

EMERGENCY SUPPORT FUNCTION - FOURTEEN
LONG TERM COMMUNITY RECOVERY AND MITIGATION

PRIMARY AGENCY: Chelan County Emergency Management

SUPPORT AGENCIES: All jurisdictions and their agencies in Chelan County

INTRODUCTION

A. Purpose

The purpose of this ESF is to establish uniform policies for effective coordination to accomplish recovery and restoration tasks resulting from a natural or technological emergency or disaster.

B. Scope

Recovery and restoration actions following any emergency or disaster will be determined by the specific event. All jurisdictional agencies may be involved depending upon the hazards and scope of the situation.

POLICIES

A. Emergencies or Disasters

1. Recovery and restoration activities are operational in nature and begin while response operation activities are still underway. For most events, these activities will begin with Emergency Management working from the EOC or other location, to assemble data on the extent of damages. If warranted, the Sheriff/Director of Emergency Management may recommend to the Legislative Authorities a need to make a Proclamation of Emergency in order to seek assistance from the Governor's office and the State. This proclamation is the first step to obtain a Presidential Declaration of Disaster (federal assistance), if appropriate. The proclamation, once signed, needs to be forwarded to the State Emergency Management Office.
2. Recovery and restoration activities for local and volunteer agencies will be coordinated through Emergency Management and/or through the Emergency Operations Center (EOC). The Federal Emergency Management Agency (FEMA) will provide recovery and restoration assistance through application when the damages exceed, or are expected to exceed the capabilities of Chelan County and Cities. FEMA provides a "Guide To the Disaster Declaration Process and Federal Disaster Assistance" to assist the local entities through the application process. If a joint state/federal Disaster Field Office (DFO) is established, the coordination of these activities will then come from the DFO.

3. In the wake of a catastrophic disaster, the Governor may direct the formation of a Washington State Recovery and Restoration Task Force (RRTF). The purpose of the RRTF is to recommend and coordinate efforts to restore normalcy to areas adversely impacted by the disaster. Emergencies or disasters involving radiological materials or chemical munitions will require special attention in the recovery and restoration phase. Activation of an RRTF can be expected if such an event were to occur.

SITUATION

A. Emergency/Disaster Conditions and Hazards

Any emergency or disaster occurring in Chelan County can cause damage to public and private property, which requires recovery and/or restoration activities.

B. Planning Assumptions

1. An emergency or disaster has occurred causing significant damage so as to require recovery and restoration activities.
2. If a Presidential Disaster Declaration has been made, the State of WA will form an RRTF and Chelan County will prepare to support that group. Local jurisdictions will support and act upon the recommendations of the RRTF.
3. If a Presidential Disaster Declaration has been made, there will be federal assistance coming and a Disaster Field Office will be established.

CONCEPTS OF OPERATIONS

A. General

1. Each political subdivision, special purpose district, public utility, agency and organization will:
 - a. Complete a detailed damage assessment process
 - b. Coordinate recovery and restoration activities with Chelan County Emergency Management and/or the Chelan County EOC and the WA State Emergency Management Office/EOC.
 - c. Apply for public assistance programs, if eligible.
 - d. Designate an "Agency Representative" responsible for all recovery activities.
 - e. Work with the Damage Survey Report (DSR) teams to verify and document eligible assistance projects.
2. Each agency or organization is responsible for recovery costs within existing budget limitations. If costs exceed existing budget authority, the

- legislative authority of the respective jurisdiction needs to provide appropriate action.
3. Each agency or organization is responsible for documenting all disaster related costs and activities.
 4. The WA State Emergency Management Dept./EOC will coordinate private sector assistance program availability and work with the Public Information Officer to disseminate all pertinent information to the general public.
 5. Local public and private utility service providers will restore services based on their policies and procedures and will coordinate pertinent activities with Chelan County Emergency Management/EOC and with WA State EMD/EOC.
 6. The RRTF will serve as the guidance group to the Governor on a program of continuation of recovery and restoration. They will focus on:
 - a. Deterring the economic and environmental impact of the recovery to the state and the county, their citizens, property, business, and industry.
 - b. Determining the immediate measures necessary to continue recovery such as: contamination clean up; control of adulterated food; and financial aid and compensation.

B. Organization

1. Each political subdivision, special purpose district, public utility, agency and organization will designate an Agency Representative responsible for recovery activities.
2. The Chelan County EMD/EOC will coordinate recovery and restoration programs and activities.
3. State and federal disaster assistance program coordinators will provide assistance and guidance to local entities on assistance programs.
4. State and federal teams in cooperation with the respective Agency Representatives will conduct Damage Survey Reports for all eligible applicants.

