ESF 5 - Information and Planning

<u>Coordinating Agency:</u>
Sedgwick County Emergency Management

<u>Support Agencies:</u>
Adjutant General's Office, Kansas Division of Emergency Management
City of Andale Government
City of Bel Aire Government
City of Bentley Government
City of Cheney Government
City of Clearwater Government
City of Colwich Government
City of Derby Government
City of Eastborough Government
City of Garden Plain Government
City of Goddard Government
City of Haysville Government
City of Kechi Government
City of Maize Government
City of Mount Hope Government
City of Mulvane Government
City of Park City Government
City of Sedgwick Government
City of Valley Center Government
City of Wichita Fire Department
City of Wichita Government
City of Wichita Public Works And Utilities
City of Wichita Transit
Sedgwick County COMCARE
Sedgwick County Department on Aging
Sedgwick County Division of Information Technology
Sedgwick County Emergency Medical Service
Sedgwick County Fire District #1
Sedgwick County Geographic Information Services
Sedgwick County Health Department
Sedgwick County Public Works
Sedgwick County Purchasing Department
Sedgwick County Regional Forensic Science Center (Coroner)
Sedgwick County Sheriff Office
USD 259 –Wichita

I. Purpose and Scope

A. **Purpose**

The purpose of ESF 5 is to collect, record, analyze, process, display, and distribute information about a potential or actual incident, and conduct deliberate and crisis action planning activities to facilitate the overall activities in providing assistance to the Sedgwick County "whole community."

B. **Scope**

- ESF #5 activities include functions that are critical to support and facilitate multiagency planning and coordination for operations involving incidents requiring county coordination.

- ESF #5 coordinates the development of overall incident situational awareness, including information collection, information management, modeling and analysis, and the development of reports and information analysis on the status of operations and impacts.

- ESF #5 coordinates the development of county plans to manage and support incident activities. Departments and agencies participate in the planning processes coordinated by the planning entity at each incident command or multiagency coordination center. This includes crisis and incident action planning, analysis of risks and capability requirements, and other support as required.

- ESF #5 annex contains Concept of Operations to include:

  o Command, Control and Notification

  o Incident Assessment

  o Local Disaster Declarations

  o Incident Command Operations

  o Emergency Operations Center (EOC)

  o Responsibilities of agencies that support ESF 5 activities

II. Policies/Authorities

Local

- Sedgwick County Article 1, Section 9, Sedgwick County Department of Emergency Management

State

- K.S.A. Chapter 48, Article 2, Kansas Army and Air National Guard
- K.S.A. Chapter 48, Article 9, Emergency Preparedness for Disasters (Kansas Emergency Management Act)
- K.S.A. Chapter 48, Article 9a, Interstate Emergency Management Assistance Compact (EMAC)
- K.S.A. Chapter 65, Article 57, Emergency Planning and Community Right-to-Know Act
- K.A.R. Agency 56, Article 2, Adjutant General's Department/Standards for Local Disaster Agencies
- Kansas Response Plan, 2017

Federal

- Presidential Policy Directive 8-National Preparedness
- Homeland Security Presidential Directive 5-Management of Domestic Incident
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended. 42 U.S.C. 5121 et seq and Related Authorities
- Emergency Planning and Community Right-to-Know Act (EPCRA), 42 U.S.C. 11001 et seq (1986), Title III of the Superfund Amendments & Reauthorization Act (SARA)
  - o Sections 301-303, Emergency Planning
  - o Section 304, Emergency Release Notification
  - o Sections 311-312, Hazardous Chemical Storage Reporting Requirements
  - o Section 313. Toxic Chemical Release Inventory
  - o FEMA National Response Framework
  - o FEMA Comprehensive Planning Guide (CPG) 101
  - o Title II of the Americans with Disabilities Act
  - o Public law 109-308-Pet Evacuation and Transportation Standards Act of 2006

III. Concept of Operations

This section provides a summary of the Concept of Operations for the following ESF #5 activities: A) Command, Control, and Notifications, B) Incident Assessment C) Declarations, D) Incident Command, E) Emergency Operations Center, and F) Agency/Organization Responsibilities

