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ESF 7 – Logistics Management and Resource Support

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ESF 7 - Logistics Management and Resource Support Table of Contents

1	Purpose and Scope	ESF 7-1
2	Policies and Agreements	ESF 7-1
3	Situation and Assumptions	ESF 7-1
3.1	Situation	ESF 7-1
3.2	Assumptions	ESF 7-1
4	Roles and Responsibilities	ESF 7-2
4.1	General	ESF 7-2
4.2	Task Assignments.....	ESF 7-2
4.2.1	Incident Commander	ESF 7-2
4.2.2	Contracts Officer.....	ESF 7-2
4.2.3	County Human Resource Director.....	ESF 7-3
4.2.4	Individual Department Heads	ESF 7-3
5	Concept of Operations	ESF 7-3
5.1	General	ESF 7-3
5.2	Phases of Emergency Management	ESF 7-4
5.2.1	Mitigation	ESF 7-4
5.2.2	Preparedness	ESF 7-4
5.2.3	Response	ESF 7-4
5.2.4	Recovery	ESF 7-5
6	Direction and Control	ESF 7-5
7	Supporting Plans and Procedures	ESF 7-5
8	Appendices	Error! Bookmark not defined.

ESF 7. Logistics Management and Resource Support

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ESF 7. Logistics Management and Resource Support

ESF 7 Tasked Agencies	
Primary Agencies	Klamath County Emergency Management
Supporting Agencies	Klamath County Contracts Officer Klamath County Human Resource Manager
Adjunct Agencies	Local cities State of Oregon American Red Cross Salvation Army FEMA

1 Purpose and Scope

Emergency Support Function (ESF) 7 focuses on procedures for activating, dispatching, distributing, allocating, and deactivating resources needed for emergency and disaster operations from government, private, or volunteer sources. In addition, ESF 7 describes available resource tracking systems, including databases or basic equipment/supply lists, for personnel, facilities, equipment, and supplies in the County or region.

Formal pre-incident agreements (i.e., mutual aid agreements or memorandums of understanding) between government agencies and private sector and/or other nongovernmental entities may be necessary to support ESF 7 to facilitate acquisition of resources, pre-purchasing agreements (such as implementation of pre-disaster pricing when applicable), and the adoption of standardized interoperable equipment during emergency response activities. Procedures outlined in this support function include both medical and non-medical resources.

2 Policies and Agreements

The following policies and agreements are currently in place:

- None at this time.

3 Situation and Assumptions

3.1 Situation

An inventory of resources on a continuing basis and procedures to use these resources in a timely manner during an emergency or disaster is required.

3.2 Assumptions

- Shortages in the Klamath County response resources will occur very quickly in any emergency or disaster that lasts longer than 24 hours or in certain types of disasters.
- Private contractors and volunteer agencies will be willing and able to assist the community during an emergency or disaster.

ESF 7. Logistics Management and Resource Support

- Mutual aid agreements with neighboring counties or communities will be invoked as needed.
- Evacuees being cared for may volunteer to assist as needed.
- Support is available through requests to State and Federal agencies with Disaster declaration once local capacity to respond is exhausted.
- Klamath County agencies will support emergency actions pertaining to resource management.

4 Roles and Responsibilities**4.1 General**

During emergencies and disasters, most resource management activities will be managed by an Incident Commander designated by the Board of Commissioners (BOCC). The Incident Commander approve all resource requests. These activities may or may not be coordinated through the Emergency Operations Center (EOC). For coordination purposes, the County Emergency Manager may be granted authority by the BOCC to fulfill requests for additional resources from department heads and may serve as a clearinghouse for resources made available to Klamath County. Likewise, the County Human Resource Manager may be granted authority to fulfill requests for additional personnel resources made available to Klamath County.

4.2 Task Assignments**4.2.1 Incident Commander**

- During an emergency or disaster, utilize all physical resources within the city and County.
- Ensure resource surveys are conducted and maintained.
- Resolve resource priority issues.
- Authorize emergency purchase requests through respective department heads.
- Institute resource controls.

4.2.2 Contracts Officer

- Identify potential resource providers by major category (i.e., heavy equipment, hardware, transportation, fuel, and food.)
- Coordinate departmental requests for additional resources.
- Develop agreements with outside sources for use of resources.

