimizing overall response efforts."

C. Special Needs Population

The definition of "special needs population" as it appears in the National Response Framework (NRF) is as follows: Populations whose members may have additional needs before, during and after an incident in functional areas, including but not limited to:

1. Maintaining independence
2. Communication

- 3. Transportation
- 4. Supervision
- 5. Medical care

Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency; or who are non-English speaking; or who are transportation disadvantaged. These populations may also include:

- 1. Young children who may not be able to identify themselves;
- 2. Older adults with dementia, Alzheimer’s, or other psychiatric conditions;
- 3. Deaf;
- 4. Blind;
- 5. Homeless;
- 6. Minority populations;

ESF #6- Mass Care and its supporting agencies have collaborated to provide guidance for the sheltering and care of special needs populations during a disaster or emergency event. The ESF #6- Mass Care checklists provide the necessary tasks and resources to manage and provide appropriate care to those persons with special needs sheltered within Monroe County. ESF #6- Mass Care considers the challenge of evacuating and transporting special needs populations to suitable shelters or to potential locations outside of the county, should the need arise.

D. Emergency Communications

The Emergency Communications Annex provides an outline for the implementation of a jurisdictional communications framework and identifies the priorities critical to support and maintain emergency communications systems in Monroe County before, during and after disaster and emergency events. The establishment of priorities and the assessment of current county capabilities allows for the essential planning of emergency communications with all agencies, departments and organizations with roles and responsibilities in emergency communications.

The Annex applies to both routine and emergency situations, supporting the all-hazards approach that is outlined in the CEMP. Additionally, implementation of the concepts contained in this annex shall be utilized when considering both redundant or alternative communication systems and their overall integration into effective response operations.

E. Crisis Communications

A disaster or emergency event will require incident managers and other government officials to establish systems for communicating with the public during

the emergency. The National Incident Management System (NIMS) defines public information systems as “the processes, procedures and systems for communicating timely and accurate information to the public during crisis or emergency situations.” Local officials are largely responsible for communicating essential emergency details to the potentially impacted population.

During a crisis, county Public Information Officers will coordinate, deliver and support the dissemination of information to the public in a quick, responsible way, using every available medium, including:

1. Mainstream media (radio, TV, print, websites, news bureau, e-news)
2. Email
3. Websites of local public safety and government agencies and organizations
4. Partner/stakeholder distribution methods (email, newsletters, fax)
5. Printed materials (including flyers, posters, direct mail)
6. In-person meetings
7. Telephone
8. Fax
9. Text Messages

The Crisis Communications Annex provides a program for the distribution of information and education to the public concerning threats to life, safety and property. These activities include information about specific threats, appropriate preparedness measures and protective actions to mitigate the threats. The public outreach activities also consider the diversity of the population to ensure the public is appropriately advised.

MONROE COUNTY Comprehensive Emergency Management Plan

Acronyms and Definitions

A. List of Acronyms

AAR	After Action Report / After Action Review
ADA	Americans with Disabilities Act
ARC	American Red Cross
BC	Business Continuity
BOAH	(Indiana) Board of Animal Health
CAP	Corrective Action Plan
CBRNE	Chemical, Biological, Radiological, and/or Nuclear Explosive
CEMP	Comprehensive Emergency Management Plan
CEO	Chief Executive Officer / Chief Elected Official
CERT	Community Emergency Response Team
CFR	Code of Federal Regulations
CI	Critical Infrastructure
CIKR	Critical Infrastructure and Key Resources
CJI	(Indiana) Criminal Justice Institute
COG	Continuity of Government
CONOPS	Concept of Operations
COOP	Continuity of Operations
COP	Common Operational Picture
CPG	Comprehensive Preparedness Guide
CTASC	(Indiana) Counter-Terrorism and Security Council
CUSEC	Central United States Earthquake Consortium
DEOC	Department Emergency Operations Center
DHS	U.S. Department of Homeland Security
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Operational Response Team
DNR	Department of Natural Resources
DoD	Department of Defense
DOJ	Department of Justice
EAS	Emergency Alert System
ECL	Emergency Condition Level
EM	Emergency Management
EMA	Emergency Management Agency
EMAI	Emergency Management Alliance of Indiana

EMAC	Emergency Management Assistance Compact
EMAP	Emergency Management Accreditation Program
EMPG	Emergency Management Performance Grant
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
EPZ	Emergency Planning Zone
ESF	Emergency Support Function
FAA	Federal Aviation Administration
FAAT	Federal Emergency Management Agency (FEMA) Acronyms, Abbreviations, and Terms
FAC	Family Assistance Center
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FDA	Food and Drug Administration
FEMA	Federal Emergency Management Agency
FHA	Federal Highway Authority
FIA	Federal Insurance Administration
FOG	Field Operations Guide
GAO	Government Accountability Office
GIS	Geographic Information System
GPS	Global Positioning System
HAZMAT	Hazardous Material(s)
HAZUS	Hazards U.S.
HIRA	Hazard Identification and Risk Assessment
HSEEP	Homeland Security Exercise and Evaluation Program
HSPD	Homeland Security Presidential Directive
IA	Individual Assistance
IAEM	International Association of Emergency Managers
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IDEM	Indiana Department of Environmental Management
IDHS	Indiana Department of Homeland Security
IMAT	Incident Management Assistance Team
INDOT	Indiana Department of Transportation
ING	Indiana National Guard
INVOAD	Indiana Volunteer Organizations Active in Disasters
IOSHA	Indiana Occupational Safety and Health Administration
IPSC	(Indiana) Integrated Public Safety Commission
ISDH	Indiana State Department of Health
ISP	Indiana State Police
JFO	Joint Field Office

JIC	Joint Information Center
JOC	Joint Operations Center
LCEMP	Local Comprehensive Emergency Management Plan
LEOC	Local Emergency Operations Center
LEPC	Local Emergency Planning Committee
MACS	Multiagency Coordination System
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NEMA	National Association of Emergency Managers
NFIP	National Flood Insurance Program
NFPA	National Fire Protection Association
NGO	Nongovernment Organization
NIC	National Integration Center
NIMS	National Incident Management System
NIMSCAST	National Incident Management System Compliance Assessment Tool
NLT	No Later Than / Not Less Than
NPG	National Preparedness Guidelines
NPS	National Planning Scenarios
NRC	U.S. Nuclear Regulatory Commission
NRF	National Response Framework
NWS	National Weather Service
OCRA	(Indiana) Office of Community and Rule Affairs
OFBCI	(Indiana) Office of Faith-Based and Community Initiatives
OSHA	Occupational Safety and Health Administration
PA	Public Assistance
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
PSAP	Public Safety Answering Point
RA	Regional Administrator
RACES	Radio Amateur Civil Emergency Services
REPP	Radiological Emergency Preparedness Program
RRCC	Regional Response Coordination Center
RRP	Regional Response Plan
SBA	Small Business Administration
SCIP	State Communications Interoperability Plan
SCO	State Coordinating Officer
SEOC	State Emergency Operations Center
SEMA	(Indiana) State Emergency Management Agency (Now IDHS)
SERC	State Emergency Response Commission
SLG	State and Local Guide
SOG	Standard Operating Guide / Standard Operating Guidelines
SOP	Standard Operating Procedure

TCL	Target Capabilities List
TOC	Tactical Operations Center
UC	Unified Command
USDA	U.S. Department of Agriculture
USGS	U.S. Geological Survey
UTL	Universal Task List
WMD	Weapons of Mass Destruction

B. Definitions

American Red Cross (ARC)

A humanitarian organization, led by volunteers, that provided relief to victims of disasters and helps people prevent, prepare for and respond to emergencies. It does this through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

Assumptions

1. (Management) Statements of conditions accepted as true and that have influence over the development of a system. In emergency management, assumptions provide context, requirements and situational realities that must be addressed in system planning and development and/or system operations. When these assumptions are extended to specific operations, they may require re-validation for the specific incident.
2. (Preparedness) Operationally relevant parameters that expected and used as a context basis or requirement for the development of response and recovery plans, processes and procedures. For example, the unannounced arrival of patients to a healthcare facility occurs in many mass casualty incidents. This may be listed as a preparedness assumption in designing initial response procedures. Similarly, listing the assumption that funds will be available to train personnel on a new procedure may be an important note.
3. (Response) Operationally relevant parameters for which, if not valid for specific incident's circumstances, the emergency plan-related guidance may not be adequate to assure response success. Alternative methods may be needed. For example, if a decontamination capability is based on the response assumption that the facility is not within the zone of release, this assumption must be verified at the beginning of the response.

Authority

A right or obligation to act on behalf of a department, agency or jurisdiction. Commonly, a statute, law, rule or directive made by a senior elected or appointed official of a jurisdiction or organization that gives responsibility to a person or entity to manage and coordinate activities.

Capabilities-based planning

Planning under uncertainty, to provide capabilities suitable for a wide range of threats or hazards while working within the economic framework that necessitates prioritization and choice. Capabilities-based planning addresses uncertainty by analyzing a wide range of human-caused or naturally occurring events to identify required capabilities.

Checklist

Written or computerized collection of actions to be taken by an individual or organization meant to aid memory rather than provide detailed instruction.

Community

A political entity that has the authority to adopt and enforce laws and ordinances for the area under its jurisdiction. In most cases, the community is an incorporated town, city, township, village, or unincorporated area of a county. However, each state defines its own political subdivisions and forms of government.

