



**Milwaukee County
Office of Emergency Management**

Comprehensive Emergency Management Plan
2017

MILWAUKEE COUNTY

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

2017



Milwaukee County CEMP:

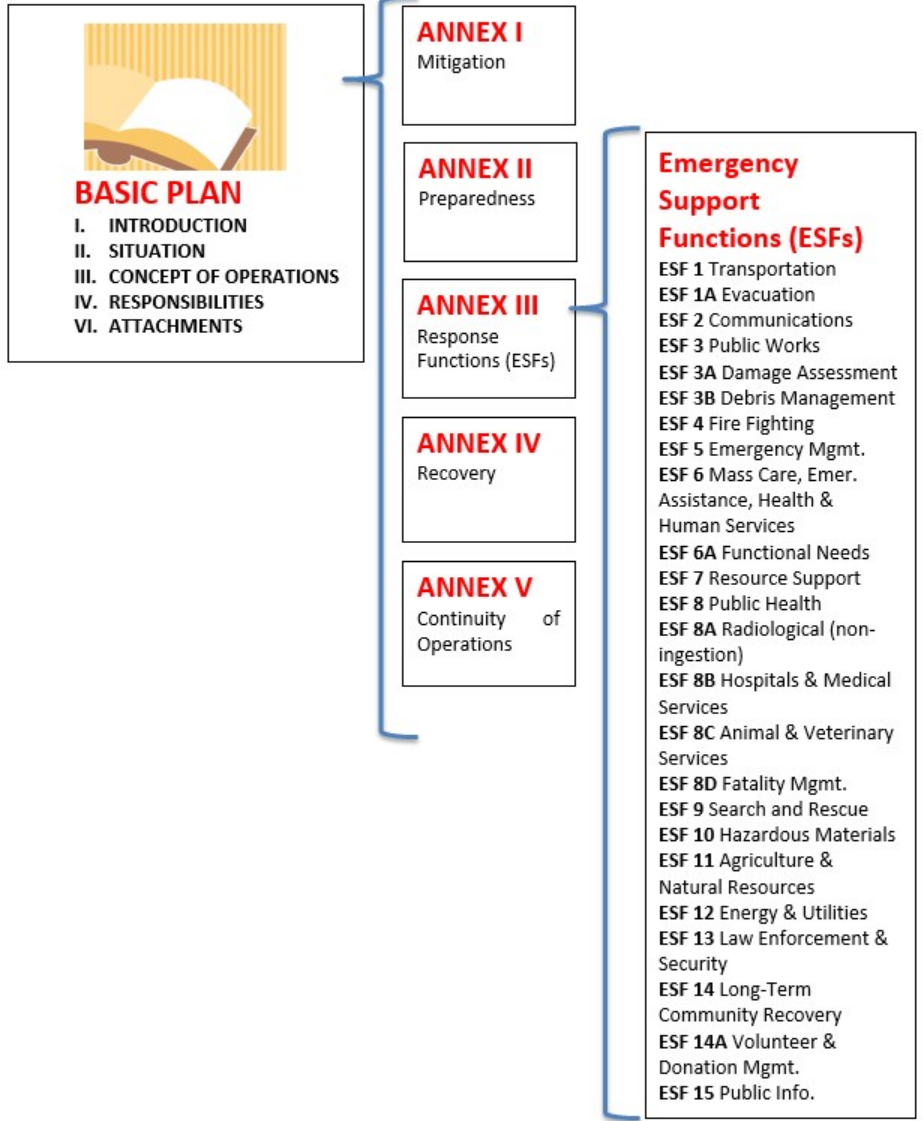
- Summary and Review Guide ([MS Excel](#))
- Basic Plan ([MS Word](#))
- Annex I Mitigation
- Annex II Preparedness
- Annex III Response Emergency Support Functions (ESFs)
- Annex IV Recovery (MS Word)
- Annex V Continuity of Operations Plan (COOP)
- Emergency Support Function (ESF) #1 Transportation
 - Attachment 1A Evacuation
- Emergency Support Function (ESF) #2 Communications
 - Attachment 2A Warning
- Emergency Support Function (ESF) #3 Public Works
 - Attachment 3A Damage Assessment
 - Attachment 3B Debris Management
- Emergency Support Function (ESF) #4 Fire Fighting
- Emergency Support Function (ESF) #5 Emergency Management
- Emergency Support Function (ESF) #6 Mass Care, Emergency Assistance, and Health and Human Services
 - Attachment 6A Function Needs
- Emergency Support Function (ESF) #7 Resource Support
- Emergency Support Function (ESF) #8 Public Health
 - Attachment 8A Radiological (Non-Ingestion)
 - Attachment 8B Hospital and Medical Services
 - Attachment 8C Animal and Veterinary Services
 - Attachment 8D Fatality Management
- Emergency Support Function (ESF) #9 Search and Rescue
- Emergency Support Function (ESF) #10 Hazardous Materials
- Emergency Support Function (ESF) #11 Agriculture and Natural Resources
- Emergency Support Function (ESF) #12 Energy and Utilities
- Emergency Support Function (ESF) #13 Law Enforcement and Security
- Emergency Support Function (ESF) #14 Long Term Community Recovery
 - Attachment 14A Volunteer and Donation Management
- Emergency Support Function (ESF) #15 Public Information

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

BASIC PLAN



CEMP COMPONENT PARTS:



1.1.1 Introduction

TABLE OF CONTENTS

Basic Plan: Pages 1 - 62

Introduction: 4 - 14
Situation: 16 - 20
Concept of Operations: 22 - 45
Responsibilities: 47 - 51
Financial Management: 52 - 58
Attachments: 59 - 61
Authority: 62

Annex I Mitigation: 63 - 69

General: 64
Summary of MC General Mitigation Programs & Departments: 65 - 67
Summary of MC Hazard Mitigation Plan: 68
References: 69

Annex II Preparedness: 70 - 77

General: 71
Policies: 72
General Preparedness Activities: 73
Specific Hazard Preparedness Activities: 74
Training: 75
Exercise: 76
Public Awareness and Education: 77

Annex III Response Emergency Support Functions: 78 - 79

MC Organizational Chart: 80
Primary/Support Matrix: 81 - 84

Annex IV Recovery: 85 - 103

Intro, Purpose, Goals: 87
Policy: 88
Recovery Roles and Responsibilities: 89
Recovery Phases: 90
Damage Assessment Phases: 92
Concept of Recovery Support Functions: 93 - 94
Recovery Incident Management System: 95
Recovery Action Task Force: 96
Requesting Federal Assistance and Types: 97
Federal Coordinating Officer and FDRC: 98 - 99
Federal-State-Local Recovery Facilities: 100
Federal Recovery Support Functions: 101
Hazard Mitigation Plan/Program: 102
References: 103

Annex V Continuity of Operations Plan (COOP): 104 - 107

Summary of Jurisdiction's COOP: 105
Objectives of the COOP/COG Plan: 106
COOP/COG Implementation: 107 - 108

Emergency Support Functions: 109 - 245

ESF #1 - Transportation: 109 - 120
ESF #2 - Communications: 121 - 131
ESF #3 - Public Works: 132 - 151
ESF #4 - Fire Fighting: 154 - 156
ESF #5 - Emergency Management: 157 - 164
ESF #6 - Mass Care: 165 - 179
ESF #7 - Resource Support: 180 - 184
ESF #8 - Public Health: 185 - 208
ESF #9 - Search and Rescue: 209 - 213
ESF #10 - Hazardous Materials: 214 - 218
ESF #11 - Agriculture and Natural Resources: 219 - 221
ESF #12 - Energy and Utilities: 221 - 225
ESF #13 - Law Enforcement and Security: 226 - 228
ESF #14 - Long Term Community Recovery: 229 - 240
ESF #15 - Public Information: 241 - 245

1.1.1.1 Introduction

Introduction

This plan provides:

- Guidance in mitigating, preparing for, responding to, and recovering from emergencies and disasters threatening life or property within Milwaukee County.
- A framework that will guide organizational behavior (response) during emergency (ies) or disaster(s).
- A framework of interagency and community-wide cooperation to enhance disaster mitigation, preparedness, response and recovery.

Each County department and participating agency is to become familiar with this plan to insure efficient and effective execution of emergency responsibilities. Each County department and participating agency must develop and maintain Standard Operating Procedures (SOPs). By being prepared we can better serve the citizens of Milwaukee County.

This is a strategic document that will continue to be evaluated, updated, and refined to meet our changing needs. Once approved by the State and all departments holding "primary responsibility" for an ESF, this plan will supersede all previous versions. Milwaukee County Office of Emergency Management (OEM) will continue to coordinate input and updates to this plan to meet state and federal planning requirements. County departments and agencies will continue to be included in the emergency planning process.

1.1.1.2 Purpose, Scope, Assumptions

Purpose, Scope, and Assumptions

Purpose

The Milwaukee County Office of Emergency Management (OEM), in cooperation with County administration, County departments, municipalities and other members of the community and in an effort to maximize the efficiency and effectiveness of available resources, endeavors to mitigate, prepare for, respond to, and recover from natural and man-made disasters which threaten the lives, safety, or property of the citizens of Milwaukee County by:

1. Identifying major natural and man-made hazards threats to life, property and/or the environment that are known or thought to exist.
2. Assigning emergency management responsibilities and tasks.
3. Describing predetermined actions (responsibilities, tasks) to be taken by County departments, municipalities and other cooperating organizations and institutions to eliminate or mitigate the effects of these threats and to respond effectively and recover from an emergency or disaster.
4. Providing for effective assignment and utilization of County employees.
5. Documenting the current capabilities and existing resources of County departments and other cooperating organizations and institutions which must be maintained to enable accomplishment of those predetermined actions.
6. Providing for the continuity of County government during and after an emergency or disaster.
7. Enhancing cooperation (mutual aid agreements and memorandums of understanding) and coordination with cooperating community agencies, neighboring jurisdictions, and county, state, and federal agencies.
8. Providing for a County emergency planning team comprised of representatives from all departments as identified and utilized through this plan development for: continuing review and revision of the plan; and, exercise planning and evaluation.

To provide guidance for:

1. Mitigation, preparedness, response and recovery policy and procedures.
2. Disaster and emergency responsibilities.
3. Training and public education activities.

This plan applies to all local officials, departments, and agencies. The primary audience for the document includes our chief elected official and other elected officials, the emergency management staff, department and agency heads and their senior staff members, leaders of local volunteer organizations that support emergency operations, and others who may participate in our mitigation, preparedness, response, and recovery efforts.

Scope

The Plan assigns specific functions to appropriate County agencies and organizations, as well as outlines methods to coordinate with the private sector and voluntary organizations.

The Plan identifies the actions that the Milwaukee County Office of Emergency Management (OEM) will initiate, in coordination with municipal, state, and federal counterparts as appropriate, regardless of the magnitude of the disaster.

Assumptions

This plan is based upon the concepts that emergency functions for various groups involved in emergency management will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. It is generally true, however, that a disaster is a situation in which the usual way of doing things no longer suffices. It is desirable, and always attempted, to maintain organizational continuity and to assign familiar tasks to personnel. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be redirected to accomplish the emergency task by the agency concerned. Assumptions include, but are not limited to:

1. While it is likely that outside assistance would be available in most major disaster situations affecting the County, and while plans have been developed to facilitate coordination of this assistance, it is necessary for Milwaukee County to plan for and to be prepared to carry out disaster response and short-term recovery operations on an independent basis.
2. A major emergency can exhaust the resources of a single jurisdiction or directly impact more than one jurisdiction. It may require resources from numerous agencies and levels of government.
3. Incidents will be operated under the Incident or Unified Command System in accordance with the National Incident Management System or NIMS. In keeping with the nationwide strategy of the Integrated Emergency Management System (IEMS), this plan is concerned with all types of emergency situations that may develop. It also accounts for activities before, during, and after emergency operations. As per State guidance, this plan will be reviewed every year so appropriate changes can be made.

1.1.1.3 Objectives

C. OBJECTIVES.

The objectives of the County's emergency management program are to protect public health and safety and preserve public and private property. During emergencies and disasters, Milwaukee County will endeavor to:

1. **Save Lives:** Save human lives; Treat the injured; Warn the public to avoid further casualties; Evacuate people from the effects of the emergency; Shelter and care for those evacuated; Save animals.
2. **Stabilize Incident:** Prevent and incident from getting worse by ensuring life safety and managing resources efficiently and cost effectively.
3. **Protect Property:** Save property from destruction; Take action to prevent further lose; Provide security for property, especially in evacuated areas; Prevent contamination to the environment.
4. **Restore the Community to Normal:** Restore essential utilities; Restore community infrastructure; Help restore economic basis of the community.

1.1.1.4 Methodology

D. METHODOLOGY.

1. This plan was developed by a planning process coordinated by the Milwaukee County Office of Emergency Management (OEM).
2. This plan is "approved" by Wisconsin Emergency Management and implemented by the Milwaukee County Executive, the Board of Supervisors, and the Milwaukee County Office of Emergency Management (OEM).
3. Departmental letters of acknowledgment regarding the planning process and the plan responsibilities are on file in the Milwaukee County Office of Emergency Management (OEM) office.
4. A distribution list containing department/agency names and the number of copies of the Comprehensive Emergency Management Plan (CEMP) that were issued is on file in the Milwaukee County Office of Emergency Management (OEM) office.
5. Plan maintenance and record of changes.
 - a. The Milwaukee County Office of Emergency Management (OEM) ensures that necessary changes and revisions to the plan are prepared, coordinated, published and distributed.
 - b. This plan will undergo revision whenever:
 - (1) It fails during an emergency.
 - (2) Exercises, drills reveal deficiencies or "shortfall(s)."
 - (3) County government structure changes.
 - (4) Community situations change.
 - (5) State requirements change.
 - (6) Any other condition occurs that causes conditions to change.
 - c. The Milwaukee County Office of Emergency Management (OEM) will maintain a list of individuals and organizations which have controlled copies of the plan. Only those with controlled copies will automatically be provided updates and revisions. Plan holders are expected to post and record these changes. Revised copies will be dated to show where changes have been made.

1.1.1.4.1 MC staff reviewing CEMP

For the first time, in 2017 Milwaukee County OEM used the Knowledge Management System to review and update all portions of the CEMP. The Milwaukee County staff members listed below reviewed and edited the CEMP and all departments listed below have access to the CEMP. Paper copies of the CEMP were distributed when requested by Milwaukee County departments.

CEMP Section	County Agency	County Personnel	Contact Email
Basic Plan	OEM		
ESF 1	MCDOT		
ESF 1A DONE	OEM		
ESF 2 DONE	OEM		
ESF 2A EDITING PROCESS	OEM		
ESF 3	DAS- Facilities Management		
ESF 3A DONE	OEM		
ESF 3B DONE	OEM		
ESF 4 EDITING PROCESS	Local Fire Departments		
ESF 5 DONE	OEM		
ESF 6 EMAIL SENT	Health and Human Services		
ESF 6A EMAIL SENT	Health and Human Services		
ESF 7 DONE	OEM		
ESF 8 DONE	MC Director of Emergency Public Health		
ESF 8A DONE	OEM		
ESF 8B DONE	MC Director of Emergency Public Health		
ESF 8C DONE	MC Director of Emergency Public Health		
ESF 8D DONE	Milwaukee County Medical Examiner		
ESF 9 EDITING PROCESS	Local Fire Departments		
ESF 10 EDITING PROCESS	MFD Haz Mat team		
ESF 11 DONE	OEM City of Milwaukee Health Dept.		
ESF 12 DONE	OEM		
ESF 13	MCSO		
ESF 14 DONE	Office of the County Executive OEM		
ESF 14A DONE	OEM		
ESF 15	Office of the County Executive- PIO		

1.1.1.4.2 2017 CEMP Transmittal

WEM Milwaukee County Emergency Response Plan Update Transmittal

The attached document(s) prepared in accordance with state and local requirements, is/are ready to be made a part of the County Emergency Response Plan upon State acceptance.

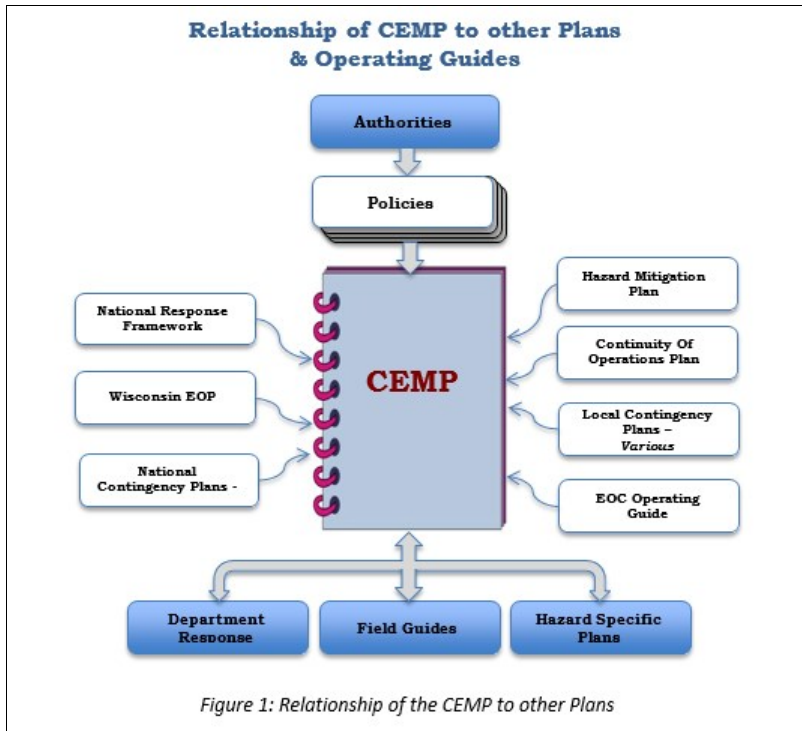
TITLE	Review Complete	Pages Updated	Currency Date
ERP Basic Plan	Yes	All	7/5/2017
ESF #1, Transportation	Yes	No Change	9/15/2017
1A Evacuation	Yes	No Change	9/15/2017
ESF #2, Communications	Yes	All	9/7/2017
2A Warning	Yes	All	7/24/2017
ESF #3, Public Works	Yes	All	6/21/2017
3A Damage Assessment	Yes	All	6/21/2017
3B Debris Management	Yes	All	6/21/2017
ESF #4, Fire Fighting	Yes	All	6/22/2017
ESF #5, Emergency Management	Yes	All	5/18/2017
ESF #6, Mass Care, Emergency Assistance & Human Services	Yes	All	6/23/2017
6A Functional Needs	Yes	No Change	9/15/2017
ESF #7, Resource Support	Yes	All	6/23/2017
ESF #8, Public Health	Yes	All	10/5/2017
8A Radiological (Non-Ingestion)	Yes	All	5/30/2017
8B Hospital and Medical Services	Yes	All	5/30/2017
8C Animal and Veterinary Services	Yes	All	5/30/2017
8D Fatality Management	Yes	All	10/4/2017
ESF #9, Search and Rescue	Yes	No Change	9/7/2017
ESF #10, Hazardous Materials	Yes	No Change	9/7/2017
ESF #11, Agriculture and Natural Resources	Yes	All	2/10/2017
ESF #12, Energy & Utilities	Yes	No Change	9/15/2017
ESF #13, Law Enforcement & Security	Yes	No Change	9/15/2017
ESF #14, Long-Term Community Recovery	Yes	All	6/23/2017
14A Volunteer and Donation Management	Yes	All	6/23/2017
ESF #15, Public Information	Yes	All	6/23/2017
Catastrophic Incident Annex	Yes	All	5/30/2017
Table of Contents	Yes	All	5/30/2017
Glossary of Terms and Acronyms – now identified as a separate document from Basic Plan	Yes	All	9/15/2017
Legal Basis	Yes	All	6/14/2017
Update of EOC Phone List	Yes	All	6/14/2017
Crosswalk to CPG 101 V.2	Yes	All	10/4/2017

County: Milwaukee	DocuSigned by: PQW: FFY 2017	<input type="checkbox"/> 1 st <input checked="" type="checkbox"/> 2 nd
County Executive: _____	2E580B33A2CC413 DocuSigned by: _____	Date: 11/2/2017
County Emergency Manager: _____	Christine Westrich	Date: 11/2/2017
WEM Regional Director: _____	389796845FAD431...	Date: _____

1.1.1.5 Relationship to other Plans

E. RELATIONSHIP TO OTHER PLANS.

1. The combined homeland security and emergency management authorities, policies, procedures, and resources of the County, regional and state partners, federal government, and other entities (e.g., voluntary disaster relief organization, the private sector) constitute an intergovernmental emergency response network for providing assistance following an emergency.
2. The CEMP may be implemented as the only response plan, or it may be used in conjunction with local partner operational plans developed under statutory authorities and/or Memoranda of Understanding (MOUs). It is also supported by tactical policies and procedures of County operational roles. However, the CEMP shall remain the official and primary plan to guide response and recovery activities for the Milwaukee County Office of Emergency Management (OEM).
3. The structure of the CEMP is always in place and available for implementation. When a public emergency occurs, the framework of the CEMP is used to facilitate response of one or more Emergency Support Functions (ESF) as dictated by the requirements of the incident. The EOC may be activated and staffed with a partial or full team at the direction of the EOC Manager. Individual ESF and support agencies may be employed in the response as needed to respond to the emergency situation.
4. Local CEMP and other Local, State or Federal Plans.
 - a. The CEMP may also be implemented concurrently with a number of local, state, federal and regional emergency operation plans without a state or Presidential Declaration. (See Figure 1: Relationship of the CEMP to other Plans, on the following page.) Regardless, the response would be in accordance with the local CEMP, and in accordance with the senior state or federal official for the applicable plan.
 - b. In certain circumstances, state and/or federal agencies have statutory responsibility and authority to respond directly to incidents without a formal request for assistance from the County. In all cases, however, those agencies should immediately establish contact with the Division of Emergency Management and the local incident commander to coordinate the response and/or recovery efforts.
5. Local CEMP and the National Response Framework (NRF).
 - a. The NRF is built upon the premise that incidents are typically managed at the lowest jurisdictional level. The CEMP was designed to be compatible with the NRF based on the planning assumption that for major incidents, it is likely the County Executive would declare a state of emergency, followed by a request for specific types of assistance from the Governor and/or President under the Stafford Act.



1.1.1.6 Statement of Limitations

F. STATEMENT OF LIMITATIONS.

1. Not all emergency situations can be foreseen. The community emergency management system must be able to adapt rapidly to unique conditions. This may include multi-jurisdictional situations as well as simultaneous events.

2. The multi-jurisdictional and multi-discipline approach reflected in this Plan is a means of ensuring the best use of local response and recovery resources in time of community crisis. No attempt will be made in this document to specify all the possibilities and intricacies associated with every type of disaster that might conceivably develop.

3. Because the County Comprehensive Emergency Management Plan represents a corporate capability that is constantly altered by changes that occur in the law, public policy, organizations, program funding, systems, and the environment, it is impossible to create, maintain and promise the delivery of a perfect emergency management system.

4. County actions may also be constrained because hazards can create effects that may impair the availability and use of local government assets, along with other essential services provided by the private sector. The disaster response and relief activities of government may be limited by:

- a. An inability of the general citizenry to survive on their own for more than three days without additional supplies of water, food, shelter and medical supplies.
- b. A lack of law enforcement, fire, emergency medical services and public works and other response organizations due to damage to facilities, equipment and shortages of personnel.
- c. The shortage of critical drugs and medicines at medical facilities.
- d. The shortage of specialized response personnel and equipment needed to respond to a disaster.
- e. Damage to or overload of lifelines, such as roads, utilities and communication networks.
- f. The delay of arrival of outside assistance from either the state or federal level.
- g. The limited number of public safety responders in a rural environment.
- h. Cascading events, special events, or traffic inhibiting the ability of first responders to plan and/or respond to an event.

6. Despite these potentially unavoidable limitations, the County will endeavor to make every reasonable effort within its capabilities to respond to the dangers and hardships imposed by emergency or disaster events, i.e., based on the situation, the information available, and the resources at hand.

7. This Plan is adopted to protect and preserve the public peace, health, safety, and welfare. Its provisions shall be liberally construed for the accomplishment of these purposes. Moreover, nothing contained in this Plan is intended to be nor shall be construed to create or form the basis for any liability on the part of the County or its officers, employees or agents, for any injury or damage resulting from failure of any public official or employee to comply with the provisions of this Plan, or by reason or in consequence of any act or omission in connection with the implementation or enforcement of this Plan on the part of the County by any of its officers, employees or agents.

8. The Plan is not intended to limit or restrict initiative, judgment, or independent action required to provide an appropriate and effective emergency and disaster response.

9. It is expressly the purpose of this Plan to provide for and promote the health, safety and welfare of the general public. It is not intended to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by its provisions.

1.1.1.7 Legal Basis

G. LEGAL BASIS.

1. Wisconsin statutes provide local government, principally the chief elected official, with emergency powers to control emergency situations. If necessary, Milwaukee County shall use these powers during emergency situations (See Basic Plan Section VI "References and Authorities). These powers include:

- a. When an emergency situation has caused severe damage, injury, or loss of life or it appears likely to do so, the County Executive and Board of Supervisors may proclaim that a state of emergency exists for the County and/or issue a disaster declaration for the County. The County Executive or their designee may subsequently issue orders or proclamations referencing that declaration to invoke certain emergency powers in order to cope with the disaster. These powers include:
 - (1) To administer the county government effectively to meet the needs of the disaster relief. This includes the power to authorize the transfer of funds from and to individual departments and agencies until such time as this can be assumed by the county board or the appropriate committees; serve as chief spokesman for the county and take all steps required to keep the public informed on protection and survival steps that may be needed; take all necessary steps to provide for the safekeeping of all county records and documents essential to the function of government; establish priorities in the procurement of supplies and services; control the resources of all county departments and utilize these resources to the most advantage in dealing with the emergency or recovery efforts; provide for the accounting of all emergency disbursements and review their need based on the priority of the operation; direct the resources of Milwaukee County anywhere within the State of Wisconsin to insure the well being of county residents; administer the relocation of county government and provide for its functional ability during an emergency; appoint and direct special task groups as required for emergency operations.
 - (2) To assemble all department heads for the purpose of forming an advisory body to offer advice upon the need for and to supervise emergency services to the impacted area(s).
 - (3) Seek mutual aid and to contract with other units of government for the use of manpower, specialized services, and equipment.
 - (4) To contract on a cost basis with private industry, leasing companies or contractors for services, manpower and equipment.
 - (5) To order all county employees to immediate active duty.
 - (6) To order county departments to concentrate their manpower and equipment in a given area or areas.
 - (7) To authorize any county owned or leased property to be made available as emergency shelters, food and water dispensing areas, hospitals, morgues, bases of operations and the like.
 - (8) To order county employees and equipment to be utilized in the transportation of equipment, supplies, food, water, materials, messages and the like, from place to place to assist any governmental, American Red Cross or non governmental organizations (NGOs) operating within the county.
 - (8) To suspend ordinary county services.
 - (9) Order a curfew for the general public or any segment of the general public in all or any portion of the county.
 - (10) To close any street, park or public facility within the county in conjunction with municipal chief elected officials.
 - (11) To order the evacuation of citizens or take other protective actions deemed necessary Milwaukee County.
 - (12) To request state disaster declarations and assistance from the Governor of the State of Wisconsin and the President of the United States, and other agencies, as appropriate.
 - (13) To take all steps reasonably necessary to preserve the public health, safety and welfare and property of the citizens and residents of Milwaukee County.
- b. A local disaster declaration activates the recovery aspects of this plan. A local disaster declaration is required to obtain state and federal disaster recovery assistance.

1.1.1.8 Policies

H. POLICIES.

1. In order to protect lives and property and in cooperation with other elements of the community (e.g. business, volunteer sector, social organizations, etc.), it is the policy of Milwaukee County to strive to mitigate, prepare for, respond to and recover from all natural and man-caused emergencies and disasters.
2. Because of the nature of emergencies and disasters (causing damages, interruptions and shortfalls to County resources), it is the policy of Milwaukee County that citizens are encouraged to be self-sufficient for a minimum of 72 hours should an emergency or disaster occur.
3. Wisconsin Statute Section 323 delineates the responsibility of Milwaukee County government to protect life, property, and the environment. Local government has the primary responsibility for its own emergency management activities (CPG 1-20). When the emergency exceeds the local and County government's capability to respond, assistance will be requested from the State government. The federal government will provide assistance, via the state, when appropriate.

Emergency Powers of Cities, Villages, and Towns §323.14(3) & (4)

(3) **DUTIES DURING AN EMERGENCY.** (a) If the governing body of a local unit of government declares an emergency under s.

323.11 and intends to make use of volunteer health care practitioners, as specified in s. 257.03, the governing body or its agent shall, as soon as possible, notify the department of health services of this intent.

(b) During a state of emergency declared by the governor, a local unit of government situated within the area to which the governor's executive order applies may employ personnel, facilities, and other resources consistent with the plan adopted under sub. (1) (a) 1. ~~to~~ or (b) 1. ~~to~~ cope with the problems that resulted in the governor declaring the emergency. Nothing in this chapter prohibits local units of government from employing their personnel, facilities, and resources consistent with the plan adopted under sub. (1) (a) 1. ~~to~~ or (b) 1. ~~to~~ cope with the problems of local disasters except where restrictions are imposed by federal regulations on property donated by the federal government.

(4) **POWERS DURING AN EMERGENCY.** (a) The emergency power of the governing body conferred under s. 323.11 includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of ~~chs.~~ chs. 341 to 349.

(b) If, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, the chief executive officer or acting chief executive officer of any local unit of government shall exercise by proclamation all of the powers conferred upon the governing body under par. (a) ~~or~~ or s. 323.11 that appear necessary and expedient. The proclamation shall be subject to ratification, alteration, modification, or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the prior validity of the proclamation.

323.15 Heads of emergency management; duties and powers. (1) **ONGOING DUTIES.** (a) The head of emergency management for each local unit of government shall implement the plan adopted under s. 323.14 (1) (a) 1. ~~or~~ or (b) 1., whichever is applicable, and perform such other duties related to emergency management as are required by the governing body and the emergency management committee of the governing body when applicable. The emergency management plans shall require the use of the incident command system by all emergency response agencies, including local health departments, during a state of emergency declared under s. 323.10 or 323.11.

(b) The head of emergency management for each county shall coordinate and assist in developing city, village, and town emergency management plans within the county, integrate the plans with the county plan, advise the department of military affairs of all emergency management planning in the county and submit to the adjutant general the reports that he or she requires, direct and coordinate emergency management activities throughout the county during a state of emergency, and direct countywide emergency management training programs and exercises.

c) The head of emergency management in each city, village and town shall do all of the following:

1. Direct local emergency management training programs and exercises.
2. Direct participation in emergency management programs and exercises that are ordered by the adjutant general or the county head of emergency management.
3. Advise the county head of emergency management on local emergency management programs.
4. Submit to the county head of emergency management any reports he or she requires.

4. Wisconsin Statute, Section 323, requires the County to implement emergency management among local units of government.

1.1.1.9 Liability Immunity for Emergency Workers

I. LIABILITY IMMUNITY FOR EMERGENCY WORKERS.

Responsibility for Workers Compensation and Liability of State or Local Unit of Government (formerly Personnel) §323.40 §323.41

LIABILITY AND EXEMPTIONS

323.40 Responsibility for worker's compensation.

- (1) **EMPLOYEES OF LOCAL UNIT OF GOVERNMENT.** An employee of a local unit of government's emergency management program is an employee of that local unit of government for worker's compensation under ch. 102 unless the responsibility to pay worker's compensation benefits are assigned as provided under s. 66.0313 or under an agreement between the local unit of government and the state or another local unit of government.
 - (2) **STATE AGENCY VOLUNTEERS.** A volunteer who registers with a state agency to assist the agency without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the agency for worker's compensation under ch. 102, for purposes of any claim related to the assistance provided.
 - (3) **LOCAL UNIT OF GOVERNMENT VOLUNTEERS.** (a) Except as provided in par. (b), an individual who registers in writing with a local unit of government's emergency management program to provide his or her own labor without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the local unit of government for worker's compensation under ch. 102 for purposes of any claim relating to the labor provided.
- (b) This subsection does not apply to an individual's provision of services if s. 257.03 applies. History: 2009 a. 42.

323.41 Liability of state or local unit of government.

- (1) **EMPLOYEE OF LOCAL UNIT OF GOVERNMENT.** An employee of a local unit of government's emergency management program is an employee of that local unit of government under ss. 893.80, 895.35, and 895.46 for purposes of any claim, unless the responsibility related to a claim under ss. 893.80, 895.35, and 895.46 is assigned as provided under s. 66.0313 or under an agreement between the local unit of government and the state or another local unit of government.
- (2) **STATE AGENCY VOLUNTEERS.** Except as provided in s. 323.45, a volunteer who registers with a state agency to assist the agency without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the agency under ss. 893.82 and 895.46, for purposes of any claim related to the assistance provided.
- (3) **LOCAL UNIT OF GOVERNMENT VOLUNTEERS.** (a) Except as provided in par. (b), an individual who registers in writing with a local unit of government's emergency management program to provide his or her own labor without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the local unit of government under ss.

893.80, 895.35, and 895.46 for purposes of any claim relating to the labor provided.

1.1.2 Situation

1.1.2.1 Potential Emergency Conditions

A. POTENTIAL EMERGENCY CONDITIONS

1. Milwaukee County is exposed to many hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. Possible natural hazards include snowstorms, floods, tornadoes, downbursts, and other violent storms. There is also the threat of national security/terrorism incidents such as a nuclear, biological, chemical, or conventional attack. Other disaster situations could develop from a hazardous material release, major transportation accident, or civil disorder. A comprehensive hazard analysis has been written addressing all currently- known threats that may impact Milwaukee County. This document is maintained in the Division's office and is updated on an annual basis.

1.1.2.2 Hazard Analysis

B. HAZARD ANALYSIS

**** An in-depth hazard analysis (profile, location & extent, frequency & probability, and vulnerability) of 14 distinct hazards is in the updated Milwaukee County Hazard Mitigation Plan.**

1. This hazard analysis serves as the basis for emergency management planning. It will develop an awareness of the disasters that could affect local communities. Based on the potential hazards identified, local planners will set priorities and goals for planning, training and preparedness to effectively establish capabilities to allocate resources for disasters. This hazard analysis describes disasters that may occur in Milwaukee County.

2. Milwaukee County is vulnerable to a wide range of hazards, both natural and technological. Natural hazards such as floods, wind storms, tornados, winter storms, and excessive heat have caused injuries, loss of life, and disruption of essential services, significant property damage, and public infrastructure damage. Technological hazards exist from radiological, biological, and chemical sources, but are not limited to:

TECHNOLOGICAL HAZARDS	NATURAL HAZARDS
Airplane Crash	Ice Storm/Snow Storm
Multiple Vehicle Highway Accident	Severe Weather Outbreak / Tornado
HazMat Incident	Flood
Rail Incident	Drought
Multiple House/Building Fire	Heat Wave
	Pandemic Outbreak
TERRORISM	CRITICAL INFRASTRUCTURE
Explosives Attack – Bombing Using Improvised Explosive	Cyber Attack
Chemical Attack	Major Power Outage
Biological Attack – Foreign Animal Disease	Major Communications Disruption
Biological Attack – Food Contamination	
Radiological Attack – Radiological Dispersal Devices	
Municipal Water Supply Contamination	
Disease Outbreak	
Attack at Civic/Sports Events	
Attack during VIP Visit	
Civil Disturbance	

****Note:** A list of facilities that use, produce, and store extremely hazardous substances and hazardous materials is on file at with Milwaukee County Office of Emergency Management (OEM).

3. Disaster response efforts are often hampered by equipment and facility damage, communication failures, inclement weather, responder injury and death, and many other limiting factors. In the event of an emergency or disaster that exceeds the available resources; the public should expect and be prepared for a minimum 72 hour delay for emergency response services.

1.1.2.2.1 Hazard Rating Summary

HAZARD RATING SUMMARY				
Catastrophic	<ul style="list-style-type: none"> • Chemical Attack • Radiological Attack (radiological dispersal devices) 			
Critical	<ul style="list-style-type: none"> • Biological Attack (foreign animal disease) • Biological Attack (food contamination) • Municipal Water Supply Contamination • Disease Outbreak • Explosive Attack (Bombing Using Improvised Explosive) 	<ul style="list-style-type: none"> • Snow Storm 	<ul style="list-style-type: none"> • Tornado • Floods 	
Limited	<ul style="list-style-type: none"> • Attack at Civic/Sports Events • Attack during VIP Visit 	<ul style="list-style-type: none"> • Ice Storm/ Long Term Power Outage • Airplane Crash • Rail Incident 	<ul style="list-style-type: none"> • Drought • Heat Wave • Pandemic Outbreak 	<ul style="list-style-type: none"> • Multiple Vehicle Highway Accident • Multiple House/Building Fire • Hazardous Materials Accident • Major Power Outages • Severe Weather Outbreak
Negligible			<ul style="list-style-type: none"> • Civil Disturbance • Cyber Attack • Major Communications Disruption 	
	Not Occurred	Low	Medium	High
FREQUENCY		SEVERITY		
<i>High:</i>	At least one occurrence every 1-4 years.	<i>Catastrophic:</i>	More than 50 deaths/injuries; Complete shutdown of critical facilities for 30 days or more; More than 50% property damage; Severe long-term effects on economy; Severely affects state/local/private sectors capabilities to begin or sustain recovery activities; Overwhelms local and state response resources.	
<i>Medium:</i>	At least one occurrence every 5 – 10 years.	<i>Critical (major):</i>	10–50 deaths/injuries; Shutdown of critical facilities for 8–30 days; 25–50% property damage; Short-term effect on economy; Temporarily (24–48 hours) overwhelms response resources.	
<i>Low:</i>	At least one occurrence every 11 – 100 years.	<i>Limited:</i>	Less than 10 deaths/injuries; Shutdown of critical facilities for 3–7 days; 10–25% property damage; Temporary effect on economy; No effect on response system.	
<i>N/O:</i>	Has not occurred, but for planning purposes should be evaluated as part of jurisdictions HVA.	<i>Negligible:</i>	Minor injuries, no deaths; Shutdown of critical facilities for less than 3 days; Less than 10% property damage; No effect on economy; No effect on response system.	

****Note:** The Category of **Severity** is used if the hazard results in one or more of the qualifiers.

1.1.2.3 Vulnerability Analysis

C. VULNERABILITY ANALYSIS.

1. Vulnerability Analysis.

- a. Milwaukee County has a population of 947,735. The County could easily experience a loss of life and property of catastrophic proportion from a series of potential hazards. The [Milwaukee County Hazard Mitigation Plan 2016 \(Under WEM/FEMA Review\)](#) provides relative information to the County's vulnerability.

2. Important: Past occurrences are not reliable indicators of future events.

1.1.2.4 Persons with Access and Functional Needs

D. PERSONS WITH ACCESS AND FUNCTIONAL NEEDS.

1. Shelter operations can accommodate individuals who have a health condition that does not require institutionalization, but may require:
 - a. Intermittent skilled observation, assessment, and/or maintenance
 - b. Assistance with activities of daily living (e.g., feeding, ambulating, self-medication or personal hygiene);
 - c. Dependence on electricity
 - d. Receiving dialysis treatments

2. Shelter operations cannot provide 24-hour skilled care and the following individuals will be referred to an appropriate health care facility:
 - a. Persons who will require hospitalization or institutionalization;
 - b. Residents of nursing homes, Assisted Living Facilities, Intermediate Care Facilities and facilities caring for the Developmentally Disabled or those with a mental illness;
 - c. Persons who are bedridden;
 - d. Women experiencing high-risk pregnancies who are within four weeks of estimated date of delivery or any pregnant woman in active labor;
 - e. Persons who are in a sudden acute medical or emergency condition; and/or, an individual arriving at a shelter whose condition exceeds the capabilities of the shelter.

1.1.3 Concept of Operations

1.1.3.1 Emergency Management Program Phases

A. EMERGENCY MANAGEMENT PROGRAM PHASES.

The County will meet its responsibility for protecting life and property from the effects of hazardous events by acting within each of four phases of emergency management.

1. **Mitigation:** Actions accomplished before an event to prevent it from causing a disaster, or to reduce its effects if it does, save the most lives, prevents the most damage and are the most cost effective. County and municipal departments will enforce all public safety mandates of the Milwaukee County and Codes to include land use management and building codes; and recommend to the County Board of Supervisors and municipal elected officials, legislation required to improve the emergency readiness of the community. (See Annex I; Mitigation Programs.)
2. **Preparedness:** County and municipal departments will remain vigilant to crises within their areas of responsibility. County and municipal emergency service departments will prepare for emergencies by maintaining existing or developing detailed emergency plans and procedures to enable first responders to accomplish the tasks normally expected of them. All County and municipal departments will prepare for disasters by developing departmental plans and procedures to accomplish the extraordinary tasks necessary to integrate their department's total capabilities into a County or municipal disaster response. County and municipal departments will ensure that their employees are trained to implement emergency and disaster procedures and instructions. Departments will validate their level of emergency readiness through internal drills and participation in exercises conducted by the County. Other government jurisdictions within and outside County boundaries will also be encouraged to participate in these exercises. Exercise results will be documented and used in a continuous planning effort to improve the County's emergency readiness posture. This joint, continuous planning endeavor will culminate in revisions to this plan in the constant attempt to achieve a higher state of readiness for an emergency or disaster response. (See Annex II; Preparedness Programs.)
 - Preparedness consists of almost any pre-disaster action which is assured to improve the safety or effectiveness of disaster response. Preparedness consists of those activities that have the potential to save lives, lessen property damage, and increase individual and community control over the subsequent disaster response.
3. **Response:** The active use of resources to address the immediate and short-term effects of an emergency or disaster constitutes the response phase, and is the focus of department emergency and disaster standing operating procedures and instructions, mutual-aid agreements, and this plan. Emergency and disaster incident responses are designed to minimize suffering, loss of life and property damage, and to speed recovery and restoration of essential services. When any County or municipal department receives information about a potential emergency or disaster, it will conduct an initial assessment, determine the need to alert others, and set in motion appropriate actions to reduce risk and potential impacts. Emergency response activities will be as described in departmental plans and procedures, and may involve activating the Emergency Operations Center (EOC) for coordination of support. County and municipal departments will support first responders by providing warnings and emergency public information, and helping to save lives and property, supply basic human needs, maintain or restore essential services, and protect vital resources and the environment. Responses to declared emergencies and disasters will be guided by this plan. (See Annex III; Response.)
4. **Recovery:** Emergency and disaster recovery efforts aim at returning to pre-disaster community life. They involve detailed damage assessments, complete restoration of essential services and financial assistance. There is no definite point at which response ends and recovery begins. However, generally speaking, most recovery efforts will occur after the emergency organization is deactivated and County and municipal departments have returned to pre-disaster operation. Recovery efforts may be coordinated from a central location or integrated with day-to-day departmental functions. (See Annex IV; Recovery.)

1.1.3.2 National Incident Management System (NIMS)

B. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

1. The National Incident Management System (NIMS) provides a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, 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 and property and harm to the environment.

- a. NIMS works hand in hand with the National Response Framework (NRF). NIMS provides the template for the management of incidents, while the NRF provides the structure and mechanisms for national-level policy for incident management (fema.gov).
- b. Milwaukee County formally adopted NIMS by Executive Order #02-05 in May 2005.

1.1.3.3 Milwaukee County Office of Emergency Management

C. MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT ORGANIZATION

1. Daily Operations (pre–disaster).

- a. The County is governed by an elected Board of Supervisors. A County Executive administers the daily routine business of the County in a manner consistent with policy established by the Board of Supervisors. The County government is organized into functional departments and divisions, created for the delivery of essential governmental services.
- b. During emergencies, the County Executive or his/her designee may order special, temporary personnel assignments that require individuals to work outside their regular department, job classifications and working hours.

2. County Emergency Management Program.

- a. It is the responsibility of the Milwaukee County Executive and the Board of Supervisors, under Wisconsin Law Chapter 323, to insure the peace and safety of its citizens at all times. This responsibility includes pre–planning and response to all natural and technological hazards that can impact Milwaukee County.
- b. This plan establishes the County emergency management program. All officers and employees of the County are part of the emergency organization.
- c. The Milwaukee County Executive is the head of all emergency management activities before, during, and after a major disaster. The responsibility for carrying out day–to–day planning and training activities are delegated by the Sheriff to the Division of Emergency Management Administrator who works with all departments, agencies and municipalities throughout the County, both public and private, to ensure that an effective emergency management program is developed and maintained. (Milwaukee County Ordinance Chapter 99.)
- d. During any response to an actual disaster, the Office of Emergency Management (OEM) Director or his/her designee will serve as the Chief of Staff to the County Executive, functioning either in the Milwaukee County Emergency Operations Center (EOC) or in the field. The Office of Emergency Management (OEM) Director will be the chief technical advisor and official liaison on behalf of the County with state, federal and private agencies needed to assist.
- e. A County Emergency Planning Team is established through promulgation of this plan. The team shall be composed of representatives or alternates from selected County departments, plus other agencies or organizations as may be necessary. The team shall formulate emergency management policy recommendations to the County Executive. This includes development and maintenance of this plan, exercise planning and evaluation, and related initiatives. Each agency appointed to this team will: designate a primary representative and alternates; document these appointments to include telephone numbers; and provide a copy to the Milwaukee County Office of Emergency Management (OEM). The Office of Emergency Management (OEM) Director will chair the team and will schedule periodic meetings as needed.

3. Chain of Authority.

- a. In the event Milwaukee County is involved in a disaster, the chain of authority shall be as follows:
 - (1) County Executive
 - (2) Office of Emergency Management (OEM) Director
 - (3) Municipal Emergency Managers

4. Emergency Organization

a. Policy/Advisory Group. The Policy/Advisory Group provides guidance and direction for emergency response and recovery operations. They are charged with making emergency policy decisions, declaring a state of emergency when necessary, implementing the emergency powers of local government, keeping the public informed of the emergency situation, and requesting outside assistance when necessary. The Policy/Advisory Group includes:

- (1) County Executive
- (2) County Board Chair
- (3) Mayors, and Village President/Administrators (as necessary).
- (4) The Office of Emergency Management
- (5) Office of the Sheriff
- (6) County Fire & Rescue Chief
- (7) Chief County Corporation Counsel
- (8) Health & Human Services Director
- (9) Emergency County Public Health Director
- (10) Department of Administrative Services Director
- (11) Emergency Medical Services Director
- (12) Intergovernmental Affairs Director
- (13) County Department Heads (as necessary)

b. Incident Command Team (Field Command). Includes the Incident Commander and those departments, agencies, and groups with primary emergency response actions. The incident commander is the person in charge at an incident site.

- This plan formalizes the County's Incident Command System, and Incident Command organization and structure.

c. Crisis Action Team (CAT). Composed of members from various organizations considered essential to facilitate the process of evaluation and incident planning, and possible activation and implementation of emergency functions and resources. The CAT will be responsible for responsible for maintaining overall situational awareness and implementing the County's Continuity of Operations Plan. The CAT can also be used to support the emergency management division in emergency situations without EOC activation. The CAT consist of:

- Department of Administrative Services (DAS)-Procurement Division; County Fire & Rescue Chief; DAS-Human Resources; DAS-Labor Relations; DAS-Facilities Management; Department of Transportation-Highways; Department of Health and Human Services; Sheriff; County Executive Public Information Officer (PIO); Milwaukee County Emergency County Public Health Director; Services Committee chair; Parks, recreation and culture-Field Operations Division; Chairperson of County Board Judiciary, Safety and General Services Committee, and others as selected or needed.

d. EOC Management Team. Charged with the effective direction, control and coordination of the EOC, if fully activated. This group is composed of members from various County departments considered necessary for the implementation of the Milwaukee County Comprehensive Emergency Management Plan and operations of the EOC, if fully activated. The EOC Management Team consists of:

- Office of the County Executive
- Office of Emergency Management (OEM) Director
- Department Directors
- Others as selected or needed.
- DAS Fiscal Affair
- DAS Risk Management
- Parks, recreation and culture-Field Operations Division
- County Corporation Counsel
- DAS-Facilities Management
- Department of Health and Human Services
- DOT-Highways & Transit/Paratransit

e. Volunteer and Other Services. This group includes organized volunteer groups and businesses that have agreed to provide certain support for emergency operations.

1.1.3.4 Direction and Control

D. DIRECTION AND CONTROL

The Milwaukee County Executive is designated to serve as Director of Emergency Management Services (County Ord. ch.99). The County Executive has appointed a Director of the Office of Emergency Management (OEM) to manage the day-to-day operations, and to serve as the County Executive's emergency management designee.

The Director of the Office of Emergency Management (OEM) shall head the Policy group of the Direction and Control Organization. The OEM EM Division Administrator, the Municipal Emergency Service Coordinators, and the OEM clerical staff provide support and coordination for Countywide and municipal emergency operations. Each of the municipalities within Milwaukee County will exercise full authority over emergency operations when the emergency situation exists entirely within the boundaries of their jurisdictions.

If more than one municipality or zone is affected or if there is a very serious emergency, the County organization will be activated but will not necessarily assume control of all functions. The County organization may decide to restrict its activities--relative to the affected area--to monitoring, coordinating, and providing requested support. In case of a threat or actual occurrence of a very destructive, widespread disaster, the entire County Emergency Management organization may be activated.

1. General.

- a. The Milwaukee County Director of the Office of Emergency Management (OEM) is responsible for establishing objectives and policies for emergency management and providing general guidance for disaster response and recovery operations. During disasters, he/she may carry out those responsibilities from the EOC.
- b. The Director of the Office of Emergency Management (OEM) will provide overall direction of the response activities of all County departments. During major emergencies and disaster, he/she will normally carry out those responsibilities from the EOC.
- c. The Incident Commander, assisted by a staff sufficient for the tasks to be performed, will manage the emergency response at an incident site.
- d. The Director of the Office of Emergency Management (OEM) is responsible for the proper functioning of the EOC and will also serve as a liaison with state and federal emergency agencies and neighboring jurisdictions. The EOC will advise other emergency officials on courses of action available for major decisions.
- e. During emergency operations, County department heads and municipalities retain administrative and policy control over their employees and equipment. However, personnel and equipment will carry out mission assignments directed by the Incident Commander. Each department and agency is responsible for having its own operating procedures to be followed during response operations, but interagency procedures, such as a common communications protocol, may be adopted to facilitate coordinated effort.
- g. If state and/or federal resources are made available to the County, they will be under the operational control of the Milwaukee County Office of Emergency Management (OEM).

2. Crisis Monitoring, Crisis Action Team (CAT).

- a. The Milwaukee County Communications Center is the County's 24 hour "crisis monitor." The Dispatch Center provides an ongoing analysis of incoming information, and will notify Director of the Office of Emergency Management (OEM).
- b. The Milwaukee County Office of Emergency Management (OEM) is also responsible for monitoring and analyzing any situation that may threaten public safety. As emergency situations threaten or occur, the Director of the Office of Emergency Management (OEM) may convene a "Crisis Action Team (CAT)" to facilitate the process of evaluation and incident planning, and possible activation and implementation of emergency functions and resources. The CAT will also be used to support the emergency management division in emergency situations.
- c. The Crisis Action Team (CAT) is an organizational unit that will have responsibility for assisting with Crisis Monitoring and Emergency and COOP plan activations.
- d. The CAT is a flexible, supporting/coordinating service that could be:
 - (1) One person at home facilitating the coordination of personnel and resources to an incident scene;
 - (2) Several people convening to review an evolving threat; or,
 - (3) Many people in the Emergency Operations Center (EOC) or on-scene to assist emergency management as needed.
- e. Core members of the CAT are drawn from the departments who provide primary support to emergency functions (see primary support matrix.) However, any County department could be called upon to provide a representative to the CAT. Exactly who is called and ultimately how many people will serve on the CAT is dependent upon the situation and the functions that will be activated.
- f. During EOC operations, CAT members can be integrated into the EOC organization or retained as a separate unit. The CAT will serve in a policy and planning role, providing policy guidance and direction to the EOC and Incident Managers.
- g. CAT members should be people at the "operational level" with decision making authority of the primary departments. Each department should appoint a primary member and two alternates who can act in the absence of the primary member.
- h. Instantaneous events may trigger immediate full EOC activation by requests from first responder departments, such as the fire or police departments.
- i. The County Executive or the Director of the Office of Emergency Management (OEM) may convene an EOC activation to facilitate the process of evaluation and incident planning, and possible implementation of emergency functions and resources.

1.1.3.5 Emergency Proclamations/Disaster Declarations

E. EMERGENCY PROCLAMATIONS/DISASTER DECLARATIONS.

1. Emergency Declaration.

- a. The County Executive may declare a "State of Emergency" to expedite access to local resources needed to cope with the incident and "to afford adequate protection for lives, safety, health, welfare or property." If the needed response exceeds these local capabilities, a disaster has occurred.
- b. The County Executive may, by emergency proclamation, use County resources and employees as necessary, and alter functions of departments and personnel, as necessary. (See "Proclamation of Existence of a County Emergency this section.)

PROCLAMATION OF EXISTENCE OF A COUNTY EMERGENCY

WHEREAS, ordinance 99 of Milwaukee County and State Statute 323, empowers the Director of Emergency Management to proclaim the existence or threatened existence of a local emergency when said county is affected or likely to be affected by an extraordinary natural disaster event and the County Board is not in session; and

WHEREAS the Director of Emergency Management of Milwaukee County does hereby find: [INSERT]

_____.

NOW THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout Milwaukee County; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions and duties of the emergency management organization of this County shall be those prescribed by State law, and by ordinances and resolutions of this County, and by the Milwaukee County Comprehensive Emergency Management Plan, as approved by the Milwaukee County Board of Supervisors.

Declaration of a Major Disaster

WHEREAS, the County of Milwaukee has sustained severe losses of a major proportion, caused by [INSERT] _____; and

WHEREAS, substantial damage has been incurred to public and private property, as outlined in the attached Uniform Disaster Situation Report; and

NOW, THEREFORE, BE IT RESOLVED, that the County Executive, for and on behalf of the citizens of Milwaukee County, request the Governor of the State of Wisconsin to petition the President of the United States to declare Milwaukee County, Wisconsin, to be a major disaster area, through appropriate channels, to include a request for Public Assistance and Human Services Programs as offered through PL 100-707, and the Hazard Mitigation Program, as offered through PL 100-707.

BE IT FURTHER RESOLVED that the County Emergency Management Director is authorized to coordinate the damage assessment survey teams with local units of government and assist in the administration of the disaster recovery process, as needed.

Adopted this _____ day of _____, 20__.

Signed:

Milwaukee County Executive

1.1.3.6 Emergency Authorities

F. EMERGENCY AUTHORITIES.

1. Authorities and References.

- a. Emergency Services Act, 1970, as amended.
- b. Chapter 323 Wisconsin Statutes, as amended.
- c. Wisconsin Statute Chapter 59 & 17
- d. Milwaukee County Emergency Management Ordinance 99 (amended).
- e. Milwaukee County Executive Order for Emergency Management.
- f. Milwaukee County Ordinance for Emergency Purchases.
- g. Milwaukee County Resolution Adopting State Plan Disaster Designee.
- h. Local Chapter of American Red Cross Memo of Understanding.
- i. County Board Resolutions for the Provision of Emergency Management Services to Municipalities.

1.1.3.7 Continuity of Government

G. CONTINUITY OF GOVERNMENT

1. Succession of Command.

- a. The procedures for County and municipal line of succession follow: Chapter 59 and 17 of the Wisconsin State Statutes, as well as local charters, ordinances, and resolutions.
- b. The line of succession in Milwaukee County is from the County Executive to the County Board of Supervisors' Chairperson to the Vice-chairperson to the Second Vice-chairperson to the Chairperson of County Board Judiciary, Safety, and General Services Committee and then to the Vice-chairperson of County Board Judiciary, Safety, and General Services Committee. Should it become necessary, succession is then to the Chairperson of any remaining County Board Standing Committee.
- c. The line of succession from the Director of the Office of Emergency Management (OEM) is to the Administrator of the Emergency Management Division.
- d. The line of succession to each department head is according to the operating procedures established by each department.

2. Preservation of Records. Preservation of important records and measures to ensure continued operation of local government during and after catastrophic disasters or national security emergencies shall be established by each jurisdiction. Each government agency and department shall establish procedures to ensure the selection, preservation, and availability of records essential to the effective functioning of government and to the protection or rights and interests of persons under emergency conditions.

1.1.3.8 Emergency Support Functions (ESFs)

H. EMERGENCY SUPPORT FUNCTIONS (ESFS)

1. ESFs represent groupings of types of assistance activities that citizens are likely to need in times of emergency or disaster. The State Emergency Operations Plan is organized by related emergency functions known as “emergency support functions.” The Federal Response Plan is organized by “emergency support functions.” During emergencies, municipal, county and state EOCs determine which ESFs/functional annexes are activated to meet the disaster response needs.
2. The state and federal governments will respond to County requests for assistance through the ESF structure. Within the state and federal EOCs, requests for assistance will be tasked to the particular functional annex for completion. A lead agency/department for each emergency support function is indicated, and will be responsible for coordinating the delivery of that emergency function to the emergency area. The lead agency/department will be responsible for identifying the resources within the emergency function that will accomplish the mission, and will coordinate the resource delivery.
3. The County CEMP “Annex III: Response Functions” is organized by ESFs. During emergencies, the County Executive and/or the Director of the Office of Emergency Management will determine which ESFs are activated to meet the disaster response needs. See Annex III: Response Functions, for further details.
4. This plan is based upon the concept that the emergency support functions (ESFs) for the various County organizations involved in emergency operations will generally parallel their normal day to day functions. To the extent possible, the same personnel and material resources will be employed in both cases. The day to day functions that do not contribute directly to the emergency operations may be suspended for the duration of the emergency. The efforts that would normally be required for those functions will be redirected to the accomplishment of emergency tasks by the departments concerned.
 - a. Only those County and municipal departments performing essential functions will be required to remain on duty during the period of some emergencies. This determination will be made and announced by the County Executive or the Director of the Office of Emergency Management.
 - b. All County Departments, including those with functions declared nonessential to emergency operations, will secure their facilities, records, and equipment against possible loss or damage, and take such action as is necessary to insure the safety of assigned personnel.
5. A County department or agency is designated as the primary department for an ESF due to a statutory responsibility to perform that function, or through its programmatic or regulatory responsibilities, may have developed the necessary expertise to lead the ESF. In some agencies, a portion of the agency’s mission is very similar to the mission of the ESF, therefore, the skills to respond in a disaster can be immediately translated from the daily business of that agency. The primary agency also has the necessary contacts and expertise to coordinate the activities of that support function.
 - a. Departments designated to “lead” an ESF are responsible for coordinating the development and preparation of the ESF and enabling SOP’s, in conjunction with the Milwaukee County Office of Emergency Management (OEM).
6. Upon activation of the County EOC, the activated ESF primary agencies will designate representatives in the EOC to coordinate the ESF. It is up to the primary agency’s discretion as to how many, if any; support agencies should be represented in the EOC.
7. The primary department for the ESF will be responsible for obtaining all information relating to ESF activities and requirements needed by the emergency and disaster response.
8. The County will respond to requests for assistance through the ESF process. Within the EOC, requests for assistance will be tasked to the appropriate ESFs for completion. The lead agency will be responsible for coordinating the delivery of that assistance.
 - a. With concurrence from the County EOC Management Team, ESF #5 will issue mission assignments to the primary agencies for each ESF based on the identified resource shortfall.
 - b. The primary department or agency for that ESF will be responsible for identifying the particular resource or resources that will accomplish the mission and coordinate the delivery of that resource.

1.1.3.9 Incident Command System (ICS)

I. INCIDENT COMMAND SYSTEM (ICS)

1. County On–Scene Management Incident Command System (ICS).

- a. The County's on–scene response to emergencies follows the concepts of the National Incident Management System (NIMS) / Integrated Emergency Management System (IEMS).
- b. The Incident Command System:
 - (1) A standardized management tool for meeting the demands of small or large emergency or non-emergency situations.
 - (2) Represents "best practices" and has become the standard for emergency management across the country.
 - (3) May be used for planned events, natural disasters, and acts of terrorism.
 - (4) Is a key feature of the National Incident Management System (NIMS).
 - (5) Is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to enable effective and efficient domestic incident management. A basic premise of ICS is that it is widely applicable. It is used to organize both near-term and long-term field-level operations for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade. ICS is used by all levels of government—Federal, State, local, and tribal—as well as by many private-sector and nongovernmental organizations. ICS is also applicable across disciplines. It is normally structured to facilitate activities in five major functional areas: command, operations, planning, logistics, and finance and administration (fema.gov)
- c. The person in charge at the incident is the on–scene Incident Commander who is responsible for ensuring each agency on scene can carry out its responsibilities.
- d. Milwaukee County and/or municipal emergency responders are likely to be the first on the scene of an emergency situation. They will normally take charge and remain in charge of the incident until it is resolved or others who have legal authority to do so assume responsibility. They will seek guidance and direction from local officials and seek technical assistance from state and federal agencies and industry where appropriate.
- e. The first local emergency responder to arrive at the scene of an emergency situation will implement the incident command system and serve as the incident commander until relieved by a more senior or more qualified individual.
- f. When more than one agency is involved at an incident scene, Unified Command may be established or the agency having jurisdiction and other responding agencies shall work together to ensure that each agency's objectives are identified and coordinated.
- g. Other agency personnel working in support of the Incident Command system will maintain Unity of Command, but will be under control of the County or municipal on–scene Incident Commander or Unified Command.
- h. The on–scene Incident Commander or Unified Command may designate a Public Information Officer to work with the news media at an incident. This may include coordinating agency media releases and arranging contacts between the media and response agencies. If additional support is needed, the Crisis Action Team (CAT) and/or the EOC may be activated.
- i. During widespread emergencies or disasters, emergency operations with different objectives may be conducted at geographically separated scenes. Incident command, Unified Command or Area Command will be established at each site. When this situation occurs, it is particularly important that the allocation of resources to specific field operations be coordinated through the EOC. Incident Command Post(s) will link to the EOC via radio, telephone or cell phone.
- j. In emergency situations where other jurisdictions or the state or federal government are providing significant response resources or technical assistance, it is generally desirable to transition from the normal ICS structure to a Unified Command structure. Principles of Area Command or Multi–agency Coordinated Systems may also apply. This arrangement helps to ensure that all participating agencies are involved in developing objectives and strategies to deal with the emergency.

1.1.3.10 Incident Response Levels (Levels of Disaster)

J. INCIDENT RESPONSE LEVELS (LEVELS OF DISASTER)

1. Many emergencies follow some recognizable build-up period during which actions can be taken to achieve a gradually increasing state of readiness. Milwaukee County will use a graduated response approach in responding to and managing emergencies and disasters. As the potential severity of the emergency or the demand on local resources grows, there will be an increase in emergency response and coordination activities to meet increasing emergency demands. Readiness Levels will be determined by the Director of the Office of Emergency Management (OEM). See the chart titled, "Readiness / Emergency Action Levels," which will be used as a means of increasing the County's alert posture.

2. Defining the Disaster Severity. These categories were developed based on the County's capabilities. One of the "Categories of Severity" is chosen if the hazard results in one or more of the qualifiers found within the level chosen.

- a. Negligible: Minor injuries, no deaths; Shutdown of critical facilities for less than 3 days; Less than 10% property damage; No effect on economy; No effect on ecological system; No effect on response system.
- b. Limited: Less than 10 deaths/injuries; Shutdown of critical facilities for 3–7 days; 10–25% property damage; Temporary effect on economy; Temporary/minimal effects on ecological systems; No effect on response system.
- c. Critical: 10–50 deaths/injuries; Shutdown of critical facilities for 8–30 days; 25–50% property damage; Short-term effect on economy; Short term effects on ecological systems; Temporarily (24–48 hours) overwhelms response resources.
- d. Catastrophic: More than 50 deaths/injuries; Complete shutdown of critical facilities for 30 days or more; More than 50% property damage; Severe long-term effects on economy; Severe effects on ecological systems; Severely affects state/local/private sectors capabilities to begin or sustain recovery activities; Overwhelms local and state response resources.

1.1.3.11 Inter-Jurisdictional Relationships

K. INTER-JURISDICTIONAL RELATIONSHIPS

1. Planning and Operations – Emergency Management Zones: For emergency planning purposes Milwaukee County is divided into five (5) zones. Zone A encompasses Bayside, Brown Deer, Fox Point, Glendale, River Hills, Shorewood, and Whitefish Bay. Zone B encompasses the City of Milwaukee. Zone C encompasses Wauwatosa, West Allis, and West Milwaukee. Zone D encompasses Franklin, Greendale, Greenfield, and Hales Corners. Zone E encompasses Cudahy, Oak Creek, St. Francis, and South Milwaukee. See Basic Plan, Section VI Attachments for map.

- a. Memorandums of Agreements (MOAs) to coordinate emergency management services have been completed with each of the municipalities within the Milwaukee County area. The EMB offers coordination and support to General Mitchell International Airport and for planning, exercising, resources, and response. The Milwaukee County Level B mobile unit is housed at the General Mitchell International Airport Fire Department and is available to all county & municipal fire departments.
- b. Southeast Wisconsin Mutual Aid Compact Is between participating Counties within the Southeast Wisconsin Emergency Management Region (SEWEM) (Jefferson, Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, Waukesha and the City of Milwaukee) as authorized by their respective governing bodies. Where emergencies involving natural disasters and/or technological incidents may arise within the boundaries of Counties located in the SEWEM Region, which may require an effected county to seek additional assistance beyond its own resources and the knowledge, skills and abilities of Emergency Management staff personnel throughout the SEWEM Region could be requested to assist in dealing with natural and/or man-made disasters within the geographical boundaries of the SEWEM Region.
- c. Each municipality has its own EOP. To help ensure that these plans are updated and to ensure interoperability, Milwaukee County OEM is in the process of uploading all plans into the Knowledge Management System. Doing so allows each municipality to conform to county procedure and formatting. It also allows jurisdictions to view other plans in the area to get ideas on how to improve their own plan. If all municipalities are familiar with the county and other municipal plans, then the area is more likely to be successful in identifying planning gaps and in responding to an area-wide disaster.
- d. Fire Departments and Police Departments in Milwaukee County also have mutual aid agreements between jurisdictions: MABAS (Mutual Aid Box Alarm System), SMART (Suburban Mutual Aid Response Team).

2. State: In case of a major emergency, the State may provide support to Milwaukee County and/or direct services on the local level and serves as a channel for obtaining and providing resources from outside the State.

1.1.3.12 Emergency Operations Center- Activation

L. EMERGENCY OPERATIONS CENTER – ACTIVATION

1. Emergency Operations Center – Activation.

- a. Although the field incident command system is an outstanding way of managing manpower, resources and logistics on scene at an emergency or disaster incident, it should not be considered sufficient in and of itself to handle all management aspects of a disaster or emergency. Anytime a disaster or emergency situation goes beyond the capability of a single jurisdiction, or requires multiple agencies or departments, the activation and use of the County Emergency Operations Center may be requested.
- b. While a field incident command post does have capabilities to order resources and appoint a Public Information Officer, the resources procured and the information given should be limited to what is required for and what is happening at that scene.
- c. The Emergency Operations Center is the place where the County Executive, Mayor and other chief elected officials, major department heads and specialized resources will come together and handle county and community-wide policies, decisions, media relations, manpower and resource procurement. This is especially important when the damage or disaster strikes in several locations involving multiple jurisdictions, where several field command posts may be established and when the sociological, political, and media impacts will be great. Coordination of activities will ensure that all tasks are accomplished, minimizing duplication of efforts.
- d. Depending upon the severity and magnitude of the disaster, activation of the EOC may not be necessary, may only be partially required, or may require full activation. Partial activation would be dictated by the characteristics of the disaster and would involve only those persons needing to interact in providing the County 's coordinated response.

(1) EOC activation levels will generally follow the “emergency levels.”

(2) The following are examples of emergency incidents that can be handled with a field incident command post without activation of the County Emergency Operations Center: Routine law enforcement, fire and rescue operations; A small localized flooding incident; A small plane crash in a remote area of the county; Minor severe weather, downburst or tornado damage; A small chemical spill with little or no impact on citizens.

(3) The following are examples of emergency and disaster incidents where the County Emergency Operations Center may be activated to function in conjunction with a field incident command post(s): A major airline crash anywhere in Milwaukee County; A major chemical spill or release that will require large scale shelter or evacuation of residents; Large scale flooding; When severe weather, downburst or tornado damages or loss of life and large scale damages are imminent or have occurred; Extreme prolonged blizzard or heat wave conditions; Widespread civil unrest or disturbances; Terrorist incidents; Nuclear or enemy attack; Any other event which would have widespread public health impact or require large scale shelter or evacuation of county residents.

- e. The following individuals are authorized to activate the EOC:

(1) County Executive.

(2) Director of the Office of Emergency Management (OEM)

- f. When the decision is made to activate the EOC, the Milwaukee County Office of Emergency Management (OEM) will notify the appropriate staff members to report to the EOC. The EOC Management team will take action to notify and mobilize the appropriate organizations and operations centers which they are responsible for coordinating.
- g. When the EOC is activated, it is essential to establish a division of responsibilities between the incident command post and the EOC. It is essential that a precise division of responsibilities be determined for specific emergency operations. Common EOC tasks include:

(1) Assemble accurate information on the emergency situation and current resource data to allow County officials to make informed decisions on courses of action.

(2) Work with representatives of emergency services, determine and prioritize required response actions and coordinate their implementation.

(3) Suspend or curtail government services, recommend the closure of schools and businesses, and cancellation of public events.

(4) Provide resource support for the incident command operations.

(5) Issue county-wide warning.

(6) Issue instructions and provide information to the general public.

(7) Organize and implement large-scale evacuation.

(8) Organize and implement shelter and mass arrangements for evacuees.

(9) Coordinate traffic control for large-scale evacuations.

(10) Request assistance from the state and other external sources.

