



# **ILLINOIS EMERGENCY OPERATIONS PLAN**

## **BASIC PLAN AND EMERGENCY SUPPORT FUNCTION ANNEXES**

**October 2014**

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## **FOREWORD**

The Illinois Emergency Operations Plan (IEOP) was developed in cooperation with the Office of the Governor, executive departments and agencies, the Illinois Terrorism Task Force and the American Red Cross. The IEOP describes the Illinois Disaster Management System (IDMS), which conforms to the National Incident Management System (NIMS). The IDMS will be used by all State of Illinois government agencies when the IEOP is implemented for response or recovery operations in any part of the state affected by a major emergency or disaster.

The IEOP facilitates delivery of state assistance to support local governments as they deal with the management of significant emergencies or disasters. The IEOP outlines the policies, concepts of operations, organizational structures, and federal-state-local interfaces. It is designed to guide the state's supplemental and supportive efforts with local government response and recovery.

The true value of the IEOP is the planning process undertaken by the emergency management professionals in all state agencies and other organizations working together to develop and integrate the detailed procedures; participate in training on plan implementation; and test the plans in simulated disaster exercises and drills. The IEOP in its written form serves to document the anticipated response and recovery efforts of the State of Illinois to protect public health and safety.

A continuous effort is required to update and enhance the IEOP based on lessons learned from exercises and actual response and recovery operations. Periodic updates to the IEOP will include changes due to new technology, new methods of response or additional capabilities.

**Illinois Emergency Management Agency**

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**ILLINOIS EMERGENCY OPERATIONS PLAN (IEOP)  
CONCEPT OF OPERATIONS**

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## Emergency Support Functions

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- ESF 5:      Emergency Management Annex
  
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- ESF 12:     Energy Annex
  
- ESF 13:     Public Safety and Security  
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- ESF 15:     External Affairs  
                  Warning Annex  
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## Acronyms

## RECORD OF CHANGES

When changes are made to this plan, the following procedures will be followed.

1. Changes will be completed by the Illinois Emergency Management Agency after a review has been completed with the appropriate primary and support agencies affected by the changes. Revised documents will be posted to the IEMA website.
2. An e-mail notice will be issued indicating a revised or new document has been posted to the IEMA website.
3. When a change is made, an entry will be made in the following log.

CHANGE NUMBER	DATE ENTERED	PAGES OR SECTIONS CHANGED	ENTERED BY
1	January, 2010	Operational Annexes converted to Emergency Support Function Annexes. No significant content change occurred with the reformat to ESFs.	JSP
2	September, 2010	Added: ESF 4-Firefighting (new); ESF 12-Energy (new); ESF 14, Long-Term Community Recovery (new); ESF 15-External Affairs (new); Basic Plan, Figure 1, State Agency Responsibility Matrix (updated); Acronyms (updated).	JSP
3	November, 2012	ESF 13 -- Appendix 1, Capitol Complex Security (updated)	AMC
4	October, 2014	Basic Plan (updated); Illinois Disaster Management System-Attachment 1 (updated); State Forward Operations - Attachment 2 (updated); Emergency Support Function Annexes-Attachment 3 (new); Acronyms (updated).	JSP

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## I. Introduction

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Local governments have capabilities and the primary responsibility for response to and recovery from disasters and emergencies. When their capabilities are exceeded, state assistance is available to them upon request.

The Illinois Emergency Management Agency Act dictates that the state has an emergency operations plan describing the organization, mission and functions of the government and supporting services for responding to and recovering from disasters (20 ILCS 3305/4) The emergency operations plan, hereinafter titled the Illinois Emergency Operations Plan (IEOP) is the guide for state response and recovery operations and outlines actions that may be taken in support of local response and recovery activities.

It is the policy of the State of Illinois to be prepared for any emergency or disaster. Emergency response personnel, equipment, and services of the state will be maintained in a state of readiness to protect the public and prevent or minimize damage to the community. These resources and services shall be coordinated to the maximum extent with comparable activities of local governments, other states, the federal government, private sector entities, non-governmental organizations (including volunteer, community-based and faith based organizations) and the public. The inclusion of the whole community in emergency preparedness will assist the local community to prevent, protect, respond to and recover from disasters in a way that sustains or improves the community's resilience. The level and duration of state commitment of resources and services shall be determined by the Governor.

Resources and services coordinated by the State of Illinois during prevention, protection, response and recovery operations will support local governments in meeting their responsibility to address the needs of the entire community. The whole community shares the responsibility to provide for the protection of its citizens regardless of their background, demographics or functional needs. Emergency management at all levels of government should plan for the actual makeup of their jurisdictions to ensure the needs of disaster survivors are addressed through preparedness, response and recovery activities.