A. **Command, Control, Notifications**

1. Sedgwick County Emergency Management maintains a steady state of readiness that include the ability to:

   - Monitor developing situations;

   - Collect, process, and disseminate information with key stakeholders to and from the EOC;

   - Coordinate requests for assistance;

   - Facilitate the process for declaring a state of local disaster emergency;

   - Coordinate emergency public information and warning;

   - Activation of outdoor warning system

   - Maintain steady state of readiness to activate Sedgwick County Emergency Operations Center

   - Facilitate requests for state and federal resources to support local response and recovery operations

2. The coordinating agency for ESF #5 is Sedgwick County Emergency Management. The EOC Manager is responsible for contacting primary and support agencies as well as providing situational awareness briefings to these agencies. In accordance with a mission assignment from ESF 5, each primary and/or support organization assisting ESF 5 will retain administrative control over its own resources and personnel but will be under the operational control of ESF 5.

3. Sedgwick County Emergency Communications will notify the "on call" Emergency Management Duty Officer (DO) and/or ESF Coordinator for ESF 5 when Sedgwick County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure. The DO through monitoring and/or communication with Emergency Communications is responsible for providing initial notification to the Emergency Management Director or designee for initial notification of ESF #5.

4. Sedgwick County Emergency Management is responsible for liaison roles with the Kansas Division of Emergency Management, as well as regional and adjacent county emergency management agencies. In a large event requiring

local or state mutual aid assistance, ESF 5 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

When a determination is made to activate the EOC, ESF #5 will be automatically activated.

B. **Incident Assessment**

1. The Emergency Management Duty Officer (DO) continually monitors weather and information sources for incidents or situations that may impact Sedgwick County or the response efforts. Once the DO becomes aware of an emergency situation that could, or has the potential to, activate the EOC they will gather essential information, assess the immediate risks, and notify the EM Director or designee. This information may come from field units, the Incident Commander, the Emergency Communications Center, media reports, radio, voice or electronic communications.

2. The situation may dictate an EOC activation. Section II.D describes EOC activation levels. Initial incident assessment information is disseminated via email, the CivicPlus notification system and/or electronic or voice communications.

3. The Emergency Operation Center Supporting Agencies are critical for supporting decision making in the disaster response and recovery process. The collection and organization of the status of the incident, response actions, situation information and evaluation will be developed by the EOC Partners for the Policy Group. Participating agency coordinators of other activated ESFs will provide information to the EOC manager as required using paper forms or via E-log to develop a variety of reports including but not limited to:

   • Rapid damage assessment;
   • Detailed damage assessment;
   • Situation assessment (both immediate and ongoing);
   • Resource availability;
   • Pending requests;
   • Personnel status;
   • Sequence of events;
   • Current operational environment and;
   • Contingency planning

4. There will be an immediate and continuous demand for information on which decisions will be made involving the conduct of response and recovery actions. In the early stages of an incident little information will be available. The collection, analysis, and dissemination of timely and accurate disaster information is necessary to provide local, state, and federal governments with a basis for determining priorities, needs, and the availability of resources. The EOC will be requesting local information from various agencies, departments and partners.

5. The EOC is equipped to communicate with operational units in the field as well as other local, state, and federal operations centers. The methods for communication consist primarily of wireless voice (radio), voice and data wire line and wireless telecommunications, Internet (voice/data), using a variety of applications such as E-log, Web-EOC, NWS Chat, Teams, Zoom and other virtual platforms.

6. Information may also come from a variety of other sources including but not limited to:

   • Field units;
   • Private sector;
   • Mass Media;
   • Citizens;
   • Other jurisdictions, and;
   • State and Federal government agencies.

7. ESF 5 is responsible for ensuring that information is communicated effectively to and from field operations, support agencies, public officials, and other stakeholders. To assist and acquire quick, timely and accurate information from the field is critical to good decision making in the EOC.

