

ESF-7: RESOURCE SUPPORT

AGENCIES RESPONSIBLE

Lead Agency: Collier County Emergency Management Division

Collier County Corp. Financial &
Mgmt. Svs. Division

Collier County Sheriff's Office

Collier County Procurement

Cities of Naples and Marco Island

Collier County Public Utilities
Department

Collier County Parks and Recreation
Division

Collier County Facilities Management
Division

Collier County Road Maintenance
Division

Mutual Aid

All jurisdictions that have entered into the Statewide Mutual Aid Agreement

PURPOSE

Ensure that the needs of emergency responders and residents are prioritized so that additional resources can be located, secured, distributed and used in the most effective manner possible during response and recovery operations.

POLICIES

1. Immediate survival needs of victims will be given the highest priority in resource allocation decision-making.
2. All emergency responders (county departments, municipalities, and private organizations) must use all of their own available and obtainable resources before requesting assistance from ESF 7.
3. ESF 7 will support emergency operations by supplementing available and obtainable resources of response and recovery agencies.

CONCEPT OF OPERATIONS

1. The Emergency Management Director, in cooperation with the Logistics Section Manager, will have the authority to determine which facilities, resource receiving areas, checkpoints and warehouses should be made operational.
2. All incoming requests for assistance or resources will be reviewed and routed as appropriate, considering first any local resources or vendors before routing to the State.
3. ESF 7 agencies can communicate directly with agencies within the Operations and Recovery branches. However, all requests for resources must be submitted through WebEOC.

ORGANIZATION

In the Emergency Operations Center, the ESF-7 function falls primarily within the Logistics Section and reports directly to the EOC Director. The Collier County EOC and its Logistics Section coordinates directly with the City EOCs and liaisons as appropriate to support each other with resources or task assignments.

RESPONSIBILITIES

1. As required in the General Responsibilities of all ESFs, resource shortfalls should be estimated based on the organization and its associated Emergency Support Function's available and obtainable resources.
2. Anticipate needs which will go above and beyond local resource capabilities. Begin preparations and arrangements for meeting those needs through the most appropriate means at the lowest level possible.
3. Compile local resource lists and the establishment of agreements and contracts prior to the onset of any emergency.
4. Assessment and prioritization of all disaster-related needs will be made on an ongoing basis to ensure the most efficient use of resources.
5. Obtain resources through one of several means including local resource inventories or local agreements, donations, mutual aid (local or statewide), memoranda of understanding, or procurement.
6. Receipt, inventory, and organizing of bulk resources at the most appropriate staging areas.
7. Identification and operation of facilities for the purpose of receiving and storing resources.
8. Coordination of effective transportation of resources to their destination.
9. Manage staging, reception and distribution areas.

ACTIONS

Preparedness

1. Maintain paper, digital and other pertinent record keeping for all disaster-related activities.
2. Contact agencies with which contracts, agreements or arrangements have been made.
3. Identify warehouses and locations that could be used for staging areas for incoming resources.
4. Compile resource lists from EOC representative agencies.
5. Collect all necessary information for the submittal of mutual aid requests to the SEOC.

Response and Short-Term Recovery

1. Acquire funds to purchase needed emergency resources.
2. Activate the Collier County Disaster Emergency Purchase Order System if the County's Automated Purchasing and Procurement Program is rendered inoperative.
3. Anticipate needs based on damage assessment reports and prior experiences.
4. Receive resource requests and route as appropriate.
5. Determine need to activate Points of Distribution site(s).
6. Maintain log or other tracking system for loaned property.
7. Coordinate security, if necessary, for any warehousing or other commodity storage sites.
8. Secure resources through existing donations, mutual aid and/or procurement.

Long-Term Recovery and Deactivation

1. Contact all recipients of loaned equipment, etc. and plan for their return.
2. Arrange for relocation, disposal or storage of excess donations.
3. Close warehousing facilities after verifying that all paperwork is completed.
4. Deactivate volunteers and staff.
5. Send or ensure that appropriate letters/certificates are presented to donors and suppliers.
6. Determine if donors and suppliers are willing to enter into MOU or other agreements.
7. Ensure that all loaned or rented property is returned to the ESF-7 for proper disposition and returned to the proper owner.

INTERFACE: Coordination with all ESFs is essential.