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ESF 7 – Resource Support

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ESF 7 Tasked Agencies	
Primary Agencies	Department of County Management
Supporting Agencies	Multnomah County Emergency Management Department of County Assets Other Department Business Services Units County Attorney

1 Introduction

1.1 Purpose and Scope

Emergency Support Function (ESF) 7, Resource Support, provides logistical support through the timely and efficient acquisition and distribution of resources; supplies, equipment, personnel, facilities and other assets necessary to support disaster operations.

1.2 Relationship to Other ESF Annexes

ESF 7 often works closely with other County ESFs as a part of coordinated response and recovery activities. The following ESFs support ESF 7 activities.

- **ESF 1 – Transportation.** Repair transportation network to ensure movement of resources and coordinate transportation for impacted populations
- **ESF 11 – Food and Water.** Procure and distribute food and water. Coordinate obtaining and operating water purification systems and the means to distribute potable water.
- **ESF 15 – Volunteers and Donations Management.** Processes and catalogues volunteer and donations resources capable of supporting disaster operations.
- **ESF 18 – Business and Industry.** Coordinate resource acquisition from private sector partners.

1.3 Policies and Agreements

The following policies and agreements are currently in place to guide and support resource support activities:

- Inter-County Mutual Aid Agreement, 2011
 - Benton, Clackamas, Clatsop, Columbia, Crook, Deschutes, Hood River, Jefferson, Lincoln, Linn, Marion,

Multnomah, Polk, Tillamook, Washington, Yamhill
(Appendix D for contact list)

- Equipment, supplies, personnel
- Oregon Public Works Emergency Response Cooperative Assistance Agreement, 2008
 - Sharing of personnel, equipment, and material

2 Situation and Assumptions

2.1 Situation

- Upon request, ESF 7 provides the operational support needed to establish the response capacity of local government. Resource management consists of local government departments providing assistance to each other as well as nongovernmental and private sector response in the form of:
 - Emergency relief supplies
 - Facility space
 - Office equipment and supplies
 - Contracting assistance
 - Transportation services for disaster support operations
 - Personnel required to support immediate response activities
 - Support for requirements not specifically identified in other ESFs, including excess and surplus property
 - Equipment and supplies provided from County stocks or, if necessary, from commercial sources, using locally available sources when possible.
 - During response operations, acquisition of these resources should be supported by preexisting memorandums of understanding; memorandums of agreement; other interagency agreements, and pre-negotiated contracts.

2.2 Assumptions

- Major emergencies or disasters will require that resources be procured from outside the disaster area, as most local and

regional resources will be exhausted in the early stages of the response phase.

- Normal forms of communications may be severely interrupted during the early phases of a major emergency or disaster.
- Transportation to affected areas may be cut off due to weather conditions or damage to roads, bridges, airports, and other transportation means.
- Donated goods and services will be accessed through coordination with ESF 15 Volunteers and Donations Management and utilized as necessary. The County's support of the response to the emergency or disaster will be severely impacted. Local governments will expend resources and implement mutual aid agreements under their own authorities.

3 Roles and Responsibilities

The roles and responsibilities for each department in support of emergency services will vary depending on the type of resource, the length of the warning period, and the duration of the incident.

3.1 Primary Agency

The primary agency for each ESF is assigned based upon the agencies coordinating responsibilities, authorities, functional expertise, resources, and capabilities in managing incident activities. The primary agency may not be responsible for all elements of a function and will work with supporting agencies and community partners to ensure a coordinated response. The primary agency for ESF 7 is the Department of County Management.

3.1.1 Department of County Management

- Facilitate collaborative planning to facilitate county capability to support ESF 7 activities.
- Provide a representative to the County EOC when requested.
- Facilitate transition to recovery.
- Provide accounting procedures to document emergency expenditures.
- Advise Incident Command and the Board of Commissioners regarding incident costs as they are compiled.