### A. Purpose

1. The purpose of the IEOP is to provide operational guidance and serve as a concept of operations for Illinois' response and recovery actions to prevent or minimize injury to people and damage to the community resulting from emergencies or disasters caused by any hazard. The IEOP incorporates applicable provisions of the National Response Framework (NRF), National Disaster Recovery Framework (NDRF), and is consistent with the National Incident Management System (NIMS).
2. The IEOP considers response actions that may require a significant State presence. A "significant state presence" is defined as a situation that requires the assistance of state agencies in addition to those that routinely respond to day-to-day contingencies under separate authorities. Those situations requiring only local government response are not addressed in the IEOP.
3. The IEOP contains emergency support function tasking and assignments for state response and recovery activities. It also describes the relationships

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between responding state agencies with federal agencies and local government. The IEOP provides information on anticipated actions for state agencies that have disaster and emergency authorities and responsibilities. Finally, it provides information on the various state response mechanisms, capabilities, and resources available to local governments.

4. The IEOP addresses those emergency support function activities necessary for a coordinated state response to a disaster or emergency, regardless of cause. The level of response will be determined by the need and magnitude of the disaster.
5. The IEOP provides a framework for linking private and public sector disaster intelligence, resources, and response and recovery activities in support of a significant state presence. The mechanism for achieving this coordinated approach is the Business Emergency Operations Center (BEOC).

#### B. Scope

1. The IEOP has been developed under the authority of the Illinois Emergency Management Agency Act (20 ILCS 3305/6(c)(2)b and c).
2. The scope of the IEOP includes the complete spectrum of situations that range from an event not warranting a Gubernatorial Proclamation to a major disaster declared by the President of the United States. It may be used to supplement other plans to provide an effective and coordinated response upon implementation by the Governor.
3. A gubernatorial proclamation of a disaster shall activate the IEOP.
4. National special security events are not specifically addressed in the IEOP. However, provisions of the IEOP may be used for any large, national scale emergency, as appropriate.

#### C. Hazard Overview

1. Illinois is threatened by a wide spectrum of natural, technological, and human-caused hazards with a potential to cause significant damage or disruption to the public, critical infrastructure and/or environment. The scope of hazards facing the state may change as a result of a variety of factors, including land use, population shifts, construction standards, technology and social ideology.
2. Illinois has developed and maintains the *Illinois Multi-Hazard Mitigation Plan* to identify hazards that affect Illinois, assess the state's vulnerability to each hazard, and implement a strategy for mitigating the effects of the hazard. The *Illinois Multi-Hazard Mitigation Plan* is comprehensive and is composed of an overall mitigation strategy and individual plans that address natural, technological and human-caused hazards. The plans explore interim and long-term actions to eliminate hazards or to reduce the impact of those hazards that cannot be eliminated.
3. The *Illinois Multi-Hazard Mitigation Plan* supplements the IEOP and is intended to provide the strategy and framework for hazard mitigation not only during

the recovery and reconstruction process, but on a year-round basis. It has been demonstrated that hazard mitigation is most effective when based on an inclusive, comprehensive, long-term plan that is developed before a disaster occurs. The plan achieves this objective by the development of a mitigation strategy; which identifies specific mitigation actions and projects that serves as the long-term outline for reducing/eliminating losses and vulnerability of identified hazards in the risk assessment.

4. The State of Illinois annually utilizes the Threat and Hazard Identification and Risk Assessment (THIRA) tool to understand its threats and hazards and how their impacts may vary according to time of occurrence, season, location, and other community factors. This knowledge supports the establishment of informed and defensible capability targets. The ultimate outcome of the THIRA process is a set of capability targets for which is the basis for emergency planning in Illinois.
5. Illinois has identified fifteen (15) primary hazards for prevention, preparedness, response, recovery and mitigation program relevancy.

Natural Hazards:	Severe Weather Tornado Flood Drought Extreme Heat Severe Winter Storm Earthquake
Technological Hazards:	Haz-Mat – Chemical Haz-Mat – Radiological Dam Failure
Human-Caused Hazards:	Terrorism – CBRNE Civil Disturbance Cyber Attack Agriculture Epidemic (NOS) Public Health Epidemic (NOS)
(NOS = Not Otherwise Specified)	

#### D. Plan Organization

1. The Basic Plan describes the purpose and scope of the IEOP. It also outlines the concept of operations, organizational structure, and response activities of the state.
2. The Emergency Support Function (ESF) Annexes describe activities of the primary and support elements needed for effective response. The ESF Annexes provide guidance for Illinois' state agencies to conduct emergency and disaster operations. The Illinois Plan for Radiological Accidents and the Illinois Earthquake Plan Concept of Operations are hazard specific supplements to the IEOP that relate to functions specific to radiological and earthquake events. These supplements work in conjunction with the IEOP Concept of Operations.

