Emergency Support Function #5 – Emergency Management Annex

ESF Coordinator:
Eagle County Emergency Management
(ECEM)

Primary Agency:
ECEM

Support Agencies:
Eagle County Administration
Eagle County Attorney's Office
Ambulance District
American Red Cross/Salvation Army
Colorado Office of Emergency Management
Eagle County Environmental Health
Fire Agencies
Health and Human Services
Law Enforcement
Public Information Officers Group
Public Works Agencies
Vail Public Safety Communications Center
Wildfire Mitigation Specialist

Introduction

Purpose
Emergency Support Function (ESF) #5 – Emergency Management is responsible for supporting overall activities of the domestic incident management. ESF #5 provides the core management and administrative functions in support of Multi-Agency Coordination in the Emergency Operations Center (EOC).

Scope
ESF #5 serves as the support ESF for all incident management from prevention to response and recovery. ESF #5 facilitates information flow in the pre-incident prevention phase in order to place assets on alert or to preposition assets for quick response. During the post-incident response phase, ESF #5 transitions and is responsible for support and planning functions. ESF #5 activities include those functions that are critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual incidents. This includes alert and notification, deployment and staffing of resources, incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for State and Federal assistance, resource acquisition and management (to include allocation and tracking), worker safety and health, facilities management, financial management, and other support as required.

Policies
- ESF #5 is responsible for establishing the support infrastructure for incidents in anticipation of requirements for prevention, response, and recovery.

- Requests for County disaster declarations to enable funding through state and federal assistance programs are coordinated through the ECEM.

- Resource allocation and tasking are coordinated through ESF #5 using procedures outlined in the Emergency Response Plan (EOP).

- ESF #5 staff identifies and resolves resource allocation issues identified at the EOC.

- ESF #5 staff provides the informational link between the local EOC and State. ESF #5 serves as the centralized conduit for situation reports to the EOC from the various incidents and ESFs.

- Departments and agencies participate in the incident action planning process coordinated by ESF #5.

- ESF #5 provides representatives to staff key positions on Emergency Response Teams in support of the Incident Commander(s).

- ESF #5 staff establishes required facilities, supplies, and equipment to support activities related to the management of incidents. These facilities include, but are not limited to the EOC, the Joint Information Center, Mobilization Centers, Staging Areas, and Disaster Recovery Centers.

- ESF #5 staff supports the implementation of mutual aid agreements to ensure a seamless resource response to affected jurisdictions.

- ESF #5 provides surge capability to perform essential emergency management functions on short notice and for varied duration.

- The ECEM Director is responsible for notifying state and local emergency management organizations, of potential threats to enable the elevation of operational response postures or the pre-positioning of assets.

Concept of Operations

General
- ESF #5 provides a trained and experienced staff to fill management positions in the Emergency Support Functions of the EOC, if activated or established.

- The EOC, staffed by ESF #5 and other ESFs when activated, monitors potential or developing incidents and supports the efforts of field operations.

- The EOC, staffed by ESF #5 and other ESFs as required, coordinates operations and situational reporting to the State.

Organizational Structure:

ESF #5 is organized in accordance with the National Incident Management System (NIMS). The ESF #5 structure supports the general staff functions described in the NIMS at the Emergency Operations Centers. These functions include:

- **Command Support:** ESF #5 supports the command function by providing staff, incident action planning capabilities, information, administrative, logistics, and financial support functions.

- **Planning:** ESF #5 provides for the collection, evaluation, dissemination, and use of information regarding incident prevention and response actions and the status of resources. The Planning Section is responsible for the action planning process. This includes preparing and documenting incident priorities; establishing the EOC operational period and tempo; and developing contingency, long-term, demobilization, and other plans related to the incident(s), as needed. The Planning Section also coordinates the agencies with special technical capabilities to request support for geospatial intelligence, modeling, and forecasting.

- **Logistics:** ESF #5 provides staff to manage the control and accountability of supplies and equipment; resource ordering; delivery of equipment, supplies, and services; resource tracking; facility location and operations; transportation coordination; and information technology systems services and other administrative services. The Logistics Section coordinates closely with ESF #7 – Resource Support and implements the Logistics Management Support Annex.

- **Finance/Administration:** ESF #5 provides staff to monitor funding requirements and incident costs.

Actions

Emergency Operations Center

- When an incident occurs or has the potential to occur, ECEM activates ESF #5 as requested by assigning staffing at the EOC. Actions include alert, notification, and situation reporting and coordination. Once activated, ESF #5 is operational at the EOC on a 24-hour basis until the EOC is deactivated.

- ESF #5 maintains constant communications with the incident(s) and the State and convenes periodic conferences calls with all appropriate parties to coordinate the joint operations.

- ESF #5 provides situation reports and other information as required to the EOC and the State.

- The ECEM activates the ESFs required to handle the threat or incident(s) at hand, issues initial activation mission assignments, and establishes reporting and communications protocols.

- EMEC facilitates the deployment of special Federal teams such as the National Emergency Response Team, Mobile Emergency Response Support, Nuclear Incident Response Team, Mobile Air Transportable Telecommunications System, National Disaster Medical System, Civil Support Teams, Urban Search and Rescue Teams and FIRST in coordination with ESF #8.

- ESF #5 staff develops the initial action plan outlining EOC operations priorities and coordinates with other ESFs to implement the plan.

- ESF #5 staff develops the schedule for staffing and operating the EOC from activation to stand-down.

Planning and Management Activities

- ESF #5 helps maintain situational awareness of the threat or incident(s), and ensures that situations or incidents receive timely, equitable, and comprehensive assistance.

- As the operation progresses from the pre-incident phase through response and into recovery, ESF #5 continues to provide immediate, short-term, and long-term planning functions in coordination with the other ESFs engaged in the operation and with those who are operating under agency statutory authorities.

Responsibilities

Primary Agency:

As the primary agency, ECEM:
- Monitors assets and capabilities to prevent and respond to an incident(s) and coordinates with local, regional, State and private agencies and organizations.

Support Agencies

- Support agencies' responsibilities and capabilities are outlined in the EOP and ESF Annexes.

- Support agencies provide personnel to the EOC, as requested, to assist ESF operations and provide reports to ESF #5. All agencies, as appropriate, identify staff liaisons or points of contact to provide technical and subject-matter expertise, data, advice, and staff support for operations that fall within the domain of each agency. Support capabilities of other organizations may be used as required and available.