- Ensure fiscal conformity to State and Federal financial requirements.
- Supervise emergency purchasing.
- Ensure that ongoing financial obligations are met (funds collected and deposited, payments made, payroll checks issued and distributed, and taxes distributed.)
- Provide access to County funds as authorized by County Commissioners under emergency declaration.
- Assist in preparedness through the development or review of policies that support the response and recovery activities of Multnomah County employees during a major emergency or disaster.
- Advise County officials on personnel policies and work rules relating to emergency work.
- Coordinate temporary reassignment of County personnel to assist in emergency operations
- Assist in coordination of health and safety issues for County personnel and responders.
- Provide risk management services for the County to ensure that emergency operations are conducted safely and in accordance with legal guidelines.
- Provide workers compensation expertise to the EOC.

3.2 Supporting Agencies

Supporting agencies for each ESF are those County entities that have substantial roles during major incidents. Supporting agencies that support ESF 7 include:

3.2.1 Office of Emergency Management

- Facilitate the emergency declaration process and establish communication link to the State EOC.
- Coordinate resource support to other jurisdictions through the County EOC.

3.2.2 Department of County Assets

- Identify and coordinate the use of County enterprise assets to support emergency operations
- Conduct emergency purchasing and contracting for the EOC
- Identify and manage County facilities available to support emergency operations.
- Procure sites suitable for various emergency activities.
- Support emergency supply storage and distribution, as required.
- Manage fuel supply chain for public agencies within the county.
- Manage vehicle assets utilized in emergency response and recovery activities.
 - Administer dispatch, refueling, and maintenance services.
 - Provide trained and licensed vehicle and equipment operators.

3.2.3 County Department Business Services Units

- Acquire resources and manage procurement processes to support departmental operations.
- Maintain lists of vendors and suppliers of equipment, materials, and services needed by department during disaster response and recovery operations.

3.2.4 County Attorney

- Support preparedness activities through legal review of memorandum of understanding, mutual aid agreements, contracts and other agreements necessary for the execution of emergency operations.

4 Concept of Operations

4.1 General

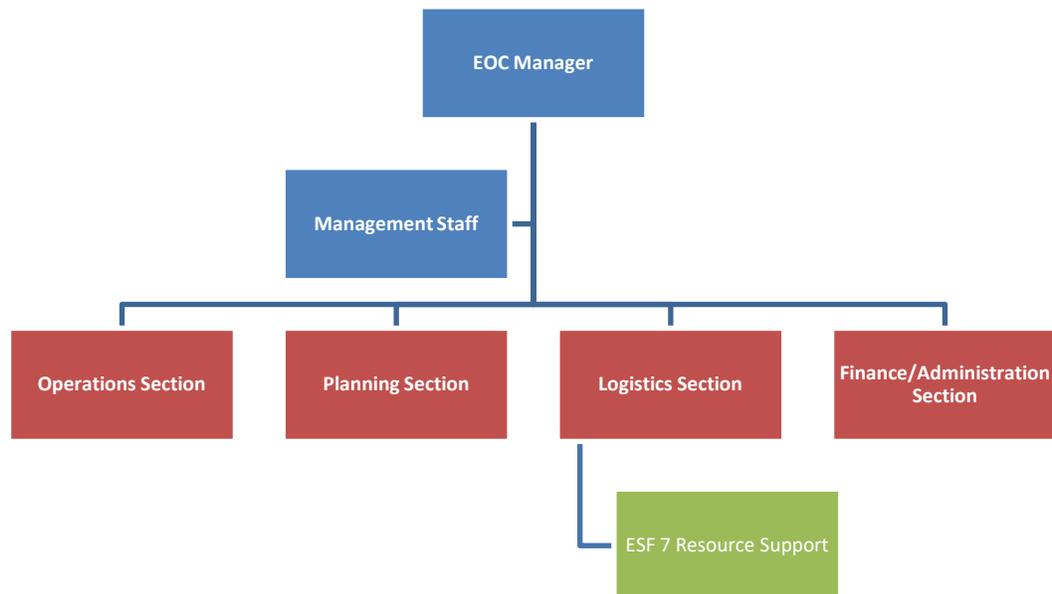
- ESF 7 is organized in accordance with the County Emergency Operations Plan (EOP.) ESF 7 will execute its functions under the Logistics Section of the Incident Command System (ICS) structure.