3. Appendices provide clarification or additional information to support an annex and attachments expand a section of the plan.
4. Tabs provide specific graphic or tabular information to support an appendix or attachment.
5. References to other plans and resource documents are used extensively rather than duplicating information in this document. Standard Operating Procedures and/or Standard Operating Guidelines (SOPs/SOGs) are developed and maintained by each agency.
6. All agencies' supporting plans are designed to be consistent with the Concept of Operations as described in the IEOP.

#### E. Participating Organizations

Any state agency is a potential candidate for state response tasking through a coordinated Emergency Support Function Annex approach. The ESF Annexes generally correlate with the Emergency Support Functions of the National Response Framework (NRF). The ESF Annexes also follow the guidelines and requirements of NIMS. The ESF Annex number identified alongside each state agency indicates the state agency is the Primary lead agency for those ESFs. In addition, the Illinois Disaster Management System (IDMS) provides operational guidance for State agencies. See Attachment 1 to the Basic Plan for a description of the IDMS.

#### Primary Agencies

- ❖ American Red Cross
- ❖ Illinois Commerce Commission
- ❖ Illinois Department of Agriculture
- ❖ Illinois Department of Public Health
- ❖ Illinois Department of Transportation-Aeronautics
- ❖ Illinois Department of Transportation-Highways
- ❖ Illinois Emergency Management Agency
- ❖ Illinois Environmental Protection Agency
- ❖ Illinois Secretary of State
- ❖ Illinois State Board of Education
- ❖ Illinois State Police

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#### American Red Cross ESF 6 – Mass Care

The American Red Cross (ARC) provides mass care services (sheltering, feeding, emergency first aid) and supports health and medical services by providing blood and blood products

following a disaster.

#### IL Commerce Commission ESF 12 - Energy

The Illinois Commerce Commission (ICC) provides direct access to specific private sector industry and commerce which are regulated by

them. The ICC coordinates the restoration of energy systems, railways, other public utilities (water, gas, telecommunications) critical to saving lives, protecting health, safety and property; and to aiding in the recovery process for critical infrastructure.

**IL Department of Agriculture  
ESF 11 - Animal Welfare**

The Illinois Department of Agriculture (IDA) provides expertise and response plans for agricultural disasters such as the introduction of a foreign animal disease into the agricultural community. IDA coordinates with County Animal Control organizations to develop plans and programs for the sheltering/care of livestock and pets during disaster incidents. IDA also have Memorandums of Understanding (MOUs) with nongovernmental organizations to provide shelter and care to household pets and service animals during a disaster.

**IL Department of Public Health  
ESF 8 – Public Health and Medical Services**

The Illinois Department of Public Health is responsible for ensuring the health and safety of the general population in Illinois. This responsibility includes certain emergency preparedness activities, such as routine surveillance activities of regulated individuals or facilities as well as complaint-initiated investigations. The Department evaluates the conditions of hospitals and other medical facilities, such as long-term care facilities, to determine their ability to function and what resources are needed. The Department reaches out to the local health departments to determine the needs of the local communities. The Department assists with the emergency procurement of water and portable toilets for the health and safety of persons affected by an emergency and persons involved in emergency response activities. The Department can provide personnel with specialized skills in environmental health, engineering, epidemiology and communicable disease control.

**IL Department of Transportation -  
Aeronautics  
ESF 1 – Disaster Aviation**

The Illinois Department of Transportation-Division of Aeronautics (IDOT-A) provides aircraft and pilots to move personnel, supplies and equipment into a disaster area. IDOT-A has the capability to support disaster intelligence activities via aerial surveillance, including assessing road conditions and damage inspections.

**IL Department of Transportation -  
Highways  
ESF 1-Transportation  
ESF 3-Public Works & Engineering**

The Illinois Department of Transportation-Division of Highways (IDOT-H) has robust capabilities that may be called upon before, during or after an emergency or disaster. The division has a substantial amount of equipment and manpower widely distributed throughout the state and may call upon a variety of technically skilled personnel in all regions of the state. The division has extensive experience responding to emergencies and disaster situations, not only statewide, but also on the local level.

The Bureau of Operations and the Bureau of Local Roads and Streets, at both the central bureau and regional levels, have the major responsibilities and frequent involvement in disaster situations. The Department has extensive communication capabilities which play a vital part in emergency and disaster situations.