Comprehensive Emergency Management Plan (CEMP)

An emergency planning document developed for jurisdictions, which focuses on an all-hazards approach in the management and coordination of life-saving activities before, during and after an emergency or disaster. Similar to an Emergency Operations Plan (EOP), a CEMP has many of the same functions, characteristics and attributes, but differs in that it considers the Four Phases of Emergency Management – Mitigation, Preparedness, Response and Recovery – whereas, an EOP primarily focuses on jurisdictional response activities. Additionally, a CEMP is commonly considered a “foundational document”, outlining the most critical elements of a jurisdictional emergency management, allowing supplemental and supporting documents that relate to the CEMP to develop under a common, structured framework.

Contamination

The undesirable deposition of a chemical, biological or radiological material on the surface of structures, areas, objects or people.

Damage Assessment

The process used to appraise or determine the number of injuries and deaths, damage to public and private property, and status of key facilities and services (e.g. hospitals and other health care facilities, fire and police stations, communications networks, water and sanitation system, utilities and transportation networks) resulting from an man-made or natural disaster.

Decontamination

The reduction or removal of a chemical, biological or radiological material on the surface of structures, areas, objects or person.

Disaster

An occurrence of a natural catastrophe, technological accident, or human-caused event that has resulted in severe property damage, deaths, and/or multiple injuries. As used in this Guide, a “large-scale disaster” is one that exceeds the response capability of the Local jurisdiction and requires State, and potentially Federal, involvement. As used in the Stafford Act, a “major disaster” is “any natural catastrophe [...] or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under [the] Act to supplement the efforts and available resources or States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.” (Stafford Act, Sec. 102(2), 42 U.S.C. 5122(2)).

Disaster Recovery Center

Places established in the area of a Presidentially declared major disaster, as soon as practicable, to give victims the opportunity to apply in person for assistance and/or obtain

information related to that assistance. DRCs are staffed by Local, State, and Federal agency representatives, as well as staff from volunteer organizations (e.g., the American Red Cross).

Emergency

Any occasion or instance, such as a hurricane, tornado, storm, flood, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, fire, explosion, nuclear accident, or any other natural or man-made catastrophe, that warrants action to save lives and to protect property, public health, and safety.

Emergency Medical Services (EMS)

Individuals who, on a full-time, part-time, or voluntary basis, serve as first responders, emergency medical technicians (EMT) (basic), and paramedics (advanced) with ground-based and aero-medical services to provide pre-hospital care.

Emergency Operations Center (EOC)

The pre-designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency. The EOC coordinates information and resources to support domestic incident management activities.

Emergency Operations Plan

A document that: describes how people and property will be protected in disaster and disaster threat situations; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available for use in the disaster; and outlines how all actions will be coordinated. The primary focus of the document is on the response aspects of emergency management.

Emergency Support Function (ESF)

A structured group of tasks and resources, brought together to effectively manage the impacts of an emergency or disaster within a given jurisdiction. ESFs are typically comprised of multiple agencies and departments within a jurisdiction that have similar roles, responsibilities, resources, authority and training.

Evacuation

Organized, phased, and supervised dispersal of people from dangerous or potentially dangerous areas.

- **Spontaneous Evacuation:** Residents or citizens in the threatened areas observe an emergency event or receive unofficial word of an actual or perceived threat and, without receiving instructions to do so, elect to evacuate the area. Their movement, means, and direction of travel are unorganized and unsupervised.
- **Voluntary Evacuation:** This is a warning to persons within a designated area that a threat to life and property exists or is likely to exist in the immediate future. Individuals issued this type of warning or order are NOT required to evacuate; however, it would be to their advantage to do so.
- **Mandatory or Directed Evacuation:** This is a warning to persons within the designated area that an imminent threat to life and property exists and individuals MUST evacuate in accordance with the instructions of local officials.

Federal Coordinating Officer (FCO)

The person appointed by the President to coordinate Federal assistance in a Presidentially declared emergency or major disaster. The FCO is a senior FEMA official trained, certified, and well experienced in emergency management, and specifically appointed to coordinate Federal support in the response to and recovery from emergencies and major disasters.

Field Assessment Team

A small team of pre-identified technical experts who conduct an assessment of response needs (not a preliminary damage assessment) immediately following a disaster. The experts are drawn from the Federal Emergency Management Agency, other agencies and organizations (e.g., U.S. Public Health Service, U.S. Army Corps of Engineers, U.S. Environmental Protection Agency, and American Red Cross) and the affected State(s). All FAST operations are joint Federal/State efforts.

Flash Flood

Follows a situation in which rainfall is so intense and severe and runoff is so rapid that recording the amount of rainfall and relating it to stream stages and other information cannot be done in time to forecast a flood condition.

Flood

A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waters, unusual or rapid accumulation or runoff of surface waters, or mudslides/mudflows caused by accumulation of water.

Functional-based Planning

A planning methodology that concentrates on the identification common tasks a community's public safety personnel and organizations must perform before, during, and after emergencies in order to effectively prepare for respond to and recover from both human-caused and naturally occurring hazards. It is the basis for the development of planning documents like the CEMP.

Governor's Authorized Representative

The person empowered by the Governor to execute, on behalf of the State, all necessary documents for disaster assistance.

Hazard

A potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation. Hazards can include latent conditions that may represent future threats and can have different origins: natural (geological, hydro-meteorological and biological) or induced by human processes (e.g. human-caused, which includes environmental degradation and technological hazards). Hazards can be single, sequential or combined in their origin and effects. Each hazard is characterized by its location, intensity, frequency and probability."

Hazard Mitigation

Any action taken to reduce or eliminate the long-term risk to human life and property from hazards. The term is sometimes used in a stricter sense to mean cost-effective measures to reduce the potential for damage to a facility or facilities from a disaster event.

Hazardous Material

Any substance or material that, when involved in an accident and released in sufficient quantities, poses a risk to people's health, safety, and/or property. These substances

and materials include explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, poisons, oxidizers, toxins, and corrosive materials.

Incident Command System (ICS)

A standardized, on-scene, emergency management construct, specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure that is designed to help manage resources during incidents. It is used for all kinds of emergencies and applicable to both small and large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Management Assistance Team (IMAT)

1. (Federal) Interagency team composed of subject-matter experts and incident management professionals. IMAT personnel may be drawn from national or regional Federal department and agency staff according to established protocols. IMAT make preliminary arrangements to set up Federal field facilities and initiate establishment of the JFO.
2. (State) Interagency team composed of subject-matter experts and personnel well-versed in incident management. IMAT personnel may be drawn from state or district personnel in order to fulfill specific response-based priorities. An IMAT will be responsible for providing direct support to emergency management and public safety personnel within local jurisdictions to successfully coordinate tactical operations.

Joint Field Office

The Joint Field Office is the primary Federal incident management field structure. The JFO is a temporary Federal facility that provides a central location for the coordination of Federal, State, tribal, and local governments and private-sector and nongovernmental organizations with primary responsibility for response and recovery. The JFO structure is organized, staffed, and managed in a manner consistent with *NIMS* principles and is led by the Unified Coordination Group. Although the JFO uses an ICS structure, the JFO does not manage on-scene operations. Instead, the JFO focuses on providing support to on-scene efforts and conducting broader support operations that may extend beyond the incident site.

Joint Information Center

A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System

Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The JIS provides a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the Incident Commander (IC); advising the IC about public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction

Multiple definitions are used. Each use depends on the context:

- A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., City, County, Tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).
- A political subdivision (Federal, State, County, Parish, Municipality) with the responsibility for ensuring public safety, health, and welfare within its legal authorities and geographic boundaries.

Mass Care

The actions that are taken to protect evacuees and other disaster victims from the effects of the disaster. Activities include providing temporary shelter, food, medical care, clothing, and other essential life support needs to the people who have been displaced from their homes because of a disaster or threatened disaster.

Multiagency Coordination Systems

Those systems which provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multiagency coordination systems include facilities, equipment, personnel, procedures, and communications. Two of the most commonly used elements are EOCs and MAC Groups. These systems assist agencies and organizations responding to an incident.

Mitigation

The effort to reduce loss of life and property by lessening the impact of disasters. This is achieved through risk analysis, which results in information that provides a foundation for mitigation activities that reduce risk.

National Incident Management System (NIMS)

A coordination and management construct that provides for a systematic, proactive approach that guides government agencies at all levels, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

National Response Framework

A guide to how the nation conducts all-hazards incident management.

Nongovernmental Organization (NGO)

An entity with an association that is based on the interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government. Such organizations serve a public purpose and not for private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Planning

1. (Strategic Plans) The process of developing documents by a program, department or jurisdiction which explains the overall public safety mission for the entity and outlines key goals, objectives and tasks that must be completed over a specific period of time. Most strategic plans are developed as a means to match budgetary goals with key actions that specific agencies and departments must complete in order to meet their defined mission. However, strategic plans may be developed as a means to outline how specific projects or programs will be managed, assigning duties to individuals or agencies and establishing solid milestones to determine success. Most strategic plans are multi-year documents, predominantly covering two to five years.

2. (Operational Planning) The process of developing documents by a program, department or jurisdiction which explains how resources, personnel and equipment may be managed and activated to meet the specific objectives of a strategic plan. An operational plan will contain a full description of the Concept of Operations and may include additional, supporting annexes, as required.
3. (Tactical Planning) The process of developing documents by a program, department or jurisdiction which explains how specific or immediate life-saving or response-based tasks will be completed to support operational planning tasks. Commonly, tactical plans are those documents used by public safety personnel during the response phase and may include but are not limited to such documents as SOP/SOG, Field Operations Guide (FOG), and response-based planning elements.

Recovery

The long-term activities beyond the initial crisis period and emergency response phase of disaster operations that focus on returning all systems in the community to a normal status or to reconstituting these systems to a new condition that is less vulnerable.

Resource Management

Those actions taken by a government to (a) identify sources and obtain resources needed to support disaster response activities; (b) coordinate the supply, allocation, distribution, and delivery of resources so that they arrive where and when they are most needed; and (c) maintain accountability for the resources used.