C. Procedures

1. Recovery and restoration operations begin in the county and are based on the damage assessment reports received. Emergency Management is normally assigned the task of collecting initial damage assessments and making recommendations regarding the need for a Proclamation of Emergency to the local legislative authority.
2. Recovery and restoration operations will be conducted from the Chelan County EOC or other established location. This process will continue until the function is no longer necessary. Recovery and restoration operations may include, but are not limited to
 - a. Formation of a damage assessment and/or recovery task force
 - b. Prioritization of activities
 - c. Providing support to local entities, state and federal teams

- d. Providing necessary and requested information
 - e. Providing reports and situation updates
 - f. Coordination requirements
3. If Chelan County is declared a federal disaster area, an applicant briefing will be held to inform all eligible agencies of the process to apply for assistance and what assistance might be available through public assistance programs.
 4. If individual assistance programs are available, individuals must apply for themselves. Chelan County EOC, WA State EMD/EOC and program liaisons will notify the public on program procedures.
 5. Chelan County EM/EOC and WA State EMD/EOC will assist in providing the private sector with contacts of other organizations or sources of assistance as appropriate.

D. Mitigation Activities

1. When repairing and restoring services and facilities, each entity is encouraged to investigate alternative plans and activities to potentially reduce future damages and impacts.
2. After a federally declared disaster, a mitigation grant program is usually available. Local entities should investigate possible projects for reducing future disaster damage and losses. Chelan County EM and WA State EMD/EOC will assist local entities with the process.

E. Preparedness Activities

1. The primary method of preparing for recovery activities is to include this activity in county-sponsored exercises and training.
2. Primary Agency – Develop and maintain a liaison with Chelan County, city, state, federal agencies and organizations that can provide assistance in recovery and restoration activities.
3. Support Agencies – Develop and maintain procedures to recover from emergencies and disasters including cost documentation.

F. Response Activities

1. During the response phase of an emergency, data on the extent of damage needs to be collected and tabulated. This will be centralized in the Chelan County EOC or other designated facility and all responders in the field need to be advised of the need to report whatever damage they observe. The EOC may need to activate Damage Survey Report (DSR) teams while the response to an emergency is still in progress.
2. Primary Agency
 - a. Activate Chelan County EOC or other facility to coordinate recovery activities.
 - b. Assemble and forward all necessary reports and requests for

- c. assistance to WA State EMD/EOC and other necessary locations. Coordinate recovery and restoration activities with Chelan County, city, state and federal program representatives.
 - d. Provide all necessary individual assistance program information to the PIO Coordinator for dissemination.
 - 3. Support Agencies
 - a. Identify all damages and losses and prepare an action plan for recovery activities.
 - b. Prepare relevant recovery and restoration instructions and information for public information distribution.
 - c. Participate in the DSR process as appropriate.
 - d. Coordinate activities with Chelan County EM/EOC and WA State EMD/EOC.

G. Recovery Activities

The recovery and restoration phase of a disaster may last for years. The activities that take place during this phase will depend on the type of event that occurred. During the initial stage of the recovery phase coordination will take place out of the Chelan County EOC. When the situation reaches a point where the EOC can be deactivated, follow-up activities will include:

1. Upon EOC deactivation, follow-up coordination will be assigned to a specific agency, usually Emergency Management or Public Works.
2. Review and critique incident actions.
3. Continue documentation and reporting on all disaster recovery activities.

RESPONSIBILITIES

A. Primary Agency - Emergency Management

1. Coordinate the recovery and restoration tasks following an emergency or disaster.
2. Ensure that damage assessment data is collected and tabulated
3. Ensure that facilities and logistical support are made available to state and federal personnel that come into Chelan County to assist with recovery and restoration activities.
4. Coordinate the recovery and restoration activities with potential disaster assistance programs.
5. Provide information and guidance to policy makers concerning issues of recovery and restoration.
6. Assist in the public information activities including public announcements on recovery and restoration and instructions on applying for assistance programs.
7. Provide liaison between the Chelan County agencies, organizations, state and federal agencies dealing with recovery efforts.
8. Ensure that Disaster Declarations and damage assessment data is transmitted to the WA State EMD/EOC.

B. All jurisdictions and their agencies in Chelan County

The county and cities within Chelan County will need to make any and all of their assets available to assist with the recovery and restoration within their jurisdiction. A jurisdiction's own assets must be utilized before state and federal assistance can be expected. Additional responsibilities include:

1. Document all disaster related activities and costs.
2. Inventory all damages and losses and develop an action plan for recovery and restoration activities
3. Conduct recovery and restoration tasks in coordination with Chelan County EM/EOC, WA State EMD/EOC and federal assistance program guidelines.
4. Support and coordinate with Chelan County EM/EOC and WA State EMD/EOC in the conduct of recovery and restoration activities.
5. Coordinate all pertinent disaster recovery information for the general Public with the PIO.
6. The County Assessor will advise citizens on property reassessment as a result of disaster damages.
7. Building and Planning officials will work with persons on site safety Inspection, permits, and codes for disaster recovery activities.
8. Chelan County Auditor, Treasurer and City financial officers will assist in disaster recovery accounting and fiscal activities.
9. Review and critique all actions and activities for possible future modifications and updates to Chelan County EM/EOC procedures and the Chelan County Comprehensive Emergency Management Plan.