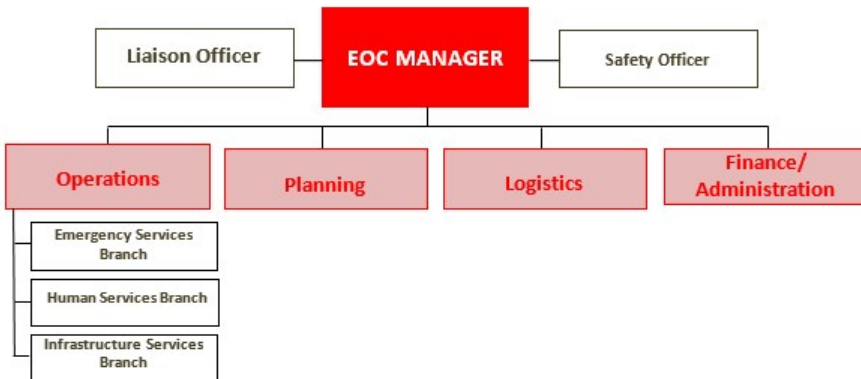
READINESS / EMERGENCY ACTION LEVELS

Watch Condition	Emergency management officials are aware that a heightened state of concern about a potential threat to life or property exists, usually in the form of a concern for a weather related situation. Public safety departments monitor the situation for developments.
Warning Condition	A hazardous condition exists, and there is usually a need for emergency management or public safety officials to issue a public warning.
Level 4 Emergency (Duty Office Monitoring)	Milwaukee County Office of Emergency Management (OEM) is on call 24 hours a day to receive calls from county departments and local jurisdictions relating to emergency situations. OEM continuously monitors events around the county through frequent contacts with the National Weather Service, local municipalities, neighboring counties and the WEM Duty Officer. When appropriate, the Director of the Office of Emergency Management (OEM) will issue a press statement indicating that even though the EOC is not activated the County is monitoring the situation and that citizens should take precautionary measures.
Level 3 Emergency (Minimal EOC Activation, Enhanced Monitoring)	<p>1. Milwaukee County Office of Emergency Management (OEM), in conjunction with the County Executive, or other appropriate official and/or on-scene incident commander, determines that a minimal activation of the County Emergency Operations Center will be necessary. Though all activities, manpower and resource management will be handled from a field incident command post, the EOC with minimum staffing would actively monitor field operations and conditions. This type of emergency would be small and localized in nature, not having any significant impact on the health and well-being of citizens outside of the direct confined area of the emergency. The Duty officer will implement damage assessment process.</p> <p>2. Examples of a Level 3 Emergency would be: a car/bus accident with multiple injuries; a small localized hazardous material spill; a small localized flooding incident; a small airplane crash in un-populated area; a bomb threat.</p>
Level 2 Emergency (Partial EOC Activation)	<p>1. A decision by the Milwaukee County Office of Emergency Management (OEM), in conjunction with the County Executive or other appropriate official and/or on-scene incident commander, has been made requiring partial activation of the County's Emergency Operations Center. A decision to partially activate the EOC will be made if it is determined that the field incident command post will require additional manpower and resource support or that the media and general citizen interest in the emergency will be great enough to warrant re-direction of media and citizen requests about the incident to the EOC rather than burden the field incident commander with such activity.</p> <p>2. Other agencies will be put on stand-by in case the situation requires the activation of other agencies.</p> <p>3. Examples of a Level 2 Emergency would be the following: a moderate hazardous material spill; evacuation of homes or several blocks around the initial incident; a moderate blizzard or heat wave condition requiring community shelters; moderate severe weather, downbursts or tornado damage localized in a central area.</p>
Level 1 Emergency (Full EOC Activation)	<p>1. A decision by the Director of the Office of Emergency Management (OEM), in conjunction the County Executive, other appropriate official and/or on-scene incident commander, that a full scale activation of the EOC is warranted. This type of disaster or emergency incident would be catastrophic in nature, or one that impacts a large number of citizens throughout the county other than those directly impacted at the disaster scene. Under a Level 1 Emergency, members of each of the emergency management groups would be required to report to the Emergency Operations Center to support field operations. In addition, radio dispatchers, message controllers, message runners, security officers and others to report to the EOC.</p> <p>2. The County Executive of Milwaukee County and other town, city and village elected officials (if necessary) would report to the EOC to make emergency policy decisions, proclaim a state of emergency and/or implement the emergency powers of County government, and receive a full scale assessment of the disaster and have the PIO handle all media inquiries, press releases, and citizen inquiries. The EOC would also take over all requests from the field for resources, mutual aid, state, and federal assistance as necessary.</p> <p>3. Examples of a Level 1 Emergency in Milwaukee County would be: a large scale serious hazardous material spill requiring sheltering or evacuation of residents for several miles around the incident; a major airline crash in Milwaukee County; large scale severe weather, downburst or tornado damage; large scale flooding on a non-localized basis; large scale civil disturbance; terrorist activities; prolonged, extreme blizzard or heat wave conditions.</p>

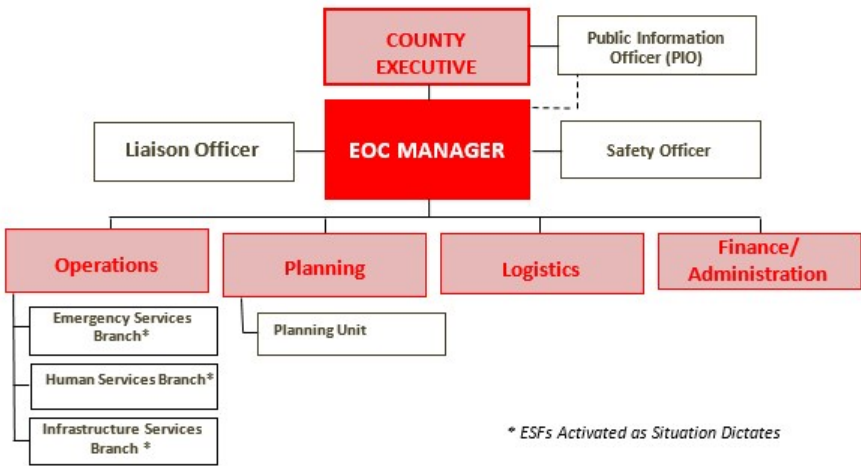
***The examples of "Level Emergencies" are not limited to what is cited in this document.*

Milwaukee County
Emergency Operations Center (EOC) Incident Management System
LEVEL 4 – DUTY OFFICER

Emergency Operations Center (EOC) Incident Management System
LEVEL 3

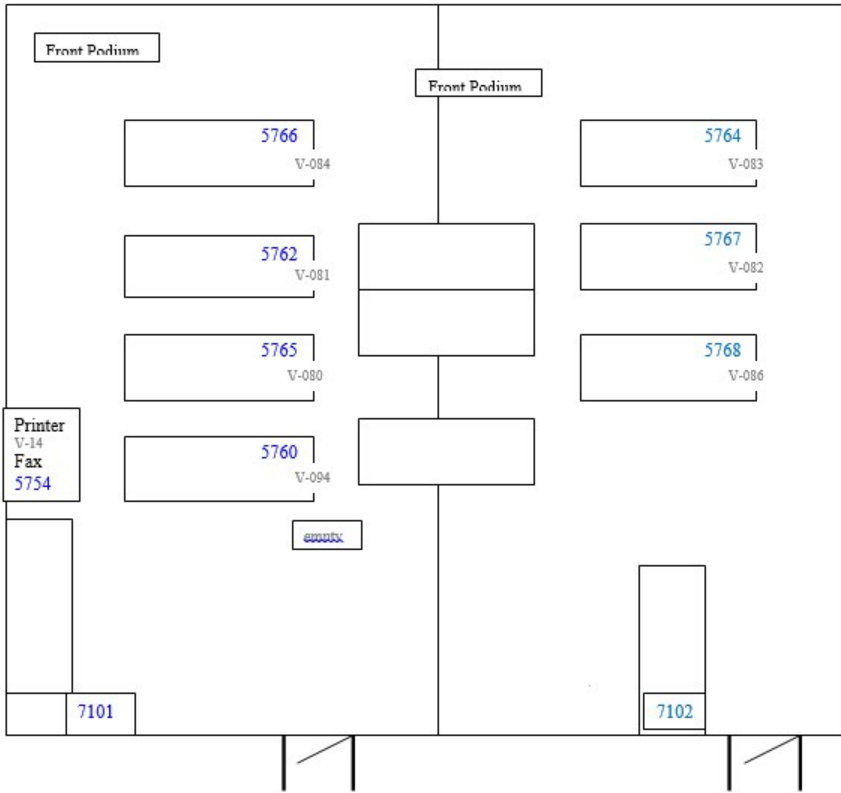


Emergency Operations Center (EOC) Incident Management System
LEVEL 2



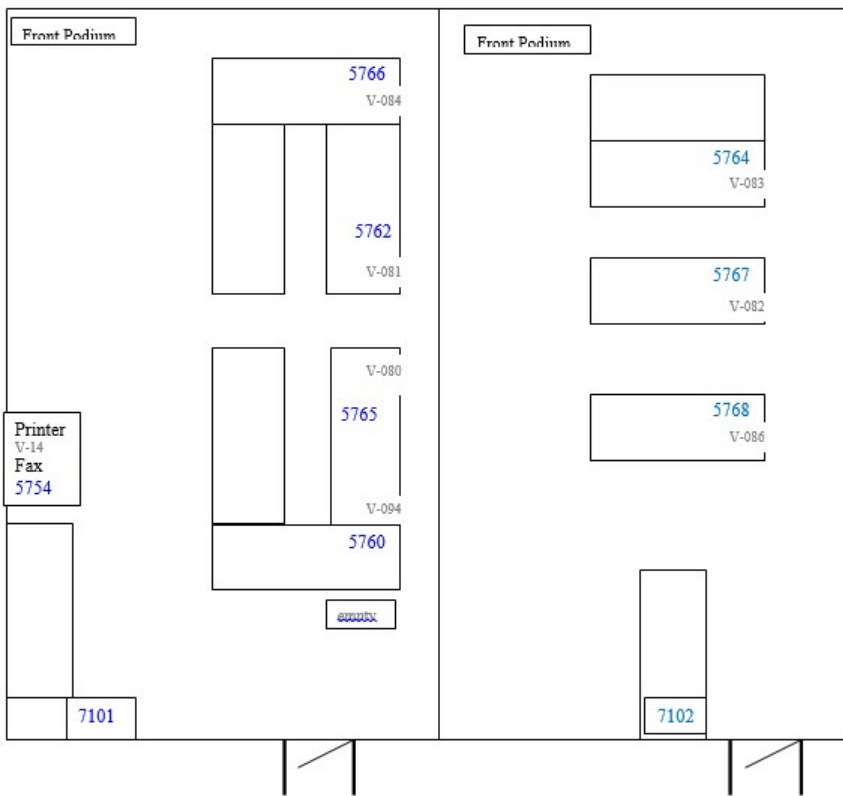
1.1.3.12.1 EOC Floor plans

EOC: CLASSROOM 1 AND 2



Prefix for all phone extensions in blue is 525

MUNICIPAL EOC



EOC Inventory of electronic devices (2014)

- 1 Kyocera Office printer w/stand (from Kate's office)
- 1 HP 4000 printer
- 1 HP all in one Fax machine
- 1 Vodavi Starplus spare phone
- 13 Meridian digital phones
- 10 Emergency cell phones (obtained from IMSD)
- 1 Time stamp clock

1.1.3.13 Emergency Operations Center (EOC): Organization, Operations and Staffing

M. EMERGENCY OPERATIONS CENTER (EOC): ORGANIZATION, OPERATIONS AND STAFFING

1. Emergency Operations Center (EOC) – Operations and Staffing.

**Note: Complete EOC operational details, to include detailed job descriptions and checklists of tasks, are contained in the Emergency Operations Center Operations Manual, published separately.*

a. Overview.

- (1) The Command Structure is intended to be flexible and should be tailored by “Emergency Management” and the “EOC Section Chiefs,” to meet the demands of any particular situation.
- (2) The Director of the Office of Emergency Management (OEM) is responsible to the County Executive and will implement policy directives, and will have overall management responsibility for the incident.
- (3) The Director of the Office of Emergency Management (OEM) directs EOC response actions to save lives and protect property and recommends/instigates population protective actions. Within the framework of the Crisis Action Team (CAT) or Emergency Operations Center (EOC), all available resources are identified and mobilized as necessary. Tasks are prioritized and resources used within this priority framework.

b. Director of the Office of Emergency Management (OEM).

(1) The Director of the Office of Emergency Management (OEM) will develop policy and strategy, disseminate policy guidance and direction, provide interface to the media and public, and liaison with state and federal officials as required.

- a. The Director of the Office of Emergency Management (OEM) is responsible to maintain the safety and well-being of all citizens within Milwaukee County. In day-to-day circumstances, the Director of the Office of Emergency Management (OEM) oversees mitigation, preparedness, training, exercising and pre-planning activities to insure that all county plans, operating procedures, resources, and personnel are in a state of readiness for any type of disaster or emergency.
- b. In the response and recovery phases, the Director of the Office of Emergency Management (OEM) will assume duties in the Emergency Operations Center and will work in cooperation with all impacted elected officials, departments and to the state of normalcy enjoyed before the incident. In the event that the Director of the Office of Emergency Management (OEM) is unable to perform the duties outlined in this plan, or in the event that the duration of an incident requires a second shift of EOC staffing, the OEM-EM Division Administrator will assume the duties of the Director of the Office of Emergency Management (OEM) within this plan.

(2) Other Elected Officials

- a. Depending on the type of disaster or emergency impacting Milwaukee County and the location in which that event occurs, the Mayor or elected officials of various villages may be impacted and requested to report to the Emergency Operations Center to assist the Director of the Office of Emergency Management (OEM) in decision making and policy matters.

(3) The “Corporation Counsel” function is also staffed by the County Corporation Counsel who:

- a. Reviews existing plans and procedures.
- b. Provides legal advice.

(4) The “Public Information Officer (PIO)” will serve on the Office of Emergency Management Director’s staff, and is in charge of implementing ESF # 15: Public Information. (See Annex III: Response Functions, ESF # 15). The PIO Section includes the following units: Rumor Control; Public Enquiries; Media Enquiries; Information and Instructions. The Public Information Officer is responsible for disseminating approved emergency public information to all local, state and national news media. With approval of the Division of Emergency Management Director and Incident Commander will draft and disseminate all press release information; will assist field incident commanders with public information where necessary; will coordinate all county press information with the Joint Information Center (JIC), where applicable; and will assist the Communications and Warning Officer with activation of the regional or local emergency broadcast system.

(5) A “Policy/ Advisory Group” is convened and serves at the pleasure of the Office of Emergency Management Director, and provides policy and direction recommendations.

c. Emergency Management and Staff. (See “Milwaukee County EOC Incident Management System” diagram, this section.) The staff components include:

- (1) The Director of the Office of Emergency Management (OEM) reports to the County Executive and will assist with an incident, and is responsible for approving the ordering and releasing of resources. This element may include such staff as required to perform or support the management function, and includes the Public Information Officer (indirectly), Liaison Officer, and EOC Support Officer.
- (2) The Director of the Office of Emergency Management (OEM) maintains the EOC readiness, and provides/coordinates the EOC administrative, logistical support, and communication support required during EOC operations.
- (3) The “Liaison Officer” is the point of contact with other agencies.

(4) Crisis Action Team (CAT) members can be integrated into the EOC organization or retained as a separate unit. The CAT serves as an advisory group to the Division of Emergency Management.

d. EOC Section Chiefs. (See "Milwaukee County EOC Incident Management System" diagram, this section.)

(1) There are FOUR EOC Sections: Operations; Plans; Logistics and Finance and Administration.

(2) Each of these sections will have branches or units that will generally be functionally oriented. The size and functions within this organization will be dictated by the magnitude and nature of the emergency.

e. EOC Operations Section. (See "Milwaukee County EOC Incident Management System" diagram, this section.)

(1) The EOC Operations Section is responsible for all tactical command and coordination of incident response assets.

(2) The Operations Chief position is staffed by the agency having the most operational ownership of the event.

WebEOC

The State of Wisconsin and all of its counties are now using WebEOC to enhance situational awareness and incident interoperability. WebEOC is the software Wisconsin Emergency Management uses for planning, responding and managing issues related to emergency management. WebEOC enables multiple entities to share critical information when collaborating in the preparation, response, resolution, and review processes associated with daily activities, events, and incidents.

This tool can be used to gain quick access to important State-wide events, planned and unplanned, as well share information across disciplines. WebEOC allows users to request resources, log hazardous materials reports, and find open shelters and hospitals in its mapping function. To fill in information gaps and encourage collaboration between the private and public sector, the business community in Milwaukee has created a WebEOC site for private sector companies to share appropriate information with local government. Disaster recovery is much more efficient when all community players are at the table.

1.1.3.14 Facilities

N. FACILITIES

1. Incident Command Post.

- a. When appropriate, an incident command post(s) will be established in the vicinity of the incident site(s). The incident commander will be responsible for directing the emergency response and managing the resources at the incident scene.

2. Emergency Operations Center.

- a. The primary EOC is in Classrooms 1 & 2 of the Milwaukee County Sheriff's Office Training Academy Franklin, WI. The Milwaukee County Office of Emergency Management (OEM) is responsible for the readiness and support of the EOC.
- b. The alternate EOC would be established at the Franklin Police Department, 9229 West Loomis Road, Franklin, WI 53132.
- c. The secondary EOC would be established at the City of Oak Creek Municipal Court, 301 West Ryan Road, Oak Creek, WI 53154.
- d. An additional EOC would be established at the Milwaukee County Sheriff's Office Safety Building, 821 West State Street, Milwaukee, WI 53233.

3. Department Operating Locations.

- a. Each County Department will be directed by the EOC to establish a primary location and alternate location from which to establish direction and control of its respective activities in an emergency or disaster. This may be from the EOC, or other location, depending upon the circumstances.

4. 911 Communications. (See ESF # 2, Communications.)

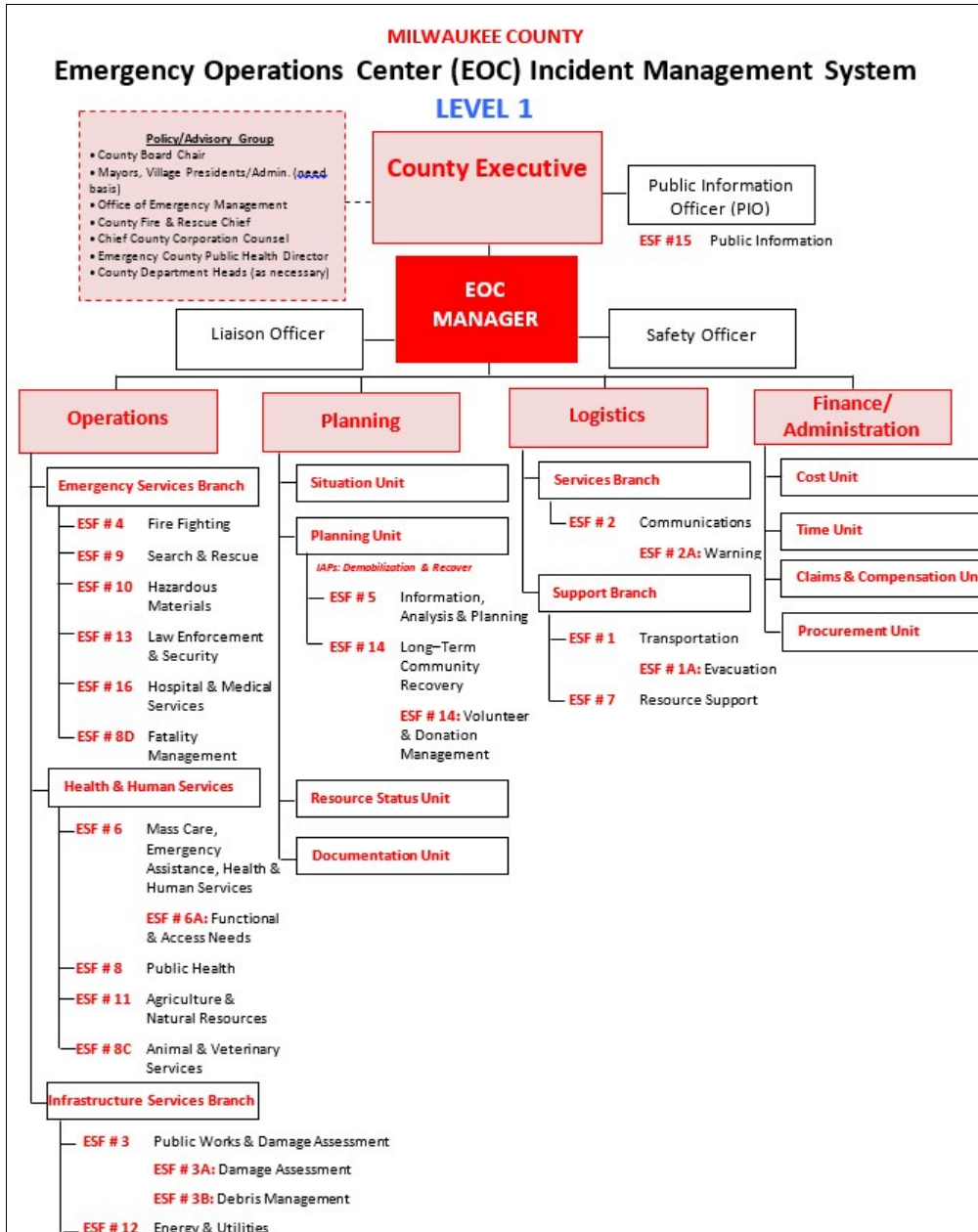
- a. Fire and Police responders involved in disaster operations will maintain operations through their Fire / Police Communications Centers.
- b. Any department operating from another location other than the EOC will maintain contact with the EOC through direct redundant communications, such as telephone, radio and fax.
- c. All departments are responsible to insure that communication systems are in place between EOC representatives and their departments.
- d. Each department will bring to the EOC their own portable radio, charger, spare batteries, headsets, laptops and cellular phones. Land phones will be provided at the EOC.
- e. Communications to the general public will be through the media, coordinated by the on-scene Public Information Officers (PIOs). The Emergency Alert System (EAS) is accessed through the EOC.
- f. During large-scale emergencies, communication personnel coordinate countywide communications capabilities.
- g. The EOC Communications and Warning Officer activates the EOC Communications Center and provides staff for all shifts to coordinate response activities and to provide communication and repair capabilities to county agencies.
- h. There is a cooperative agreement between the Milwaukee County Office of Emergency Management (OEM) and the Amateur Radio Emergency Services (A.R.E.S.) group to utilize the privately owned services and equipment of county amateur radio operators during severe weather or other disaster or emergency situations throughout the county.

1.1.3.15 State of Wisconsin Response

O. STATE OF WISCONSIN RESPONSE

1. State of Wisconsin.

- a. Provides support services and guidance to the County and local agencies, coordinated by Wisconsin Emergency Management (WEM) or other State agencies.
- b. Generally has a secondary response role to provide support to the County when local resources are exhausted or when it lacks specialized capability.
- c. The state has specific responsibilities for monitoring environmental, health, highway traffic matters, etc.
- d. The State Division of Emergency Management maintains a 24-hour telephone number, 1-800-943-0003, as the State's single-point-of-contact for major emergencies and is the entry point to the State alert monitor system.



1.1.3.16 Federal Government Response

P. FEDERAL GOVERNMENT RESPONSE.

1. Federal Government:

- a. Provides emergency response on federally owned or controlled property, such as military installations and federal prisons.
- b. Provides federal assistance as directed by the President of the United States under the coordination of the Federal Emergency Management Agency (FEMA) and in accordance with federal emergency plans.
- c. Identifies and coordinates provision of assistance under other federal statutory authorities.
- d. Provides assistance to State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the Federal Response Plan.
- e. Manages and resolves all issues pertaining to a mass influx of illegal aliens.
- f. Provides repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas. The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

1.1.3.17 References (Supporting Operations Plans and Documents)

Q. REFERENCES (SUPPORTING OPERATIONS PLANS AND DOCUMENTS).

County Hazard Analysis	Milwaukee County Office of Emergency Management (OEM)
County Hazard Mitigation Plan	Milwaukee County Office of Emergency Management (OEM)
County Hazardous Materials Release assessment	Milwaukee County Office of Emergency Management (OEM)
State Emergency Response Plan	Wisconsin Emergency Management
National Response Framework (2016)	Federal Emergency Management Agency

1.1.3.18 Acronyms

ADA American Disabilities Act
ASFPM Association of State Floodplain Managers
BCA Benefit Cost Analysis
BCR Benefit Cost Ratio
BMPs Best Management Practices
CBP Customs and Border Protection
CDBG Community Development Block Grant
CFR Code of Federal Regulations
CRS Community Rating System
CTP Cooperating Technical Partners
DFO Disaster Field Office
DMA2K Disaster Mitigation Act of 2000
DNR Department of Natural Resources
DOT Department of Transportation
EA Environmental Assessment
EMPG Emergency Management Performance Grant
EOC Emergency Operations Center
EPA Environmental Protection Agency
EWP Emergency Watershed Protection
FCO Federal Coordinating Officer
FEMA Federal Emergency Management Agency
FIA Flood Insurance Administration
FIRM Flood Insurance Rate Map
FIS Flood Insurance Study
FMA Flood Mitigation Assistance
FP&S Fire Prevention and Safety
GIS Geographic Information System
HAZUS
HMPG Hazard Mitigation Grant Program
HMTAP Hazard Mitigation Technical Assistance Program
HSGP Homeland Security Grant Program
HUD Housing and Urban Development
IA Individual Assistance
IAP Incident Action Plan
IBC International Building Code
ICC Increased Cost of Compliance
ICS Incident Command System
LCA Local Capability Assessment
MOU Memorandum of Understanding
MSAs Metropolitan Statistical Areas
NEPA National Environmental Policy Act
NFIP National Flood Insurance Program
NFIRA National Flood Insurance Reform Act
NRCS Natural Resources Conservation Service
OMB Office of Management and Budget
OPSG Operation Stonegarden
PA Public Assistance
PAO Public Assistance Officer
PDA Preliminary Damage Assessment
PDM Pre-Disaster Mitigation
PDM-C Pre-Disaster Mitigation Competitive
RFC Repetitive Flood Claims
RL Repetitive Loss
RLP Repetitive Loss Property
RLR Repetitive Loss Report
SAFER Staffing for Adequate Fire and Emergency Response
SFHA Special Flood Hazard Area
SHMO State Hazard Mitigation Officer
SHMP State Hazard Mitigation Plan
SHS State Historical Society
SHSP State Homeland Security Program
SRL Severe Repetitive Loss
THIRA Threat and Hazard Identification and Risk Assessment
UASI Urban Areas Security Initiative
UDC Uniform Dwelling Code
USBP United States Border Patrol
USDA U. S. Department of Agriculture
UW-EXT University of Wisconsin – Extension
WEM Wisconsin Emergency Management
WIVOAD Wisconsin Volunteer Organizations Active in Disasters

1.1.4 Responsibilities

1.1.4.1 General Emergency Management Responsibilities

IV. RESPONSIBILITIES

A. GENERAL EMERGENCY MANAGEMENT RESPONSIBILITIES.

1. The following common responsibilities are assigned to each department listed in this plan.
 - a. Upon receipt of an alert or warning, initiate notification actions to alert employees on assigned response duties.
 - b. As appropriate:
 - (1) Suspend or curtail normal business activities.
 - (2) Recall essential off-duty employees.
 - (3) Send non-critical employees home.
 - (4) Secure and evacuate departmental facilities.
 - c. As requested, augment the EOC's effort to warn the public through use of vehicles equipped with public address systems, employees going from door to door, etc.
 - d. Keep the EOC informed of field activities, and maintain a communications link to the EOC.
 - e. Activate a control center to support and facilitate department response activities, maintain events log, and report information to the EOC.
 - f. Report damages and status of critical facilities to the EOC.
 - g. If appropriate or requested, send a representative to the EOC.
 - (1) During response and recovery phases of an incident, Department Directors and County or Municipal employees may be assigned by EOC Management to serve in an Emergency Operations Center function not otherwise assigned during normal everyday operation.
 - (2) Ensure staff members tasked to work in the EOC has the authority to commit resources and set policies.
 - h. Coordinate with the EOC to establish protocols for interfacing with state, federal responders.
 - i. Coordinate with the EOC Public Information Officer before releasing information to the media.
 - j. Submit reports to the EOC detailing departmental emergency expenditures and obligations.
2. Additionally, department directors will:
 - a. Be responsible for the call back of all personnel they intend to use in both their routine and assigned functions and directing such personnel where to report and their respective assignment.
 - b. Be responsible for the safety of records, files and equipment assigned to their respective department/ divisions.
 - c. Ensure that records are maintained upon the announcement of a "Warning" or following a major disaster. These records are normally comprised of time sheets, supplies and equipment, and include expenses over and above normal operating expenses that are directly related to an incident or when the "Watch" is announced.
 - d. Ensure that activity logs are initiated as a matter of record upon announcement of a "Warning" or following a major disaster.
 - e. Coordinate, where appropriate, with Public Works, Buildings and Facilities, to ensure that each of their buildings are secure before a disaster strikes.
 - f. Assign a safety coordinator for each division or section of their respective department.

1.1.4.2 General Preparedness Responsibilities

B. GENERAL PREPAREDNESS RESPONSIBILITIES

1. Many County and Municipal Departments may have emergency-related functions in addition to their normal daily functions. Each Department Director is responsible for the development and maintenance of their respective Emergency Management Plan and Procedures for each Division and Section, and performing such functions as may be required to effectively cope with and recover from any disaster affecting their respective areas of responsibility. Specifically, the following common responsibilities are assigned to each department listed in this plan.

- a. Create an emergency plan for their department.
- b. Create and maintain a department "Calling Tree" for notification.
- c. Provide the Milwaukee County Office of Emergency Management (OEM) with updated copies of their "Calling Tree."
- d. Establish department and individual responsibilities (as indicated in this plan); identify emergency tasks.
- e. Work with other County and Municipal departments to enhance cooperation and coordination, and eliminate redundancy. Departments having shared responsibilities should work to complement each other.
- f. Establish education and training programs so that each division, section, and employee will know exactly where, when and how to respond.
- g. Develop site specific plans for department facilities as necessary.
- h. Ensure that employee job descriptions reflect their emergency duties.
- i. Train staff to perform emergency duties/tasks as outlined in the CEMP or individual department plans.
- j. Identify, categorize and inventory all available department resources.
- k. Develop procedures for mobilizing and employing additional resources.
- l. Ensure communication capabilities with the EOC.
- m. Fill positions in the emergency organization as requested by the County Executive, the EOC Coordinator or the Division of Emergency Management, acting in accordance with this plan.
- n. Prepare to provide internal logistical support to department operations during the initial emergency response phase.

1.1.4.3 General Response Responsibilities

C. GENERAL RESPONSE RESPONSIBILITIES

1. Most departments within local government have emergency functions, in addition to their normal duties. Each department is responsible for developing and maintaining its own emergency management procedures. Specific responsibilities are outlined below under "Task Assignments", as well as in individual annexes. Responsibilities for certain organizations that are not part of local government are also presented. A chart showing the normal organization of the Milwaukee County government is available.

1.1.4.4 Specific Responsibilities by Department

D. SPECIFIC RESPONSIBILITIES BY DEPARTMENT

**Note: This Section provides a general summary of emergency responsibilities. See Annex III, ESFs, for specific details and tasks.

1. County Executive, Office of the County Executive

- a. Oversees the overall emergency situation.
- b. Advises and consults with the Policy & Advisory Groups.

2. Director of the Office of Emergency Management (OEM)

- a. Special Staff Officer to the County Executive
- b. Coordinates all phases of emergency management in the EOC.
- c. Integrates emergency management planning.

3. Emergency Operations Center Manager, Coordinator of:

- a. Resource management
- b. Support Service management.
- c. Communications and warning.
- d. Staff Training
- e. Documentation of time, personnel, resources, and actions.

4. Law Enforcement.

- a. Maintenance of law and order.
- b. Traffic control (including aerial monitoring).
- c. Control of restricted areas.
- d. Protection of vital installations and critical infrastructure facilities.
- e. Warning support.
- f. Damage assessment support.
- g. Liaison and coordination with other law enforcement agencies.
- h. Evacuation of prisoners and general public.
- i. Search and rescue support.
- j. Policy, coordination, and operations groups.

5. Fire & Safety.

- a. Coordination of fire resources throughout the County.
- b. Containment and suppression of fire.
- c. Containment and suppression of hazardous materials.
- d. Search and rescue of victims.
- e. Decontamination support.
- f. Medical services support.
- g. Evacuation support.
- h. Radiological operations support.
- i. Damage assessment support.

6. Public Works.

- a. Coordination of engineering and transportation operations.
- b. Utilization and maintenance of all county vehicles during a disaster.
- c. Maintaining a resource list of municipal and private sector transportation modes to meet the emergency needs of Milwaukee County.
- d. Planning design, construction, reconstruction, demolition, debris removal, and emergency repairs for restoration of vital services.
- e. Maintaining accurate records of costs of personnel, equipment, and materials utilized for emergency response.
- f. Damage assessment of county owned facilities.
- g. Support services to law enforcement and fire service.
- 7. Emergency Medical Services (EMS).
- a. Provide emergency medical care in field and conventional settings.
- b. Provide preventive and remedial measures to neutralize the effects of radiological, biological, and chemical agents during technological or natural disasters.
- c. Maintain an inventory of personnel and resources of all medical disciplines in the County (including Emergency Veterinary Services).
- d. Coordinate and implement training programs.
- e. Support EMS development.
- f. Support EMS communications development.
- g. Rapid Assessment & Documentation.

8. Emergency Public Health and Environmental Services.

- a. Provide preventative health services, such as communicable disease monitoring and reporting.
- b. Monitor and evaluate shelter sites – personnel, food handling, preparation, storage, etc., – in cooperation with the American Red Cross.
- c. Ensure adequate sanitary facilities, air quality, potable water, etc., in shelter sites and public buildings.
- d. Monitor and evaluate environmental health risks.
- e. Provide epidemiology and laboratory services.
- f. Maintain inventory of resources of all public health disciplines in the county.
- g. Procure and distribute state and federal supplies.
- h. Provide ancillary public health services to medical personnel as required.
- i. Keep accurate records of personnel, equipment, resources, and actions.
- j. Provide training and education to public health personnel and the public.
- k. Determine health safety for re-entry of evacuees.
- l. Follow Rapid Assessment and documentation procedures

1.1.5 Financial Management

1.1.5.1 General

A. GENERAL

During and after emergency/disaster events normal fiscal and administrative functions and regulations may need to be temporarily modified or suspended in order to support emergency operations in a timely manner. Additionally, if certain emergency costs can be documented, certain reimbursements from state and federal sources may be possible.

1.1.5.2 Policies

B. POLICIES

1. All departments will make every effort possible to ensure the safety of cash, checks, accounts receivable, and assist in the protection of other valuable documents/ records.
2. Departments will designate personnel to be responsible for documentation of disaster operations and expenditures. Emergency expenditures will be incurred in accordance with existing County emergency purchasing procedures.
3. During the emergency operations, non–essential administrative activities may be suspended, and personnel not assigned to essential duties may be assigned to other departments to provide emergency support.
4. Each department will keep an updated inventory of its personnel, facilities, and equipment resources as part of their emergency plans and procedures.

1.1.5.3 Administration

C. ADMINISTRATION

1. During an emergency or disaster, administrative procedures may have to be suspended, relaxed, or made optional in the interest of protecting life or property. Departments are authorized to take necessary and prudent actions in response to disaster emergency incidents. Emergency services officers have independent authority to react to emergency situations.

2. Normal procedures which do not interfere with timely accomplishment of emergency tasks, will continue to be used. Those emergency administrative procedures which depart from “business-as-usual” will be described in detail in department emergency and disaster policies, procedures, and instructions or in their incident action plan during an EOC activation.

3. Departments are responsible for keeping records of the name, arrival time, duration of utilization, departure time and other information relative to the service of emergency workers, as well as documentation of the injuries, lost or damaged equipment, and any extraordinary costs.

4. Preservation of Records.

- a. In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents as well as property and tax records. The principal causes of damage to records are fire and water; therefore, essential records shall be protected accordingly. Each agency responsible for preparation of annexes to this plan will include protection of vital records in its SOPs.
- b. If records are damaged during an emergency situation, Milwaukee County will seek professional assistance to preserve and restore them.

5. Incident and Exercise After Action Review.

- a. The County Executive and Milwaukee County Office of Emergency Management (OEM) are responsible for organizing and conducting a critique following the conclusion of a significant emergency event/incident or exercise. The critique will entail both written and verbal input from all appropriate participants. This allows for gaps in process and operational readiness to be addressed before the next exercise or emergency. Where deficiencies are identified, an individual, department, or agency will be assigned responsibility for correcting the deficiency and due date shall be established for that action.
 - [WEM AFTER ACTION TEMPLATE](#)

1.1.5.4 Fiscal

D. FISCAL

1. Purchasing Division personnel shall facilitate the acquisition of all supplies, equipment, and services necessary to support the emergency response actions of County departments.
2. When circumstances dictate, emergency response field personnel may be given purchasing authority after coordination with the Fiscal Director. A record of all purchases shall be reported to the Department of Administration Procurement Division in accordance with County purchasing policies. A complete and accurate record of all purchases, a complete record of all properties commandeered to save lives and property, and an inventory of all supplies and equipment purchased in support of the emergency response shall be maintained.
3. Though certain formal procedures may be waived, this in no way lessens the requirement for sound financial management and accountability. Departments will identify personnel to be responsible for documentation of disaster costs and utilize existing administrative methods to keep accurate records separating disaster operational expenditures from day-to-day expenditures. Documentation will include: logs, formal records and file copies of all expenditures, receipts, personnel time sheets. Department Directors will be held responsible for deviations from the emergency purchasing procedures.
4. A separate Emergency Operations Center (EOC) "Finance Section" may be formed to handle the monetary and financial functions during large emergencies, disasters. See the County EOC Manual for details.
5. The County may qualify for reimbursement of certain emergency costs from state, federal disaster recovery programs. The County may also collect damages from its insurance carriers. Successful documentation of expenditures will maximize the reimbursements and assistance that the County and its citizens will receive. All County departments and agencies are expected to include requirements for emergency fiscal record keeping in their emergency plans and procedures.

1.1.5.5 Logistics

E. LOGISTICS

1. Departments responding to emergencies and disasters will first use their available resources. When this plan is implemented, the EOC becomes the focal point for procurement, distribution and replacement of personnel, equipment and supplies. Scarce resources will be allocated according to established priorities and objectives of the Incident Commander(s).
2. Logistics will be needed to support the field operations, the Emergency Operations Center (EOC) operations, and disaster victims.
3. All departments are expected to maintain an inventory of all non-consumable items, to include their disposition after the conclusion of the emergency proclamation. Items that are not accounted for, or that are placed in County inventory as an asset will not be eligible for reimbursement.

1.1.5.6 Authorities

F. AUTHORITIES

1. Emergency Purchasing Guidelines, Rules.

- a. Milwaukee County Ordinance 32.28 (Emergency Purchases) states that, “When immediate action is required to preserve property or protect life, health or welfare of persons, any department head is authorized to procure equipment, supplies and services directly in the open market. The procurement division shall be consulted and/or notified. Such action shall be reported, in writing, within forty-eight (48) hours after initial emergency action, in the county board, county executive and department of administration. Purchases and payments shall not be restricted by normal budget limitations. Appropriations transfers, if required, shall be initiated in accordance with fiscal procedures.”
- b. Emergency operations not discussed in this ordinance will be conducted understanding Milwaukee County ordinances and all applicable state and federal laws.

1.1.6 Attachments

VI. ATTACHMENTS.

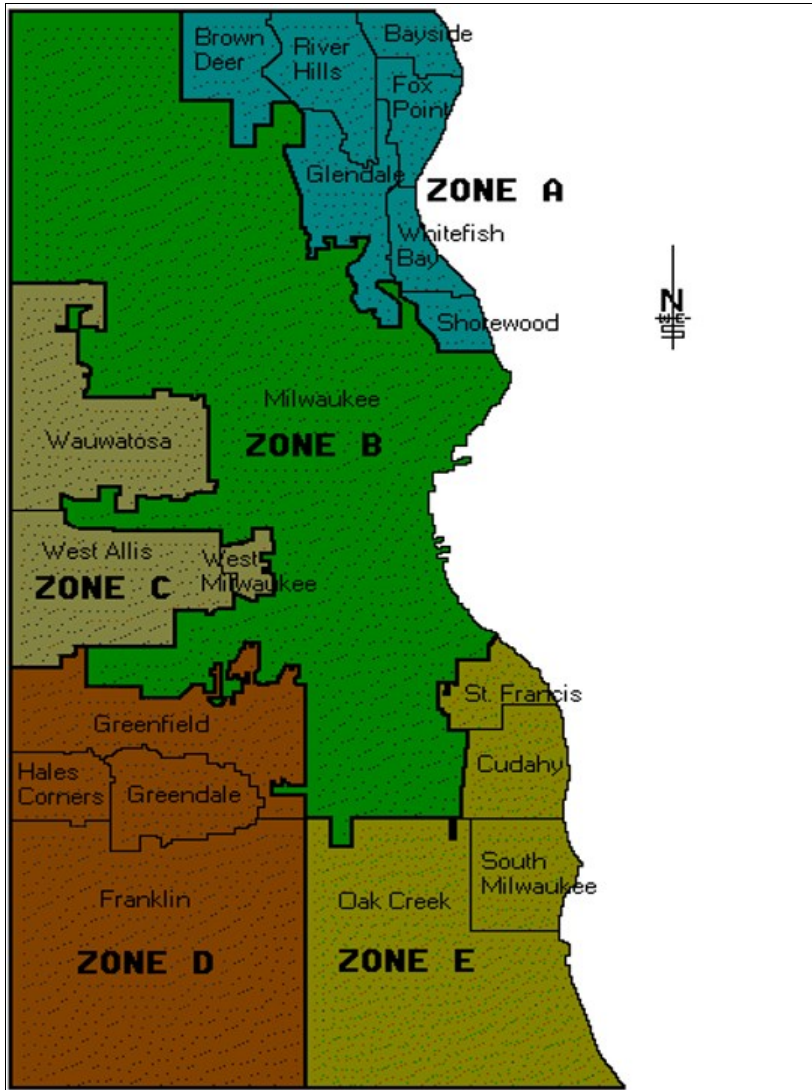
A. EMERGENCY MANAGEMENT ZONE OPERATIONS.

B. MAP OF MILWAUKEE COUNTY.

1.1.6.1 Emergency Management Zone Operations

A. EMERGENCY MANAGEMENT ZONE OPERATIONS.

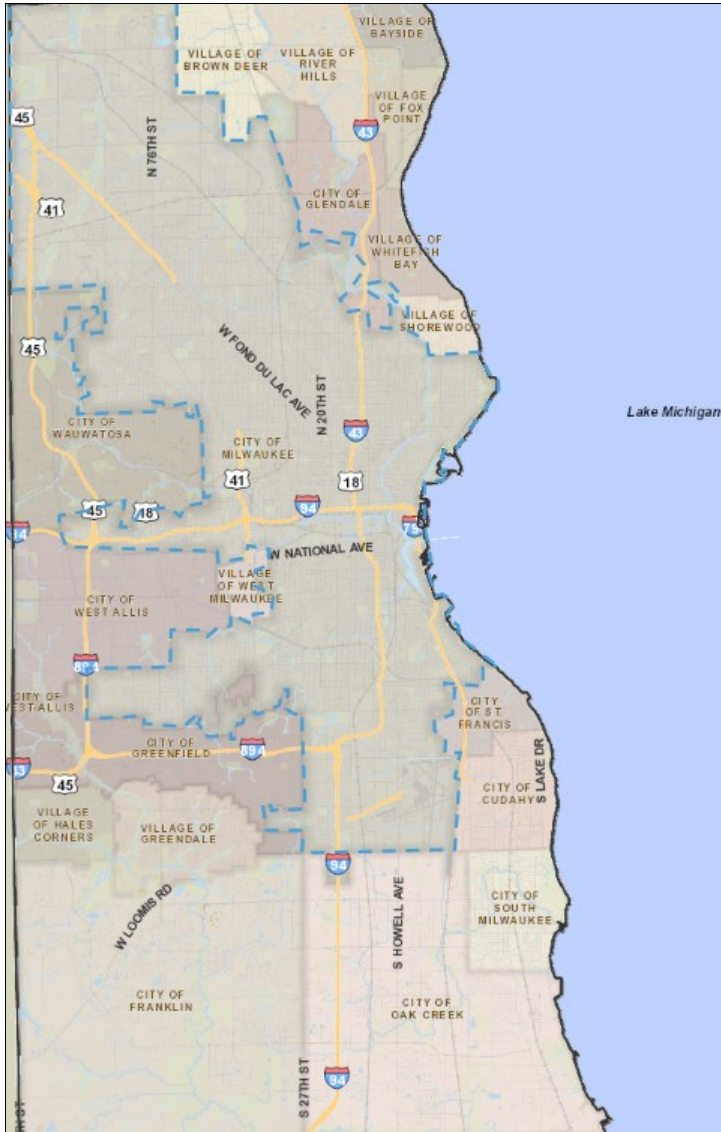
Milwaukee County is divided into five (5) operational zones as shown in the map below. Zone A: Bayside, Brown Deer, Fox Point, Glendale, River Hills, Shorewood and Whitefish Bay; Zone B: City of Milwaukee; Zone C: Wauwatosa, West Allis and West Milwaukee; Zone D: Franklin, Greendale, Greenfield and Hales Corners; and Zone E: Cudahy, Oak Creek, St. Francis and South Milwaukee. An Emergency Management Municipal Services Coordinator is assigned to each zone.



1.1.6.2 Map of Milwaukee County

B. MAP OF MILWAUKEE COUNTY municipalities

*City of Milwaukee: outlined in blue



1.1.7 Authority

Milwaukee County 2013 promulgation

1 Supervisor Theodore Lipscomb, Sr., Chairperson,
2 From the Committee on Judiciary, Safety and General Services, reporting on:

4 File No. 13-687

6 (ITEM 30) From the Office of the Sheriff, requesting adoption of the County
7 Emergency Management Plan prepared by the Division of Emergency Management,
8 by recommending adoption of the following:

10 A RESOLUTION

12 WHEREAS, Chapter 323 of the Wisconsin Statutes requires that the governing
13 body of each county adopt an emergency management plan that is compatible with
14 the State plan of emergency management so that the State and its subdivisions will
15 be prepared to cope with emergencies resulting from a disaster or the imminent
16 threat of a disaster; and

18 WHEREAS, pursuant to Section 323.13(1)(b) of the Wisconsin Statutes, the
19 Adjutant General, with the approval of the Governor, has developed and adopted
20 the "Wisconsin Emergency Response Plan"; and

22 WHEREAS, the Milwaukee County Office of the Sheriff Division of Emergency
23 Management has developed the County Emergency Management Plan to serve as
24 the Emergency Response Plan for the County which is compatible with the State's
25 plan; and

27 WHEREAS, the Milwaukee County Emergency Management Plan has been
28 reviewed by the County Judiciary, Safety and General Services Committee, which is
29 designated to serve as the County's Emergency Management Committee, and deems
30 the plan appropriate for this County; now, therefore,



ANNEX I

MITIGATION



TABLE OF CONTENTS

I. MITIGATION..... ANNEX I

 A. GENERAL..... I-3

 B. SUMMARY OF MILWAUKEE COUNTY GENERAL MITIGATION PROGRAMS AND DEPARTMENT RESPONSIBILITIES..... I-3

 C. SUMMARY OF MILWAUKEE COUNTY PRE-DISASTER MITIGATION PLAN..... I-7

 D. REFERENCES..... I-8

1.2.1 General

A. GENERAL

1. Hazard mitigation planning is the process of developing a set of actions designed to reduce or eliminate risk to people and property from hazards and their effects. Mitigation efforts include activities that will prevent or reduce the impact of emergency/disaster results on people, property and environment. Efforts include building codes, land use planning, training and education, structural and non-structural safety measures.

2. Philosophically, there are three things we can do to mitigate. We can:

- a. Act on the hazard (the cause of the emergency).
- b. Act on the people (the population effected by the emergency).
- c. Act on the interaction between the hazard and the people.

3. Mitigation activities may be undertaken before a hazard event or afterwards. Pre-event mitigation activities are highly desirable, since the period immediately following a hazard event is often a difficult one in which to make mitigation decisions. If put in place soon enough, mitigation activities can reduce the damage caused by the next event. Also worth noting is mitigation can break the cycle of repeated destruction resulting from hazard events.

4. Federal policies require a formal mitigation program implementation plan any time an area is subject of a Presidential Disaster Declaration and federal disaster monies are received.

1.2.2 Summary of Milwaukee County General Mitigation Programs & Department Responsibilities

B. SUMMARY OF MILWAUKEE COUNTY GENERAL MITIGATION PROGRAMS AND DEPARTMENT RESPONSIBILITIES

TABLE 9: SUMMARY OF MILWAUKEE COUNTY GENERAL MITIGATION PROGRAMS AND DEPARTMENT RESPONSIBILITIES	
1. Emergency Management and Emergency Services	<p>a. County Executive and Board of Supervisors.</p> <ul style="list-style-type: none"> • (1) Responsible for all of the County departments and programs. • (2) Serves as the EOC Policy and Executive Group. • (3) Proclaims a Local State of Emergency and Declares a Disaster. • (4) Establishes project funding priorities and makes application to state and federal funding sources. <p>b. Emergency Management.</p> <ul style="list-style-type: none"> • (1) Prepares and updates the County Comprehensive Emergency Management Plan (CEMP). • (2) Coordinates the activities of all departments within the County organization during an emergency or disaster, serving as a conduit of information and ensuring the most efficient use of resources. • (3) Establishes, equips, and maintains the County EOC; Identifies required EOC staffing; Prepares and maintains maps, displays, databases, reference materials, and other information needed to support EOC operations; Identifies and stocks supplies needed for EOC operations; Develops and maintains procedures for activating, operating, and deactivating the EOC. • (4) Maintain the County's Hazard Mitigation Plan. <p>c. Fire Department(s).</p> <ul style="list-style-type: none"> • (1) Provide rapid, effective, and efficient response to all resident's and visitor's requests for emergency assistance, including fire, pre-hospital emergency medical, and rescue services. <p>d. County Sheriff and municipal Police Departments.</p> <ul style="list-style-type: none"> • (1) Provide law enforcement, and other duties as outlined in the CEMP. <p>e. Public Health Department(s).</p> <ul style="list-style-type: none"> • (1) Provide community health and disease prevention programs and air quality and water quality programs. <p>f. Emergency Medical Services (EMS): Provides planning and operations regarding EMS and health care facilities. Coordinates hospitals, clinics, and related medical resources in the time of a declared disaster, and supports response operations to the extent possible during an animal disease outbreak.</p>
2. Public Protection	<p>a. County Communications Center (County Warning Point).</p> <ul style="list-style-type: none"> • (1) Initiate actions to warn local residents and visitors by all means available, as requested by Command. • (2) Alert key officials • (3) Activate the public warning system, as requested by Division of Emergency Management. <p>b. Emergency Management.</p> <ul style="list-style-type: none"> • (1) Ensure maintenance and tests: warning system, emergency communications, emergency public information system, emergency power systems. • (2) Activate the public warning system. • (3) Maintain warning, sheltering, mass evacuation plans. <p>c. School District(s).</p> <ul style="list-style-type: none"> • (1) Develops district and building hazard mitigation and emergency plans in accordance with state and district guidance and policy. • (2) Provides school facilities for use as shelters. <p>d. Municipal Government(s). Ensure maintenance and tests: warning system, emergency communications, emergency public information system, emergency power systems.</p> <ul style="list-style-type: none"> • (1) Maintain warning, sheltering, evacuation plans.

3. Public Information

- a. Emergency Management.
 - (1) Provides numerous public outreach projects, including presentations to community groups, mail-outs, social media campaigns, and seminars to encourage the citizens to prepare for a disaster.
 - (2) Distributes emergency preparedness information through radio and TV interviews, web site, newspaper articles, cable access TV channel, brochures, social media, and presentations to community groups.
 - (3) Encourages businesses to develop their emergency and business continuity plans.
- b. Fire Department(s).
 - (1) Provide fire safety and education outreach projects.
- c. Sheriff and Police Departments.
 - (1) Provide public safety and crime prevention projects, including “citizens police academy,” neighborhood crime watch programs, etc.
- d. Municipal Planning and Department of Community Development
 - (1) Administers the National Flood Insurance Program and provides numerous public information activities that includes: provision of Flood Insurance Rate Map (FIRM) map information; encourages real estate agents to disclose flood hazard information; ensures that the library contains reference materials on hazard mitigation; and offers information on environmental and flood hazard issues as requested.
- e. Department of Health and Human Services and Department of Administration - Facilities Management.
 - (1) Coordinates work safety/hazard mitigation activities for County employees occupying County facilities.
- f. Municipal Government(s). Distributes emergency preparedness information through radio and TV interviews, web site, newspaper articles, cable access TV channel, brochures, and presentations to community groups.
 - (1) Encourages businesses to develop their emergency and business continuity plans.

<p>4. Property Protection/ Mitigation</p>	<p>a. Department of Administrative Services Economic Development</p> <ul style="list-style-type: none"> • (1) Prepares and administers the County Comprehensive Plan that contains zoning goals, objectives, and policies. <p>b. Municipal Planning and Department of Community Development</p> <ul style="list-style-type: none"> • (1) Advises all flood zone inquiries that federally backed mortgages require flood insurance for those properties having structures located in a “A” or a “V” Flood Zone on the National Flood Insurance Program (NFIP) Flood Insurance Rate Map (FIRM). • (2) Advises that flood insurance may be obtained at a reduced rate for properties having structures located in “B” or “C” flood zones. <p>c. Code Enforcement and Building Inspection Departments.</p> <ul style="list-style-type: none"> • (1) Apply the state and local building codes, the County’s “Use and Development Regulations”, and FEMA (flood) regulations to all building permit applications. • (2) Promote building attributes such as elevations and substantial improvements. <p>d. Fire Department(s).</p> <ul style="list-style-type: none"> • (1) Administer the “International Fire and Building Codes.” • (2) Provide fire safety inspections. <p>e. Public Works.</p> <ul style="list-style-type: none"> • (1) Provides public drainage system maintenance. <p>f. Wisconsin Department of Natural Resources, DAS Environmental Services and Municipalities.</p> <ul style="list-style-type: none"> • (1) Enforce County codes forbidding littering and dumping in creeks, streams and vacant lots. <p>g. All Departments.</p> <ul style="list-style-type: none"> • (1) Identify potential mitigation projects that will reduce future damage. <p>h. County Mitigation Work group.</p> <ul style="list-style-type: none"> • (1) Establishes, reviews, evaluates mitigation projects and activities. • (2) Identifies community mitigation personnel and resources; and roles and responsibilities. • (3) Reviews the goals, policies, and objectives of the County’s Comprehensive Growth Management Plan. Identifies goals that should be included that address hazard mitigation and long-term recovery.
<p>5. Environmental Protection</p>	<p>a. County Land Use and Transportation Plan.</p> <ul style="list-style-type: none"> • (1) Addresses Land Use and Comprehensive Plan issues. <p>b. Wisconsin Department of Natural Resources and private contractors.</p> <ul style="list-style-type: none"> • (1) Provides control and cleanup of hazardous material incidents. <p>c. Municipal Water Utilities.</p> <ul style="list-style-type: none"> • (1) Provides monitoring of water quality and discharging of waste. <p>f. County Planning Department, and Municipalities.</p> <ul style="list-style-type: none"> • (1) Addresses wetlands protection, natural resource and hazardous material contamination prevention.

<p>6. Hazard Studies and Mapping</p>	<p>a. Emergency Management.</p> <ul style="list-style-type: none"> • (1) Manages the “Emergency Planning and Right to Know” (hazardous materials) prevention program to include: identification of hazardous material sites, plotting plumes (GIS), encouraging facility emergency plans, warning, etc. • (2) Maintains the County's Hazard Assessment. • (3) Completes, maintains risk and threat assessments as required by state and federal. <p>b. Information Management Systems Division (GIS).</p> <ul style="list-style-type: none"> • (1) Provides geographic mapping and analysis. • (2) Provides a multi-hazard map of the community. • (3) Works with the Southeastern Wisconsin Threat Analysis Center (STAC) to gather information on local facility and environmental vulnerabilities. Establishes a GIS “critical facilities database” to be used, in part, to identify mitigation needs and opportunities.
--------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

1.2.3 Summary of Milwaukee County Hazard Mitigation Plan

C. SUMMARY OF MILWAUKEE COUNTY HAZARD MITIGATION PLAN

SUMMARY OF MILWAUKEE COUNTY CURRENT AND FUTURE MITIGATION ACTIVITIES BY HAZARD (Summarized From The County's Hazard Mitigation Plan)	
HAZARDS	MITIGATION ACTIVITIES
Flood	<ul style="list-style-type: none"> 1. Warning systems. 2. Flood response planning and preparedness 3. Public education. 4. Municipal flood and storm water plans. 5. Flood mapping. 6. Flood insurance. 7. Flood zoning ordinances, prohibit development. 8. Purchase of repetitive loss structures. 9. Property protection: Install new or larger culverts where needed; Installation of wet detention ponds; Construct channels, provide for overflow; Inspect, clean channels, removal of sediment and debris; Retaining walls. 10. Storm water system management guidelines, improvements, maintenance.
Winter Storms	<ul style="list-style-type: none"> 1. Warning system (national weather service); NOAA all hazard weather radio. 2. Winter storm response planning and preparedness. 3. Establish tree management program for public property. 4. Ensure plowing and salting equipment is operational and available. 5. Public information on winter hazards, travel safety and preparedness.
Thunderstorms and Lightning	<ul style="list-style-type: none"> 1. Public education. 2. NOAA all hazard weather radio.
Hail Storms	<ul style="list-style-type: none"> 1. Insurance for hail crop and property damages. 2. Distribution of information on various hail insurance options. 3. Public information on severe weather. 4. NOAA all hazard weather radio.
Tornados	<ul style="list-style-type: none"> 1. Enhance early warning: sirens, reverse 911, NOAA all hazard weather radio. 2. Tornado spotter training programs; organize local tornado spotter networks. 3. Tornado response planning and preparedness. 4. Public education. 5. Identification and construction of public tornado shelters. 6. Uniform building codes.
Drought	<ul style="list-style-type: none"> 1. Public education; water reduction and conservation programs. 2. Monitoring and preparedness. 3. Water usage regulations. 4. Provide information on water conservation measures to farmers, homeowners and the public. 5. Drought emergency plan.
Earthquake	<ul style="list-style-type: none"> 1. Building codes. 2. Retrofit building and infrastructure. 3. Public education.
Extreme Heat and Cold	<ul style="list-style-type: none"> 1. Public education.
Coastal Erosion	<ul style="list-style-type: none"> 1. Enhance slope stability. 2. Zoning. 3. Safe building procedures. 4. Public education and information.

1.2.4 References

D. REFERENCES

1. Federal
 - a. The Disaster Mitigation Act of 2000.
 - b. Section 409 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-228, as amended).
 - c. 44 CFR Part 206 Subpart M for implementing Section 409.
 - d. FEMA Mitigation Assistance Unified Guidance (Hazard Mitigation Grant Program, Pre-Disaster Mitigation Program, Flood Mitigation Assistance Program, Repetitive Flood Claims Program, Severe Repetitive Loss Program) June 1, 2010.
2. State
 - a. Hazard Analysis for the State of Wisconsin.
 - b. State of Wisconsin Hazard Mitigation Plan.
3. County
 - a. Milwaukee County Pre-Disaster Mitigation Plan.
 - b. Milwaukee County Comprehensive Plan.
 - c. County Codes: Fire Prevention, Land Use, Zoning, Building.
 - d. Municipal Codes: Fire Prevention, Land Use, Zoning, Building.

ANNEX II
PREPAREDNESS



TABLE OF CONTENTS

II. PREPAREDNESS..... ANNEX II

A. GENERAL..... II-5

B. POLICIES..... II-5

C. GENERAL PREPAREDNESS ACTIVITIES..... II-5

D. SPECIFIC HAZARD PREPAREDNESS ACTIVITIES..... II-6

E. TRAINING..... II-6

F. EXERCISES..... II-9

G. PUBLIC AWARENESS AND EDUCATION..... II-9

1.3.1 General

A. GENERAL

The Milwaukee County Comprehensive Emergency Management Plan (CEMP) contains departmental emergency responsibilities and tasks that translate to actions found within the ESF schedule, and within each department's emergency plans and standing operational procedures. County departments having emergency/disaster responsibilities will need to educate, train, and equip their personnel to insure that planned responsibilities become reality. Further, emergency preparedness education programs for the general public will reduce disaster demands. An informed general public will also be more self-reliant.

1.3.2 Policies

B. POLICIES

1. Each department will budget for adequate training on such topics as necessary to ensure that they and their personnel are prepared to carry out their stated responsibilities and tasks.
2. Milwaukee County Office of Emergency Management (OEM) formalizes and maintains the majority of applicable emergency plans and standard operating procedures. Additionally, DEM maintains various supportive documents applicable to diverse county agencies and departments for their utilization.
3. Milwaukee County Office of Emergency Management (OEM) conducts training as requested, for all relevant agencies and personnel which includes, but is not limited to EOC operations, divisional/departmental and personnel preparedness.
4. Review of departmental plans and procedures are to be conducted annually. Agencies that have emergency support functions will provide the Milwaukee County Office of Emergency Management (OEM) with their operation procedures and applicable revisions.
5. Each division/department Head is responsible for the preservation of vital records and documents deemed essential for continuing government functions and conducting post-disaster operations.

1.3.3 General Preparedness Activities

C. GENERAL PREPAREDNESS ACTIVITIES.

1. The Milwaukee County Office of Emergency Management (OEM) undertakes a constant year-round approach in preparing a response, recovery, and mitigation effort.
2. On-going community emergency preparedness activities coordinated by the Milwaukee County Office of Emergency Management (OEM) include:
 - a. Encouraging critical facilities (hospitals, schools, nursing homes, utilities) to develop and maintain response, recovery plans.
 - b. Response resource development (developing enhanced capability).
 - c. Equipment, supply acquisition for emergency response to include terrorism.
 - d. Disaster drills and exercises.
 - e. Warning system tests.
 - f. Emergency communications system tests.
 - g. Emergency public information system tests.
 - h. Emergency power tests.
 - i. Public information and education.
 - j. Emergency Operations Center readiness.
 - k. Development and maintenance of plans and procedures.
 - l. Emergency preparedness training courses, seminars and workshops.
3. The Milwaukee County Office of Emergency Management (OEM) provides numerous public outreach projects that include, but are not limited to, presentations to community groups, mail-outs, workshops, informational booths, social media campaigns, and seminars to encourage the citizens to prepare for a disaster.

1.3.4 Specific Hazard Preparedness Activities

D. SPECIFIC HAZARD PREPAREDNESS ACTIVITIES

1. The Milwaukee County Office of Emergency Management (OEM) engages in numerous training sessions dealing with, but not limited to; Hazard mitigation, damage assessment, debris management, sheltering and functional needs, Incident Command System, National Incident Management System, and interoperable communications.
2. Terrorism/WMD Preparedness Programs.
 - a. The County is participating in state and federal terrorism programs as they become available, to include:

EXAMPLES

- (1) One full scale exercise and one functional exercise during the four-year period. In addition, at least two tabletop exercises are required each year of the four-year cycle.
- (2) To comply with EPCRA requirements, Milwaukee County is required at a minimum to conduct two tabletop and one full-scale or functional exercise per four-year cycle.
- (3) Milwaukee County Office of Emergency Management (OEM) actively promotes specific hazard preparedness programs to include: tornado, hazardous materials, winter storms, heat emergency, and CERT Olympics.

1.3.5 Training

E. TRAINING

1. It is the responsibility of the Milwaukee County Office of Emergency Management (OEM) to work with all department heads, elected officials, and municipalities to insure that all emergency response agencies and members of the emergency management organization receive sufficient training in the County's Comprehensive Emergency Management Plan (CEMP), and other specific disaster contingency plans to insure their proper response when required.

2. National Incident Management System (NIMS).

- (1) Milwaukee County's response to emergencies follows the concepts of NIMS and appropriate training is encouraged and provided as shown in the following chart "NIMS Training Guidelines".

NIMS TRAINING GUIDELINES	
Audience	Required Training
Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include: <ul style="list-style-type: none"> • Entry level first responders & disaster workers • Emergency Medical Service personnel • Firefighters • Hospital staff • Law Enforcement personnel • Public Health personnel • Public Works/Utility personnel • Skilled Support Personnel • Other emergency management response, support, volunteer personnel at all levels 	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • ICS-100: Introduction to ICS or equivalent
Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include: First line supervisors, single resource leaders, field supervisors, and other emergency management/response personnel that require a higher level of ICS/NIMS training.	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • ICS-100: Introduction to ICS or equivalent • ICS-200: Basic ICS or equivalent
Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include: Middle management including strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multi-agency coordination system / emergency operations center staff.	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • FEMA IS-800: National Response Framework, An Introduction • ICS-100: Introduction to ICS or equivalent • ICS-200: Basic ICS or equivalent • ICS-300: Intermediate ICS or equivalent
Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include: Command and general staff, select department heads with multi-agency coordination system responsibilities, area commanders, emergency managers, and multi-agency coordination system/emergency operations center managers.	<ul style="list-style-type: none"> • FEMA IS-700: NIMS, An Introduction • FEMA IS-800: National Response Framework, An Introduction • ICS-100: Introduction to ICS or equivalent • ICS-200: Basic ICS or equivalent • ICS-300: Intermediate ICS or equivalent (FY07 Requirement) • ICS-400: Advanced ICS or equivalent • Position specific courses

1.3.6 Exercises

F. EXERCISES

1. Milwaukee County will adhere to the Homeland Security Exercise and Evaluation Program (HSEEP) to plan, conduct and evaluate disaster exercises. HSEEP is both doctrine and policy for designing, developing, conducting and evaluating exercises. HSEEP is a threat- and performance-based exercise program that includes a cycle, mix and range of exercise activities of varying degrees of complexity and interaction.
2. The Milwaukee County Office of Emergency Management (OEM) will coordinate involvement of the County and municipal staff in situational drills, table top or functional exercise to test the Comprehensive Emergency Management Plan (CEMP), and the County's capability to respond to emergencies. City/County departments and agencies that participate in these programs vary by type of exercise.
3. The Milwaukee County Office of Emergency Management (OEM) is also responsible to insure that all state and federally mandated exercises are carried out on schedule including the following:
 - a. One full scale exercise and one functional exercise during the four-year period. In addition, at least two tabletop exercises are required each year of the four-year cycle.
 - b. To comply with EPCRA requirements, Milwaukee County is required at a minimum to conduct two tabletop and one full-scale or functional exercise per four-year cycle.
4. Milwaukee County conducts annual hazard specific drills and exercises for evacuations and severe weather. These exercises are usually scheduled in conjunction with the Wisconsin Emergency Management, and other various county, state, and federal agencies.
5. Other exercises will be attempted and coordinated by the Milwaukee County Office of Emergency Management (OEM) as time, resources and conditions permit.

1.3.7 Public Awareness and Education

G. PUBLIC AWARENESS AND EDUCATION

1. The Milwaukee County Office of Emergency Management (OEM) works closely with other local agencies to promote public awareness and education.
2. Public education programs and materials will be made available upon request, as time and resources permit, to all segments of the community. Program goals are to increase awareness of hazards, explain how best to safely respond, and promote self-preparedness. Efforts are focused on schools, community groups, businesses, and Milwaukee County and municipal employees.
3. Public awareness programs conducted throughout the year include:
 - a. Winter Awareness.
 - b. Heat Awareness.
 - c. Tornado Awareness.
 - d. Hazardous Materials Awareness.
 - e. Family Preparedness.
4. A link to the Milwaukee County CEMP is on the OEM website for the public to review. Reminders of the importance of the CEMP and of where the public can find it, are sent out regularly via Facebook posts before and after a plan update.