Scenario-Based Planning

Planning approach that uses a Hazard Vulnerability Assessment to assess the hazard's impact on an organization on the basis of various threats that the organization could encounter. These threats (e.g. hurricane, terrorist attack) become the basis of the scenario.

Senior Official

The elected or appointed official, who, by statute, is charged with implementing and administering laws, ordinances, and regulations for a jurisdiction. He or she may be a major, city manager, etc.

Special-Needs Population

A population whose members may have additional needs before, during, or after an incident in one or more of the following functional areas: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those have disabilities; live in institutionalized settings; are elderly; are children; are from diverse cultures, have limited proficiency in English or are non-English-speaking; or transportation disadvantaged.

Standard Operating Procedure

A set of instructions constituting a directive, covering those features of operations which lend themselves to a definite, step-by-step process of accomplishment. SOP/SOG supplement emergency plans by detailing and specifying how assigned tasks are to be carried out. SOP/SOG may be found within or act as a reference document or may serve as an operations manual, providing the purpose, authorities, duration, and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

State Coordinating Officer

The person appointed by the Governor to coordinate State, Commonwealth, or Territorial response and recovery activities with NRF-related activities of the Federal Government, in cooperation with the Federal Coordinating Officer.

State Liaison

A Federal Emergency Management Agency official assigned to a particular State, who handles initial coordination with the State in the early stages of an emergency.

Target Capabilities List

A component of the National Preparedness Goal from HSPD-8 which describes and sets targets for the capabilities required to achieve the four homeland security mission areas: Prevent, Protect, Respond, and Recover. The List defines and provides the basis for assessing preparedness. It also establishes national targets for the capabilities to prepare the Nation for major all-hazards events, such as those defined by the National Planning Scenarios. The current version of the TCL contains 37 core capabilities.

Terrorism

The use or threatened use of criminal violence against civilians or civilian infrastructure to achieve political ends through fear and intimidation rather than direct confrontation. Emergency management is typically concerned with the consequences of terrorist acts directed against large numbers of people (as opposed to political assassination or hijacking, which may also be considered terrorism).

Tornado

A local atmospheric storm, generally of short duration, formed by winds rotating at very high speeds, usually in a counter-clockwise direction. The vortex, up to several hundred yards wide, is visible to the observer as a whirlpool-like column of winds rotating about a hollow cavity or funnel. Winds may reach 300 miles per hour or higher.

Warning

The alerting of emergency response personnel and the public to the threat of extraordinary danger and the related effects that specific hazards may cause. A warning issued by the National Weather Service (e.g., severe storm warning, tornado warning, tropical storm warning) for a defined area indicates that the particular type of severe weather is imminent in that area.

Watch

Indication by the National Weather Service that, in a defined area, conditions are favorable for the specified type of severe weather (e.g., flash flood, severe thunderstorm, tornado, tropical storm).

**MONROE COUNTY
Comprehensive Emergency
Management Plan**

Catastrophic Earthquake Annex

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CATASTROPHIC EARTHQUAKE PLANNING ANNEX

To The

**MONROE COUNTY COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN (CEMP)**

NEW MADRID
SEISMIC ZONE





FEMA



Monroe County

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CATASTROPHIC EARTHQUAKE PLANNING ANNEX

To The

Monroe County

Comprehensive Emergency Management Plan (CEMP)

I. Introduction

A. Purpose

This annex to the Monroe County CEMP addresses the specialized emergency response operations and supporting efforts needed by the County, and its political subdivisions, in response to a no-notice Catastrophic Earthquake.

B. Scope

Due to the inherent devastating and widespread effects of a catastrophic earthquake, this element expands upon the general concepts and operational procedures already detailed in the CEMP that would be required for a normal disaster or emergency event. The Federal government, in its National Response Framework dated January 2008, has defined a catastrophic earthquake as an event “that results in extraordinary levels of mass casualties, damage, or disruption, severely affecting the population, infrastructure, environment, economy, national morale and/or government functions”.

This annex applies to all governmental functions of Monroe County, and its political subdivisions, by providing general and specific functional procedures for first responders, as well as addressing those same procedures for a number of supporting non-governmental and private sector organizations. This is accomplished through a detailed tasking of response actions according to the fifteen (18) Emergency Support Functions (ESF’s) detailed in the County CEMP

This annex focuses only upon the first two (2) phases of a six (6) phase planning approach for a catastrophic earthquake. The first two (2) planning phases deal with what are considered to be “response” phases. The entire six (6) planning phases are:

Phase I – Incident Occurrence through Day 4 (Lifesaving) – Focus is upon notification, situational awareness, initiation of local response resources with a priority on

lifesaving, damage assessment. State/Federal supplemental resources will have been requested, activated and possibly deployed in many cases.

Phase II – Day 2 through Day 10 (Life Sustaining) – Continued priority on lifesaving, as well as life sustainment operations to include medical treatment, sheltering/mass care services and possibly evacuation. State and Federal supplemental assistance will have arrived. All ESF's are fully engaged in response to the event.

Phase III – Day 10 through Day 30 (Emergency Repair and Services) – Continue life sustaining operations as required and focus on essential emergency repairs to critical infrastructure.

The remaining phases are considered to be “recovery” phases, which will include the implementation of significant State/Federal assistance programs:

Phase IV – Day 30 through 6 months ((Basic Restoration and Human Services) – Housing, Federal Emergency Management Agency (FEMA) disaster assistance programs implementation, debris management and repair/restoration of critical infrastructure.

Phase V – 6 months to 1 Year (Initial Recovery) – Continue housing assistance, FEMA assistance programs and initiation of long-term recovery strategy/programs.

Phase VI – 1 Year through 5 Years (Sustained Recovery) – Fully implement long-term recovery programs.

It must be understood that a catastrophic incident will present a dynamic response and recovery environment requiring response plans and strategies flexible enough to effectively address emerging or transforming needs and requirements. Because of this fact, overlaps in time must be accepted when trying to identify (or estimate) specific phases with assigned time periods. Additionally, depending upon the magnitude of the initial event as well as the number and magnitude of aftershocks that may occur, all timelines identified may have to be significantly adjusted.

II. Situation and Assumptions

A. Situation Overview

1. Indiana's earthquake threat comes from two primary seismic zones:

a. The New Madrid Seismic Zone (NMSZ) is the U.S. region that scientists expect to be most vulnerable to a catastrophic earthquake. The NMSZ lies within the central Mississippi Valley, extending from northeast Arkansas, through southeast Missouri, western Tennessee and western Kentucky to southern Illinois. During a three month period during the winter of 1811 to 1812 there were a series of shocks that produced at least three quakes that were estimated to have a magnitude near, or greater than, 8.0. These quakes were felt throughout the U.S. and Canada. Hundreds of aftershocks followed over several months. Major quakes along the NMSZ occurred again in 1843 and 1895, the latter being a 6.8 that caused immense damage. Hundreds of quakes along this zone occur every year, although most are of a magnitude less than 2.0. Although the

actual fault system does not extend directly into Indiana, extreme physical destruction can be expected due to the underlying geologic and soil conditions that favor amplification of earthquake induced shaking and a bedrock system which lacks the necessary structure to attenuate earthquake energy.

According to the United States Geological Survey and the Center for Earthquake Research and Information at the University of Memphis, the following probabilities of an earthquake in the NMSZ over a 50 year period are as follows:

Probability of a repeat of the 1811 – 1812 earthquakes (magnitude 7.7 – 8.0) = 7 – 10%

Probability of a magnitude 6.0 or larger = 25 – 40%

b. The Wabash Valley Seismic Zone (WVSZ) is located in southeastern Illinois and southwestern Indiana. Scientists believe that it is capable of, and has produced, “New Madrid” size earthquake events. In the 1980’s, geologists found evidence of a prehistoric earthquake along the banks of the Wabash River with an estimated magnitude of 7.0. Current research is still turning out new evidence of earthquake activity in this zone. The WVSZ is still very active as proven by a 5.0 earthquake that occurred in the Evansville area on June 18, 2002; as well as most recently, the April 18, 2008 5.2 magnitude quake that was felt throughout much of Indiana, Illinois and other Midwest states with the epicenter approximately 25 miles southwest of Vincennes, Indiana.

As a point of comparison to the 5.2 magnitude April 18, 2008 earthquake: a 6.2 quake would produce ten times the level of shaking with approximately 30 times as much energy released; a 7.2 magnitude event would produce 100 times the level of shaking with nearly 1,000 times as much energy released.

2. Earthquake damage from activity in the NMSZ or the WVSZ is expected to be the most significant in the southwestern part of Indiana, including Monroe County, with damage decreasing incrementally throughout the remainder of the state. However, the direct damage, as well as the effects on basic infrastructure support services (communications, electric, natural gas, etc.) could be of a catastrophic nature throughout a large portion of the state.
3. Earthquakes are no-notice events that occur without warning, thereby increasing the likelihood of casualties and damage to property.
4. Because of the growth and dispersal of the population and the accompanying development of critical infrastructure that is required to sustain this population, any significant earthquake event, especially over a 6.0 magnitude, could cause catastrophic impacts within Monroe County, as well as a large portion of the State of Indiana and other states.

B. General Planning Assumptions

1. The overall damage from a major or catastrophic earthquake will be widespread, however seismic caused ground motions may vary within a region and so will resulting damages.

Therefore, there may be high concentrations of damage in some areas with only moderate to slight damage in others.

2. In all likelihood, aftershocks will continue for weeks, or months, following the primary seismic event.

3. Injuries and fatalities may be numerous due to complete or partial collapse of unreinforced structures as well as falling objects. People may be trapped in the resulting debris.