   • Language Translation Needs – Should there be a language barrier when providing services to the public please refer to ESF 6

8. Periodic briefings will be facilitated with EOC partner agencies through the EOC Manager to ensure all participating organizations are aware of critical information. Pertinent information will be displayed in the EOC either electronically or using other methods to assist with coordination, decision-making and planning. Depending on the event, displayed information may include maps, situation reports, event logs, damage reports, resource requests and specific ESF activities.

C. **Local Emergency Declaration**

Depending on the complexity or severity of the event, the Emergency Management Director, or designee, may advise the County Administrator/BoCC Chair that the need exists to declare a local emergency. The Emergency Management Director or designee may also advise city administration of the need to declare a local emergency in their community. A Local Emergency Declaration is included as an ESF 5 attachment.

1. A local declaration should be made when local resources/capabilities are exhausted or overwhelmed, or it appears that it is imminent that the local resources will be exhausted or overwhelmed.

2. A proactive Emergency Declarations will:

> • Allow Sedgwick County to request additional resources in anticipation of need as the result of a developing situation.
> • Facilitate requesting mutual aid, State and/or Federal assistance.
> • Allow suspension or alterations of purchasing and contracting rules to expedite delivery of goods and services**.**
> • Allow for the timely activation of mutual aid and disaster related agreements, providing life and property saving services pre-designated emergency vendors.
> • Allow Sedgwick County to receive State and Federal assistance that may not be provided without a local declaration.

3. If a disaster or emergency requires resources beyond local and mutual aid capabilities, resources may be requested from Kansas Division of Emergency Management (KDEM). If local and State resources are inadequate, KDEM can request certain resources, on behalf of Sedgwick County from Federal Emergency Management Agency (FEMA). The Emergency Management Director, or designee, will serve as a liaison with KDEM and FEMA for coordinating State and Federal assistance.

4. In some instances, local government may request immediate assistance from Federal agencies, such as the Environmental Protection Agency for hazardous materials incidents, or the Corps of Engineers for flood events. These resources will be requested through the EOC and/or Emergency Management.

5. Regardless of the level of assistance provided by outside entities, overall direction and control remains the responsibility of Sedgwick County. ESF 5 will carefully monitor the status of the emergency and will coordinate with ESF 14 to determine future effects that may result from the emergency that will need to be addressed in long term community recovery efforts.

D. **Incident Command**

1. The National Incident Management System (NIMS) establishes standardized incident management processes, protocols, and procedures that all responders will use to coordinate and conduct response actions. NIMS established the Incident Command System (ICS) as an incident management methodology with five functional areas (command, operations, planning, logistics, and finance/administration) for management of all major incidents. NIMS also incorporated Unified Command to ensure further coordination during incidents involving multiple jurisdictions or agencies. Unified Command coordinates efforts of multiple jurisdictions and/or response disciplines and provides for and assures joint decisions on objectives, strategies, plans, priorities, and public communications.

2. ICS is used to coordinate emergency response and recovery operations at the disaster scene (s). The first response agency to arrive at the scene will assume initial Incident Command (IC) and institute the ICS structure. An Incident Command Post will be established when appropriate.

3. **Single Incident Commander**

   a. Incident occurs within a single jurisdiction and without jurisdictional/functional agency overlap. In some cases some overlap may occur as long as the various jurisdictions/agencies agree to designate a single Incident Commander

   b. Single Incident Commander has overall incident management responsibility

4. **Unified Command**

   a. Composition depends on incident location, nature of incident, and organizations involved

   b. Collaborative process to establish and rank incident priorities and objectives, allocate resources and work together to integrate incident operations

5. **Area Command**

   a. Established to oversee multiple concurrent incidents or a very complex incident that requires the establishment of multiple ICS organizations

   b. Activated to address competition for resources among multiple ICPs

   c. Frequently established as Unified Area Commands, working under the same principles as a Unified Command