ANNEX III

RESPONSE EMERGENCY SUPPORT FUNCTIONS



TABLE OF CONTENTS

III. RESPONSE FUNCTIONS – EMERGENCY SUPPORT FUNCTIONS (ESFs)..... ANNEX III

A. MILWAUKEE COUNTY ORGANIZATIONAL CHART.....III-3

B. PRIMARY / SUPPORT MATRIX.....III-5

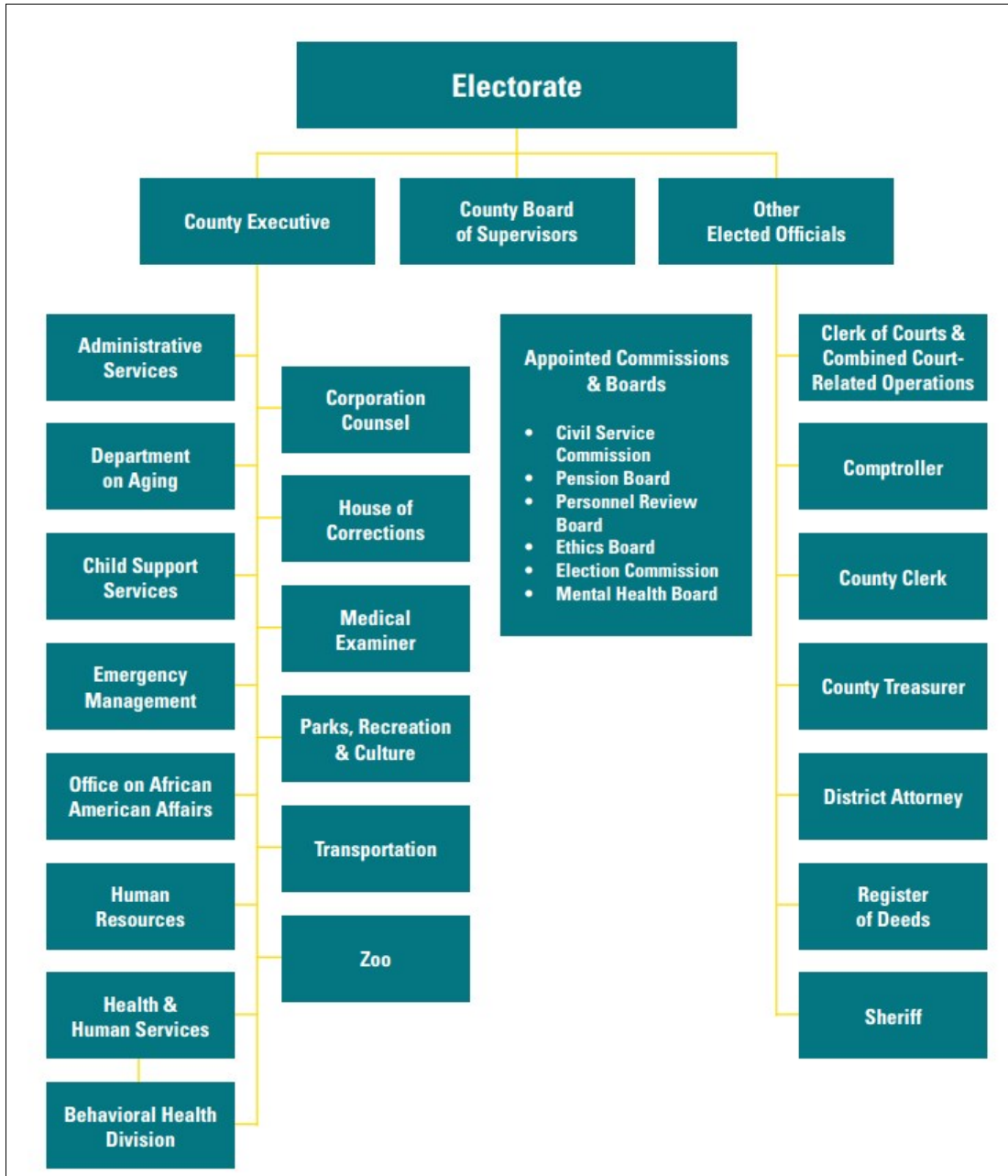
C. EMERGENCY SUPPORT FUNCTIONS (SEPARATED AS INDIVIDUAL CHAPTERS):

- ESF #1 TRANSPORTATION..... 1 – 3
 - 1A EVACUATION.....1A – 11
- ESF #2 COMMUNICATIONS..... 2 – 3
 - 2A WARNING 2A – 11
- ESF #3 PUBLIC WORKS 3 – 3
 - 3A DAMAGE ASSESSMENT 3A – 9
 - 3B DEBRIS MANAGEMENT..... 3B – 29
- ESF #4 FIRE FIGHTING 4 – 3
- ESF #5 EMERGENCY MANAGEMENT 5 – 3
- ESF #6 MASS CARE, EMERGENCY ASSISTANCE & HUMAN SERVICES 6 – 3
 - 6A FUNCTIONAL NEEDS..... 6A – 15
- ESF #7 RESOURCE SUPPORT 7 – 3

- ESF #8 PUBLIC HEALTH 8 – 3
 - 8A RADIOLOGICAL (NON-INGESTION)..... 8 – 13
 - 8B HOSPITAL & MEDICAL SERVICES..... 8 – 13
 - 8C ANIMAL AND VETERINARY SERVICES..... 8 – 37
 - 8D FATALITY MANAGEMENT..... 8 – 43
- ESF #9 SEARCH AND RESCUE 9 – 3
- ESF #10 HAZARDOUS MATERIALS 10 – 3
- ESF #11 AGRICULTURE AND NATURAL RESOURCES 11 – 3
- ESF #12 ENERGY & UTILITIES 12 – 3
- ESF #13 LAW ENFORCEMENT & SECURITY 13 – 3
- ESF #14 LONG-TERM COMMUNITY RECOVERY..... 14 – 3
 - 14A VOLUNTEER AND DONATION MANAGEMENT 14A – 15
- ESF #15 PUBLIC INFORMATION 15 – 3

1.4.1 Milwaukee County Organizational Chart

A. MILWAUKEE COUNTY ORGANIZATIONAL CHART



1.4.2 Primary/Support Matrix

B. PRIMARY / SUPPORT MATRIX

P = Department primarily responsible during emergency response.

S = Department which provides support during emergency response.

ESF MATRIX

Departments, Agencies & Organizations	ESF 1	ESF 1A	ESF 2	ESF 2A	ESF 3	ESF 3A	ESF 3B	ESF 4	ESF 5	ESF 6	ESF 6A	ESF 7	ESF 8	ESF 8A	ESF 8B	ESF 8C	ESF 8D	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 14A	ESF 15
211 System																	S								
911 Communications Center				S																		S			
Airport, Airfields (Commercial, Private)	S																								
Ambulance Services, Public and Private	S														S							S			
American Red Cross		S				S		S		S	S		S				S			S		S	S	S	S
Area Manufacturers & Commerce						S																			
ARES / RACES		S	S	S						S								S				S		S	
Assessor (Municipal)						S																	S		
Attending Emergency Room Physicians														S											
Building Department (Municipal)																		S					S		
Building Inspection/Code Enforcement (Municipal)						S				S															
Bus Companies (Private)		S													S									S	
Chief Elected Official(s)		S																					S		
Civic and Community Center(s)										S															
Civil Air Patrol																			S						
Clergy																	S								
Clinics															S										
Commercial and Private Sector Transportation Companies	S																								
Commercial Print Media																									S
Commercial Radio & Television Stations																									S
Communication Centers			S												S										
Community / Faith Based Organizations																	S								
Community Based Organizations	S																								S
Community Development Agency (and/or Planning and Zoning) (Municipal)																					S		S		
Community Leaders																									S
Contractors (Local)					S																				
Cooperative Extension Service (Local)																					S				
Correctional Facilities	S	S																							S
D-MORT/ D- FIRST																	S								

ANNEX IV RECOVERY



TABLE OF CONTENTS

II. RECOVERY.....	ANNEX IV
A. INTRODUCTION, PURPOSE, GOALS.....	IV-5
B. POLICY.....	IV-5
C. RECOVERY ROLES AND RESPONSIBILITIES.....	IV-6
D. RECOVERY PHASES.....	IV-8
E. DAMAGE ASSESSMENT PHASES.....	IV-11
F. CONCEPT OF RECOVERY SUPPORT FUNCTIONS.....	IV-12
G. RECOVERY INCIDENT MANAGEMENT SYSTEM.....	IV-15
H. RECOVERY ACTION TASK FORCE.....	IV-17
I. REQUESTING FEDERAL ASSISTANCE AND TYPES.....	IV-17

J. FEDERAL COORDINATING OFFICER (FCO) & FEDERAL DISASTER RECOVERY COORDINATOR (FDRC)..... IV-18

K. GOVERNOR'S AUTHORIZED REPRESENTATIVE (GAR) & STATE COORDINATING OFFICER (SCO)... IV-20

L. FEDERAL-STATE-LOCAL RECOVERY FACILITIES..... IV-21

M. FEDERAL RECOVERY SUPPORT FUNCTIONS (RSFs)..... IV-22

N. HAZARD MITIGATION PLAN/PROGRAM..... IV-23

O. REFERENCES..... IV-24

1.5.1 Introduction, Purpose, Goals

A. INTRODUCTION, PURPOSE, GOALS.

1. Milwaukee County has the primary role in planning for and managing all aspects of its recovery. State and federal officials will look to the County to clearly articulate its recovery priorities and develop recovery plans. Post disaster recovery activities begin in the early stages of the response operations and may last for years.
2. The purpose of recovery planning is to anticipate what will be needed to restore the community to full functioning as rapidly as possible through pre-event planning and cooperation between citizens, businesses and government. Successful community recovery from disaster will only occur if everyone in the community understands the process, and how they fit in. Individuals, agencies, organizations and businesses must understand their responsibilities and must coordinate their work efforts with the County's and Municipality's recovery leadership.
3. This Recovery Annex provides a framework to guide the County's recovery efforts.
4. Milwaukee County's recovery goals are to:
 - a. Maintain Leadership.
 - b. Utilize local initiative and resources.
 - c. Maximize State/Federal programs and benefits.
 - d. Establish and maintain communications to and from citizens.
 - e. Provide a point of contact for disaster victims.
 - f. Make maximum use of damage and impact assessment for recovery planning.
 - g. Promote economic recovery.

1.5.2 Policy

B. POLICY

1. To establish overall direction, control and/or coordination through a Milwaukee County Recovery Management Organization to support disaster recovery.
2. To utilize the National Incident Management System (NIMS) as the organizational basis for recovery to any emergency.
3. To use “Recovery Support Functions (RSFs)” to organize Milwaukee County's recovery efforts.
4. To coordinate and utilize individual and household recovery through the County Long Term Recovery Committee.
5. It is the policy of Milwaukee County that citizens are encouraged to be self-sufficient for a minimum of 72 hours should an emergency or disaster occur.

1.5.3 Recovery Roles and Responsibilities

C. RECOVERY ROLES AND RESPONSIBILITIES

1. Individuals and Households:

- a. Individuals and families need to plan and be prepared to sustain themselves in the immediate aftermath of a disaster and be self-sufficient for a minimum of 72 hours. Those who prepare reduce personal stress, and they enhance their ability to undertake their own recovery and shape the future of Milwaukee County's recovery.
- b. Individuals and households should carry adequate insurance and maintain essential levels of supplies, medication, food and water. Resources to help individuals and families prepare are available through websites and publications of various organizations that are active in disasters, including local, state, and federal agencies.

2. Private Sector - Business Community and Critical Infrastructure Owners and Operators:

- a. The private sector has a critical role in recovery. When the private sector is operational, the community recovers more quickly by retaining and providing jobs and a stable tax base. Additionally, the private sector owns and operates the vast majority of the critical infrastructure, such as electric power, financial and telecommunications systems.
- b. The private sector should: develop, test and implement business continuity and restoration plans; implement mitigation measures and preparedness; carry adequate insurance.

3. Nonprofit Sector:

- a. Nonprofit-sector support is provided by a range of organizations from small locally- based nonprofits to national organizations with extensive experience in disaster recovery. Nonprofits directly supplement and fill gaps where government authority and resources cannot be applied.

4. Municipalities:

- a. Each municipality should: identify a point of contact to organize, coordinate and advance the recovery at the municipal level; participate in damage and impact assessments; coordinate with the County's Disaster Recovery Manager for recovery planning and implementation.
- b. Ensure that responders are educated about the cost recovery process and track all resources and personnel.

5. County:

- a. The Office of Emergency Management (OEM) in conjunction with the County Long Term Recovery Committee is the lead agency for the County's preparedness, pre-disaster recovery and mitigation planning.
- b. Based on the disaster impacts, a recovery support function driven Recovery Incident Action Plan (RIAP) will be developed. Recovery planning efforts will focus on activities that will restore the community and reduce future disaster potential.
- c. Certain County Divisions/Departments, Agencies and Organizations will be assigned to lead specific recovery support functions.
- d. During recovery the County may appoint a Disaster Recovery Manager to organize and manage the County's recovery activities.

6. County Disaster Recovery Manager (DRM).

- a. When needed, the County will appoint a DRM to manage its' recovery activities and work closely with the state and federal disaster recovery coordinators.
- b. Key responsibilities for the DRM may include, but is not limited to:

- (1) Leading and coordinating the establishment and activities of local recovery-dedicated organizations and initiatives.
- (2) Working with recovery coordinators/leads at the state and federal levels to facilitate the development of a unified communication strategy.
- (3) Determining and communicating recovery priorities to state, federal and other recovery stakeholders and supporters.
- (4) Organizing recovery planning processes to fully engage constituents' input and leading the development of the County's recovery visions, priorities, resources, capability, and capacity.
- (5) Leading the development of the County's recovery plans and ensuring that they are publicly-supported, actionable, and feasible based on available funding and capacity.
- (6) Incorporating critical mitigation, resilience, and accessibility building measures into the County's recovery plans and efforts.
- (7) Ensuring inclusiveness in the community recovery process, including protected classes (e.g., persons with disabilities, limited English proficiency, etc.).
- (8) Collaborating with federal and other stakeholders and supporters, such as the business and non-profit communities, to raise financial support (including long term capital investment in local businesses) for the County's recovery and to resolve potential duplication of assistance.
- (9) Coordinating federal and other funding streams for recovery efforts and communicating issues and solutions to recovery assistance gaps and overlaps.
- (10) Developing and implementing relevant recovery progress measures and communicating needed adjustments and improvements to applicable stakeholders and authorities.
- (11) Working closely with recovery leadership at all levels to ensure a well-coordinated and well-executed recovery.

7. State:

- a. The state provides a conduit to local government for federal recovery assistance programs.
- b. During recovery the state may: assess local government recovery needs; assist local governments with identifying recovery resources; appoint a State Disaster Recovery Coordinator (SDRC) to lead and coordinate state recovery planning and assistance to impacted communities.

8. Federal:

- a. FEMA promotes recovery preparedness by providing guidance to local and state governments and nongovernmental organizations on pre-disaster recovery planning.
- b. When a disaster occurs that exceeds the capacity of state resources the federal government may use the National Disaster Recovery Framework (NDRF) to task available department and agency capabilities to support local recovery efforts.
- c. During recovery the federal government may: deploy a Federal Disaster Recovery Coordinator (FDRC); activate and deploy Recovery Support Functions (RSFs) when determined necessary; and, establish a recovery coordination structure in close collaboration with affected local, state and tribal governments.
- d. The FDRC works as a deputy to the Federal Coordinating Officer (FCO) for all matters concerning disaster recovery. The FDRC partners with and supports the County's Disaster Recovery Manager (DRM) and the State Disaster Recovery Coordinator (SDRC) to facilitate disaster recovery in the impacted area.

1.5.4 Recovery Phases

D. RECOVERY PHASES

1. Recovery begins before a disaster strikes, with preparedness activities such as planning, capability building, exercising, and establishing tools and metrics to evaluate progress and success; mitigation planning and actions; economic development planning, and vital partnership building, all of which contribute to the County's resilience. Post disaster recovery activities begin in the early stages of the response operations and may last for years.

2. The County's response to disaster impacts follows a "phased approach" that includes three general phases: short-term, intermediate and long-term.

- a. The recovery process is best described as a sequence of interdependent and often concurrent activities that progressively advance a community toward a successful recovery.

3. Short-term (days-weeks) recovery actions. As response actions wind down, short-term stabilization activities are primary. Stabilization is the process in which the immediate impacts of an event on community systems are managed and contained, thereby creating an environment where recovery activities can begin. The various elements of a community system will stabilize on different time frames, leading to a situation in which response, stabilization, and restoration activities can occur concurrently.

4. Intermediate (weeks-months) recovery activities involve returning individuals and families, critical infrastructure and essential government or commercial services back to a functional, if not pre-disaster state. Such activities are often characterized by temporary actions that provide a bridge to permanent measures.

5. Long-term (months-years) recovery is the phase of recovery that follows intermediate recovery and may continue for months to years. Examples include the complete redevelopment and revitalization of the damaged area. It is the process of rebuilding or relocating damaged or destroyed social, economic, natural, and built environments in a community to conditions set in a long-term recovery plan. The goal underlying long-term redevelopment is the impacted community moving toward self-sufficiency, sustainability, and resilience. Activities may continue for years depending on the severity and extent of the disaster damages, as well as the availability of resources.

RECOVERY PHASES/TASKS

Short-term (days)	Intermediate (weeks-months)	Long-term (months-years)
<ul style="list-style-type: none"> • Providing essential health and safety services • Providing congregate sheltering or other temporary sheltering solutions • Providing food, water and other essential commodities for those displaced by the incident. • Providing disability related assistance/functional needs support services. • Developing impact assessments on critical infrastructure, essential services, and key resources. • Conducting initial damage assessments. • Conducting community wide debris removal, including clearing of primary transportation routes of debris and obstructions. • Restarting major transportation systems and restoring interrupted utilities, communication systems, and other essential services such as education and medical care. • Establishing temporary or interim infrastructure systems. Supporting family reunification. • Supporting return of medical patients to appropriate facilities in the area. • Providing basic psychological support and emergency crisis counseling. • Providing initial individual case management assessments. • Providing security and reestablishing law enforcement functions. • Building an awareness of the potential for fraud, waste and abuse, and ways to deter such activity, such as developing Public Service Announcements and publicizing ways to report allegations of waste, fraud and abuse. • Begin assessment of natural and cultural resources. 	<ul style="list-style-type: none"> • Continuing to provide individual, family-centered, and culturally appropriate case management. • Providing accessible interim housing (in or outside the affected area depending on suitability) and planning for long-term housing solutions. • Returning of displaced populations and businesses if appropriate. • Reconnecting displaced persons with essential health and social services. • Providing supportive behavioral health education, intervention, including continuing to provide crisis, grief, and group counseling and support. • Providing access and functional needs assistance to preserve independence and health. • Updating hazard and risk analyses to inform recovery activities. • Establishing a post-disaster recovery prioritization and planning process. • Developing an initial hazard mitigation strategy responsive to needs created by the disaster. • Ensuring that national and local critical infrastructure priorities are identified and incorporated into recovery planning. • Developing culturally and linguistically appropriate public education campaigns to promote rebuilding to increase resilience and reduce disaster losses. • Complete assessments of natural and cultural resources and develop plans for long-term environmental and cultural resource recovery. 	<ul style="list-style-type: none"> • Identifying of risks that affect long-term community sustainment and vitality. • Developing and implementing disaster recovery processes and plans, such as a long term recovery plan and/or reflecting recovery planning and mitigation measures in the community's land use planning and management, comprehensive plans, master plans, and zoning regulations. • Rebuilding to appropriate resilience standards in recognition of hazards and threats. • Addressing recovery needs across all sectors of the economy and community, and addressing individual and family recovery activities and unmet needs. • Rebuilding educational, social, and other human services and facilities according to standards for accessible design. • Reestablishing medical, public health, behavioral health, and human services systems. • Reconfiguring elements of the community in light of changed needs and opportunities for "smart planning" to increase energy efficiency, enhance business and job diversity, and promote the preservation of natural resources. • Implementing mitigation strategies, plans, and projects. • Implementing permanent housing strategies. • Reconstructing and/or relocating, consolidating permanent facilities. • Implementing economic and business revitalization strategies. • Implementing recovery strategies that integrate holistic community needs. • Implementing plans to address long-term environmental and cultural resource recovery. • Ensuring there is an ongoing and coordinated effort among local, state, tribal, and federal entities to deter and detect waste, fraud and abuse. • Identifying milestones for the conclusion of recovery for some or all non-local entities.

1.5.5 Damage Assessment Phases

E. DAMAGE ASSESSMENT PHASES

1. The recovery process begins with an initial damage assessment conducted by County personnel using aircraft, ground vehicles, observer call-ins and the rapid damage assessment system. The size and type of incident and its overall impact on the community will determine who should participate in the damage assessment process. Minor emergencies or incidents may only require participation of local County agencies and organizations.

2. Rapid Impact Assessment: First Phase

- a. County emergency management coordinators request initial damage assessment from municipal emergency management coordinators.
- b. The impact survey data provides a County-wide general overview of the most significantly impacted areas and, therefore, establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

3. Initial Damage Assessment: Second Phase

- a. The Initial Damage Assessment is performed by County Staff and municipal staff for each of the municipalities. All Damage Assessment data is reported to the Milwaukee County OEM- Division of Emergency Management for Countywide compilation by the Damage Assessment Teams.
- b. The goal of this assessment is to determine the magnitude and severity of damages and to strategize the County's response and recovery efforts.
- c. The initial damage assessment determines if an emergency declaration is warranted.

4. Wisconsin Uniform Disaster Situation Report (UDSR).

- a. When there is the potential need for state and/or federal assistance to supplement county and local efforts, the county will submit a "flash damage report" to WEM.
- b. The Office of Emergency Management (OEM) will compile the information gathered by damage assessment teams, complete the UDSR report for the county and submit it within 24 hours to WEM.
- c. The county will continue to assess the impact of the disaster through information received from response agencies and from the municipal and county damage assessment teams. This information will allow decision-makers to prioritize recovery efforts and to determine the need for supplemental state or federal assistance.

5. Preliminary Damage Assessment (PDA): Third Phase

- a. The PDA is a joint local/state/federal assessment used to determine the magnitude and impact of damage due to an incident. The State uses the results of the PDA to determine if the situation is beyond the combined capabilities of the State and County resources and to verify the need for supplemental Federal assistance. The PDA also identifies any unmet needs that may require immediate attention.
- b. The PDA teams conduct a more in-depth evaluation in order to rate the level of damage to each structure.
- c. Each municipal jurisdiction is responsible for the implementation of the federal compliant damage assessment of homes and businesses within their jurisdiction.

6. Mitigation Assessment: Possible Fourth Phase

- a. Should Milwaukee County be impacted by a natural disaster deemed to be of national significance, FEMA in conjunction with state and local officials may mobilize a Mitigation Assessment team (MAT). This team's mission is to conduct on-site qualitative engineering analyses to assess damage to government offices, homes, hospitals, schools businesses, critical facilities and other structures and infrastructure. The intent of the assessment would be to determine the causes of structural failures (or successes) and to evaluate the adequacy of local building codes, practices, and construction materials for the purpose of improving future performance. They may use the opportunity to review the effectiveness of previous mitigation projects.

1.5.6 Concept of Recovery Support Functions

F. CONCEPT OF RECOVERY SUPPORT FUNCTIONS

1. Recovery planning begins when the Milwaukee County EOC is activated. Recovery planners begin an assessment of the disaster impacts and determine which Recovery Support Functions (RSFs) will be activated to meet the County's recovery needs.
2. Just like ESFs, Recovery Support Functions represent groupings of types of recovery activities and programs that the County and its citizens are likely to need following disaster. A "primary" agency/department for each RSF will be responsible for coordinating the implementation of the recovery activity or programs. The primary agency/department will be responsible for identifying the resources (support departments and organizations) within the RSF that will accomplish the post disaster activities. The primary agency/department is also responsible for coordinating the resource delivery.
3. Milwaukee County Schedule of Recovery Support Functions

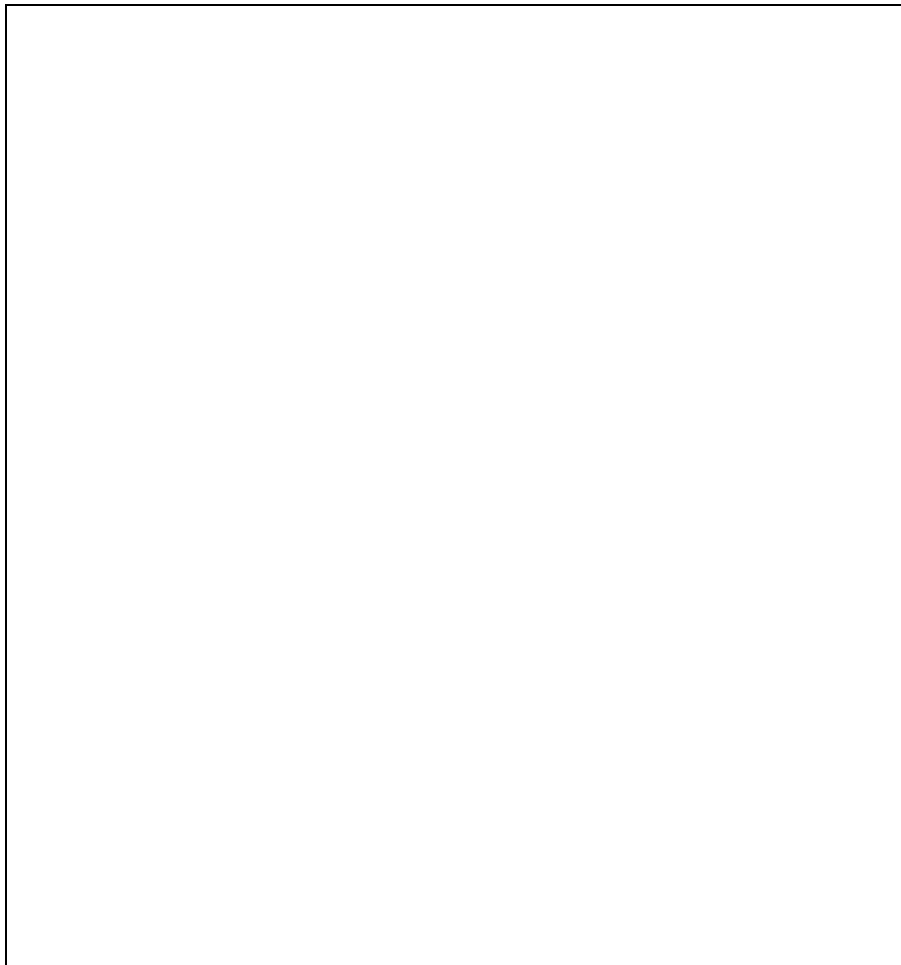
SCHEDULE OF RSFs	
Recovery Support Function (RSF)	Purpose
RSF #1 Damage Assessment/Impact Analysis	<ol style="list-style-type: none"> 1. To determine the disaster's impact on the County, determine recovery priorities, identify resource needs for disaster recovery, justify necessary state and federal assistance, identify structures unsafe for occupation, and determine structures that have to comply with the County's (and Municipality's) build-back policy. 2. To determine nature/extent of impact to infrastructure damage for proper prioritization. 3. To provide information after an emergency or disaster and detailing the situation, location, and extent and nature of damage. 4. To provide information to determine priorities and requirements for restoration and reconstruction.
RSF #2 Continuation of Government	To ensure the continuing critical functions and services of government while responding to and recovering from disaster.
RSF #3 Debris Management	To effectively manage debris generated by the disaster.
RSF #4 Individual Assistance	To inform disaster victims about the federal individual assistance programs that are available and how to make application.
RSF #5 Unmet Needs	<ol style="list-style-type: none"> 1. To provide an Ombudsman to provide information, investigate complaints, and to assist with disputes by directing citizens to the appropriate agency(ies) for resolution. 2. To provide a means of identifying and resolving disaster recovery needs in cases where: government or voluntary agency assistance programs are not available; or government or voluntary agency assistance is provided but falls short of meeting all the needs of disaster victims.
RSF #6 Human Services	To identify individuals who need various human services following a disaster and to meet those needs through coordination with public and private organizations.
RSF #7 Safety & Risk Assessment	To establish a safety program to identify and implement ways and means to reduce or eliminate unsafe conditions or practices for which losses may occur. The safety program may include such rewards, disciplines or penalties as may tend to reduce losses and promote safety.
RSF #8 Public Health & Environmental Health	To identify threats to public health during the recovery period and to provide remedies.
RSF #9 Repair & Restoration of Infrastructure, Services & Public Buildings	Repair and restoration of public infrastructure and services to return the public infrastructure and government's services to pre-event levels or better.
RSF #10 Emergency Permitting & Inspections	To provide an emergency permitting plan to streamline the permitting process in the event of a disaster. These activities will consist of determining whether repair or reconstruction of damaged structures will be allowed and under what conditions, coordinating and streamlining the County's (and Municipality's) permitting processes, and implementing a system to verify that repairs/redevelopment comply with all applicable codes and laws.
RSF #11 Rebuilding, Construction, Repairs, Restoration	To provide for the physical rebuilding of the community, which necessarily includes the viability of commercial operations to support the residents.
RSF #12 Housing (Temporary / Replacement)	To assist displaced people, emergency workers, businesses and the temporary workforce in locating temporary housing, and to allow and/or coordinate the placement of temporary housing (housing that people occupy between the time they leave the emergency shelter and the time they are able to move back into their homes).
RSF #13 Redevelopment	To articulate the vision for recovery and redevelopment in both anticipation and in the wake of a catastrophic natural disaster.

RSF #14 Public Information/Community Relations	To provide information to citizens, government employees, businesses and organizations concerning disaster recovery operations and progress, and to identify necessary messages and appropriate methods of delivery.
RSF #15 Volunteers & Donations	To continue to coordinate during recovery offers of assistance by volunteer organizations, and work with federal and state organized efforts to collect and distribute donated goods and volunteer services.
RSF #16 Reentry, Security	To promote and facilitate the timely reentry of essential response and recovery personnel, government officials, property owners, business owners, media, etc. to speed the recovery of the County and its economy; and to provide uniform guidance following a large-scale disaster to law enforcement personnel who direct access into the impacted area. Includes procedures to ensure safe and orderly reentry and clarifies the roles and responsibilities of local and state agencies that may be involved in reentry.
RSF #17 Economic Restoration & Development	To establish a partnership with the business community to restore the local economy following disaster; identify County and business post-disaster roles and relationships; identify economic recovery assistance programs; encourage the development of business preparedness and mitigation programs.
RSF #18 Environmental Concerns	To identify and implement projects or programs that restore, enhance, or protect natural resources and open space (flood plains, wetlands, and wildlife) from degradation to reduce impacts from natural disasters.
RSF #19 Mitigation	To prepare a post-disaster hazard mitigation plan that will define actions during the recovery period that help prevent repeated future losses and reduce the County's vulnerability to natural hazards.
RSF #20 Recovery Administration & Finance	To provide a framework for implementing administrative and financial services necessary for disaster recovery.
RSF #21 Cultural & Historic Concerns	To identify and implement projects or programs that restore, enhance, or protect Historic resources from degradation, and to reduce impacts from disasters.
RSF #22 Mutual Aid	To manage requests for mutual aid assistance for the County, or to assist another local government.

1.5.7 Recovery Incident Management System

G. RECOVERY INCIDENT MANAGEMENT SYSTEM

1. The County's recovery organization follows the concepts of the National Incident Management System (NIMS).
2. Depending upon the severity and magnitude of the disaster, full activation of the County's Recovery Incident Management System may not be necessary, may only be partially required, or may require full activation. Partial activation would be dictated by the characteristics of the disaster and would involve only those departments and organizations needing to interact in providing the necessary recovery activities and programs.
3. The County's Recovery Incident Management System is partially or fully activated by decision of the County Executive. The organization structure is intended to be flexible and should be tailored by the "Disaster Recovery Manager" and the "Section Chiefs," to meet the County's recovery needs.



1.5.8 Recovery Action Task Force

H. RECOVERY ACTION TASK FORCE

1. The Recovery Action Task Force should be established by Office of Emergency Management (OEM) with the goals and scope of authority clearly stated.

2. As the emergency response phase stabilizes, the County EOC begins the coordination of disaster recovery activities and may recommend the activation of the Recovery Action Team to:

- a. Oversee the recovery and reconstruction process, and to serve as an advisory committee to the Disaster Recovery Manager, Office of Emergency Management (OEM) and chief elected officials.
- b. Establish uniform policies for effective coordination to accomplish County recovery tasks.
- c. Recommend efforts to restore normalcy to areas adversely impacted by the disaster.
- d. Identify mitigation opportunities and resources.
- e. Ensure control of the recovery process.

3. "Recovery Task Force" responsibilities may include, but not limited to:

- a. Preparing a redevelopment plan.
- b. Developing procedures to carry out build back policies.
- c. Developing policies for redeveloping areas that have sustained repeated disaster damage.
- d. Develop policies that promote mitigation from future damage.
- e. Develop priorities for relocating and acquiring damaged property.

4. The composition of the Recovery Action Team will vary depending upon the nature of the disaster, size of the staff and available resources. Probable members can include: Office of Emergency Management (OEM), Department of Transportation, Department of Administrative Services-Facilities Management, Parks, Recreation and Culture-Field Operations Division, American Red Cross, and Impact 2-1-1.

1.5.9 Requesting Federal Assistance and Types

I. REQUESTING FEDERAL ASSISTANCE AND TYPES

1. Based on a damage assessment (PDA) that the ability to recover is beyond local and state capability, the Governor will normally send a request letter for federal assistance to the President, directed through the Regional Director of FEMA Region V. Request packages are prepared by the Wisconsin Emergency Management from the provided damage assessment data.

2. The request made to the President for assistance under the authority of Public Law (PL) 93-288, as amended by PL 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended, will be for an "emergency" or "major disaster" declaration. The President then makes the decision whether or not to declare a major disaster or emergency.

3. After a presidential declaration has been made, FEMA will designate the area eligible for assistance and announce the types of assistance available. FEMA provides supplemental assistance for state and local government recovery expenses.

4. Types of federal assistance.

- a. Assistance under a declaration of "EMERGENCY" is specialized assistance to meet a specific need and is generally limited to those actions that may be required to save lives and protect property, public health, safety, or to lessen the threat of a more severe disaster. Examples of emergency assistance are:
 - (1) Emergency mass care, such as emergency shelter, emergency provision of food, water, medicine, and emergency medical care.
 - (2) Clearance of debris to save lives and protect property and public health and safety.
 - (3) Emergency protective measures, including: Search and rescue; Demolition of unsafe structures; Warning of further risks and hazards; Public information on health and safety measures; Other actions necessary to remove or to reduce immediate threats to public health and safety, to public property, or to private property when in the public interest.
 - (4) Emergency communications.
 - (5) Emergency transportation.
 - (6) Emergency repairs to essential utilities and facilities.
- b. Assistance under a declaration of "MAJOR DISASTER" provides a wide range of assistance to individuals (individual assistance) and/or to local and state governments (public assistance) and certain non-profit organizations.
- c. The FEMA individual disaster assistance program is money or direct assistance to individuals, families and businesses whose property has been damaged or destroyed and whose losses are not covered by insurance. It is meant to help with critical expenses that cannot be covered in other ways. This assistance is not intended to restore an individual's damaged property to its condition before the disaster. Most disaster assistance from the Federal government is in the form of loans administered by the Small Business Administration.
- d. The FEMA Public Assistance (PA) program provides assistance for debris removal, implementation of emergency protective measures, and permanent restoration of infrastructure. The program also encourages protection from future damage by providing assistance for hazard mitigation measures during the recovery process. The federal share of these expenses cannot be less than 75 percent of eligible costs.

1.5.10 Federal Coordinating Officer (FCO) and Federal Recovery Coordinator (FDRC)

J. FEDERAL COORDINATING OFFICER (FCO) AND FEDERAL DISASTER RECOVERY COORDINATOR (FDRC)

1. The president appoints a Federal Coordinating Officer (FCO) to manage the federal response, recovery, and mitigation operations for each presidentially declared disaster or emergency. The FCO is responsible for the following activities:

- a. Establish a federal presence as the president's representative at the disaster site.
- b. Coordinate the relationships among federal, state, and local personnel in concert with the State Coordinating Officer (SCO).

□

- c. Advise the governor on the status of the federal response.
- d. Establish response and recovery operations with the SCO.
- e. Alert, coordinate, and direct other federal agencies to support the state in identifying and meeting disaster needs.
- f. Establish an effective communications network with state and local agencies.
- g. Assess damage and identifies and prioritizes needs in collaboration with the SCO.
- h. Identify the full range of programs and resources required to carry out the immediate response and long-term recovery.

2. A Federal Disaster Recovery Coordinator (FDRC) is appointed and is responsible for the following activities:

- a. Coordinating with the federal coordinating officer (FCO).
- b. Managing Stafford Act recovery programs.
- c. Determining funding requirements.
- d. Executing the FEMA State Agreement.
- e. Issuing mission assignments.
- f. Obligating and monitoring funds.

1.5.11 Governor's Authorized Representative (GAR) and State Coordinating Officer (SCO)

K. GOVERNOR'S AUTHORIZED REPRESENTATIVE (GAR) AND STATE COORDINATING OFFICER (SCO)

1. A Governor's Authorized Representative (GAR) is designated in the FEMA/State Agreement after the President declares a major disaster under the provisions of the Stafford Act. The GAR provides executive oversight and direction of the disaster or emergency response and recovery on behalf of the governor. The GAR executes all the necessary documents on behalf of the state and respond to the desires of the governor. The GAR is responsible for the following activities:

- a. Interfacing with the federal disaster recovery coordinator (FDRC).
- b. Implementing the state's emergency plan.
- c. Activating state departments and agencies.
- d. Executing the governor's emergency decisions.
- e. Directing the activities of the state coordinating officer (SCO).
- f. Establishing strategic response and recovery strategies.
- g. Ensuring that the state maintains control.

2. A State Coordinating Officer (SCO) is identified in the governor's request for an emergency or a major disaster declaration. The SCO provides operational oversight and direction of the disaster or emergency on behalf of the GAR for joint field office (JFO) operations. The SCO converts the GAR's strategic guidance into tactical plans, executes them on behalf of the state and responds to the desires of the governor. The SCO is responsible for the following activities:

- a. Interfacing with the federal coordinating officer (FCO).
- b. Directing activities for state departments and agencies.
- c. Integrating state, federal, local, and voluntary agencies' actions.
- d. Coordinating response and recovery operations.
- e. Establishing priorities.

3. The GAR and the SCO may be the same person or different people. The designation may be permanent or may occur at the time of the emergency.

□

1.5.12 Federal-State-Local Recovery Facilities

L. FEDERAL-STATE-LOCAL RECOVERY FACILITIES

1. A Joint Field Office (JFO) is established to facilitate federal-state-local coordination of private and public disaster assistance. Federal, state, and local representatives work together to develop a common set of objectives and a coordinated action plan.

- The JFO is a temporary federal multi-agency coordination center established locally to facilitate field-level incident management activities related to prevention, preparedness, response and recovery when activated by FEMA. The JFO provides a central location for coordination of federal, state, local, tribal, nongovernmental and private-sector organizations with primary responsibility for activities associated with threat response and incident support.

2. Disaster Recovery Centers (DRC's) may be established to manage the cooperative effort between the local, state, and federal government for the benefit of disaster victims (individuals, families and small businesses). Agencies and organizations offering assistance provide representatives to the DRC where disaster victims, through an "entrance/exit interview" process, may receive information and referral to the specific agencies/organizations that can best meet their needs. FEMA, state and local emergency management will jointly determine the locations, dates and times for the operation of DRC's.

- a. Application for assistance should initially be made through the national tele-registration hot-line (1-800-621-3362 or TDD 1-800-462-7585) or on-line at: <https://www.fema.gov/apply-assistance>
- b. Information on Disaster Recovery Centers can be found at: <https://www.fema.gov/disaster-recovery-centers>

1.5.13 Federal Recovery Support Functions (RSFs)

M. FEDERAL RECOVERY SUPPORT FUNCTIONS (RSFs)

1. Six federal Recovery Support Functions (RSFs) comprise the National Disaster Recovery Framework's (NDRF's) coordinating structure for key functional areas of assistance. Their purpose is to support local governments by facilitating problem solving, improving access to resources and by fostering coordination among State and Federal agencies, nongovernmental partners and stakeholders.
2. The federal RSFs bring together the core recovery capabilities of federal departments and agencies and other supporting organizations — including those not active in emergency response — to focus on community recovery needs.
3. The objective of the RSFs is to facilitate the identification, coordination and delivery of federal assistance needed to supplement recovery resources and efforts by local, state and tribal governments, as well as private and nonprofit sectors. An additional objective is to encourage and complement investments and contributions by the business community, individuals and voluntary, faith-based and community organizations. These RSF activities assist communities with accelerating the process of recovery, redevelopment and revitalization.

FEDERAL RECOVERY SUPPORT FUNCTIONS (RSFs)			
Coordinating Agency	Primary Agencies	Supporting Organizations	Mission
RSF: COMMUNITY PLANNING AND CAPACITY BUILDING			
DHS/FEMA	DHS/FEMA, HHS	CNCS, DHS, DOC, DOI, DOJ, DOT, ED, EPA, GSA, HUD, SBA, TREAS, USDA	Supporting and building recovery capacities and community planning resources of local, State and Tribal governments needed to effectively plan for, manage and implement disaster recovery activities in large, unique or catastrophic incidents.
RSF: ECONOMIC			
DOC	DHS/FEMA, DOC, DOL, SBA, TREAS, USDA	CNCS, DOI, EPA, HHS	The mission of the Economic RSF is to integrate the expertise of the Federal Government to help local, State and Tribal governments and the private sector sustain and/or rebuild businesses and employment, and develop economic opportunities that result in sustainable and economically resilient communities after large-scale and catastrophic incidents.
RSF: HEALTH AND SOCIAL SERVICES			
HHS	CNCS, DHS (FEMA, NPPD & CRCL), DOI, DOJ, DOL, ED, EPA, VA	DOT, SBA, TREAS, USDA, VA, ARC, NVOAD	The Health and Social Services RSF mission is for the Federal Government to assist locally-led recovery efforts in the restoration of the public health, health care and social services networks to promote the resilience, health and well-being of affected individuals and communities.
RSF: HOUSING			
HUD	DHS/FEMA, DOJ, HUD, USDA	CNCS, DOC, DOE, EPA, HHS, SBA, U.S. Access Board, VA, ARC, NVOAD	Address pre- and post-disaster housing issues and coordinate and facilitate the delivery of Federal resources and activities to assist local, State and Tribal governments in the rehabilitation and reconstruction of destroyed and damaged housing, whenever feasible, and development of other new accessible, permanent housing options.
RSF: INFRASTRUCTURE SYSTEMS			
DOD/USACE	DHS (FEMA & NPPD), DOD/USACE, DOE, DOT	DHS, DOC, DOD, DOI, ED, EPA, FCC, GSA, HHS, NRC, TREAS, USDA, TVA	Facilitate the integration of the capabilities of the Federal Government to support local, State and Tribal governments and other infrastructure owners and operators in their efforts to achieve recovery goals relating to the public engineering of the Nation's infrastructure systems.
RSF: NATURAL AND CULTURAL RESOURCES			
DOI	DHS/FEMA, DOI, EPA	ACHP, CNCS, CEQ, DOC, IMLS, LOC, NEA, NEH, USACE, USDA, Heritage Preservation	Integrate Federal assets and capabilities to help State and Tribal governments and communities address long-term environmental and cultural resource recovery needs after large-scale and catastrophic incidents.

1.5.14 Hazard Mitigation Plan/Program

N. HAZARD MITIGATION PLAN/PROGRAM

1. Should Milwaukee County receive public disaster assistance, a Hazard Mitigation Plan/Program will be required to pursue mitigation measures to help insure against similar damage in the future.
2. Hazard mitigation under sections 404 and 406 of the Stafford Act is any action taken to reduce or eliminate the long-term risk to human life and property from natural or man-made hazards. While the County is performing repair or restorative work, it should consider mitigation methods that will prevent similar damage in a future event, thereby reducing future damage costs.
3. Hazard Mitigation is pursued on a project-by-project basis. A positive benefit/cost ratio must exist to ensure that the additional work will be cost effective. Mitigation is accomplished by completing additional work that is beyond the scope of normal repairs and beyond code requirements in order to reduce the vulnerability to future disaster related damages.
4. Mitigation planning is provided through the Milwaukee County Pre-Disaster Mitigation Plan that contains mitigation activities and recommended mitigation projects. See the County's Pre-Disaster Mitigation Plan for further mitigation information

1.5.15 References

O. REFERENCES

1. Federal Response Framework.
2. Wisconsin Emergency Management Recovery Plan.
3. Milwaukee County Recovery Framework.

ANNEX V CONTINUITY OF OPERATIONS PLAN



TABLE OF CONTENTS

II. COOP..... ANNEX V

A. SUMMARY OF JURISDICTION'S COOP..... V-5

B. OBJECTIVES OF THE COOP/COG PLAN..... V-5

C. COOP/COG IMPLEMENTATION..... V-6

1.6.1 Summary of Jurisdiction's COOP

A. SUMMARY OF JURISDICTION'S COOP

***The updated COOP in its entirety is on file at the Milwaukee County Office of Emergency Management (including all county department COOP plans and personnel info)**

1. Purpose

- a. This plan outlines the Milwaukee County viable and executable contingency plans for Continuity of Operations (COOP) (i.e., providing essential functions to customers from a different location due to the primary facility becoming unusable for long or short periods of time) and Continuity of Government (COG) (i.e., the continued performance of essential agency functions and support of the governor during emergency or disaster situations.) This COOP/COG plan ensures that we:
 - (1) Maintain a high level of readiness.
 - (2) Implement the plan both with and without warning.
 - (3) Become operational no later than 12 hours after activation.
 - (4) Maintain sustained operations for up to 30 days.
 - (5) Take maximum advantage of existing agency field infrastructures.

2. Authorities

- a. Milwaukee County Ordinance 32.28 (Emergency Purchases) states that, "When immediate action is required to preserve property or protect life, health or welfare of persons, any department head is authorized to procure equipment, supplies and services directly in the open market. The procurement division shall be consulted and/or notified. Such action shall be reported, in writing, within forty-eight (48) hours after initial emergency action, in the county board, county executive and department of administration. Purchases and payments shall not be restricted by normal budget limitations. Appropriations transfers, if required, shall be initiated in accordance with fiscal procedures."
- b. Emergency operations not discussed in this ordinance will be conducted under standing Milwaukee County ordinances and all applicable state and federal laws.

1.6.2 Objectives of the COOP/COG Plan

B. OBJECTIVES OF THE COOP/COG PLAN

1. Ensuring the continuous performance of an agency's essential functions and operations during an emergency,
2. Protecting essential facilities, equipment, records and other assets,
3. Reducing or mitigating disruptions to operations,
4. Reducing loss of life and minimizing damage and losses, and
5. Achieving a timely and orderly recovery from an emergency and resumption of full service to customers.

1.6.3 COOP/COG Implementation

C. COOP/COG IMPLEMENTATION

1. Phase I – Readiness and Preparedness

- a. Mission Essential Functions (MEFs) are identified as well as supporting human capital, equipment and capabilities. Risk mitigation options are developed in order to reduce the risk of a MEF failing based on vulnerability.
- b. Orders of Succession are charted, for all leadership roles, which map the sequence of leadership transfer in an emergency.
- c. Delegations of Authority are documented ensuring decision-making on emergency actions (e.g., to evacuate a building) and on key policies remains intact. Legal authorities are cited which include triggers for the delegation, limitations on authority, and notification of the delegation.
- d. Continuity Facilities are identified and equipped to allow relocation of operations if the primary site is damaged. Fiscal, geographical and operational needs are considered when selecting alternative sites.
- e. Continuity Communications are established at the primary and alternative facilities. Preventive measures (e.g., uninterruptible power supplies) and backup systems (e.g., two-way radio) are in place.
- f. Vital Records that support the MEFs are identified and available in an emergency (at the primary and continuity facilities). This includes COOP plans and procedures, emergency contacts, payroll data, insurance policies, property titles/deeds, recovery vendors, etc., in multiple formats (e.g., digital and hardcopy).
- g. Human Capital preparedness is ongoing ensuring family emergency plans (www.ready.gov) are in place. Procedures for contacting and accounting for all persons in an emergency is practiced and current.
- h. Devolution of Control is established allowing the transfer of operations to another organization such as a regional field office. A roster of personnel who will perform the MEFs and triggers for activation (primary site is severely damaged and personnel are unavailable or incapable of deploying to the continuity facility) of the devolution plan are in place.
- i. Reconstitution plans guide surviving and/or replacement personnel on restoring regular operations to full capacity. Restoration plans include damage assessment, restoration, and the identification of safe and habitable work conditions.
- j. Training, Tests and Exercises are ongoing thereby validating plans and procedures. Vulnerabilities and gaps are identified and necessary corrective action is documented. Proposed improvements and fiscal implications are assessed (i.e., whether required to sustain a MEF).

2. Phase II - Activation and Relocation (0-12 hours)

- a. Utilize a decision matrix or flow chart to determine how to respond to the emergency. Activation may be partial (e.g., bomb threat) or full (e.g., gas utility explosion) depending on the severity of disruption.
- b. Notify alternate facility manager(s) of impending activation and actual relocation requirements.
- c. Notify the Office of Emergency Management (OEM) (414-278-4709) (24/7) and other appropriate agencies of the decision to relocate and the time of execution or activation of call-down procedures.
- d. Activate plans, procedures and schedules to transfer activities, personnel, records and equipment to alternate operating facility(ies).
- e. Use a call-down (e.g., series of calls from one person to the next relaying specific information) to notify initial COOP/COG contingency staff to relocate.
- f. Instruct all other emergency and non-emergency personnel regarding their duties.
- g. Assemble necessary documents and equipment required to continue performance of essential operations at alternate operating facility(ies).
- h. Order equipment and supplies if not already in place.
- i. Transport documents and designated communications, automated data processing and other equipment to the alternate operating facility(ies) if applicable.
- j. Secure the normal operating facility physical plant and non-moveable equipment and records to the extent possible.
- k. Continue essential operations at the normal operating facility if available until alternate facility(ies) is/are operational.
- l. Advise alternate operating facility manager(s) on the status of follow-on personnel.

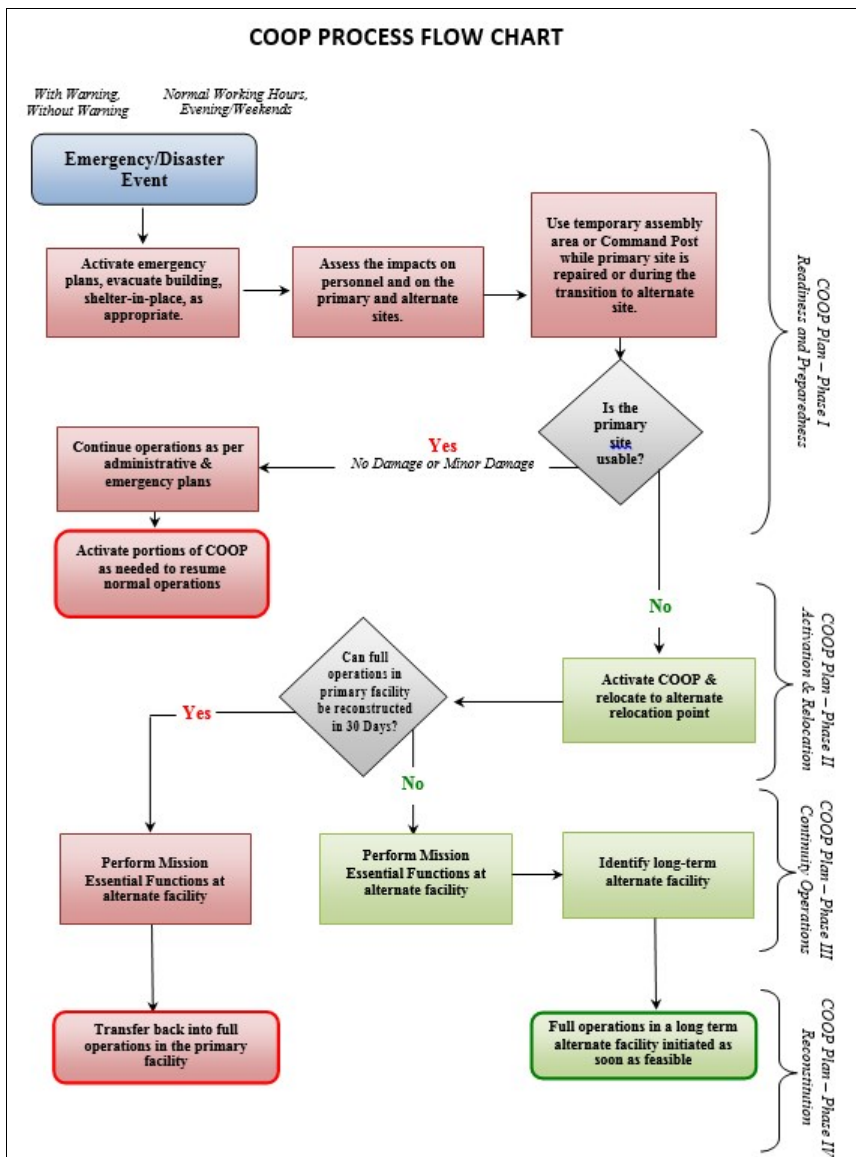
3. Phase III – Continuity Operations (12 hours – termination)

- a. Provide amplifying guidance to other key staff and non-emergency employees (e.g., who to report to, how often to check-in). Account for all personnel.
- b. Identify replacements for missing personnel and request augmentation as necessary.
- c. Commence full execution of mission essential functions at alternate operating facility(ies).
- d. Establish communications to all critical organizations, personnel and customers, and notify them of operations and status.
- e. Notify MCSO Division of Emergency Management and all other appropriate agencies immediately of the department's alternate location, operational and communications status and anticipated duration of relocation if known.
- f. Develop plans and schedules to phase down alternate facility(ies) operations and return activities, personnel, records and equipment to the primary facility when appropriate.

4. Phase IV – Reconstitution (termination and return to normal operations)

- a. Inform all personnel that the threat of or actual emergency no longer exists and provide instructions for resumption of normal operations.
- b. Supervise an orderly return to the normal operating facility or movement to other temporary or permanent facility(ies).
- c. Verify all systems (IT, mail service, security, etc.), communications (voice and data) and resources (equipment, databases, personnel, etc.) are available and in working conditions.
- d. Identify records that were affected by the emergency and work toward recovering all of them, both vital and non-vital.
- e. Report status of relocation to Office of Emergency Management (OEM) and other agencies if applicable.

- f. Conduct an after-action review of COOP/COG operations and effectiveness of plans and procedures as soon as possible; identify areas for correction and develop a remedial action plan.



1.7 Milwaukee County ESF #1 - Transportation

Preface

During emergencies the disruption of normal transportation services is likely. Roadway, rail, maritime and air and pipeline infrastructure and the vehicles that use them can be impaired, damaged or destroyed. Coordinating the restoration of transportation infrastructure and resources is vital to emergency response.

Primary Agency

Milwaukee County Department of Transportation (MCDOT)

Milwaukee County

AGENCIES:

Primary

- Milwaukee County Department of Transportation (MCDOT)

Support

- Airport, Airfields (Commercial, Private)
- Ambulance Services, Public and Private
- Commercial and Private Sector Transportation Companies
- Community Based Organizations
- Correctional Facilities
- Emergency Services Maritime Vessels
- Fire Departments
- Law Enforcement Agencies
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Transportation (MCDOT)
- Milwaukee County Office of Emergency Management
- Milwaukee County Parks
- Public Works (Municipal)
- School Districts

State of Wisconsin

Primary

- WI DOT – WI Department of Transportation

Support

- WI DMA – WI Department of Military Affairs
- WI DOA – WI Department of Administration

Federal

Primary

- Department of Transportation

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Homeland Security
- Department of the Interior
- Department of Justice
- Department of State
- General Services Administration
- U.S. Postal Service

Likely Support Includes:

- Monitor and report status of and damage to the transportation system and infrastructure.
- Identify temporary alternative transportation solutions when systems or infrastructure are damaged, unavailable, or overwhelmed.
- Perform activities conducted under the direct authority of DOT elements as these relate to aviation, maritime, surface, railroad, and pipeline transportation.
- Coordinate the restoration and recovery of the transportation systems and infrastructure.
- Coordinate and support prevention, preparedness, response, recovery, and mitigation activities among transportation stakeholders within the authorities and resource limitations of ESF # 1 agencies.
- NOTE: ESF # 1 is not responsible for movement of goods, equipment, animals, or people.

A. PURPOSE

1. The purpose of Emergency Support Function # 1 is to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of participating agencies to support emergency transportation needs and service restoration activities during emergency or disaster situations.
2. Enables agencies, and emergency support functions requiring use of the transportation systems to perform their missions following an emergency. In the context of this plan, transportation refers to the resources and assets necessary to move goods and people.

B. POLICIES

1. All transportation resources will be utilized on a priority basis to protect lives, property and environment.
2. Transportation planning will be directed toward satisfying the needs of responding agencies requiring transportation routes to perform their assigned emergency missions.
3. Transportation planning will include the utilization of available primary and support agency capabilities.
4. In a major emergency, the relaxation of certain restrictions (waive weight, height, and load requirements for vehicles transporting critical items) is essential to allow rescue and relief equipment into affected areas.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
MILWAUKEE COUNTY DEPARTMENT OF TRANSPORTATION (MCDOT)	
Pre-Emergency	<p>Work with the Office of Emergency Management to:</p> <ul style="list-style-type: none"> • Maintain this Emergency Support Function (ESF). • Identify and prioritize critical transportation infrastructure. • Develop inventory and sources of transportation resources, staffing resources and equipment to include supplies and maintenance. • Secure contracts for emergency supply of combustible fuel, from outside of the immediate area, for use in vehicles. • Develop emergency action checklists and Standard Operating Procedures (SOPs).
	<ul style="list-style-type: none"> • When requested report to the EOC. • Provide coordination of transportation assistance to other Emergency Support Functions (ESFs), departments and community based organizations requiring transportation capacity to perform emergency response missions. • Pre-order fuel and top off storage tanks. • Coordinate availability of motor fuels and vehicles involved in emergency operations. (Coordinate with Purchasing.) • Coordinate storage of equipment and vehicles in a safe place. • Ensure that support agencies are on alert as appropriate and that their transportation resources, equipment supplies and staff are placed in the appropriate readiness status. • Coordinate fuel for vehicles. • Coordinate maintenance and repairs to vehicles.

<p>Emergency Operations Center (EOC)</p>	<ul style="list-style-type: none"> • Staff the ESF # 1 position in the EOC. • Determine condition, status of transportation resources. <ul style="list-style-type: none"> ◦ Develop comprehensive list of available vehicles and equipment. • Coordinate with support agencies in providing sufficient fuel supplies to agencies, emergency response organizations, and areas along evacuation routes. • Maintain liaison with all support departments and communication with field personnel. • Determine present and future need for transportation resources. • Continually assess the situation to address the most critical transportation needs and develop strategies. • Receive, prioritize and coordinate requests for transportation resources from field incident commanders. Sources can include: <ul style="list-style-type: none"> ◦ Departments. ◦ Private companies: bus, taxi, trucking, car/truck rentals. ◦ NGOs. ◦ Commercial carriers. ◦ Ambulance companies. • Coordinate procurement of rental vehicles and other needed equipment with operators and independent maintenance locations as required. • Ensure field maintenance support, to include, but not limited to, fuel, lubricants, tires and vehicles parts. • Ensure a continuous source and supply of food, water and ice for ESF # 1 personnel. • Provide transportation services to assist in damage assessment operations. • Coordinate needs with other regional EOCs and the State EOC, as necessary. • Coordinate with other regional EOCs and the State EOC to provide evacuation transportation assistance where necessary. • Determine condition, status of transportation systems and routes. Develop and maintain status map showing: <ul style="list-style-type: none"> ◦ Routes that are open unconditionally, ◦ Routes that are closed, ◦ Routes that have not yet been inspected, ◦ Bridges that are open without restriction, ◦ Bridges that are open with restrictions, ◦ Bridges that are closed until replaced, ◦ Bridges that have yet to be inspected, and ◦ Bridges that have been visually inspected but require engineering tests to make further determinations. • Close infrastructure determined to be unsafe. • Post signing and barricades. • Prioritize and/or allocate the resources necessary to maintain and restore the transportation infrastructure and services to support other ESFs. • Provide traffic control assistance and damage assessment of the transportation infrastructure. • Determine the most viable transportation networks to, from and within the emergency area and regulate the use of these transportation networks. • Identify, prioritize, procure, and allocate available resources to maintain and restore the use of the transportation infrastructure. • Make available personnel, equipment and other assets to assist in the restoration and maintenance of the transportation infrastructure. • Provide frequent updates to the EOC Logistics Section Chief as to the status of the transportation infrastructure. • Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief. • Participate with the Joint Information Center operations as assigned.
<p>Recovery Actions</p>	<ul style="list-style-type: none"> • Ensure arrangements are made with the Finance Section for issuance of emergency fuel credit cards to be used at private fuel stations outside of damage area in case that the fueling facilities are damaged. • Upon request, provide transportation resources to assist recovery activities. • Develop recovery actions and strategies. • Prepare and submit emergency requisition for goods and services necessary to restore operations. Contact the Purchasing Division for assistance. • Long Term: Restore critical transportation routes, facilities, and services.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

<p>Airport, Airfields (Commercial, Private)</p>	<ul style="list-style-type: none"> • Coordinate and report damage assessment of air transportation capabilities. • Identify alternate emergency air transportation facilities and resources. • Manage emergency medical air transportation logistics at airport. • Record costs and expenditures. Submit as requested.
--------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Commercial and Private Sector Transportation Companies	<ul style="list-style-type: none"> • Provide vehicles and drivers to assist. • Provide maintenance mechanics and fuel for vehicles. (may be contracted) • Provide damage assessment information. • Record costs and expenditures. Submit as requested.
Community Based Organizations	<ul style="list-style-type: none"> • Provide vehicles and drivers to assist. • Record costs and expenditures and forward them to the ESF # 1 Group Supervisor.
Correctional Facilities	<ul style="list-style-type: none"> • Provide vehicles and personnel.
Emergency Services Maritime Vessels	<ul style="list-style-type: none"> • Provide vessels and personnel.
Ambulance Services Public and Private	<ul style="list-style-type: none"> • Provide vehicles and personnel for emergency use. • Provide medical transport. • Record costs and expenditures. Submit as requested.
Fire Departments	<ul style="list-style-type: none"> • Provide vehicles and personnel for emergency use. • Provide medical transport.
Law Enforcement Agencies	<ul style="list-style-type: none"> • Provide traffic control assistance. • Assist with determining the most viable transportation networks to, from and within the emergency area and regulate the use of these transportation networks. • Provide situational information to the ESF primary department when a significant change in the transportation infrastructure is found. • Provide frequent updates to the Operations Section Chief at the EOC as to the status of the transportation infrastructure. • Record costs and expenditures; forward them to the ESF # 1 Group Supervisor.
Milwaukee County Department of Administrative Services - Facilities Management	<ul style="list-style-type: none"> • Coordinate and report damage assessment of land transportation routes. • Deploy Public Works units to areas in need of debris removal or road restoration operations. • Identify alternate emergency land transportation routes. • Provide vehicles and drivers to assist. • Provide maintenance mechanics and fuel for vehicles and equipment. • Provide road repair equipment. • Record costs and expenditures and forward them to the ESF #1 Group Supervisor.
Milwaukee County Department of Transportation (MCDOT)	<ul style="list-style-type: none"> • Coordinate and report damage assessment of land transportation routes. • Deploy Public Works units to areas in need of debris removal or road restoration operations. • Identify alternate emergency land transportation routes. • Provide vehicles and drivers to assist. • Provide maintenance mechanics and fuel for vehicles and equipment. • Provide road repair equipment. • Record costs and expenditures and forward them to the ESF #1 Group Supervisor.
Milwaukee County Office of Emergency Management	<ul style="list-style-type: none"> • Make required notifications to local, county, state and federal authorities. • Document actions/events. • Provide a resource management system to ensure appropriate resources are provided to the Incident Commander at the incident scene. • Provide emergency information (through PIO) regarding public protective actions.
Milwaukee County Parks	<ul style="list-style-type: none"> • Provide vehicles and drivers to assist. • Record costs and expenditures and forward them to the ESF # 1 Group Supervisor.
Public Works (Municipal)	<ul style="list-style-type: none"> • Coordinate and report damage assessment of land transportation routes. • Deploy Public Works units to areas in need of debris removal or road restoration operations. • Identify alternate emergency land transportation routes. • Provide vehicles and drivers to assist. • Provide maintenance mechanics and fuel for vehicles and equipment. • Provide road repair equipment. • Record costs and expenditures and forward them to the ESF #1 Group Supervisor.
School Districts	<ul style="list-style-type: none"> • Provide vehicles and drivers to assist with transportation requirements as available. • Provide maintenance mechanics and fuel for vehicles. • Record costs and expenditures and forward them to the ESF # 1 Group Supervisor.

ATTACHMENTS	<ul style="list-style-type: none">• ESF # 1A: Evacuation.
REFERENCES	<ol style="list-style-type: none">1. Transportation Resource and Contact Listing.2. County Wide Evacuation Planning Guidance (R2015).

1.8 Milwaukee County ESF #1A - Evacuation

Preface

ESF is based on an emergency and/or incident that requires all or part of the county population to be re-located away from the threat. The magnitude and location of the event will dictate the establishment of evacuation routes.

Primary Agency

Milwaukee County Office of Emergency Management

MILWAUKEE COUNTY AGENCIES:

Primary

- Milwaukee County Office of Emergency Management

Support

- American Red Cross
- ARES/RACES
- Bus Companies
- Chief Elected Officials
- Correctional Facilities
- Fire Departments
- Law Enforcement Agencies
- Media: Broadcast & Print
- Milwaukee County Corporation Counsel
- Milwaukee County Departments, All
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Health & Human Services
- Milwaukee County Department of Transportation (MCDOT)
- Milwaukee County Emergency Medical Service
- Milwaukee County Executive
- Milwaukee County Public Information Officer – County Executive
- Municipalities
- NGOs
- Specialists (as the situation requires)
- Utilities
- Utilities, Private

State of Wisconsin AGENCIES

**State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal

Likely support includes:

- Monitor and report status of and damage to the transportation system and infrastructure.
- Identify temporary alternative transportation solutions when systems or infrastructure are damaged, unavailable, or overwhelmed.

A. PURPOSE.

1. To provide for the evacuation of part or all of the population from any threatened or stricken disaster area within Milwaukee County to locations providing safety and shelter and to provide guidance for in-place sheltering when evacuation is not feasible.

B. POLICES.

1. Evacuation
 - a. Citizens are advised to follow evacuation orders. Those who do not wish to comply are encouraged to provide “next-of-kin” information.
 - b. Consideration will be given to access and functional needs populations during the evacuation process.
 - c. “Shelter-in-Place” is the preferred option whenever possible.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY DEPARTMENT OF TRANSPORTATION (MCDOT)

<p>Pre-Emergency</p>	<p>The Division of Emergency Management works with partner agencies to:</p> <ul style="list-style-type: none"> • Maintain this Emergency Support Function (ESF). • Participate in drills, exercises. • Develop emergency action checklists. • Identify and sign evacuation routes within Milwaukee County. • Conduct public education about evacuation procedures. • Develop and maintain procedures and SOP's for implementing evacuation operations, including evacuation routing.
<p>Emergency</p>	<ul style="list-style-type: none"> • Coordinate the implementation of locally ordered evacuations. Use developed SOP's for response and: • Initiate evacuation orders when necessary. <ul style="list-style-type: none"> a. Identify areas potentially in need of evacuation (i.e. flood plains, areas near hazardous materials, etc.). b. Identify evacuation routes and provide signage as needed. c. Identify required transportation resources. d. Establish traffic and perimeter control as requested. e. Ensure public information activities. f. Ensure security for evacuated areas. g. Designate reception areas if necessary. h. Determine transport needs for access and functional needs populations. i. Develop and disseminate evacuation instructions. • Shelter In-Place (Hazardous Material Incidents) <ul style="list-style-type: none"> a. Safe and quick evacuations may not be possible due to time, weather, and other factors. An option to evacuation is "shelter in place," e.g. notifying occupants of buildings, facilities, homes, to seek protection indoors and stay inside until notified that it is safe to exit. b. When people cannot evacuate before a hazardous material plume arrives, public officials must advise them to stay indoors and reduce the ventilation from outside air as much as possible. c. For in-place sheltering to be effective, the decision-making authority must be clearly defined, warning to the public must be timely, and the sheltered population must know how to reduce shelter ventilation rates.
<p>Emergency Operations Center (EOC)</p>	<ul style="list-style-type: none"> • Staff the ESF # 1A position in the EOC. • Serve as the Milwaukee County point of contact for municipal, county and state ordered evacuation efforts. • Initiate evacuation orders when necessary. • Coordinate the implementation of locally ordered evacuations, actions include: <ul style="list-style-type: none"> ◦ Identify areas potentially in need of evacuation (i.e. flood plains, areas near hazardous materials, etc.). ◦ Identify required transportation resources. ◦ Establish traffic and perimeter control as requested. ◦ Ensure public information activities. ◦ Ensure security for evacuated areas. ◦ Designate reception areas if necessary. • Plan for recovery to include: <ul style="list-style-type: none"> ◦ Initiate return, when possible. ◦ Control traffic. ◦ Conduct public information activities. ◦ Establish FEMA Disaster Recovery Center sites, if appropriate. • In coordination with the Fire and Police Departments, develop evacuation plans for incidents at hazardous materials sites, as well as other specialized facilities/events. (See Attachment "Evacuation Planning Factors.") • Coordinate evacuation operations with Law Enforcement Agencies, Public Works, and Mass Care. • Monitor evacuation process with field operations <p>Plan For Re-Entry Operations to include:</p> <ol style="list-style-type: none"> 1. Notices rescinding evacuation orders. 2. Instructions for re-entry for distribution. 3. Process for re-entry. 4. Traffic control. 5. Public information activities. 6. Certify evacuated area(s) safe for re-entry.
<p>Recovery Actions</p>	<p><u>Re-Entry:</u></p> <ol style="list-style-type: none"> 1. Develop and disseminate instructions for re-entry. 2. Certify the evacuated area safe for re-entry. 3. Coordinate re-entry-return with Public Works, Law Enforcement Agencies, and all other appropriate agencies. 4. Initiate return, where possible. 5. Conduct public information activities. 6. Assist other agencies with recovery operations, as appropriate

Support Departments Responsibilities/Tasks

<p>American Red Cross</p>	<ul style="list-style-type: none"> • Coordinate evacuation and shelter planning with respective agencies. • Plan for populations with access and functional needs with the respective institution administrators to determine specific transportation and shelter needs. • Designate and maintain location of updated shelter and congregate shelter lists. • Assist with emergency public information dissemination. • Establish shelter agreements with the school districts and private businesses within the county. • Open and close public shelters as requested.
<p>ARES/RACES</p>	<ul style="list-style-type: none"> • Assist with warning and emergency information dissemination.
<p>Bus Companies (Private)</p>	<ul style="list-style-type: none"> • Provide vehicles for transportation.
<p>Chief Elected Officials</p>	<ul style="list-style-type: none"> • Issue local emergency declarations. • Initiate evacuation/curfews as requested. • Make declarations as warranted. • Issue re-entry orders after consultation with the appropriate response agencies.
<p>Correctional Facilities</p>	<ul style="list-style-type: none"> • Provide emergency shelter and act as 'refuge of last resort.'
<p>Departments, All</p>	<ul style="list-style-type: none"> • Assist in evacuation of persons in danger to safe areas or shelter. • Assist in informing the public. • Identify access and functional needs persons needing evacuation assistance. • Assist with evacuation/notification, when necessary.
<p>Fire Departments</p>	<ul style="list-style-type: none"> • Coordinate with Division of Emergency Management and Law Enforcement Agencies to establish and sign evacuation routes, traffic control points, blockages, etc. • Assist with the identification of evacuation routes. • Provide siren–equipped and/or public address mobile units. • Assist with evacuation/notification, when necessary. • Direct on–scene evacuations as a result of fire, hazardous materials spill, transportation accidents, etc., as necessary, whenever there is immediate threat to life and safety. • Contact municipal officials. • Order evacuation whenever necessary to protect lives and property. • Disseminate text messages when directed.
<p>Law Enforcement Agencies</p>	<ul style="list-style-type: none"> • Contact municipal officials. • Assist in the identification of evacuation routes. • Order evacuations when necessary to protect lives and property and maintain law and order. • Ensure emergency orders are implemented. • Initiate, coordinate and monitor evacuation activities. <ul style="list-style-type: none"> a. Designate primary and alternate evacuation routes based on characteristics of known hazardous event and/or upon the parameters of predictable hazards. b. Establish staging areas and rest areas. c. Coordinate with Public Works to identify potential problems along evacuation routes and to ensure safety of evacuation routes following an event. • Assist in warning the public <ul style="list-style-type: none"> ◦ Provide staff for door–to–door warning. ◦ Activate outdoor warning sirens. ◦ Move through the affected area with sirens and public address systems if necessary. • Provide transportation for emergency workers to and from risk area. • Coordinate with health officials the transportation of elderly, homebound, handicapped/disabled and mobility–impaired persons. • Provide security in rest areas, reception centers, and shelters. • Establish a perimeter and control area around the evacuated area. <ul style="list-style-type: none"> ◦ Establish a Law Enforcement Agencies pass system. • Provide security in evacuated areas, as safety requirements allow. • Provide traffic and movement control. <ul style="list-style-type: none"> ◦ Maintain and coordinate two–way traffic on all evacuation routes to allow continued access for emergency vehicles. ◦ Designate traffic control points at the time based on anticipated traffic volume and identifiable problem areas. • Keep evacuation routes clear of stalled vehicles and equipment. • Milwaukee County Law Enforcement Agencies – Loud speakers on the squads, city watch notification system, web page.