4. Partial interruption or major destruction of critical supporting infrastructure may occur to the following: water, gas and sewer facilities and lines, electrical power plants and transmission lines, highways, bridges, overpasses, rail lines, dams and reservoirs, airport runways and facilities.

5. Earthquakes have a greater potential for disrupting communications than do other disasters, therefore damage to communications systems may range from functional impairment to total destruction.

6. Critical facilities such as hospitals, as well as EMS, fire and law enforcement facilities/equipment, dispatch centers and emergency operations centers may sustain damage that will greatly reduce their ability to provide emergency services.

7. Many vital and trained first responders may not be available due to injuries sustained to themselves or members of their family.

8. Multiple sequences of events may occur such as: dam failure, flooding of populated areas, damage to businesses, industry and the release of hazardous materials. Fires from broken gas lines and inundation from broken water and sewer lines may occur simultaneously.

9. Shelters identified for use during other natural disasters may not be available for use due to a variety of reasons (damage, loss of electric/gas services, etc.)

10. Local fire stations, or other expediently designated facilities may be used as locations to focus or centralize emergency response actions.

11. Even if buildings remain intact, non-structural damage to infrastructure (computers, communications, records, windows, furnishings, vehicles, machinery, etc.) may cause short to long term interruption or loss of services to many governmental agencies, businesses, industry, banks, pharmacies, groceries, gas stations, etc.

12. Access to and from severely impacted areas, damage to infrastructure and the loss of communications may restrict supplemental assistance from surrounding jurisdictions, as well as the state and federal government's resources, for many hours and perhaps days.

13. Based upon the foregoing assumptions, **Monroe County should plan and prepare to meet its own emergency needs to the best of its ability for at least 72 hours and possibly longer.** However, in some cases the resources that remain available may be quickly overwhelmed due to the magnitude of the event.

III. Concept of Operations

A. The County's response to a catastrophic earthquake will require the activation of multiple components of the CEMP. While the CEMP addresses emergency response to a variety of events, a catastrophic earthquake will require a modification to response efforts across the county. This is due to the fact that an earthquake of this magnitude may cause significant damage and/or destruction across a wide-spread area.

B. This response annex anticipates that if an earthquake is strong enough to cause extensive damage, affected residents and emergency personnel will experience it firsthand. However, notification procedures identified in the CEMP should still be initiated depending up the communications methods still available and functioning.

C. The Monroe County EOC, located at Monroe County Emergency Management, 2800 S Kirby Rd will be immediately activated to a Level 1 (full activation), as described in the CEMP. Alternate EOC locations would be the Bloomington Police Department, 220 E. Third St in Bloomington and the Town of Ellettsville meeting facility at the Ellettsville Fire Department 5080 W State Road 46 in Ellettsville.

D. As soon as possible, the Monroe County Board of Commissioners will declare a Local State of Disaster Emergency in accordance with I.C. 10-14-3-29 (The principle executive officers of the local political subdivisions within the county may do the same). This local declaration will be followed by a request by the County to the Governor for a State Declaration of Disaster Emergency, which will ultimately lead to a request from the Governor to the President for a Major Disaster Declaration.

E. The Monroe County Emergency Management Director, or other appropriate official, will notify the Indiana Department of Homeland Security (IDHS) State Emergency Operations Center as soon as possible, through any means available, and provide all known information regarding the event and the County's ability to respond, with updates on a regular basis but no less than every 12 hours. All information will be reported to the State, by any means available, on the appropriate status/damage assessment forms or through WebEOC, if appropriate internet connections remain intact.

F. Continuity of operations and continuity of government will be essential following a catastrophic earthquake. Therefore, an immediate assessment will be required by all emergency response agencies and departments to determine their ability to respond, the availability of emergency responders and the status of each agency's facilities and equipment. This assessment will serve as a primary basis for the development of initial Incident Action Plans (IAP's), to support immediate response and life-saving activities.

G. In accordance with established procedures in the County CEMP, all county emergency response agencies/departments will immediately respond to the event based upon their levels of capability.

1. The County will assume responsibility for emergency response to all areas in the County's jurisdiction.
2. Cities and towns will be responsible for the initial response to all citizens in their jurisdiction. This includes the City of Bloomington and the Towns of Ellettsville and Stinesville.
3. As this response takes place, it will be essential that all responders gather expedient damage assessment information which is to be reported, through appropriate channels, to the EOC by the best available means.

H. Lifesaving actions will be the priority immediately following the event. These actions include:

1. The provision of emergency medical/health care and the transport of the seriously injured to the appropriate medical facility or location
2. The provision of search and rescue services
3. The provision of food and water
4. Depending upon weather conditions, the provision of expedient shelter

I. As immediate life-saving actions are being conducted, other response priorities within the first 72 hours following an earthquake will include:

1. The immediate assessment of roads and bridges - This will be critical in order to determine safe routes for emergency responders within the county, as well as ingress/egress for supplemental assistance from other counties, and state/federal government resources.
2. The assessment of other critical infrastructure including hospitals and health care facilities, water/wastewater systems, energy systems, rail lines, schools, shelters, aviation facilities and government facilities.
3. Determining the status of all communications systems - If possible, establish centralized communications to provide direction and control, coordinate the response efforts and determine the extent of damage.
4. Supporting firefighting efforts in the identification of the most essential facilities and controlling the spread of fires.

5. Evaluating the number of hazardous material releases, their impact on the general public and responding as appropriate.
 6. Providing accurate, consistent and expedient emergency public information to the public.
 7. Providing for the overall safety and well-being of the citizens.
- J. All requests for resources, including requests from political subdivisions within the county, will be forwarded, through the appropriate command channels, to the EOC (or its alternate location) for coordination. Allocation of resources will be made based on the priorities of life safety, incident stabilization and preservation/restoration of critical infrastructure.
1. As soon as possible, resource shortfalls will be identified by the EOC and a request for assistance will be forwarded to the State EOC by the County Emergency Management Director or other designated individual.
 2. The State will prioritize all resource requests from the affected counties and will attempt to provide the resources either through its own resources, requests to other states through the Emergency Management Assistance Compact (EMAC) or through the Federal Government.
 3. The provision of all supplemental resources from the State will be coordinated back through the EOC, or other designated location. This will require the identification of a County staging area to which the resources can report. Possible staging areas include:
 - a. The Monroe County Fairgrounds
 - b. The Monroe County Highway Department
 - c. The Monroe County Airport
- K. When a State response is requested, all primary operational decisions involving the use of State resources, or Federal resources if requested, shall be a result of joint consultations by the appropriate unified command serving that area.

IV. Direction and Control

- A. All incidents in Monroe County will be managed using the National Incident Management System (NIMS) Incident Command System (ICS).
- B. Due to the catastrophic nature of an earthquake, and unlike many other types of disasters, the entire county may sustain moderate to severe damage. In all likelihood, there will be numerous sites where Incident Command will be established throughout the County. Therefore, the ICS structure at the field level may need to expand.

C. Incident Command/Unified Command - With such an event, it may be likely that the initial response will be disjointed and, to a degree chaotic. Therefore, it will be paramount that local Incident Commanders (IC's) at the field level quickly recognize the "magnitude of the event" and rapidly integrate to a single incident organization capitalizing on the benefits of a Unified Command (UC) structure.

1. These Unified Commands may be comprised of law enforcement, fire, EMS, highway and possibly public works representatives.
2. The Unified Commands would be responsible for single scene tactical response operations.
3. The Incident Command, or Unified Commands, will report directly to the Area Command/Unified Area Commands.

D. Area Command/Unified Area Command – In all likelihood the County will be divided into 4 sector Area Commands (AC's) with the various single scene IC's or UC's reporting to them. The Area Commands could become Unified Area Commands (UAC's) when the incident is multi-jurisdictional or involves multiple agencies, which would most likely be the case with a catastrophic earthquake.

1. The Area Commands, or Unified Area Commands, would be responsible for the strategic coordination of the multiple response scenes (IC's or UC's). The Area Commands or Unified Area Commands would be responsible for the following actions within the designated area:
 - a. Setting overall strategy and priorities
 - b. Allocating critical resources according to the priorities
 - c. Ensuring that the response is properly managed
 - d. Ensuring that objectives are met
 - e. Ensuring that strategies are followed
2. These Area Commands, or Unified Area Commands, would report for resource and policy coordination to the EOC.

E. EOC - The EOC would serve in a strategic coordination role for the AC, or UAC's, and may include the County Policy Group (Commissioners, Mayors, and Town Board Presidents).

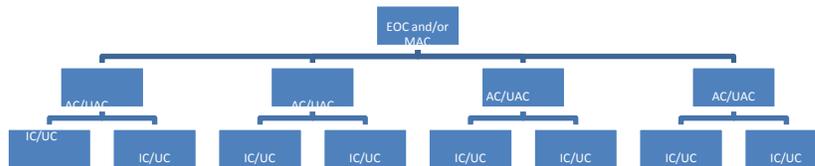
1. The EOC would coordinate information and resources to support the activities taking place in each AC, or UAC, as well as be responsible for all public information.

F. Multi-Agency Coordination location - The EOC may also serve as a Multi-Agency Coordination (MAC) location with principle representatives from agencies/organizations (Emergency Support Functions – ESF’s) with direct incident management responsibilities or with significant support or resource responsibilities.

G. The EOC would:

1. Ensure that each involved agency/organization is providing situation and resource status information that would be used for the development and maintenance of the COP.
2. Coordinate the resolution of priority issues that may arise between AC’s, or UAC’s.
3. Acquire and allocate resources required to support field activities
4. Coordinate and identify future resource requirements
5. Provide strategic coordination for the County’s collective response to the event.