6. **Command Staff**

   a. Public Information Officer (PIO)-interfaces with the public, media, and/or with other agencies with incident-related information needs. The PIO gathers, verifies, coordinates, and disseminates accessible meaningful, and timely information on the incident for both internal and external audiences. In incidents that involve PIOs from different agencies, the Incident Commander or Unified Command designates one as the lead PIO. All PIOs should work in a unified manner, speaking with one voice, and ensure that all messaging is consistent. The Incident Commander or Unified Command approves the release of incident-related information. In large-scale incidents, the PIO participates in or leads the Joint Information Center (JIC)

   b. Safety Officer-monitors incident operations and advises the Incident Commander or Unified Command on matters relating to the health and safety of incident personnel. Ultimate responsibility for the safe conduct of incident management rests with the Incident Commander or Unified Command and supervisors at all levels

   c. Liaison Officer- the incident command's point of contact for representatives of governmental agencies, jurisdictions, NGOs, and

private sector organizations that are not included in the Unified Command. Through the Liaison Officer, these representatives provide input on their agency, organization, or jurisdiction's policies, resource availability, and other incident-related matters. Under either a single Incident Commander or a Unified Command structure, representatives from assisting or cooperating jurisdictions and organizations coordinate through the Liaison Officer.

7. **General Staff**

   a. *Operations Section*: The Operations Section Chief organizes the section based on the nature and scope of the incident, the jurisdictions and organizations involved, and the incident's priorities, objectives, and strategies

      A. Directs the management of tactical activities on the Incident Commander or Unified Command's behalf;

      B. Develops and implements strategies and tactics to achieve incident objectives;

      C. Organizes the Operations Section to best meet the incident's needs, maintain a manageable span of control, and optimize the use of resources;

      D. Supports Incident Action Plan (IAP) development for each operational period.

   b. *Planning Section*: Staff within this section prepare status reports, display situation information, maintain the status of assigned resources, facilitate the incident action planning process, and prepare the IAP based on input from other sections and Command Staff and guidance from the Incident Commander or Unified Command.

      A. Facilitates incident planning meetings;

      B. Records the status of resources and anticipated resource needs;

      C. Collects, organizes, displays, and disseminates incident status information and analyzes the situation as it changes;

      D. Plans for the orderly, safe, and efficient demobilization of incident resources;

      E. Collects, records, and safeguards all incident documents

      F. Some incidents involve intensive intelligence gathering and investigative activity, and for such incidents, the Incident Commander or Unified Command may opt to reconfigure intelligence and investigations responsibilities to meet the needs of the incident. This may occur when the incident involves a

criminal or terrorist act and/or other non-law-enforcement intelligence/investigations efforts such as epidemiological investigations.

c. *Logistics Section*: Staff in this section provide facilities, security (of the incident command facilities and personnel), transportation, supplies, equipment maintenance and fuel, food services, communications and IT support, and medical services for incident personnel

   A. Order, receive, store/house, and process incident-related resources;

   B. Provide ground transportation during an incident, maintain and supply vehicles, keep vehicle usage records, and develop incident traffic plans;

   C. Set up, maintain, secure, and demobilize incident facilities;

   D. Determine food and water needs, including ordering food, providing cooking facilities, maintaining food service areas, and managing food security and safety (in cooperation with the Safety Officer);

   E. Maintain an incident Communications Plan and acquire, set up, issue, maintain, and account for communications and IT equipment;

   F. Provide medical services to incident personnel

d. *Finance/Administration Section:* Staff record personnel time, negotiate leases and maintain vendor contracts, administer claims, and track and analyze incident costs. Staff should closely coordinate with the Planning and Logistics Sections to reconcile operational records with financial documents. Finance/Administration Section staff support an essential function of ICS in large, complex incidents involving funding originating from multiple sources. In addition to monitoring multiple sources of funds, the section's staff track and report the accrued costs as the incident progresses.