Media: Broadcast & Print	<ul style="list-style-type: none"> Disseminate warning messages provided by authorized sources to the general public as rapidly as possible in the event of an impending or actual disaster. Activate the Emergency Alert System (EAS) as directed by Milwaukee County Division of Emergency Management (Broadcast Media).
Milwaukee County Corporation Counsel	<ul style="list-style-type: none"> Develop for review evacuation orders to be used in conjunction with emergency declarations.
Milwaukee County Department of Administrative Services - Facilities Management	<ul style="list-style-type: none"> Inspect buildings and infrastructure of evacuated area and certify for re-entry operations.
Milwaukee County Department of Health & Human Services	<ul style="list-style-type: none"> Coordinate evacuation and shelter planning with respective agencies. Plan for functional needs with the respective institution administrators to determine specific transportation and shelter needs. Develop and maintain list of functional needs population. Designate and maintain location of updated shelter and congregate shelter lists. Establish shelter agreements with the school districts and private businesses within the county. Provide health care services to designated rest areas during evacuation. Open and close public shelters.
Milwaukee County Department of Transportation (MCDOT)	<ul style="list-style-type: none"> Provide vehicles, shuttles, buses and drivers for evacuation as inventory allows. Provide traffic control signs and barricades, and operational control of traffic signals and flashers. Coordinate with Emergency Management and Law Enforcement Agencies to establish and sign evacuation routes, traffic control points, blockages, etc. Assist with the identification of evacuation routes. Along with private contractors, assist when possible to keep evacuation routes clear of stalled vehicles and equipment. Establish staging areas and rest areas.
Milwaukee County EMS	<ul style="list-style-type: none"> Provide health care services to designated rest areas during evacuation.
Milwaukee County Executive	<ul style="list-style-type: none"> Issue local emergency declarations. Support county, state, federal emergency declarations as applicable.
Milwaukee County Public Information Officer - County Executive	<ul style="list-style-type: none"> Develop alert and warning releases to be disseminated to the media. Develop pre-scripted alert and warning releases to be disseminated to the media. Disseminate emergency information immediately, advising the public of what evacuation and/or shelter actions to take. Develop and disseminate information on re-entry issues. Ensure that warning information is disseminated to the media on a timely basis. Responsible for assimilating, coordinating and disseminating all public information on behalf of the County (see ESF # 15). Staff EOC, if activated, and continue dissemination of warning information, if needed. Develop evacuation and shelter information releases to be disseminated to the media. Disseminate emergency information immediately, advising the public of what evacuation and/or shelter actions to take. Insure that evacuation and/or shelter information is disseminated to the media on a timely basis throughout the emergency.
Municipalities, All	<ul style="list-style-type: none"> Disseminate warning to citizens. Develop evacuation and shelter plans. Assist in designation of primary evacuation routes as appropriate. Identify staging areas, reception centers, and shelters. Pre-establish staging areas (schools, faith based organizations, etc.) for residents needing transportation. Designate transportation resources and shelter facilities for emergency workers. Identify transportation resources and services to support evacuation and sheltering. Identify functional needs groups that require transportation and special care at shelters.
NGOs	<ul style="list-style-type: none"> Assist in evacuation and shelter planning with respective agencies. Designate and maintain location of updated shelter and congregate shelter lists. Establish shelter agreements with the school districts and private businesses within the county. Provide emergency services to designated rest areas during evacuation. Open and close public shelters.
Utilities	<ul style="list-style-type: none"> Inspect evacuated areas before re-entry.

ATTACHMENTS	<ol style="list-style-type: none">1. Evacuation and Shelter SOP.2. Evacuation Planning Factors.3. Public Protection Decision Tree.
REFERENCES	<ul style="list-style-type: none">• Milwaukee County Evacuation Planning Guidance (R2015).

1.8.1 Attachment 1: Evacuation & Shelter SOP

Attachment 1: EVACUATION AND SHELTER SOP

A. EVACUATION DECISION

1. Evacuation is normally ordered by the County Executive or the Executive Group of the affected political jurisdiction.
2. If immediate evacuation is critical to the continued health and safety of the population, the Incident Commander may order an evacuation (hazardous materials spills or fires).
3. The line of succession for evacuation recommendations is:
 - a. County Executive
 - b. Sheriff
 - c. Fire Chief/Police Chief

B. DIRECTION AND CONTROL

1. During a large scale evacuation and/or shelter situation, the EOC Human Services Branch, under the direction of the County Executive, coordinates and monitors shelter activities.
2. Evacuation and shelter information is accomplished through the use of the county warning and communication system.
3. If the Emergency Operating Center is activated, direction and control of the incident is conducted from the EOC.

C. EVACUATION ORDER

1. Evacuation orders are initiated after on-site evaluation and recommendation by the appropriate authorities.
 - a. The affected population is not to be moved into a more dangerous situation than posed by the primary hazard.
 - b. The evacuation area is defined in terms clearly understandable by the general public.
 - c. On slow-moving events, pre-evacuation notice is given to affected residents as hazardous conditions warrant such action.
2. When ordering an evacuation, the following considerations should be addressed:
 - a. Weather and highway conditions.
 - b. Evacuation routes, their capacities, and susceptibilities to hazards.
 - c. The availability and readiness of shelters for evacuees.
 - d. Modes of transportation for evacuees and for those unable to provide their own.
 - e. Functional needs groups.

D. EVACUATION ORDER DISSEMINATION

1. Affected jurisdictions use appropriate county warning modes to direct the population to evacuation and/or seek shelter.
2. Evacuation and/or shelter information is provided to the Milwaukee County Public Information Officer (PIO) for immediate dissemination.
 - a. The Milwaukee County PIO keeps local media sources updated on all evacuation and/or shelter information.
 - b. Local television and radio stations broadcast current evacuation and/or shelter information.
 - c. Law Enforcement Agencies and Fire and Rescue Services may go door-to-door to warn evacuees.

E. TRAFFIC CONTROL

1. Law enforcement agencies maintain traffic control:
 - a. Traffic points, assembly areas, and reception centers are designated.
 - b. Rest areas are established along evacuation routes to provide the necessary aids. Evacuees are able to obtain fuel, water, medical aid, vehicle maintenance, and emergency information at designated rest areas.
 - c. Law enforcement agencies and the Milwaukee County Public Works Department coordinate assistance to those vehicles having mechanical problems or abandoned.

F. SHELTER OPERATIONS

1. Shelter activities are coordinated by the EOC Human Services Branch who:
 - a. Determines which shelters should be open.
 - b. Coordinates dissemination of shelter information to the PIO.
 - c. Coordinates reception and shelter activities with American Red Cross.

2. The American Red Cross, Southeastern Wisconsin assists with mass care activities.

3. Sheltering operations are coordinated with the American Red Cross.

- a. Determines which shelters should be open.
- b. Coordinates dissemination of shelter information to PIO.
- c. Reception center personnel register and assign evacuees to shelters.
- d. American Red Cross personnel coordinate shelter activities.
- e. Local Law Enforcement Agencies officers and/or volunteers are assigned as security to congregate care facilities.
- f. Responsible for crisis upgrade of shelters.

G. RE-ENTRY

1. The re-entry decision and order are made by the Incident Commander or Chief Elected Official after the threat has passed and the evacuated area has been inspected by Fire and Rescue Services, Law Enforcement Agencies, Public Works, and local utilities for safety.

2. Re-entry of an evacuated area requires coordination and direction of evacuees from the area by Law Enforcement Agencies.

3. When ordering re-entry, the following considerations are addressed:

- a. Insure that threat is over.
- b. Insure homes have been inspected and are safe to return to.
- c. If homes have been damaged, determine any long-term housing needs.
- d. Determine number of persons in shelter who will need transportation to return to their homes.
- e. Inform public of proper re-entry procedures and remaining hazards.
- f. Coordinate traffic control and movement back to the area.
- g. Issue proper clean-up instructions.

4. PIO should coordinate and disseminate public information through the local media on re-entry procedures.

1.8.2 Attachment 2: Evacuation Planning Factors

Attachment 2: EVACUATION PLANNING FACTORS

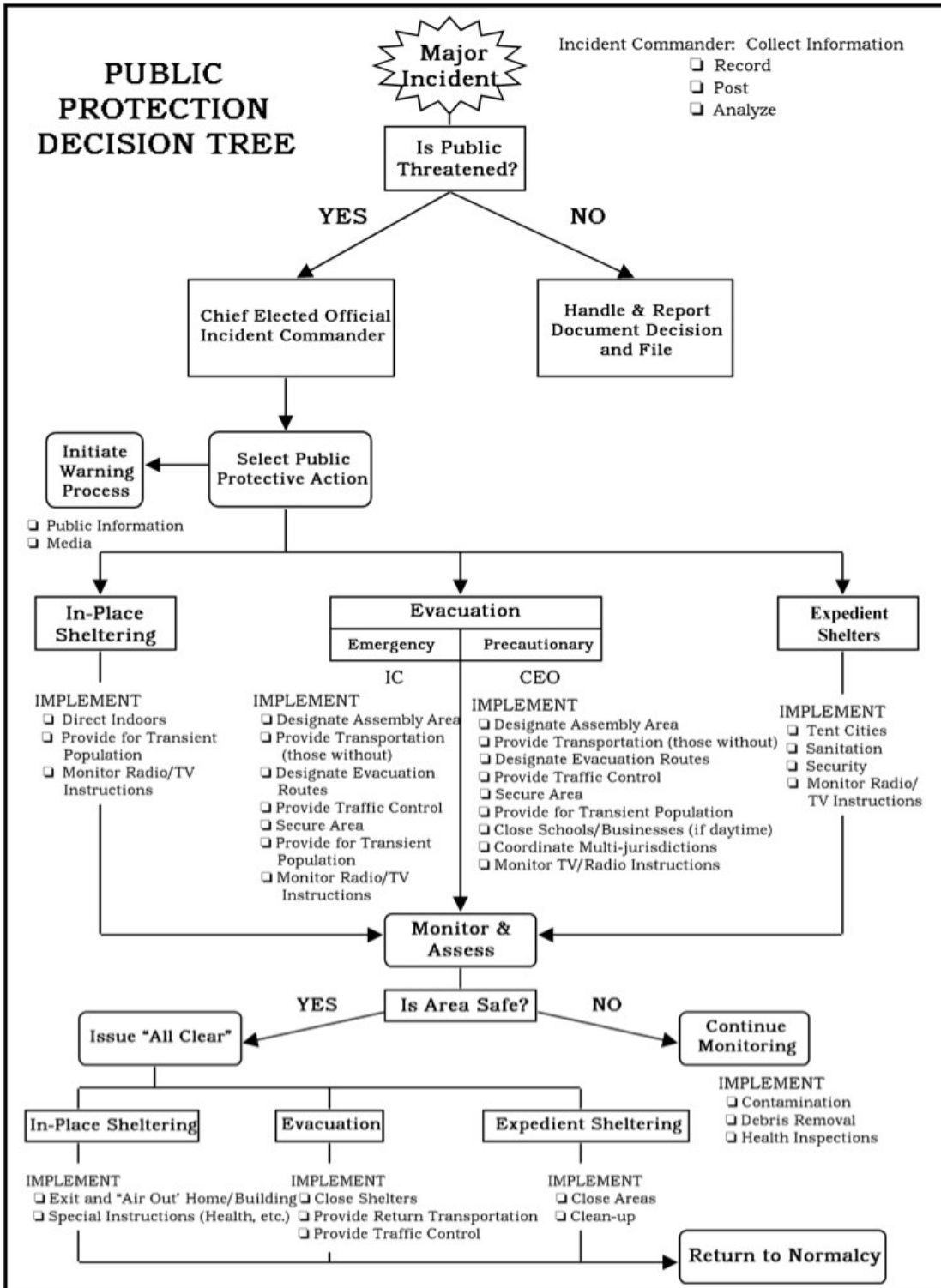
A. COUNTY WIDE EVACUATIONS: Should it be necessary to evacuate Milwaukee County for county-wide events (i.e. hazardous materials accident, weapons of mass destruction event), the Milwaukee County EOC will coordinate its efforts with other local jurisdiction EOCs.

B. NEIGHBORHOOD OR AREA EVACUATION: Certain events can occur with little or no warning (i.e. hazardous materials event, large fire, hostage/terrorism event) requiring immediate public protection efforts. A “time and circumstances” evacuation plan will be implemented by the Incident Commander at the scene, with support by the Milwaukee County EOC as requested and time allows. The following planning factors should be considered in preparing an evacuation plan:

- Consider the characteristics of the hazard/ threat: magnitude, intensity, speed of onset, duration, impact.
- Determine area to be evacuated.
- Establish a perimeter. Consider special equipment:
 - Barricades with flashing lights.
 - Barricade tape.
 - Evacuation route signs.
- Determine the number of people to be evacuated, time available in which to effect the evacuation, and the time and distance necessary to insure safety.
- Establish entry and exit control points.
- Identify functional needs populations:
 - Schools
 - Day care centers
 - Nursing homes
 - Handicapped persons (hearing, sight, mentally, mobility impaired).
 - Non-English speaking persons.
 - Hospitals, health care facilities.
 - Jails, juvenile facilities.
 - Transient populations (street people, motel/ hotel guests).
 - People without transportation.
 - Animals: Kennels, veterinary hospitals, zoos, pet stores, animal shelters, farm animals.
- Identify assembly areas for people without transportation.
- Estimate numbers of people requiring transportation.
 - Remember functional needs populations.
- Identify evacuation routes. Consider: traffic capacity, risk areas.
- Identify mass care facilities, safe areas.
- Consider need for animal control, care, evacuation.
- Plan for “what ifs,” i.e. vehicle breakdowns, bridge/ road damages, secondary hazards along evacuation routes, etc.
- Plan for security: Perimeter control, property protection, etc.
- Minimize family separation. Consider how to reunite families.
- Is an “evacuation order” from the local elected official(s) needed?
- Determine reentry procedures.
- Issue specific evacuation instructions to include:
 - Situation: Emphasize hazard/threat/risk.
 - The life/death consequences for not evacuating.
 - Services that will be discontinued or interrupted within the evacuation area.
 - Legal consequences for re-entering the area.
 - Identification of the specific area(s) to be evacuated.
 - List of items that evacuees should take with them (such as food, water, medicines, portable radio, fresh batteries, clothing, and sleeping bags).
 - Departure times.
 - Pickup points for people requiring transportation assistance.
 - Evacuation routes (give easy to understand instructions using major roads, streets, highways, rivers, etc.)
 - Location of mass care facilities outside of the evacuation area.
 - Where family members go to be united.
 - How functional needs populations are being assisted.
 - What to do with animals. –Keep animals secured, on leash, etc.
- Remember to keep evacuees and the general public informed on evacuation activities and the specific actions they should take.

1.8.3 Attachment 3: Public Protection Tree

Attachment 3: PUBLIC PROTECTION TREE



1.9 Milwaukee County ESF #2 - Communications

Preface

Voice and data communications infrastructure may be severely compromised during a catastrophic emergency. This infrastructure is vital for communications to/from emergency responders in the field, between incident sites and the Emergency Operations Center (EOC), and for the County government to maintain linkages to the general public, NGOs and other levels of government.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)

- OEM Communications Division
- OEM Radio Services Division

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management (OEM): Communications Division and Radio Services Division

Support

- ARES/RACES
- Communication Centers
- Fire Departments
- Milwaukee County Departments, All
- Milwaukee County Office of Emergency Management
- Utilities: Telecommunications

State of Wisconsin AGENCIES

Primary

- WEM – WI Emergency Management

Support

- NWS – National Weather Service
- WI ARES/RACES – WI Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DHS – WI Department of Human Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOJ – WI Department of Justice
- WI DOT – WI Department of Transportation
- WI ECB – WI Education Communications Board
- WI State Capitol Police & State Patrol

Federal AGENCIES

Primary

- Department of Homeland Security/National Protection and Programs/Cyber security and Communications/ National Communications System
- Department of Homeland Security/Federal Emergency Management Agency

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Homeland Security
- Department of the Interior
- Federal Communications Commission
- General Services Administration

Likely Support Includes:

- Coordinate federal actions to assist industry in restoring the public communications infrastructure.
- Assist state, tribal, and local governments with emergency communications and restoration of public safety communications systems and first responder networks.
- Provide communications support to the JFO and any JFO field teams.
- Address cyber security issues that result from or occur in conjunction with incidents. (See NRF Cyber Incident Annex.)

A. PURPOSE

1. Support public safety and the operation of government agencies by maintaining continuity of information and telecommunication infrastructure equipment and other technical resources. The emergency communications notification and warning system is described in the Emergency Support Function (ESF) # 2A: Warning.

B. POLICIES

1. Normal communications systems will be utilized as much as possible during an emergency. Some communications needs will be met by utilizing back-up systems such as mutual aid channels.
2. Priority will be given to restoration of communications systems in the event of an emergency.
3. In the event of an emergency, all departments will ensure the security of computer equipment and printers located in their areas.
4. Information Management Systems Division and other departments will have regularly scheduled computer back up programs in effect for critical computer applications and data.
5. Information Management Systems Division will ensure that all network data is adequately backed up and secured in an offsite location.
6. Information Management Systems Division will coordinate with other departments to ensure the necessary emergency power systems are in place to keep the voice and data communications infrastructure operating when there is a commercial power outage.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM): COMMUNICATIONS DIVISION AND RADIO SERVICES DIVISION

Pre-Emergency	<p>The Office of Emergency Management will work to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Identify information technology facilities and resources available for use. 3. Ensure that the EOC is equipped with the appropriate voice and data equipment. 4. Identify communication facilities and resources available for use (800 MHz, VHF Radios, Cell Phones, etc.). 5. Develop inventories of equipment. 6. Ensure redundant communications to Milwaukee County EOC and other local, regional and State EOC's. 7. Maintain list of radio frequencies. 8. With the help OEM Communications Division will develop frequency use procedures and protocols. 9. Develop a data recovery plan. 10. Assure incremental backups are performed everyday with full backups performed on weekends. 11. Copy mission critical databases to offsite location every evening. 12. Schedule tests, exercises. 13. When notified, make contact with Office of Emergency Management staff and report to the EOC. 14. Develop network mutual aid agreements. 15. Develop a prioritized list of networks to be restored in the event of failure. 16. Develop emergency action checklists.
----------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. When notified report to Milwaukee County EOC. 2. Coordinate activities of support agencies.
------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------

**Emergency
Operations
Center (EOC)**

1. Staff the ESF # 2 position in the EOC.
2. Determine condition, status of the communication and technology systems.
 - a. Contact dispatch centers and request operational status.
3. Ensure EOC internal communications and technology systems are adequate.
 - Support the communications unit in the EOC Logistics Section.
4. Support Joint Information Center communications operations, as requested.
5. Prioritize and coordinate restoration of communications and technology systems with public utility communication providers.
6. Assess damages to communication and technology systems.
 - a. Provide installation/restoration and repairs.
7. Provide voice and data support to recovery operations.
8. Coordinate with Information Management Systems Division to restore power to the networks.
9. Establish and maintain communications links with operational units and field incident commanders.
10. Establish and maintain communications to Local, regional and State EOC's.
11. Obtain, and coordinate communication resources as requested by field incident commanders.
12. Sources for resources can include:
 - a. All departments.
 - b. State EOC.
 - c. Amateur Radio.
 - d. Commercial vendors.
13. Establish, maintain contact with State EOC.
 - a. Provide information on status of communications systems.
 - b. Request additional communications and technology resources, as requested.
14. Ensure communication links to/from shelters.
15. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.

<p>Recovery Actions</p>	<ol style="list-style-type: none"> 1. Personnel will establish communications with Radio Services Recovery Team. 2. Radio Services Recovery Team evaluates initial condition of the network infrastructure and equipment and reports status to OEM Director. 3. ESF # 2 reports status of systems to EOC Manager. 4. Conduct a safety inspection and document damages photographically. 5. Radio Services Recovery Team establishes communications with network, application and workstation Recovery Teams to begin network infrastructure recovery. 6. Contact power company to restore power if necessary. 7. Contact telephone company to re-connect data circuits. 8. Contact necessary vendors to assist in recovery efforts. 9. Accumulate damage information obtained from assessment teams, the local emergency operations center and other departments specific to: <ul style="list-style-type: none"> • a. Damaged or missing antenna structures. • b. Damaged or missing radio transmission systems. • c. Damaged or inoperable power generation sources at radio transmitter sites. 10. Damaged telephone systems, critical cellular telephones and pagers. 11. Other local agencies with communications assets may be requested to contribute assets to the response efforts. Availability, operational condition and duration of need must be considered. 12. Restore systems in accordance with predefined priorities. 13. Begin setup of departmental computer equipment based on priorities set by administration. 14. Provide computer, telephones, and data support to disaster operations and recovery. <ul style="list-style-type: none"> • a. Assess damages to data system. • b. Provide installation/restoration and repairs. 15. Secure off-site storage for back-up of County computer system. 16. Provide voice and data support to disaster recovery operations. 17. Source for cell phones.
--------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

ARES/RACES	<ol style="list-style-type: none"> 1. Coordinate with ESF # 2 to provide communications support. 2. Provide assistance to enhance emergency communications capabilities when requested. 3. Augment emergency communications section in the EOC. 4. Support media center communications operations, as requested. 5. Provide communications links to areas outside local area for transmission of critical information. 6. Provide backup communications to critical areas within Milwaukee County as requested.
Communication Centers	<ol style="list-style-type: none"> 1. Responsible for all public safety communications, to include 911 dispatch center and Police and Fire Dispatch. 2. Receives emergency calls for service and directs police, fire, and public works (when necessary) units to scene locations. 3. Maintain list of radios.
Fire Departments	<ol style="list-style-type: none"> 1. Provide back-up communications. 2. Source for mobile communications on VHF and UHF frequencies, cross band repeaters, VHF hand held radios, cellular capabilities, three VHF repeaters spread throughout Milwaukee County.
Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Coordinate dispatch operations for their respective personnel by identifying who goes where and when. 2. Source for cell phones, mobile and portable radios.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Ensure that the emergency communications section in the EOC is equipped with the appropriate voice and data gear. 2. Develop inventories of equipment, including telephone, radio and data. 3. Ensure necessary backup power generation to building and facilities. 4. Maintain list of radio frequencies. 5. Ensure necessary backup power generation to building and facilities. 6. Establish, maintain contact with State EOC. 7. Coordinate, acquire and deploy additional resources (normal or backup such as amateur radio), equipment and personnel technicians to establish point-to-point communications as required. 8. Ensure that backup power generation is in place or planned for. 9. Respond to requests for local communications assistance, identify required support agencies, begin mobilization of resources and personnel, and prepare to activate. 10. Prior to activation, set up and check the EOC telephone system as provided, for use by the EOC staff, and information line personnel.
Utilities: Telecommunications	<ol style="list-style-type: none"> 1. Provide cell phones. 2. Provide phone service in EOC.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Attachment 1, County Emergency Operations Center (EOC) Radio Frequencies & A.R.E.S. Emergency Communications 2. ESF # 2A: Warning.
REFERENCES	None.

1.9.1 Attachment 1: County Emergency Operations Center (EOC) Radio Frequencies

Attachment 1: County Emergency Operations Center (EOC) Radio Frequencies

EOC Dedicated Operations Phone Lines (when set-up):

- 525-7101 -- EOC OPERATIONS
- 525-5754 -- EOC FAX

Radio Frequencies (EOC)

VHF		UHF	800 MHz	
Zone A	Zone C		Zone A	Zone C
POINT to POINT	VHF CALL	A1 UCALL40	EM GEN	8CALL90
MARC 1	VHF 1-RPTR	A2 UCALL40D	EM GND	8CALL90D DIR
MARC 2	VHF 2-RPTR	A3 UTAC41	EM CP	8TAC91
MARC 3	VHF 3-RPTR	A4 UTAC41D	EM MISC	8TAC91D DIR
MARC 4	VHF 4-RPTR	A5 UTAC42	EM INC	8TAC92
NATSAR	VHF 5-RPTR	A6 UTAC42D	EM CRD	8TAC92D DIR
IFERN	VHF 6-RPTR	A7 UTAC43	PATROL	8TAC93
IFERN-2	VHF 7-RPTR	A8 UTAC43D	PATROL3	8TAC93D DIR
GRAY	VHF 8-RPTR	A9 NC 2	STATE EM	8TAC94
BLACK	VHF 9-RPTR	A10 IR 10	IFERN800	8TAC94D DIR
GOLD	NAT CALL SIMPX	A11 IR 11	SHF F2	8TAC RED DIR
BLUE	INOP 1-RPTR	A12 IR 12	DA GI	8TACWHITE DIR
WHITE	INOP 2-RPTR	A13 IR 13	HWY1	8TACBLUE DIR
RED	INOP 3-RPTR	A14 IR 14	EM ALL	8TACGOLD DIR
W.E.M.	INOP 4-RPTR	A15 IR 15	MCTA 4dir	8TACBLCK DIR
VLAW31 (WISPERN)	INOP 5-RPTR	A16 IR 16	SHF DISP	8TACGRAY DIR
	INOP 6-SIMPX	A17 IR 17		
	INOP 7-SIMPX	A18 IR 18	Zone B	
	INOP 8-SIMPX	A19 MED9 AREA1	CNTY1	
	INOP 9-SIMPX	A20 MED10 AREA2	CNTY2	
Zone B		A21 MED 3	CNTY3	
EMER MGMT S/E		A22 MED 4	CNTY4	
VCALL		A23 ZOO RPTR	BLANK	
VTAC 1		A24 EM UHF (Zone Freq)	MCSMT1	
VTAC 2		A25 LE B	MCSMT2	
VTAC 3		A26 LE 10	BLANK	
VTAC 4		A27 LE 11	MWPD	
MC AIRPORT FD		A28 LE 12	BLANK	
ZONE D – E		A29 LE 13	8TAC RED DIR	
MARINE 16		A30 LE 14	8TACWHITE DIR	
MARINE 81		A31 LE 15	8TACBLUE DIR	
STATE PTRL S/E		A32 LE 16	BLANK	
EMS A		A33 LE 17	GF BU	
EMS B		A34 LE 18	BACKUP	
EMS C				

DIR Denotes Simplex Non-Repeated talkgroups, they are directly from radio unit to radio unit

LOCATIONS OF COMMUNICATIONS FACILITIES, BASE STATIONS & ANTENNAE

MILWAUKEE COUNTY

PRIMARY

(Warning Center)
 Milwaukee County OEM Communications Division
 Safety Building, Rm. 305
 821 W. State Street

Milwaukee County Emergency Management
 633 W. Wisconsin Ave. | Milwaukee, WI 53203
 Hazard Mitigation Plan

OTHER

Milwaukee County Emergency Operations Center
Sheriff's Training Academy
9225 S. 68th Street, Franklin

BASE STATIONS & ANTENNAE

The locations of base stations and antennae serving Milwaukee County communications system are on file in the office of the Communications Supervisor (IMSD)

MUNICIPAL CONTACTS

ZONE A

PRIMARY

- Bayside Communications: 414-351-9900
- Dispatch for North Shore Fire Department and North Shore communities: 414-351-9100

OTHER

- Whitefish Bay Police: 414-962-3830, 5300 N. Marlborough Drive
- Bayside Police Department: 414-351-9900, 9075 N. Regent Road
- Brown Deer Police Department: 414-351-2900, 4800 W. Green Brook Drive
- Fox Point Dept. of Public Safety: 414-351-8911, 7300 N. Santa Monica Blvd.
- River Hills Police: 414-247-2302, 7650 N. Pheasant Lane

ZONE B

PRIMARY

- Milwaukee Police Dept: 414-935-7471, 2333 N. 49th St.
 - Communications Operations Division: 7472
- Milwaukee Fire Department-Communications Operations Division: 414-286-8999, 2333 N. 49th St.

OTHER

- Communications Division-Radio Maintenance: 935-7473, 4733 W. Vliet St. Old MPD Dist #3
- Milwaukee Fire Department: 286-894, 711 W. Wells Street

ZONE C

PRIMARY

- West Allis Police Department: 414-302-8000, 11301 W. Lincoln Avenue

OTHER

- West Allis Fire Department-Station 2: 414-302-8900, 11301 W. Lincoln Avenue

PRIMARY

- West Milwaukee Police Department: 414-645-2151, 4755 W. Beloit Road

PRIMARY

- Wauwatosa Police Department: 414-471-8430, 1700 N. 116th Street

OTHER

- Wauwatosa City Hall: 414-471-8900, 7725 W. North Avenue (WUFD)
- Transferred to Dispatch Center after hours: 414-471-8490

ZONE D

PRIMARY

- Franklin Police Department: 414-425-2522, 9299 W. Loomis Rd.
- Greendale Police Department: 414-423-2121, 5911 W. Grange Ave.
- Greenfield Police Department: 414-761-5300, 5300 W. Layton Ave.
- Hales Corners Police Department: 414-529-6140, 5635 S. New Berlin Road

ZONE E

PRIMARY

- Cudahy Police Department: 414-769-2260, 5050 S. Lake Dr.
- Oak Creek Police Department: 414-762-8200, 301 West Ryan Road
- St. Francis Police Department: 414-481-2232, 4235 S. Nicholson Ave.
- South Milwaukee Police Department: 414-768-8060, 2525 15th Avenue

A.R.E.S EMERGENCY COMMUNICATION CENTER VAN: CALL UP PROCEDURES

If there is an Emergency Situation in-

Milwaukee County:

1. Emergency Management will call the A.R.E.S Milwaukee emergency coordinator to call out the ARES Van
2. The A.R.E.S Milwaukee Emergency Coordinator will call out the ARES Van from the list provided and activates the call up of amateur radio operators to support activities if needed.

Adjacent Counties: (Ozaukee, Washington, Waukesha, Walworth, Racine & Kenosha)

1. The Incident Commander or Emergency Manager will contact Milwaukee County Office of Emergency Management (414-278-4709) to request the ARES Van.
2. Milwaukee Emergency Management will call the A.R.E.S Milwaukee Emergency Coordinator to call out the ARES Van.
3. The A.R.E.S Milwaukee Emergency Coordinator will call out the ARES Van from the call list provided.

Airport or Airport related situations:

1. The Incident Commander will call the A.R.E.S Milwaukee Emergency Coordinator to call out the ARES Van
2. The A.R.E.S Milwaukee Emergency Coordinator will call out the ARES Van from the call list provided and activate the call up of amateur radio operators to support activities if needed.

A.R.E.S. Emergency Coordinator:

Brian Jansen
EC, Milwaukee County
Email: grousetales@sbcglobal.net

Phone in Vehicle: (414) 333-5865
A.R.E.S Van Email: ARES_Van@yahoo.com

1.10 Milwaukee County ESF #2A - Warning

Preface

ESF 2A is based on incoming notification of an occurring or imminent emergency situation, provide relevant populations with timely alert and warning, including information on protective actions such as shelter in place or evacuation, as well as where additional information can be obtained.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)- Communications Division

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management (OEM)- Communications Division

Support

- 911 Communications Centers
- ARES/RACES
- Fire Departments
- Law Enforcement Agencies
- Media: Broadcast & Print
- Milwaukee County Departments, All
- Milwaukee County Public Information Officer – County Executive
- Municipalities, All
- Public Health (Municipal)

State of Wisconsin AGENCIES

- **State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal AGENCIES

Primary

- Department of Homeland Security/Federal Emergency Management Agency

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of Homeland Security
- Department of Justice
- Department of Transportation
- Department of Veterans Affairs
- General Services Administration
- American Red Cross
- National Voluntary Organizations Active in Disaster
- Corporation for National and Community Service

Likely Support Includes:

- Warning: Assistance with warning the public and providing accessible emergency public information.

A. PURPOSE

1. To provide rapid alert and warnings to the public and key Milwaukee County and other officials of an impending or occurring natural emergency, technological emergency, hostile action, or impending conditions that could be hostile or unfriendly to public welfare or safety.

B. POLICIES

1. Milwaukee County OEM Communications Division will utilize 24-hour emergency Communications Centers and other existing systems, such as sirens, Sheriff and municipal Police and Fire mobile units, telephone, County radio frequencies, fax, media, amateur radio and access TV channel for the dissemination of warning information.
2. Citizens and government employees have the responsibility to monitor for severe weather alerts via television, radio, and weather alert radios – text alerts.
3. The criteria for issuing an alert and warning are:
 - a. Public Safety: dissemination of information which will aid in reducing loss of life or substantial loss of property.
 - b. Official Information: the source of information is a local, state or federal government agency that directly supports federal responsibilities concerning the protection of life and property.
 - c. Time-Critical: an event that requires immediate public knowledge to avoid adverse impact.
4. Once an emergency has ended, a message indicating that the incident has concluded, a message must be sent.
5. Incident commanders may authorize the use of public address systems on vehicles, megaphones, face-to-face communications, and pre-scripted messages for time-critical notifications.
6. The Emergency Alert System (EAS) is used to supplement warnings to citizens utilizing participating radio or television stations.
7. Warning to the affected populace will be made by any expeditious methods available at the time to include, but not limited to, sirens, telephone, fax, radio, EAS, amateur radio, media, and police and fire mobile units.
8. No guarantee of a perfect system is implied by this plan. As assets and personnel may be overwhelmed, Milwaukee County will endeavor to make every reasonable effort to respond to an emergency or disaster based on the situation, and information and resources available at the time.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM): COMMUNICATIONS DIVISION

Pre-Emergency	<p>The Office of Emergency Management will work with partner agencies to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Participate in drills, exercises. 3. Develop emergency action checklists. 4. Maintain a 24-hour primary warning point for the receipt of notifications. 5. Develop and maintain a system to disseminate emergency alerts and warnings to the public. 6. Develop and maintain a system to notify key officials and agencies in the event of an emergency. 7. Develop and maintain procedures and SOP's for warning access and functional needs populations and locations, such as schools, hospitals, nursing homes, major industries, institutions, and places of public assembly.
Emergency	<ol style="list-style-type: none"> 1. Coordinate with County Executive to disseminate alerts and warnings, as appropriate (this may necessarily be prior to EOC activation). 2. Incident commanders may authorize the use of public address systems on vehicles, bull horns, face-to-face communications, and pre-scripted messages for time-critical notifications. 3. Notify departments and agencies to activate agency response efforts, as necessary to ensure 24-hour capability. 4. Alert employees assigned to emergency duties. 5. Coordinate alert and warning notification with other Milwaukee County agencies and adjoining jurisdictions. 6. Utilize all means available to effectively disseminate notification and warnings. 7. Monitor all alert and warning systems to evaluate functionality.

Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF # 2A position in the EOC. 2. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief. 3. Disseminate emergency warning information received from state and federal agencies. 4. Disseminate warnings initiated at local government level. 5. Warning disseminate methods can include: <ul style="list-style-type: none"> • a. Sirens. • b. Telephones and pagers. • c. Mobile public address (PA) systems. • d. Mobile sirens. • e. "Runners" e.g. door to door notifications. • f. Use of media: local television, radio and newspaper. • g. Emergency Alert System (EAS). • h. County and municipal communication systems. • i. Law Enforcement Agencies Transaction of Information for the Management of Enforcement (TIME) System Teletype. • j. National Warning System. 6. Coordinate manpower for door-to-door warning if feasible. 7. Coordinate staffing for door-to-door warning if feasible.
-----------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
911 Communications Centers	<ol style="list-style-type: none"> 1. Notify departments and agencies to activate agency response efforts, as necessary to ensure 24-hour capability. 2. Coordinate alert and warning notification with other Milwaukee County agencies and adjoining jurisdictions. 3. Utilize all means available to effectively disseminate warning and notifications.
ARES/RACES	<ol style="list-style-type: none"> 1. Assist with warning and emergency information dissemination.
Fire Departments	<ol style="list-style-type: none"> 1. Provide siren-equipped and/or public address mobile units. 2. Disseminate text messages when directed.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Assist in warning the public. <ul style="list-style-type: none"> • a. Provide staff for door-to-door warning. • b. Activate outdoor warning sirens. • c. Move through the affected area with sirens and public address systems if necessary. 2. City of Milwaukee County Police Department – Loud speakers on the squads, city watch notification system, web page.
Media: Broadcast & Print	<ol style="list-style-type: none"> 1. Disseminate warning messages provided by authorized sources to the general public as rapidly as possible in the event of an impending or actual disaster. 2. Activate the Emergency Alert System (EAS) as directed by Milwaukee County Office of Emergency Management (Broadcast Media).
Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Assist in informing the public. 2. Provide siren-equipped and/or public address mobile units (if available). 3. Provide personnel for door-to-door warning.
Milwaukee County Public Information Officer – County Executive	<ol style="list-style-type: none"> 1. Develop alert and warning releases to be disseminated to the media. 2. Develop pre-scripted alert and warning releases to be disseminated to the media. 3. Disseminate emergency information immediately, advising the public of what evacuation and/or shelter actions to take. 4. Ensure that warning information is disseminated to the media on a timely basis. 5. Staff EOC, if activated, and continue dissemination of warning information, if needed.
Municipalities	<ol style="list-style-type: none"> 1. Disseminate warning to citizens.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Provide health warnings, especially biological incidents. 2. Disseminate messages via mass notification methods when directed.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Attachment 1, Notification and Warning SOP. 2. Attachment 2, Milwaukee County Warning Center Resources.
REFERENCES	None.

1.10.1 Attachment 1: Notification and Warning SOP

Attachment 1: NOTIFICATION AND WARNING SOP

A. NOTIFICATION

1. Milwaukee County may receive initial warning of a disaster or pending disaster from County and municipal Departments, the National Warning System, neighboring jurisdictions, the State EOC, the National Weather Service, the news media, or the general public.

B. WATCH, STANDBY PROCEDURES

1. If a pending disaster has the potential of affecting Milwaukee County, departments will take the following actions:

- a. Review this document.
- b. Notify employees.
- c. Review department emergency plans.
- d. Insure that department vehicles and equipment are serviced and ready.
- e. Inventory existing communication equipment. Be prepared to collect and redistribute radios, portable telephones, chargers, batteries, etc.
- f. Obtain maps, drawings, and other emergency aids.
- g. Continue to provide routine service to the public, but plan to change to emergency procedures upon warning notification.

2. Recall procedures vary by department, and each department has the responsibility to inform employees of proper recall procedures. Employees who are recalled are expected to secure their families and homes, and report promptly to their assigned positions.

3. Employees who are recalled should realize that the emergency may be several days or longer in duration. Each employee should report to his/her emergency assignment with personal items necessary for 72 hours (e.g. personal articles, toiletries, change of clothing, medications, special non-refrigerated dietary foods, blankets/sleeping bag, etc.)

C. WARNING

1. The Milwaukee County Office of Emergency Management receives warnings regarding technological and natural hazards which may affect the county.

- a. County outdoor warning sirens are activated, if needed.

2. The OEM Communications Division notifies via email, text or telephone to:

- a. County Emergency Notifications alert list.
- b. All registered county land land and cell phone holders.
- c. Local Law Enforcement Agencies and Fire Departments who activate local sirens and notify the Chief Elected Officer of the municipality.

3. The general public receives warning information by:

- a. Activation of outdoor warning sirens.
- b. Local broadcasts or printed media.
- c. Door-to-door notification by emergency services personnel.
- d. Mobile public address systems.
- e. Plectron and weather alert radios.

4. Functional needs groups receive information by:

- a. Door-to-door warnings for handicapped, visually and hearing impaired.
- b. Foreign language media messages.
- c. Closed-caption EAS television messages.

5. Upon notification of a warning (imminent or spontaneous event), each department will initiate internal notification actions to:

- a. Alert employees assigned to emergency duties as appropriate to the situation:
 - Suspend or curtail normal business activities.
 - Recall essential off-duty employees.
 - Send non-critical employees home.
 - Secure and evacuate the department's facilities.
- b. If requested, augment the County's effort to warn the public through use of vehicles equipped with public address systems, sirens, employees going door to door, etc.

1.10.2 Attachment 2: Milwaukee County Warning Center Resources

Attachment 2: MILWAUKEE COUNTY WARNING CENTER RESOURCES

RADIOS:		BUS. PHONE
Clyde Gestl (Motorola Contract Services)		414-278-5142
OEM Communications Division Manager		414-278-4834
TELEPHONES:		
Milwaukee County		
IMSD		414-278-2031
IMSD		414-289-6501
AT&T repair center		888-611-2344
NAWAS:		
WEM - Day number		608-242-3250
After hours		540-542-2068

Emergency Broadcast System/Emergency Alert System 1

Local Radio Stations	Addresses	General No.
WHAD-FM	310 W. Wisconsin Ave. suite 750E	414-227-2040
WISN/WRNW/WKKV/WRIT	12100 W. Howard Ave.	414-545-8900 Clear-channel
WLDB	2979 N. Mayfair Rd.	414-778-1933
WMCS-AM	4222 W. Capitol Dr.	414-444-1290
WMIL-FM	12100 W. Howard Ave.	414-545-8900
WMYX/WXSS/WSSP	11800 W. Grange Ave.	414- 529-1250
WNOV	2003 W. Capitol Dr.	414-449-9668
WOKY	12100 W. Howard Ave.	414-545-5920 Clear-channel
WUWM-FM	111 E. Wisconsin Ave.	414-227-3355
WZER-AM	3540 N. 126 St.	No longer available
WTMJ - AM & (CH 4)	720 E. Capitol Dr.	414-332-9611
WDJT - (CH 58)	809 S. 60th St.	414-777-5800
WISN - (CH 12)	759 N. 19 St.	414-342-8812
WITI - (CH 6)	9001 N. Green Bay Ave.	414-355-6666
WMVS - (CH 10/CH 36)	1036 N. 8th St.	414-271-1036
WVCY - (CH 30)	3434 W. Kilbourn	414-935-3000
WVTV - (CH 18/CH 24)	4041 N. 35 St.	414-442-7050

1.11 Milwaukee County ESF #3 - Public Works

Preface

Critical public works infrastructure such as roads, waste management and sewer systems can be damaged or destroyed during catastrophic emergency events. This infrastructure is vital to support the health, safety and welfare of the public during emergency response.

Primary Agency

Milwaukee County Department of Administrative Services – Facilities Management

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Department Of Administrative Services – Facilities Management

Support

- Fire Departments
- Contractors (Local)
- Public Works (Municipal)
- Utilities: Electric, Gas, Telecommunications
- Utilities: Water and Wastewater

State of Wisconsin AGENCIES

Primary

- WEM – WI Emergency Management

Support

- WEDC – WI Economic Development Corporation
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOT – WI Department of Transportation
- WI PSC – WI Public Service Commission

Federal AGENCIES

Primary

- Department of Defense/U.S. Army Corps of Engineers
- Department of Homeland Security/Federal Emergency Management Agency

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of Homeland Security
- Department of the Interior
- Department of Labor Department of State
- Department of Transportation
- Department of Veterans Affairs
- Environmental Protection Agency
- General Services Administration
- Nuclear Regulatory Commission
- Tennessee Valley Authority
- American Red Cross
- Corporation for National and Community Service

Likely Support Includes:

- Provide public works and engineering-related support to include: conducting pre-incident and post-incident assessments of public works and infrastructure; executing emergency contract support for life-saving and life-sustaining services; providing technical assistance to include engineering expertise, construction management, and contracting and real estate services; providing emergency repair of damaged public infrastructure and critical facilities; and implementing and managing the DHS/ FEMA Public Assistance Program and other recovery programs.

A. PURPOSE

1. Support public safety and the operation of government agencies by maintaining continuity of information and telecommunication infrastructure equipment and other technical resources. The emergency communications notification and warning system is described in the Emergency Support Function (ESF) # 2A: Warning.

B. POLICIES

1. Normal communications systems will be utilized as much as possible during an emergency. Some communications needs will be met by utilizing back-up systems such as mutual aid channels.
2. Priority will be given to restoration of communications systems in the event of an emergency.
3. In the event of an emergency, all departments will ensure the security of computer equipment and printers located in their areas.
4. Information Management Systems Division and other departments will have regularly scheduled computer back up programs in effect for critical computer applications and data.
5. Information Management Systems Division will ensure that all network data is adequately backed up and secured in an offsite location.
6. Information Management Systems Division will coordinate with other departments to ensure the necessary emergency power systems are in place to keep the voice and data communications infrastructure operating when there is a commercial power outage.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICES – FACILITIES MANAGEMENT

Pre-Emergency	<p>Work with the Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of resources and equipment. 3. Participate in tests, exercises. 4. Develop emergency action checklists. 5. Maintain pre-event contracts to support Public Works needs in an emergency. 6. Assist ESF # 3B with the development of a Debris Management Plan. 7. Maintain mutual aid agreements.
----------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency

1. Pre-position resources and verify resource inventory in advance of an impending emergency.
 - a. Stage equipment resources to a safe location.
2. When notified of an emergency situation, send response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location, as appropriate.
3. Assist Law Enforcement Agencies and fire services personnel in life safety activities to include: heavy rescue of people in collapsed buildings; clearing of roads and traffic control; construction of emergency access roads; communication support; use of vehicles for transportation, sheltering, and rescue personnel support; provide technical support for the inspection of critical facilities within Milwaukee County.
4. Public Works field emergency operations may include:
 - a. Flood control.
 - b. Assisting in the evacuation of people at risk in and around the emergency scene.
 - c. Assisting in urban search and rescue (USAR) efforts.
 - d. Assisting damage assessment activities.
 - e. Providing emergency generators, fuel, lighting, sanitation to support emergency responders at the emergency scene and at the EOC.
 - f. Assisting sanitation services (i.e., delivery of portable toilets) in determining the needs in the field.
 - g. Emergency clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes.
 - h. Temporary construction of emergency access routes that include damaged streets, roads, bridges, waterways and any other facilities necessary for passage of rescue personnel.
 - i. Provide emergency traffic signs and signal service at pre-designated intersections.
 - j. Determination of the structural safety of emergency operations facilities.
 - k. Emergency demolition or stabilization of damaged structures and facilities designated as immediate hazards to the public health and safety, or as necessary to facilitate the execution of rescue operations.
 - l. Assist in the restoration of public utilities and services.
 - m. Assist in security measures and traffic control by providing traffic barricades.
 - n. Debris removal operations in areas affected by emergencies or disasters.
5. Send a senior representative to the EOC, when the EOC is activated during an emergency.
6. Administer and manage contracted services.

**Emergency
Operations Center
(EOC)**

1. Staff the ESF # 3 position in the EOC.
2. Ensure operation of Public Works dispatch and reporting systems.
3. Determine condition, status of Public Works resources.
4. Identify incident sites requiring Public Works services.
5. Determine present and future need for Public Works resources to support:
 - a. Search and rescue.
 - b. Heavy rescue.
 - c. Damage assessment.
 - d. Road, bridge repair.
 - e. Debris clearance.
 - f. Road clearance.
 - g. Flood control.
 - h. Traffic control.
 - i. Sanitation services.
 - j. Repair to utility systems.
6. Obtain and coordinate public works response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location(s), as appropriate.
7. Sources for additional resources can include:
 - a. Mutual aid.
 - b. State EOC.
 - c. State and federal resources.
 - d. Private companies, contractors.
 - Make information available on the services, options, and methods of obtaining assistance from private contractors, state, and federal agencies.
 - Assist in identifying licensed contractors to provide repair and construction services as well as expediting their credentialing.
8. Track resources deployed for disaster response.
9. If possible, provide mutual aid as requested by State EOC.
10. Develop priorities and coordinate with utility companies the restoration of utilities to critical and essential facilities.
11. Recommend disposal sites for debris, coordinate with ESF # 3B.
12. Provide logistical support for demolition operations.
13. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.

Recovery Actions

1. Provide engineers, skilled personnel, construction workers, etc., with construction equipment and materials to assist in recovery activities.
2. Review recovery actions and develop strategies.
3. Coordinate with state or federal agencies as requested to accomplish damage assessments and repairs.
4. Maintain access to current County drainage maps and plans at the EOC.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Fire Departments	1. Assist in debris clearance and removal of hazards.
Contractors (Local)	1. Source for equipment and manpower.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Provide engineering services and advice. 2. Assist in damage assessment. 3. Oversee flood control activities. 4. Maintain contact with EOC. 5. Repair roads and bridges. 6. Maintain storm sewers. 7. Maintain debris and garbage operations. 8. Provide diking material for protection of sewer and water systems/ supplies. 9. Assist in decontamination. 10. Assist in search and rescue operations. 11. Store and provide fuel for emergency vehicles. 12. Inspect, designate and demolish hazardous structures
Utilities: Electric, Gas, Telecommunications	<ol style="list-style-type: none"> 1. Assess all damage. 2. Restore all services to essential facilities and EOC. 3. Provide electric, telephone and gas service to all patrons. 4. Maintain all lines in good order. 5. Lock out damaged facilities until reported.
Utilities: Water and Wastewater	<ol style="list-style-type: none"> 1. Maintain water and sewer systems. 2. Provide potable water. 3. Provide diking and plugging material for sewer and water system. 4. Provide temporary sanitary facilities, as requested. 5. Coordinate with Public Health Departments on water testing. 6. Decontaminate water system. 7. Assist in damage assessment. 8. Maintain contact with EOC.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Public Works Resources. 2. ESF # 3A: Damage Assessment. 3. ESF # 3B: Debris Management.
REFERENCES	None.

1.11.1 Attachment 1: Public Works Resources

Attachment 1: PUBLIC WORKS RESOURCES

Milwaukee County Transportation & Engineering Facilities

1. HIGHWAY MAINTENANCE - North Shop
 - 6270 N. Hopkins, 414-466-1120
2. TIMMERMAN FIELD
 - 9751 W. Sheridan, 414-461-3275
3. FIEBRANTZ - Operating Station
 - 1900 W. Fiebrantz Avenue, 414-344-7449
4. FOND DU LAC - Operating Station
 - 3201 W. Fond du Lac Avenue, 344-6688
5. HILLSIDE - Major Maintenance-Milwaukee County Transit
 - 1942 N. 17th Street, 414-344-4550
6. KINNICKINNIC - Operating Station
 - 1718 S. Kinnickinnic Avenue, 414-344-6665
7. HIGHWAY MAINTENANCE - Main Shop
 - 10190 Watertown Plank Road, 414-257-6566
8. FLEET MANAGEMENT
 - 10320 Watertown Plank Road, 257-6596
9. MITCHELL INTERNATIONAL – Administrative Office
 - 5300 S. Howell Avenue, 414-747-5300
10. HIGHWAY MAINTENANCE - South Shop
 - 5800 S. Howell Avenue, 414-747-4595

Milwaukee County Transit Plus Carriers

Carrier	Contact Phone	Vehicles Under Service Contract	Number of Drivers
Transit Express 424 W. Cherry Street Milwaukee, WI 53212	264-7433 202-4650 (cell)	120	230
First Transit 4524 South 13th Street Milwaukee, WI	847-2744/406-3759 (Nextel cell) 847-2751	100	130

Additional Resources

Carrier	Contact Phone	Vehicles Under Service Contract	Number of Drivers
A1 Transportation 5819 W. Fountain Avenue Milwaukee, WI 53223	350-8581/375-6876	5	3
Able Access Transportation 4455 W. Bradley Road, Suite 206 Milwaukee, WI 53223	354-5800 354-5808 (cell)	6	4
Amera-Care Transport 355 E. Rosedale Avenue Milwaukee, WI 53207 Subcontractor to Transit Express	482-3113	11	18
American United Taxicab 646 S. 2nd Street Milwaukee, WI 53204 <i>Ambulatory subcontracting only with Transit Plus, American Taxi has 3 wheelchair vehicles (capacity 1 chair) that have not been approved for service.</i>	220-5000	240	350
Exact Transport 6310 N. Sherman Boulevard Milwaukee, WI 53209	358-1261 406-6679 (cell)	5	6

MILWAUKEE COUNTY TRANSIT SYSTEM (MCTS) BUS FLEET

Fleet Management resources:

- Computer listing of Equipment for Highway Maintenance, Park Districts, and Park Services is available and controlled by Fleet Maintenance (CAMD) dispatcher per Fleet Management SOP.
- EOC equipment, supplies, maps, etc.
- Computerized resource listing, updated as needed, and incorporated into Emergency Management Resource Book.
- Detailed internal resource management by each municipality will be addressed in Individual Agency Plans as these plans are developed.

Vehicles

- Active Buses: 459
 - Seats per bus: 39
 - Allowing for 18% of buses in maintenance, 392 buses are in daily service with an approximate seating capacity of 15,288.
 - All MCTS buses are wheelchair accessible having 2 spaces per bus available for wheelchairs
- Active Trolleys: 0

Title	Agency Name	Contact Name	Alternate Contact Name	Office Phone	After Hours Phone
Director of Transportation & Public Works	Dept. of Transportation & Public Works	Director		257-6596	
Administration	Dept. of Transportation & Public Works	Director	Assistant Director	257-6596 278-4809	
Highway Commissioner	Dept. of Transportation & Public Works	Director		257-6596	
Architecture & Engineering EE Operations Director	Dept. of Transportation & Public Works	Director	Construction Manager Civil Engineer	278-4943 278-4853 278-4863	
Engineering Operations Officer	Dept. of Transportation & Public Works	Director	Assistant Engineer	257-6596 278-4355	
Transportation Services Operations Officer	Dept. of Transportation & Public Works	Director	Highway Design	257-6596 278-4911	
Facilities Mngt. Operations Officer (Central Services)	Dept. of Transportation & Public Works	Director	Assistant Director	278-5056 278-5009	
Airport Administration		Director		747-5322	
Airport Administration			Deputy Director	747-5328	
Airport Engineering		Engineer	Managing Engineer Civil Engineer IV	747-5722 747-5716 747-5394	
Milwaukee Co. Transit System	Dept. of Transportation & Public Works	Managing Director		937-3205	
Milwaukee Co. Transit System	Dept. of Transportation & Public Works		Deputy Director Director of Operations Director of Maintenance	937-3203 937-3204 937-3238	
Parks & Recreation	Dept. of Parks & Recreation	Director		257-4501	
	Dept. of Parks & Recreation	Assistant Director		257-5667	

Zone A	Agency Name	Contact Name	Alternate Contact Name	Office Phone	After Hours Phone
BAYSIDE					
Engineering	Dept. of Public Works	CONTRACTED OUT			
Public Works	Dept. of Public Works	Director		247-7711	351-8808
BROWN DEER					
Engineering	Dept. of Public Works	Engineer		371-3060	371-2900 (P.D.)
Public Works	Dept. of Public Works	Superintendent		357-0120	371-2900 (P.D.)
FOX POINT					
Engineering	Dept. of Public Works	Head of Engineering		351-8900	351-8911 (P.D.)
Public Works	Dept. of Public Works	Director		351-8900	351-8911(P.D.) 351-8914 (Dispatch)
GLENDALE					
Engineering	Dept. of Public Works	Engineer		228-1746	228-1753
Public Works	Dept. of Public Works	Director		228-1746	228-1753
RIVER HILLS					
Engineering	Dept. of Public Works	(Contractor)		416-1671	416-1671 262-849-3769 (cell)
Public Works	Dept. of Public Works	Director		352-0080	247-2302 (P.D.)
SHOREWOOD					
Engineering	Dept. of Public Works	Engineer		847-2650	847-2610 (P.D.)
Public Works	Dept. of Public Works	Director		847-2650	847-2610 (P.D.)
WHITEFISH BAY					
Engineering	Dept. of Public Works	Engineer		962-6690	962-3830 (P.D.)
Public Works	Dept. of Public Works	Director		962-6690	962-3830 (P.D.)

Zone B	Agency Name	Contact Name	Alternate Contact Name	Office Phone	After Hours Phone
MILWAUKEE					
Engineering	Dept. of Public Works	City Engineer		286-2400	933-4444 (PD Non-Emergency Line)
Public Works	Dept. of Public Works	Commissioner		286-3301	933-4444 (PD Non- Emergency Line)

Zone C	Agency Name	Contact Name	Alternate Contact Name	Office Phone	After Hours Phone
WAUWATOSA					
Engineering	Dept. of Public Works	Engineer		479-8927	471-8422 (P.D.)
Public Works	Dept. of Public Works	Director		479-8933	471-8422 (P.D.)
WEST ALLIS					
Engineering	Dept. of Public Works	Engineer		302-8360	302-8000 (P.D.)
Public Works	Dept. of Public Works	Director		302-8832	302-8000 (P.D.)
WEST MILWAUKEE					
Engineering	Dept. of Public Works	R.A. Smith (Contractor)		645-2151	881-0362 (Cell)
Public Works	Dept. of Public Works	Director		645-6238	645-2151 (P.D.)

Zone D	Agency Name	Contact Name	Alternate Contact Name	Office Phone	After Hours Phone
FRANKLIN					
Engineering	Dept. of Public Works	Engineer		479-8927	471-8422 (P.D.)
Public Works	Dept. of Public Works	Director		425-2592	425-2522 (P.D.)
GREENDALE					
Engineering	Dept. of Public Works	R.A. SMITH (Contractor)		262-317-8713	881-0362 (Cell) or 423-2121 (P.D.)
Public Works	Dept. of Public Works	Director		423-2133	423-2121 (P.D.)
GREENFIELD					
Engineering	Dept. of Public Works	Engineer		329-5324 or 329-5325	761-5300 (P.D.)
Public Works	Dept. of Public Works	Director		761-5370	761-5300 (P.D.)
HALES CORNERS					
Public Works/Engineering	Dept. of Public Works	City Engineer and Director of Public Works are the same person		529-6165	529-6140 (P.D.)

Zone E	Agency Name	Contact Name	Alternate Contact Name	Office Phone	After Hours Phone
CUDAHY					
Engineering	Dept. of Public Works	Engineer		769-2213	769-2260 (P.D.)
Public Works	Dept. of Public Works	Manager		769-2253	769-2260 (P.D.)
OAK CREEK					
Engineering	Dept. of Engineering	Engineer		768-6538	762-8200 (P.D.)
Streets	Street Dept.	Director		768-6553	762-8200 (P.D.)
ST. FRANCIS					
Engineering	Dept. of Public Works	Engineer		481-2300	481-2232 (P.D.)
Public Works	Dept. of Public Works	Director		481-2300	481-2232 (P. D.)
SOUTH MILWAUKEE					
Engineering	Dept. of Public Works	Engineer		768-8053	768-8060 (P.D.)
Streets	Dept. of Public Works	Director		768-8075	768-8060 (P.D.)

1.12 Milwaukee County ESF #3A - Damage Assessment

Preface

Emergencies may create widespread damage and life threatening situations. The County must make an initial determination of where damage is, damage severity, the kinds of resources needed and locations where they are needed. This assessment begins the County's emergency response to locate and quantify the scope and severity of life threatening situations and identify escalating emergencies.

The County must also gather detailed damage information necessary to organize longer term response and recovery efforts. This information is essential to obtaining a state of emergency declaration by the Governor or a federal disaster declaration, which are necessary to obtain external assistance from these sources.

Primary Agency

Milwaukee County Office of Emergency Management

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management (OEM)

Support

- American Red Cross
- Area Manufactures & Commerce
- Assessor (Municipal)
- Building Inspection/Code Enforcement (Municipal)
- Fire Departments
- Law Enforcement Agencies
- Milwaukee County Clerk
- Milwaukee County Departments, All
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Administrative Services – Fiscal Affairs
- Milwaukee County Department of Administrative Services – Information Management Services
- Milwaukee County Department of Transportation (MCDOT)
- Milwaukee County Parks
- Public Works (Municipal)
- Specialists (As situation requires.)
- Utilities, Private

State of Wisconsin AGENCIES

- **State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal AGENCIES

Likely Support Includes:

- Provide public works and engineering-related support to include: post-incident assessments of public works and infrastructure; and implementing and managing the DHS/ FEMA Public Assistance Program and other recovery programs.

A. PURPOSE

1. Life Safety Assessment: Coordinate the conduct of the initial life safety assessment and ongoing damage assessments of the County so that accurate and timely information on the situation post-emergency are obtained.
2. Damage Assessment: Accomplish comprehensive assessment and reporting of damage to public and private property resulting from an emergency and requesting state or federal disaster assistance.

B. POLICIES

1. All Milwaukee County departmental personnel that are out on the streets will regularly report operational information and damages observed by them to the EOC through their normal dispatch centers.
2. Milwaukee County will share assessment information with response and relief organizations in the EOC.
3. Personal information regarding emergency victims will be kept confidential and will only be shared with the response and recovery organizations

identified within this plan for the sole purpose of providing assistance to these emergency victims.

4. In the event of a Law Enforcement Agencies related event, some assessment information may need to be kept confidential by the EOC staff or have limited distribution within the EOC until such time as the Police Chief or designee deems it appropriate for release within the EOC or to the public.
5. Life Safety Assessment will begin immediately upon occurrence of an emergency and Damage Assessment will begin as soon as it can safely be done.
6. Damage assessment should be conducted using surveys by teams of qualified County inspectors representing both the public and private sectors. Where required, these County teams will be augmented by inspectors from appropriate state and federal agencies. Types of damage assessment include:
 - a. Individual Assistance. Damage assessment relates to estimates of damage to the private sector and individuals, and includes damages to homes, businesses, farms, possessions, and other improvements.
 - b. Public Assistance. Damage assessment involves damage to public buildings, facilities, roads, bridges, sewer plants, etc. Public assistance is composed of emergency work and permanent restoration. Emergency work is defined as that necessary to save lives, protect public health and safety, and protect property. An example of emergency costs would be those associated with temporary facilities or temporary restoration of services. Permanent restoration is the cost associated with bringing a facility back to pre-emergency condition.
 - c. Building Inspection. This is a more thorough, professional evaluation of individual building safety and habitability conducted by County inspectors.
7. All affected Milwaukee County departments will provide damage assessment reports regarding damage to buildings, equipment, vehicles, communications, and personnel availability to the EOC.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

Pre-Emergency	<p>The Office of Emergency Management will work to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Develop and coordinate damage assessment procedures with the State EOC. 3. Develop system and forms for tabulating damage assessment. 4. Develop damage assessment teams. 5. Conduct damage assessment training. 6. Maintain pre-emergency maps, photos, and other documents. 7. Participate in drills, exercises. 8. Develop emergency action checklists.
----------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. When notified, report to the Milwaukee County EOC.
------------------	---------------------------------------------------------------------------------------------------------

	<ol style="list-style-type: none"> 1. Staff the ESF # 3A position in the EOC. <ul style="list-style-type: none"> • a. Conduct damage assessment of public and private property to determine the extent of damage. 2. Collect and analyze initial life safety assessment information from field units to include: <ul style="list-style-type: none"> • a. Locations of injuries, deaths, damages. • b. Types and extent of damages. • c. Impact on people. • d. Identify immediate victim needs (need for shelters, water availability, etc.). • e. Identify resource requirements (assistance needed) in the affected areas. • f. Identify local resources available. 3. Facilities Management assist in damage assessment of County buildings, taking photos, and obtaining approval for emergency repairs. 4. As appropriate compile the information gathered by damage assessment teams, complete the state Uniform Disaster Situation Report (UDSR) report for the county and submit it within 24 hours to WEM. (See Attachment 4 to this ESF.) 5. Provide initial life safety assessment data and information to the EOC Planning Section Situation Unit. 6. Prepare an initial situation map illustrating the footprint (location, size, etc.) of the affected area to aid in deploying response and recovery resources.
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Emergency
Operations Center
(EOC)**

- a. The footprint may be revised several times during emergency response until the full extent of the impacted area is clearly identified.
7. Make recommendations based on the assessment information.
8. Provide a consolidated situation report for responding agencies/ departments.
9. Provide information necessary for the EOC Public Information Officer.
10. Activate, deploy damage assessment teams.
 - a. Assign County personnel and volunteer professionals to damage assessment teams based on levels of certification and expertise.
11. Prepare Initial Damage Assessment reports for the Situation Unit Leader.
12. Request and coordinate structural engineers to assist in the evaluation of building safety, especially during search and rescue (SAR) operations.
13. Receive, record and consolidate all damage reports.
 - a. Assemble damage assessment information and create visual displays and computerized GIS maps of the affected areas.
 - b. Determine the extent of damages. This information will provide a basis for determination of actions necessary, establishment of priorities among essential actions and allocation of County resources in the emergency area during the early stages of the recovery effort.
14. Provide data to support Chief Executive local declarations of emergency and formal requests for assistance. Information to include:
 - a. The extent of emergency impact on the County (description of the emergency, where the emergency struck, approximate number of people affected, demographics of the affected area).
 - b. The dollar amount of damages.
 - c. Any conditions that could affect the ability to carry out relief coordination.
15. Determine unsafe facilities.
 - a. Assess and post all damaged buildings, structures, and facilities for structural integrity and occupant safety.
16. Provide damage assessment data and information to the Planning Section.
17. Compile damage assessment reports and provide information on damages to the State EOCs.
18. Provide appraisers to assist with damage assessment.
 - a. Arrange for appraisers to arrive at affected sites.
19. Coordinate damage assessments with State, and federal agencies as appropriate.
 - a. Because federal funding may be involved, and as part of the public assistance application process, state and federal damage assessment teams may want to identify and validate damaged property, define scope of repairs, and determine repair or replacement costs.
 - b. Escort state and federal damage survey officials on inspection of damaged areas.
 - c. Develop map(s) for affected areas:
 - * Sites are numbered on County map.
 - * Damages are described on separate sheets of paper by numbers corresponding to numbers on maps.
 - d. Prioritize sequence of site visitations to ensure most heavily damaged areas are visited; it may not be necessary to visit isolated damage sites.
20. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.