H. The following chart depicts the command structure identified above:



Command and Control represented by solid line

Coordination represented by broken line

I. Incident Action Plans - Incident Action Plans (IAP’s) will be developed by the IC/UC’s, AC/UAC’s and the EOC/MAC.

1. Each of the IAP’s developed by these organizational levels will be based upon supporting the objectives identified in the next lower level organizational

unit, as well as any collective coordination policies established by the Policy Group in the EOC/MAC.

2. The IAP's will ensure that the priorities detailed in Section III, paragraphs H and I of this planning annex are addressed as appropriate.

3. IAP's will be developed based upon 12 hour operational periods as established by the EOC/MAC.

J. Situational Status/Common Operating Picture - Each Area Command/Unified Area Command will constantly maintain a situation status, based upon information provided by the IC's/UC's and their IAP's, which will reflect the operational status of critical facilities, as well as the response actions being conducted. This information will be forwarded to the EOC/MAC which will be used to develop the County's collective COP. The COP should reflect the following:

1. Casualties (injuries and fatalities)
2. Search and rescue requirements and actions
3. Communications status (public safety radio, cellular, land-line, satellite, amateur radio)
4. Hospital/health care status and needs
5. Emergency medical response capabilities and actions
6. Fire capabilities and actions
7. Law enforcement capabilities and actions
8. Schools' status
9. Water system status
10. Wastewater system status
11. Energy status (electric, gas, oil)
12. Transportation system status (roads/bridges, rail, airports and navigable waterways)
13. Hazardous materials issues and actions
14. Mass care/shelter requirements, capabilities and actions

K. County/State/Federal Interface

1. As soon as possible, and by whatever means possible, the Monroe EOC/MAC, or a designated representative, should attempt to establish communications with the State EOC, or other designated on-site state representative, to provide an initial status report and request for supplemental resources if required. This initial report should be followed by updated reports no less than every 12 hours if possible.
2. The State will make every effort, as a minimum, to establish an on-site District liaison to work with the affected counties within each IDHS District for resource support coordination purposes as quickly as possible. Depending upon the damage sustained, it may be necessary to provide additional State liaisons within certain Districts, as well as the most significantly affected counties.
3. The deployment of State supplemental resources will be coordinated through the designated State liaisons within each District who will then coordinate the further staging and integration of these resources into the existing command structures within each county, until such time as sufficient State resources arrive to establish some form of Local/State Unified Command structure.
4. If State liaisons are not in place at the time of the deployment of State resources, this coordination will take place between the State EOC and the County EOC, or the designated County representative.
5. As Federal resources begin to arrive in-state, their deployment may be initially coordinated by the State EOC, through designated District State liaisons, or through already established Local/State Unified Commands. However, as soon as possible, a Joint State/Federal Field Office will be established and a more detailed Local/State/Federal Unified Command structure will be set in place.

V. Communications

- A. The ability to communicate, in some form or fashion, is of the utmost importance in the establishment of a functioning direction and control organizational response structure in the case of any event, especially a catastrophic earthquake.
 1. The Emergency Support Function #2 Primary Agency (Monroe County Technical Services department- TSD) will be responsible for assessing the various methods of communications that remain functional following the initial earthquake, as well as after significant aftershocks.

2. Primary communications will be through utilization of 800 MHz, or 155 MHz frequencies if they are still functional. Amateur radio frequencies will serve as redundant communications.
3. Based upon the redundant communications capabilities that remain functional, these resources will be allocated to locations critical to the maintenance of command and control capabilities (as described in paragraph IV), as well as critical facilities such as hospitals, law enforcement agencies, fire departments, etc. If at all possible, these redundant communications should be pre-identified for specific allocation to the designated critical locations/facilities. At a minimum, the pre-identified allocation should provide for
 - a. Communications within each IC/UC
 - b. Communications between IC's/UC's and the AC's/UAC's
 - c. Communications between AC's/UAC's and the EOC/MAC location

Note: Serious consideration could be given to the development of a plan, based upon the assumption that most, or all, normal means of communications are non-existent.

VI. Damage Assessment/Information Collection

A. Damage assessment/information collection will be critical to:

1. Determining the most significantly affected areas in the County
2. The rapid establishment of a County-wide direction and control organizational structure.
3. The identification of immediate needs pertaining to lifesaving, life safety and life sustainment.
4. The determination of response priorities
5. The identification of critical infrastructure remaining to support the response effort
6. Developing and maintaining the Common Operating Picture

B. It will be imperative that all responders continuously collect and report damage and needs assessment information as they perform their duties, especially during the first 72 hours following the earthquake's occurrence, as well as following significant aftershocks. The EOC, or other designated location will be the primary repository for collection and maintenance of this information.

1. This information should be reported back to the EOC through the designated command organizational structure that has been established, if at all possible.

C. Initially, the most critical information required will be the identification of lifesaving needs and the status of critical highways/roads/bridges.

1. The identification of lifesaving needs is obvious.
2. The status of critical highway/roads/bridges will significantly impact all response efforts throughout the county and will affect the ability to receive supplemental resources from nearby counties, as well as resources from the State and Federal Government.

D. Critical Highways/Roads/Bridges within Monroe County

1. State Roads 37, 45, 46, 48, and 446 will be the primary highways/roads/bridges targeted for expedient damage assessment, primarily by INDOT
2. The Monroe County Highway Department (ESF 1) and Monroe County Public Works (ESF 3) will be responsible for the assessment and reporting of the condition of County roads and bridges.
3. Monroe County Highway (ESF 1) drivers will run their normal snow routes looking any possible problems. The Monroe County Engineers Office (ESF 3) staff will divide the county into four quadrants and make a systematic assessment for irregularities as stated in the INDOT Field Guide for Emergency Inspection Closures. They will check the high volume roads/ arterials and collectors first and then branch off into the local road system. The field staff will report any irregularities immediately to the County Highway Engineer for further inspections and possible road closure. Contact will be made to structural engineers for assessment and final determination of open vs closed. Conditions found for roads and bridges will be reported to the Emergency Operations Center by the ESF 1 and ESF 3 representatives to be included in the common operating picture.

E. Other Critical Infrastructure

1. Critical Infrastructure facilities include but are not limited to the following:

Hospitals- IU Health Bloomington Hospital, Monroe Hospital.

Government- Monroe County Courthouse, City & Town Governmental buildings.

Police and Fire Stations.

Water and Waste water facilities and distribution systems.

Energy- Duke Energy, REMC- South Central & UDWI and Vectren Gas.

Monroe County Airport

Monroe Dam- USACE, IDNR.
Indiana Rail Line.
Shelters identified by the Monroe County Red Cross.
Schools- MCCSC and RBB Schools.
Health Care facilities county wide.

2. Initial inspection and evaluation of these facilities will be completed by designated facility personnel. They will utilize technical expertise as required and report to the EOC, specifically ESF #18 Damage Assessment and ESF #5 Emergency Management.

3. Requests from facilities for assistance in damage assessment capabilities will be directed to various ESF's in the EOC to be filled as the ESF's are capable. Requests that cannot be filled by EOC ESF's will be forwarded to the state for assistance.

F. Damage Assessment Teams and Capabilities

1. Monroe County currently uses ESF #18 Damage Assessment established to assist ESF #5 Emergency Management in completing a PDA to contribute to the Common Operating Picture in the county.

2. ESF #18 primary agency Monroe County Red Cross uses Red Cross volunteers and if needed Amateur Radio members trained in Damage Assessment in coordination with Monroe County emergency Management to complete the Damage Assessment task.

G. Other specific damage assessment information is contained in Tab A to this document (Critical Task Assignments by ESF's)

VII. Administration and Finance

1. Administration and finance procedures relating to the response to an earthquake are detailed in the Monroe County CEMP.

Tab A to the MONROE County Catastrophic Earthquake Planning Annex

Subject: Critical Task Assignments by Emergency Support Function (ESF)

- A. This tab will detail, by ESF, the critical actions pertaining to Monroe County’s response to a catastrophic earthquake.
- B. The primary and support agencies for each specific ESF are detailed in the County CEMP
- C. ESF primary representatives will be located in the EOC/Multi-Agency Coordination location, or other designated location, and will serve in a supporting coordination and information collection role to the direction and control organizational structure (ICS) that has been established in response to the event.
- D. ESF Critical Task Assignments

1. ESF #1 – Transportation / Evacuation

The Primary and Supporting Agencies for ESF #1 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary
- _____ Collect Continuity of Operations information for this function
 - _____ Personnel
 - _____ Equipment
 - _____ Facilities
- _____ Determine status of communications within your function and report information collected to ESF #2 (Communications)
- _____ Ensure that critical highway/road/bridge damage assessment has been initiated with reporting structure in place.
- _____ Collect damage assessment for other critical transportation infrastructure and determine their operational status
 - _____ Rail
 - _____ Airports
 - _____ Navigable Waterways (if applicable)

-
- _____ Coordinate with the Indiana Department of Transportation regarding the conduct and results of its Post-Earthquake Safety Evaluation of Roads and Bridges within the County.

 - _____ Maintain a status of:
 - _____ Roads that are closed
 - _____ Roads that are not inspected
 - _____ Bridges that are open without restrictions
 - _____ Bridges that are open with restrictions
 - _____ Bridges that are closed
 - _____ Bridges that have not been inspected
 - _____ Bridges that have been visually inspected, but require further engineering evaluation to determine status

 - _____ Erect appropriate road/bridge closure signage for all roads and bridges deemed unsafe for travel

 - _____ Clear debris from roads and bridges deemed safe for travel

 - _____ Perform expedient repairs of road and bridges where deemed appropriate

 - _____ Secure contractual assistance as required

 - _____ Assist ESF #7 (Resource Support) in the determination of refueling locations available for use by critical public safety agencies.