   A. Track costs, analyze cost data, make estimates, and recommend cost savings measures;

   B. Analyze, report, and record financial concerns resulting from property damage, responder injuries or fatalities at the incident;

   C. Manage financial matters concerning leases and vendor contracts;

   D. Manage administrative databases and spreadsheets for analysis and decision making;

   E. Record time for incident personnel and leased equipment

8. **ICS Facility Types**

   a. Incident Command Post (ICP)-location of the tactical-level, on-scene incident command organization

   b. Staging Areas-A staging area can be any location in which personnel, supplies, and equipment await assignment. Staging areas may include temporary feeding, fueling, and sanitation services

   c. Incident Base-the site that accommodates primary support activities. An Incident Commander or Unified Command establishes an incident base to house equipment and personnel support operations. An incident base may be co-located with the ICP.

   d. Camps-satellites to an incident base, established where they can best support incident operations. Camps provide support, such as food, sleeping areas, and sanitation, and may also provide minor maintenance and servicing of equipment.

E. **Emergency Operations Center**

   1. EOC Organization and Structure

      The organization and staffing of the EOC will be designed to provide a direction and control structure with the flexibility to adapt to the magnitude of any emergency. The EOC will be staffed and equipped to:
      • Collect, record, analyze, display and distribute information;
      • Support activities at the scene and in the field;
      • Coordinate public information and warning;
      • Prioritize and coordinate disaster related activities;
      • Conduct liaison and coordination activities with external entities;
      • Notify and provide ongoing information to elected officials;
      • Coordinate long term recovery operations;
      • Prepare action and policy plans and;
      • Develop recommended objectives for senior leadership.

      There are adequate resources locally or regionally, to staff the EOC for multiple 24-hour periods. In large, complex or escalating events, the need for 24 hour staffing will be addressed at the time of activation and scheduled accordingly. In catastrophic incidents, an Incident Support Team will be requested through the Kansas Division of Emergency Management.

   2. EOC Activation. The EOC may be activated for various reasons based on the needs of a local jurisdiction, organization, or Incident Commander; the context of a threat; the anticipation of events; or in response to an incident. Circumstances that might trigger EOC activation include:

      • A threat (or potential threat) increases the risk to public safety in Sedgwick County

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- Local disaster declaration: when conditions have caused or eminently threaten to cause wide-spread or severe damage, injury, or loss of life or property, resulting in the need to declare a local disaster emergency

- An incident is imminent (i.e. hazardous weather, elevated threat levels)

- The Incident Commander indicates the incident could expand rapidly, involve cascading effects, and/or require additional resources beyond mutual aid

- More than one jurisdiction is involved, a Unified Command or Area Command is established

- A similar incident led to EOC activation in the past

- In support of a city in Sedgwick County (at their request)

- In support of a large-scale, pre-planned event

- In support of an Amber Alert in Sedgwick County (requested by Exploited & Missing Children's Unit)

- At the discretion of the individuals authorized to activate the EOC.

3. The Sedgwick County Emergency Operations Center (EOC), located on the first floor of the Public Safety building at 714 N. Main Street, has been designated as the base for the coordination of all emergency management activities for the county. The EOC is considered to be an adequate tornado shelter with backup generator capability, and contains sufficient fallout protection to be a fully qualified EOC under federal guidelines. If the primary EOC is not available for use, an alternate location will be announced by Sedgwick County Emergency Management. Virtual technology may be used at the discretion of those authorized to activate the EOC. Alternate physical locations may include:

   a. Sedgwick County Fire District 1, Station 32, 7750 N. Wild West Dr. Park City, KS 67147

   b. Derby Fire Station 82, 1401 N. Rock Rd. Derby, KS 67037

   c. Charles Koch Arena, 1845 Fairmount St. Wichita, KS 67260

   Alternate locations are based on availability, the situation, and agreements between agencies.