**IL Emergency Management Agency**  
**ESF 2 - Communications**  
**ESF 5 – Emergency Management**  
**ESF 7 – Resource Support**  
**ESF 9 – Search and Rescue**  
**ESF 14 – Long-Term Community Recovery**  
**ESF 15 – Warning**  
**ESF 15 – External Affairs**

The Illinois Emergency Management Agency (IEMA) coordinates the overall emergency management program of the state by working with State agencies, private sector, non-governmental organizations and political subdivisions of the state and the federal government. Emergency management includes the efforts of the state performed through the various agencies to develop, plan, analyze, conduct, provide, implement, and maintain

programs for hazard mitigation, emergency preparedness, disaster response operations, and disaster recovery. In addition to the overall coordination of emergency management programs, IEMA provides emergency response operations related to communications, notification, incident command, and emergency response support to local governments. IEMA also coordinates with the Federal Emergency Management Agency (FEMA) and other federal agencies to provide disaster assistance to individuals, families, businesses, and units of government following major disasters.

**IL Environmental Protection Agency**  
**ESF 10 – Oil and Hazardous**

The Illinois Environmental Protection Agency (IEPA) is responsible for the overall environmental assessment and identification of hazards to the public and to the environment.

Direct clean-up and proper disposal of hazardous materials, including oil and petroleum products. IEPA has regulatory authority over public water supplies and wastewater treatment facilities as well as air pollution sources and asbestos issues. IEPA also has oversight of debris disposal stemming from natural disasters.

**IL Secretary of State - Police**  
**ESF 13-Capitol Complex Security**

The Secretary of State, Department of Police regulates businesses involved in the sale of motor vehicles and vehicle parts through the enforcement of the Illinois Motor Vehicle

statutes. The Department's uniformed officer's regularly assist other law enforcement agencies within Illinois on questions and enforcement of the Illinois Vehicle Code. The Secretary of State Police also maintains the Illinois Secretary of State Capitol Police force. Their mission is to provide complete law enforcement services to protect the assets of the State under the jurisdiction of the Office of the Secretary of State.

**IL State Board of Education**  
**ESF 11 – Provision of Food**

The Illinois State Board of Education's (ISBE) main focus during an emergency or disaster is to assist in communication among schools, districts, parents, children and local regents of

communities. The decentralized organizational structure of Illinois schools provides for several communication inputs to be accessed simultaneously (communications to districts, regional offices of education, teacher unions and other professional organizations, etc.). Further, the Illinois State Board of Education can assist in the

coordination of federal food stocks through the program staff in the agency as noted in the current IEOP Annexes.

**IL State Police**

**ESF 13-Law Enforcement  
ESF 13-Evacuation**

The Illinois State Police - Division of Operations (ISP) shall cooperate with federal and state authorities requesting utilization of the Department's resources by exercising the rights, powers, and duties of the State Police under the State Police Act, as well as exercising other duties that have been or may be vested by law in the Illinois State Police. The agency also provides coordination of the Illinois Law Enforcement Alarm System (ILEAS) when it is activated by IEMA.

**Supporting Agencies**

- ❖ Capital Development Board
- ❖ Illinois Attorney General
- ❖ Illinois Board of Higher Education
- ❖ Illinois Community College Board
- ❖ Illinois Department of Central Management Services
- ❖ Illinois Department of Children and Family Services
- ❖ Illinois Department of Commerce and Economic Opportunity
- ❖ Illinois Department of Corrections
- ❖ Illinois Department of Human Services
- ❖ Illinois Department of Military Affairs
- ❖ Illinois Department of Natural Resources
- ❖ Illinois Department of Revenue
- ❖ Illinois Department of Veterans' Affairs
- ❖ Illinois Department on Aging
- ❖ Illinois Department of Transportation –Traffic Safety
- ❖ Illinois Historic Preservation Agency
- ❖ National Weather Service
- ❖ Office of the State Fire Marshal
- ❖ University of Illinois

**Mutual Aid Organizations**

- ❖ Illinois Emergency Services Management Association
- ❖ Illinois Law Enforcement Alarm System
- ❖ Illinois Public Works Mutual Aid Network
- ❖ Mutual Aid Box Alarm System

**Private Sector**

- ❖ Business Emergency Operations Center
- ❖ Infrastructure Security Awareness Group (Private Sector Security)

**Voluntary Organizations**

- ❖ Voluntary Organizations Active in Disasters

**Federal Agencies**

- ❖ Federal Emergency Management Agency -- Region V.