 - _____ Assist in the designation of staging areas

 - _____ Assist in the designation of Points of Distribution (POD's)

 - _____ Assist in the designation of priority routes for use by local emergency responders, as well as potential State and Federal resources

 - _____ Assist in the designation of safe evacuation routes

 - _____ Assist in the designation of assembly points for evacuees to gather prior to evacuation

 - _____ Coordinate the identification of alternative transportation resources for use in evacuation, re-supply and medical transport (i.e.: school corporations, farmers, municipal and private transportation companies, etc.)

 - _____ Assist ESF #6 (Mass Care) in the movement of emergency supplies into selected shelter or distribution areas (POD's).
-

- _____ Coordinate the repair and restoration of all critical transportation systems
- _____ Coordinate the identification of all transportation supplemental resources needed and provide to ESF #5 (Emergency Management) for submission to State
- _____ Report all critical information to ESF #5 (Emergency Management)

2. ESF #2 - Communications

The Primary and Supporting Agencies for ESF #2 are listed in the Monroe County CEMP 'Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Immediately begin coordinating the assembly of information regarding the status of all communications systems within the county
- _____ All public safety radio systems, including 911 and dispatch centers
 - _____ Other non-public safety radio systems
 - _____ Telephone
 - _____ Cellular Communications
 - _____ Satellite telephone/radio
 - _____ Internet
 - _____ Commercial broadcast systems (radio, T.V. and Emergency Alerting System)
- _____ Activate amateur radio operators
- _____ Coordinate with ESF #12 (Energy) and/or electrical energy providers to determine the status of electrical supply throughout the County.
- _____ If communications systems are non-functional and the electrical energy supply has been disrupted, attempt to determine if communications failures are due to power disruption or actual physical damage to the communications facilities/equipment.
- _____ If communications facilities/equipment do not appear to have sustained damage, and are not on emergency power generator, attempt to locate and connect to a generator

- _____ If private sector provided communications systems (telephone, cellular, etc.) are not functional, attempt to contact providers to determine the length of outage.
- _____ If significant damage to, or disruption of, critical communications systems has taken place, develop an expedient communications plan that will provide all necessary links that may be required for the direction and control organizational structure (ICS) that has been established in response to the earthquake (This may include the use of all possible methods of communications: amateur radio personnel, mobile communications, CB radio, car-to-car relays, message runners, etc.)
- _____ Coordinate the establishment of all necessary communications linkages with critical support facilities such as hospitals, shelters, etc.
- _____ Coordinate with commercial telecommunications service providers to determine supplemental emergency communications resources that they may be able to provide.
- _____ Coordinate with the Civil Air Patrol (CAP) regarding the possible establishment of airborne repeater systems.
- _____ Establish communications with State through any means possible
- _____ Coordinate the identification of supplemental communication resources needed and provide to ESF #5 (Emergency Management) for submission to State.
- _____ Coordinate the establishment of a Net Control Station, as well as a system for integration of all of the different radio frequencies that will be used by incoming response agencies/organizations.
- _____ Coordinate the repair and restoration of all critical communications systems
- _____ Report all critical information to ESF #5 (Emergency Management)

3. ESF #3 – Public Works and Engineering

The Primary and Supporting Agencies for ESF #3 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location

-
- _____ Ensure representation in various Unified Commands as necessary

 - _____ Collect Continuity of Operations information for this function
 - _____ Personnel
 - _____ Equipment
 - _____ Facilities

 - _____ Determine status of communications within this function and report information collected to ESF #2 (Communications)

 - _____ Determine the status of all public water and wastewater treatment facilities serving your county. If damaged, attempt to determine:
 - _____ Is damage limited to the facility only, or the associated distribution/reception grids, or both
 - _____ Status of power to the facility – if facility is still functional, is it operating on back-up power, or is generator needed
 - _____ Initial estimate of damage
 - _____ Minor – repairs can be made in 7 to 10 days
 - _____ Significant – 10 to 30 days required for repairs
 - _____ Major – months required for repairs
 - _____ Given water/wastewater system damage, what is the impact on critical care facilities hospitals, nursing homes, etc.
 - _____ Given water/wastewater system damage, what is the impact on the County’s capability to provide mass care and shelter services that may be required.

 - _____ Identify if sanitary engineering, or other specialized engineering support, is required to assess damage to the systems.

 - _____ Identify areas where firefighting capabilities have been impacted due to damage sustained and share this information with ESF #4 (Firefighting)

 - _____ Identify high-hazard dams and levees that are in danger of failing, or have already failed, due to damage sustained and determine potential, or actual, impacts.

 - _____ Based upon information collected, determine if there are areas within the county that may require evacuation due to the total destruction, or extensive damage, sustained to the water/wastewater systems.

 - _____ Based upon information collected, identify areas where bulk water operations may be required to sustain populations and share this information with ESF’s #6 (Mass Care) and #7 (Resource Support).
-

- _____ In coordination with ESF #10, identify hazardous materials storage sites or locations where release of the materials stored, or produced, could potentially affect water supplies. This would also apply to public water supplies that are drawn from waterways.
- _____ Collect information regarding damage sustained to government facilities such as government centers, courthouses, jails, etc.
- _____ In coordination with ESF #1 (Transportation), develop a debris removal plan including the identification of possible disposal sites.
- _____ Coordinate the repair and restoration of all critical public works systems
- _____ Coordinate the identification of all public works supplemental resources needed and provide to ESF #5 (Emergency Management) for submission to State
- _____ Report all critical information to ESF #5 (Emergency Management)

4. ESF #4 – Firefighting

The Primary and Supporting Agencies for ESF #4 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary
- _____ Collect Continuity of Operations information for this function by individual fire department to determine the county’s collective ability to conduct firefighting operations
 - _____ Personnel
 - _____ Equipment
 - _____ Facilities
- _____ Determine status of communications within this function and report information collected to ESF #2 (Communications)
- _____ Advise all fire departments to remove all critical equipment from inside storage areas due to the possibility of aftershocks
- _____ Collect information regarding the status of fires that may be occurring including:
 - _____ The local capabilities to fight those fires

- _____ The status of water supplies
- _____ The need for mutual aid, or supplemental assistance

- _____ Collect information regarding any critical hazardous materials production, or storage facilities that may be on fire or threatened by fire. Share information with ESF #10 (Hazmat)

- _____ Collect information regarding any oil, LP or natural gas storage, production facility or pipelines that may be on fire or threatened by fire. Share information with ESF #10 (Hazmat and ESF #12 (Energy).

- _____ If possible, obtain National Weather Service information that may impact firefighting operations and share information with all concerned.

- _____ As information is collected, advise all ESF representatives of areas on fire or threatened by fire.

- _____ As necessary, assist in the coordination of any request for mutual aid within the county and with neighboring counties.

- _____ Coordinate the identification of any supplemental firefighting resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.

- _____ Coordinate with ESF #7 (Resource Support) regarding staging area issues and ESF #1 (Transportation) regarding routes that will be used for receipt of supplemental resources.

- _____ Coordinate with ESF #7 (Resource Support) regarding the procurement of any specialized equipment, including heavy equipment, needed for the firefighting effort.

- _____ Report all critical information to ESF #5 (Emergency Management)

5. ESF #5 – Emergency Management / Food and Water

The Primary and Supporting Agencies for ESF #5 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location

- _____ Upon occurrence of the earthquake event, attempt to ascertain the epicenter and magnitude of the event through any means possible.

- _____ Activate all appropriate notification systems, including EOC activation notification.

- _____ If the EOC has sustained damage making it unusable, move to alternate EOC or coordinate the selection of another facility or location to serve as the EOC or MAC.

- _____ Coordinate with the County Commissioners and advise them to declare a Local State of Disaster Emergency, if this action has not already been taken.

- _____ Attempt to establish communications with the State EOC through any means possible and provide county status update.

- _____ Continue county status updates to the State as appropriate, but no less than every 12 hours, utilizing the required reporting format (Can be via WebEOC if internet connections remain intact).

- _____ Ensure that all ESF's and responding agencies determine their continuity of operations status. This would include:
 - _____ Personnel
 - _____ Equipment
 - _____ Facilities
 - _____ Overall ability to carry out their duties

- _____ Assist, where required, in the establishment of the direction and control system (ICS) in response to the event.

- _____ Implement county damage assessment procedures/teams and collect/maintain information obtained.

- _____ Through the established ICS, encourage all responders to report damage assessment information, as well as the identification of any specific lifesaving/life safety needs that are identified.

- _____ Ensure that Incident Action Plans are being developed by all levels of the Incident Command System and that they are being disseminated as appropriate.

- _____ Establish and maintain the Common Operating Picture for the county's comprehensive response to the event.

- _____ In coordination with ESF #7 (Resource Support), identify and request any State and/or Federal supplemental resources needed.

- _____ Coordinate the integration of State and Federal emergency response representation into the county’s overall command structure.
- _____ Assist ESF # 7 (Resource Support) in the coordination of the identification and establishment of staging areas as appropriate.
- _____ Assist ESF # 7 (Resource Support) in the coordination of the identification and establishment of Points of Distribution (POD’s) as appropriate.
- _____ Attempt to maintain the county’s focus upon the established lifesaving, life safety and life sustainment priorities that have been established.

6. ESF #6 – Mass Care, Emergency Assistance, Housing, Human Services & Damage Assessment

The Primary and Supporting Agencies for ESF #6 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Based upon incoming damage assessment information, assess the counties capabilities to provide mass care/shelter services and begin the development of a strategy to provide same.
- _____ Survey pre-identified shelters to determine their structural integrity, as well as the status of water, wastewater, electric and gas services to them.
- _____ As safe shelters are identified, coordinate with ESF #1(Transportation) to determine the status of safe routes to, and around, the shelter facility.
- _____ As necessary, coordinate the development of improvised emergency shelters.
- _____ Coordinate the provision of a shelter management system as required.
- _____ In coordination with ESF #7, establish feeding operations (including water, ice and other basic commodities) at the designated shelter sites and at other fixed sites, through mobile feeding units and the bulk distribution of food at Points of Distribution (POD’s).
- _____ Provide cots, blankets, clothes and personal hygiene items as required.
- _____ Establish and maintain a shelter/victim registry.