4. EOC Staffing

   a. The EOC is staffed using the NIMS "Departmental EOC" structure which incorporates the normal day-to-day department/agency alignment from

Sedgwick County, the City of Wichita, and other key support agencies. The following agencies have a designated work station in the EOC

  A. KDEM/KNG

  B. Sedgwick County Sheriff

  C. Wichita Police Dept

  D. Wichita Fire Dept

  E. Sedgwick County Fire District 1

  F. Emergency Medical Service

  G. Office of Medical Director

  H. Sedgwick County Health Dept

  A. GIS

  J. Sedgwick County Public Works

  K. Wichita Public Works

  L. Utilities (Evergy, Kansas Gas, Black Hills Energy, etc)

  M. USD 259 (Wichita Public Schools)

  N. Wichita Transit

  O. Local Hospitals (Wesley Medical Center, Ascension Via Christi)

  P. Sedgwick County Finance/Purchasing

  Q. Coroner's Office

  R. ComCare

  S. Salvation Army

  T. American Red Cross

  U. Conference rooms available for United Way, Public Information Officer/Media, Policy Group

5. EOC Activation Levels

Sedgwick County Emergency Management is always monitoring events and conditions that could potentially grow or cascade into situations that may require departmental response or activation of the EOC. The Emergency Management Duty Officer (DO)is on call 24 hours a day at **316-660-7236**, or

by calling 9-1-1 and asking them to contact the Emergency Management Duty Officer. The DO will serve as the immediate EOC Operations Manager at the Emergency Management control desk in the EOC and notify the EM Director immediately upon activation request. The EM Director will notify Director of Public Safety of activation. If EM Director is unavailable the DO will contact the Director of Public Safety. If both the EM Director and Director of Public Safety are unavailable the DO will notify the County Manager of EOC activation. The EOC Manager will ensure all agencies present has access to the computers and emergency logging capabilities to coordinate with each other, as well as accessibility to the EOC. The EOC Manager will facilitate with agencies present and ensure that everyone is routinely briefed on events as they unfold.

Activation Level	Description
3-Normal Operations (steady state)	-Normal activities when no incident or risk/hazard had been identified -Routine watch and warning activities
2-Partial Activation (Enhanced Steady-State)	Certain EOC agencies/organizations are activated to monitor a credible threat, risk or hazard and/or supporting a response to a new or evolving incident
1-Full Activation	-EOC team is activated to support response to a major incident or credible threat -Requires coordination of the efforts of all emergency services and support agencies, including elected officials and top-level management. -This level requires every organization with a desk in the EOC to send a representative with policy/decision-making authority.

6. The EOC may fulfill the role as an element within the MAC system under NIMS (identified as the EOC/MAC Group). A MAC may be established under the following criteria:

- When a Unified Command is established at the incident scene.

- When more than one jurisdiction becomes involved in the incident response.

- When the circumstances at the scene indicate that the incident could expand rapidly and involve cascading events.

- When similar past events have required multiagency coordination.

If more than one EOC/MAC is activated under an Area Command condition, one EOC/MAC may be elected to be the lead coordinator for all EOC/MACs. As with EOC operations, MAC System staff will need to eat, rest, and decompress from the stress of the operation. Staffing patterns should include sufficient personnel to ensure 24-hour coverage for extended operations.

7. Authority to Activate. The Sedgwick County EOC may be activated or deactivated by any of the following individuals:

   a. Incident Command/Unified Command

   b. The Emergency Management Duty Officer

   c. The Director of Emergency Management

   d. The Director of Public Safety

   e. The Deputy County Manager

   f. The County Manager

   g. The Chairman of the BOCC

8. Sedgwick County and municipal elected and appointed officials not present in the EOC will be notified and provided with situation reports and briefings by through in-person briefings, telephone, or various other means including, but not limited to, E-log, Web-EOC and email. The frequency and detail of this information will be dictated by the event.

9. When an emergency effects Sedgwick County such as severe weather, flooding, and other disasters, Emergency Management will have spotters and units in the field reporting the latest information and developments to the Emergency Operations Center (EOC). Information reported will be posted to http://www.scksel.info/. Individuals using the EOC during activations will log into the internal website and log their information according to level of urgency. Historical information can also be accessed through this system.