ESF 7. Logistics Management and Resource Support

- Coordinate with private sector for use of equipment, services, and supplies.
- Screen offers for resources.
- Maintain records for emergency purchases of goods and services.

4.2.3 County Human Resource Director

- Identify potential personnel resource providers.
- Coordinate departmental requests for additional personnel.
- Develop agreements with non-jurisdictional sources for use of personnel resources.
- Screen offers for personnel.
- Maintain records for emergency personnel requirements.

4.2.4 Individual Department Heads

- Develop and maintain appropriate resources lists of personnel, equipment, and supplies.
- Coordinate emergency utilization of resources.
- Prepare records of emergency expenditures and submit to the County Contracts Officer.
- Identify resource needs for special or critical facilities and submit lists to County the Contracts Officer.
- Develop procedures for the movement of equipment and critical supplies for various emergency situations.
- Identify additional emergency resource requirements for personnel, equipment, and supplies peculiar to specific emergencies.

5 Concept of Operations

5.1 General

- During an emergency or disaster, all physical resources within Klamath County, whether publicly or privately owned, may be utilized when deemed necessary by the Klamath County Board of Commissioners.

ESF 7. Logistics Management and Resource Support

- The County assumes no financial or civil liability for the use of publicly- or privately-owned resources. However, accurate records will be maintained for possible reimbursement.
- Disaster planning dictates that each department assigned responsibilities in the basic plan will identify personnel, equipment, material, and other assigned resources.
- During disasters each department head will manage their resources to include the resources available through existing mutual aid agreements. If additional equipment, personnel, and material are required, those requests will be relayed to the IC (or EOC) where outside support will be pursued.
- Emergency purchasing procedures will be established and records maintained of expenditures for goods, services, and personnel.

5.2 Phases of Emergency Management**5.2.1 Mitigation**

- Analyze resource requirements.
- Train personnel on effective use of available resources.
- Designate areas of responsibility for providing resources management support.

5.2.2 Preparedness

- Identify sources of equipment, manpower, and transportation.
- Prepare and update resources lists.
- Coordinate resources with other agencies and volunteers to maintain adequate reserves.
- Initiate letters of understanding with private sector organizations and mutual aid agreements with neighboring jurisdictions.

5.2.3 Response

- Establish priorities and allocate resources.
- Coordinate delivery of resources to response teams and disaster victims.
- Identify resource distribution centers.
- Identify staging areas for out of area emergency response personnel, equipment, and supplies.

ESF 7. Logistics Management and Resource Support

- Coordinate local efforts with other agencies.

5.2.4 Recovery

- Assess recovery needs.
- Assess impact of emergency on available resources and identify repair, maintenance, and replenishment needs.
- Set priorities and coordinate available resource utilization.
- Maintain appropriate records.
- Disseminate public information regarding resource availability.

6 Direction and Control

- The Board of County Commissioners (BOCC) serves as the overall authority for resource management.
- The BOCC appoints an Incident Commander (IC) using a Delegation of Authority.
- The department heads and supervisors continue their day-to-day responsibilities during an emergency, exercising operational control of their work forces, except for those areas or functions delegated to the IC. They will keep the County Commissioners informed of resource requirements and coordinate emergency resource requests. To the extent practical, potential resource shortages will be projected, identified, and made known to the County Emergency Manager.
- The BOCC, IC and/or the Emergency Manager may request the county Emergency Operations Center be established to support the IC and provide coordination between various entities.
 - Command and Control flow from the BOCC to the Incident Commander, not to the EOC. The EOC is a place where support and coordination occur.
- Priorities for resource allocation will be established by the IC.
- The County Emergency Manager may designate private citizens to coordinate resources obtained from the private sector but will retain overall responsibility.

7 Supporting Plans and Procedures

The following plans and procedures are currently in place:

ESF 7. Logistics Management and Resource Support

- National Response Framework, ESF 7 – Logistics Management and Resource Support
- State of Oregon Emergency Operations Plan, ESF 7 – Logistics Management and Resource Support
- Federal Emergency Management Agency (FEMA), 1981. Disaster Operations, CPG 1-6.

8 Appendices

- Klamath County Resources List (Appendix A)