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F. Authorities

1. *Illinois Emergency Management Agency Act, 20 ILCS 3305*
2. *Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended*
3. *Emergency Management Assistance Compact, 45 ILCS 151*
4. *Emergency Interim Executive Succession Act, 5 ILCS 275*

G. References

1. National Response Framework (NRF)
2. Illinois Plan for Radiological Accidents (IPRA), as amended
3. Earthquake Annex to the Illinois Emergency Operations Plan, as amended
4. National Disaster Recovery Framework (NDRF)
5. National Incident Management System (NIMS)
6. Incident Command System (ICS)
7. Illinois Multi-Hazard Mitigation Plan

## **II. Assumptions**

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- A. Large scale disasters will occur in Illinois.
- B. Local governments have the primary responsibility for response to and recovery from disasters and emergencies.
- C. State assistance may be required to supplement local resources and services to save lives and protect property.
- D. State agencies will participate in disaster response and recovery operations to the fullest extent possible.
- E. The Governor may proclaim that a disaster exists.
- F. Federal assistance may be required to effectively respond to and recover from a disaster.
- G. The President of the United States may declare a major disaster or emergency and federal assistance may become available to supplement state operations.
- H. The private and public sectors will work in concert with emergency management at the local, state and federal levels to achieve common response and recovery goals and objectives through the sharing of intelligence and coordination of activities.

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### **III. Policies**

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#### **A. Capabilities**

1. Illinois will establish and maintain an effective response and recovery capability for any level of emergency requiring state assistance.
2. The Illinois Emergency Management Agency (IEMA) is the Governor's state agency responsible for management and coordination of the state's disaster response and recovery efforts.
3. Each state agency will maintain its own internal control structure and organization during disasters.

#### **B. Response**

1. The State Emergency Operations Center houses the State Incident Response Center (SIRC), the Radiological Emergency Assessment Center (REAC), the State Terrorism & Intelligence Center (STIC) and the Communications Center. The SIRC Manager, by direction of the IEMA Director, will coordinate strategic response activities in the SIRC.
2. The ranking State official responding to the event will coordinate field (operational/tactical) response activities from an established or recognized state forward operations facility.
3. The FEMA Operational Liaison(s) in the SIRC will provide the principal means of coordination between the SIRC and FEMA Region V.
4. The State of Illinois will utilize a Business Emergency Operations Center (BEOC) to coordinate and communicate disaster intelligence among the SIRC, public sector and private/non-governmental organizations.

#### **C. Recovery**

1. The State Recovery Manager, by direction of the IEMA Director, will coordinate recovery activities from such facilities as may be appropriate.
2. As a result of a Presidential Declaration of emergency or major disaster, a Joint Field Office (JFO) with supporting federal personnel will also be activated. The State Recovery Manager will normally co-locate at the JFO.

#### **D. IEOP Implementation**

1. The IEMA Director or designated representative may implement provisions of the IEOP in an emergency. The IEOP is also automatically implemented upon proclamation of a disaster by the Governor in accordance with the IEMA Act.

#### **E. Mutual Aid Systems**

Authority and direction for mutual aid systems in Illinois are derived from the Illinois

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Emergency Management Agency Act (20 ILCS 3305/5(F)(1) AND (2)) and the Emergency Management Assistance Compact Act (45 ILCS 151).

1. Mutual Aid Agreements between the National Emergency Management Association (NEMA) and the State of Illinois

a. Emergency Management Assistance Compact (EMAC)

The Emergency Management Assistance Compact (EMAC), established in 1966, has weathered the storm when tested and stands today as the cornerstone of mutual aid. The EMAC mutual aid agreement and partnership between member states exist because from hurricanes to earthquakes, wildfires to toxic spills, and terrorist attacks to biological and chemical incidents, all states share a common enemy: the threat of disaster.

EMAC allows the State of Illinois to provide or receive mutual aid if requested by another state and establishes procedures for reciprocity, reimbursement, workers' compensation, etc. A request for assistance comes from the host governor and the actual details are coordinated by the state emergency management agencies involved.

Since being ratified by Congress and signed into law in 1996, (Public Law 104-321), 50 states, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands have enacted legislation to become members of EMAC. EMAC is the first national disaster-relief compact to be ratified by Congress since the Civil Defense and Disaster Compact of 1950.

EMAC offers state-to-state assistance during governor declared state emergencies with a responsive and straightforward system for states to send personnel and equipment to help disaster relief efforts in other states. Once the conditions for providing assistance to a requesting state have been set, the terms constitute a legally binding contractual agreement that make affected states responsible for reimbursement. Responding states can be assured that sending aid will not be a financial or legal burden and personnel sent are protected under workers compensation and liability provisions. The EMAC legislation solves the problems of liability and responsibilities of cost and allows for credentials to be honored across state lines.

2. Mutual Aid Agreements between IEMA and Organizations

**Combined Agency Rescue Team**

The Combined Agency Rescue Team (CART) is an Illinois based division of specialized rescue. The CART provides disaster response assistance when local and regional resources are insufficient to meet the disaster response needs of the requesting unit of local government.

