

PROCESS GUIDE FOR REQUESTING RESOURCES

Managing Expectations: Levels of Response
<p>Local: Local response is the first tier in the incident management process. It is the local responders who will make the determination for expanding response. First responders are identified as local emergency public safety discipline personnel who respond to an incident. From this group, an Incident Command System (ICS) will be established and an Incident Management Team (IMT) will stand up.</p>
<p>County: If first responders are unable to contain an incident and/ or run out of resources to respond to and recover from the incident, the Incident Commander will ask for assistance from the County Emergency Manager. The County Emergency Management Agency may activate the Emergency Operations Center (EOC) to maintain a common operating picture and support the coordination of needed resources by taking advantage of assets from throughout the county, through mutual aid agreements.</p>
<p>State: If the County Emergency Management Agency is unable to acquire the resources requested by the Incident Commander, they will contact the Operations Director at the State Emergency Operations Center. The State will provide multi-agency coordination. Should requirement exceed the state response capabilities, the governor can request resources from other states through the Emergency Management Assistance Compact (EMAC). If requested resources are unavailable or requirements exceed capabilities, the governor may request Federal Assistance.</p>
Critical Trigger Mechanisms
<p>Local:</p> <ul style="list-style-type: none"> • Local Proclamation: When there is a condition of severe damage and threat to safety of life and property caused by All-Hazard Disasters (Natural, Technological, Human-Caused), the local governing body may proclaim that a local emergency exists. This proclamation allows: <ol style="list-style-type: none"> 1. Public official to exercise emergency powers to preserve life, property and public health following a disaster. • Exceeding Capabilities: Each municipality has a different level of capability for responding to and recovering from All-Hazard Disasters. To begin requesting additional resources, the following steps must occur: <ol style="list-style-type: none"> 1. Local Proclamation is executed. 2. Incident Commander confirms through the Incident Management Team, that specific capabilities have been exhausted at the City level and additional support is needed. 3. Incident Commander identifies the mission and/or tasks that are unable to be met by City capabilities and requests assistance for the mission and/or tasks from the County Emergency Management Agency.
<p>County:</p> <ul style="list-style-type: none"> • Coordination: The County Emergency Management Agency (EMA) will seek resources support through mutual aid agreements throughout the county. If there are no resources available, they will then contact and coordinate with the State EOC to request resources. • Requests: Utilizing the Incident Command System to mitigate multiple request and appropriate methods <ol style="list-style-type: none"> 1. Should come in writing when possible, to support management and tracking of request. 2. Requests are made through the Incident Commander or designated backup. 3. Must identify the mission and tasks that can't be completed.
<p>State:</p> <ul style="list-style-type: none"> • Emergency Declarations and Major Disaster Declarations: Developed by the governor and submitted to the President of the United States for signature, confirms that appropriate action under State law and directed execution of the State Emergency Plan. <ol style="list-style-type: none"> 1. Allows the state to provide extra resources to counties affected by a disaster. 2. Enacts the Robert T. Stafford Disaster Relief and Emergency Assistance Act. • Requests: When the State EOC receives resources requests from the County EMA, Operations personnel will coordinate and seek the resources needed at the State level. This may include: <ol style="list-style-type: none"> 1. State Agency level resources. 2. Private Sector resource coordination. 3. Requesting resources through other states through EMAC. 4. Requesting the National Guard as a State asset, (State Resource of Last Resort). 5. Requesting Federal Resource Assets (FEMA Assistance, Federal Teams, etc.).

General Questions To Consider Before Requesting For The Next Level Of Assistance

1. **What is the mission?**
2. Are local resources exhausted? If so, are County or State resources available in time to impact the incident?
3. Have other options been considered to meet the mission and/or task for the request? (contractors)
4. Does the state have the capabilities (Equipment/ personnel/ training) needed to safely and successfully complete/ impact the mission request? (Department of Public Safety, Department of Transportation, Department of Corrections, etc.)
5. Is there foreseeable High Risk safety concerns that cannot be mitigated?
6. Does the requested support have the legal authority that permits the required assistance?
7. Does the situation involve Life Safety or the Protection of Critical Infrastructure?
8. Has there been a Proclamation/ Declaration of Emergency signed by the Governor or President?

Understanding National Guard Resource Requests (State Resource of Last Resort)

There is no doubt that the National Guard provides a visible and valuable presence in disasters. There is a sense of confidence, trust, and hope when highly trained military personnel stand ready to support missions and tasks in your communities. It is important, to understand the capabilities the National Guard provides to communities. The process of requesting this resource and potentially the financial cost to the community if the disaster isn't proclaimed or declared through the appropriate process. While this flow chart does not provide the capabilities or the cost of the National Guard as a State Resource, the flow chart below captures coordination elements that occur when all other local, county and state resources have been exhausted.

Request Flow Chart