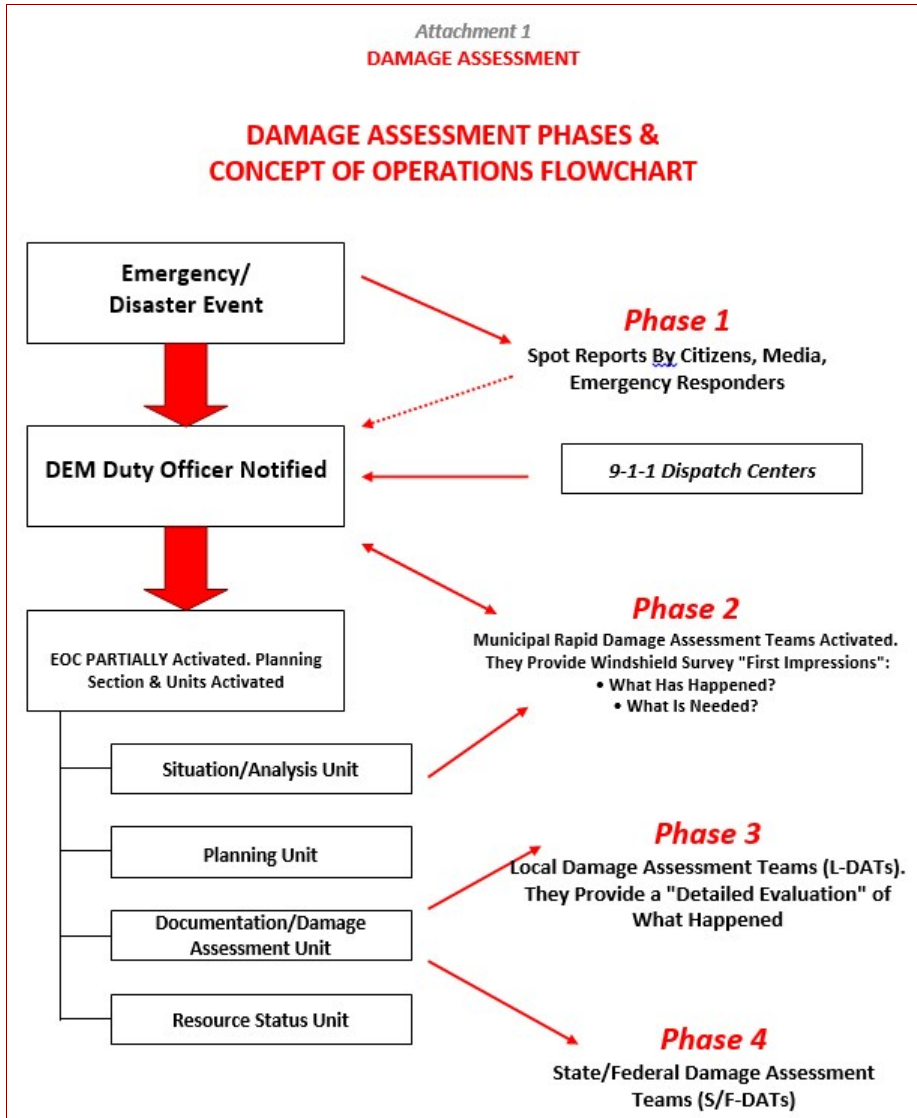
Recovery Actions	<ol style="list-style-type: none"> 1. Based on the damages and community development plans, provide guidance for post emergency mitigation and redevelopment opportunities. 2. Prepare Hazard Mitigation Reports. 3. Coordinate emergency permitting procedures. 4. Analyze damages from floods and make recommendations to EOC Director and Disaster and Emergency Services related to the National Flood Insurance Program (NFIP). 5. Serve as liaison to insurance industry in event of build-back issues and FEMA/NFIP requirements. 6. Coordinate and monitor the movement and activity of contractors entering the County working on restoration projects. 7. Assist Real Estate Assessments with reappraisal of properties following an emergency for tax adjustments. 8. Activate the County's Emergency Permitting Process. 9. Prepare Project Worksheets. <ul style="list-style-type: none"> • a. A Project Worksheet identifies a specific damaged property or structure, defines the scope of work, and establishes the cost of repair or replacement. A separate Project Worksheet is assigned to each site or project. The compendium of Project Worksheets comprise in total the County's Public Assistance Application (federal monies granted to repair, replace damaged or destroyed public facilities). 10. Train and deploy personnel for damage assessment. 11. Provide administrative advice and support relative to preparation of damage assessment forms and reports. 12. Analyze the damage assessment information to determine if the damages meet the criteria to request Federal Disaster Assistance (SBA or Presidential Declaration). 13. Coordinate Damage Assessment reports for submission to state. 14. Request assistance from emergency relief organizations as indicated from the damage assessment. 15. Provide liaison to State EOC.
-------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ol style="list-style-type: none"> 1. Provide and deploy damage assessment teams to augment County damage assessment.
Area Manufactures & Commerce	<ol style="list-style-type: none"> 1. Provide assistance and coordination of business damage assessments.
Assessor (Municipal)	<ol style="list-style-type: none"> 1. Provide assessment records on real estate properties, i.e. ownership, mailing address, type of building, value of property. 2. Provide computer system to report parcel data, etc.
Code Enforcement/ Building Inspector	<ol style="list-style-type: none"> 1. Provide inspectors to assist with damage assessment.
Fire Departments	<ol style="list-style-type: none"> 1. Conduct inspections and enforce fire safety regulations and laws. 2. Support damage assessment teams as appropriate. 3. Provide damage assessments of fire-rescue buildings and equipment.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Provide damage assessments of police buildings and equipment. 2. Support damage assessment teams as appropriate. 3. Provide security for damage assessment teams as requested.
Milwaukee County Clerk	<ol style="list-style-type: none"> 1. Provide historical documents to assist with damage assessments.
Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Provide damage reports. 2. Support damage assessment teams as appropriate.
Milwaukee County Department of Administrative Services – Facilities Management	<ol style="list-style-type: none"> 1. Provide damage assessments of county buildings and equipment. 2. Support damage assessment teams as appropriate.
Milwaukee County Department of Administrative Services – Fiscal Affairs	<ol style="list-style-type: none"> 1. Provide administrative advice and support relative to preparation of damage assessment forms and reports. 2. Support damage assessment teams as appropriate. 3. Gather applicable information. 4. Identify sources for reimbursement. 5. Assure compliance with all provisions for financial reimbursement. 6. Secure reimbursement.

Milwaukee County Department of Administrative Services – Information Management Services	<ol style="list-style-type: none"> 1. Provide computer support to assemble damage assessment information.
Milwaukee County Department of Transportation (MCDOT)	<ol style="list-style-type: none"> 1. Provide vehicles to assist in damage assessments, which may include bus or shuttle transportation as the inventory allows.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Coordinate training and deployment of and deploy personnel for damage assessment. 2. Provide administrative advice and support relative to preparation of damage assessment forms and reports. 3. Analyze the damage assessment information to determine if the damages meet the criteria to request Federal Disaster Assistance (SBA or Presidential Declaration). 4. Coordinate Damage Assessment reports for submission to State. 5. Request assistance from disaster relief organizations as indicated from the damage assessment. 6. Provide liaison to State EOC.
Milwaukee County Parks	<ol style="list-style-type: none"> 1. Support County damage assessment. 2. Provide damage assessments of parks and recreation facilities, buildings and equipment. 3. Perform post disaster damage assessment. <ul style="list-style-type: none"> • a. Perform physical inspection of recreation facilities. • b. Complete appropriate damage assessment forms.
Municipal Public Works	<ol style="list-style-type: none"> 1. Support County damage assessment. 2. Assist with infrastructure damage assessment of horizontal construction (i.e., roads, bridges, storm sewers, weirs, etc.). 3. Conduct infrastructure damage assessment of utility “life lines” (water, power, telecommunications, sewer, waste services) owned by each utility. 4. Provide information related to safety, inspections, damages and repairs to roads, bridges and the storm water drainage systems. 5. Request and coordinate structural engineers to assist in the evaluation of building safety, especially during search and rescue (SAR) operations. 6. Provide damage assessments of Public Works facilities, buildings and equipment.
Specialists (As situation requires.)	<ol style="list-style-type: none"> 1. Real Estate Agencies – Provide real estate expertise with damage assessment. 2. Private Sector Architects, Engineers – Assist with damage assessment and participate in post disaster structural evaluations.
Utilities, Private	<ol style="list-style-type: none"> 1. Conduct infrastructure damage assessment of utility “life lines” (water, power, telecommunications, sewer, waste services) owned by each utility.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Damage Assessment Phases & Concept Of Operations Flowchart. 2. Damage Assessment And Recovery Assessment Areas. 3. Milwaukee County Damage Assessment SOP. 4. Local Government Cumulative Initial Damage Assessment Report
REFERENCES	None.

1.12.1 Attachment 1: DA Phases & Flowchart

Attachment 1: DAMAGE ASSESSMENT



1.12.2 Attachment 2: DA & Recovery Assessment Areas

Attachment 2: DAMAGE ASSESSMENT AND RECOVERY ASSESSMENT AREAS

AREA	GROUP ASSIGNMENT
Private Residences	American Red Cross, Realtors, MC Health & Human Services, Building Inspectors
Small Businesses, Industry and Private Utilities	RAMAC Utilities Building Inspectors
Agriculture	USDA Local FSA
Debris Removal	MCDOT – Highway Division, Municipal Public Works, Wisconsin Dept. of Transportation, Wisconsin Dept. of Natural Resources
Protective Measures	Each Emergency Response Agency
Public Road System	MC DAS – Facilities Management, MCDOT – Highway Division
Public Water Control Facilities	MC DAS – Facilities Management, MCDOT – Highway Division , Municipal Public Works Dept., WI DNR, WI DOT
Public Buildings and Equipment	Each Department, MC Clerk, Municipal Clerk, Building Inspectors
Public Utilities	Public Utilities, MCDOT, WI DOT
Facilities under Construction	Building Inspectors
Private Non-profit Facility	Private Non-profit Facility Manager
Recreation	MC Parks, Municipal Parks and Recreation Offices, County and Municipal Clerks
Economic Impact	Job Service, Health & Human Services, American Red Cross, USDA Local FSA
Public Health	MC Public Health Departments, WI Health Office, WI DNR

1.12.3 Attachment 3: Milwaukee County DA SOP

Attachment 3: MILWAUKEE COUNTY DAMAGE ASSESSMENT SOP

A. OVERVIEW OF DAMAGE ASSESSMENT PROGRAM

1. The Milwaukee County Office of Emergency Management organizes a county-wide damage assessment team. The team members are trained on a routine basis and are prepared for activation 24 hours a day, 7 days a week subsequent to a disaster occurrence.
2. Each team member is pre-assigned to cover a specific geographical area (e.g., a given municipality or township) or a specific type of damage (e.g., county-wide damage to roads or forests). In addition, each team member knows what information is required to be reported (i.e., is familiar with the UDSR, the State's Standard Damage Assessment Report form), the timeframes for reporting, who to report to (e.g., the County Emergency Management at the EOC if activated), and by what means (i.e., via phone, electronic mail, 2-way radio, in person, etc.).
3. During a disaster, county and local response agencies will, on an ongoing basis, report on the extent of their involvement, estimate damages, and gather information regarding the disaster's impact on the public and private sectors. Such information is used by county decision-makers to direct the response and recovery effort. The County Emergency Management coordinates receiving and disseminating this information as appropriate. The County EOC may be activated or a field command post set up to facilitate this process. The County Coordinator will notify WEM, through the Area Director, when such a disaster occurs.
4. When there is the potential need for state and/or federal assistance to supplement county and local efforts or when requested by the WEM Area Director, the county is required to submit a 24-hour "flash damage report" to WEM via the TIME Teletype. The Uniform Disaster Situation Report (UDSR) is used for this purpose. (See Appendix C, "State of Wisconsin Guidelines for Assessing and Documenting Disaster Damage" which explains the reporting requirement and provides instructions for completing the form.) At a minimum, the 24-hour report should include the following:
 - a. Time, date, location, and type of disaster.
 - b. Time and date of the UDSR submission, as well as name of person submitting the report.
 - c. Number of people injured or deceased.
 - d. Number of persons homeless and number evacuated and in shelters.
 - e. Damage estimates for the public and private sectors.
 - f. An estimate of the amount of damage covered by insurance.
5. To obtain the information required on the UDSR, the Milwaukee County Office of Emergency Management will activate the pre-designated county damage assessment team. (See organization chart which follows and Appendix A for specific names and phone numbers.) The team will operate per instructions provided by the County Emergency Management. The County Emergency Management will coordinate the team's efforts and compile the information gathered by the team into an overall report for the county and submit it within 24 hours to WEM, also providing a copy to the WEM Area Director.
6. As the disaster progresses and emergency response efforts are curtailed, the county will continue to assess the impact of the disaster through information received from response agencies and from the county damage assessment team. This information will allow decision-makers to prioritize recovery efforts and to determine the need for supplemental state or federal assistance. The Milwaukee County Office of Emergency Management will be responsible for transmitting updated information to WEM so that WEM can revise the original 24-hour UDSR submission.
7. The Milwaukee County Office of Emergency Management, on behalf of the County Executive, will consult with the WEM Area Director on the need for state and/or federal assistance. A decision will be made jointly by WEM and the county as to whether or not and what types of federal assistance will be requested. "The State of Wisconsin County Emergency Management Director's Guide to Key Federal and State Disaster Assistance Programs" (Appendix D) describes the programs available and the county's role in requesting those programs.
8. When a decision is made to request Presidential Disaster Assistance, the county is required to participate in the Preliminary Damage Assessment (PDA) process. The PDA is the first step in requesting such assistance. The process and its purpose are described in "The State of Wisconsin Guidelines for Assessing and Documenting Disaster Damage." The Milwaukee County Office of Emergency Management is responsible for assigning a knowledgeable county/local representative to each of the PDA teams.

B. RESPONSIBILITIES

1. The Milwaukee County Office of Emergency Management is responsible for doing the following:
 - a. Organizes county-wide damage assessment team. Ensures that each municipality is represented and that county/local agencies/departments are aware of their responsibilities. Also ensures that all other potential sources of expertise are tapped to obtain necessary and required information. Maintains current listing of team member names and 24-hour phone numbers.
 - b. Trains damage assessment team members. Ensures that they understand the following:
 - (1) The purpose of the team and its damage assessment function. Also, the conditions under which it would be activated and how it would operate.
 - (2) Their role as team members, including how they will be apprised of the team's activation, what information would be expected of them, including geographic or assessment area of responsibility, and how and when it would be transmitted to the County Emergency Management.
 - (3) The state's requirements with regard to submitting the Uniform Disaster Situation Report (UDSR), and participating in the Preliminary Damage Assessment (PDA) process.

- c. In a disaster situation, determines if the team should be activated and which members. Consults with the County Executive and the WEM Area Director and activates the team, as appropriate.
- d. Upon activation, briefs the team on details of the disaster and on the specific timeframe for submitting information to the County Emergency Management. Reviews with the team damage assessment procedures and reporting requirements.
- e. Receives and compiles information from the team members and uses it to complete a Uniform Disaster Situation Report. Submits the report as required to the Division of Emergency Management via FAX or TIME Teletype within 24 hours of the occurrence. Submits updated reports, as necessary, to WEM.
- f. Provides damage assessment information to the Milwaukee County Office of Executive and other decision makers on an ongoing basis. Obtains specific or additional damage assessment information at their request.
- g. Maintains records of all damage reports and disaster–related expenditures.
- h. Ensures that all affected municipalities and government agencies are maintaining separate and accurate records of disaster–related expenditures.
- i. If required, appoints and briefs county representatives on Preliminary Damage Assessment (PDA) teams.
- j. If required, coordinates with WEM and the Federal Emergency Management Agency (FEMA) in conducting the PDA. If requested, locates facility to be used as headquarters for PDA teams and coordinators.
- k. Upon request, provides appropriate information and documentation to WEM in support of requests for federal disaster assistance, e.g., Small Business Administration (SBA) Disaster Loan Program, Farmers Home Administration (FmHA) Emergency Loan Program, and Presidential Emergency or Major Disaster Declarations.

2. County–wide Damage Assessment Team Members are responsible for doing the following:

- a. Attend training sessions and briefings conducted by the Milwaukee County Office of Emergency Management to develop an understanding of the following:
 - (1) The purpose of the damage assessment team and its damage assessment function. Also, the conditions under which it would be activated and how it would operate.
 - (2) Their role as team members, how they would be activated, what area they would be responsible for assessing, what information they would be expected to provide, and how and when they would be expected to transmit the information to the Milwaukee County Office of Emergency Management.
 - (3) The county’s reporting responsibilities with regard to the Uniform Disaster Situation Report (UDSR) and its role in the Preliminary Damage Assessment (PDA) process.
- b. Determine, prior to a disaster occurrence, how they will obtain the damage information they are responsible for submitting to the Milwaukee County Office of Emergency Management.
- c. Upon activation of the team, obtain information on or attend a briefing conducted by the Milwaukee County Office of Emergency Management to review damage assessment procedures and reporting requirements and to be apprised of specific timeframes for submitting damage assessments.
- d. Perform damage assessment and submit assessment information to the Milwaukee County Office of Emergency Management within the required timeframe. Submit updated information, or other requested information, to the Milwaukee County Office of Emergency Management. Maintain record of all submitted information.
- e. As appropriate (e.g., if representing a local unit of government or emergency response agency), maintain separate and accurate records of disaster–related expenditures.
- f. If requested by the Milwaukee County Office of Emergency Management, participate, as instructed, in the Preliminary Damage Assessment (PDA) process as a county/local representative.
- g. Upon request by the Milwaukee County Office of Emergency Management, obtain and submit additional information to be used as documentation in support of requests for federal disaster assistance.

C. POST–INCIDENT

1. The Milwaukee County Office of Emergency Management is required to submit a complete and final Uniform Disaster Situation Report (UDSR) to the State Division of Emergency Management. In its final form, it will serve as both a damage assessment report and a record–keeping document which describes the full extent of the disaster’s impact on the public and private sectors and which summarizes the involvement of local/county, private, and NGOs in the response effort. This report should be mailed by the Milwaukee County Office of Emergency Management to WEM Madison, with a copy to the Area Director, within two to three weeks of the disaster occurrence.

2. Milwaukee County Office of Emergency Management.

- a. As required, assists in the administration and implementation of Presidential Emergency and Major Disaster Declarations. In particular, acts as Designated Agent or Single Point of Contact for all public assistance project applications in the county. Works with applicants in preparing for federal–state engineers. In coordination with applicants, reviews findings of engineers on completed Damage Survey Reports (DSR).
- b. In a Presidential Disaster Declaration, works with the State Hazard Mitigation Officer (SHMO) in identifying and recommending hazard mitigation projects. Assists in the development of the federally required 180–day hazard mitigation plan. If projects are funded, coordinates with SHMO to ensure they are completed as approved by FEMA.
- c. Prepares and submits a final UDSR to WEM (copy to Area Director), summarizing total extent of disaster–related damages in the public and private sectors and the amount of county/local disaster–related expenditures to date.
- d. Debriefs damage assessment team and critiques damage assessment operations. Makes appropriate changes in Damage Assessment Annex to improve future operations.

3. County-wide Damage Assessment Team Members.

- a. As appropriate (e.g., if representing an applicant for public assistance), cooperate with the Milwaukee County Office of Emergency Management in complying with FEMA public assistance grant requirements.
- b. Attend damage assessment team debriefing conducted by Milwaukee County Office of Emergency Management. Critique damage assessment operation and make recommendation for improvement.

1.12.4 Attachment 4: Uniform Disaster Situation Report

Attachment 4: UNIFORM DISASTER SITUATION REPORT

2400 Wright Street P.O. Box 7865 Madison, WI 53707-7865	TELEPHONE (608)241-3234 (800)945-0099 FAX (608) 242-3248	WEM ONLY
DEPARTMENT OF MILITARY AFFAIRS WISCONSIN EMERGENCY MANAGEMENT		DATE & TIME REPORT RECEIVED: _____ RECEIVED BY: _____
UNIFORM DISASTER SITUATION REPORT		

1 NAME OF PERSON SUBMITTING REPORT	ADDRESS, CITY, STATE, ZIP	PHONE NO.
-------------------------------------------	---------------------------	-----------

2 DATE & TIME OF INCIDENT	3 TYPE OF INCIDENT / EMERGENCY	4 DATE REPORT SUBMITTED TO WEM
----------------------------------	---------------------------------------	---------------------------------------

5 LOCATION OF INCIDENT:	WEM REGION	COUNTY
CITY	VILLAGE	TOWNSHIP
SECTION	OTHER LOCATION DETAILS (ATTACH A MAP SHOWING LOCATIONS)	

6 ESTIMATED NO. OF CASUALTIES:	DEATHS	INJURIES	HOMELESS	EVACUATED
---------------------------------------	--------	----------	----------	-----------

7 PRIVATE SECTOR DAMAGE ESTIMATES:					
RESIDENTIAL	ESTIMATED NO. OF HOMES			ESTIMATED DOLLAR AMOUNT	ESTIMATED PERCENT COVERED BY INSURANCE
	AFFECTED	MINOR	MAJOR	DESTROYED	
BUSINESS	ESTIMATED NO. OF BUSINESSES			ESTIMATED DOLLAR AMOUNT	ESTIMATED PERCENT COVERED BY INSURANCE
	AFFECTED	MINOR	MAJOR	DESTROYED	
AGRICULTURAL	ESTIMATED NO. OF FARM BUILDINGS			ESTIMATED DOLLAR AMOUNT	ESTIMATED PERCENT COVERED BY INSURANCE
	AFFECTED	MINOR	MAJOR	DESTROYED	
AGRICULTURAL (Continued)	LIVESTOCK LOST		CROPS AFFECTED		
	NO.	ESTIMATED DOLLAR AMOUNT	NO. OF ACRES	ESTIMATED DOLLAR AMOUNT	

8 TOTAL ESTIMATED PRIVATE SECTOR DAMAGE	\$0
------------------------------------------------	------------

9 PUBLIC SECTOR DAMAGE ESTIMATES:			
A) DEBRIS CLEARANCE	B) PROTECTIVE MEASURES	C) ROAD SYSTEMS	D) WATER CONTROL FACILITIES
E) PUBLIC BUILDINGS & RELATED EQUIPMENT	F) PUBLIC UTILITY SYSTEMS	G) OTHER (NOT IN PRECEDING CATEGORIES)	

10 TOTAL ESTIMATED PUBLIC SECTOR DAMAGE	\$0
------------------------------------------------	------------

11 DESCRIBE LOCAL ACTIONS TAKEN OR TO BE TAKEN, INCLUDE NAMES OF AGENCIES AND PUBLIC OFFICIALS INVOLVED IN THE RESPONSE EFFORTS.

12 DESCRIBE OUTSIDE ASSISTANCE NEEDED OR BEING REQUESTED.

13 ADDITIONAL COMMENTS (INCLUDING ECONOMIC OR OTHER IMPACTS ON AFFECTED COMMUNITIES)

DMA Form 1111 (6/99)	Total Event Damage:	\$0
----------------------	----------------------------	------------

1.13 Milwaukee County ESF #3B - Debris Management

Preface

Emergencies may create a variety of debris that impact the County's ability to provide emergency response and may affect the health and safety of the public. Clearing debris to permit travel emergency vehicles and removal of debris to protect health and safety are vital components of the County's emergency response.

Primary Agency

Milwaukee County Office of Emergency Management

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management (OEM)

Support

- Debris Management Contractors
- Fire Departments
- Home Builders & Contractor's Associations
- Law Enforcement Agencies
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Transportation (MCDOT)
- Milwaukee County Parks – Planning and Development
- Public Health (Municipal)
- Public Works (Municipal)
- Specialists (As situation requires.)
- Utilities
- Utilities, Private
- Utilities: Solid Waste/ Landfill
- Utilities: Water and Wastewater Public Works, Building and Facilities

State of Wisconsin AGENCIES

- **State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal AGENCIES

Likely Support Includes:

- Manage, monitor, and/or provide technical advice in the clearance, removal, and disposal of debris from public property. The scope of actions related to debris may include waste sampling, classification, packaging, transportation, treatment, demolition, and disposal.
- When ESF # 3 is activated for a debris mission may also: collect, segregate, and transport to an appropriate staging or disposal site hazardous materials that are incidental to building demolition debris, such as household hazardous waste and oil and gas from small motorized equipment; remove and dispose of Freon from appliances; and remove, recycle, and dispose of electronic goods. (The removal of hazardous material containers that may have become intermingled with construction debris, such as drums, tanks, and cylinders containing oil and hazardous materials, is managed under ESF # 10.)
- Management of contaminated debris (e.g., chemical, biological, radiological, or nuclear contamination) will be a joint effort with ESF # 10 and FEMA. The scope of actions related to contaminated debris may include waste sampling, classification, packaging, transportation, treatment, demolition, and disposal of contaminated debris and soil.

A. PURPOSE

1. To provide for the coordination of emergency road clearance, debris collection and disposal.

B. POLICIES

1. Debris clearance is critical to life safety and security. Debris removal efforts will first focus on clearing of major transportation routes and roadways into damaged areas to allow for the movement of emergency vehicles, personnel, equipment and supplies.
2. Debris removal is necessary in affected areas to prevent the development and spread of vector-based epidemiological agents, general sanitation

problems and environmental damage.

3. All disposal activities will be conducted with health and environmental concerns being the foremost consideration.

4. Milwaukee County will encourage the use of contracted services.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

Pre-Emergency	<p>The Office of Emergency Management will work to:</p> <ol style="list-style-type: none">1. Maintain this Emergency Support Function (ESF).2. Maintain inventories of resources and equipment.3. Participate in tests and exercises.4. Develop emergency action checklists and Standard Operating Procedures (SOPs).5. Maintain pre-event contracts to support debris management needs in an emergency.6. Work with ESF # 1 to establish and maintain priorities for roadway corridors that will have priority in regard to debris removal and repair to allow access into damaged areas.7. Develop and maintain a Debris Management Plan; Coordinate development of the plan with Public Works & Engineering ESF # 3. Plan content should include strategies for:<ul style="list-style-type: none">• a. Debris clearing.• b. Debris collection.
Emergency	<ol style="list-style-type: none">1. Implement the County Debris Management Plan; Coordinate debris operations.2. Send a senior representative to the Milwaukee County EOC, when the EOC is activated during an emergency.3. Coordinate with ESF # 3 for emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes.4. When notified, report to the Milwaukee County EOC.5. Administer and manage contracted services.6. Coordinate emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes

**Emergency
Operations Center
(EOC)**

1. Staff the ESF # 3B position in the EOC.
2. Appoint a debris management coordinator; Implement the County's Debris Management Plan.
3. Contact the County's debris management contractor; Activate the County's debris management contract.
4. Coordinate emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes.
5. Identify incident sites requiring debris clearance and management:
 - a. Public rights-of-way.
 - b. Public property.
 - c. Private property.
6. Recommend disposal sites for debris:
 - a. Temporary staging areas and debris reduction sites.
7. Coordinate debris collection and hauling:
 - a. Coordinate debris removal operations in areas affected by emergencies or disasters.
 - b. Coordinate or assist in removal of debris from private property, within the limits established by County Executive.
8. Coordinate the removal of debris with county, state, and federal environmental officials.
9. Coordinate debris separation. Debris from residential and commercial properties will be separated into four general groups:
 - a. Raw garbage, rubbish garbage, yard waste and construction/building rubble.
 - b. Separate hazardous materials and hazardous waste from debris to the extent possible.
10. Coordinate debris disposal.
 - a. Identify debris disposal issues, i.e. hazardous materials.
 - b. Secure necessary environmental permits and legal clearances.
11. Determine methods of disposal as appropriate:
 - a. Open pit burning and burning by incineration methods.
 - b. Mulching and chipping clean horticultural waste.
 - c. Hauling mulched or chipped waste out of the City.
 - d. Mixing mulch or chipped clean waste with soil to improve agricultural productivity.
 - e. Reuse/recycle for aluminum, plastic and horticultural waste to the extent possible.
12. Provide logistical support for demolition operations.
13. Administer and manage contracted services.
14. Sources for additional resources can include:
 - a. Mutual aid.
 - b. Municipal, state and federal resources.
 - c. Private companies, contractors.
15. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.

Recovery Actions

1. Contact the County debris management contractor; Activate the County debris management contract; Monitor contractor services.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Debris Management Contractors	1. Provide debris clearing and management services.
Fire Departments	<p>1. Provide vehicles and personnel for emergency use.</p> <p>2. Assist with road and debris clearance. Engine crews can assist with:</p> <ul style="list-style-type: none"> • a. Road clearing with chainsaws, winch and come-a-longs. • b. Manpower for moving equipment and driving vehicles. <p>3. Approve debris management burn sites in accordance with appropriate local requirements to ensure safe burning.</p> <p>4. Issue bans on open burning based upon assessment of local conditions and ensure dissemination of information to the public.</p> <p>5. Supervise burn sites in accordance with all appropriate local requirements to ensure safe burning, subject to amendments by the Health Department and/or Fire Marshal.</p>
Home Builders & Contractor's Associations	1. Source for heavy equipment to include: backhoes, front-end loaders, motor graders, and dump trucks.
Law Enforcement Agencies	<p>1. Identify locations where debris clearance and management is necessary.</p> <p>2. Provide security at debris clearing and dumping sites.</p>
Milwaukee County Administrative Services – Facilities Management	<p>1. Oversee debris removal at county facilities and property.</p> <p>2. Recommend disposal sites for debris.</p> <p>3. Assist with identifying temporary debris staging areas for debris at county facilities and property.</p>
Milwaukee County Department of Transportation (MCDOT)	<p>1. Provide vehicles and personnel for emergency use.</p> <p>2. Provide vehicles and/or heavy equipment (with trained users) to assist in debris removal/relocation as necessary and as inventory allows.</p> <p>3. Recommend disposal sites for debris.</p> <p>4. Assist with identifying and mapping of debris staging areas and disposal sites.</p>
Milwaukee County Parks – Planning and Development	<p>1. Assist Facilities Management and Municipal Public Works in debris removal and restoring access in public right of way priority corridors.</p> <p>2. Provide temporary debris staging sites.</p> <p>3. Recommend disposal sites for debris.</p> <p>4. Assist with identifying and mapping of debris staging areas and disposal sites.</p> <p>5. Support debris removal operations in areas affected by emergencies or disasters.</p>
Public Health (Municipal)	<p>1. Assist in monitoring debris management site operations and closeout activities.</p> <p>2. Assist as necessary on all environmental and health issues.</p> <p>3. Regulate the burning at debris management sites.</p>
Public Works (Municipal)	<p>1. Provide personnel and equipment for debris management operations.</p> <p>2. Assist with developing debris clearance Incident Action Plan.</p> <p>3. Provide emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes.</p> <p>4. Support debris removal operations in areas affected by emergencies or disasters.</p> <p>5. Assist with flood control with portable pumps and floating pumps.</p>
Utilities	<p>1. Support debris removal operations in areas affected by emergencies or disasters.</p> <p>2. Source for heavy equipment to include: backhoes, front-end loaders, and dump trucks.</p>
Utilities Solid Waste / Landfill	<p>1. Recommend disposal sites for debris.</p> <p>2. Support debris removal operations in areas affected by emergencies or disasters.</p>
Utilities Water and Wastewater	1. Support debris removal operations in areas affected by emergencies or disasters.
ATTACHMENTS	None.
REFERENCES	None.

1.14 Milwaukee County ESF #4 - Fire Fighting

Preface

Large scale incidents involving fire service response will place extraordinary demands on available resources and logistical support systems.

Primary Agency

Local Fire Departments

MILWAUKEE COUNTY AGENCIES

Primary

- Local Fire Departments

Support

- American Red Cross
- Fire Departments
- Law Enforcement Agencies
- MABAS – Mutual Aid Box Alarm System
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee Fire Bell
- Public Works (Municipal)
- Utilities

State of Wisconsin AGENCIES

Primary

- WEM – WI Emergency Management
- WI DNR – WI Department of Natural Resources

Support

- ARC – American Red Cross
- SA – Salvation Army
- WEDC – WI Economic Development Corporation
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DMA – WI Department of Military Affairs
- WI DOJ – WI Department of Justice
- WI DOT – WI Department of Transportation
- WI OCI – WI Office of Commissioner of Insurance
- WSFCA – WI State Fire Chiefs Association

Federal AGENCIES

Primary

- Department of Agriculture/Forest Service

Support

- Department of Commerce
- Department of Defense
- Department of Homeland Security
- Department of the Interior
- Department of State
- Environmental Protection Agency

Likely Support Includes:

- Manage and coordinate firefighting activities, including the detection and suppression of fires on federal lands, and provides personnel, equipment, and supplies in support of state, tribal, and local agencies involved in wildland, rural, and urban firefighting operations.

A. PURPOSE

1. The purpose of Emergency Support Function # 4 is to facilitate countywide coordinated use of fire department resources in fire prevention, suppression and control of urban, rural, and wildland fires and other hazardous emergencies.

B. POLICIES

1. Provide County wide support services in the prevention, preparedness, detection and suppression of fires, emergency medical services, technical rescue operations, other hazardous conditions; and in mobilizing and providing personnel, equipment, and other supplies.
2. Search and Rescue is formally addressed in ESF # 9, Hazardous Materials is addressed in ESF # 10 and Medical Service is addressed in ESF # 16.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

LOCAL FIRE DEPARTMENTS

Pre-Emergency	<p>Work with the Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of resources and equipment. 3. Participate in drills, exercises and other ongoing training. 4. Develop emergency action plans and checklists. 5. Maintain mutual aid agreements, including MABAS. 6. Provide fire prevention and other outreach programs. 7. Provide facility life safety code enforcement inspections.
----------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. When mobilized for emergency situations, send response teams/personnel, equipment, and vehicles to the emergency site, staging areas, or other location, as appropriate. 2. Manage fire/rescue resources, direct fire operations, rescue injured people during emergency operations, and determine the need, as appropriate, for evacuation of the immediate area in and around the emergency scene. 3. Report initial damage assessment to EOC when activated. <ul style="list-style-type: none"> • a. Report the need for rescue, the numbers of dead or injured, damage to buildings, public facilities such as roads and bridges, and utilities. (Compiled by dispatch and communicated to the EOC.) • b. Advise if an event exceeds local capabilities and advise if an event requires notification of the State EOC. 4. Order evacuations due to unsafe buildings, fire danger, hazardous materials, or any other reason identified by competent authority. 5. Coordinate with Incident Commander, the Milwaukee County EOC and the State EOC, as appropriate in the evacuation of people at risk in the evacuation area. 6. Alert "On Scene First Responders" of the dangers associated with technological hazards and fire during emergency operations. 7. When requested, Milwaukee County Association Of Fire Chiefs President or designee reports to the Milwaukee County EOC, when the EOC has been activated during an emergency.
------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Emergency
Operations Center
(EOC)**

1. Staff the ESF # 4 position in the EOC.
2. Identify incident sites requiring firefighting services.
3. Ensure operation of fire dispatch and reporting systems.
 - a. Provide alternate communication links if necessary.
4. Determine condition, status of Milwaukee County firefighting resources.
 - a. Make routine contact with fire stations/departments.
 - b. Request damage report from each fire station to estimate neighborhood damages.
5. Determine present and project future need for firefighting and other on-scene resources:
 - a. Communications.
 - b. Emergency Medical.
 - c. Search and rescue.
 - d. Heavy rescue.
 - e. Evacuation.
 - f. Mobile shelter.
 - g. Transport of emergency responders and resources.
 - h. Other Logistics: food; water; emergency power; lighting; etc.
6. Assure Incident Command receives needed resources when available.
7. Sources for resources can include:
 - a. Local, state, federal mutual aid.
 - b. State EOC.
 - c. Mutual Aid Box Alarm System (MABAS).
8. Establish, maintain contact with other EOCs through the EOC Manager as appropriate:
 - a. Provide information on damages, status of Milwaukee County firefighting systems.
 - b. Request additional firefighting resources, as requested.
9. Determine if support is required to other jurisdictions:
 - a. Do not dispatch mutual aid resources until it is determined those resources are not needed in the Milwaukee County.
 - b. Assess Milwaukee County's ability to respond based on existing resources and possible threat to our community.
11. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.
12. The Incident Commander will activate mutual aid support through MABAS as required.

Recovery Actions

1. Conduct post-incident reviews to evaluate cause and performance.
2. Provide estimates for damages, repairs, and other costs.
 - a. Also see ESF 14: Long Term Recovery.
3. Participate as member of Recovery Team as requested.
4. Recommend prevention, protection, and mitigation and redevelopment projects.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

American Red Cross	<ol style="list-style-type: none"> 1. Provide mass care for major fire scenes. 2. Support Fire Department actions by providing individual assistance, and shelter staffing. 3. Provide support to firefighting personnel during large incidents (food, drink, etc.) as requested.
Fire Departments	<ol style="list-style-type: none"> 1. Coordinate fire service activities within their jurisdiction for prevention, suppression & code enforcement. 2. Conduct search and rescue operations. 3. Provide fire protection. 4. Monitor radiological operations. 5. Support other public safety operations. 6. Assist with public information program. 7. Maintain current standard operating procedures and resource information. 8. Augment communications to emergency.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Communicate with Fire Department on reports of fires. 2. Enforce orders of fire officers and implement/enforce evacuation orders, when necessary. 3. Provide Law Enforcement Agencies and traffic control in support of Fire Department actions. 4. Order/conduct evacuations when necessary to save lives and protect property. 5. Provide security for essential facilities. 6. Assist Fire Department in restricting access to unsafe buildings or areas. 7. Manage re-entry process into affected area(s).
Milwaukee County Department of Administrative Services - Facilities Management	<ol style="list-style-type: none"> 1. Position traffic control devices (i.e., barricades, covers, etc.) as per Fire Department instructions. 2. Clear roads for emergency vehicles. 3. Support firefighters with general manpower, earthmovers, and like equipment. 4. Shut-off utilities as requested. 5. Perform building demolitions. 6. Assist with maintaining water flow as requested.
Milwaukee Fire Bell	<ol style="list-style-type: none"> 1. Provide support to firefighting personnel during large incidents.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Position traffic control devices (i.e., barricades, covers, etc.) as per Fire Department instructions. 2. Clear roads for emergency vehicles. 3. Support firefighters with general manpower, earthmovers, and like equipment. 4. Shut-off utilities as requested. 5. Perform building demolitions. 6. Assist with maintaining water flow as requested.
Utilities	<ol style="list-style-type: none"> 1. Provide logistical support and specialized resources to support fire operations. 2. Shut-off utilities in support of firefighting operations. 3. Restore utilities as soon as possible.
ATTACHMENTS	<ol style="list-style-type: none"> 1. MABAS Division 107 and 109 Box Card Book (as a separate Adobe pdf file).
REFERENCES	<ol style="list-style-type: none"> 1. Fire and Rescue Services Directory. 2. Map – Fire Protection Area.

1.15 Milwaukee County ESF #5 - Emergency Management

Preface

During large scale emergencies and disasters the EOC (if activated) is the single point where all information is received and analyzed; where decisions are made, priorities established, and resources allocated. EOC information management consists of three interrelated functions:

- The Information Collection function entails the gathering, consolidation, and retention of raw data and information from sources that include human sources, observation and technical sources;
- The Information Analysis and Planning function provides the ability to merge data and information for the purpose of analyzing, linking, and disseminating timely and actionable information with an emphasis on the larger public safety threat picture (situation reports) and needed future actions (incident action plans);
- The Information Sharing and Dissemination function is the multi-jurisdictional, multidisciplinary exchange and dissemination of information among local layers of government, the private sector and citizens.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management

Support

- Milwaukee County Clerk
- Milwaukee County Comptroller
- Milwaukee County Corporation Counsel
- Milwaukee County Departments, All and Involved Municipalities
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Administrative Services – Information Management Services
- Milwaukee County Department of Administrative Services – Procurement
- Milwaukee County Executive
- Milwaukee County Public Information Officer – County Executive and Office of the Sheriff
- Public Health (Municipal)

State of Wisconsin AGENCIES

Primary

WEM – WI Emergency Management

Support

- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DHS – WI Department of Health Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOT – WI Department of Transportation

Federal AGENCIES

Primary

- Department of Homeland Security/Federal Emergency Management Agency

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Education
- Department of Energy
- Department of Health and Human Services
- Department of Homeland Security

- Department of Housing & Urban Development
- Department of the Interior
- Department of Justice
- Department of Labor
- Department of State
- Department of Transportation
- Department of the Treasury
- Department of Veterans Affairs
- Environmental Protection Agency
- Federal Communications Commission
- General Services Administration
- National Aeronautics and Space Administration

Likely Support Includes:

- Coordination for all federal departments; identify resources for alert, activation, and subsequent deployment for quick and effective response.
- During the post incident response phase, ESF # 5 activities include those functions that are critical to support and facilitate multiagency planning and coordination for operations involving incidents requiring federal coordination to include: alert and notification; staffing and deployment of DHS and DHS/FEMA response teams, as well as response teams from other federal departments and agencies; incident action planning; coordination of operations; logistics management; direction and control; information collection, analysis, and management; facilitation of requests for federal assistance; resource acquisition and management; federal worker safety and health; facilities management; financial management; and other support as required.

A. PURPOSE

1. Support public safety and the operation of government agencies by maintaining continuity of information and telecommunication infrastructure equipment and other technical resources. The emergency communications notification and warning system is described in the Emergency Support Function (ESF) # 2A: Warning.

B. POLICIES

1. Normal communications systems will be utilized as much as possible during an emergency. Some communications needs will be met by utilizing back-up systems such as mutual aid channels.
2. Priority will be given to restoration of communications systems in the event of an emergency.
3. In the event of an emergency, all departments will ensure the security of computer equipment and printers located in their areas.
4. Information Management Systems Division and other departments will have regularly scheduled computer back up programs in effect for critical computer applications and data.
5. Information Management Systems Division will ensure that all network data is adequately backed up and secured in an offsite location.
6. Information Management Systems Division will coordinate with other departments to ensure the necessary emergency power systems are in place to keep the voice and data communications infrastructure operating when there is a commercial power outage.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

Pre-Emergency	<p>The Division of Emergency Management works with partner agencies to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Prepare a standard template for the Declaration of Emergency with Chief Elected Official. 3. Prepare standardized reporting formats and forms, and establish reporting procedures. 4. Maintain EOC supplies and data displays. 5. Participate in drills, exercises. 6. Develop emergency action checklists. 7. Develop procedures for After Action review, critique and debriefing. 8. Maintain situational awareness by monitoring activity in the County as well as the region. 9. Monitor severe weather systems for their potential impact on the Milwaukee County. 10. Advise County staff of changes in National Terrorism Advisory System status and of any announcements of credible threats from the Joint Terrorism Task Force (JTTF) and other intelligence sources.
----------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. Activate the EOC. 2. Request and receive situation reports from field responders. 3. Develop reporting procedures and determine schedule with the field representatives. 4. Share the information received by posting status boards, making announcements, routing messages to other EOC staff, and preparing periodic situation reports (SITREPS).
------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF # 5 position in the EOC. 2. Compile information from weather, media and other relevant sources. 3. As a part of the Situation Unit, deploy or coordinate damage assessment teams to compile damage assessment reports. 4. Ensure daily reconnaissance of all impacted areas. <ul style="list-style-type: none"> • a. Compile status report to assist ongoing incident action planning. 5. Plan for future emergency operational periods. Prepare the Incident Action Plan. Make appropriate recommendations. <ul style="list-style-type: none"> • a. Collect, process and disseminate essential elements of information for use by response operations and provision of input for reports, briefings, displays and plans. • b. Consolidate information into reports and other materials that describe and document overall response activities. • c. Keep the Milwaukee County EOC and other Emergency Support Functions apprised of overall operations. • d. Maintain displays of pertinent information for use in briefings. • e. Research technical information. • f. Collect and manage information from all sources. • g. Liaison with state and federal agencies as needed. • h. Provide for a written incident action plan which identifies the objectives and tasks to be performed during the next operational period and the resource requirements to complete those tasks, as well as identifying future issues to be addressed (what's to be done next, and what will it take to do it). IAP elements include: <ol style="list-style-type: none"> (1) Summary/Briefing Document. (2) Objectives: specific and measurable. (3) Organization: Milwaukee County EOC staff, Incident Commanders, etc. (4) Tasks and Assignments: who's doing what, where, resources required. (5) Supporting Materials (as requested): maps, traffic plan, security plan, medical plan, communications plan, etc., as well as weather data, special precautions, and safety messages. 6. Establish, maintain contact with State and Regional EOC's through the EOC Manager. <ul style="list-style-type: none"> • a. Provide situation status and damage information. • b. Receive County, state situation information. 7. Establish, maintain EOC message center. <ul style="list-style-type: none"> • a. Monitor flow of information to/from EOC and field forces. 8. Conduct regular EOC and County staff briefings. 9. Prepare the Chief Executive's Declaration of Emergency and any amendments. 10. Process requests for specific state and federal emergency and disaster related assets and services. 11. Coordinate staffing the Planning Section of the EOC, and identify resources, personnel, and types of assistance required for emergency operations; develop an initial situation assessment, and anticipate the needs that the recovery effort may demand. 12. Provide information and planning, collect information essential for the briefing of appropriate personnel. Facilitate information exchange, briefings, displays, and operational planning related to emergency activities.\ 13. Collect information from state, federal, and local organizations and other ESFs, and analyze the data for operational purposes. Collect critical information from other ESFs and develop Incident Action Plans, reports, briefings, and displays, in order to provide information to the general staff of the EOC, field Incident Commanders, and other appropriate users and agencies. 14. Provide and maintain pertinent information to local response agencies; dissemination of information will be by regular briefings, as well as maps, charts, and other visual media such as status reports within the EOC. Planning Section will disseminate information throughout the EOC and to the support agencies' personnel outside the EOC utilizing radios, telephones, computer networks, electronic mail, and any other means that may become available. 15. Display charts, maps, and other information appropriately so all EOC participants can readily access them. Information updates are passed via telephone and radio lines, as well as by hard copy reports, in accordance with the Emergency Operations Center SOP. 16. Coordinate the location and provision of resources with other ESFs to support their mission. Allocate available
------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

resources to each assignment based upon identified priorities. Identify, through the Resource Unit Leader, the status of all primary and support resources and maintain a master list of such resources. Request additional resources from the State EOC or Disaster Field Office if the resources are not available within the County.

17. Receive and disseminate information and requests to appropriate agencies, as well as preparing reports, briefings, charts, and action plans. Essential elements of information are received from Federal, State, and local governments, other ESFs, and NGOs.

18. Assess the information provided. Develop and recommend action strategies.

19. Coordinate and prepare periodic SITREPS, and distribute as required.

20. Document incident information (Documentation Unit)

21. Request additional or special information from the field through the EOC ESF structure as necessary.

22. Review PIO statements for accuracy.

22. Maintain records of cost and expenditures to accomplish this ESF, and forward them to the EOC Finance/Administration Section Chief.

Recovery Actions

1. Staff a Demobilization Unit to develop a specific recovery component in the EOC IAP based on the event and impacts. This event specific Recovery Transitional Plan (RTP), in part, will specify which recovery functions need to be activated, when and how they are coordinated with response activities and integrated into the EOC Management structure.
2. Once it is determined that recovery activities should occur they need to be included as a component of the Operations Section as either a recovery group or recovery branch, depending on the number of resources devoted to the task at that particular time.
3. The EOC IAP should contain objectives, tasks, activities and resources devoted to them just like they are for response activities.
4. The recovery portion of the EOC IAP defines a phased recovery program with a priority of work plan, i.e. priorities and actions to be taken to:
 - a. Eliminate life-threatening conditions.
 - b. Restore utility and transportation services.
 - c. Provide and restore suitable housing conditions.
 - d. Resume normal economic activity.
 - e. Expedite the securing of financial assistance from both the public and private sectors.
 - f. Restore other important County services to normal levels.
 - g. Restore the community's physical facilities, both public and private, such as waste collection, street lighting, street cleaning, traffic control, schools, nurseries, day care, etc.
 - h. Return of all essential services (e.g. water, sewage, electricity, gas, refuse pickup, etc.) to normal operations.
 - i. Return personnel to normal work schedules and assignments.
5. The recovery portion of the EOC IAP should:
 - a. Outline the County recovery management structure and management process and how it interfaces with the emergency response phase, and how that transition will take place.
 - b. Describe the organizational networks and structures appropriate to recovery.
 - c. Formalize arrangements for the effective management of the recovery process.
 - d. Facilitate the recovery of affected individuals, businesses, infrastructure and municipal government as quickly and practicably as possible.
 - e. Involve all agencies with a role to play in the recovery process.
 - f. Ensure community participation in the recovery process.
 - g. Identify responsibilities and tasks of key agencies.
 - h. Describe appropriate resource arrangements.
6. Recovery elements in the EOC IAP include:
 - a. Recovery Team Composition.
 - b. Priority of efforts.
 - (1) Activities that reestablish services that meet the physical and safety needs of the community: to include water, food, ice, medical care, emergency access, continuity of governmental operations, emergency communications, security of residents and possessions from harm, health, and temporary housing.
 - (2) Reestablishing infrastructure necessary for community reconstruction: e.g., electrical distribution systems, potable water and sanitary sewer service, restoring medical and health care, rebuilding damaged transportation facilities, and housing facilities.
 - (3) Restoring the economic base.
 - (4) Improving the ability to withstand the effects of future major or catastrophic emergencies.
 - c. Establish milestones for recovery tasks.
 - d. Support requirements.
 - e. Coordination requirements.
 - f. Methodologies.
 - g. Reporting requirements.
7. Develop and distribute after action reviews.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Milwaukee County Comptroller	<ol style="list-style-type: none"> 1. Support the documentation of incident related expenses and assist in the procurement of emergency supplies and equipment. 2. Maintain county-wide payroll system.
Milwaukee County Clerk	<ol style="list-style-type: none"> 1. Provide for the securing and access of County records.
Milwaukee County Corporation Counsel	<ol style="list-style-type: none"> 1. Draft resolutions. 2. Provide legal assistance as required to County Departments. 3. Support the documenting of incident information and damage assessment. 4. Participate in the development of the Incident Plan and make appropriate recommendations
Milwaukee County Departments, All and Involved Municipalities	<ol style="list-style-type: none"> 1. Provide situation reports from field forces to EOC. 2. Participate in the incident planning process as required. 3. Support the documenting of incident information and damage assessment. 4. Provide EOC with information relative to their departmental needs, priorities and planned activities during the next designated incident period. 5. Provide information as to potential or expected events which could affect future Incident Plans. 6. As requested, identify resource needs both from within departmental resources and any external resources needed to accomplish stated goals, objectives and tasks. 7. Apply departmental resources to implement the Incident Plan.
Milwaukee County Department of Administrative Services – Facilities Management	<ol style="list-style-type: none"> 1. Support the documenting of incident information and damage assessment. 2. Provide maintenance, housekeeping, security and building trades.
Milwaukee County Department of Administrative Services – Information Management Services	<ol style="list-style-type: none"> 1. Provide computer support. 2. Support the documenting of incident information and damage assessment.
Milwaukee County Department of Administrative Services – Procurement	<ol style="list-style-type: none"> 1. Support the documentation of incident related expenses and assist in the procurement of emergency supplies and equipment. 2. Implement emergency purchasing procedures during state of emergencies.
Milwaukee County Executive	<ol style="list-style-type: none"> 1. Advisor to Board of Supervisors during emergencies/disasters. 2. Establish policy concerning the response and recovery priorities and tasking activities to appropriate departments. 3. Provide overall direction and control and for the continuance of effective and orderly governmental control required for emergency operations. 4. Ensure participation of all necessary County departments. 5. Ensure that the County continues to function administratively. 6. Proclaim a “State of Emergency” when necessary. 7. Declare the County a disaster area and request state and federal assistance. 8. Issue emergency rules and proclamations that have the force of law during the proclaimed emergency period.
Milw. County PIO – County Executive	<ol style="list-style-type: none"> 1. Responsible for assimilating, coordinating and disseminating all public information on behalf of the County (see ESF # 15). 2. Provide call takers and/or a hotline to inform public of emergency information.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Provide information and planning for 1) Emergencies caused by public health events including pandemic influenza, other emerging infectious diseases or acts of bioterrorism and 2) Other emergencies that have the potential to threaten the public’s health.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Operational Period Duties And Tasks (Example) 2. Standard Operating Guidelines For EOC Incident Action Plans
REFERENCES	<ol style="list-style-type: none"> 1. Milwaukee County Ordinance Chapter 99 (Emergency Activities Of The Government Of The County) 2. Milwaukee County Ordinance Chapter 32 (Emergency Purchasing) EOC Operations Plan. 3. EOC Staff Position Desk Books. 4. EOC “Quick Start” Guides. 5. EOC Forms. 6. EOC Incident Action Plan.

1.15.1 Attachment 1: Operational Period Duties and Tasks

Attachment 1: EOC OPERATIONAL PERIOD DUTIES AND TASKS (EXAMPLE)

(Based on a 12-Hour Shift)

Hour 1 (Beginning Shift):	<ol style="list-style-type: none">1. Status Briefing by EOC Manager or Planning Chief to all EOC staff.2. Position/section briefings, emphasis on specific objectives and work to be performed during this operational period.3. Use of logs and message forms (hardcopy and electronic) by all EOC staff.
Hours 2 to 6:	<ol style="list-style-type: none">1. Continued use of logs and message forms (hardcopy and electronic) by all EOC staff to document their activities.2. Heads-up briefings by EOC Manager and Section Chiefs as appropriate.3. Position/section meetings, briefings as necessary.
Hours 7 – 10:	<ol style="list-style-type: none">1. Continue operations.2. Planning meetings to develop Incident Action Plan (IAP) for next operational period.3. Develop written IAP for next operating period.
Hours 11–12:	<ol style="list-style-type: none">1. All Positions/sections submit their situation reports in writing.2. Debrief of personnel going off-shift.3. Relief shifts arrive.4. Individuals brief their replacement.5. End of shift briefing.

1.15.2 Attachment 2: Standard Operating Guidelines for EOC IAPs

Attachment 2: STANDARD OPERATING GUIDELINES FOR EOC INCIDENT ACTION PLANS

A. PURPOSE

1. The EOC Manager shall follow the policy direction received from the Information, Analysis & Planning Team in setting the objectives for the operating period.
2. The EOC Incident Action Plan sets forth objectives and tasks to be completed during the next operational period, the resources necessary to accomplish those tasks, and how they are organized.
3. Accurate and complete EOC Situation Reports (EOC SITREPs) are essential to the development of each operational period EOC Incident Action Plan. SITREPs are developed by the Planning Section from situational information received from each component of the EOC. The next operational period's objectives are derived from progress in achieving the previous operational period's EOC Incident Action Plan as reflected in the EOC SITREP, and from policy direction issued by the Information, Analysis & Planning Team.

B. EOC INCIDENT ACTION PLANNING PROCESS OVERVIEW

1. The EOC General Staff, under direction of the EOC Manager and led by the EOC Planning Section Chief, will prepare a written EOC Incident Action Plan for the next operational period when emergencies last for more than one operational period, .
2. The EOC incident action planning process is an essential tool for Milwaukee County EOC, particularly in managing sustained operations. If the emergency organization is to have a well planned and executed approach to resolving the problems posed by the emergency, the EOC organization must remain focused and unified in its efforts. The EOC incident action planning process is a key element to ensure that the entire EOC organization will be focused and acting as a unified coordinated body. If the organization is going to move forward in a unified manner, there must be a clear understanding of what goals are being pursued, what time frame is being used (the Operational Period) and how individual unit efforts are a part of the overall organizational efforts.
3. Once the EOC SITREP has been delivered, the EOC Manager finalizes the goals and strategic objectives for the next operational period. These strategic operational objectives must be verifiable and measurable.
4. Once the goals and strategic objectives are set, they should be communicated through the EOC Management and general staff to all EOC components so that they can be considered. Each EOC Section needs to address how it will accomplish the goals and strategic objectives by setting tactical objectives and tasks to resolve the problems identified in the EOC Situation Report. The various branches, and divisions/groups in the EOC Operations Section should each address this issue and develop a coordinated EOC Operations Section approach, including the resources needed and how they should be organized.
5. Next the EOC Logistics and Planning Sections determine how they will support the EOC Operations Section's approach to meet the established strategic objectives and to anticipate equipment and supply procurement and personnel acquisition issues. If resources cannot be obtained, then EOC Operations may need to modify their approach based on the actual resources available.
6. The EOC Administration & Finance Section must determine how they will support the EOC Operations Section's efforts to meet the established strategic objectives and to establish specific cost tracking and contracting methods to procure needed resources in a timely manner.
7. The EOC Planning Section must also consider their ongoing efforts to continue to produce and post situation reports and information as well as continuing to support the EOC incident action planning process throughout future operational periods.
8. This will require continual briefing and rotation of staff in key information gathering roles in the EOC.

C. WRITTEN EOC INCIDENT ACTION PLANS

1. Written EOC Incident Action Plans are a significant management tool and provide:
 - a. A clear statement of EOC goals and strategic objectives, and EOC operational tactical objectives and task assignments.
 - b. A basis for measuring EOC work effectiveness and cost effectiveness.
 - c. A basis for measuring EOC work progress and providing accountability.
 - d. Documentation of expected emergency or planned event flow.

D. OPERATIONAL PERIODS

1. EOC operational periods can be of various lengths, but are usually no longer than 24 hours. A 12 hour operational period is common when needing to staff EOC operations 24 hours a day, using a two shift schedule. The length of the Operational Period is determined based on a number of issues, including:
 - a. Length of time needed to achieve EOC tactical objectives.
 - b. Availability of fresh resources.
 - c. Future involvement of additional resources.

- d. Environmental considerations. (e.g., available light or weather conditions).
- e. Diminished mental and physical effectiveness of tired workers.
- f. Safety considerations.

E. ESSENTIAL ELEMENTS IN THE WRITTEN EOC INCIDENT ACTION PLAN

1. Statement of Objectives – This is a clear listing of what is expected to be achieved. Objectives must be attainable, measurable, and flexible.
2. Organization of resources – Describes what elements of the EOC organization will be active and in place for the next Operational period.
3. Tactics and Assignments – This describes the EOC tactics and operations to be employed to achieve the objectives. The EOC Operations Section will normally set the tactical methods for accomplishing the objectives and implement actions (e.g. how, when and where to open shelters). The EOC Planning, Logistics and the Finance/Administration Sections will accomplish resource ordering and acquisition of necessary personnel and materials to support the Operations Section activities.
4. Supporting Material – Examples include maps, weather information, special information, the EOC Communications Plan, EOC Medical Plan, and any other special data.

F. RESPONSIBILITIES FOR EOC INCIDENT ACTION PLANNING.

1. The EOC Planning Section Chief is responsible for developing the EOC Incident Action Plan in conjunction with other sections. The EOC Operations and Logistics Sections will provide a great deal of support in the construction of the EOC Incident Action Plan. The EOC Situation Unit will provide a situation report at the beginning of the planning meeting.

G. SEQUENCE OF ACTIVITIES IN THE ACTION PLANNING PROCESS.

1. The EOC PLANNING Section will present a formal current Situation Report. This report should include all key categories and other appropriate forms.
2. The EOC MANAGER will define the organizational priorities for the next operational period (short term) as well as for the intermediate goals. This should include no more than four or five broad goals and represents the strategic goals of the EOC organization. Goals should be measurable and verifiable. (Example: The County has a water issue. The short term goal is providing bottled drinking water for those who need it, while the intermediate goal is restoration of water purification and delivery systems).
3. The EOC PLANNING Section posts the goals and strategic objectives as determined by the EOC Manager.
4. The EOC OPERATIONS Section will then address how it will tactically address the problems identified in the EOC Situation Report, based on the EOC organizational priorities. Each branch must develop tactical plans. The liaison agencies should address how they will support the overall goals of the EOC keeping in mind that they will also address within their own organizations the same process for their own organization goals.
5. The EOC LOGISTICS Section determines what is required for them to obtain the needed personnel, supplies and materials to support the OPERATIONS Section in their pursuit of the organizational goals, as well as what the specific needs are.
6. The EOC ADMINISTRATION/FINANCE Section determines what is required for them to pay for, document, and recover the funds for the needed personnel, supplies, and materials to support the EOC OPERATIONS Section in their pursuit of the organizational goals.
7. The EOC PLANNING Section continues to capture the information necessary to produce reliable and current situation status reports, project future needs and outcomes and to facilitate the EOC incident action planning process and planning meetings.

H. THE EOC PLANNING MEETING

1. The EOC planning meeting is critical and there may be a tendency for these meetings to last longer than necessary unless they are kept on track and have good focus. The EOC Planning Section Chief will be responsible for running the EOC planning meeting. There are some important tenants for this meeting:
 - a. All participants must come prepared.
 - b. Strong leadership must be evident.
 - c. Agency representatives must be able to commit resources for their agencies.
 - d. Cell phones and pagers on vibrate only.

I. SEQUENCE AND SUMMARY OF ACTIVITIES BY SECTION

1. EOC PLANNING	Present the Situation Report.
2. EOC MANAGER	Set goals and strategic objectives.
3. EOC PLANNING	Post goals and strategic objectives for organizations use.
4. EOC OPERATIONS	Determines tactics to achieve goals, resources needed and the organization of the resources.
5. EOC LOGISTICS	Determines how it will obtain the needed resources.
6. EOC FINANCE/ ADMIN	Determines how it will pay for and document the needed resources.
7. EOC PLANNING	Prepares EOC Incident Action Plan (document); continues collecting, analyzing and displaying information and continues Action Planning process.

To assist in the completion of the EOC Incident Action Plan a standardized fill-in-the-blank document format is used. The EOC Planning Section should distribute the appropriate fill-in-the-blank pages to the EOC Section Chiefs for completion.

1.16 Milwaukee County ESF #6 - Mass Care

Preface

The damage created by emergencies often disrupt the ability for citizens to provide their own basic health and human needs such as food, water, sanitation and housing/sheltering, and mental health. Government must be prepared to temporarily provide those services when they are needed.

Primary Agency

Milwaukee County Health & Human Services

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Health & Human Services

Support

- American Red Cross
- ARES / RACES
- Building Inspection/Code Enforcement (Municipal)
- Civic and Community Center(s)
- Faith Based Organizations
- Fire Departments
- Hospitals
- Law Enforcement
- Milwaukee County Department of Administrative Services – Information Management Services
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department on Aging
- Milwaukee County Department of Family Care
- Milwaukee County Department of Health & Human Services – Behavioral Health Division
- Milwaukee County Department of Health & Human Services – Disability Services Division
- Milwaukee County Department of Transportation (MCDOT)
- Milwaukee County Executive
- Milwaukee County Office of the Emergency Management
- Milwaukee County Parks
- Public Health (Municipal)
- Public Works (Municipal)
- NGOs & Community Based Organizations
- Salvation Army
- School Districts

State of Wisconsin AGENCIES

Primary

- WI DHS – WI Department of Health Services

Support

- ARC – American Red Cross
- SA – Salvation Army
- WEDC – WI Economic Development Corporation
- WEM – WI Emergency Management
- WHEDA – WI Housing & Economic Development Authority
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DCF – WI Department of Children & Families
- WI DMA – WI Department of Military Affairs
- WI DOA – WI Department of Administration
- WI DPI – WI Department of Public Instruction
- WI DWD – WI Department of Workforce Development
- WI VOAD – WI Volunteer Organizations Active in Disaster

Federal AGENCIES

Primary

Milwaukee County Emergency Management
633 W. Wisconsin Ave. | Milwaukee, WI 53203
Hazard Mitigation Plan

- Department of Homeland Security/Federal Emergency Management Agency

Support

- Department of Agriculture
- Department of Defense
- Department of Health and Human Services
- Department of Homeland Security
- Department of Housing and Urban Development
- Department of the Interior
- Department of Justice
- Department of Labor
- Department of Transportation
- Department of the Treasury
- Department of Veterans Affairs
- General Services Administration
- Small Business Administration
- Social Security Administration
- U.S. Postal Service
- American Red Cross
- Corporation for National and Community Service
- National Voluntary Organizations Active in Disaster
- Other voluntary agency and nongovernmental support organizations

Likely Support Includes:

- Coordinate and lead federal resources, as required, to support local, tribal, and state governments and voluntary agencies (VOLAGs) in the performance of mass care, emergency assistance, housing, and health and human services missions.
- When directed by the President, ESF # 6 services and programs are implemented to assist individuals and households through four primary functions:
 - Mass Care: Includes sheltering, feeding operations, emergency first aid, bulk distribution of emergency items, and collecting and providing information on victims to family members.
 - Emergency Assistance: Assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional “mass care” services provided at the local level are addressed. These services include: support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to special needs populations; evacuation, sheltering, and other emergency services for household pets and services animals; support to specialized shelters; support to medical shelters; nonconventional shelter management; coordination of donated goods and services; and coordination of voluntary agency assistance.
 - Housing: Includes housing options such as rental assistance, repair, loan assistance, replacement, factory-built housing, semi-permanent and permanent construction, referrals, identification and provision of accessible housing, and access to other sources of housing assistance.
- Health & Human Services: Includes the implementation of disaster assistance programs to help disaster victims recover their non-housing losses, including programs to replace destroyed personal property, and help to obtain disaster loans, food stamps, crisis counseling, disaster unemployment, disaster legal services, support and services for special needs populations, and other Federal and State benefits.

A. PURPOSE

1. The purpose of this Emergency Support Function is to describe a coordination framework and serve as a guide to provide sheltering, mass care, emergency assistance and health and human services following an emergency or disaster. Identify key participants and resources to meet access and functional needs populations in mass care and sheltering operations.

B. POLICIES

1. The provision of Mass Care, Housing, and Health & Human Services as a consequence of disasters is a fundamental responsibility of Milwaukee County government. Milwaukee County Office of Emergency Management will provide coordination management of all mass care, housing, and health and human services operations in the County through the EOC to ensure the population is effectively served. The primary coordination department for this ESF is Milwaukee County Department of Health & Human Services (DHHS).
2. The County’s responsibility for mass care operations is in support the American Red Cross (ARC) in opening and maintaining shelter operations and provide coordination oversight. However, if ARC is unable to open and staff a shelter, it then becomes local government’s responsibility to provide care and shelter function.
3. All government/volunteer/private resources will be utilized as necessary to coordinate effective public/private partnerships during an emergency.
4. Milwaukee County will coordinate mass care, housing, and health and human services efforts with local, state, and other non-governmental organizations (NGOs).

5. County designated shelters may be managed by the local government, ARC, or a combination of both entities.
6. mass care, housing, and health and human services operations will begin as soon as possible following an emergency. Public and private facilities that will provide the best available protection for displaced people will be used as shelters and/or mass feeding facilities. The basic essential life support to be provided for the displaced population includes food, water, clothing, medical services, sanitation, lodging and communications. The Milwaukee County EOC determines which shelters, (generally community centers and public school buildings) will be opened for shelter use.
7. Milwaukee County will coordinate with state and federal agencies to facilitate the delivery of assistance programs to individuals, including the identification of appropriate site(s) for Disaster Assistance Center(s). (See Annex IV: Recovery and Recovery Mitigation Actions, in this CEMP, for information on Individual Disaster Assistance Programs.)
8. The care of pets and other animal needs will be managed in accordance with ESF # 17 and the Domestic Cat, Dog and Small Animal Sheltering Plan.
9. NONDISCRIMINATION. No services will be denied on the basis of race, color, national origin, religion, sex, age, or disability, and no special treatment will be extended to any person or group in an emergency over and above what normally would be expected in the way of government services. The County's activities pursuant to the Federal /State Agreement for major emergency recovery will be carried out in accordance with Title 44, Code of Federal Regulations (CFR), Section 205.16.—Nondiscrimination. Federal disaster assistance is conditional on full compliance with this rule.
10. it is the policy of Milwaukee County to comply with the American Disabilities Act and its standards set forth in Title 41. CFR Section 101.19–6, to the extent permitted by fiscal constraints.
11. Milwaukee County has embraced the model of general shelters for all residents except incarcerated populations and those with extremely fragile medical conditions (i.e., separate shelters are not designated for those with access and functional needs).
12. Milwaukee County will secure cooperation of building owners for use of their property for shelter space.
13. Appropriate levels of health and emergency medical care services at shelters will be assessed at each shelter. Persons with access and functional needs or other special medical needs that exceed the capability of normal shelters will be sheltered in an appropriate medical facility.
14. Information about persons identified on shelter lists, casualty lists, hospital admission, etc, will be made available to family members to the extent allowable under confidentiality regulations.
15. Efforts will be made to coordinate among agencies providing information to minimize the number of inquiry points for families.
16. In the interest of public health and safety, the County will identify and attempt to meet the care and emergency needs of animals following emergencies.
17. Priorities will be directed toward animal care functions after human needs are met.
18. Personnel designated as on–scene responders or representatives to the EOC should make prior arrangements to ensure that their families are provided for in the event of an emergency, so to ensure a prompt, worry–free response and subsequent duty.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY HEALTH & HUMAN SERVICES

	<p>American Red Cross</p> <ol style="list-style-type: none"> 1. Identify mass care facilities (temporary lodging and emergency feeding sites) and protective shelters 2. Obtain cooperation of facility owners for use as mass care facilities and protective shelters 3. Identify emergency feeding supplies 4. Recruit and train volunteers for mass care operations. 5. Develop a liaison with other community service organizations for providing mass care to the public. 6. Identify population groups requiring special assistance during an emergency (i.e., senior citizens, functional needs, etc.) and conduct preparations to provide assistance. 7. Develop and test emergency plans and procedures. 8. Participate in emergency management training and exercises. <p>Milwaukee County Health & Human Services</p> <p>Work with the Division of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Analyze Mass Care, Health & Human Services requirements. 3. Identify current Mass Care, Health & Human Services resources and equipment cache. 4. Establish Mass Care, Health & Human Services inventory, control, and delivery systems.
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

5. Develop agreements with Mass Care, Health & Human Services providers as necessary.
6. Identify County assistance Mass Care, Health & Human Services locations and resources needed.
7. Maintain inventories of resources and facilities.
8. Identify mass care facilities (temporary lodging and emergency feeding sites) and protective shelters
9. Obtain cooperation of facility owners for use as mass care facilities and protective shelters
10. Develop facility setup plans for potential shelters.
11. Identify emergency feeding supplies.
12. Recruit and train volunteers for mass care operations.
13. Develop a liaison with other community service organizations for providing mass care to the public.
14. Identify population groups requiring special assistance during an emergency (i.e., senior citizens, functional needs, etc.) and conduct preparations to provide assistance.
15. Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
16. Develop and test emergency plans and procedures.
17. Participate in emergency management training and exercises.
18. Develop emergency action checklists.

Department on Aging

1. Identify County assistance Mass Care, Health & Human Services locations and resources needed for senior citizens.
2. Maintain inventories of resources and facilities to assist senior citizens.
3. Identify emergency feeding sites and protective shelters for senior citizens.
4. Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
5. Develop and test emergency plans and procedures.
6. Participate in emergency management training and exercises.
7. Develop emergency action checklists.

Department of Family Care

1. Minimize disruption of MCO infrastructure and services to Family Care members
2. Establish a communication plan for maintaining contact with Family Care members
3. Identify County assistance Mass Care, Health & Human Services locations and resources needed for senior citizens.
4. Maintain inventories of resources and facilities to assist senior citizens.
5. Identify mass care facilities (temporary lodging and emergency feeding sites) and protective shelters for clients.
6. Implement a public education campaign regarding the importance of having a family disaster plan and 72-hour preparedness kit.
7. Develop and test emergency plans and procedures.
8. Participate in emergency management training and exercises.
9. Develop emergency action checklists.
10. Establish a communication plan for maintaining contact with Providers serving Family Care members.
11. Ensure that Family Care members at greatest risk are identified timely and their service needs are met.
12. Ensure that member's basic needs for shelter, safety, nutrition, and medical care are met.
13. Obtain cooperation of facility owners for use as mass care facilities and protective shelters
14. Identify emergency feeding supplies
15. Recruit and train volunteers for mass care operations.
16. Develop a liaison with other community service organizations for providing mass care to the public.
17. Identify population groups requiring special assistance during an emergency (i.e., senior citizens, functional needs, etc.) and conduct preparations to provide assistance.
18. Develop and test emergency plans and procedures.
19. Participate in emergency management training and exercises.
20. Identify emergency feeding supplies
21. Identify population groups requiring special assistance during an emergency (i.e., senior citizens, functional needs, etc.) and conduct preparations to provide assistance.

Department of Behavioral Health

1. Maintain this Emergency Support Function (ESF).
2. Analyze Mass Care, Health & Human Services requirements.
3. Identify current Mass Care, Health & Human Services resources and equipment cache.
4. Develop agreements with Mass Care, Health & Human Services providers as necessary.
5. Maintain inventories of resources and facilities.
6. Coordinate mental health resources through internal BHD programs and committees.

Pre-Emergency

County Executive

1. Provide approval for deployment of the MCFNES trailer based on the recommendation of the FAST Team.
2. Provide staff for full coverage of any shelter, or relocation facility, or area, in all of the appropriate disciplines of the County Executive Office.