**IL Coroners and Medical Examiners Association**

The Illinois Coroners and Medical Examiners Association (ICMEA) provides disaster response assistance to units of

local government when local and regional resources are insufficient to meet the disaster response needs of the requesting unit of local government.

**IL Deaf and Hard of Hearing Commission**

The Illinois Deaf and Hard of Hearing Commission (IDHHC) provides interpreters for the deaf and hard of hearing and translation of information into Braille for the visually impaired at shelters and other locations.

**IL Emergency Management Mutual Aid System**

The Illinois Emergency Management Mutual Aid System (IEMMAS) is a system that enables local units of government to furnish equipment, personnel, and/or services to an affected unit of government due to an emergency or disaster. IEMMAS has a definite and prearranged plan whereby response and assistance is provided in accordance with the system established and maintained by the IEMMAS member units.

**IL Law Enforcement Alarm System**

The Illinois Law Enforcement Alarm Systems' (ILEAS) mission is to meet the needs of law enforcement throughout the State of Illinois in matters of mutual aid, emergency response, and the combining of resources for their effective use during emergencies or periods of extraordinary circumstances. Additionally, the Law Enforcement Mutual Aid Committee provides the structure for researching, developing, and implementing common standards for handling such emergencies and circumstances through training, information dissemination, and other activities.

**IL Public Works Mutual Aid Network**

The Illinois Public Works Mutual Aid Network (IPWMAN) provides a method whereby public works agencies, including, but not limited to, local municipal public works departments, township road districts and county highway departments in need of assistance in both disaster and non-emergency situations may request aid. Assistance provided can be in the form of personnel, equipment, materials and/or other associated services as necessary from other public works agencies.

**Mutual Aid Box Alarm System**

The Mutual Aid Box Alarm Systems' (MABAS) mission is to meet the needs of the fire service throughout the State of Illinois in matters of mutual aid, emergency response and the combining of fire resources for effective use during emergencies or periods of extraordinary circumstances.

MABAS can provide specialized services and teams when authorized by local governmental entities for local assistance or by the state for regional and state assistance.

MABAS resources will respond to provide state assistance when activated by the Illinois Emergency Management Agency.

3. Mutual Aid Agreements between Other State Agencies and Organizations

**IL Public Health Mutual Aid System**

The Illinois Public Health Mutual Aid System (IPHMAS) is a state-wide mutual aid and assistance system in which all IDPH certified local health departments are eligible to participate. This agreement allows local health departments in Illinois to share resources in the event of a public health emergency which could include outbreaks; a bioterrorism release of contagious or infectious diseases, infectious agents, chemical agents or toxins; natural disasters; technological hazards; man-made disasters; civil emergencies; and community disorders. The request and response process to activate mutual aid among local health department member entities was developed with IDPH and the IPHMAS Executive Board to assure consistent and timely staging of the system.

4. Response Assets of IEMA or Other State Agencies

**IL Emergency Services Management Association/Emergency Management Assistance Team**

The IESMA/Emergency Management Assistance Team (EMAT) provides support to local government during a disaster or emergency. The teams consist of emergency management personnel from other local units of government.

**IL-Incident Management Team**

The IL-Incident Management Team (IL-IMT) is component of IMERT. The IMT provides support to the incident/unified command structure in the implementation of the incident command system and in the formation and implementation of the Incident Action Plans (IAPs).

**IL Medical Emergency Response Team**

The Illinois Medical Emergency Response Team (IMERT) will respond to and assist with emergency medical treatment at mass casualty incidents, including, but not limited to, chemical, biological, and radiological incidents. The team will respond when activated by the Director of Public Health or designee in collaboration with the Illinois Emergency Management Agency. In addition, members of IMERT will coordinate and participate in educational programs throughout Illinois.

**IL Telecommunicator Emergency Response Taskforce**

The Illinois Telecommunicator Emergency Response Taskforce (IL-TERT) provides trained teams of individuals to assist in communication centers during disasters.

## **IV. Plan Development & Maintenance**

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1. The IEOP serves as the planning centerpiece for response and also references hazard specific plans that are utilized in Illinois. The IEMA planning group will coordinate with other state agencies to ensure the IEOP is constantly

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reviewed and updated.

2. The IEOP is updated periodically. Revisions are based on a thorough review by participating agencies of their assigned responsibilities.