- _____ Coordinate with ESF #8 (Health/Emergency Medical) in the provision of first aid services at shelters and other fixed sites.
- _____ Address special needs population issues.
- _____ Address sex offender/shelter issues.
- _____ Provide crisis counseling services.
- _____ Coordinate the reunification of families separated at the time of the disaster.
- _____ Coordinate companion/service animal sheltering with ESF #11(Agriculture, Animals).
- _____ Coordinate with ESF #13 (Law Enforcement) in the provision of security required for mass care/shelter locations.
- _____ Coordinate the transition of the homeless from emergency shelters to short and possibly long-term housing.
- _____ Coordinate with ESF #15 (Public Information) regarding the dissemination of information regarding mass care/shelter services.
- _____ Should evacuation of the population be required, assist in the coordination of the development of evacuation plans and the identification of potential mass care/shelter locations outside of the county.
- _____ Coordinate the identification of any supplemental mass care/shelter resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.
- _____ Report all critical information to ESF #5 (Emergency Management)

7. ESF #7 – Resource Support

The Primary and Supporting Agencies for ESF #7 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ As soon as possible, and in coordination with all ESF’s begin the compilation/consolidation of all known, or envisioned, logistical support

requirements. Identify possible sources that may be able to provide these resources. This may include:

- _____ Heavy equipment
- _____ Power generation equipment
- _____ Supplemental transportation resources
- _____ Supplemental communications equipment
- _____ Supplemental engineering assistance
- _____ Supplemental firefighting resources
- _____ Supplemental damage assessment assistance
- _____ Mass care/shelter resources (food, water, ice, blankets, tents, generators, portable toilets, etc.)
- _____ Health and medical resources
 - _____ Personnel
 - _____ Equipment
 - _____ Pharmaceuticals and other critical supplies
- _____ Supplemental search and rescue resources
- _____ Supplemental hazmat teams
- _____ Supplemental veterinary services
- _____ Supplemental law enforcement resources

_____ Coordinate with ESF # 5 (Emergency Management) in the early identification of specific supplemental resources that may be needed from the State and Federal government and assist in the submission of this request.

_____ Identify vendors who can support response operations, especially the large national vending chains such as Wal-Mart, Lowes, etc. (establish pre-disaster agreements if possible).

_____ Coordinate with ESF #1 (Transportation) regarding the identification of safe routes for transportation of relief supplies and resources into the county.

_____ Coordinate with ESF # 13 (Law Enforcement) regarding security at relief supply reception and distribution points.

_____ Coordinate with ESF # 15 (Public Information) to ensure accurate and timely information regarding the distribution of relief supplies.

_____ Coordinate the establishment of staging areas.

_____ Coordinate the assessment and establishment of commodity reception and distribution points (POD's).

- _____ Develop and maintain a status board relating to local businesses that are open and can provide essential services such as groceries, convenience stores, gas stations, pharmacies, banks, etc.
- _____ Designate fueling locations for emergency vehicles throughout the county and provide emergency power if required.
- _____ Coordinate volunteer resource support.
- _____ Coordinate a donations program.
- _____ Report all critical information to ESF #5 (Emergency Management)

8. ESF #8 – Health/Medical

The Primary and Supporting Agencies for ESF #8 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary
- _____ As soon as possible, attempt to collect information which might indicate the locations and numbers of casualties that may be expected.
- _____ As soon as possible, initiate the collection of Continuity of Operations information to determine the county’s collective ability to provide health and medical services (hospitals, health care clinics, nursing homes, EMS providers, etc.). This may include a determination of the following issues:
 - _____ The conditions and available capacities of hospitals and health care facilities.
 - _____ The status of each medical transport service, including medical air transport
 - _____ The availability of medical and support staff personnel to continue essential emergency medical and health operations.
 - _____ The ability to handle an influx of casualties.
 - _____ Immediate equipment or supply concerns.
 - _____ Status of electric/gas power supply and water/sewer services to each facility or location.
 - _____ Is facility/location operating on emergency power and, if so, what is the status of fuel for generator.

- _____ If facility is not functional, what plans exist for caring for the patients that they presently have.
- _____ Over the next 72 to 96 hours, what are the most critical supplemental resources that will be needed to keep the facility/location functional.
- _____ Number of patients at each facility that require immediate transport to another facility in order to sustain life.

- _____ Determine the status of communications capabilities within your function and report information collected to ESF #2 (Communications).

- _____ Coordinate, and maintain status of, emergency medical triage and treatment, casualty collection sites and transport services in the impacted areas.

- _____ As soon as possible, coordinate the identification of any supplemental health/medical resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.

- _____ Coordinate the planning and implementation of first aid stations

- _____ Coordinate the provision of the mass distribution of drugs and/or vaccines in response to the threat or occurrence of infectious and communicable disease.

- _____ Address issues regarding those on home health care, as well as other special needs populations.

- _____ Enlist the services of retired doctors, nurses and other health care providers as necessary.

- _____ Provide mental health/crisis counseling services for disaster victims, as well as emergency responders.

- _____ Coordinate with ESF #1 (Transportation regarding medical mass transportation issues, if required.

- _____ Coordinate with ESF # 6 (Mass Care/Shelter) in the provision of required medical services in emergency shelters using volunteers and public health personnel

- _____ Coordinate with ESF #7 (Resource Support) regarding critical health/medical re-supply issues.

- _____ Coordinate with ESF #9 (Search and Rescue) regarding medical hand-off procedures.
- _____ Coordinate with ESF #13 (Law Enforcement) regarding security issues at hospitals and other health/medical locations.
- _____ Coordinate with the County Coroner regarding fatality/mass fatality issues.
- _____ Coordinate with ESF #15 (Public Information) regarding the issuance of health and medical advisories.
- _____ Report all critical information to ESF #5 (Emergency Management)

9. ESF #9 – Search and Rescue

The Primary and Supporting Agencies for ESF #9 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary
- _____ Coordinate the collection of information regarding the potential, or actual need, for structural collapse rescue services. The focus will most likely be on higher population areas with multi-story buildings and/or multi-family apartment structures.
- _____ If multiple locations require structural collapse rescue services, coordinate the prioritized assignment of available teams that the county may have.
- _____ If the county’s resources are overwhelmed, request mutual aid assistance from adjoining jurisdictions if possible (however, mutual aid may not be available in a catastrophic event).
- _____ As soon as possible, coordinate the identification of any supplemental search and rescue resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State
- _____ Identify logistical needs for search and rescue efforts and coordinate acquisition with ESF #7 (Resource Support).

- _____ Coordinate the medical hand-off of rescued victims with ESF #8 (Health and Medical) and ensure medical coverage for responders performing rescue services.
- _____ Coordinate the provision of mental health services for those performing search and rescue missions.
- _____ Coordinate the provision of other rescue services, such a water rescue, search dogs, etc.
- _____ Report all critical information to ESF #5 (Emergency Management)

10. ESF #10 – Hazardous Materials

The Primary and Supporting Agencies for ESF #10 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary.
- _____ Based upon information collected regarding areas sustaining the most significant damage, utilize the county listing of hazardous materials manufacturing, storage and distribution facilities to attempt to determine facilities where earthquake damage could possibly have resulted in a release to the environment that could cause harm to, or threaten the lives/health of the population.
- _____ Prioritize facilities for further investigation regarding the degree of actual damage sustained and/or immediate clean up, or containment of the hazardous materials, if possible. Factors to be considered include:
 - _____ The number of people threatened
 - _____ The immediacy of the hazard in relation to other hazards or issues being faced
 - _____ Actions which can be delayed or postponed
 - _____ Some facilities may pose a more significant threat than others due to the types of materials that the facility manufactures, stores or distributes
- _____ Through coordination with ESF #12 (Energy), or pipeline company representatives, attempt to determine the integrity of pipelines that travel through the county carrying various forms of petroleum, natural gas and other hazardous materials.

- _____ Coordinate the mitigation, or correction, of all problems that may pose life safety/health issues, especially in significantly populated areas.
- _____ If multiple locations require hazmat response services, coordinate the prioritized assignment of available teams that the county may have.
- _____ Identify logistical needs for hazmat response efforts and coordinate acquisition with ESF #7 (Resource Support).
- _____ Ensure medical coverage for responders performing hazmat services.
- _____ Coordinate the identification and response to hazardous materials accidents/releases involved in transport such as:
 - _____ Highways
 - _____ Rail
 - _____ Navigable waterways, if applicable
- _____ If the county’s resources are overwhelmed, request mutual aid assistance from adjoining jurisdictions if possible (however, mutual aid may not be available in a catastrophic event).
- _____ Utilize private sector hazardous materials response resources, as they may be available.
- _____ As soon as possible, coordinate the identification of any supplemental hazmat response resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State
- _____ Coordinate with ESF #4 (Firefighting) in the identification of fire situations that may threaten hazardous materials facilities or locations.
- _____ Coordinate all hazmat response efforts with any Indiana Department of Environmental field personnel who may have responded to your county.
- _____ Report all critical information to ESF #5 (Emergency Management)

11. ESF #11 – Agriculture

The Primary and Supporting Agencies for ESF #11 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

Note: Human health issues will always take precedence over animal health issues. Therefore, animal health issues may not be addressed until 96 hours, or later, following an earthquake event.