Department of Health and Human Services

1. When notified, report to the EOC.
2. Mass Care, Health & Human Services emergency actions may include:
3. Provide feeding for victims and emergency workers.
4. Identify facilities that are appropriate for feeding facilities.
5. Medical and nursing aid.
6. Provide potable water.
7. Provide temporary sanitation facilities.
8. Identify distribution service centers.
9. Distribute food, clothing, medicine, commodities.
10. Operate Family Assistance Centers to provide information services.
11. Assess social service needs of victims.
12. Provide counseling services.
13. Provide access and functional needs coordination services.
 - a. Families and children with special needs will be linked to the appropriate community services.
 - b. Partner with internal partners (Aging, BHD, DSD), contracted staff members, and external community organizations to ensure individuals with disabilities are provided with the supports they need.
 - c. Coordinate with Income Maintenance (IM) for financial eligibility for public programming.
 - d. Coordinate with the Bureau of Milwaukee Child Welfare for children under 18 who are in need of emergency assistance.
 - e. Coordinate with internal departments to use the media (T.V. and newspapers), the County Website, telephones, and e-mails to communicate the status of the emergency.
 - f. Coordinate mental health resources through internal BHD programs and committees.
14. Provide staff and 24/7 coverage of the Forward Assessment Service Team. Collaborate with the Incident Commander and the Milwaukee County Division of Emergency Management in the assessment and notification process.
 - a. If the FAST Team recommends deployment of the MCFNES trailer and the County Executive approves, provide trailer staffing.
15. Provide staff for full coverage of any shelter, or relocation facility, or area, in all of the appropriate disciplines of Health & Human Services.

Emergency

Department on Aging

1. Participate in the Forward Assessment Service Team in coordination with the Incident Commander and Milwaukee County Division of Emergency Management.
2. Coordinate resources available to older adults with contracted organizations.
3. Provide assistance to frail elderly and older adults with long term care needs through the Aging Resource Center of Milwaukee County as requested.
4. Assess social service needs of seniors.
5. When notified, report to the EOC.
6. Provide feeding for seniors.
7. Identify facilities that are appropriate for feeding facilities.
8. Distribute food, clothing, medicine, commodities.
9. Provide counseling services.
10. Provide access and functional needs coordination services.
11. Provide staff for full coverage of any shelter, or relocation facility, or area, in all of the appropriate disciplines of the Department of Aging.

Department of Family Care

1. Coordinate delivery of services in the quickest and most efficient manner by instituting a standing line of communication between health and human service agencies.
2. Coordinate joint services through a preexisting network of physical structures, radio, phone and e-mail.
3. Provide staff for full coverage of any shelter, or relocation facility, or area, in all of the appropriate disciplines of the Department of Family Care.

Disability Services Division

1. When notified, report to the EOC.

2. Identify distribution service centers.
3. Operate Family Assistance Centers to provide information services.
4. Assess social service needs of victims.
5. Provide counseling services.
6. Provide access and functional needs coordination services.
7. Participate in the Forward Assessment Service Team in coordination with the Incident Commander and Milwaukee County Emergency Division of Emergency Management.
8. Provide staff for full coverage of any shelter, or relocation facility, or area, in all of the appropriate disciplines of the Disability Services Division.

Department of Health and Human Services

1. Staff the ESF # 6 position in the EOC.
2. Verify current and needed resources. Sources for resources can include:
 - a. County agencies.
 - b. American Red Cross.
 - c. Salvation Army.
 - d. State EOC.
3. Establish, maintain contact with State ECC through the EOC Manager
 - a. Provide information on Mass Care, Health & Human Service needs.
 - b. Coordinate receipt, distribution of bulk items and donated goods.
4. Establish, staff, and maintain supply distribution points within the County.

Mass Care, Health & Human Services Duties Include:

1. Identify incident sites requiring Mass Care, Health & Human Services.
2. Determine present and future need for Mass Care, Health & Human Services resources.
3. Obtain and coordinate Mass Care, Health & Human Services resources as requested by field incident commanders.

Mass Feeding duties include:

1. Identifying incident sites requiring mass feeding services.
2. Determining present and future need for mass feeding resources:
 - a. Communications
 - b. Feeding facilities.
 - c. Feeding for victims and emergency workers.
 - d. Potable water.
 - e. Temporary sanitation facilities.
3. Obtaining and coordinating deployment of mass feeding resources for emergency responders as requested by field incident commanders.

Sheltering and temporary housing emergency actions include:

1. Determining requirement for shelters for emergency victims and temporary sheltering for emergency responders.
2. Establishing shelter sites and ensuring communications to each site.
3. Ensuring a registration system is activated at each site.
4. Establish alternative temporary housing facilities to provide short-term group housing until suitable transition housing can be arranged.
5. Providing heating and cooling centers.
6. Providing temporary shelter from hazards.
7. Providing temporary group housing.
8. Providing feeding for victims and emergency workers at shelters or at feeding facilities.
9. Identifying facilities that are appropriate for feeding facilities.
10. Providing first aid, medical and nursing aid at facilities as appropriate.
11. Providing potable water.
12. Providing temporary sanitation facilities.

Access and Functional Needs (AFN) emergency actions include:

1. Identifying locations of functional needs individuals.

**Emergency
Operations Center**

(EOC)

2. Identifying sources and costs for providing for the needs of special populations and individuals.
3. Coordinating programs and resources for special populations and individuals.
4. Making contact with AFN populations and individuals.
5. Identifying specific needs of AFN populations and individuals.

Family Assistance Centers/Disaster Welfare Inquiries include:

1. Providing information services.
2. Assessing social service needs of victims.
3. Providing counseling services.
4. Coordinate with the American Red Cross Family Assistance/ Reunification Center System.

Bulk Disaster Relief Commodity Distribution include:

1. Determine the commodities (i.e. food, water, ice, needing distribution).
2. Determine the locations of those needing the commodities.
3. Determine locations for distribution facilities.
4. Determine resource needs for accomplishing the distribution (security, transport, storage, dispensing).
5. Schedule and inform target groups of the plans for commodity distribution.
6. Distributing food, water, ice, and other commodities.

Department on Aging

Senior Citizens emergency actions include:

1. Identifying sources and costs for providing for the needs of senior citizens.
2. Coordinating programs and resources for senior citizens.
3. Identifying specific needs of senior citizens (additional space for assistive devices)

Aging Resource Center:

1. Providing information services for senior citizens.
2. Assessing social service needs of senior citizens
3. Coordinate with the American Red Cross Family Assistance/ Reunification Center System.

Department of Family Care

1. Assess and implement emergency health and human services relief program coordination with volunteer agencies.
2. Implement appropriate programs (e.g., crisis counseling, post-incident stress debriefings, critical incident stress management) that are made available through the county, state, or federal government.
3. Coordinate the resource management of municipal, private, and volunteer organizations during disaster operations.
4. Coordinate with volunteer organizations regarding evacuation and sheltering and donation management.

Disability Services Division

1. Providing information services for disabled individuals.
2. Assessing social service needs of disabled citizens

Behavioral Health Division

1. Coordinate counseling and crisis intervention to emergency victims.
2. Assess community behavioral health needs following and emergency.
3. Implement appropriate programs (e.g., crisis counseling, post-incident stress debriefings, critical incident stress management) that are made available through the county, state, or federal government.
4. Coordinate the resource management of municipal, private, and volunteer organizations during disaster operations.

Recovery Actions	<p>Department of Health and Human Services</p> <ol style="list-style-type: none"> 1. Activate family reunification systems. 2. Continue to utilize multiple means of communicating public information and education. 3. Ensure the availability of mental and behavioral health professionals. 4. Continue EOC operations until it is determined that EOC coordination is no longer necessary. 5. Provide public information regarding safe re-entry to damaged areas. 6. Assist evacuees in returning to their homes if necessary. 7. Assist those who cannot return to their homes with temporary housing. 8. Deactivate shelters and mass care facilities and return them to normal use. 9. Clean and return shelters to original condition; keep detailed records of any damages. 10. Consolidate mass care shelter(s) costs, and submit these statements to the appropriate authorities for possible reimbursement. 11. Inform public of any follow-on recovery programs that may be available. 12. Form a long-term recovery assistance team to help ensure individuals and families affected by the disaster continue to receive assistance for serious needs and necessary expenses. 13. Return staff, clients, and equipment to regularly assigned locations. 14. Provide critical payroll and other financial information for cost recovery through appropriate channels. 15. Participate in after action reviews. 16. Updates plans and procedures based on critiques and lessons learned during an actual event.
	<p>Department on Aging</p> <ol style="list-style-type: none"> 1. Conduct a needs assessment in coordination with older adult organizations to identify short-term, long-term, and unmet needs. 2. Implement appropriate protective actions and studies to address the long-term health effects on older adults after an incident.
	<p>Disability Services Division</p> <ol style="list-style-type: none"> 1. Conduct a needs assessment in coordination with functional and access needs organizations to identify short-term, long-term, and unmet needs. 2. Implement appropriate protective actions and studies to address the long-term health effects on individuals with functional and access needs after an incident.
	<p>Behavioral Health Division</p> <ol style="list-style-type: none"> 1. Conduct a needs assessment in coordination with mental health providers to identify short-term, long-term, and unmet needs. 2. Implement appropriate protective actions and studies to address the long-term health effects on individuals with mental health challenges after an incident.
	<p>Department of Family Care</p> <ol style="list-style-type: none"> 1. Conduct needs assessment coordination with volunteer organizations for short-term, long-term, and unmet needs. 2. Assess the extent of damage and recovery activities necessary to return to normal operations. 3. Provide outreach services to citizens in a disaster. 4. Assist with identifying and implementing appropriate protective actions and studies to address the long-term health effects. 5. Work with municipal government to assess damage to the private sector and to determine its impact. 6. Assist with gathering information on the impact of a major emergency or disaster by operating the designated reporting hotline for damage assessment and health and human needs for residents of the community.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ol style="list-style-type: none"> 1. Support the City-County in the management and coordination of sheltering, feeding, emergency first aid services, and DWI services to the disaster-affected population. 2. Provide facilities, personnel, equipment, supplies and other resources needed to assist in shelter operations or mass feeding for victims of the effected emergency area. 3. Facilitate the opening and operation of emergency shelter and mass feeding sites upon request by the EOC Manager or Mass Care, Housing, Health & Human Services Group Supervisor. 4. Provide personnel to assist in the mass feeding of evacuees and relief workers at the shelter sites. 5. Assist in the development and maintenance of a shelter operations plan. 6. Caseworkers and case management. 7. Health services and mental health.

ARES / RACES	<ol style="list-style-type: none"> 1. Assist with primary or alternate emergency radio communications support. 2. Provide radio communications at shelters or feeding stations, as requested.
Building Inspection (Municipal)	<ol style="list-style-type: none"> 1. Provide engineering and safety inspections of shelter facilities to assure suitability for occupancy.
Civic and Community Center(s)	<ol style="list-style-type: none"> 1. Provide support for shelter selection, Disaster Recovery Centers, and other facilities established to support mass care, housing, and health and human assistance. 2. Provide assistance with site logistics, transportation, and resources at shelter sites. 3. Prepare facilities to support mass care operations at Civic Center.
Faith Based Organizations	<ol style="list-style-type: none"> 1. Provide facilities for emergency shelter, feeding, food, and water distribution points, child care facilities, as needed.
Fire Departments	<ol style="list-style-type: none"> 1. Provide emergency medical care as requested to assist in shelter operations for victims of the effected emergency area. 2. Provide emergency medical care staff to assist in shelter operations when possible.
Hospitals	<ol style="list-style-type: none"> 1. May support shelter operations by coordinating medical care and resources for shelters. 2. Help by coordinating for nursing staff for triage and medical care and monitoring. 3. Coordinate other professional medical staff as necessary for effective medical screening and care, including physicians, as necessary. 4. Assist in procurement of pharmacy needs. 5. May identify the need for, and request, professional mental health assistance. 6. Makes notifications to residents' primary care physicians to advise status and location of residents. 7. Identify and request resources, as needed, for effective medical care.
Law Enforcement	<ol style="list-style-type: none"> 1. Provide security at mass care and shelter facilities. 2. Provide traffic control during evacuee movement to mass care and shelter facilities. 3. If necessary, provide an alternative communications link between the mass care and shelter facility and the EOC.
Milwaukee County Department of Administrative Services – Facilities Management	<ol style="list-style-type: none"> 1. Provide personnel to mobilize the MCFNES trailer and Emergency Management generator 2. Provide support for shelter selection, Disaster Recovery Centers, and other facilities established to support mass care, housing, health and human assistance. 3. Provide assistance with site logistics, transportation, and resources at shelter sites. 4. Provide manpower and vehicles to obtain and distribute food, clothing, supplies, water, shelter, etc. 5. Assist with structure/damage assessments of potential congregate care facilities (shelter/mass feeding) to ensure habitability. 6. Coordinate the disposal of solid waste from congregate care facilities (shelter/mass feeding). 7. According to disaster circumstances, provide for the maintenance, repair and construction of roads and facilities required in support of congregate care facilities (shelter/mass feeding) operations.
Milwaukee County Department of Administrative Services – Information Management Services	<ol style="list-style-type: none"> 1. Provide computer support. 2. Support the documenting of mass care and shelter information.
Milwaukee County Department of Transportation (MCDOT)	<ol style="list-style-type: none"> 1. Provide manpower and vehicles for the movement of food, clothing, supplies, water, etc.
Milwaukee County Executive	<ol style="list-style-type: none"> 1. Provide approval for deployment of the MCFNES trailer based on the recommendation of the FAST Team.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Ensure that mass care operations in Milwaukee County are serving the population.
Milwaukee County Parks	<ol style="list-style-type: none"> 1. Provide personnel, supplies and other resources necessary to assist shelter operations for victims of the affected emergency/disaster area. 2. Provide assistance with site logistics, transportation, and resources at shelter sites. 3. Determine status of Parks and Recreation Division facilities for shelter use.
NGOs & Community Based Organizations	<ol style="list-style-type: none"> 1. Provide staff and unmet needs services at shelters or feeding stations, as requested. 2. Assist with meeting the needs of special populations and individuals. 3. Provide personnel to mass care facilities if requested and available.

Public Health (Municipal)	<ol style="list-style-type: none"> 1. Ensure health standards, including food, sanitation and water, are maintained at all service sites. 2. Assist with needed health services such as nursing and other health care professionals, medical surveillance and prophylaxis. 3. Provide technical assistance for shelter operations related to food/nutrition vectors, water supply, and waste disposal. 4. Provide Public Health personnel to augment staff assigned to shelters if requested.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Provide support for shelter selection, Disaster Recovery Centers, and other facilities established to support mass care, housing, health and human assistance. 2. Provide assistance with site logistics, transportation, and resources at shelter sites. 3. Provide manpower and vehicles to obtain and distribute food, clothing, supplies, water, shelter, etc. 4. Assist with structure/damage assessments of potential congregate care facilities (shelter/mass feeding) to ensure habitability. 5. Coordinate the disposal of solid waste from congregate care facilities (shelter/mass feeding). 6. According to disaster circumstances, provide for the maintenance, repair and construction of roads and facilities required in support of congregate care facilities (shelter/mass feeding) operations.
Salvation Army	<ol style="list-style-type: none"> 1. Provide fixed and mobile feeding sites. 2. Provide various comprehensive emergency services to include case work services, financial counseling, and a wide variety of emergency aid to people in need, e.g. food boxes, clothing, bedding, cash grants for emergency lodging, clean up kits and many other specific assistance needs. 3. Provide counseling to disaster victims.
School Districts	<ol style="list-style-type: none"> 1. Provide facilities/properties, if available, for emergency shelter, food, and water distribution points, child care facilities, as needed.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Attachment 1, DHHS Emergency Staff Alerting List and Succession. 2. ESF # 6A: Functional & Access Needs.
REFERENCES	<ol style="list-style-type: none"> 1. Milwaukee County Disaster Mental Health Taskforce MOU and MAA. 2. Domestic Cat, Dog and Small Animal Sheltering Plan.

1.16.1 Attachment 1: DHHS Emergency Human Services Staff Alerting List & Succession

Attachment 1: DEPARTMENT OF HEALTH & HUMAN SERVICES (DHHS) Emergency HUMAN Services Staff Alerting List AND SUCCESSION

Succession: numbers () below indicate the line of succession to the Director. At each position, second shift staff and/or succession is assigned to the deputy/assistant of the person named.

Office Phone Numbers

- (1) Director: 414-289-6481
- (2) Deputy Director: 414-289-6027
- (3) Operations Coordinator: 414-289-5918
- (4) Operations Coordinator: 414-289-6099

Milwaukee County Disability Services Division (DSD)	Office Phone	Cell Phone
(1) Administrator	289-6482	801-9253
(2) Deputy Administrator	289-5916	447-0535
(3) Quality Assurance	289-6758	531-4380
(4) Resource Center	289-6033	721-8800

Milwaukee County Behavioral Health Division	Office Phone	Cell Phone
(1) Administrator	257-5202	
(2) Director of Operations	257-4823	861-4389
(3) Operations Coordinator	257-7516	588-6132
(4) Operations Coordinator	257-7335	403-8456
(5) Mechanical Utility Engineer	257-7369	708-7542

Milwaukee County Department on Aging	Office Phone	Cell Phone
(1) Director	289-6876	333-7413
(2) Assistant Director	289-6073	688-7201
Aging Resource Center		
(3) Manager	289-6626	429-7615
(4) Program Coordinator	289-5797	254-7166

Milwaukee County Department of Family Care, Managed Care Organization (MCDFO MCO)	Office Phone	Cell Phone
(1) Director	287-7610	534-8516
(2) Chief Information Officer	287-7614	379-6696
(3) Chief Operations Officer	287-7611	322-9154
(4) Chief Clinical Officer	287-7612	322-9153
(5) Chief Financial Officer	287-7613	587-6471

RESOURCE AGENCIES AVAILABLE FOR EMERGENCY HEALTH SERVICES

- A. Red Cross Disaster Supervisor: 342-8680 (24 hr. Number)
- B. The Salvation Army: 302-4300/265-6360 (24 hr. Number)
- C. Civil Air Patrol: 608-242-3067

D. Catholic Charities: 771-2881 (Milw. Office), 643-8570x20 Carlos Perez (South)

E. Lutheran Social Services: 281-4400

F. Social Development Commission: 906-2700

G. Second Harvest Food Bank of Wisconsin: 931-7400/931-7309

H. United Migrant Opportunity Services, Inc.: 389-6000

I. Milwaukee County Municipal Health Departments

OTHER VOLUNTEER AGENCIES

The American Red Cross of Southeast Wisconsin has been designated as the lead volunteer coordination agency in times of a disaster. Other agencies, such as the Salvation Army, are identified to help provide assistance to families (i.e., vouchers, clothing, etc.) to meet the basic needs of victims. Additionally individuals are encouraged to call the Community Action Help Line at "2-1-1" for assistance regarding a wide range of human services. For cell phone users dial 773-0211.

State Emergency Health Services Personnel

Department Coordinator Office Phone

Crisis Disaster Response Coordinator: (608)-266-3145

- 24- Hour Number: (608)258-0099
- Alt. 24-Hour Number (State Emergency Management): 1-800-943-0003

The operator at the BMHSAS 24-hour number(s) will contact technical staff for:

- Chemical incidents or spills
- Communicable disease outbreaks
- Natural disasters
- Radiological / nuclear incidents

1.17 Milwaukee County ESF #6A - Functional Needs

Preface

In the wake of the disaster, many of the local resources will be unavailable due to damage or inaccessibility, or the local resources will not be sufficient to handle the demand to support sheltering and care of people with functional and access needs. This may require that significant amounts of resources and personnel will have to be brought into the area for assistance.

Functional and Access Needs service delivery for these individuals needs to be set up quickly.

Primary Agency

Milwaukee County Health & Human Services

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Health & Human Services

Support

- American Red Cross
- Fire Departments
- Law Enforcement Agencies
- Milwaukee County Department on Aging
- Milwaukee County Department of Family Care
- Milwaukee County Department of Health & Human Services – Behavioral Health Division
- Milwaukee County Department of Health & Human Services – Disability Services Division
- Milwaukee County Executive
- Milwaukee County Office of Emergency Management
- Participating Civic Associations
- Public Health (Municipal)

State of Wisconsin AGENCIES

- **Note: State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal AGENCIES

Likely Support Includes:

- Coordinate federal resources, as required, to support local, tribal, and state governments and voluntary agencies in the performance of mass care, emergency assistance, housing, and health and human services for persons with access and functional needs.

A. PURPOSE

1. To coordinate activities involved with the identification, registering, transportation, sheltering and care of people with functional needs before, during, and after a significant emergency.

B. POLICIES

1. The County recognizes the need to undertake additional reasonable efforts to protect and assist people with functional needs at the time of emergencies and disasters, and especially during evacuations, sheltering and reentry.
2. Functional needs individuals are those who are in situations that would prohibit them from receiving, understanding and/or implementing governmental recommendations or orders regarding protective actions (evacuation and/or sheltering), and need support from others to effectively take protective actions. Functional needs individuals will include those who, due to physical or mental limitations, require assistance in implementing protective actions. It also includes individuals who lack the vehicles or structures to effectively implement recommendations or orders to evacuate or shelter-in-place, respectively.

DEFINITION OF FUNCTIONAL POPULATION

- *Shelter operations can accommodate individuals who have a health condition that does not require institutionalization, but may require:*
- *Intermittent skilled observation, assessment, and/or maintenance;*
- *Assistance with activities of daily living (e.g., feeding, ambulating, self-medication or personal hygiene);*
- *Dependence on electricity;*
- *Receiving dialysis treatments.*

Shelter operations cannot provide 24-hour skilled care and the following individuals will be referred to an appropriate health care facility:

- Persons who will require hospitalization or institutionalization;
- Residents of nursing homes, Assisted Living Facilities, Intermediate Care Facilities and facilities caring for the Developmentally Disabled or those with a mental illness;
- Persons who are bedridden;
- Women experiencing high-risk pregnancies who are within four weeks of estimated date of delivery or any pregnant woman in active labor;
- Persons who are in a sudden acute medical or emergency condition; and/or,
- An individual arriving at a Special Populations Shelter whose condition exceeds the capabilities of the shelter.

3. There are facilities and institutions within the County that house and care for functional needs individuals, which by Wisconsin law, must have plans, procedures and resources in place to implement protective actions for their patients during emergencies. The County will expect that such facilities within its jurisdiction have complied with this law and will not require, without advanced planning, County resources or personnel to complete protective actions for their patients. The County does recognize, however, that disaster-related damage to structures and transportation infrastructures could limit or prohibit implementation of facility emergency plans, and under such circumstances, County assistance could be necessary to minimize injury or loss of life.

4. **NONDISCRIMINATION.** No services will be denied on the basis of race, color, national origin, religion, sex, age, or disability, and no special treatment will be extended to any person or group in an emergency over and above what normally would be expected in the way of government services. The Milwaukee County activities pursuant to the Federal /State Agreement for major emergency recovery will be carried out in accordance with Title 44, Code of Federal Regulations (CFR), Section 205.16.—Nondiscrimination. Federal disaster assistance is conditional on full compliance with this rule.

5. It is the policy of Milwaukee County to comply with the American Disabilities Act and its standards set forth in Title 41. CFR Section 101.19–6, to the extent permitted by fiscal constraints.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY HEALTH AND HUMAN SERVICES

Pre-Emergency	<p>Work with the Milwaukee County Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Prepare and maintain operating procedures, resource inventories, personnel rosters and detailed resource mobilization information necessary for implementation of ESF # 6A. 3. Develop and maintain an inventory and sources of special medical needs resources, manpower and equipment to include supplies and maintenance. 4. Develop procedures to meet functional needs during disaster. 5. Develop and maintain a “Functional Needs” register as appropriate.
----------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. Coordinate emergency medical transport of individuals with special medical concerns to a hospital. 2. Assist with meeting any special medical needs. 3. Assist people with Alzheimer's disease, functional limitations and various disease processes and chronic illnesses. 4. Coordinate the staff of “Functional Needs Shelters” with EMS. 5. Provide access and functional needs coordination services. 6. Support and monitor primary shelter activities, and redirect functional needs persons as necessary. 7. In the event that evacuation of all or portions of Milwaukee County is required, the EOC will request civic associations to facilitate actions taken for functional needs individuals within their neighborhoods. Such actions could include finding rides for functional needs individuals with other evacuating families, guiding emergency vehicles to the residences of functional needs individuals, and providing individuals to accompany functional needs evacuees during the evacuation to provide support when needed. 8. Provide staff and 24/7 coverage of the Forward Assessment Service Team. Collaborate with the Incident Commander and the Milwaukee County Division of Emergency Management in the assessment and notification process. <ul style="list-style-type: none"> • If the FAST Team recommends deployment of the MCFNES trailer and the County Executive approves, provide trailer staffing. 9. Provide staff for full coverage of any shelter, or relocation facility, or area, in all of the appropriate disciplines of Health & Human Services and associated services (e.g., Family Care).
------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p style="text-align: center;">Emergency Operations Center (EOC)</p>	<ol style="list-style-type: none"> 1. Staff the ESF # 6A position in the EOC. 2. Determine coordination needed regarding functional needs shelters. 3. Provide staff and 24/7 coverage of the Forward Assessment Service Team in coordination. Collaborate with the Incident Commander and with Milwaukee County Emergency Management in the assessment and notification process. <ul style="list-style-type: none"> • If the FAST Team recommends deployment of the MCFNES trailer and the County Executive approves, provide trailer staffing. 4. Notify civic association representatives serving the threatened or impacted areas regarding the emergency situation and initiate steps to utilize their support and services. 5. Establish the status of recommendations or orders for evacuation of all or portions of Milwaukee County. Consult with ESF # 14 regarding actions to provide the necessary services to functional needs individuals. 6. Work with ESF # 6 staff to establish, if needed, telephone numbers(s) for functional needs individuals. Ensure that telephone operators are given up-to-date information regarding instructions for functional needs individuals and that procedures are in place for relaying requests from the public to ESF # 19 staff for action. 7. Ensure ESF # 15, Public Information, has received all relevant information regarding actions that functional needs individuals within the County are to take, and that such information is released to the media through ESF # 15. 8. Work with ESF # 7, Resource Management, and ESF # 16, to identify facilities, institutions and businesses that may be available to provide additional support in the transportation and care of functional needs individuals. Advise ESF # 5, Information and Planning, of the results. 9. Work with ESF # 1, Transportation, to provide resources needed to assist in the evacuation of functional needs individuals. 10. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.
-------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p style="text-align: center;">Recovery Actions</p>	<ol style="list-style-type: none"> 1. Coordinate with ESF # 1, Transportation, to support reentry of evacuated functional needs individuals to their homes. 2. Work with ESF # 6 to identify functional needs individuals from impacted areas that may require assistance in accessing and using disaster relief and recovery services. 3. Develop and prioritize strategies, in coordination with ESF # 6, for supporting recovery operations. 4. Upon request by the EOC Management Group, and in coordination with ESF # 14, provide personnel to assist in recovery operations.
------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

American Red Cross	<ol style="list-style-type: none"> 1. Assist with early assessment of functional needs population. 2. Provide staffing for functional needs shelters.
Fire Departments	<ol style="list-style-type: none"> 1. Support and monitor primary shelter activities, and redirect functional needs. 2. Assist with identifying group homes, elderly facilities and handicapped facilities.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Assist with identifying and pre-planning the evacuation necessities of functional needs persons. 2. Provide personnel to assist in evacuation of functional needs persons.
Milwaukee County Department of Aging	<ol style="list-style-type: none"> 1. Provide staffing for the FAST team, with two back-up personnel. 2. Provide staffing for the shelter to assist in citizen needs; provide additional staff for the MCFNES trailer, should it be deployed.
Milwaukee County Department of Family Care	<ol style="list-style-type: none"> 1. Provide staffing for the FAST team, with two back-up personnel. 2. Provide staffing for the shelter to assist in citizen needs; provide additional staff for the MCFNES trailer, should it be deployed.
Milwaukee County Department of Health & Human Services - Behavioral Health Division	<ol style="list-style-type: none"> 1. Provide staffing for the FAST team, with two back-up personnel. 2. Provide staffing for the shelter to assist in citizen needs; provide additional staff for the MCFNES trailer, should it be deployed.
Milwaukee County Department of Health & Human Services - Disability Services Division	<ol style="list-style-type: none"> 1. Provide staffing for the FAST team, with two back-up personnel. 2. Provide staffing for the shelter to assist in citizen needs; provide additional staff for the MCFNES trailer, should it be deployed.
Milwaukee County Executive	<ol style="list-style-type: none"> 1. Provide approval for deployment of the MCFNES trailer based on the recommendation of the FAST Team
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Assist with identifying resources.
Participating Civic Associations	<ol style="list-style-type: none"> 1. Respond to ESF # 6A's request to assist ESF # 14A by providing volunteer personnel in needed locations. 2. Prior to emergencies, facilitate Milwaukee County efforts to register functional needs individuals within their neighborhoods. 3. Monitor their neighborhoods at the time of disaster and inform the lead agency of the support requirements of functional needs individuals to take protective actions. 4. Facilitate the provision of County services to functional needs individuals in their neighborhoods. 5. Assist with identification of functional needs individuals who will require assistance in accessing disaster relief and recovery programs.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Provide public health information.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Forward Assessment Service Team (FAST) Shelter Assessment Protocols
REFERENCES	<ol style="list-style-type: none"> 1. Emergency Management Planning Guide for Functional Needs Populations, FEMA and DHS Office for Civil Rights and Civil Liberties, Version 1.0 (November 2012). 2. Listing of licensed care facilities (published separately and managed by this ESF's primary department). 3. Milwaukee County Functional Needs Emergency Shelter Standard Operating Guidance.

1.17.1 Attachment 1: Forward Assessment Service Team (FAST) Shelter Assessment Protocols

Attachment 1: FORWARD ASSESSMENT SERVICE TEAM (FAST) SHELTER ASSESSMENT PROTOCOLS

In 2010, FEMA provided “Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters”. This guidance is based on federal laws such as the Americans with Disabilities Act (ADA) of 1990, and various civil rights laws that mandate integration and equal opportunity for people with disabilities in general population shelters.

Providing appropriate emergency sheltering in Milwaukee County is a collaborative effort that must incorporate the resources of several local agencies and organizations. Often, small-scale emergencies require short-term sheltering that can be coordinated and managed by a stand-alone community shelter, but protocols must be in place to respond to larger emergencies that will require efforts from multiple response agencies. Milwaukee County has developed plans to provide sheltering assistance to individuals with disabilities and other functional needs in the event of disaster or emergency which requires these individuals to evacuate their homes.

The following protocols will be utilized to conduct a systematic, organized, and efficient assessment of a community shelter to determine if Milwaukee County Functional Needs Emergency Shelter components shall be mobilized to assist in sheltering functions.

1. Establishment and selection of the Forward Assessment Service Team (FAST).

- a. One representative and two alternates from each:
 - i. Milw. Co. Department on Aging
 - ii. Milw. Co. Disabilities Services
 - iii. Milw. Co. Behavioral Health Division
 - iv. Milw. Co. Emergency Management
 - v. Milw. Co. Family Care
 - vi. Milw. Co. Dept. of Health & Human Services Operations
- b. NOTE: the FAST team is to be established and updated during non-emergency times

2. Notification of the FAST

- a. Milwaukee County Emergency Management (EM) receives information about the status of community shelter openings during emergencies.
- b. Community reception centers and/or shelters shall record the number of people arriving at the facility, as well as the needs of the people.
- c. When a shelter manager identifies that the shelter may not have adequate resources to accommodate the needs of the people, a request shall be made to Emergency Management to deploy the FAST.
 - i. Potential triggers
 - 1. Insufficient number of staff and/or volunteers
 - 2. Lack of staff with specific skills
 - 3. Lack of proper supplies & equipment and means to obtain them.
 - 4. Inadequate shelter location and/or amenities
 - 5. Need for specific services
 - 6. Extended duration of event

3. Mobilization of the FAST

- a. EM will activate a call to the specified FAST representatives to include:
 - i. Details about the shelter location
 - ii. Shelter manager contact information
 - iii. Other necessary information, such as the meeting time for the FAST.
- b. FAST representatives will notify their respective division that the FAST has been deployed to perform an assessment, and will ask the division to begin preparations for a potential shelter deployment. The preparations will include:
 - i. Preparing staffing plans to cover regular responsibilities and provide assistance on site at the shelter as needed.
 - ii. Gathering supplies & materials that may be used at the shelter
 - iii. Activating the divisional contingency/COOP plan to maintain standard or altered office function
 - iv. If available, provide lists / files of clients from the affected area

4. Shelter Assessment

- a. NOTE: an onsite shelter visit with all FAST representatives present is the preferred method of performing the assessment. If this is not possible, the FAST team can perform an assessment by means of a conference call with the shelter manager.
- b. FAST representatives will meet as a team at the community shelter and meet with the shelter manager.
- c. Shelter manager will provide the FAST team with the most recent shelter census numbers:
 - i. Number of people who registered at the shelter
 - ii. Number of individuals needing assistance or specialty items
 - iii. Number of volunteers & staff available
 - iv. Any other information, i.e., pets, service animals, etc.
- d. Shelter manager will provide any additional information about client needs that resulted in the request for the FAST.
- e. The FAST will conduct a needs assessment, evaluating the following:

- i. Facility, equipment and supply needs:
 - 1. Does the shelter have unmet needs for specialty medical and adaptive care equipment and supplies?
 - 2. Does the shelter have sufficient electrical capacity to provide power to necessary medical and assistive equipment?
 - 3. Is the size of the facility appropriate to accommodate the anticipated number of clients?
- ii. Human needs:
 - 1. Does the shelter staff have appropriate registration, intake, and triage protocols to properly assist the number of clients with medical or functional needs?
 - 2. Does the shelter have sufficient staff and volunteers to properly care for the needs of the shelter clients, including mental health needs?
 - 3. Is the facility that is being used as a shelter appropriate and accessible to people with disabilities or functional needs?
 - 4. Will Milwaukee County program staff and representatives and Service Provider contract staff and representatives be useful to the shelter clients, providing information and/or care that would not otherwise be available?
- f. FAST representatives will prepare a report and recommendation to present to Emergency Management, the County Executive, and the Director of Health and Human Services. The decision to mobilize the MCFNES will be made based upon the report and recommendation.

1.18 Milwaukee County ESF #7 - Resource Support

Preface

Emergencies have the potential to disrupt the availability of resources needed to effectively respond. The County may find it necessary to use its personnel and equipment in extraordinary ways, to call upon private citizens and organizations for assistance, and even to request help from neighboring jurisdictions and state and federal agencies to aid in the County's emergency operations.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management (OEM)

Support

- Fire Departments
- Law Enforcement
- Milwaukee County Corporation Counsel
- Milwaukee County Departments, All
- Milwaukee County Department of Administration Services – Facilities Management
- Milwaukee County Department of Administration Services – Fiscal Affairs
- Milwaukee County Department of Administrative Services – Human Resources
- Milwaukee County Department of Administrative Services – Information Management Services
- Milwaukee County Department of Transportation (MCDOT)
- Milwaukee County Executive
- NGOs
- Public Health (Municipal)
- Public Works (Municipal)
- School Districts

State of Wisconsin AGENCIES

Primary

- WEM – WI Emergency Management

Support

- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DHS – WI Department of Health Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOT – WI Department of Transportation

Federal AGENCIES

Primary

- General Services Administration
- Department of Homeland Security/ Federal Emergency Management Agency

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of the Interior
- Department of Labor

- Department of Transportation
- Department of Veterans Affairs
- National Aeronautics and Space Administration
- Office of Personnel Management

Likely Support Includes:

- Provide centralized management for the role of the National Logistics Coordinator and management of resource support requirements in support of federal, state, tribal, and local governments.
- Provide Logistics Management and Resource Support to federal, state, tribal, and local governments. Consists of: GSA providing: Emergency relief supplies.; Facility space; Office equipment; Office supplies; Telecommunications; Contracting services; Transportation services; Personnel required to support immediate response activities; Support for requirements not specifically identified in other ESFs, including excess and surplus property.
- Coordinate logistics management and resource support with other federal agencies; state, tribal, and local governments; and the private sector for incidents requiring federal coordination.

A. PURPOSE

1. Provide resources and logistical support for emergency response and recovery efforts.
2. Provide for the effective procurement, utilization, prioritization, and conservation of available local resources (equipment and supplies) during emergencies.
3. Provide for acquisition of resources from the state or federal government when local resources are depleted.

B. POLICIES

1. Resources will be inventoried, prioritized or will be utilized in the most efficient manner possible, and will be applied to functions and areas of greatest need.
2. Additional resources will be requested from State Emergency Operations Center (EOC) after all available Milwaukee County resources have been utilized.
3. The Milwaukee County EOC is responsible for securing resources from outside the County. Departments that obtain resources from the public or private sector by any other means may not be reimbursed for their expenses
4. The County Executive and County Board of Supervisors may invoke temporary controls on local resources and establish priorities for use.
5. Each Milwaukee County Department is responsible for arranging the movement of Department assets to points where they are needed during emergencies and disasters. If the department does not have suitable transportation capabilities, it may request assistance through the EOC.
6. Milwaukee County Office of Emergency Management is responsible for securing state and federal resources.
7. The County Purchasing Ordinance may be suspended by the Chief Elected Official during declared emergencies.
8. The Chief Executive, in extraordinary circumstances, may convene advisory groups of public and private sector representatives to coordinate and manage the emergency use of community resources.
9. The EOC will coordinate dissemination of information concerning any emergency measures, and voluntary controls or rationing.
10. Citizens are advised to prepare their own emergency kit to meet family needs so they are self-sufficient for a minimum of 72 hours.
11. Milwaukee County will coordinate with the State EOC to establish an emergency distribution system if an emergency disrupts the normal distribution process.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT

Pre-Emergency	<p>The Office of Emergency Management works with partner agencies to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Analyze resource requirements. 3. Identify and maintain current resource inventories. 4. Establish inventory, control, and delivery systems where applicable. 5. Develop a standardized form for use in emergency resource requests by agencies in the EOC during emergency operations. 6. Develop agreements with resource providers as necessary with assistance from Purchasing. 7. Identify potential staging area locations and requirements. 8. Identify and establish agreements with local and regional suppliers. 9. Identify and establish agreement storage facilities, both refrigerated and non-refrigerated for the warehousing of food, water and ice. 10. Develop emergency action checklists. 11. Maintain a list and train emergency procurement liaisons from each department. <ul style="list-style-type: none"> • Participate in drills, exercises.
----------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. When notified, report to the Milwaukee County EOC. 2. Coordinate implementation of resource support activities with the appropriate tasked organizations. 3. Negotiate contracts for support of emergency actions as required. <ul style="list-style-type: none"> • Assure that emergency procurement procedures and documentation is followed. <ol style="list-style-type: none"> 4. Determine the needs in terms of number of people, their location and usable food preparation facilities for feeding. 5. Identify, locate and catalog available resources of food, transportation, equipment, storage and distribution facilities. 6. Ensure foods are safe for human consumption (Public Health). 7. Coordinate shipment of food to designated areas. 8. Establish logistical links with organizations involved in mass feeding.
------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. Staff the ESF # 7 position in the EOC. 2. Coordinate with the EOC Management and General Staff to determine resource needs. Essential information includes: <ul style="list-style-type: none"> • a. Size. • b. Amount. • c. Location. • d. Type of resource. • e. Time frame in which it is needed. 3. Assist the EOC Management and General Staff with determining priorities. 4. In general: <ul style="list-style-type: none"> • a. Receive, document, prioritize, and track requests for resources. • b. Use resource inventory/lists to match and meet needs. • c. Coordinate with Transportation ESF # 1 as necessary. • d. Assist in establishing EOC staging areas in coordination with the Operations Section Chief. • e. Coordinate supply distribution points, reception, storage, and deployment. • f. Coordinate with other ESF's within the EOC. • g. Notify resource requesters of the fact that requests have been satisfied and provide data concerning expected time of arrival, quantity en-route, etc. • h. Maintain financial and legal accountability. 5. Sources for resources can include: <ul style="list-style-type: none"> • a. All Milwaukee County personnel, equipment, supplies and facilities. • b. State, federal agencies and organizations. • c. NGOs. • d. General public. • e. Private Sector • f. Aid Matrix. 6. Establish, maintain contact with State EOC through the Milwaukee County EOC.
------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Emergency
Operations Center
(EOC)**

- Coordinate additional resource needs.
7. Finance/Purchasing:
- Secure goods and services.
8. Determine present and future need for food, water, and ice resources.
- Notify vendors of present and future needs.
9. Develop a plan that will ensure timely distribution of food, water, ice supplies to the affected areas.
10. Procure storage facilities, both refrigerated and non– refrigerated for the warehousing of ice and perishable food items outside of affected area.
11. Coordinate food, water, and ice supply activities with the appropriate tasked organizations.
- Coordinate assistance in preparation and segregation of food stuffs for mass bulk distribution.
12. Make emergency food supplies available to residents for take–home consumption.
13. Coordinate the procurement and delivery of food, water and ice to County employees working in the Milwaukee County.
14. Coordinate with ESF # 1 for transportation of food, water, and ice supplies to designated distribution or mass feeding sites.
15. Deploy water to locations identified by the EOC.
16. Obtain, coordinate food, water, and ice resources as requested by field incident commanders.
17. Provide water, food, ice information to the appropriate EOC Emergency Support Functions on a regular basis.
18. Sources for resources can include:
- a. Local and regional suppliers
 - b. State EOC
 - c. State and federal agencies.
19. Establish, maintain contact with State EOC through the EOC Management:
- a. Coordinate delivery of food, water, and ice to affected areas.
 - b. Coordinate with ESF # 6 and the State in the issuance of emergency foods stamps and vouchers for emergency victims.
20. Maintain records of the cost of supplies, resources and staff–hours needed to complete the resource support ESF.
21. Continue to assess the situation and priorities to address the most critical needs and develop strategies.
22. Coordinate with Finance/Purchasing in preparing and submitting emergency requisitions for goods and services necessary to support operations as requested.
23. Identify the number of people without food within the affected area.
24. Inventory warehoused food products/quantities and identify additional sources to obtain supplies.
25. Coordinate the transportation of food shipments to warehouses, feeding sites and pantry locations.
26. Assist with other duties as requested.
27. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.

Recovery Actions

1. Continue to provide food, water, ice for related recovery activities as required.
2. Coordinate with the EOC Management and General Staff to determine recovery resource needs.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Fire Departments	<ol style="list-style-type: none"> 1. Deploy fire resources to staging areas (as required) and dispatch same to assignments from these locations. 2. Allocates fire–rescue equipment and resources to support other departments. 3. Obtains resources through mutual aid agreements. 4. Assist with distribution. 5. Provide rehab type resources. 6. Coordinate rehab type services.
Law Enforcement	<ol style="list-style-type: none"> 1. Transportation equipment, personnel, limited first aid equipment. 2. Deploy police resources to staging areas (as required) and dispatch same to assignments from these locations. 3. Allocates police equipment and resources to support other departments. 4. Obtains resources through mutual aid agreements.
Milwaukee County Corporation Counsel	<ol style="list-style-type: none"> 1. Approve contracts in a timely manner. 2. Negotiate contracts for support of emergency actions as required. 3. Process claims. 4. Notify insurance carriers.
Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and facilities as available and appropriate. 2. Assist with procurement and purchasing.
Milwaukee County Department of Administrative Services – Facilities Management	<ol style="list-style-type: none"> 1. Provide staging area for relief and cleanup efforts. 2. Provide physical space, manpower, equipment. 3. Assist with identifying, negotiating, obtaining, allocating, and distributing resources.
Milwaukee County Department of Administrative Services – Fiscal Affairs	<ol style="list-style-type: none"> 1. Assist with finding, obtaining, allocating, and distributing resources. 2. Receive data from Division of Emergency Management concerning resources obtained from private vendors and arrange for timely reimbursement. 3. Establish separate “cost center” for entire disaster.
Milwaukee County Department of Administrative Services – Human Resources	<ol style="list-style-type: none"> 1. Contact County employees. 2. Establish and staff a personnel recruiting center for temporary labor.
Milwaukee County Department of Administrative Services – Information Management Services	<ol style="list-style-type: none"> 1. Provide computer system, phone and data support.
Milwaukee County Department of Transportation (MCDOT)	<ol style="list-style-type: none"> 1. Provide drivers, transportation vehicles, fuel and necessary support equipment for the mobilization of persons.
Milwaukee County Executive	<ol style="list-style-type: none"> 1. May invoke temporary controls on local resources and establish priorities for use.
NGOs	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Provide personnel, equipment; supplies and other resources necessary to maintain the safety of the food and water.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Provide staging area for relief and cleanup efforts. 2. Provide physical space, manpower, equipment. 3. Assist with identifying, negotiating, obtaining, allocating, and distributing resources.
School Districts	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to aid the resource support needs utilizing existing staff and facilities as requested.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Commonly used governmental resources and NGO’s. 2. Milwaukee County Resources (attached as a separate MS Excel worksheet).
REFERENCES	<ol style="list-style-type: none"> 1. Milwaukee County Resource Database.

1.18.1 Attachment 1: Commonly Used Governmental Resources and NGO's

Attachment 1: COMMONLY USED GOVERNMENTAL RESOURCES AND NGO'S

- Adventist Community Services
- American Red Cross (ARC)
- Americorps NCCC (National Civilian Community Corps)
- Catholic Charities USA
- Christian Disaster Response (CDR)
- Christian Reformed World Relief Committee (CRWRC)
- Church World Service (CWS) Emergency Response Program
- Citizens and Organizations Active in Disasters (COAD)
- Citizens Corps (FEMA)
- Corporation for National & Community Service (CNCS)
- Goodwill
- Impact 211
- Lutheran Disaster Response, Evangelical Lutheran Church in America (ELCA)
- Lutheran Social Services (LSS)
- Mennonite Disaster Service
- Milwaukee Center For Independence (MCFI)
- MN-WI Baptist Convention (MWBC)
- NECHAMA Jewish Disaster Response
- Operation Blessing International Relief (OBI)
- Presbyterian Disaster Assistance
- readywisconsin.wi.gov (Wisconsin Emergency Management)
- RSVP (Retired Senior Volunteer Program)
- Society of St. Vincent de Paul
- Second Harvest Foodbank of Southern Wisconsin
- The Salvation Army
- United Methodist Committee on Relief (UMCOR)
- United Way
- WI Council of Churches (WCC)
- WI ARES/RACES (Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services)
- WI Corporation for National and Community Service (CNCS)
- WI United Church of Christ (UCC)
- WiVOAD (Voluntary Organizations Active in Disasters)

1.19 Milwaukee County ESF #8 - Public Health

Preface

Emergencies have the potential to create widespread public health problems while resources and facilities may be in short supply. Major health problems may emerge, such as infectious diseases, sanitation problems, environmental health, and contamination of food and water. Protecting the population from negative public health impacts.

Primary Agency

Milwaukee County Director of Emergency Public Health

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Director of Emergency Public Health

Support

- American Red Cross
- Fire Departments
- Hospitals
- Law Enforcement Agencies
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Aging
- Milwaukee County Department of Family Care
- Milwaukee County Department of Health and Human Services
- Milwaukee County Department of Health and Human Services – Behavioral Health Division
- Milwaukee County Department of Health and Human Services – Disability Services Division
- Milwaukee County OEM Emergency Medical Services
- Milwaukee County Medical Examiner
- Public Health (Municipal)
- Public Works (Municipal)
- School Districts
- Utilities: Water and Wastewater
- Wisconsin Department of Health Services

State of Wisconsin AGENCIES

Primary

- WI DHS – WI Department of Health Services (Division of Public Health)

Support

- ARC – American Red Cross
- WEM – WI Emergency Management
- WI 2-1-1 – WI Alliance of Information & Referral Systems
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOT – WI Department of Transportation
- WSLH – WI State Laboratory of Hygiene

Federal AGENCIES

Primary

- Department of Health and Human Services

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy

- Department of Homeland Security
- Department of the Interior
- Department of Justice
- Department of Labor
- Department of State
- Department of Transportation
- Department of Veterans Affairs
- Environmental Protection Agency
- General Services Administration
- U.S. Agency for International Development
- U.S. Postal Service
- American Red Cross

Likely Support Includes:

- Provide supplemental assistance to state, tribal, and local governments in the following core functional areas:
 - Assessment of public health/medical needs
 - Health surveillance
 - Medical care personnel
 - Health/medical/veterinary equipment and supplies
 - Patient evacuation
 - Patient care
 - Safety and security of drugs, biological, and medical devices
 - Blood and blood products
 - Food safety and security
 - Agriculture safety and security
 - All-hazard public health and medical consultation, technical assistance, and support
 - Behavioral health care
 - Public health and medical information
 - Vector control
 - Potable water/wastewater and solid waste disposal
 - Mass fatality management, victim identification, and decontaminating remains
 - Veterinary medical support

A. PURPOSE

1. Coordinate comprehensive public health services during an emergency, excluding mental health services (ESF 6), hospital and medical services (ESF 8B) and fatality management (ESF 8D).
2. Provide measures and resources for communicable disease prevention and control (disease surveillance, investigation, containment and communication), including environmental health to first responders and the impacted community.

B. POLICIES

1. The designated county public health agency is responsible for coordinating the response to a public health emergency with local and state-level partners. Emergency public health services are the responsibility of local public health agencies and this ESF does not supplant the local public health system operations.
2. The City of Milwaukee Public Health Commissioner is to serve as the Director of Emergency Public Health during any emergency situation as defined and directed under the Office of the County Executive, Milwaukee County, Executive Order #09-2, dated 6 October, 2009.
3. Continuation of public health functions and control of environmental factors related to public health is essential following an emergency to prevent the outbreak of disease and to monitor the spread of vectors associated with the emergency and its aftermath.
4. Expedient health services are coordinated by public health and provided by private health care facilities and EMS.
5. It is desired to provide the highest quality of care possible. In all likelihood, emergency measures to protect life and health during emergencies will be exclusively dependent upon those resources available at the local level during the first critical hours post event. Austere conditions may limit the amount and quality of care it is possible to deliver.
6. During a state of emergency the designated county public health agency may use the State of Wisconsin Department of Health Services (DHS) as a resource and/or may give over public health authority to the DHS.
7. If the Governor declares a state of emergency related to public health and designates DHS as the lead state agency, the designated county public health agency may give over the public health authority to DHS.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY DIRECTOR OF EMERGENCY PUBLIC HEALTH

Pre-Emergency	<p>Work with the Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of resources and equipment. 3. Provide evidenced based public education information concerning the use of untreated water, contaminated food, and other unsanitary practices following emergencies. 4. Develop format for preparing health-related public information for distribution to the EOC PIO for release to the general public. 5. Develop procedures for deploying personnel into affected areas to provide surveillance and monitoring of public health following major emergencies. 6. Participate in trainings and exercises. 7. Develop emergency action checklists. 8. Maintain mutual aid agreements. 9. Develop and test methods for providing large scale prophylaxis.
----------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. When notified, report to the Milwaukee County EOC. 2. Ascertain need for public health surveillance and monitor as needed.
------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF # 8 position in the EOC. 2. Determine condition, status of Milwaukee County health resources. 3. Determine present and future need for health resources. 4. Obtain, coordinate Public Health resources as requested by field incident commanders. 5. Provide personnel, equipment, supplies and other resources necessary to coordinate plans and programs for public health activities. 6. Coordinate with State to inspect and advise on general food handling and sanitation matters. 7. Coordinate through the EOC Public Information Officer the dissemination of emergency-related public health information to the public. 8. Provide preventive health services. 9. Coordinate with hospitals and other health providers on response to health needs. 10. Provide investigation, surveillance, and take measures for containment of harmful health effects. 11. Provide coordination of laboratory services. 12. Coordinate and support with ESF # 6 to identify shelter occupants that may require assistance. 13. Provide frequent updates to the EOC Operations Section Chief as to the status of the Public Health function. 14. Provide health guidance to the private medical community. 15. Coordinate assessment of general public health needs of the affected population, including: <ul style="list-style-type: none"> • a. Providing for dissemination of emergency public health information. • b. Surveillance and monitoring of conditions that could impact general health. • c. Evaluation of food, drug or medical safety. • d. Assessment of worker health and safety. • e. Identification of biological, chemical, radiological or physiological hazards. • f. Advice on potability of water sources and disposition of solid waste and wastewater. 16. Establish, maintain contact with State EOC through the EOC Manager, as appropriate: <ul style="list-style-type: none"> • a. Provide information on damages, status of Milwaukee County Public Health agencies. • b. Request additional Public Health resources, as requested. 17. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief. 18. Provide mutual aid if requested: <ul style="list-style-type: none"> • Do not commit mutual aid until it is determined that the County does not need the requested resources. 19. Support behavioral health services 20. Support fatality management through the coordination of the County Medical Examiner
------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recovery Actions	<ol style="list-style-type: none"> 1. Continue to monitor the public and environment for short and long term adverse public health impacts. 2. Identify and implement appropriate protective actions to adverse public health impacts. 3. Coordinate with and assist local, state and federal public health agencies as needed. 4. Participate in re-entry planning for evacuees as it relates to public health impacts. 5. Make public health recommendations for the disposal of dead animals and contaminated food items. 6. Assure quality and safety of septic systems and well water. (Note: This will not apply to all counties) 7. Assure follow-up on health status and release of isolated or quarantined individuals. 8. Communication of lab results. 9. Provide follow-up emergency information on health issues to affected individuals.
-------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ol style="list-style-type: none"> 1. Provide State licensed medical and mental health support personnel as requested. 2. Provide shelter and feeding as needed. 3. Provide a 24-hour telephone number for emergency contacts and disaster welfare inquiries. 4. Assist in the reunification of victims and families. <p><i>*Note: Individual County Discretion.</i></p>
Fire Departments	<ol style="list-style-type: none"> 1. Assist with immunizations and medicine distribution. 2. Provide assistance with public health related assessments. 3. Participate in re-entry planning.
Hospitals	<ol style="list-style-type: none"> 1. Communicate morbidity and mortality data to the health departments, EOC and Incident Commander. 2. Assist public health with community health issues.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Provide security at vulnerable sites and help to maintain order at distribution sites. 2. Work with the health departments regarding isolation and quarantines. 3. Participate in re-entry planning.
Milwaukee County Department of Administrative Services – Facilities Management	<ol style="list-style-type: none"> 1. Assist with water quality control. 2. Monitor sewerage treatment capabilities. 3. Provide perimeter security resources, i.e.; barricades, fencing, etc.
Milwaukee County Department of Aging	<ol style="list-style-type: none"> 1. Provide for emergency and crisis counseling on a 24–hour outreach basis to those individuals impacted by the disaster. 2. Assist with shelter operations by providing caregivers and case managers. 3. Assist with coordination of long-term housing.
Milwaukee County Department of Family Care	<ol style="list-style-type: none"> 1. Provide for emergency and crisis counseling on a 24–hour outreach basis to those individuals impacted by the disaster. 2. Assist with shelter operations by providing caregivers and case managers. 3. Assist with coordination of long-term housing.
Milwaukee County Department of Health and Human Services	<ol style="list-style-type: none"> 1. Provide for emergency and crisis counseling on a 24–hour outreach basis to those individuals impacted by the disaster. 2. Assist with shelter operations by providing caregivers and case managers. 3. Assist with coordination of long-term housing.
Milwaukee County Department of Health & Human Services – Behavioral Health Division	<ol style="list-style-type: none"> 1. Provide behavioral health services. 2. Assess behavioral health needs following an emergency considering both the immediate and cumulative stress resulting from the emergency. 3. Provide State licensed medical and mental health support personnel as requested. 4. Coordinate through the EOC Public Information Officer the dissemination of public education on critical incident stress and stress management techniques. 5. Provide outreach to serve identified behavioral health needs. 6. Assist with Mass Immunization Point of Dispensing.
Milwaukee County Department of Health & Human Services – Disability Services Division	<ol style="list-style-type: none"> 1. Assist with shelter operations by providing caregivers and case managers. 2. Assist with coordination of long-term housing.

<p>Milwaukee County OEM- Emergency Management Division</p>	<ol style="list-style-type: none"> 1. Activate internal notification protocol. 2. Contact the County Director of Emergency Public Health for briefings and directives. 3. Brief their local or mutual assistance public health staff. 4. Coordinate services within their jurisdiction including the monitoring of shelter sites, food-servicing locations, educational programs, and meeting other needs of disaster victims within the area. 5. Assess changing emergency situations to determine needs. 6. Apprise local officials within the area of Public Health services including other agency service locations and service providers. 7. Give a daily status report and updated assessment of needs and services to Emergency Management Division or as directed by the County Director of Emergency Public Health. 8. Maintain a log of actions, personnel, and expenditures.
<p>Milwaukee County OEM- Emergency Medical Services</p>	<ol style="list-style-type: none"> 1. Provide transportation to designated medical facilities. 2. Maintain a patient casualty tracking system. 3. Perform triage and appropriate on-scene medical care to victims and responding personnel. 4. Coordinate the location, procurement, screening and allocation of health and medical supplies and resources. 5. Assist with evacuation efforts. 6. Assist hospitals with transfer of patients under the Region 7 Plan 7. Maintain communications with the ICS, EOC, hospitals and other health care facilities to provide for and/or seek support and assistance.
<p>Milwaukee County Medical Examiner</p>	<ol style="list-style-type: none"> 1. Determine if there have been fatalities and the numbers involved. 2. Coordinate activities with agencies performing decontamination of potentially contaminated (HAZMAT, Chemical, Biological, or Radiologic) remains at the incident scene prior to transportation. 3. Identify potential sites and/or storage facilities for the dead, (i.e., refrigeration units, trucks, trailers, etc.) as well as processing sites. 4. Coordinate mortuary services. 5. Assist with next of kin notifications.
<p>Public Works (Municipal)</p>	<ol style="list-style-type: none"> 1. Assist with water quality control. 2. Monitor sewerage treatment capabilities. 3. Provide perimeter security resources, i.e.; barricades, fencing, etc.
<p>School Districts</p>	<ol style="list-style-type: none"> 1. Provide nursing personnel, equipment, supplies and other resources needed to assist in health care for victims of the effected emergency area.
<p>Utilities: Water and Wastewater</p>	<ol style="list-style-type: none"> 1. Assist with water quality control. 2. Monitor sewerage treatment capabilities. 3. Provide perimeter security resources, i.e.; barricades, fencing, etc.
<p>Wisconsin Department of Health Services</p>	<ol style="list-style-type: none"> 1. DHS will manage a general infectious/communicable disease surveillance system 2. DHS will initiate medical orders to provide large amounts of vaccinations and supplies to mass clinics. 3. DHS will act as liaison between State EOC and other state and federal agencies, as well as provide technical assistance to local public health departments (LPHDs). 4. Redistribute federal assets of the SNS to LPHDs in response to bioterrorism or other public health emergencies. 5. DHS will provide public Information staff to provide information regarding mass clinics and health and safety issues to the public.
<p>ATTACHMENTS</p>	<ol style="list-style-type: none"> 1. Local Public Health Departments–Milwaukee County. 2. Radiological (Non-Ingestion)-Milwaukee County.
<p>REFERENCES</p>	<ol style="list-style-type: none"> 1. Public Health Department Emergency Operations Plan. 2. Public Health Emergency Response Plan. 3. Executive Order #09-2, Office of the County Executive, Milwaukee County, dated 6 October, 2009.

1.19.1 Attachment 1: Local Public Health Departments- MC

Attachment 1: LOCAL PUBLIC HEALTH DEPARTMENTS – MILWAUKEE COUNTY

<p><u>Cudahy Health Dept.</u> Katie Lapel, PH Officer 5050 South Lake Dr. Cudahy, WI 53110-6106 414.769.2239 latieL@ci.cudahy.wi.us</p>	<p><u>North Shore Health Dept.</u> Ann Christiansen, Health Officer 4800 W. Green Brook Dr. Brown Deer, WI 53223 414.371-2980 achristi@villageofshorewood.org achristi@browndeerwi.org</p>	<p><u>West Allis Health Dept.</u> Sally Nusslock, Health Officer 7120 W. National Ave. West Allis WI 53214 414-302-8600 snusslock@westalliswi.gov</p>
<p><u>Franklin Health Dept.</u> Bill Wucherer, Health Officer 9229 West Loomis Rd. (Hwy. 36) Franklin, WI 53132 414.425.9101 bwucherer@franklinwi.gov</p>	<p><u>Oak Creek Health Dept.</u> Judi Price, Health Officer 8640 South Howell Av. Oak Creek, WI 53154-2948 414.768.6520 jprice@oakcreekwi.org</p>	<p><u>Wauwatosa Health Dept.</u> Nancy Kreuser, Health Officer 7725 West North Av. Wauwatosa, WI 53213-0068 414.479.8936 nkreuser@wauwatosa.net</p>
<p><u>Greendale Health Dept.</u> Sue Sheppard, Health Officer 5650 Parking Street Greendale, WI 53129 414.423.2110 ssheppard@greendale.org</p>	<p><u>St. Francis Health Dept.</u> Kathy Scott, Health Officer 4235 South Nicholson Av. St. Francis, WI 53235 414.481.2300 sfhd@stfranwi.org</p>	<p><u>City of Milwaukee Health Dept.</u> Bevan Baker, Health Commissioner 841 N. Broadway (Rm 315) Milwaukee, WI 53202 414.286.3521 bkbaker@milwaukee.gov</p>
<p><u>Greenfield Health Dept.</u> Darren Rausch, Health Officer 7325 West Forest Home Av. Greenfield, WI 53220 414.329.5275 darrenr@greenfieldwi.us</p>	<p><u>So. Milwaukee Health Dept.</u> Jacqueline Ove, Health Officer 2424 15th Av. So. Milwaukee, WI 53172 414.768.8057 ove@smwi.org</p>	<p><u>Hales Corners Health Dept.</u> Kathy Radloff, Health Officer 5885 S. 116th St. (lower level) Hales Corners, WI 53130 414.529.6155 kradloff@halescornerswi.org</p>

1.20 Milwaukee County ESF #8A - Radiological (Non-Ingestion)

Preface

Radioactive hazardous materials are commonly used in medical facilities, building infrastructure, and nuclear power plants, to name a few. Radiological weapons of mass destruction have been suggested as a possible weapon of terrorism used to create panic and casualties in densely populated areas. A radioactive spill or act of terrorism could also render a great deal of property useless for an extended period, requiring costly remediation.

Primary Agency

Milwaukee County Office of Emergency Management

I. PURPOSE

This annex identifies resources and responsibilities for agencies that will respond to accidents involving radioactive materials.

II. CONCEPT OF OPERATIONS

Radioactive hazardous materials are commonly used in a variety of settings (e.g., medical facilities, building and infrastructure construction and inspection, nuclear power plants.) The materials needed for these applications are transported via special and common carrier on the road, air, rail and water. If released into the environment, these materials require special consideration regarding their safe handling and disposal.

The on-scene Incident Commander has responsibility for this operation. The Office of Emergency Management Director will act as the liaison between the on-scene responders and additional resources.

Statutory authority for oversight regarding the remediation of radiological materials incidents rests with the State of Wisconsin. Recommend protective actions as necessary (ss. 213.095).

III. RESPONSIBILITIES AND TASKS

A. General

Response

1. Use the Incident or Unified Command System to organize the response and to request and manage additional resources as necessary.
2. Notify the Wisconsin Emergency Management (WEM) on-call Duty Officer (DO) and the Department of Health Services – Radiation Protection Section (DHFS-RPS).
3. Set up a perimeter around the facility or spill and enact an access control system.
4. Document all personnel who might have been exposed to radiation or radioactive contamination.
5. Provide for staff to address media inquiries and public information regarding the event.
6. Ensure staff and equipment are not returned to service until qualified personnel have monitored both for radioactive contamination.
7. No eating, drinking or smoking in controlled areas.

Recovery

1. Support continuing operations as needed.

B. Office of Emergency Management Director

Response

1. Coordinate with the WEM Duty Officer to have other appropriate state and federal response agencies work with the first responders. These agencies may include:
 - Wisconsin Department of Natural Resources (DNR)
 - Level A Hazardous Materials Team
 - U.S. Department of Energy Radiological Assistance Program (DOE-RAP) Team
2. Activate the County Emergency Operations Center, as necessary.
3. Refer to the Basic Plan and Direction and Control of the EOP.

C. Fire Service

Response

1. Notify the Emergency Management Administrator of the radiological release.
2. Restrict access to area. Keep all non-emergency personnel & vehicles at least 500 feet from scene.
3. Approach scene that may involve radioactive materials with meters on and with personnel dosimetry in place. Do not enter area > 100 mR/hr unless it is necessary to treat injured personnel or prevent the spread of radioactive contamination.
4. Measure exposure levels at scene if possible and minimize personnel exposure by using appropriate time, distance, and shielding methods.
5. Setup controlled area for emergency personnel at least 100 feet from the scene. Remain upwind if possible. Exposure levels in uncontrolled areas must be less than 2 mR/hr.
6. Contact the shipper or facility representative for more information regarding the hazardous material and to notify them of the incident.
7. Use appropriate guidance (e.g., US DOT Hazardous Materials Guidebook, shipping papers, Materials Safety Data Sheet (MSDS)) for recommendations regarding:
 - Extinguishing or controlling fires
 - Appropriate personal protective equipment (PPE) for responders
 - First aid recommendations for those exposed to the substance.
8. Do not handle or move radioactive materials. Cover or contain materials to prevent contamination from spreading. Do not decontaminate anything at the scene unless directed by personnel from the Radiation Protection Section.
9. Control access to and from controlled area if the possibility of radioactive contamination exists at the scene. No unnecessary personnel or equipment shall enter the controlled area.
 - a. A control point should be established to control access to and exits from the scene. The control point should be manned at all times. All personnel shall enter or leave the scene through the control point.
 - b. All material and equipment should remain within the controlled area.
 - c. Personnel must be surveyed for radioactive contamination before they leave the controlled area. If survey equipment is not available, and personnel involved must leave the area, they should leave outer clothing and all equipment within the controlled area and change into fresh clothing when they pass through the control point. Personnel not surveyed should make themselves available for a survey as soon as possible. Contamination is considered to be readings of 100cpm > background or greater when measured with a Geiger Mueller type instrument equipped with a "pancake" detector.
 - d. The names, SSN's, addresses, and survey results if available should be obtained from all personnel that enter the controlled area.
10. All equipment at scene shall be surveyed by Radiation Protection Section personnel. The Section will arrange for the disposal of radioactive waste and evaluate exposure to all personnel involved with the incident.

D. Emergency Medical Services

Response

1. Park upwind and outside controlled area set-up by police or fire dept. personnel. If no controlled area is designated, park at least 100 ft. upwind of accident scene.
2. Don protective clothing. Wear gloves, booties, and coveralls.
3. Provide emergency life-saving care to victim.
4. When medically feasible, remove victim from immediate area of suspected contamination. Remain within the controlled area.
5. Notify the hospital as soon as possible of the victim's potential exposure to radioactive materials so that hospital personnel may prepare the receiving area. Area hospitals under practicing WI TRAC will also be notified by an alert through Emergency Medical Services – Communications (EMS Communications).
6. Remove victim's clothing, if possible, and wrap victim in a clean sheet or similar covering.
7. Prior to leaving the scene, remove outer protective clothing and change gloves. Clothing and non-essential equipment should remain within the controlled area.
8. Do not decontaminate personnel or equipment unless state health personnel are present.
9. Transport victim to hospital. Change gloves after handling victim while en route.

10. Transfer victim to clean hospital gurney. Ambulance personnel, sheets, blankets, and equipment should remain with the ambulance. The equipment and personnel are in a controlled area.

11. Ambulance personnel, equipment, and vehicle should not return to service until checked for radioactive contamination by state health or qualified hospital personnel.

E. Law Enforcement

Response

1. Upon request, assist with establishing a perimeter and controlling access. Keep all non-emergency personnel & vehicles at least 500 feet from scene. Setup for controlled area for emergency personnel should be at least 100 feet from the scene. Remain upwind if possible.
2. Assist with the notification and implementation of any protective actions that have been ordered. In the event of an escalating emergency outside of a city or village limits, the Sheriff of the affected county has the authority to recommend an evacuation of residents (ss. 66.325).
3. Provide escort for emergency response personnel and equipment dispatched to the emergency site, when requested.
4. Review Fire Department Response #9 (a. – d.)

F. Chief Elected Official

Response

Within incorporated jurisdictional limits, order protective actions as necessary (ss. 66.325).

If response activities exceed local capabilities, declare a local state of emergency and request state aid.

G. Public Works

Response

1. Provide equipment and staff to augment operations, upon request.
2. Assist law enforcement with traffic control activities as needed.

H. Resources

Response

1. The following may respond to scene or provide consultation by phone is available.

RADIATION TECHNICAL ADVISORS AVAILABLE TO MILWAUKEE COUNTY

Southeast Regional Response Team	WORK	HOME	FAX NO.
Milwaukee Fire Department Special Teams Coordinator	286-8943 or 911		286-8996

State of Wisconsin Division of Public Health - Radiation of Protection Services	WORK	HOME	FAX NO.
Kurt Pedersen pederkh@dhs.state.wi.us	1-608-267-4791		1-608-267-3695
24 Hr. On-Call	1-608-258-0099		

U.S. Nuclear Regulatory Commission Additional Information @ www.nrc.gov	WORK	HOME	FAX NO.
Switchboard	1-800-368-5642		
Emergency Operations Center	1-301-816-5100		

U.S. Nuclear Regulatory Commission

Mission: To regulate the Nation's civilian use of byproduct, source, and special nuclear materials to ensure adequate protection of public health and safety, to promote the common defense and security, and to protect the environment.

- The NRC's regulatory mission covers three main areas:
 1. Reactors - Commercial reactors for generating electric power and non-power reactors used for research, testing, and training.
 2. Materials - Uses of nuclear materials in medical, industrial, and academic settings and facilities that produce nuclear fuel.
 3. Waste - Transportation, storage, and disposal of nuclear materials and waste, and decommissioning of nuclear facilities from service.
- NRC protects the public health and safety, and the environment from the effects of radiation from nuclear reactors, materials, and waste facilities. We also regulate these nuclear materials and facilities to promote the common defense and security. NRC carries out its mission by conducting the following activities:
- NRC sets direction and conducts policymaking - policy formulation, rulemaking, and adjudication oversight activities, which are performed by NRC's five-member Commission.
- Radiation Protection – NRC provides information about radiation and how and NRC's role in ensuring protection of the public and radiation workers.