## **V. Concept of Operations**

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### **A. General**

1. At a local government's request and during the period immediately following the onset of any large-scale emergency, the SIRC Manager may direct state agencies to mobilize and deploy resources to the affected area to assist local governments.
2. State forward operations may be established for any level of emergency requiring a state field presence; however, the location, activities, and scope will vary according to the parameters of the event.
3. The organizational structure of state forward operations will be based on the type and magnitude of the event. The agencies activated for deployment to state forward operations will also be based on the type and magnitude of the event.
4. The IEOP requires the appropriate use of the Illinois Disaster Management System (IDMS) and the National Incident Management System (NIMS) in all levels of response and recovery regardless of the existence of a Gubernatorial Proclamation. (See Basic Plan, Attachment 1 for a description of IDMS.)
5. The affected local government(s) are responsible for identifying and communicating response priorities and state resource requests to the SIRC through established channels.

### **B. Organization and Assignment of Responsibilities**

1. Local
  - a. In accordance with the IEMA Act, the governing bodies of each county and each municipality with a population over 500,000 must establish an emergency management organization. Emergency operations plans shall be prepared and updated according to state and federal guidance and be reviewed and approved by IEMA.
  - b. Local governments shall be prepared to implement plans when an emergency or disaster occurs.
  - c. Through these plans, local governments shall access and utilize all available resources to protect against and cope with an emergency or threatening situation. When local governments determine that available resources are not adequate to respond to an emergency, they may request assistance through IEMA. Requests for state assistance come through the IEMA 24 hour-a-day emergency telephone number in Springfield (1-800-782-7860 in Illinois or 1-217-

782-7860 for out-of-state or cellular calls). Requests may also come through the IEMA Regional Coordinators.

- d. Local governments may establish mutual aid agreements with adjacent political jurisdictions within the State.
- e. Local governments shall maintain activity logs, financial records, and situation reports necessary for the execution of their plans.

2. State

- a. Disaster response operations are conducted in accordance with the IDMS and NIMS. The IEMA Director is responsible for the overall coordination of response and recovery programs through implementation of the IEOP as directed by the Governor. The IEMA Director also maintains a constant liaison with the federal government, state agencies, disaster relief organizations, the private sector, and other states' disaster agencies.
- b. The SIRC is the strategic coordination and management facility for all State response activities for a given emergency. The SIRC is organized by functional group rather than a classic ICS or ESF structure; this system would be used through at least an Activation Level 2 event. At Activation Level 1, a switch to the ESF system may occur if the response structure grew to a point that organizing by ESF is the optimal way to maintain operational efficiency.
- c. The SIRC includes staff from IEMA, the primary state agencies, and other support agencies as required. They provide strategic and operational coordination for SIRC response activities as well as for response activities in the field. The SIRC serves as a central source of information on the status of state response activities and helps disseminate information to the Governor, the public, the General Assembly, the Congress, and the media. The SIRC liaisons also provide resource coordination in support of field operations.
- d. In addition to supporting emergency support function annex activities at the SIRC, agencies may conduct internal operational support activities at their own facilities.
- e. The BEOC will serve as the vehicle for emergency management response and recovery coordination and communication with the private sector. The BEOC is a private sector organized, managed, and staffed emergency coordination/operations center focused on all-hazards disaster prevention, protection, response, and recovery in concert with the SIRC. Its goal is to ensure seamless communication and coordination with the private sector during an event and to make the private sector self-reliant and self-sufficient during emergencies and disasters through information sharing and shared situational awareness.
- f. IEMA personnel coordinate the collection of disaster intelligence from state agencies. These functions occur through the SIRC and state

forward operations.

- g. For the purposes of the IEOP, the American Red Cross is deemed to be a state agency and operates under the IDMS. However, ARC maintains administrative, financial, and operational control over its activities and direction over its own personnel. The IEOP will not supersede ARC response and relief activities nor shall it require the ARC to perform any services contrary to its policies or procedures.

3. Federal

- a. The Joint Field Office (JFO) is a temporary federal field-operating facility that provides a central location for coordination of response efforts by the private sector, non-governmental organizations, and all levels of government. The JFO is the primary operating location for the Federal Coordinating Officer (FCO) and emergency response personnel. The Unified Coordination Group (UCG), comprised of senior leaders representing federal and state interests, and in certain circumstances, tribal governments, local jurisdictions, and the private sector, may operate out of the JFO. Federal agency support will be coordinated via the Emergency Support Function (ESF) structure. Federal ESFs are groups of organizations that work together to deliver core capabilities to support an effective response. The JFO operates in accordance with the NRF. The JFO may provide a liaison to the SIRC.

4. Private Sector

- a. Participation of the private sector in the response and recovery to a disaster is based on the type of organization, the services it provides and the type of disaster. The ability of the private sector to restore operations and services within a community after a disaster is imperative to the recovery of the affected area.
- b. The State of Illinois actively engages the private sector in information sharing, preparedness, response, and recovery activities to build a foundation for the mutual exchange of information and assistance. These collaborative efforts are needed for the overall protection of infrastructure and business assets, as well as successful joint recovery activities.