- _____ Ensure representation at the EOC/MAC location
- _____ Alert/activate any veterinary emergency personnel residing in the County, as well as any plans that the County may have.
- _____ Initiate the rescue, transport, shelter, identification, triage and treatment of domesticated animals affected by the earthquake.
- _____ Identify the potential for contagious animal diseases and/or animal illnesses that could result due to an earthquake and take appropriate action to mitigate/treat them.
- _____ Coordinate the provision of companion/service animal sheltering with ESF #6 (Mass Care).
- _____ If required, identify potential animal carcass disposal sites and methods of collection and disposal in coordination with ESF #10 (Hazardous Materials).
- _____ In coordination with ESF # 15 (Public Information), issue advisories regarding animal health and care following an earthquake.
- _____ As soon as possible, coordinate the identification of any supplemental animal health resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.
- _____ Coordinate all domesticated animal response efforts with any State Board of Animal Health field personnel who may have responded to your county.
- _____ Report all critical information to ESF #5 (Emergency Management).

12. ESF #12 – Energy

The Primary and Supporting Agencies for ESF #12 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Begin the collection of all available information regarding the status of energy supplies to all areas of the county. This can be obtained through contact with:
 - _____ Electricity providers

- _____ Privately owned utilities
- _____ Rural Electric Cooperatives
- _____ Municipally owned utilities
- _____ Gas providers
- _____ Natural Gas
- _____ LP
- _____ Incoming reports from field emergency response personnel and damage assessment teams
- _____ Collect information regarding the status of any power generation or transmission facilities that are located in the county.
- _____ Collect information regarding the status of any energy supply pipelines that are located in, or travel through, the county
- _____ Collect specific information regarding the status of electric/gas supplies to critical facilities such as hospitals, nursing homes, 911 centers, public safety communications facilities and equipment, schools, water/wastewater treatment facilities, local commercial broadcast stations, etc.
- _____ Establish and maintain a county wide energy status report that reflects damage/outage information previously collected, as well as projected power restoration dates.
- _____ In coordination with ESF #7 (Resource Support), attempt to provide emergency power to all identified critical facilities, if they do not already have emergency power in place (Due to limitations on the number/type of generators available, prioritization of the critical facilities may be required).
- _____ Coordinate with ESF's #1 (Transportation) and #3 (Public Works) in the provision of assistance to energy power supply companies conducting restoration services (identification of safe roads/bridges within the county, providing debris clearance services for access by power companies, etc.).
- _____ As soon as possible, coordinate the identification of any supplemental energy resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.
- _____ Report all critical information to ESF #5 (Emergency Management).

13. ESF #13 – Public Safety and Security

The Primary and Supporting Agencies for ESF #13 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary
- _____ Collect Continuity of Operations information for each law enforcement agency in the county to determine the county’s collective ability to conduct law enforcement operations.
 - _____ Personnel
 - _____ Equipment
 - _____ Facilities
- _____ Determine status of communications within your function and report information collected to ESF #2 (Communications).
- _____ Advise all law enforcement agencies to remove all critical equipment from inside storage areas due to the possibility of aftershocks.
- _____ Request that all law enforcement personnel perform an expedient damage/needs assessment in areas that they are patrolling, or responding to, and report that information back through the established command structure. Focus upon:
 - _____ Status of roads and bridges
 - _____ Need for search and rescue assistance
 - _____ Areas involving a significant number of casualties
 - _____ Status of critical facilities
 - _____ Status of power
 - _____ Significant threats to health and safety
- _____ In coordination with ESF #1 (Transportation), establish a traffic management/control plan based upon damage to primary/secondary roads and bridges.
- _____ Provide for security at critical facilities and other locations (hospitals, shelters, casualty collection points, major search and rescue operations, government facilities, major fire or hazmat locations, jails, prisons, etc.)
- _____ Prevent looting and other forms of civil disorder
- _____ If not previously addressed, establish a credentialing system and procedures for access to designated areas

- _____ If evacuation is ordered, or otherwise required, develop expedient evacuation plans in coordination with all appropriate ESF's.
- _____ In coordination with ESF #7 (Resource Support), identify refueling locations that are still functional.
- _____ Due to overwhelming law enforcement needs, coordinate the development of priorities for use of available personnel and equipment.
- _____ Coordinate with the Indiana State Police on all appropriate law enforcement issues.
- _____ In coordination with ESF #15 (Public Information) disseminate critical public safety information.
- _____ As soon as possible, coordinate the identification of any supplemental law enforcement resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.
- _____ Report all critical information to ESF #5 (Emergency Management).

14. ESF #14 – Long Term Recovery

Note: Due to the fact that this element/annex only addresses up to the first 10 days after the occurrence of a catastrophic earthquake, long term recovery issues will not be detailed.

The Primary and Supporting Agencies for ESF #14 are listed in the Monroe County CEMP 'Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ LTR will provide expertise and information on long-term recovery and mitigation resources available during and after emergency or disaster situations.
- _____ Coordinate with ESF #15 (Public Information) regarding the dissemination of information regarding Long Term Recovery Issues.

- _____ Coordinate the recovery, restoration and safety of public and private facilities, infrastructure and key resources impacted by emergencies or disasters.
- _____ Assist in developing situation reports and readiness assessments that will provide for an accurate COP.
- _____ Report all critical information to ESF #5 (Emergency Management)

15. ESF #15 – External Affairs

The Primary and Supporting Agencies for ESF #15 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ In coordination with ESF’s #2 (Communications) and #12 (Energy), assess the ability to provide critical public information through the various forms of electronic media (radio, TV).
- _____ If electronic media dissemination of public information is not possible, determine the best available mean of disseminating critical information (distribution of flyers at shelters and mass care locations, hospitals and other medical treatment locations, points of distribution, fire stations, roving public information teams, etc.).
- _____ Provide information on the issues of greatest public interest including, but not limited to:
 - _____ Road closures
 - _____ Medical care issues
 - _____ Shelters and mass care locations
 - _____ Points of distribution for critical items such as food, water, ice, pharmaceuticals
 - _____ Food and water quality
 - _____ Health safety issues
 - _____ Search and rescue efforts
 - _____ Power outages and restoration dates
 - _____ Telephone service status (hard line and cell)
 - _____ Personal and home safety
 - _____ Evacuation procedures if required
 - _____ Possibility of aftershocks – personal protective actions
 - _____ Groceries, banks, pharmacies and gas stations that are open
 - _____ Overall response efforts and where to get help

- _____ Coordinate and conduct media briefings regarding county-wide response efforts and related information.
- _____ Participate in any joint information centers that are established.
- _____ Attempt to provide some means of “calm” during a catastrophically destructive and deadly event.
- _____ As soon as possible, coordinate the identification of any public information resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.
- _____ Coordinate with all ESF’s, and continually be aware of the Common Operating Picture and Incident Action Plans as they are developed.

ESF #16 – Food and Water

The Primary and Supporting Agencies for ESF #16 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Based upon incoming damage assessment information, assess the counties capabilities to provide Food and Water services and begin the development of a strategy to provide same.
- _____ Survey availability of food and water sources still in service and determine their ability to operate.
- _____ As food sources are identified, coordinate with ESF #1(Transportation) to determine the status of safe routes to, and delivery routes from these facilities.
- _____ As necessary, coordinate the development of improvised feeding locations.
- _____ Coordinate the provision of a food and water management system as required.
- _____ In coordination with ESF #6, establish feeding operations (including water, ice and other basic commodities) at designated shelter sites and at other fixed sites, through mobile feeding units and the bulk distribution of food at Points of Distribution (POD’s).

- _____ Coordinate with ESF #13 (Law Enforcement) in the provision of security required for mass feeding locations.
- _____ Coordinate with ESF #15 (Public Information) regarding the dissemination of information regarding food and water access.
- _____ Coordinate the identification of any supplemental food and water resources that may be needed from the State or Federal levels and provide to ESF #5 (Emergency Management) for submission to the State.
- _____ Report all critical information to ESF #5 (Emergency Management)

ESF #17 – Evacuation

The Primary and Supporting Agencies for ESF #17 are listed in the Monroe County CEMP ‘Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Ensure representation in various Unified Commands as necessary
- _____ Collect Continuity of Operations information for this function
 - _____ Personnel
 - _____ Equipment
 - _____ Facilities
- _____ Determine status of communications within your function and report information collected to ESF #2 (Communications)
- _____ Coordinate with ESF #1 Transportation on critical highway/road/bridge availability for evacuation purposes.
- _____ Collect damage assessment for resources identified for evacuation purposes.
- _____ Maintain a status of evacuation resources.
- _____ Assist in the designation of safe evacuation routes
- _____ Assist in the designation of assembly points for evacuees to gather prior to evacuation
- _____ Assist ESF #6 (Mass Care) in the movement of shelter victims.

- _____ Coordinate the identification of all evacuation supplemental resources needed and provide to ESF #5 (Emergency Management) for submission to State
- _____ Report all critical information to ESF #5 (Emergency Management)

6. ESF #18 – Damage Assessment

The Primary and Supporting Agencies for ESF #18 are listed in the Monroe County CEMP 'Table1: Emergency Support Functions (ESFs).

- _____ Ensure representation at the EOC/MAC location
- _____ Provide the coordination of personnel and equipment resources to assist in damage assessment functions and tasks to determine earthquake extent of damage.
- _____ Assist, as needed in damage assessment activities.
- _____ Assess scope, magnitude, extent, and potential duration of incident.
- _____ Assist in the development of the incident action plan.
- _____ Support other Emergency Support Functions as needed.
- _____ Report all critical information to ESF #5 (Emergency Management)

**MONROE COUNTY
Comprehensive Emergency
Management Plan**

**Appendix 'A'
Record of Changes Documentation**

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