RESOURCE REQUIREMENTS

The resources needed will depend upon the particular event, however, the Chelan County EM/EOC will assist in ensuring facilities and logistical support are provided for any state and federal resources sent into Chelan County.

REFERENCES

- A. ESF 5 – Emergency Management
- B. Chelan County Comprehensive Emergency Management Plan, Basic
- C. WA State Military Dept., Emergency Management Division, Disaster Assistance Information
- D. Preliminary Damage Assessment (PDA) Process and Form, available on the (www.emd.wa.gov) EMD website.
- E. Disaster Cost Tracking Process and Form, available on the EMD Website.
- F. FEMA “Guide to the Disaster Declaration Process and Federal Disaster Assistance”, available on the (www.fema.gov) FEMA website.
- G. FEMA “A Citizen’s Guide to Disaster Assistance”, available on the FEMA Website.

DAMAGE ASSESSMENT

INTRODUCTION

- A. Purpose
The purpose of this portion of the Emergency Support Function is to establish policies and procedures for timely assessment of damages resulting from a natural or technological disaster.
- B. Scope
Disasters cause injury to individuals and damage to property, the environment, businesses, non-profit entities, and to government assets. High priority will be given to critical facilities such as hospitals, extended care facilities, schools, and mass care shelters. Damages must be assessed to determine disaster aid eligibility.

POLICIES

- A. When a disaster occurs, a Preliminary Damage Assessment (PDA) will be made to determine the extent of damages.
- B. The PDA will be accomplished using municipal, county and volunteer personnel.

SITUATION

- A. Emergency/Disaster Conditions and Hazards – A disaster, natural or man-made, could occur at any time which could cause widespread damage to public and private property throughout the county.
- B. Planning Assumptions
 1. An emergency or disaster has occurred.
 2. The emergency or disaster has caused significant damage requiring an assessment that can be forwarded to the WA State EMD/EOC for requesting federal assistance.
 3. Damage assessments will have to be made in several parts of Chelan County.

CONCEPT OF OPERATIONS

- A. General
PDAs are the basis for determining if a jurisdiction is eligible for disaster assistance. Initial PDAs will be accomplished by local personnel and compiled by Chelan County Emergency Management utilizing the current forms provided by the state. If a Presidential Disaster Declaration is made, WA State EMD/EOC and FEMA will send personnel to work with local personnel in preparing Damage Survey Reports.

B. Procedures

1. Early assessment activity
 - a. Once the county EOC is activated it needs to ensure that PDAs are made and reported back to the WA State EMD/EOC. As the data is compiled it needs to be sent in. Individuals and organizations that could be called upon to provide personnel for PDA Teams are:
 - 1) Cities and county building officials
 - 2) Cities and county public works departments
 - 3) American Red Cross
 - 4) Registered Emergency Workers
2. Damage Verification
 - a. If the President declares Chelan County a disaster area there will be teams of state and federal inspectors sent to the county to help prepare DSRs. A DSR Team will normally consist of one local, one state, and one federal person.
3. Preparedness Activities
 - a. This ESF is to be brought to the attention of all the organizations that might be asked to provide personnel to work on a PDA and / or DSR Team. This information is also to be incorporated into exercises and emergency management training whenever possible.
4. Response Activities
 - a. PDA teams will be assigned by the County EOC to conduct windshield surveys to determine the extent of damage. This information will be compiled in the county EOC and forwarded to the WA State EMD/EOC.
5. Recovery Activities
 - a. The County EOC will continue to collect and update the status of damage within Chelan County and evaluate its impact on the county.

RESPONSIBILITIES

- A. Chelan County Emergency Management will:
 1. Ensure that equipment and personnel are made available to work on PDA Teams and have the PDA worksheets available for PDA teams.
 2. Ensure that a local person and vehicle are assigned to work with state and federal personnel that are sent to Chelan County to prepare DSRs.
 3. Incorporate the information in this ESF into exercises and emergency management training whenever possible.
 4. Receive PDA reports utilizing PDA worksheet, transfer the information to the current EMD PDA forms and transmit via e-mail or fax to WA State EMD.

RESOURCE REQUIREMENTS

- A. DSR teams will require one vehicle per team and office space.

REFERENCES

- A. Title 44 Code of Federal Regulation (CFR), Section 206
- B. FEMA Publication 322 – Public Assistance Guide
- C. FEMA Publication – Public Assistance Applicant Handbook, available on the FEMA website