10. As the preferred method to coordinate resource requests with the Kansas Division of Emergency Management the State of Kansas Web-EOC will be used to create situational awareness and develop a common operating picture. Operating similar to the Emergency Log, the Web-EOC is utilized statewide by first response agencies during activations and can be accessed at http://www.kansastag.gov/KDEM.asp?PageID=312. The following methods will be used to accomplish this task:

   ▪ Route and track messages and their status;

- Make, fill and track resource requests;

- Provide data to support requests for State and/or Federal assistance;

- Assist with resource management;

- Generate situation and progress reports, and;

- Interface with the Geographic Information System (GIS)

- Restock supplies

11. Response to Recovery Operations

   a. The response phase of an emergency or disaster involves actions taken to save lives and prevent further property damage. Some short-term recovery activities can occur simultaneously with response activities, such as restoration of utilities and other infrastructure. When there is no longer immediate life safety and preservation of property actions, operations will gradually shift to recovery. ESF 5 will closely monitor and evaluate operations to determine the appropriate time to deactivate the EOC.

   b. The EOC will play a role in transitioning a community toward recovery. Some of the activities an EOC may do in the transition to recovery include:

      • Coordination of documentation;
      • Archiving of data and contact information;
      • Conducting after-action reviews;
      • Advocating for State and Federal assistance;
      • Working with FEMA, the State and other Federal entities;
      • Helping the community to manage expectations and participating in long-term recovery committees.

   c. Emergency Management and ESF 5 primary and support agencies will liaison with State and Federal officials, if applicable, as the community assesses damages jointly and seeks Federal assistance under the Robert T. Stafford Act.

   d. ESF 14 may remain active for an extensive period of time after closure of the EOC to coordinate recovery/rebuilding activities. The recovery process can be significantly longer in duration, often many years, and will require a very broadly based input from all facets of the community.

12. EOC Technology

   NWSChat
   As information develops regarding severe weather, first response agencies and the media can communicate between each other to relay pertinent

information to the public and can be accessed at https://nwschat.weather.gov/.

Civic Plus
The Civic Plus system is utilized to contact those listed under each of the EOC activation levels via phone, email, and texting capability. This is a secure system requiring special permissions to launch the notifications.

Geographic Information Systems (GIS)
Sedgwick County GIS assists emergency management personnel in responding to emergency events. The system is used to locate and record information pertaining to catastrophic impact, to plot the path of tornadoes, to assess the degree of damage, and to support disaster relief decision-making processes. GIS technology is able to assemble diverse types of data, and present the information in a database format, as a hard copy map, or an on-screen visual map display. Sedgwick County GIS is comprised of ten personnel whose duties are to develop and maintain GIS data layers, develop end-user applications and support constituent GIS information needs. Sedgwick County publishes approximately 140 data layers; all layers are kept locally on the EOC GIS workstation to facilitate GIS activities in an emergency.

The EOC will contain electronic maps of the State of Kansas, Sedgwick County and cities within Sedgwick County, including the general area. It also includes status boards required for tracking significant events/actions. EOC centric GIS applications include the following:

Stormtracker

StormTracker is an application for tracking tornadoes and other emergencies. It is designed to run on the PC installed in EOC. StormTracker allows emergency operations personnel to track several components of a storm as they occur. Details such as storm path, observer reports, injuries, fatalities, and damage assessments can be easily added to a geographical representation of the affected area. Reports can be generated that include damage assessments by political district, HazMat sites affected, roads affected, and locations for setting up barricades. StormTracker is a highly flexible application – the user navigates to a configuration file, which then specifies the locations of most dependencies.

Mobile Mapper

MobileMapper2 is a mobile mapping application designed to run on the laptop PCs installed in the emergency services vehicles. MobileMapper2 is a VB.Net based application that utilizes the ESRI MapObjects 2.0 libraries to provide mapping capabilities in vehicles within the Public Safety departments. It uses standard published shape files and imagery.

F. Actions

Overall Actions Assigned to All Members	
Preparedness (Pre-Event) Actions for ESF 5 - Information and Planning	
1	Establish, staff, and train damage assessment teams within the jurisdiction.
2	Identify how initial damage assessment will be collected, processed, and disseminated among local, county and State entities.
3	Develop and maintain County Continuity of Government (COG) plan.
4	Identify protective action decisions and establish response priorities.