The U.S. Nuclear Regulatory Commission (NRC) is an independent agency established by the Energy Reorganization Act of 1974 to regulate civilian use of nuclear materials. NRC is headed by a five-member Commission.

- Organization - leadership, organizational structure, major programs
- Locations - addresses, directions, and contact information for our headquarters complex in Rockville, Maryland, and our four regional offices in Pennsylvania, Georgia, Illinois, and Texas
- Plans, Budget, and Performance - strategic plan, annual performance plan, annual budget, annual performance and accountability report and independent assessments by the Inspector General and the General Accounting Office
- License Fees - fees licensees pay NRC for reviewing license applications, issuing licenses, and related services
- Governing Legislation - statutory authority for NRC's mission
- History - the origins and evolution of NRC's regulatory policies
- Values - principles of good regulation, NRC organizational values
- Contracting Opportunities - what and how NRC buys products and services, how to learn about contract opportunities, and opportunities available for small businesses
- Employment Opportunities - student programs and career opportunities for engineers, scientists, computer specialists, health physicists, attorneys, and administrative staff
- Contact Us - Send us your comments and questions
- NRC Telephone Directory - alphabetical listing of NRC Staff
- For additional information on NRC and the nuclear industry, see our publication NRC: Regulator of Nuclear Safety.
- How NRC Regulates
- Rulemaking
- Guidance Development
- Generic Communications
- Standards Development
- Oversight
- Inspection
- Assessment of Performance
- Enforcement
- Investigations
- Allegations
- Licensing and Certification
- Licensing
- Certification
- Operational Experience
- Emergency Response
- Events Assessment
- Generic Issues
- Support for Decisions
- Research
- Advisory Activities
- Adjudication (Hearings)
- Nuclear Security and Safeguards - information on how we promote the common defense and security
- Public Affairs - interactions with the media and the public
- Congressional Affairs - interactions with Congress
- State and Tribal Programs - cooperative activities and interactions with Federal, State, and local governments, interstate organizations, and

Indian Tribes

- International Programs - cooperative activities with other governments and the international nuclear regulatory community and licensing for nuclear imports and exports

Contact Info

U.S. Nuclear Regulatory Commission, Office of Public Affairs (OPA)

Washington, D.C. 20555

Toll-free: 800-368-5642 Local: 301-415-8200 TDD: 301-415-5575, or e-mail OPA

NRC Telephone Directory

Use the information in this Telephone Directory only for authorized government purposes. Personal solicitation of an employee is unlawful.

Switch Board: Toll free: 1-800-368-5642 Local: 301-415-7000 DTD: 301-415-5575

Office of Public Affairs: 301-415-8200

1.21 Milwaukee County ESF #8B: Hospital and Medical Services

Preface

A large scale disaster would rapidly impact local government's resources and ability to provide medical services. Medical facilities may be damaged or destroyed resulting in a shortage of medical supplies, equipment and pharmaceuticals. Persons who are not injured but require daily medical care and/or medication would have difficulty meeting their needs. Overall, hospitals and medical services would be hard pressed in providing adequate health care during the aftermath of a disaster. Coordination of effort together with emergency management planning will ensure an appropriate level of medical care to those affected.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)- Emergency Medical Services (EMS) Division

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County OEM- EMS Division

Support

- Ambulance Services, Public and Private
- American Red Cross
- Attending Emergency Room Physicians
- Bus Companies
- Clinics
- Communications Center
- Fire Departments
- Law Enforcement
- Medical Helicopter Services
- Medical Transportation Officer (On Scene)
- Military – Air National Guard and Army National Guard
- Milwaukee County Medical Examiner
- Milwaukee County Office of Emergency Management (OEM)
- Public Health (Municipal)
- School Districts
- Wisconsin Healthcare Emergency Readiness Program (HERC)

State of Wisconsin AGENCIES

- State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal AGENCIES-- *Likely support from federal ESF #8 includes:*

Primary

- Provide supplemental assistance to state, tribal, and local governments in the following core functional areas:
 - Assessment of medical needs
 - Medical care personnel
 - Medical equipment and supplies
 - Patient evacuation
 - Patient care
 - Safety and security of drugs, biologics, and medical devices
 - Blood and blood products
 - All-hazard medical consultation, technical assistance, and support
 - Public medical information

A. PURPOSE

1. Manage and organize the response of emergency medical care resources. Act as the liaison between local, state and federal agencies in the coordination of emergency response and emergency medical support.

B. POLICIES

1. Milwaukee County will endeavor to assure the quality of care given to its citizens will be at the highest level possible. However, emergency measures to protect life and health during disasters in all likelihood will be exclusively dependent upon local and area resources. Austere conditions may limit the amount and quality of care.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OEM- EMS DIVISION

Pre-Emergency	<p>Hospitals</p> <p>Work with Milwaukee County Office of Emergency Management (OEM) to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of medical resources and equipment. 3. Participate in drills, exercises. 4. Develop emergency action checklists and job action sheets. 5. Maintain mutual aid agreements. <p>OEM Emergency Medical Services</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Participate in drills, exercises. 3. Develop emergency action checklists and job action sheets. 4. Reduce risk to first responders and the community 5. Develop internal plans and standard operating procedures. 6. Work with are EMS agencies to facilitate collaboration of mutual aid assistance between EMS agencies to assure calls to 911 for medical assistance are answered.
----------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<p>Hospitals</p> <ol style="list-style-type: none"> 1. Direct the activities of private, volunteer, and other emergency medical personnel, and of bystander volunteers as needed. 2. Evacuate patients from affected hospitals as ordered. 3. Isolate, decontaminate, and treat victims of hazardous chemical or infectious diseases, as needed. 4. Respond to bed poll requests via patient tracking system - WI Trac. <ul style="list-style-type: none"> • WI-Trac is a requirement of the federal Hospital Preparedness Program. Hospitals are required, when requested, to post their available bed capacity on WI Trac. The state will then report the aggregated bed capacity to the U.S. Department of Health and Human Services Strategic Operations Center through HAVBED (Hospital Available Beds for Emergencies and Disasters). 5. Activate internal resources in response to a mass casualty incident. 6. Track disaster patients within hospital. 7. Receive notification of a disaster situation; initiate Emergency Operations Plan. 8. Coordinate patient admissions and transfers. 9. Activate hospital command center. 10. Activate MOUs with alternate care facilities. 11. If available share resources and staff. <p>Emergency Medical Services</p> <ol style="list-style-type: none"> 1. Respond to the emergency scene with emergency medical personnel and equipment. 2. Triage, treat and transport the sick and injured to other medical facilities as needed. 3. Establish and maintain field communications and coordination with other responding emergency teams (medical, fire, police, public works, etc.), and radio or telephone communications with area hospitals, as appropriate. <ul style="list-style-type: none"> • a. Provide early notification to the hospital radio net on potential mass casualty incidents via patient tracking system. • b. Provide transportation of patients as designated by the IC • c. Assist with evacuation efforts as directed by the IC. • d. Maintain a patient casualty tracking system. • e. Decontamination of responders or victims • f. Communicate with all appropriate EMS and LPH agencies.
------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency Operations Center (EOC)	<p>Hospitals</p> <ol style="list-style-type: none"> 1. Staff the ESF 8B position in the EOC. 2. Activate the communications links between emergency medical responders and hospital. 3. Determine condition, status of Milwaukee County hospital and medical resources. 4. Determine present and future need for hospital and medical resources. <ul style="list-style-type: none"> • a. Determine need for additional Medical staff • b. Examine need for additional medical equipment and supplies. • c. Ascertain need for patient evacuation. 5. If available provide medical personnel at functional needs shelters when requested. 6. Provide and coordinate the medical resources to include: <ul style="list-style-type: none"> • a. Ambulance vehicles and transportation when evacuating hospital • b. Medical staffing. • c. Medical equipment and supplies. • d. Logistical support for continuance of hospital operations • e. Administrative and clerical support. 7. Obtain, coordinate medical resources as requested by field incident commanders, includes: <ul style="list-style-type: none"> • a. Provision for pre-hospital and hospital emergency medical care. • b. Assist in identification, coordination and mobilization of medical equipment, supplies and personnel. 8. Resources can include: <ul style="list-style-type: none"> • a. Mutual aid. • b. Office of Emergency Management (OEM). • c. American Red Cross. • d. Hospital and clinics. • e. Military (disaster medical assistance teams). • f. Private sector physicians, nurses, hospitals, clinics. 9. Establish, maintain contact with State EOC through the County EOC. <ul style="list-style-type: none"> • a. Provide information on damages, status of Milwaukee County hospital and medical system. • b. Request additional medical resources as needed. <p>Emergency Medical Services</p> <ol style="list-style-type: none"> 1. Determine condition, status of Milwaukee County hospital and medical resources. 2. Report or send a representative to the EOC. 3. Assess the health, medical and mortuary needs of the situation; mobilize and coordinate resources as necessary. 4. Coordinate the location, procurement, screening and allocation of health and medical supplies and resources. 5. Assist hospitals with transfer of patients under the WHEPP Region & Hospital Bio Terrorism Plan. 6. Maintain a patient casualty tracking system. 7. Request status and capabilities of medical care facilities and medical transport.
--------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recovery Actions	<ol style="list-style-type: none"> 1. Continue providing essential medical care services. 2. Assist Recovery Operations; Identify barriers to recovery. 3. Assist restoration of the area's medical care delivery capacity. 4. Activate hospital business recovery plan.
-------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Ambulance Services, Public and Private	<ol style="list-style-type: none"> 1. Responsible for triage and appropriate on-scene treatment. 2. Transport casualties to the designated medical facilities.

American Red Cross	<ol style="list-style-type: none"> 1. Provide food for emergency medical workers, volunteers and patients in coordination with other volunteer agencies. 2. Provide emergency first aid and health services to supplement local emergency medical and health services through coordination with local health authorities. 3. Provide a 24-hour telephone number for emergency contacts and disaster welfare inquiries. 4. Provide emergency and preventive health services to disaster victims at emergency aid stations and mass care sites (e.g., post decontamination reception center, shelter) according to Red Cross guidelines. 5. Obtain and distribute blood and blood products. 6. Provide appropriate mental health services to disaster victims, survivors, bystanders, responders and their families and other community caregivers. 7. Assist with recruiting trained volunteers to supplement medical and nursing resources. 8. Provide support to people with disaster related or disaster-related health needs and assist people with finding resources to meet health-related financial obligations.
Attending Emergency Room Physicians	<ol style="list-style-type: none"> 1. Provide medical control for field operations as per county protocols.
Bus Companies (Private)	<ol style="list-style-type: none"> 1. Provide transportation of "walking wounded." 2. Assist with evacuation of large numbers of people. 3. Transport of equipment.
Clinics	<ol style="list-style-type: none"> 1. Provide medical care for those injured or ill. 2. Coordinate with EMS and other health providers on patient care capacity. 3. Work with public health on community health issues.
Fire Departments	<ol style="list-style-type: none"> 1. Suppress fires and contain and stabilize hazardous incidents. 2. Establish Incident Command when appropriate. 3. Remove victims from hazardous areas. 4. Triage, treat and transport the injured. 5. Extricate trapped victims when needed. 6. Provide basic life support and patient transportation. 7. Requests for assistance from surrounding counties will be made through the MABAS.
Law Enforcement	<ol style="list-style-type: none"> 1. Provide basic first-aid assistance and scene security. 2. Maintain law and order through traffic and crowd control. 3. Provide security for vital facilities and supplies. 4. Control access to operating scenes and vacated areas. 5. Notify emergency response agencies of evacuating danger areas, where appropriate.
Milwaukee County Medical Examiner	<ol style="list-style-type: none"> 1. Coordinate and direct all Medical Examiner related services within the county. 2. During the period of crisis, uses individuals who have been trained as Deputy Medical Examiners or recruited from area mortuaries. 3. Responsible for the final disposition of the dead, identifying remains and arranging for their transportation.
Medical Helicopter Services	<ol style="list-style-type: none"> 1. Provide air ambulance service.
Medical Transportation Officer (On Scene)	<ol style="list-style-type: none"> 1. Stage ambulance and other medical transportation vehicles. 2. Assign victims to vehicles. 3. Direct loaded vehicles to specific patient care facilities.
Military – Air National Guard and Army National Guard	<ol style="list-style-type: none"> 1. Provide personnel and equipment from medical evacuation and hospital units. 2. Provide helicopters and crews for use in evacuation of casualties or transport of supplemental personnel and supplies.
Milwaukee County Office Emergency Management	<ol style="list-style-type: none"> 1. Activate the EOC, if necessary. 2. Coordinate personnel, material, supplies, transportation, hazard mitigation, security, communications, public information, and other resources and support as necessary. 3. Ensure the orderly coordination of resources in response to EMS needs as communicated from the field. 4. Assist with the training and revision of county EMS response plans. 5. Notify the WHEPP Region 7 project manager. 6. Request status and capabilities of medical care facilities and medical transport.
Municipal Dispatch Centers	<ol style="list-style-type: none"> 1. Dispatch the appropriate EMS unit in whose primary service area a disaster occurs
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Coordinate providing on-scene medical teams to care to mass casualty patients. 2. Determine if incidents have population-wide health implications. 3. Monitor medical surveillance. 4. Manage a general infectious/communicable disease surveillance system.
School Districts	<ol style="list-style-type: none"> 1. Provide shelter for large numbers of injured or displaced people.

Wisconsin Hospital Emergency Preparedness Program (WHEPP)	<ol style="list-style-type: none"> 1. When notified, report to the Milwaukee County EOC. 2. Maintain a patient casualty tracking system via WiTrac.
ATTACHMENTS	<ol style="list-style-type: none"> 1. EMS Resource List. 2. Mass Casualty Unit - Disaster Management Equipment and Supplies. 3. EMS Transportation List.
REFERENCES	<ol style="list-style-type: none"> 1. Map – Rescue Area (Ambulances). 2. MABAS Agreement.

1.21.1 Attachment 1: Milwaukee County EMS Resources

Attachment 1: MILWAUKEE COUNTY EMS RESOURCES

HOSPITAL & LOCATION	EMER. DEPT. TELEPHONE #	EMER. DEPT. FAX #	ADMIN. ON-CALL #	ADMIN. FAX #
1. Children's Hospital of Wisconsin 9000 W. Wisconsin Avenue Milwaukee, WI 53226	266-2626	266-2496	266-2000	266-2179
2. Clement J. Zablocki (VA Medical Center-Milwaukee) 5000 W. National Avenue Milwaukee, WI 53295	384-2000 X41885	389-4211	384-2000	382-5319
3. Froedtert Memorial Lutheran Hospital 9200 W. Wisconsin Avenue Milwaukee, WI 53226	805-6717	805-6732	805-3000	805-7790
4. Aurora Sinai Medical Center 950 N.12th Street Milwaukee, WI 53223	219-6666	219-6650	219-2000	219-7315
5. St. Francis Hospital 3237 S. 16th Street Milwaukee, WI 53215	647-5165	647-5047	647-5100	647-5565
6. St. Joseph's Hospital 5000 W. Chambers Milwaukee, WI 53216	447-2171	874-4364	447-2000	874-4393
7. St. Luke's Medical Center 2900 W. Oklahoma Avenue Milwaukee, WI 53215	649-6333	649-5657	649-6000	649-7982
8. St. Luke's- South Shore 5900 S. Lake Drive Cudahy, WI 53110	489-4055	489-4013	489-9000	489-4153
9. Columbia St. Mary's Hospital 2301 N. Lake Drive Milwaukee, WI 53211	291-1469	291-1644	291-1000	291-1048
10. St. Mary's Ozaukee 13111 N. Port Washington Rd. Mequon, WI	262-243-7373	262-243-7377	262-243-7300	
11. West Allis Memorial Hospital 8901 W. Lincoln Avenue West Allis, WI 53227	328-6111	328-8584	328-6000	328-8536
12. Wheaton Franciscan Healthcare- Franklin 10101 S. 27th Street Franklin, WI 53132	325-8460	325-8461	325-4700	325-4511
13. Aurora Grafton 975 Port Washington Rd. Grafton, WI 53204	262-329-1900	262-329-1901	262-329-1000	

***Paramedic Receiving Hospitals

1.21.2 Attachment 2: Mass Casualty Unit

Attachment 2: MASS CASUALTY UNIT

Disaster Management Equipment and Supplies

Rescue 9 is a step van type vehicle that is based at the airport. It contains the necessary basic EMS equipment to handle a mass casualty incident. Replacement cost of expended or damaged equipment will be the responsibility of the requesting agency.

The equipment on board is designed to process victims by using the SALT system (sort-assessment-lifesaving interventions-treatment/transport). This includes Incident Command vests, portable radios, triage flags, cones and colored tarps (red and yellow). It carries sufficient bandages, dressings, long boards, orthopedic stretchers and various restraints. The equipment is sufficient to handle in excess of fifty (50) victims. Rescue 9 is also equipped with an auxiliary generator and lighting system.

The mass casualty unit is available to any Milwaukee County area EMS division by contacting the General Mitchell International Airport Fire Department at 747-5329, or by radio on FIRECOM (154.295 MHz).

1.21.3 Attachment 3: Milwaukee County EMS Transport Services

Attachment 3: MILWAUKEE COUNTY EMS TRANSPORT SERVICES-- FIRE DEPARTMENTS DAILY AMBULANCE AVAILABILITY

DEPARTMENT	DISPATCH NO.	BLS UNITS	ALS UNITS
Franklin Fire Department 8901 W. Drexel Avenue	425-1420	1	3
Greenfield Fire Department 48 4333 S. 92nd Street	761-5395		4
Milwaukee Fire Department 711 W. Wells Street	286-8999	0	17
North Shore Fire Department 108 4401 W. River Lane	357-0113	1	3
South Milwaukee Fire Dept. 24 929 N. Marshall Avenue	762-1235	1	3
Wauwatosa Fire Department 1463 Underwood Avenue	471-8490	1	3
West Allis Fire Department 8 2040 S. 67th Street	302-8900	4	4
Cudahy Fire Department 4626 S. Packard Avenue	769-2232	3	0
Greendale Fire Department 6200 W. Loomis Road	423-2131	1	2
Hales Corners Fire Department 10000 W. Forest Home Avenue	529-6168	1	1
Oak Creek Fire Department 51 7000 S. 6th Street	768-6555	1	3
St. Francis Fire Department 4235 W. Nicholson Avenue	483-4424	1	0
TOTAL		9	43

1.22 Milwaukee County ESF #8C: Animal and Veterinary Services

Preface

Under normal conditions, private, local and state agencies provide a variety of services to animals. During emergencies or disasters the normal capabilities and programs may be disrupted, requiring emergency measures to meet the functions of lost, sick, stray, stranded, injured or dead animals.

Primary Agency

Milwaukee County Director of Emergency Public Health

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County director of Emergency Public Health

Support

- Fire Departments
- Law Enforcement Agencies
- Milwaukee County Office of Emergency Management (OEM)
- Milwaukee Area Domestic Animal Control Commission (MADACC)
- Public Health (Municipal)
- Wisconsin Humane Society
- Wisconsin Veterinary Corps

State of Wisconsin AGENCIES

Primary

- **Note: State support to this ESF may be available in coordination with the State Emergency Operations Center (SEOC).

Support

Federal AGENCIES

Coordinating

- Department of Homeland Security/Federal Emergency Management Agency
- Department of Agriculture
- Department of Health and Human Services
- Department of Homeland Security
- Department of State
- Department of Transportation
- National Veterinary Response Team (NVRT)

Likely Support Includes:

- Support state governments in the management of masses of unaffiliated volunteers and unsolicited donated goods.

A. PURPOSE

1. Identify, manage, and organize the response of resources needed for the care and disposition of domestic pets, livestock, wildlife, and exotic animals following a significant emergency, and to coordinate emergency response and relief assistance with various municipal, county, state and federal agencies.
2. Provide guidance regarding animal related issues caused by an emergency/ disaster.

B. POLICIES

1. In the interest of public health and safety, the Humane Society will identify and attempt to meet the care and emergency needs of animals following emergencies, disasters.

2. The City of Milwaukee Public Health Commissioner is to serve as the Director of Emergency Public Health during any emergency situation as defined and directed under the Office of the County Executive, Milwaukee County, Executive Order #09-2, dated 6 October, 2009.

3. Priorities will be directed toward animal care functions after human needs are met.

4. Pet and animal owners should have animal care emergency plans and supplies on hand.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY DIRECTOR OF EMERGENCY PUBLIC HEALTH

Pre-Emergency	<p>Work with the Office of Emergency Management (OEM) to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Prepare a resource list that identifies the agencies/organizations that are responsible for providing the supplies (medical, food, and other necessary items) needed to treat and care for injured and sick animals during large-scale emergencies and disasters. 3. Liaison with EOC on animal evacuation and shelter plans. 4. Maintain inventories of resources and facilities. 5. Participate in drills, exercises. 6. Develop emergency action checklists.
----------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. Rescue and capture of animals that have escaped confinement, and displaced wildlife. 2. Evacuate, shelter and care for injured, sick, and stray animals. 3. Dispose of dead animals. 4. When notified of an emergency situation; may send a representative to the Milwaukee County EOC, if requested.
------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF 8C position in the EOC. 2. Assess and prioritize animal service emergency needs; coordinate public and private sector efforts. 3. Identify local facilities and resources available for animal concerns. 4. Activate emergency response teams (evacuation, shelter, medical treatment, search and rescue, etc.) as requested. 5. Prepare a resource list that identifies the agencies/organizations that are responsible for providing the supplies (medical, food, and other necessary items) needed to treat and care for injured and sick animals during large-scale emergencies and disasters. 6. Coordinate the rescue of injured or endangered animals with fish and game departments, wildlife organizations, county cooperative extension office, veterinarians, etc. 7. Develop a plan for collection and disposal of dead animals. 8. Coordinate the securing and identifying of lost and stray animals. 9. Liaison with the American Red Cross and other community based organizations regarding evacuation and shelter plans. 10. Coordinate animal related advisories with local public health agency/ies. 11. Coordinate animal related advisories with Health Department and the EOC Public Information Officer. <ul style="list-style-type: none"> • a. Provide information and/or services for the disposal of dead animals. 12. Establish, maintain contact with State EOC: <ul style="list-style-type: none"> • a. Provide information on need for animal care services, facilities. • b. Request animal care resources, as requested. 13. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.
------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recovery Actions	<ol style="list-style-type: none"> 1. Develop and prioritize strategies for supporting recovery operations by providing animal and pet control support services, as requested. 2. Continue to coordinate with State counterparts as requested, as well as with other governmental and NGOs involved in animal and pet control issues. 3. Serve as the point of contact for the public and County agencies for ongoing pet and animal control issues, and arrange for corrective actions as requested.
-------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Fire Departments	1. Communicate with animal control regarding loose domestic or wild animals.
Law Enforcement Agencies	1. Communicate with animal control regarding loose domestic or wild animals.
Milwaukee Area Domestic Animal Control Commission (MADACC)	1. Provide animal control services which protect the health, public safety and welfare of people and animals. 2. Rescue and assure safe, temporary shelter, veterinary and human care for stray, unwanted, abandoned, mistreated, and injured animals.
Milwaukee County Office of Emergency Management	1. Coordinate resources for the Director of Emergency Public Health. 2. Implement mutual aid agreements.
Public Health (Municipal)	1. Assist or coordinate the development and distribution animal related health advisories. 2. Provide zoonotic prevention, surveillance, detection, and intervention functions in support of community health.
Wisconsin Veterinary Corps / Humane Society	1. Assist or coordinate the humane care, treatment, and sheltering of companion animals during an emergency.
ATTACHMENTS	None.
REFERENCES	1. Incorporating Household Pets and Service Animals Considerations into Emergency Operations Plans, A Guide for State, Territorial, Tribal, and Local Governments – FEMA – Draft March 2009. 2. Executive Order #09-2, Office of the County Executive, Milwaukee County, dated 6 October, 2009.

1.23 Milwaukee County ESF #8D: Fatality Management

Preface

Disasters have the capacity to produce large numbers of fatalities. The profound effects of mass fatalities on both loved ones and the entire community, and the ability to coordinate and obtain the needed fatality management resources are critical emergency response functions of the County.

Primary Agency

Milwaukee County Medical Examiner

MILWAUKEE COUNTY AGENCIES

Primary

Milwaukee County Medical Examiner

Support

- 211 System
- American Red Cross
- Clergy
- Community / Faith Based Organizations
- Disaster Mortuary Operational Response Team (D-MORT), and
- Dane Fatality Incident Response Support Team (D-FIRST)
- Fire Departments
- Funeral Directors/Association
- Medical Examiner County Transport
- Hospitals
- Law Enforcement Agencies
- Medical College of Wisconsin
- Medical Reserve Corps
- Milwaukee County Office of Emergency Management (OEM)
- Public Health (Municipal)
- Public Works (Municipal)

State of Wisconsin AGENCIES

Primary

State support to this ESF may be available in coordination with the State Emergency Operations Center (SEOC).

Federal AGENCIES

Likely Support Includes:

- Emergency services for household pets and services animals.
- Veterinary medical support.
- Support providing for the safety and well-being of household pets.

A. PURPOSE

1. This function addresses general policies and procedures for the mitigation, preparedness, response to and recovery from incidents with fatalities. It also provides an initial coordination framework of mass fatality response activities.

B. POLICIES

1. It is the policy of Milwaukee County that human remains should only be removed if authorized by the medical examiner or his/her designee.

2. All human remains will be treated with the utmost respect and dignity during the collection and removal process.

3. Personnel involved in the collection, removal and transportation of human remains must use the appropriate levels of protective equipment to prevent any injury or exposure to pathogens.

- It is understood that the Milwaukee County Medical Examiner is primarily responsible for body recovery, identification, and examination during mass fatality operations.

5. It is understood that the Medical Examiner is responsible for human remains and associated items during fatalities. Once the Chief of Fire/Rescue on scene has declared the incident site safe to enter, all injured have been evacuated and emergency operations are complete, the Medical Examiner is in charge of the human remains until all body identification and morgue operations have been completed to their satisfaction. Criminal, transportation-related, and industrial investigations and associated non-remains scene features will remain the jurisdiction of other investigating agencies.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY MEDICAL EXAMINER

Pre-Emergency	<p>Work with the Office of Emergency Management (OEM) to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of resources and equipment. 3. Participate in drills, exercises. 4. Develop emergency action checklists. 5. Maintain mutual aid agreements.
----------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. Determine if there have been fatalities and the numbers involved. 2. Supervise and coordinate the recovery, transportation, and storage of human remains. 3. Make sure that locations are noted where each body was found and that all information is appropriately tagged or attached (i.e. date, time, approximate age, location and identification if known). 4. Protect the property and personal effects of the deceased. 5. Notify relatives in cases where local law enforcement agencies are unwilling or unable to so. 6. Request scene security and evidence identification. 7. Request security for temporary morgues. 8. When notified, report to the Milwaukee County EOC. 9. Implement and coordinate the Milwaukee County Mass Fatality Incident Plan. 10. Establish effective fatality management incident management structure within the on-scene Operations Section. 11. Procure equipment and supplies necessary for: <ol style="list-style-type: none"> a. Tag and flag operations. b. Establishment of a temporary morgue, if needed. . c. Body transportation. d. Temporary cold storage (portable units -e.g., refrigeration trucks, or portable refrigeration containers): CONX through Froedtert & Mitchell Field EOC. 12. Identify, set up, and coordinate activities at the Incident Morgue to include: <ul style="list-style-type: none"> • a. Victim tracking. • b. Fingerprinting. • c. Physical examinations. • d. Radiographic examination • e. Withdrawal of blood and body fluids. • f. Forensic examinations. • g. Victim identification. • h. Preparation for final disposition and release of remains. 13. Advise on the use of Personal Protective Equipment as appropriate. 14. Assure epidemiological monitoring and surveillance is occurring. 15. Coordinate activities with those of agencies performing decontamination of potentially contaminated (HAZMAT, Chemical, Biological, or Radiologic) remains at the incident scene prior to transportation to the Medical Examiner's Office or temporary mortuary facility. 16. Establish and maintain a comprehensive record-keeping system for continuous updating and recording fatality numbers. 17. Establish Public Information capabilities within the on-scene structure or within the Joint Public Information System at the EOC to ensure accurate and expedient dissemination of information.
------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

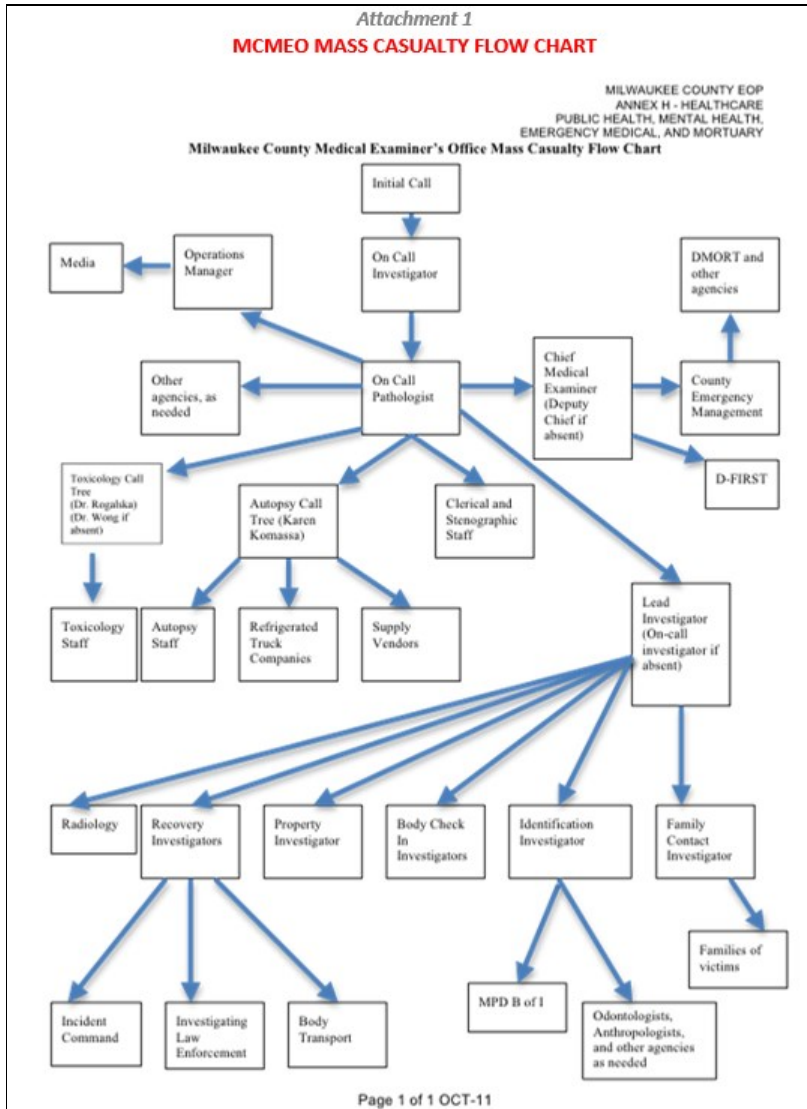
Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF 8D position in the EOC. 2. Implement and coordinate the Milwaukee County Mass Fatality Incident Plan. 3. Determine whether the situation falls under the jurisdiction of Medical Examiner, notifying the Chief Medical Examiner of the situation and coordinating with them as appropriate. 4. Coordinate and facilitate the fatality management if the event is not under the jurisdiction of the Medical Examiner. 5. Determine present and future need for medical examiner/fatality management resources. <ul style="list-style-type: none"> • a. Determine if the situation may require temporary morgue facilities. • b. Identify potential sites and/or storage facilities for the dead, (i.e., refrigeration units, trucks, trailers, etc.) as well as processing sites. 6. Obtain, coordinate fatality management resources as requested by field incident commanders. 7. Establish and maintain a comprehensive record keeping system for continuous updating and recording of fatality numbers. 8. Establish, maintain contact with the State EOC through the EOC Manager: <ul style="list-style-type: none"> • a. Provide information on status and need for fatality management resources. 9. Coordinate with funeral home directors to provide assistance in the mass fatalities incidents by providing recovery, evacuation, mortuary operations, identification and notification.
------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recovery Actions	<ol style="list-style-type: none"> 1. Compilation of final reports. 2. Participate in after-action/improvement planning incident evaluation process. 3. Provide continued support to fatality management personnel. 4. Revise plans to reflect changes in programs and procedures.
-------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
211 System	<ol style="list-style-type: none"> 1. Assist with providing pre-scripted information to decedents' families
American Red Cross	<ol style="list-style-type: none"> 1. Provide a representative to the EOC to coordinate ARC operation. 2. Assist with the identification and establishment of support facilities for responder care and feeding. 3. Establish facilities and facilitate the exchange of information for victim and family support services. 4. Provide additional services such as family escorts, public inquiry and locator program, childcare services, and assistance with planning of memorial services. 5. In application to aircraft incidents: <ul style="list-style-type: none"> • a. Establish Family Assistance Centers for family members. • b. Registration and identification of family members; • c. Mental health support; • d. Physical health support; • e. Childcare as needed; • f. Spiritual care support; • g. Assist Medical Examiner with notification of next of kin or representative.
Clergy	<ol style="list-style-type: none"> 1. Coordinate services for disaster victims and families.
Community / Faith Based Organizations	<ol style="list-style-type: none"> 1. Advise on issues of cultural/religious sensitivity 2. Provide grief counseling. 3. Recruit and coordinate clergy. 4. Provide assistance with mental health support for emergency workers and families as appropriate. 5. Assist in providing language services for family assistance centers as requested.
D-MORT/D-FIRST	<ol style="list-style-type: none"> 1. Support local authorities and provide technical assistance and personnel to recover, identify, and process deceased victims 2. Provide forensic pathologists and mortuary personnel for assistance. 3. Provide temporary portable mortuary facilities
Fire Departments	<ol style="list-style-type: none"> 1. Assist with emergency services at disaster scene, fatality collection points, and incident morgue. 2. Provide hazardous materials consultation. 3. Support search and recovery efforts. 4. Conduct gross decontamination. 5. Provide assistance to the medical examiner for the removal/recovery of remains. 6. Record costs and expenditures and forward them to this ESF's Group Supervisor.

Funeral Directors / Association	<ol style="list-style-type: none"> 1. Establish temporary morgues. 2. Assist in recovery, transportation, mortuary operations, identification and notification. 3. Coordinate embalming, transportation and final disposition of bodies.
Hospitals	<ol style="list-style-type: none"> 1. Report to the Medical Examiner's Office disaster related victims who become deceased at their respective healthcare facility. 2. Promptly report mass fatality related deaths occurring in the hospital to the Medical Examiner.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Secure the disaster scene until such time that resources can be organized to properly mark and plot debris, bodies and body parts at the disaster scene. 2. Provide security at designated mortuaries. 3. Provide escort of body transport to and from the fatality scene if traffic related issues are encountered. 4. Provide TOTAL station, if required. 5. Provide explosive-related clearance of bodies if not previously cleared on scene.
Medical College of Wisconsin	<ol style="list-style-type: none"> 1. Provide body trackers for mortuary operations.
Medical Examiner County Transport (HOC)	<ol style="list-style-type: none"> 1. Assist with transportation of human remains as requested.
Medical Reserve Corps	<ol style="list-style-type: none"> 1. Provide body trackers for mortuary operations.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Coordinate resources for the Medical Examiner. 2. Implement mutual aid agreements.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Assure epidemiological monitoring and disease control surveillance are occurring as well as other ESF # 8 requested activities. 2. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Provide equipment, personnel, and other resources for heavy and specialized equipment. 2. Identify contractors who can provide heavy and specialized equipment to support fatality management activities.
ATTACHMENTS	<ol style="list-style-type: none"> 1. MCMEO Mass Casualty Flow Chart.
REFERENCES	<ol style="list-style-type: none"> 1. Medical Examiner's Mass Fatality Plan.

1.23.1 Attachment 1: MCMEO Mass Casualty Flow Chart



1.23.2 Attachment 2: Examination Services Unit (ESU)

The full draft of the Milwaukee County Mass Fatality Management Plan can be found here:

<http://county.milwaukee.gov/ImageLibrary/Groups/cntyOEM/EM-CEMP/ESF18FatalityMgmtRcombined.pdf>

The ESU is comprised of three teams, Examination, Tracking, and Security. The Examination Team is staffed with medical professionals that conduct identification and investigation. The Tracking Team controls the transport and identification of human remains and personal effects within the morgue. Lastly, the Security Team consists of public safety and/or law enforcement personnel who provide site security and manage traffic and staging.

When County resources are approaching their capacity to manage the number of deaths, to include the exhaustion of mutual aid, the Milwaukee County Medical Examiner may request D-FIRST mobilization and deployment to the incident. The D-FIRST team may also be called if specialized personnel or equipment is needed (consider the team's services as a shopping list). The Dane County Medical Examiner Director of Operations will initiate the deployment and is reached at (608) 266-4948.

Temporary Mortuary Areas for the ESU*	
Zones	Location
Zone A	Army National Guard Armory 4108 N. Richards St., Milwaukee 53212
Zone B	General Mitchell Air National Guard 1919 E. Grange Ave., Milwaukee 53207
Zone C	
Zone D	
Zone E	National Guard Armory 8520 S. Howell Ave., Oak Creek 53154

*Generally must be 10-12,000 sq. ft. of enclosed space with electricity, plumbing, HVAC, and an impervious ground.

1.24 Milwaukee County ESF #9 - Search and Rescue

Preface

Emergencies can cause rescue situations where people become lost, entrapped and endangered. The emergency response to these situations may require the use of organized, highly technical methods and specially trained responders.

Primary Agency

Local Fire Departments

MILWAUKEE COUNTY AGENCIES

Primary

- Local Fire Departments

Support

- ARES/RACES
- Building Department (Municipal)
- Civil Air Patrol
- Fire Departments
- Law Enforcement Agencies
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Transportation (MCDOT) – Highway Division
- Milwaukee County Office of Emergency Management
- Milwaukee County Office of the Sheriff – Dive Team
- Milwaukee County Parks
- Milwaukee Fire Department Dive Rescue Team
- Milwaukee Fire Department Heavy Urban Rescue Team (HURT)
- Public Works (Municipal)
- Search and Rescue Units
- U.S. Coast Guard/Auxiliary
- School Districts

State of Wisconsin AGENCIES

Primary

- WEM - WI Emergency Management

Support

- CAP – Civil Air Patrol
- WEDC – WI Economic Development Corporation
- WI DHS – WI Department of Health Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOC – WI Department of Corrections
- WI DOJ – WI Department of Justice
- WI DOT – WI Department of Transportation

Federal AGENCIES

Primary

- Department of Homeland Security/Federal Emergency Management Agency
- Department of Homeland Security/U.S. Coast Guard
- Department of the Interior/National Park Service
- Department of Defense/U.S. Air Force

Support

- Department of Agriculture
- Department of Commerce

- Department of Defense
- Department of Health and Human Services
- Department of Homeland Security
- Department of Justice
- Department of Labor
- National Aeronautics and Space Administration
- U.S. Agency for International Development

Likely Support Includes:

- Structural Collapse (Urban) Search and Rescue (US&R): Deployment of DHS/FEMA US&R task forces, specialized expertise and equipment, Incident Support Teams (ISTs), and technical specialists.
- Waterborne Search and Rescue: dam/levee failure, and other disasters that primarily require DHS/USCG air, ship, and boat force operations; response to maritime distress situations.
- Inland/Wilderness Search and Rescue: Support for SAR operations conducted in backcountry, remote, or undeveloped or rural or roadless areas that primarily require operations necessitating the use of specialized equipment to access these areas and may require responders traveling over land by alternate methods or by aircraft.
- Aeronautical Search and Rescue: Coordination and support of SAR operations conducted in aviation-related incidents and aeronautical search and rescue.
- SAR services include the performance of distress monitoring, communications, location of distressed personnel, coordination, and execution of rescue operations including extrication or evacuation along with the provisioning of medical assistance and civilian services through the use of public and private resources to assist persons and property in potential or actual distress.

A. PURPOSE

1. Provide a coordinated process of locating, extricating, and providing initial medical treatment to victims trapped, threatened or stranded in harm's way by any emergency or hazardous event when they cannot remove themselves.

B. POLICIES

1. Search and rescue operations will be a team effort of Fire, Rescue Services, Police, Public Works, trained volunteers, and the private sector.
2. The Law Enforcement Agencies Department shall coordinate and establish resources that are qualified in emergency response as a member of the local search and rescue organization. Personnel shall be assigned team positions and offered training to meet specific position requirements.
3. If activated, regional, state and national USAR Teams are under the control of local incident commanders. The USAR Leaders are responsible for planning, coordinating and managing a USAR response when requested and authorized to mobilize.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY LOCAL FIRE DEPARTMENTS

<p>Pre-Emergency</p>	<p>Work with the Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Develop a system to quickly identify and establish countywide search and rescue grids. 3. Identify high occupancy structures, critical facilities and other places of public assembly having potential for mass casualty. 4. Maintain standard operating procedures, inventories of resources and equipment i.e., Technical Rescue Teams (TRT) and Urban Search and Rescue Teams (USAR) and personnel rosters. 5. Coordinate and participate in sponsored training and exercises. 6. Develop emergency action checklists. 7. Maintain mutual aid agreements/MOUs.
<p>Emergency</p>	<ol style="list-style-type: none"> 1. When notified, report to the Milwaukee County EOC. 2. Initiate search for victims throughout the impacted area. 3. Coordinate search and rescue activities with the appropriate tasked organizations.

**Emergency
Operations Center
(EOC)**

1. Milwaukee County Fire Chief's association chair or designee to staff the ESF # 9 position in the EOC.
2. Identify incident sites or situations requiring search and rescue services to include:
 - a. Search and rescue activities following flood, severe weather, and/or building collapses (i.e., Technical Rescue Teams (TRT) and Hazardous Materials.
 - b. Water recovery searches for persons presumed to be deceased (Dive Rescue Team).
 - c. Searches for missing persons (Public Safety).
3. Determine condition, status of Milwaukee County search and rescue resources.
4. Determine present and future need for search and rescue and other on-scene resources.
5. Coordinate search and rescue resources as requested by field incident commanders.
6. Provide strategic command and control of search and rescue teams not assigned to specific incidents.
 - Mobilize and manage search and rescue teams by pre-designated County grids.
7. Determine need for USAR Task Force.
 - a. Coordinate response with USAR Coordinator.
 - b. Assist with implementation of an appropriate mobilization plan in coordination with the assigned Task Force Leader and/or Incident Commander.
8. Direct SAR activities according to the National Incident Management System, the Incident Command System, and team policies and procedures.
9. Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
10. Coordinate the acquisition of personnel, supplies and administrative support necessary to conduct search and rescue operations.
11. Sources for search and rescue resources can include:
 - a. Mutual aid.
 - b. State EOC (Federal USAR Task Forces.)
 - c. State, and federal agencies (State SAR Teams).
 - d. NGOs.
12. Establish, maintain contact with State EOC:
 - a. Provide information on damages, status of Milwaukee County search and rescue systems.
 - b. Request additional Search & Rescue resources, as requested.
13. Provide mutual aid to other jurisdictions if requested:
 - Do not commit mutual aid until it is determined no threat exists in Milwaukee County.
14. Specialty Teams include Technical Rescue Teams (TRT), Urban Search and Rescue Teams (USAR), Hazardous Materials, and Water Rescue Operations Team.
15. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.

Recovery Actions

1. Participate in after-action reviews.
2. Return SAR organization and personnel to a state of operational preparedness.
3. Support personnel with Critical Incident Stress Management as necessary.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

ARES/RACES	<ol style="list-style-type: none"> 1. Provides primary and/or supplemental local area, point-to-point, and long distance communications as requested. 2. Provides staff, resources, and equipment as requested to support EOC and emergency operations.
Building Department (Municipal)	<ol style="list-style-type: none"> 1. Provide building and safety inspections.
Civil Air Patrol	<ol style="list-style-type: none"> 1. Directly support agencies by providing such services as airborne search, airborne disaster assessment, airborne and ground Electronic Locator Transmitter (ELT) tracking, transportation of officials, and assistance in a variety of ground operations.
Fire Departments	<ol style="list-style-type: none"> 1. Provide search and rescue services to extent of training within their jurisdiction. 2. Coordinate search and rescue activities with the appropriate tasked organizations. 3. Provide urban search and rescue services following flood, tornado, and/or building collapses. 4. Provide special teams resources as requested. 5. Provide mass casualty support, equipment and supplies. 6. Provide rehab and communications equipment.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Provide search and rescue assistance, equipment allocation, security, crowd control and traffic direction. 2. Provide specialized equipment including vehicles, lights, night vision and other items to assist in search and rescue.
Milwaukee County Department of Administrative Services - Facilities Management	<ol style="list-style-type: none"> 1. Assist with manpower and equipment as requested. 2. Provide personnel and heavy equipment/operators to assist with heavy rescue activities. 3. Assist with building and safety inspections. 4. Provide specialized equipment including vehicles, lights, portable power, and other items to assist in search and rescue.
Milwaukee County Department of Transportation (MCDOT)	<ol style="list-style-type: none"> 1. Assist with manpower and equipment as requested. 2. Provide personnel and heavy equipment/operators to assist with heavy rescue activities. 3. Provide specialized equipment including vehicles, lights, portable power, and other items to assist in search and rescue.
Milwaukee County Office of the Sheriff – Dive Team	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Provide resources for SAR activities. 2. Locate specialized rescue equipment and/or personnel if required. 3. Support the development of SAR capabilities.
Milwaukee County Parks	<ol style="list-style-type: none"> 1. Provide qualified lifeguard personnel for water rescue assistance as necessary.
Milwaukee Fire Department Dive Rescue Team	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
Milwaukee Fire Department Heavy Urban Rescue Team (HURT)	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Assist with manpower and equipment as requested. 2. Provide personnel and heavy equipment/operators to assist with heavy rescue activities. 3. Assist with building and safety inspections. 4. Provide specialized equipment including vehicles, lights, portable power, and other items to assist in search and rescue.
Search and Rescue Units	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
U.S. Coast Guard/Auxiliary	<ol style="list-style-type: none"> 1. Conduct maritime search and rescue activities. 2. Provide small boats, personnel, and related equipment for maritime search and rescue operations under control of U.S. Coast Guard.
ATTACHMENTS	<ol style="list-style-type: none"> 1. National USAR Response System.
REFERENCES	None.

1.24.1 Attachment 1: USAR Response System

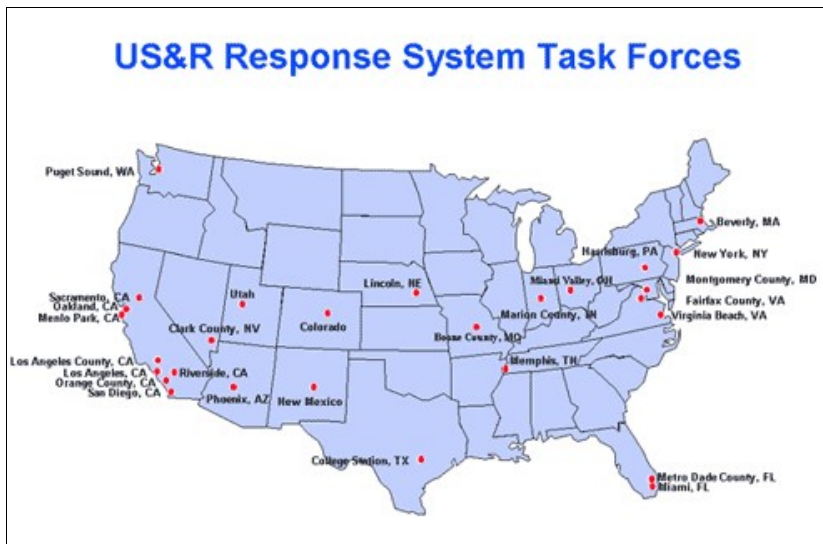
Attachment 1: NATIONAL URBAN SEARCH AND RESCUE (USAR) RESPONSE SYSTEM

The National Urban Search & Rescue (USAR) Response System is a framework for organizing federal, state and local partner emergency response teams as integrated federal search and rescue task forces. The 28 National USAR Task Forces, complete with the necessary tools, equipment, skills and techniques, can be deployed by FEMA to assist state and local governments in rescuing victims of structural collapse incidents or to assist in other search and rescue missions.

The 28 task forces are located throughout the continental United States. Any task force can be activated and deployed by FEMA to a disaster area to provide assistance in structural collapse rescue, or, they may be pre-positioned when a major disaster threatens a community. Each task force must have all its personnel and equipment at the embarkation point within six hours of activation so that it can be dispatched and en route to its destination.

A FEMA Type I Task Force is made up of 70 multi-faceted, cross-trained personnel who serve in six major functional areas, including search, rescue, medical, hazardous materials, logistics and planning. These elements are supported by canines that are trained and able to conduct physical search and heavy rescue operations in damaged or collapsed reinforced concrete buildings. Each task force can be divided into two 35-member, Type III, Light Task Force. What the task force can do:

- Conduct physical search and rescue in collapsed buildings.
- Emergency medical care to trapped victims.
- Search-and-rescue dogs.
- Assessment and control of gas, electric service and hazardous materials.
- Evaluation and stabilization of damaged structures.



1.25 Milwaukee County ESF #10 - Hazardous Materials

Preface

Emergencies can cause the release of hazardous materials into the environment. Milwaukee County's response to these situations requires the use of highly technical methods and equipment and specially trained responders.

Primary Agency

Milwaukee (MFD) Regional Hazardous Material Response Team

MILWAUKEE COUNTY AGENCIES

Primary

- Coordinate response to an actual or potential discharge or release of hazardous materials

Support

- Environmental Clean Up Contractors
- Fire Departments
- Hospital
- Law Enforcement Agencies
- LEPC – Reporting/Planning/ Exempt Facilities
- Medical Services
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Office of Emergency Management
- Public Health (Municipal)
- Public Works (Municipal)

State of Wisconsin AGENCIES

Primary

- WI DNR- WI Department of Natural Resources

Support

- WEM – WI Emergency Management
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DHS – WI Department of Health Services (Division of Public Health)
- WI DMA – WI Department of Military Affairs
- WI DOT – WI Department of Transportation
- WI DOT – WI State Laboratory of Hygiene

Federal AGENCIES

Primary

- U. S. Environmental Protection Agency
- Department of Homeland Security/U.S. Coast Guard

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of Homeland Security
- Department of the Interior
- Department of Justice
- Department of Labor
- Department of State
- Department of Transportation
- General Services Administration
- Nuclear Regulatory Commission

Likely Support Includes:

- Provide for a coordinated federal response to actual or potential oil and hazardous materials incidents.
- General actions can include, but are not limited to: actions to prevent, minimize, or mitigate a release; efforts to detect and assess the extent of contamination (including sampling and analysis and environmental monitoring); actions to stabilize the release and prevent the spread of contamination; analysis of options for environmental cleanup and waste disposition; implementation of environmental cleanup; and storage, treatment, and disposal of oil and hazardous materials.
- Specific actions may include: sampling a drinking water supply to determine if there has been intentional contamination; stabilizing the release through the use of berms, dikes, or impoundments; capping of contaminated soils or sludge; use of chemicals and other materials to contain or retard the spread of the release or mitigate its effects; decontaminating buildings and structures; using drainage controls, fences, warning signs, or other security or site-control precautions; removing highly contaminated soils from drainage areas; removing drums, barrels, tanks, or other bulk containers that contain oil or hazardous materials; and other measures as deemed necessary.

A. PURPOSE

1. Coordinate response to an actual or potential discharge or release of hazardous materials.

B. POLICIES

1. For the purpose of this plan, a hazardous material is defined as “Any substance or material, including radioactive materials, which, when uncontrolled, can be harmful to people, animals, property or the environment.
2. The Milwaukee (MFD) Regional Hazardous Material Team, Fire Departments and municipal agencies will exercise broad lawful authority, within existing capabilities, to protect life, property and the environment threatened by hazardous materials incidents, to include ordering evacuations, in-place sheltering, and necessary actions to contain the spill or release.
3. The local fire department will retain the role of Incident Commander (IC) until the immediate threat to public safety is abated. Thereupon, the on-scene IC will normally be turned over to the responsible party (spiller) who has primary responsibility for cleanup of the spill/release (under the direction of the Wisconsin Department of Natural Resources).

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE (MFD) REGIONAL HAZARDOUS MATERIAL RESPONSE TEAM

Pre-Emergency	Work with the Office of Emergency Management and the LEPC to: <ol style="list-style-type: none">1. Maintain this Emergency Support Function (ESF).2. Schedule drills, exercises.3. Develop emergency action checklists.4. Maintain information on facilities with extremely hazardous substances.5. Maintain a hazardous materials response team capability.
----------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency

1. Receive notice of hazardous materials incident(s).
2. Identify, locate hazardous materials incident site(s).
3. Activate essential ESF services.
4. Activate Milwaukee County EOC, if appropriate.
 - Send a representative to the EOC if activated.
5. Assess incident to determine level of response required.
6. Issue warnings and/or notifications to populations at-risk.
7. Notify emergency personnel, including medical facilities, of dangers and anticipated casualties and proper measures to be followed.
8. Manage contaminated casualties.
9. Address environmental impacts.
10. On-Scene Response Activities:
 - a. Dispatch hazardous materials response team.
 - b. Establish on-scene command post.
 - c. Determine and assess type(s) of hazard, impacts and site boundaries.
 - d. Apply countermeasures, i.e. control ignition sources, stop releases, contain spills, control vapors, to limit spread of hazardous materials. Establish control zones and decontamination measures.
 - e. Perform emergency rescue.
 - f. Provide medical treatment as necessary.
 - g. Fight fires.
 - h. Protect the lives and safety of the citizens and first responders.
 - i. Identify the most appropriate decontamination and/or treatment for victims.
 - j. Ensure emergency responders properly follow protocol and have appropriate protective gear.
 - k. Determine and implement public safety measures, e.g. warning, evacuation, shelter-in-place.
 - l. Activate County Terrorism Response Plan, and make contact with Terrorism Warning Point if CBRNE/WMD event is suspected to be resulting from intentional act.
 - m. Preserve as much evidence as possible to aid in the investigation process.

**Emergency
Operations Center
(EOC)**

1. Staff the ESF # 10 position in the EOC.
2. Identify incident sites requiring HazMat response services.
3. Determine present and future need for on-scene resources:
 - a. Communications.
 - b. Warning.
 - c. Search and rescue.
 - d. Emergency medical.
 - e. Heavy rescue.
 - f. Evacuation.
 - g. Mass casualty transportation.
 - h. Mobile shelter.
 - i. Transport of emergency responders and resources.
 - j. Other Logistics, such as food, water, emergency power, lighting, etc.
4. Obtain, coordinate HazMat response resources as requested by field incident commanders.
5. Coordinate the acquisition of personnel, supplies and administrative support necessary to conduct hazardous materials operations Including protective actions, such as evacuation and/or sheltering-in-place.
6. Notify WEM Duty Officer:
 - a. Provide information on damages, status of HAZMAT response systems.
 - b. Request additional HAZMAT response resources, as needed.
7. Establish contact/coordinate with appropriate State and Federal agencies.
8. Request mutual aid, as requested.
9. Sources for resources can include:
 - a. Mutual aid.
 - b. State and Federal Agencies.
 - c. Private contractors.
10. Coordinate hazardous materials cleanup activities with the appropriate tasked organizations.
11. Coordinate activities of private cleanup companies.
12. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.
13. Ensure on-scene recovery activities are completed to include:
 - a. Transfer of product.
 - b. Clear wreckage.
 - c. Cleanup environment.
 - d. Identification of a disposal site.
 - e. Dispose of waste.
 - f. Move contaminated materials.
 - g. Decontaminate response equipment.
 - h. Provide medical monitoring of personnel.

Recovery Actions

1. Provide information to support agencies on existing level of contaminants and other safety issues for population relocation.
2. Coordinate with DNR to ensure proper completion of clean up and disposal of contaminated materials.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Environmental Clean Up Contractors	1. Provide environmental clean-up, disposal and remediation services.
Fire Departments	1. Provide initial response and assessment (to level of training) of HazMat incidents and coordination with local and regional HazMat Teams. 2. Provide rehab, communications and other support.
Hospital	1. Provide personnel, equipment, supplies and other resources necessary to aid in the treatment of the injured or contaminated victims.
Law Enforcement Agencies	1. Provide support to Incident Commander as requested. Actions can include: <ul style="list-style-type: none"> • a. Enforce the warm zone perimeter established by the Fire IC. • b. Implement evacuation as requested by the Fire IC. • c. Provide security of evacuated area, traffic rerouting, and re-entry. • d. Upon request, provide security for command post, media areas, etc.
LEPC - Reporting/ Planning/ Exempt Facilities	1. Submit chemical inventories, reports, plans, etc. to the Local Emergency Planning Committee (LEPC) and the local Fire Departments. 2. Cooperate with local officials in developing and reviewing emergency plans. 3. Report any actual or potential releases immediately. 4. Provide immediate response to the scene with trained personnel and equipment to contain, clean up and decontaminate the affected area as requested. 5. Establish contact with the Fire Incident Commander with information pertinent to the emergency.
Milwaukee County Department of Administrative Services – Facilities Management	1. Support on-scene operations with personnel, equipment, supplies as requested. 2. Assist Fire Department with containment and diking. 3. Provide traffic control devices and advice on evacuation routing.
Milwaukee County Emergency Medical Services	1. Provide emergency medical care resources as requested.
Milwaukee County Office of Emergency Management	1. Make required notifications to state and federal authorities. 2. Document actions/events. 3. Provide a resource management system to ensure appropriate resources are provided to the Incident Commander at the scene of an emergency (specialists, containment materials, etc.). 4. Provide emergency information (through PIO) regarding public protective actions. 5. Maintain Community Right-to-Know data base.
Public Health (Municipal)	1. Identify needed public health resources and facilitate their receipt/ deployment. 2. Conduct surveillance on exposed individuals. 3. Provide public health information. 4. Provide personnel, equipment, supplies and other resources necessary to aid the hazardous materials response with information regarding public health issues arising from the release of the hazardous materials. 5. Provide expertise and guidance in remediation of the affected sites.
Public Works (Municipal)	1. Support on-scene operations with personnel, equipment, supplies as requested. 2. Assist Fire Department with containment and diking. 3. Provide traffic control devices and advice on evacuation routing.
ATTACHMENTS	Spill/Release notification.
REFERENCES	1. Countywide Hazardous Materials Response Plan. 2. Milwaukee County Crude-By-Rail Emergency Response Planning Guidance 3. State Hazmat Teams Map and 4. State Pipeline Map (w/Milwaukee County inset).

1.25.1 Attachment 1: Spill / Release Notification

Attachment 1: SPILL / RELEASE NOTIFICATION

United Water Services (MMSD)	282-7200
Port of Milwaukee - Dock Officer	286-3610
U.S. Coast Guard	747-7100
WI-Dept. of Natural Resources	263-8685 / 800-943-0003
CHEMTREC	800-424-9300
U.S. National Response Center	800-424-8802
Milwaukee County Environmental Services	278-4874
U.S. Dept. of Energy	202-586-5000
MC-DOT - Highway Maintenance	257-6566
MC-DOT - Fleet Maintenance	257-6595
GMA - Airport Operations	747-5329
Milwaukee Co. Airport Fire Department	747-5348
Milwaukee Co. Transit System – Dispatch	937-3278
WIS-DOT - Traffic Operations Center	800-375-7302

OTHER	
Poison Center	266-2222 or 800-815-8855
Red Cross	342-8680
Salvation Army	302-4300

1.26 Milwaukee County ESF #11 - Agriculture and Natural Resources

Preface

When incidents involve or impact food, agricultural, cultural or natural resources local government must be ready to:

- a. Control and eradicate or manage foreign animal diseases (including infectious, non-infectious and zoonotic diseases);
- b. Control and eradicate or manage exotic plant diseases;
- c. Control and eradicate or manage exotic pest infestations;
- d. Assurance of food safety and nutrition assistance;
- e. Protect natural and cultural resources and historic properties (NCH) resources prior to, during, and/or after a disaster.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management

Support

- American Red Cross
- Fire Departments / EMS
- Law Enforcement Agencies
- Cooperative Extension Service (Local)
- Food Producer/ Processors (Local)
- Milwaukee Area Domestic Animal Control Commission (MADACC)
- Milwaukee County Chief Elected Officials
- Milwaukee County Clerk
- Milwaukee County Department of Transportation (MC-DOT) – Highway Maintenance
- Milwaukee County Treasurer
- Public Health (Municipal)
- Wisconsin Department of Trade Agriculture and Consumer Protection
- Wisconsin Veterinary Corps / Wisconsin Humane Society

State of Wisconsin AGENCIES

- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection

Support

- ARC – American Red Cross
- UW VDL – University of Wisconsin Veterinary Diagnostic Lab
- UW-EXT – University of Wisconsin – Extension
- WEM – WI Emergency Management
- WHS – WI Historical Society
- WI DHS – WI Department of Health Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOT – WI Department of Transportation
- WI DPI – WI Department of Public Instruction
- WI SLH – WI State Hygiene Lab
- WI SP – WI State Patrol
- WI Veterinary Corps

Federal AGENCIES

Primary

- Department of Agriculture
- Department of the Interior

Support

- Advisory Council on Historic Preservation
- American Red Cross
- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of Homeland Security
- Department of the Interior
- Department of Justice
- Department of Labor
- Department of State
- Department of Transportation
- Environmental Protection Agency
- General Services Administration
- Heritage Emergency National Task Force
- National Archives and Records Administration
- National Veterinary Response Team (NVRT)
- U.S. Postal Service

Likely Support Includes:

- Ensure, in coordination with ESF # 8, that animal/ veterinary issues in natural disasters are supported.
- Provide nutrition assistance to include working with state agencies to determine nutrition assistance needs, obtain appropriate food supplies, arrange for delivery of the supplies, and authorize the Disaster Food Stamp Program.
- Respond to animal and plant diseases and pests. Includes implementing an integrated federal, state, tribal, and local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease.
- Ensure the safety and security of the commercial food supply to include: food safety inspections to ensure the safety of food products; inspection of slaughter and processing plants; products in distribution and retail sites, and import facilities at ports of entry; laboratory analysis of food samples; control of products suspected to be adulterated; plant closures; food borne disease surveillance; and field investigations.
- Protect Natural & Cultural Resources and Historic Properties (NCH) resources. Includes appropriate response actions to preserve, conserve, rehabilitate, recover, and restore NCH resources.
- Supports federal ESF # 6, ESF # 8; ESF # 9 ESF # 14 to provide for the safety and well-being of household pets.

A. PURPOSE

1. To coordinate and support efforts to respond effectively to an incident involving agriculture, food, natural or cultural resources and provide a process to integrate State and Federal ESF # 11 response/recovery actions.

B. POLICIES

1. Milwaukee County ESF # 11 coordinates the response and recovery activities of Milwaukee County with local, state, federal and private agencies during an incident that involves agricultural and/or natural or cultural resources.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

Emergency	1. When notified, report to the EOC.
------------------	--------------------------------------

Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF # 11 position in the EOC. 2. County ESF # 11 staff will support response activities for the control and eradication of a foreign animal disease in Milwaukee County and the State Wisconsin through coordination with DATCP and the USDA – Animal and Plant Health Inspection Service – Veterinary Services (APHIS – VS), and the Department of Natural Resources (DNR). 3. Provide technical advice to the County EOC Officer in Charge on matters related to the containment and eradication of any foreign animal disease. Provide support and technical assistance and coordination assistance to county and local emergency managers, tribal managers. 4. Maintain liaison with local, county and tribal government and NGOs service agencies. 5. Work with County Director of Emergency Public Health to issue advisories and protective action recommendations to the public as necessary. Provide accurate, consistent and timely information to the public. 6. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.
------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Recovery Actions

1. Continue coordination/monitoring of the management of plant and animal disease and pest infestations, food safety, and NCH resources.
2. Continue to maintain liaison with local, county and tribal government to manage volunteer service response activities.
3. Continue to coordinate services to farmers affected by an incident through the Farm Center Helpline and Farm Center staff.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

American Red Cross	<ol style="list-style-type: none"> 1. Coordinate sheltering operations with feeding operations at specified sites. 2. Identify and assess the requirements for food and distribution services on a two-phase basis: critical emergency needs immediately after the disaster, and longer-term sustained needs after the emergency is over.
Fire Departments	<ol style="list-style-type: none"> 1. Within limits of training and equipment, provide assistance with decontamination, hazardous material and protection as required by the Veterinary Emergency Team. 2. Provide EMS services as requested.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Receive an early alert of a suspected foreign animal or plant disease or pest infestation from officials at DATCP should the health evaluation warrant it. 2. Assume the command position for local Law Enforcement Agencies functions. 3. Provide the initial incident security to the personnel and the quarantine zone. 4. Provide communications support and coordinate local Law Enforcement Agencies response with support from the Wisconsin State Patrol and the National Guard if activated.
Cooperative Extension Service (Local)	<ol style="list-style-type: none"> 1. As requested support emergencies involving food and agriculture.
Food Producer/ Processors (Local)	<ol style="list-style-type: none"> 1. As requested support emergencies involving food and agriculture.
Milwaukee Area Domestic Animal Control Commission (MADACC)	<ol style="list-style-type: none"> 1. Respond to local and state animal emergencies that exceed local or state capabilities. 2. Provide assistance with animal care and treatment, rescue, sheltering, mass casualty care, evacuation, vaccination, specimen collection, decontamination, euthanasia, necropsy, and other support activities.
Milwaukee County Chief Elected Officials	<ol style="list-style-type: none"> 1. Maintain direction and control of governmental activities; declare a county emergency through the normal process described in CEMP; and provide local resources as available. 2. Participating in an appropriate NIMS command structure with other agencies and responders such as the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) and/or USDA.
Milwaukee County Clerk	<ol style="list-style-type: none"> 1. Coordinate the documentation of all disaster related expenses such as personnel time, overtime, equipment usage, in-kind or stocked materials, etc. and follow accepted accounting procedures.
Milwaukee County Department of Transportation (MCDOT) – Highway Maintenance	<ol style="list-style-type: none"> 1. Respond to requests for traffic control in the quarantine zone. 2. In support of the Law Enforcement Agencies identify the sustainability of roads and bridges necessary for re-routing traffic from the quarantine zone. 3. Assist by providing excavation and transportation equipment and operators to move soil, carcasses or debris as directed.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Receive an early alert of a suspected disease from DATCP officials should the health evaluation warrant it. 2. Activate EOC if warranted. 3. Coordinate requests for additional support, communicate with and advise the chief elected officials and WEM of local conditions and activities.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Support the Wisconsin Department of Health Services and Wisconsin Volunteers Organizations Active in Disasters (WI - VOAD) in providing overall leadership, coordination, assessment and technical assistance for public health needs in the event of a disaster or emergency. 2. Provide assistance and epidemiology services in dealing with zoonotic (animal spread to humans) diseases.
WI Department of Trade Agriculture and Consumer Protection	<ol style="list-style-type: none"> 1. DATCP will provide overall leadership, coordination, assessment and technical assistance in response to foreign animal diseases, plant diseases and pest infestations, land and water conservation issues, agri-chemical releases, plant, food, milk and dairy product contamination and shortages of food supplies in large-scale emergencies.
Wisconsin Veterinary Corps/Wisconsin Humane Society	<ol style="list-style-type: none"> 1. Respond to local and state animal emergencies that exceed local or state capabilities. 2. Provide assistance with animal care and treatment, rescue, sheltering, mass casualty care, evacuation, vaccination, specimen collection, decontamination, euthanasia, necropsy, and other support activities.
ATTACHMENTS	None.
REFERENCES	None.

1.27 Milwaukee County ESF #12 - Energy and Utilities

Preface

Critical energy and utility infrastructure such as electrical power, natural gas, fuel and drinking water distribution and wastewater systems can be damaged or destroyed during catastrophic emergency events. This infrastructure is vital to support the health, safety and welfare of the public during emergency response.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of Emergency Management

Support

- Community Development Agency (and/or Planning and Zoning) (Municipal)
- Law Enforcement
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Parks – Planning & Development
- Private Sector Fuel Suppliers
- Public Health (Municipal)
- Utilities: Electric
- Utilities: Natural Gas
- Utilities: Telecommunications
- Utilities: Water & Wastewater

State of Wisconsin AGENCIES

Primary

- WI PSC – WI Public Service Commission

Support

- WEDC – WI Economic Development Corporation
- WEM – WI Emergency Management
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DHS – WI Department of Health Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOT – WI Department of Transportation

Federal AGENCIES

Primary

- Department of Energy

Support

- Department of Agriculture
- Department of Commerce
- Department of Defense
- Department of Homeland Security
- Department of the Interior
- Department of Labor
- Department of State
- Department of Transportation
- Environmental Protection Agency
- Nuclear Regulatory Commission
- Tennessee Valley Authority

Likely Support Includes:

- Collect, evaluate, and share information on energy system damage and estimations on the impact of energy system outages within affected areas.
- Provide information concerning the energy restoration process such as projected schedules, percent completion of restoration, and geographic information on the restoration.
- Facilitate the restoration of energy systems through legal authorities and waivers.
- Provide technical expertise to the utilities, conducts field assessments, and assists government and private-sector stakeholders to overcome challenges in restoring the energy system.

A. PURPOSE

1. Respond to and recover from shortages and disruptions in the supply and delivery of electricity, telecommunications, wastewater and County public utilities, and other forms of energy and fuels.