ESF 7. Resource Support

- During a major emergency or disaster, the focal point for requests for resources is the EOC.
- Resources unable to be provided by organic assets or available through mutual aid will be routed to ESF 7.
- The ESF 7 representative will follow procedures outlined in the Resource Ordering SOP to procure the required supplies, equipment, or other resources. In general:
 - Supplies and equipment may be procured from intra-departmental or inter-departmental supplies. Inter-departmental requests will be routed through ESF 7, Logistics Section when certain resources are considered scarce.
 - During a major emergency or disaster, all County government assets are considered available to support operations.
 - Reallocation of County resources will be coordinated within the EOC. Inter-department reimbursement will be made in accordance with Multnomah County directives.
 - Requests unable to be filled using County inventories or assets will first be directed to other jurisdictions within the County or regional mutual aid partners.
 - Requests unable to be filled by County inventories or through other government partners will be procured by ESF 7 from local vendors, if available.
 - When resources cannot be acquired through local governmental or commercial sources, requests for these items will be submitted to the Oregon State EOC. These requests may be filled by state resources, intra-state mutual aid, inter-state mutual aid, or Federal resources.
- The ESF 7 will access lists of vendors and suppliers of equipment, materials, and services needed during disaster response and recovery operations.
- Contracts for resources and services will be initiated by ESF 7; contracts will be managed by the department or office responsible for the support provided.

- Needed resources may be available through donations and volunteers. ESF 7 will maintain coordination with ESF 15, Volunteers and Donations, during operations.
- Information will be disseminated in a variety of ways to volunteer groups, vendors, and other governmental organizations that may supplement County resources.
 - Some volunteer organizations and nonprofits may participate directly in response and recovery operations.
 - ESF 15 is responsible for coordinating volunteer efforts for resource distribution.
 - Pre-identified emergency vendors will be notified by the department or office managing their contract to be on stand-by to receive orders for services or supplies during an emergency.

Table 1 Multnomah County ESF 7 Organization



- Establish disaster support logistical infrastructure that enables the receipt, storing, staging, and distribution of resources and emergency supplies and commodities.

4.2 Notifications

- The Duty Officer will notify MCEM of EOC activations and request that the ESF 7 Group Supervisor report to the EOC to

organize Resource Support activities within the Logistics Section.

- Upon instruction to activate, the ESF 7 Group Supervisor will implement procedures to notify personnel assigned to the ESF 7 Group and to establish contact with supporting and cooperating agencies, as required based on the scope of the emergency.
- ESF 7 will confirm that County facilities and resource managers have been notified of the activation of the EOC.
 - Upon arrival at the EOC, ESF 7 will immediately begin to assess the situation in order to determine what facilities or other County resources may be required to support the incident.

4.3 Actions by Phase of Emergency Management

As with each functional area annexes, ESF 7 activities are grouped into phases of emergency management: preparedness; response; recovery, and mitigation.

4.3.1 Preparedness

- Establish and maintain emergency contact information for supporting agencies.
- Contract vendors for predetermined needs and prepare pre-event requests.
- DCM, in conjunction with supporting and cooperating agencies, develops contact information, plans, procedures, checklist, and protocols for resource management in accordance with the National Incident Management System (NIMS.)
- Include pre-positioning of resources to efficiently and effectively respond to an event.
- Establish plans and systems for resource identification, typing, and inventorying.
- Establish plans and systems for acquiring and ordering resources.
- Establish plans and systems for mobilizing and allocating resources.
- Establish plans and systems for resource recovery and reimbursement.