Overall Actions Assigned to All Members	
Recovery (Post Event) Actions for ESF 5 - Information and Planning	
1	Establish and draft recovery plans to address: building inspection requirements and priorities; emergency and temporary housing issues; business impacts (direct and indirect); debris management; route clearance; and utilities restoration.
2	Perform pre and post-disaster analyses of disaster impacts on buildings, infrastructure and the general population can be used to support mitigation decision-making.
3	Provide information on damage assessment flyovers and transmitting video/pictures to the Local EOC/State EOC.
4	Collect documentation for possible financial reimbursement process for recovery activities. Provide updates to eligible applicants on any disaster recovery programs.

Overall Actions Assigned to All Members	
Mitigation Actions for ESF 5 - Information and Planning	
1	Analyze community economic impacts - including the total percentage of building stock damaged in disaster and replacement values. Refine and implement protective actions for the jurisdiction.
2	Coordinate mitigation plan revision to identify county risk and projects that could lessen risk.
3	Provide ESF partners and other eligible applicants of mitigation funding opportunities.
4	Coordinate the update of the mitigation plan.

V. Responsibilities

A. This section describes responsibilities and actions designated to coordinating, primary and support agencies. Actions are grouped into phases of emergency management: Preparedness, Response, Recovery and Mitigation

Coordinating: Sedgwick County Emergency Management
	Preparedness (Pre-Event) Actions for ESF 5 - Information and Planning
1	Maintain a central personnel roster, contact, and resource lists to support ESF-5 tasks.
2	Identify who is responsible for initial notification of ESF-5 personnel.
3	Identify responsibilities for liaison roles with state and adjacent county emergency management officials.
4	Develop standard operating guides and checklists to support ESF-5 activities.
5	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
6	Collect, process, and disseminate information to and from the EOC and distribute to pre-determined list.
7	Develop and maintain Basic Plan and ESF-5 Annex.
8	Coordinate the construction of the EOP with other ESFs.
9	Coordinate and participate in training, drills, and exercises; including position specific training for EOC operations.
10	Incorporate ESF 5 plans and procedures into training and exercises and conduct at local level.
11	Identify EOC ability to respond to disasters longer than 24 hours.
12	Identify alternate EOC location and requirements to open and staff.
	Response (During Event) Actions for ESF 5 - Information and Planning
1	Coordinate activities between incident command and EOC.
2	Coordinate response to unplanned arrivals and volunteer groups who self deploy.
3	Collect and process information received from rapid damage assessment teams, analyze this information, and share with appropriate partners.
4	Support the preparation of and/or prepare an Incident Action Plans and distribute to appropriate partners.
5	Ensure that requests for Assessment Teams are forwarded to the local and State EOC.
6	Coordinate with ESF 7 to ensure that all available resources are logged and requests for resources are filled.
7	Ensure that copies of all news releases and situation reports are transmitted to the State EOC.
8	Collect and analyze intelligence in support of the overlapping phases of disaster operations: pre-event, impact assessment, and immediate response; and sustained response and initial recovery.
9	Evaluate ESF resources, capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed.
10	In the case of a foreseeable event impact, set up the status boards, obtain data/studies and electronic files, and staff ESF 5. Initiate contact with the media through ESF 15, and establish contact with KDEM.
11	In the case of a foreseeable event impact, review pre-determined requests for pre-positioning of critical resources (personnel, equipment, and supplies).

12	In the case of a foreseeable event impact, collect, analyze and apply disaster intelligence information and deployment of local damage assessment teams.
Recovery (Post Event) Actions for ESF 5 - Information and Planning	
1	Provide continued situation reports to support recovery and damage assessment process.
2	Schedule and conduct after action meetings and after action reviews. Draft corrective action plan.

Supporting: Sedgwick County Geographic Information Services	
Response (During Event) Actions for ESF 5 - Information and Planning	
1	Provide GIS support to ESF-5.

VI. Financial Management

A. ESF 5 is responsible for coordinating with Sedgwick County Purchasing Department to manage ESF 5 expenses relevant to an event.

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

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