B. POLICIES

1. The County Executive and Board of Supervisors may establish energy allocation, use and restoration priorities.
2. The County Executive and Board of Supervisors may establish and order energy conservation measures.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

Pre-Emergency	The Milwaukee County Office of Emergency Management works with partner agencies to: <ol style="list-style-type: none">1. Maintain this Emergency Support Function (ESF).2. Identify local energy systems and providers.3. Establish, maintain resource inventories.4. Develop procedures for assessing damages to local utility distribution systems.5. Encourage mitigation practices at utility distribution facilities to reduce the potential effects of hazards on the utility's ability to deliver energy to local users.6. Participate in drills, exercises.7. Develop emergency action checklists.8. Monitor public utility related issues to prevent a surprise public utility shortage.9. Develop an operations plan for responding to public utilities shortages.
----------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none">1. When notified, report to the Milwaukee County EOC.2. Coordinate energy utility activities with the appropriate tasked organizations.
------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Emergency
Operations Center
(EOC)**

1. Staff the ESF # 12 position in the EOC.
2. Determine condition, status of County energy and utility systems.
 - a. Initiate damage assessment/recovery activities for local power, gas, water/ wastewater distribution systems.
 - b. Determine possible affected areas, structures and resources needed for energy restoration.
3. Establish contact and coordinate with WE Energies
 - Request that WE Energies send a representative to Milwaukee County EOC or provide liaison contact information.
4. Coordinate with support departments/agencies, to establish priorities and develop strategies for the initial response and restoration of utilities.
5. Coordinate the provision of energy materials, supplies, and personnel for the support of emergency activities being conducted by the Milwaukee County EOC.
6. Communicate with and monitor County and utility response actions.
7. Maintain communication with utility representatives to determine emergency response and recovery needs.
 - Contact electric, gas, telephone, and water utilities serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
8. Determine region's generating capacity, expected peak loads; expected duration of emergency event, explanation of utilities' actions; and recommendations of local agency actions in support of the utilities.
9. Provide assistance to local providers in locating and acquiring equipment necessary to restore local electrical and gas capabilities, and to restore the water/wastewater systems.
 - a. Coordinate County government equipment and personnel as required to aid in this restoration.
 - b. Procure needed resources to repair damaged energy systems. Such resources could include transportation to speed system repair as well as logistical support for utility field operations
 - c. Work with local and state emergency organizations to establish priorities to repair damage to such systems.
10. Monitor the procedures followed by individual utilities during energy generating capacity shortages to ensure County-wide action and communication.
11. Determine present and future need for energy and utility resources.
 - a. Coordinate with ESF # 6 Mass Care to identify emergency shelter power generation status/needs.
 - b. Coordinate with support agencies and other ESF's with assistance in providing resources for emergency power generation.
12. Receive and assess requests for aid from County, state and federal agencies, energy offices, energy suppliers, and distributors.
13. Obtain, coordinate energy and utilities resources as requested by field incident commanders.
14. Sources for resources can include:
 - a. State and federal agencies.
 - b. Private industry.
15. Establish, maintain contact with WEM Duty Officer.
 - Coordinate delivery of energy and utilities resources to affected areas.
16. Update the PIO with accurate assessments of energy supply, demand and requirements to repair or restore energy systems.
 - Inform PIO about generating capacity shortfalls.
17. Maintain accurate logs and other records of emergency responses.
18. Draft recommendations for after action reviews and other reports as appropriate.
19. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/Administration Section Chief.

Recovery Actions	<ol style="list-style-type: none"> 1. Coordinate the provision for resources to assist local, state and federal agencies in restoring emergency power and fuel needs. 2. Review recovery actions and develop strategies for meeting local energy needs. 3. Continue to monitor local, state and utility actions. 4. Coordinate restoring of all utilities to all County buildings. 5. Participate in after reviews. 6. Return organization and personnel to a state of operational preparedness.
-------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Community Development Agency (and/or Planning and Zoning) (Municipal)	1. Act as Liaison with the business community for requests for restoration of utility services and / or repair of services.
Law Enforcement	1. Provide security of fuel storage facilities, retail stores and distribution facilities / vehicles.
Milwaukee County Department of Administrative Services - Facilities Management	<ol style="list-style-type: none"> 1. Assist in finding, obtaining, managing or distribution of resources. 2. Assist with the coordination of private utilities on the restoration of essential utility services within the City and County.
Milwaukee County Parks – Planning & Development	1. Assist with utility restoration planning.
Milwaukee County Procurement	<ol style="list-style-type: none"> 1. Identify sources and alternatives for fuel and electricity. 2. Maintain contact with vendors and maintain a list of resources.
Private Sector Fuel Suppliers	<ol style="list-style-type: none"> 1. Respond to requests for restoration of utility services and / or repair of services. 2. Coordinate with the EOC to prioritize the needs for fuel restoration services. 3. Identify required support agencies, begin mobilization of resources and personnel, and prepare to activate and direct utility restoration resources according to priorities. 4. Coordinate and facilitate the provision of fuel supplies to the County in quantities necessary to provide support to the recovery effort and to maintain the basic fabric of the community. 5. Provide mobile fueling resources.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Provide emergency public information and protective actions related to public health issues. 2. Test and certify water pot ability.
Telecommunications – Public Providers	<ol style="list-style-type: none"> 1. Assist in finding, obtaining, managing or distribution of resources. 2. Assist with the coordination of private utilities on the restoration of essential utility services within the County. 3. Restore utility system. 4. Source for heavy equipment.
Utilities: Electric	<ol style="list-style-type: none"> 1. Provide an assessment report on the status of electric systems and the impact of system outages. 2. Provide personnel, equipment, supplies, and other resources needed to restore electric systems critical to saving lives, protecting health, safety and property. 3. Provide the EOC with frequent updates as to the status of their electric systems.
Utilities: Natural Gas	<ol style="list-style-type: none"> 1. Provide an assessment report on the status of power systems and the impact of system outages. 2. Provide personnel, equipment, supplies, and other resources needed to restore power systems critical to saving lives, protecting health, safety and property. 3. Provide an assessment report on the status of natural gas systems and the impact of system outages. 4. Provide personnel, equipment, supplies, and other resources needed to restore natural gas systems critical to saving lives, protecting health, safety and property. 5. Upon request and when possible, provide an agency representative to the Emergency Operations Center.
Utilities: Water & Wastewater	<ol style="list-style-type: none"> 1. Assist in finding, obtaining, managing or distribution of resources. 2. Assist with the coordination of private utilities on the restoration of essential utility services within the City and County.
ATTACHMENTS	None.
REFERENCES	None.

1.28 Milwaukee County ESF #13 - Law Enforcement and Security

Preface

Emergencies may create circumstances where public safety and order are disrupted. Restoring order, protecting public safety and preventing crime is a vital component of the County's emergency response.

Primary Agency

Milwaukee County Office of the Sheriff (MCSO)

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of The Sheriff (MCSO)

Support

- 911 Communications Center
- Ambulance Companies, Public and Private
- American Red Cross
- ARES/RACES
- Fire Departments
- Law Enforcement Agencies
- Milwaukee County Department of Administrative Services – Facilities Management
- Office of District Attorney—Investigations Unit
- Public Works (Municipal)
- Tactical Emergency Medical Services (TEMS)

State of Wisconsin AGENCIES

Primary

- WEM – WI Emergency Management

Support

- UW System Police & Security
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DHS – WI Department of Health Services
- WI DMA – WI Department of Military Affairs
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOC – WI Department of Corrections
- WI DOJ – WI Department of Justice
- WI DOT – WI Department of Transportation
- WI State Capitol Police

Federal AGENCIES

Primary

- Department of Justice

Support

- All Federal departments and agencies possessing a public safety and security capability.

Likely Support Includes:

- Coordinate and provide law enforcement, public safety, and security capabilities and resources during potential or actual incidents requiring a coordinated federal response, includes, but not limited to, force and critical infrastructure protection, security planning and technical assistance, technology support, and general law enforcement assistance in both pre-incident and post-incident situations.

A. PURPOSE

1. The overall coordination of the command and control of the County, state, and federal law enforcement agencies personnel and equipment in support of emergency response and recovery operations.
2. this function provides for the timely and coordinated efforts of Law Enforcement Agencies personnel for public safety and protection. Activities which relate to evacuation, curfew, traffic management, crowd control, security and other extra-ordinary Law Enforcement Agencies functions are necessary to provide for the safety and welfare of the public within an emergency environment.

B. POLICIES

1. The Milwaukee County Sheriff and municipal Police Departments will exercise lawful authority to save lives and property, enforces laws, and enforces emergency orders and regulations during emergencies/disasters.
2. The Incident Command System (ICS) will be employed at all emergency and/or disaster incidents.
3. A Law Enforcement Agencies-oriented event is a situation where the primary response demand is the preservation of law and order and/or security.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF THE SHERIFF (MCSO)

Pre-Emergency	<p>Work with the Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of resources and equipment. 3. Participate in drills, exercises. 4. Develop emergency action checklists. 5. Develop procedures and policies for use in dealing with civil disorders, terrorist activity, and other Law Enforcement Agencies-intensive emergencies. 6. Develop, maintain mutual aid agreements; refer to Suburban Mutual Aid Response Teams (SMART).
----------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency

1. When notified of an emergency situation, send response teams/personnel, equipment, and vehicles to the emergency scene or other location, as requested.
 - Utilize lawful authority to maintain law and order.
2. Notify the EOC of the situation, if the original notification did not come from the EOC.
3. Manage Law Enforcement Agencies resources and direct Law Enforcement Agencies field operations. Duties may include:
 - a. Enforce emergency orders.
 - b. Provide mobile units for warning operations.
 - c. Augment emergency communications.
 - d. Direct and control traffic during emergency operations.
 - e. Crowd control.
 - f. First aid.
 - g. Search and rescue.
 - h. Support damage assessment activities.
 - i. Deploy personnel to provide security for emergency teams (Fire and EMS) operating in hostile or potentially hostile environments.
 - j. Provide security to key facilities: incident sites, critical facilities, damaged property, mass care/shelter sites and staging areas.
 - k. Provide security in the area affected by the emergency to protect public and private property.
 - l. Evacuation:
 - (1) Assist in the evacuation of people at risk in and around the emergency scene.
 - (2) Provide security, patrol evacuated areas.
 - (3) Control access to the scene of the emergency or the area that has been evacuated.
 - m. Support other public safety activities as required.
 - n. Request assistance through the state Law Enforcement Agencies mutual aid system as necessary.
4. Hazardous Materials Response:
 - a. Law Enforcement Agencies units responding to a hazardous material incident will ensure that they have a full understanding of the Incident Commander's assessment of the situation and that they take full and proper precautions to protect themselves.
 - b. Only personnel having proper training and equipment should be deployed to a hazardous material incident.
5. When notified, report to the Milwaukee County EOC.

<p>Emergency Operations Center (EOC)</p>	<ol style="list-style-type: none"> 1. Staff the ESF # 13 position in the EOC. 2. Coordinate response to identify incident sites requiring law enforcement and security services. 3. Determine condition and status of Milwaukee County Law Enforcement Agencies resources. 4. Determine present and future need for Law Enforcement Agencies, security and other on-scene resources. 5. Coordinate activities with the National Guard, state Law Enforcement Agencies personnel, and/or federal military officials if such organizations are providing support in affected areas. 6. Organize and direct Law Enforcement Agencies activities. 7. Ensure public safety and welfare are being implemented through such actions as: <ul style="list-style-type: none"> • a. Evacuation. • b. Crowd control. • c. Traffic control. • d. Property protection. • e. Security at designated facilities. • f. Incident perimeter control. 8. Support damage assessment activities. 9. Coordinate security for: <ul style="list-style-type: none"> • a. City facilities. • b. Evacuated areas. • c. Supply distribution points. 10. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief. 11. Respond to mutual aid requests of other jurisdictions if requested. <ul style="list-style-type: none"> • Do not dispatch mutual aid until it is determined no threat exists in Milwaukee County.
-------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Recovery Actions</p>	<ol style="list-style-type: none"> 1. Return equipment and vehicles to pre-incident operational condition. 2. Document expenditures and provide to Finance Section 3. Participate in After Action briefings, critiques, and report documentation to After Action Reviews.
--------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

911 Communications Center	1. Assure needed radio systems continue to function.
Ambulance Companies, Public and Private	1. Provide personnel, equipment, supplies, and other resources needed to assist in Law Enforcement Agencies operations.
American Red Cross	1. Assists with coordination of sheltering, feeding, and first aid of injured. 2. Provide personnel, equipment, supplies, and other resources needed to assist in Law Enforcement Agencies activities.
ARES/RACES	1. Assist with primary or alternate emergency radio communications support as requested.
Fire Departments	1. Provide personnel, equipment, supplies and other resources needed to assist in Law Enforcement Agencies activities as requested.
Law Enforcement Agencies	1. Assist Police with traffic control, crowd control, barricade security, etc. 2. Provide primary Law Enforcement Agency services within their jurisdictions. 3. Assist other jurisdictions if requested.
Milwaukee County Department of Administrative Services - Facilities Management	1. Provide signs and other traffic control devices to support traffic control operations. 2. Deploy personnel to erect traffic barricades and signs as per prearranged plans or as requested. 3. Provide manpower, vehicles, equipment in support of police as requested.
Office of District Attorney - Investigations Unit	1. Assist law enforcement with criminal investigation and other law enforcement functions.
Public Works (Municipal)	1. Provide signs and other traffic control devices to support traffic control operations. 2. Deploy personnel to erect traffic barricades and signs as per prearranged plans or as requested. 3. Provide manpower, vehicles, equipment in support of police as requested.
Tactical Emergency Medical Services (TEMS)	1. Provide EMS support within the perimeter of tactical situations for victims, as well as law enforcement officers.
ATTACHMENTS	None.
REFERENCES	1. Directory & Resource List. 2. Emergency Police Services Mutual Aid Directory. 3. Law Enforcement Agencies Canine Units. 4. State-wide Mutual Aid Agreement, as per State Statute. 5. SMART. (Suburban Mutual Aid Response Teams).

1.29 Milwaukee County ESF #14 - Long Term Community Recovery

Preface

Recovery is both a short-term activity taken to return vital life support systems to minimum operating standards and a long-term activity designed to return people and areas affected by a disaster to pre-disaster or better conditions with mitigation projects. Recovery activities generally incorporate programs designed for implementation beyond the initial crisis period of an emergency or disaster, but may also be response oriented in nature. Examples of recovery activities provided by state and federal assistance include crisis counseling, damage assessment, debris clearance, decontamination, disaster insurance payments, disaster loans and grants, disaster unemployment assistance, public information, community outreach, temporary housing and reconstruction.

Primary Agency

Milwaukee County Office of the County Executive & Milwaukee County Office of Emergency Management (OEM)

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County Office of the County Executive & Milwaukee County Office of Emergency Management (OEM)

Support

- American Red Cross
- Assessor (Municipal)
- Building Department (Municipal)
- Chief Elected Official(s)
- Community Development Agency (and/or Planning and Zoning) (Municipal)
- Disaster Recovery Manager
- Housing Authority (Municipal)
- Human Services (Municipal)
- Law Enforcement (Municipal)
- Milwaukee County Department of Administrative Services – Economic Development
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Administrative Services – Information Management Services
- Milwaukee County Department of Administrative Services – Procurement
- Milwaukee County Department of Administrative Services – Risk Management
- Milwaukee County Board
- Milwaukee County Comptroller
- Milwaukee County Corporation Counsel
- Milwaukee County Departments, All
- Milwaukee County Director of Emergency Public Health
- Milwaukee County Executive
- Milwaukee County Health and Human Services
- Milwaukee County Historical Society
- Milwaukee County Office of Emergency Management (OEM)
- Milwaukee County Parks
- Milwaukee County Public Information Officer – County Executive
- Public Works (Municipal)
- Recovery Task Force
- Tri-County Long Term Recovery Committee
- Utilities

State of Wisconsin AGENCIES

Primary

- WEM – WI Emergency Management

Support

- ARC – American Red Cross
- SA – Salvation Army
- State Hazard Mitigation Team
- WEDC – WI Economic Development Corporation
- WHEDA – WI Housing & Economic Development Authority

- WHS – WI Historical Society
- WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
- WI DCF – WI Department of Children & Families
- WI DHS – WI Department of Health Services
- WI DNR – WI Department of Natural Resources
- WI DOA – WI Department of Administration
- WI DOT – WI Department of Transportation
- WI DPI – WI Department of Public Instruction
- WI DWD – WI Department of Workforce Development
- WI OCI – WI Office of Commissioner of Insurance
- WI OJA – WI Office of Justice Assistance
- WI PSC – WI Public Service Commission
- WI VOAD – WI Volunteer Organizations Active in Disaster

Federal AGENCIES

Primary

- Department of Agriculture
- Department of Homeland Security
- Department of Housing and Urban Development
- Small Business Administration

Support

- Department of Commerce
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of the Interior
- Department of Labor
- Department of Transportation
- Department of the Treasury
- Environmental Protection Agency
- Environmental Protection Agency
- Corporation for National and Community Service
- Delta Regional Authority
- American Red Cross
- National Voluntary Organizations Active in Disaster

Likely Support Includes:

- May be activated for incidents that require a coordinated federal response to address significant long-term impacts (e.g., impacts on housing, government operations, agriculture, businesses, employment, community infrastructure, the environment, human health, and social services) to foster sustainable recovery.
- Support will vary depending on the magnitude and type of incident.

A. PURPOSE

1. To support county, local, tribal, nongovernmental organizations (NGOs), the private sector and volunteer efforts to enable community recovery from the long-term consequences of an emergency or disaster. This support consists of available programs and resources to reduce or eliminate risk from future incidents, where possible.

B. POLICIES

1. ESF # 14 policy and concept of operations applies to county agencies/organizations, tribal, local agencies, nongovernmental and NGOs for activities relating to potential or actual emergencies and disasters. It may include participation from private businesses.

2. The Milwaukee County Office of the County Executive and the Office of Emergency Management (OEM) are the primary coordinating agencies for ESF # 14 and have the authority to plan for and respond to disasters under Emergency Management in Chapter 323 of the Wisconsin Statutes. Additional authorization is contained in the Federal Disaster Relief and Emergency Assistance Act (Stafford Act-Public Law 93-288, the Disaster Relief Act of 1974, as amended by PL 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act) and applicable Milwaukee County Ordinances.

- a. ESF # 14 support may vary depending on an assessment of incident impact, the magnitude and type of event and the stage of the response and recovery efforts.
- b. Provide support activities and services in defining and addressing risk reduction and long-term community recovery priorities in accordance with local, county, tribal, state and federal statutes, rules and regulations.

- c. ESF # 14 is designed to reduce duplication of effort and benefits, to the extent possible. This includes streamlining assistance, identifying recovery and mitigation measures to support state, local, county and tribal planning efforts.
- d. ESF # 14 will use forward-looking and market-based long-term community recovery and mitigation efforts, focusing on permanent restoration of infrastructure, housing, and the local economy, with attention to mitigation of future impacts of a similar nature, when possible.
- e. ESF # 14 will use the post-incident environment as an opportunity to measure the effectiveness of previous community recovery and mitigation efforts.
- f. ESF # 14 will support the use of loss reduction building science expertise for the rebuilding of critical infrastructure (e.g., in repairing hospitals or emergency operation centers to mitigate for future flooding or tornado risks).
- g. ESF # 14 coordinates activities with the following Emergency Support Functions: ESF # 3 (Public Works), ESF # 5 (Information, Analysis and Planning) and transitions from ESF # 6 (Mass Care, Emergency Assistance and Human Services) and other ESFs, as necessary.
- h. The identified support agencies will facilitate documentation with county, local and tribal governments in the damage assessment process for publicly and privately owned buildings and structures; and will coordinate the costs incurred by local governments in responding to an incident.
- i. The Milwaukee County Hazard Mitigation Team and others as requested will oversee short and long term recovery efforts and initiatives, as identified in Milwaukee County Hazard Mitigation Plan. The plans identify existing resources and tools to assist local governments to further mitigation at the local level. NGOs will assist with the long term recovery and mitigation to the extent possible and consistent with their responsibilities.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE THE COUNTY EXECUTIVE AND MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

<p>Pre-Emergency</p>	<p>The Office of Emergency Management (OEM) works with partner agencies to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Lead local preparedness and pre-disaster recovery planning. 3. Facilitate preparation of pre-event disaster recovery plans commensurate with local risk and vulnerability for public organizations, private entities and individual households. 4. Lead a pre-disaster recovery planning process that is inclusive and accessible and facilitates emergency management practices that comply with all applicable laws, including civil rights laws. 5. Articulate recovery needs and priorities to facilitate support and collaboration with the state and federal governments, private and non-profit sector organizations. 6. Establish a process for reviewing, validating, and setting planning priorities. 7. Pre-identify a structure for managing recovery, including a local recovery coordinator or lead for managing recovery. 8. Establish agreements and mechanisms to address surge capacity needs.] 9. Ensure plans, agreements, and mechanisms address the provision of disability related assistance & functional needs support services, 10. Ensure recovery-related dialogue includes and is accessible to all community groups. 11. Ensure plans incorporate worker safety and health.
-----------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Stabilization</p>	<p>Stabilization is the process in which the immediate impacts of an event on community systems are managed and contained, thereby creating an environment where recovery activities can begin. The various elements of a community system will stabilize on different time frames, leading to a situation in which response, stabilization, and restoration activities can occur concurrently. Stabilization includes such activities as:</p> <ol style="list-style-type: none"> 1. Providing essential health and safety services 2. Providing congregate sheltering or other temporary sheltering solutions 3. Providing food, water and other essential commodities for those displaced by the incident. 4. Providing disability related assistance/functional needs support services. 5. Developing impact assessments on critical infrastructure, essential services, and key resources. 6. Conducting initial damage assessments. 7. Conducting community wide debris removal, including clearing of primary transportation routes of debris and obstructions. 8. Restarting major transportation systems and restoring interrupted utilities, communication systems, and other essential services such as education and medical care. 9. Establishing temporary or interim infrastructure systems. Supporting family reunification. 10. Supporting return of medical patients to appropriate facilities in the area. 11. Providing basic psychological support and emergency crisis counseling. 12. Providing initial individual case management assessments. 13. Providing security and reestablishing Law Enforcement Agencies functions. 14. Building an awareness of the potential for fraud, waste and abuse, and ways to deter such activity, such as developing Public Service Announcements and publicizing ways to report allegations of waste, fraud and abuse. 15. Begin assessment of natural and cultural resources. 16. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.
-----------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Intermediate Recovery</p>	<p>Intermediate recovery activities involve returning individuals and families, critical infrastructure and essential government or commercial services back to a functional, if not pre-disaster state. Such activities are often characterized by temporary actions that provide a bridge to permanent measures.</p> <ol style="list-style-type: none"> 1. Continuing to provide individual, family-centered, and culturally appropriate case management. 2. Providing accessible interim housing (in or outside the affected area depending on suitability) and planning for long-term housing solutions. 3. Returning of displaced populations and businesses if appropriate. 4. Reconnecting displaced persons with essential health and social services. 5. Providing supportive behavioral health education, intervention, including continuing to provide crisis, grief, and group counseling and support. 6. Providing access and functional needs assistance to preserve independence and health. 7. Updating hazard and risk analyses to inform recovery activities. 8. Establishing a post-disaster recovery prioritization and planning process. 9. Developing an initial hazard mitigation strategy responsive to needs created by the disaster. 10. Ensuring that national and local critical infrastructure priorities are identified and incorporated into recovery planning. 11. Developing culturally and linguistically appropriate public education campaigns to promote rebuilding to increase resilience and reduce disaster losses. 12. Supporting capacity assessment of local, state, and tribal governments to plan and implement recovery. 13. Complete assessments of natural and cultural resources and develop plans for long-term environmental and cultural resource recovery. 14. Provide estimates for damages, repairs, and other costs.
-------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Long Term Recovery</p>	<p>Long-term recovery is the phase of recovery that follows intermediate recovery and may continue for months to years. Examples include the complete redevelopment and revitalization of the damaged area. It is the process of rebuilding or relocating damaged or destroyed social, economic, natural, and built environments in a community to conditions set in a long-term recovery plan. The goal underlying long-term redevelopment is the impacted community moving toward self-sufficiency, sustainability, and resilience. Activities may continue for years depending on the severity and extent of the disaster damages, as well as the availability of resources.</p> <ol style="list-style-type: none"> 1. Identifying of risks that affect long-term community sustainment and vitality. 2. Developing and implementing disaster recovery processes and plans, such as a long term recovery plan and/or reflecting recovery planning and mitigation measures in the community's land use planning and management, comprehensive plans, master plans, and zoning regulations. 3. Rebuilding to appropriate resilience standards in recognition of hazards and threats. 4. Addressing recovery needs across all sectors of the economy and community, and addressing individual and family recovery activities and unmet needs. 5. Rebuilding educational, social, and other human services and facilities according to standards for accessible design. 6. Reestablishing medical, public health, behavioral health, and human services systems. 7. Reconfiguring elements of the community in light of changed needs and opportunities for "smart planning" to increase energy efficiency, enhance business and job diversity, and promote the preservation of natural resources. 8. Implementing mitigation strategies, plans, and projects. 9. Implementing permanent housing strategies. 10. Reconstructing and/or relocating, consolidating permanent facilities. 11. Implementing economic and business revitalization strategies. 12. Implementing recovery strategies that integrate holistic community needs. 13. Implementing plans to address long-term environmental and cultural resource recovery. 14. Ensuring there is an ongoing and coordinated effort among local, state, tribal, and federal entities to deter and detect waste, fraud and abuse. 15. Identifying milestones for the conclusion of recovery for some or all non-local entities.
----------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Post Disaster</p>	<ol style="list-style-type: none"> 1. Organize, implement, modify and develop recovery plans as requested. 2. Ensure integrated efforts across government offices, the private sector, and nongovernmental organizations during the implementation phase of recovery projects and activities. 3. Lead effort in restoring local critical infrastructure and essential services, retaining businesses, and redeveloping housing that have been damaged, disrupted or destroyed by the disaster. 4. Lead outreach effort to all its constituents to support an inclusive post-disaster recovery planning process. 5. Manage recovery rebuilding in a manner which optimizes risk reduction opportunities and complies with standards for accessible design. 6. Lead local recovery planning effort to establish recovery vision and priorities. 7. Establish metrics to evaluate recovery progress and achievement of local disaster recovery objectives. 8. Communicate and coordinate with other levels of government involved in the recovery. 9. Receive and manage private, state, and federal grant resources; ensure effective and nondiscriminatory use of funds; and enforce accountability and compliance. 10. Ensure the safety and health of workers.
-----------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p style="text-align: center;">SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS</p>	
<p>American Red Cross</p>	<ol style="list-style-type: none"> 1. Assist with damage assessments. 2. Provide mass care services; individual immediate and long-term family services; post-event mitigation; referral support; and limited health and mental health services.
<p>Assessor (Municipal)</p>	<ol style="list-style-type: none"> 1. Appraise properties and maintains records of property values. 2. Provide mapping and basic property information. 3. Assist with damage assessments. 4. Determine value of properties. 5. Assist with preparing damage assessment reports.
<p>Building Department (Municipal)</p>	<ol style="list-style-type: none"> 1. Assist with damage assessments. 2. Inspect new and existing structures. 3. Enforce building and fire codes. 4. Facilitate the application of loss reduction for the rebuilding of critical infrastructure by using building, fire, and other appropriate codes to mitigate potential losses in the future. 5. Provide an emergency permitting plan to streamline the building permitting process in the event of disaster. 6. Determine whether repair or reconstruction of damaged structures will be allowed and under what conditions.

Chief Elected Official(s)	<ol style="list-style-type: none"> 1. Develop policy and strategy, disseminate policy guidance and direction through the Disaster Recovery Manager. 2. Provide interface to the media and public. 3. Liaison with state and federal officials as required.
Community Development Agency (and/or Planning and Zoning) (Municipal)	<ol style="list-style-type: none"> 1. Participate in the recovery and mitigation process by identifying any zoning changes needed. 2. Assist with preparing a redevelopment plan. 3. Recommend build back policies. 4. Recommend policies for redeveloping areas that have sustained repeated disaster damage. 5. Recommend policies that promote mitigation from future damage. 6. Recommend priorities for relocating and acquiring damaged property. 7. Review the nature of damages, identify and evaluate alternate program objectives for repairs and reconstruction, and formulate recommendations to guide community recovery. 8. Recommend zoning changes in damaged areas. 9. Recommend land areas and land–use types that will receive priority in the recovery and reconstruction process. 10. Help develop replacement–housing strategies. 11. Recommend restoration priorities. 12. Make recommendations for new ordinances, plans, codes, and /or standards to assist in recovery from future disasters. 13. Recommend any changes in the Comprehensive Plan, Land Use and Development Regulations, or any other ordinances which it deems necessary or advisable to prevent recurring damage or mitigate hazards.
Disaster Recovery Manager	<ol style="list-style-type: none"> 1. Implement recovery policy directives and has overall management responsibility of recovery activities. 2. Ensures that the appropriate recovery support functions (RSFs) are identified and activated, that appropriate tasks are identified and prioritized, and that resources are applied within this priority framework. 3. Determine the organizational structure for recovery operations. 4. Formulate special committees and subcommittees as conditions may warrant. 5. Initiate recommendations for the enactment, repeal or extension of emergency ordinances and resolutions.
Economic Development	<ol style="list-style-type: none"> 1. Prepare economic impact analysis. 2. Liaison with private sector (business and industry). 3. Recommend and implement an economic recovery program, focusing on local community needs. 4. Identify economic recovery assistance programs.
Housing Authority (Municipal)	<ol style="list-style-type: none"> 1. Administer federal housing funds granted in response to the incident. 2. Provide access at fair-market rental rates to vacant units in the buildings it owns. 3. Provide a limited number of Section 8 vouchers (rental subsidies) to disaster survivors meeting income criteria depending on funding and availability.
Human Services (Municipal)	<ol style="list-style-type: none"> 1. Provide information to older adults and persons with disabilities on available services and help connect them to those services. 2. Provide case management to help older adults and disabled people remain independent and in their homes or living situations. 3. Provide input to Health Department on the coordination of mental health services for the public.
Law Enforcement (Municipal)	<ol style="list-style-type: none"> 1. Provide security in the area affected by the emergency to protect the public and private property. 2. Issue notifications of current restricted areas, curfew orders, travel restrictions, etc. 3. Develop plan, procedures for the timely reentry of essential response and recovery personnel, government officials, property owners, business owners, media, etc. to speed the recovery of the impacted local government(s) and its economy; and to provide uniform guidance following a large–scale disaster to law enforcement personnel who direct access into the impacted area.
Milwaukee County Comptroller	<ol style="list-style-type: none"> 1. Assist Division of Emergency Management and other departments in tracking costs (disaster cost–tracking documentation system). 2. Assist Division of Emergency Management in completing federal financial documents. 3. Provide a framework for implementing administrative and financial services necessary for disaster recovery.
Milwaukee County Corporation Counsel	<ol style="list-style-type: none"> 1. Provide legal analysis of the recovery program. 2. Review recovery plans and procedures. 3. Advise on recovery resolutions and/or ordinances. 4. Provide legal advice.
Milwaukee County Board	<ol style="list-style-type: none"> 1. Develop policy and strategy, disseminate policy guidance and direction through the Disaster Recovery Manager. 2. Provide interface to the media and public. 3. Liaison with state and federal officials as required.

Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Review damage reports and other analyses of post disaster circumstances, compare these circumstances with mitigation opportunities, and identify areas for post disaster development changes. 2. Initiate recommendations for enactment, repeal, or extension of emergency ordinances, moratoriums, and resolutions. 3. Recommend and implement an economic recovery program focusing on local community needs. 4. Recommend zoning changes in damaged areas. 5. Recommend land areas and land-use types that will receive priority in the recovery and reconstruction process. 6. Recommend procedural changes for non-vital regulations and development standards to reduce reconstruction time. 7. Initiate recommendations for relocation and acquisition of property in damage areas. 8. Initiate a property owner notification program to inform nonresident property owners of damages incurred to their property and any post disaster requirements or restrictions imposed by local authorities. 9. Evaluate damaged public facilities and formulate reconstruction, mitigation, or replacement recommendations. 10. Participate in the preparation of a community redevelopment plan. 11. Make recommendations for new ordinances, plans, codes, and/or standards to assist in recovery from future disasters. 12. Certain County and City Departments, Agencies and Organizations will be assigned to lead specific recovery support functions as per the Recovery Incident Action Plan. Each "primary" agency will be responsible for coordinating the implementation of their recovery support function (RSF) and will be responsible for identifying the resources (support departments and organizations) within the RSF that will accomplish the post disaster activities.
Milwaukee County Department of Administrative Services – Facilities Management	<ol style="list-style-type: none"> 1. Provide heavy equipment and transportation. 2. Assist with debris removal. 3. Assist with damage assessments. 4. Provide road engineering. 5. Provide, coordinate repair and restoration of public infrastructure and services to return the public infrastructure and government services to pre–event levels or better.
Milwaukee County Department of Administrative Services – Information Management Services	<ol style="list-style-type: none"> 1. Provide GIS support to recovery planning.
Milwaukee County Department of Administrative Services – Procurement	<ol style="list-style-type: none"> 1. Facilitate the acquisition of supplies, equipment, and services necessary to support recovery actions. 2. Ensure that all obligation documents initiated in the incident are properly prepared and completed. 3. Determine if normal competitive bidding procedures should be waived to expedite response and relief efforts.
Milwaukee County Department of Administrative Services – Risk Management	<ol style="list-style-type: none"> 1. Conduct risk assessment based on conditions affecting the environment, structures, and all transit areas. 2. Facilitate the acquisition of supplies, equipment, and services necessary to support recovery actions. 3. Ensure that all obligation documents initiated in the incident are properly prepared and completed. 4. Determine if normal competitive bidding procedures should be waived to expedite response and relief efforts.
Milwaukee County Executive	<ol style="list-style-type: none"> 1. May serve as the Disaster Recovery Manager (otherwise appoint). 2. Provide direction to the Disaster Recovery Manager to ensure implementation of recovery policy directives and strategic decisions. 3. Ensure continuity of government operations and services.
Milwaukee County Parks	<ol style="list-style-type: none"> 1. Assess impact of disaster or emergency on parks, recreation and cultural resources. 2. Coordinate on repair, stabilization and/or demolition.
Milwaukee County Director of Emergency Public Health	<ol style="list-style-type: none"> 1. Coordination of mental health services. 2. Provide ongoing systems and methods for community surveillance with the goal of mitigating and reducing the impacts from local or regional events that could affect public health. 3. Identify threats to public health during the recovery period and provide remedies.
Milwaukee County Health & Human Services	<ol style="list-style-type: none"> 1. Provide technical assistance and/or personnel to assist special population needs, on environmental health issues, communicable or infectious disease issues, radiological/nuclear issues, and bio-terrorism preparedness. 2. Provide expertise in long-term health, medical concerns and mental health services. 3. Use after-action reports during recovery to document social, cultural and health issues. 4. Address multiple levels of need: maintains continuity of care for the population with pre-existing mental illness conditions; meets the needs of first responders in the disaster area; meets the needs of evacuees, victims and others and plans for immediate post evacuation human services. 5. Work to provide access to stable housing for victims as it is central to effective continuity of core social services. 6. Work with agencies to relieve stress on public services for local communities accepting evacuees. Stress intensifies as the disaster fades from public view and federal emergency funds recede. 7. Support FEMA Immediate and Regular Services Counseling Grants when needed and authorized.

Milwaukee County Historical Society	<ol style="list-style-type: none"> 1. Evaluate the extent and type of historic rehabilitation activities needed based upon assessments of damage. 2. Assist the Chief Building Official in related historic resource rehabilitation activities. 3. Provide information on historic resource rehabilitation and redevelopment in historic districts to interested parties to coordinate and maximize such efforts.
Milwaukee County Office of Emergency Management	<ol style="list-style-type: none"> 1. Conduct and/or assigns preliminary damage assessment. 2. Make recommendations for restoring critical infrastructure. 3. Coordinate the Preliminary Damage Assessment, Public Disaster Assessment, and federal financial support. 4. Work with WEM, FEMA, VOAD, and local agencies to set up Disaster Recovery Center(s). 5. Inform disaster victims about the federal individual assistance programs that are available and how to make application. 6. Develop and review mitigation strategies and tactics used during the incident and apply them to the planning process. 7. Addressing recovery needs across all sectors of the economy and community, and addressing individual and family recovery activities and unmet needs.
Milwaukee County Public Information Officer – County Executive	<ol style="list-style-type: none"> 1. Preparing and release information about the County’s recovery activities to the news media, affected community citizens, recovery personnel and other agencies and organizations. 2. Serve as a central point for distributing public information.
Milwaukee County Risk Management	<ol style="list-style-type: none"> 1. Advise the Disaster Recovery Manager on recovery safety issues. 2. Monitor and assess safety hazards or unsafe conditions for recovery personnel 3. Develop measures for assuring personnel safety. 4. Determine insured losses and uninsured losses. 5. Compile personnel injury claims/reports. 6. Process, manage jurisdiction insurance claims.
Public Works (Municipal)	<ol style="list-style-type: none"> 1. Provide heavy equipment and transportation. 2. Assist with debris removal. 3. Assist with damage assessments. 4. Provide road engineering. 5. Provide, coordinate repair and restoration of public infrastructure and services to return the public infrastructure and government services to pre–event levels or better.
Recovery Task Force	<ol style="list-style-type: none"> 1. Oversee the recovery and reconstruction process, and to serve as an advisory committee to the Disaster Recovery Manager. 2. Identify mitigation opportunities, identify resources, and ensure maximum control over the recovery process. 3. Prepare a recovery and redevelopment plan.
Milwaukee County OEM / Waukesha County EM Long Term Recovery Committee	<ol style="list-style-type: none"> 1. Addressing recovery needs across all sectors of the economy and community, and addressing individual and family recovery activities and unmet needs.
Utilities	<ol style="list-style-type: none"> 1. Provide information regarding the current status of their respective services, as well as the estimated times of power or water supply restoration.
ATTACHMENTS	<ol style="list-style-type: none"> 1. ESF # 14A: Volunteer & Donation Management Plan.
REFERENCES	None.

1.30 Milwaukee County ESF #14A - Volunteer and Donation Management

Preface

Emergencies may create an influx of volunteers wishing to aid in the emergency response as well as of donations (both money and goods) intended to aid the victims of the emergency. Manage masses of “solicited and/or unsolicited goods, undesignated cash donations, and large numbers of affiliated and unaffiliated (spontaneous) volunteers solicited and/or unsolicited goods, undesignated cash donations, and coordinate large numbers of affiliated (spontaneous) volunteers.

Primary Agency

Milwaukee County Office of Emergency Management – Emergency Management Division

MILWAUKEE COUNTY AGENCIES

Primary

- Milwaukee County OEM - Emergency Management Division

Support

- American Red Cross
- ARES/RACES
- Bus Companies (Private)
- Community Based Organizations
- Community Leaders
- Correctional Facilities
- Faith Based Organizations
- Fire Departments
- Law Enforcement
- Medical Reserve Corps
- Milwaukee County Corporation Counsel
- Milwaukee County Departments, All
- Milwaukee County Department of Administrative Services – Facilities Management
- Milwaukee County Department of Administrative Services – Human Resources
- Milwaukee County Department of Administrative Services – Information Management Services
- Milwaukee County Department of Administrative Services – Procurement
- Milwaukee County Office of Emergency Management– Division of Emergency Management
- Milwaukee County Parks
- Milwaukee County Public Information Officer – County Executive & Office of the Sheriff
- Public Health (Municipal)
- Public Works (Municipal)
- Salvation Army
- VOAD

State of Wisconsin AGENCIES

- Note: State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal AGENCIES

Coordinating

- Department of Homeland Security/Federal Emergency Management Agency

Cooperating

- Department of Agriculture
- Department of Health and Human Services
- Department of Homeland Security
- Department of State
- Department of Transportation
- Corporation for National and Community Service
- General Services Administration
- U.S. Agency for International Development
- USA Freedom Corps
- National Voluntary Organizations Active in Disaster

Likely Support Includes:

- Support state governments in the management of masses of unaffiliated volunteers and unsolicited donated goods.

A. PURPOSE

1. The purpose of this ESF is to define the organization, operational concepts, responsibilities and procedures to accomplish volunteer and donations management requirements. The ESF is designed to include coordination of solicited and/or unsolicited goods, undesignated cash donations, and large numbers of affiliated and unaffiliated (spontaneous) volunteers.

B. POLICIES

1. Local government typically bears primary responsibility for responding to those seeking to help and directing them to appropriate disaster agencies and organizations.
2. The role of Milwaukee County government in donated goods and volunteer management is to ensure that an organized, equitable, and thorough disaster support is rendered to affected citizens.
3. Local government has primary responsibility for the coordination and management of unsolicited goods and spontaneous volunteers.
4. Local government is ultimately in charge of the donations management system. Federal/State government, international organizations and WI-VOAD/NVOAD activities are always in support of local government.
5. The management of volunteers and donations requires a united and cooperative effort in the cooperative effort in response to preparedness response and recovery by local government, NGOs, community and faith-based organizations, the business sector, and the donor community.
6. Not all volunteers, registered, affiliated or spontaneous, may be utilized during a particular disaster. Deployment of volunteers is based on the size and type of disaster as well as the skills needed by officials to mount an effective response and recovery effort. Qualified volunteers will be utilized as requested in emergency response actions necessary to relieve human suffering. The County may reject or limit the utilization of volunteer services based on the analysis of ongoing need matched against bona fide qualifications of the volunteers.
7. This plan does not supersede the established protocols of voluntary agencies regarding their respective procedures for soliciting goods and services, or mobilizing their trained volunteers. However, in a County emergency, voluntary agencies and community based organizations are expected to abide by this document in order to ensure a consistent disaster relief and volunteer system.
8. Untrained, unaffiliated volunteers may be incorporated into operations, particularly for large scale disasters.
9. Volunteers will assume responsibility for following the instructions of the supervisors and adhere to the safety precautions as provided to them. Milwaukee County does not accept responsibility for risk taking and negligent actions by volunteers.
10. All affiliated volunteers must be self-sustaining with regard to food, water and shelter.
11. Volunteers must be managed to ensure that volunteers do not become victims, casualties, or impede rescue, response and recovery operations.
12. Food safety protocols will be implemented during any distribution of food.
13. Transportation/distribution of donations from the donor to the receiving organization or site will be the responsibility of the donor.
14. Milwaukee County encourages donations to established non-profit voluntary or community based organizations tasked to provide response/recovery services.
15. Milwaukee County will coordinate with the State EOC to assure the expeditious delivery of donated goods to the affected area(s) and individuals.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OEM - EMERGENCY MANAGEMENT DIVISION

<p>Pre-Emergency</p>	<p>The Division of Emergency Management works with partner agencies to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). <p>NGOs</p> <ol style="list-style-type: none"> 1. Develop a County Volunteer Management Plan for coordinating the influx of volunteers offering their services to Milwaukee County in time of emergency. Include provisions for referring needed services to appropriate ESF(s) for consideration. Coordinate planning with other participant organizations. 2. Identify potential sites for Volunteer Reception Centers. 3. Develop formal process to register volunteers as agents for the County. 4. Develop procedures for coordinating assignment of non-emergency personnel with the deployment of volunteer groups to prevent duplication of services. 5. Develop procedures for assisting other agencies with job descriptions and personnel management policies related to the deployment of volunteer groups/persons. <p>Donations</p> <ol style="list-style-type: none"> 1. Develop a County plan for the management of donations. Coordinate plan. 2. Develop procedures for development with the state donations management plan for the receiving, storing, sorting and distributing donated goods. 3. Train personnel in establishment of donations management group during major emergencies. 4. Coordinate with Personnel Department to establish personnel requirements for donations management and center sites. 5. Develop procedures for tasking the EOC Logistics/Facilities Unit to secure warehouse space and transportation resources. 6. Develop procedures and policies for disseminating information to the general public (through the EOC PIO), and to the various Law Enforcement Agencies regarding routing information, types of material needed, etc. 7. Coordinate with the Finance Department to develop procedures and policies for accepting special types of donations (e.g. cash, perishable materials, etc.). <ul style="list-style-type: none"> • Utilize the existing County procedures for receiving cash donations, as appropriate. 8. Plan and coordinate with State VOAD.
-----------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

1. When notified, report to the Milwaukee County EOC.

NGOs

1. When notified of an emergency situation, report to the Milwaukee County EOC, if appropriate.
2. Provide information to the media (through the EOC PIO) concerning the proper method(s) of offering services to emergency victims in Milwaukee County should be developed.
3. Implement procedures to track offers and their status.
4. Establish Volunteer Reception Center for registration of unaffiliated/ spontaneous volunteers.
5. Screen, evaluate, and assign volunteers.
6. Ensure volunteers are self-sustaining with food, water, and shelter.
7. Provide other ESFs with periodic updates concerning offers received. When an ESF requests services offered by volunteers, implement procedures to arrange for the deployment of personnel to areas where need exists.

Donations

1. When notified of an emergency situation, report to the Milwaukee County EOC, if appropriate.
2. Implement the County Donations Management Plan, which involves the following:
 - a. The issuance of press releases describing what is needed and what is not needed, as well as procedures for properly packaging, labeling, and transporting donated goods to Donations Management Centers. Additionally, the preference for cash donations as opposed to in-kind donations should be stressed.
 - b. The activation of the Donations Branch at the EOC and various other operating locations as dictated by the situation.
 - c. The establishment of a Donations Management Center outside the affected area, as well as staging areas for use in managing the deployment of needed goods.
3. Coordinate transportation requirements for incoming donations, including:
 - a. The relaying of information to rest areas and weigh stations concerning routing information and the acceptance or rejection of certain types of donated goods.
 - b. The placement of signs indicating routes to the reception center and/or staging areas.
 - c. The passage of designated goods for direct delivery to affected areas.
4. Task Public Works and Purchasing to secure warehouse space at sites near the emergency area. Arrange for security of site (through EOC Police Branch), traffic control, etc.
5. Request State EOC to activate the "1-800" number for use in managing donated goods flow (if necessary).

Emergency

1. Staff the ESF # 14A position in the EOC.

General Actions

1. Assess the need for donations.
2. Set up one or more collection/distribution centers service area.
3. Set up one or more central distribution site(s) for donated goods.
4. Set up one or more assembly sites for volunteers from outside the County.
5. Inform the community about the locations and availability of donated goods and services through the EOC PIO; coordinate with Resource support ESF # 7.
6. Distribute donated goods at service sites
7. Collect donated goods and volunteer services at service sites with the help of volunteers and County employees
8. Provide staging areas at recreation centers and parks.

NGOs

1. Implement procedures to solicit, register, screen, receive, and deploy local volunteers. Establish Volunteer Reception Center.
2. Determine present and future need for volunteer resources.
3. Obtain and coordinate volunteer resources as requested by field incident commanders.
4. Establish Volunteer Reception Center for registration of unaffiliated/ spontaneous volunteers.
5. Sources for resources can include:
 - a. Red Cross.
 - b. Salvation Army.
 - c. United Way.
 - d. Faith based organizations and their affiliations.
 - e. General public.
 - f. Pre-existing NGOs.
6. Coordinate, when necessary, with the State through the Milwaukee County Volunteer Reception Center and the EOC Manager for the influx of volunteer help offered in aftermath of an emergency.

Donations

1. Provide coordination of donations with the appropriate tasked organizations.
2. Determine present and future needs for donated goods (type and approximate numbers).
3. Develop information for public distribution (through PIO) describing items needed, where to send them, etc.
4. Through the EOC Public Information Officer disseminates information to ensure that offers are not inappropriate to needs.
5. Periodically update public information concerning needed items, etc.
6. Receive offers of donated goods and services; match offers to needs.
7. Coordinate delivery system to affected population.
 - Request transportation resources from Logistics to facilitate the movement of needed items to staging areas or into the emergency area.
8. As goods arrive, provide periodic listings for distribution to EOC Section Chiefs and Branch Directors so they will know what is available through the system.
9. Respond to inquiries from other EOC Branches and Units regarding availability of certain items.
10. Coordinate with the State when necessary, for the influx of donated goods offered in aftermath of an emergency.
11. Coordinate activities with the State EOC through the EOC Manager.
12. Implement procedures for disposing of unneeded or unusable items.
13. Manage cash donations received by County Government. (Finance Department)
14. Implement cash management policies/procedures to insure accountability for all cash donations received by the County during the emergency.
15. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.

**Emergency
Operations Center
(EOC)**

Recovery Actions	<ol style="list-style-type: none"> 1. Continue to assess the need for recovery goods and services. 2. Continue to monitor and report needs to EOC. 3. Coordinate delivery of donated goods into and out of the central distribution center. 4. Continue to inform the community about the locations and availability of goods and services through the EOC. 5. Continue to distribute donated goods at service sites. 6. Continue to collect donated goods and volunteer services at service sites with the help of volunteers and County employees.
-------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

American Red Cross	<ol style="list-style-type: none"> 1. Provide food, water and shelter (as applicable) for the volunteer workers. 2. Provide volunteers to assist in managing donated goods and services directly related to the American Red Cross services. 3. Assist with the delivery of donated goods directly related to the American Red Cross services. 4. Provide personnel, supplies and other resources necessary to assist with acceptance, sorting, storage, and distribution of donated goods. 5. Provide assistance at Volunteer Reception Centers to recruit, register, and process volunteers. 6. Provide available volunteers in support of Volunteer & Donation Management ESF initiatives.
ARES/RACES	<ol style="list-style-type: none"> 1. Provide personnel to assist with response and recovery tasks, as assigned by the EOC, and within their training and capabilities. 2. Assist in the coordination and distribution of donations under the direction of Division of Emergency Management staff. 3. Provide available personnel to assist with primary or alternate emergency radio communications for the Volunteer and Donations facilities, staging area, distribution points, and volunteer work areas, as requested.
Bus Companies (Private)	<ol style="list-style-type: none"> 1. Assist in the transportation of volunteers.
Community Based Organizations	<ol style="list-style-type: none"> 1. Provide available volunteers in support of Volunteer & Donation Management ESF initiatives. 2. Provide personnel to manage warehouses for donated goods and assist with distribution of donations. 3. Provide personnel to manage and operate a Volunteer Reception Center for registration and assignment of volunteers. 4. Provide personnel to administer a volunteer phone bank to receive offers of volunteer assistance.
Community Leaders	<ol style="list-style-type: none"> 1. Assist in the coordination of volunteers.
Correctional Facilities	<ol style="list-style-type: none"> 1. Provide staff and warehouse to centrally receive and store/stage materials.
Faith Based Organizations	<ol style="list-style-type: none"> 1. Provide personnel to assist with response and recovery tasks, as assigned by the EOC, and within their training and capabilities. 2. Provide temporary shelter locations. 3. Staff donated goods receiving/distribution sites. 4. Assist with the delivery of donated goods.
Fire Departments	<ol style="list-style-type: none"> 1. Assist in the coordination of volunteers.
Law Enforcement	<ol style="list-style-type: none"> 1. Provide routing information to incoming donated goods carriers. 2. Provide security and traffic control at donated goods warehouses and staging areas. 3. Provide security, access, and traffic control at Volunteer Reception Centers and distribution sites. 4. Coordinate the use of volunteer Detention Center inmate labor. 5. Provide security access and traffic control at volunteer reception centers.
Medical Reserve Corps	<ol style="list-style-type: none"> 1. Assist in the coordination of volunteers.
Milwaukee County Corporation Counsel	<ol style="list-style-type: none"> 1. Provide criteria for the lawful use of volunteers for the public good.
Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Coordinate development of donated goods management plans and policies as requested. 2. Provide assistance, as requested, for the management of volunteers and donations.
Milwaukee County Department of Administrative Services – Information Management Services	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to assist in the establishment of Volunteer Reception Center telephone communications system

Milwaukee County Department of Administrative Services – Facilities Management	1. Provide signage indicating routes to warehouses, reception centers staging areas, or other locations.
Milwaukee County Department of Administrative Services – Human Resources	1. Assign non–emergency County personnel to assist with the management of donated items. 2. Provide information as to safety precautions and personal protective equipment (in accordance with OSHA standards and guidelines) are to be followed by the volunteers (i.e., use of boots, goggles, gloves, dust masks, etc.).
Milwaukee County Department of Administrative Services – Procurement	1. Locate and secure warehouse space for donated goods and transportation resources for the movement of needed goods to affected areas.
Milwaukee County Office of Emergency Management – Division of Emergency Management	1. Assist with the recruitment and organization of volunteer resources. 2. Assist in the coordination of distribution of donations. 3. Assign non–emergency County personnel to assist with the management of donated items. 4. Ensure warehouse space for donated goods is located. 5. Ensure transportation resources for the movement of needed goods to affected areas are located and coordinated.
Milwaukee County Parks	1. Provide personnel, supplies and other resources necessary to assist with acceptance, sorting, storage, and distribution of donated goods. 2. Provide assistance with site logistics, transportation, and resources at donation and volunteer management sites. 3. Determine availability of Parks and Recreation Division facilities for donated goods processing facilities.
Milwaukee County Public Information Officer – County Executive & Office of the Sheriff	1. Work with ESF 8C to develop information for public distribution describing items needed, where to send them, etc. 2. Periodically update public information concerning needed items, etc.
Public Works (Municipal)	1. Provide signage indicating routes to warehouses, reception centers staging areas, or other locations
Public Health (Municipal)	1. Provide personnel, supplies and other resources necessary to coordinate the inspections and other health concerns related to perishable donations intended for human consumption. 2. Ensure health standards, including food, sanitation and water, are maintained at all donations, volunteer, and points of distribution sites.
Salvation Army	1. Provide food, water and shelter (as applicable) for the volunteer workers. 2. Staff donated goods receiving/distribution sites. 3. Assist with the delivery of donated goods.
VOAD	1. Assist in the coordination of volunteers.
ATTACHMENTS	None.
REFERENCES	1. Volunteer Sign–In Sheet.

1.31 Milwaukee County ESF #15 - Public Information

Preface

Emergencies threaten life safety and may disrupt normal life. Rapid dissemination of information to the public is essential for protecting health and safety before, during and after emergencies and informing the public of the County's emergency response efforts.

Primary Agency

Milwaukee County Executive Public Information Officer

MILWAUKEE COUNTY AGENCIES

Primary

Milwaukee County Executive Public Information Officer

Support

American Red Cross
Commercial Print Media
Commercial Radio & Television Stations
Fire Departments
Law Enforcement Agencies
Milwaukee County Departments, All
Milwaukee County Executive
Milwaukee County Office of Emergency Management (OEM)
National Weather Service
Public Health (Municipal)
School Districts
Southeast Wisconsin Media Security Reliability Council.

State of Wisconsin AGENCIES

Primary

WEM – WI Emergency Management

Support

WI DATCP – WI Department of Agriculture, Trade & Consumer Protection
WI DHS – WI Department of Health Services
WI DMA – WI Department of Military Affairs
WI DNR – WI Department of Natural Resources
WI DOT – WI Department of Transportation
WI Governor's Office
WI SLH – WI State Hygiene Lab

Federal AGENCIES

Primary

- Department of Homeland Security/Federal Emergency Management Agency

Support

- All

Likely Support Includes:

- Though the Joint Information Center (JIC), ensure the coordinated release of information.
- Coordinate federal actions to provide the required external affairs support to federal, state, tribal, and local incident management elements. Federal ESF # 15 integrates Public Affairs, Congressional Affairs, Intergovernmental Affairs, Community Relations, and the private sector under the coordinating auspices of External Affairs.
- Provide the resources and structure for the implementation of the federal Incident Communication Policy and Procedures (ICEPP).

A. PURPOSE

1. To establish a system that gathers and disseminates emergency–related information through the media and directly to the general public. This does not include the Alert and Warning information covered in the Public Protection ESF #2
2. Ensure that sufficient County assets are deployed to provide accurate, coordinated, and timely information to the public, the media, and local, state and federal governmental partners.

B. POLICIES

1. It is the goal of the Milwaukee County to release timely and accurate emergency information to the public in a cooperative manner with the media.
2. Milwaukee County will coordinate emergency information releases with other Emergency Operations Centers (EOCs), and state/federal agencies.
3. The Public Information Officer (PIO) through the County Chief of Staff and/or EOC Emergency Management:
 - a. Manage all aspects of emergency public information through use of the Joint Information System.
 - b. Manage Milwaukee County Joint Information Center.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT (OEM)

Pre-Emergency	<p>Work with the Office of Emergency Management to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Develop and deliver public education preparedness programs. 3. Prepare emergency information and instructions for release during emergencies. 4. Develop, maintain system to release timely emergency information and instructions. 5. Coordinate and maintain a working relationship with the media; particularly those who will disseminate emergency information to the public. <ul style="list-style-type: none"> • List and maintain available media resources (call letters, names, addresses, and telephone numbers) that will disseminate emergency information to the public. 6. Establish a means to monitor and respond to rumors. 7. Designate an information center that will be the single, official point of contact for the media during an emergency. 8. Ensure ability to provide emergency information/instructions to hearing impaired and non–english speaking populations. 9. Participate in drills, exercises. 10. Develop emergency action checklists. 11. Provide periodic tests of the emergency alert system.
----------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Emergency	<ol style="list-style-type: none"> 1. Public Information Officer (PIO): When notified, report to the County EOC or incident scene as appropriate. 2. Activated by EOC to disseminate emergency information and instructions to the public.
------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Emergency
Operations Center
(EOC)**

PIO

1. Staff the PIO position in the EOC.

- Brief EOC management and staff on procedures/rules to release public information.

2. Assist with the dissemination of warning and emergency instructions.

3. Prepare official emergency public information:

- a. Gather information.
- b. Verify information for accuracy.
- c. Monitor media reports.
- d. Gain appropriate approval.

4. Provide emergency public information:

- a. Coordinate releases to public.
- b. Inform the public about disaster damage, restricted areas, protection and care for companion animals, farm animals, wildlife, and available emergency assistance.
- c. Issue official emergency instructions and information to the public through all available means.

5. Establish communication links with local media.

6. Respond to media inquiries.

7. Monitor and respond to rumors.

- Establish procedure for dispelling rumors and disseminating accurate information.
 - Collaborate with trusted community groups to ensure this happens (church groups, neighborhood watch groups, local nonprofits).

8. Schedule news conferences.

9. Designate an information center where media representatives can be briefed, compose their news copy, and have telecommunications with their newspaper or station.

10. Establish, maintain contact with State EOC and WEM Duty Officer:

- a. Coordinate emergency information efforts.
- b. Participate in, coordinate with state and federal Joint Information Centers.

11. Maintain documentation: clip articles, log, and maintain list of releases sent.

12. Provide technical support to access TV cable system.

13. Gain appropriate approval.

Public Communications

1. Coordinate messages from the various response agencies and establish a Joint Information Center (JIC).

2. Gather information on the incident.

3. Provide incident related information through the media and other County sources to individuals, families, businesses, and industries directly or indirectly affected by the incident.

4. Use a broad range of resources to disseminate information.

5. Monitor the news coverage to ensure the accuracy of the information being disseminated.

6. Handle appropriate special projects such as news conferences and press operations for incident area tours.

7. Oversee the key function of media relations.

8. Establish a call center.

9. Identify and coordinate with the community leaders and neighborhood groups to assist in the rapid dissemination of information, identify unmet needs, and to establish an ongoing dialogue and information exchange.

Governmental Affairs

1. Establish contact with the elected and appointed officials representing affected areas to provide information on the incident.

2. Be prepared to arrange an incident site visit for these officials and their staffs.

3. Respond to inquiries.

Division of Emergency Management.

1. Advise County Executive on when to disseminate emergency information/ instructions to public.

2. Assist PIO with new releases and rumor control.

3. Liaison with other Regional Emergency Management Agencies and State EOC.

4. Activate public information activities as dictated by the situation.

5. Request activation of the EAS and NOAA Radio systems as required (EOC activation).

6. Activate Media Security Reliability Council (MSRC) as appropriate to provide emergency public information.

7. Maintain records of cost and expenditures to accomplish this ESF and forward

--	--

Recovery Actions	<ol style="list-style-type: none"> 1. Establish recovery media center to serve as a central point for distributing public information 2. Prepare and release information about the disaster incident to the news media, affected community citizens, response personnel and other agencies and organizations. 3. Coordinate press releases and bulletins with the state and federal Joint Information Center (if established). 4. Coordinate with federal Community Relation Teams. Maintain contact through the federal/state Disaster Field Office. 5. Keep government employees and citizens continuously informed about recovery issues and changes in the recovery process. 6. Ensure outreach to non-English speaking population. 7. Conduct community forums and workshops; Liaison with community organizations. 8. Publicize Redevelopment Plan Policies.
-------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

American Red Cross	1. Assist with emergency information dissemination.
Commercial Print Media	1. Assist with emergency information dissemination.
Commercial Radio & Television Stations	1. Assist with emergency information dissemination.
Fire Departments	1. Assist Public Information Officer (PIO) with information dissemination.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Assist Public Information Officer (PIO) with information dissemination. 2. Provide security for the JIC and/or media briefing areas as necessary.
Milwaukee County Departments, All	<ol style="list-style-type: none"> 1. Coordinate with emergency operations related news releases emanating from other departments during the disaster and post-disaster time period should be coordinated with the Emergency Operations Center. 2. Provide personnel, equipment, supplies and other resources necessary to assist in the distribution of information including establishing the call center. 3. Provide advice on message content.
Milwaukee County Executive	1. Approves PIO news releases as appropriate.
Milwaukee County Office of Emergency Management (OEM)	<ol style="list-style-type: none"> 1. Distribute approved information to the public using MyState USA, text messaging, email or other systems. 2. Assist the affected municipality with the release of public information. 3. Request the assistance of WEM or State EOC to activate the JPIC as necessary.
National Weather Service	<ol style="list-style-type: none"> 1. Activate NOAA Weather Radio Network as dictated by situation. 2. Activates NOAA Radio Network for non-weather regional emergencies.
Public Health (Municipal)	<ol style="list-style-type: none"> 1. Provide consultation, resource material, etc., related to: <ul style="list-style-type: none"> • a. Emergencies caused by public health events including pandemic influenza, other emerging infectious diseases or acts of bioterrorism. • b. Other emergencies that have the potential to threaten the public's health. 2. Distribute approved information to the public using text messaging, email or other systems.
School Districts	<ol style="list-style-type: none"> 1. Provide personnel, equipment, supplies and other resources necessary to assist in the distribution of information including assisting with the public information officer's duties. 2. Provide the EOC Public Information Officer with frequent updates as to the status of public information activities. 3. Distribute approved information to the public using text messaging, email, the schools web site or other systems.
Southeast Wisconsin Media Security Reliability Council	<ol style="list-style-type: none"> 1. Provide timely information from emergency management to the media and the public. 2. Provide for continuity of service of the broadcast stations, cable systems and news services (broadcast restoration). 3. Report to the County EOC as requested.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Media Reliability Contact List. 2. Media Resource List (attached as a separate MS Excel worksheet).
REFERENCES	<ol style="list-style-type: none"> 1. News Media – Resources. 2. Milwaukee County Media Resource List.

1.31.1 Attachment 1

Attachment 1

NAME	NEWS CONTACT	NEWS PHONE (414)	NEWS FAX (414)	ENGINEER CONTACT	ENGINEER PHONE (414)	24hr PHONE (414)	MAIN BIZ PHONE (414)	ADDRESS	CITY
WITI - FOX 6	Jim Lemon	586-2160	586-2141	John Workman john.workman@foxtv.com	586-2302 313-5041 (c)	586-2321	355-6666	9001 N. Green Bay Rd	Milwaukee
WTMJ - Channel 4	Jim Cullen	967-5318	967-5378	Kent Aschenbrenner kent@journalbroadcastgroup.com	967-5204 852-5204(c)	967-5230	332-9611	720 E. Capitol Drive	Milwaukee
WCGV Channel 24		874-1895	874-1899	Dennis Brechlin dbrechli@sbgnet.com	874-1856 305-3906(c)	442-8077	442-7050	4041 N. 35th Street	Milwaukee
WVTV - Channel 18	Amy Jahns	874-1896	874-1899	Dennis Brechlin	874-1856 305-3906(c)	442-8077	442-7050	4041 N. 35th Street	Milwaukee
WDJT TV Channel 58	Herman Ward	607-8140	777-5802	Dan Dyer ddyer@cbs58.com	607-8162 788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WMLW Channel 41	Herman Ward	607-8140	777-5802	Dan Dyer	788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WYTU Channel 63	Herman Ward	607-8140	777-5802	Dan Dyer	788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WJJA – Channel 49	Herman Ward	607-8140	777-5802	Dan Dyer	788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WISN - Channel 12	Susi Quinones	937-3331	342-7505	Tony Coleman tcoleman@hearst.com	937-3375 702-0771(c)	342-3070	342-8812	759 N. 19th Street	Milwaukee
WMVS - Channel 10/36	Joe Bauer	271-1036	297-7536	Kevin Kukowski kukowskk@matc.edu	297-7576 852-0720 (c)	297-7624	271-1036	1036 N. 8th St. 4th Floor	Milwaukee
WVCY – Channel 30	NA	935-3000	935-3015	Jim Cronin	935-3000		935-3000	3434 W. Kilbourn Ave	Milwaukee
WBWT – Channel 38				Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)			Bustos Media	Milwaukee
WPXE – Channel 55									
WWRS - Channel 52				Gary Wallace	920-387-9052				
WQBW / FM 97.3	Ken Herrera	545-8900	327-3200	Steve George SteveGeorge@clearchannel.com	545-8900 208-8396(c)	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WOKY / AM 920	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WMIL / FM 106.1	Ken Herrera	545 - 8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WKKV / FM 100.7	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WLTQ / FM 97.3	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WISN / AM 1130	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield

WRIT / FM 95.7	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WXSS / FM 103.7	Mike Clemens	529-1250	529-2122	Christopher Tarr ctarr@entercom.com	445-0681(c)	425-4669	529-1250	11800 W. Grange Ave	Hales Corners
WMYX / FM 99.1	Mike Clemens	529-1250	529-2122	Christopher Tarr	445-0681(c)	529-1470	529-1250	11800 W. Grange Ave	Hales Corners
WSSP / AM 1250	Mike Clemens	529-1250	529-2122	Christopher Tarr	445-0681(c)	529-1020	529-1250	11800 W. Grange Ave	Hales Corners
WTMJ / AM 620	Jon Byman	967-5310	967-5492	Kent Aschenbrenner kent@journalbroadcastgroup.com	967-5204 852-5204(c)	967-5235	332-9611	720 E. Capitol Drive	Milwaukee
WKTI / FM 94.5		967-5339	967-5492	Kent Aschenbrenner	967-5204 852-5204(c)	967-5551	332-9611	720 E. Capitol Drive	Milwaukee
WKLH / FM 96.5	Carol Caine	978-9000	978-9001	Phil Longenecker plongenecker@milwaukeeeradiogr.com	349-4130(c)	978-9510	978-9000	5407 W. McKinley Ave	Milwaukee
WJYI / AM 1340	NA	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9472	978-9000	5407 W. McKinley Ave	Milwaukee
WJMR / FM 98.3	NA	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9530	978-9000	5407 W. McKinley Ave	Milwaukee
WHQG / FM 102.9	Carrie Wendt	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9520	978-9000	5407 W. McKinley Ave	Milwaukee
WJZX / FM 106.9	NA	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9540	978-9000	5407 W. McKinley Ave.	Milwaukee
WLUM / FM 102.1	Neil Robbins	771-1021		John Church jchurch@milwaukeeeradio.com	771-1021 491-3882(c)	434-6199	771-1021	N72 W 12922 Good Hope Rd.	Menomonee Falls, WI 53051
WLDB / FM 93.3	Stan Atkinson	778-1933	771-3036	John Church	771-1021 491-3882(c)	434-6197	771-1021	N72 W 12922 Good Hope Rd.	Menomonee Falls, WI 53051
WMCS / AM 1290	Keith Murphy	444-1290	444-1409	John Church	771-1021 491-3882(c)	444-6909	444-1290	N72 W 12922 Good Hope Rd.	Menomonee Falls, WI 53051
WYMS / FM 88.9	NA	475-8989	475-8989	Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		475-8989	5225 W. Vliet St	Milwaukee
WUWM / FM 89.7	Marge Pitrof	270-1160	270-1151	Tom May tmay@uwm.edu	412-4252 (c)	270-1210	227-3355	161 W. Wisconsin Ave.	Milwaukee
WHAD / FM 90.7				Phil Mikalofsky Phil.Mikalofsky@wisconsin.gov	608-264-9805 608-575-0879 c		227-2040	111 E. Kilbourn Ave	Milwaukee
WGTD / FM 91.1				Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		262-564-3062	3520 - 30TH Ave. Gateway Tech.	Kenosha
WMSE / FM 91.7	NA	277-7247	277-7149			799-1917		820 N. Milwaukee St	Milwaukee
WEZY / FM 92.1	Tom Karkow	(262) 634-3311	(262) 634-6515					4201 Victory Lane	Racine

WBWI / FM 92.5	NA	(262) 334-2344	(262) 334-1512					Box 33	West Bend
WIIL / FM 95.1	NA	(262) 694-7800					262-694-7800		Kenosha
WDDW / FM 104.7				Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		607-1800	1138 S. 108th St. West Allis	Pleasant Prairie
WKMZ / FM 105.3	NA	258-1700	266-5353	Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		258-1700	135 S. 84th St	Milwaukee
WVCY / FM 107.7	Gordon Morris	935-3000	935-3015	Andy Eliason			935-3000	3434 W. Kilbourn Ave	Milwaukee
WAUK / AM 540							273-3776	770 N. Jefferson St	Milwaukee
WNOV / AM 860	Ed Brown	449-9668	449-9945				449-9668	3815 N. Teutonia Ave	Milwaukee
WLIP / AM 1050		262 694-1050	262 694-7767					8500 Green Bay Ave.	Kenosha
WRJN / AM 1400		262 634-9756	262 634-6515						Racine
WBJX / AM 1460								2310 S Green Bay Rd,	Racine
WBKV / AM 1470	NA	(262) 334-2344	(262) 334-1512					Box 33	West Bend
WRRD / AM 1510	Bill Johnson						273-3776	770 N. Jefferson St	Milwaukee
WGLB / AM 1560		284-2666	284-2667				527-4365	900 e. Green Bay Road	Milwaukee
Time Warner Cable	Bev Greenberg	277-4190	908-0327	Shaz Sherer	277-4261	918-1912	277-4000	1320 N. Martin Luther King Jr. Drive	Milwaukee
Charter Cable	Bruce Wasleske	(715) 342-2539							
Associated Press	Gretchen Ehlke						225-3580	918 N. 4th St	Milwaukee
WBA	Michelle Vetterkind						800-236-1922	44 E. Mifflin St.	Madison
MARS	Jack Lee						(262) 691-3707	P. O. Box 791	Pewaukee
EAS	Gary Timm		967-5298				967-5232	720 E. Capitol Dr	Milwaukee