- Establish plans and procedures for coordinating with nongovernmental and private-sector organizations to obtain resources.
- Develop plans for the establishment of logistic staging areas for internal and external response personnel, equipment, and supplies.
- Estimate logistical requirements (e.g., personnel, supplies and equipment, facilities, and communications) during deliberate and action planning processes.
- Participate in exercises and training to validate this annex and supporting plans and procedures.
- Ensure that all ESF 7 personnel are trained in their responsibilities according to departmental plans and procedures.

4.3.2 Response

- Identify internal, jurisdiction-specific resources available to support response operations.
- In consultation with the Logistics and Operations Sections Chiefs, the EOC Director, and departmental and office leadership, reallocate County resources to meet critical response needs. Priority of resources.
 - Immediate aid to save life
 - Prevent human suffering
 - Mitigate significant property loss
- Make a determination regarding the need for external resources.
 - Coordinate for the procurement and delivery of external equipment, supplies, and other material necessary to support response operations.
- Assist, facilitate, and coordinate execution or creation of contractual services between the County and commercial sources.
- Establish and manage the EOC's logistical supply chain infrastructure.

4.3.3 Recovery

- Continue to render support when and where required as long as emergency conditions exist.
- Recover all deployed resources that are salvageable.
- Return resources to their issuing locations.
- Account for all resource use and expenditures.
- Use established regulations and policies to deal with resources that require special handling and disposition, such as biological waste, contaminated supplies, debris, and equipment.
- Ensure that all agencies involved in the recovery effort perform detailed cost accounting in the event of a declared disaster and that there is a potential for Federal and State assistance.
- Coordinate and conduct a post-disaster situation analysis to review and determine the effectiveness of the pre-established tasks, responsibilities, reporting procedures/guidelines and formats to document any crucial lessons learned and to revise plans as needed for future events.

4.3.4 Mitigation

- Work with County departments and offices to build data bases for the acquisition of goods and services that be needed for preparedness, response, and recovery phases of emergency operations.
- Include mitigation initiatives within all project worksheets, as appropriate.

5 ESF Annex Development and Maintenance

DCM will be responsible for coordinating regular review and maintenance of this ESF Annex. Each supporting and cooperating agency will be responsible for developing plans and procedures that address assigned tasks.

6 Supporting Plans and Procedures

The following plans and procedures are currently in place:

- Multnomah County Emergency Operations Plan
- State of Oregon Emergency Operations Plan

- ESF 7 – Resource Support
- ESF 8 – Health and Medical
- National Response Framework
 - ESF 7 – Logistics Management and Resource Support
 - ESF 8 – Public Health and Medical Services
- FEMA Guide
 - National NIMS Resource Typing Criteria

7 Appendices

Appendix A - Multnomah County Emergency Management, Assistance Request Standard Operating Procedure, dtd January 1, 2015

Ecc(\\nas3:Z:) Plans/CEMP/V3 Response/Part 2 Emergency Support Functions/ESF 7/Appendix A, Resource Request SOP

Appendix B – Resource Matrix Data, dtd October 22, 2015

Ecc(\\nas3:Z:) Plans/CEMP/V3 Response/Part 2 Emergency Support Functions/ESF 7/Appendix B, Resource Matrix Data

Appendix C – Multnomah CPOD List dtd June 18, 2015

Ecc(\\nas3:Z:) Plans/CEMP/V3 Response/Part 2 Emergency Support Functions/ESF 7/Appendix C, Multnomah CPOD List

Appendix D – Inter-County Mutual Aid Agreement Contact List, November 2014

Ecc(nac3:Z:)Plans/CEMP/VS Response/Part2 Emergency Support Functions/ESF 7/ Inter-County Mutual Aid Agreement Contact List, November 2014

Appendix E – Regional Logistics Support Plan, August 2010

Ecc(nac3:Z:)Plans/CEMP/VS Response/Part2 Emergency Support Functions/ESF 7/ Appendix E Regional Logistics Support Plan