5. Emergency Support Function Annexes

- a. ESF activities, as identified in the NRF, are conducted at the state level also as ESF Annexes with the state agencies' responsibilities identified. One agency is designated as primary or lead coordinator for each annex. Agencies may be primary or support for more than one annex depending on their respective responsibilities and capabilities. The SIRC is organized by functional group rather than a classic ICS or ESF structure; this system would be used through at least an Activation Level 2 event. At Activation Level 1, a switch to the ESF system may occur if the response structure grew to a point that organizing by ESF is the optimal way to maintain operational efficiency.

- b. State agency representatives will coordinate with their local or agency counterparts to determine the assistance needed by the affected area(s). Requests for assistance will be channeled to the SIRC through established channels. Requests will be verified and the appropriate state agencies will be tasked to provide the requested assistance if possible. IEMA may coordinate directly with its federal agency counterpart to request Federal assistance if state resources are not adequate.

6. Military Affairs

- a. All requests for Illinois National Guard (ING) support must be made to IEMA. During day-to-day operations, ING personnel and tactical equipment are in Federal, not State, status and are not available for emergency response except in extreme circumstances. IEMA, in consultation with other state agencies, determines if the ING is the best State resource for the emergency response and makes a recommendation to the Governor. Only the Governor can order the ING to active duty. At that time, ING assets become available to IEMA for response missions as required. The State of Illinois then assumes payroll, support, liability and subsistence costs for activated troops, as well as reimbursement for the use of federal equipment during the period of disaster response.

C. Response Actions

1. Implementation of portions of the IEOP and execution of initial actions could occur prior to a Gubernatorial Proclamation of a disaster.
2. Notification
  - a. State agency Duty Officers/SIRC Liaisons will be notified in accordance with IEMA Communications Center SOPs and ESF 2 Appendix 1, Notification.
  - b. Agencies are responsible for internal notification of personnel.
  - c. Activated state agencies will send representatives to the SIRC and/or state forward operations facilities to coordinate the state response to the disaster or emergency.

D. Recovery Actions

1. State agency responsibilities relating to short-term recovery are included in the Emergency Support Function Annexes and the State of Illinois Disaster Recovery Plan.
2. Disaster assistance programs made available after Gubernatorial Proclamations and Presidential Disaster Declarations are implemented in accordance with provisions of the Robert T. Stafford Disaster Relief Act and Emergency Assistance Act, P.L. 93-288 as amended, the Disaster Mitigation Act of 2000, FEMA regulations, the National Response Framework, National

Disaster Recovery Framework (NDRF), and State administrative plans for the Individuals and Households Program, the Public Assistance Program and the Hazard Mitigation Grant Program.

3. Long-term recovery is coordinated through state and federal agencies in accordance with their statutory authorities or through special task forces established by state and federal officials.
4. Some agencies' responsibilities relating to disasters are limited to disaster assistance and long-term recovery. These agencies are not specifically identified in the IEOP. Their activities are governed by statute.

## **V. Attachments**

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- A. Attachment 1, Illinois Disaster Management System (IDMS)
- B. Attachment 2, State Forward Operations
- C. Attachment 3, Emergency Support Function Annexes

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## **Attachment 1 Illinois Disaster Management System**

### **I. Introduction**

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A. Purpose

The purpose of this attachment is to provide operational guidance for State departments and agencies supporting response and recovery operations.

B. Scope

1. In order to most effectively serve Illinois citizens, IEMA developed the Illinois Disaster Management System (IDMS) as a component of the IEOP. This system functions as the State of Illinois Incident Management System for disaster operations and operates in accordance with the National Incident Management System (NIMS).
2. IDMS and NIMS apply to all disaster response activities coordinated by IEMA. Local governments provide initial response and state response operations support those local governments in meeting their needs.

### **II. Assumptions**

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- A. The Governor will exercise direction and control of the response to any man-made or natural disaster affecting the citizens of the State of Illinois. The IEMA Director will manage and coordinate State operations, in accordance with the National Incident Management System (NIMS) and the Illinois Emergency Management Agency Act (20ILCS 3305). The personnel, facilities, and equipment for decision-making and initiating appropriate action to respond to the disaster will be located in the State Incident Response Center (SIRC), or the alternate SIRC as designated, and the Emergency Operations Center(s) (EOC)(s) of political subdivisions.
- B. Local governments may require assistance from the state to provide personnel, expertise, equipment, supplies, or services.
- C. The IEMA Director or other authorized staff member will activate the SIRC when it is required. If the SIRC or the alternate SIRC (4800 Rodger Street) becomes inoperable, IEMA Command Vehicles or other state vehicles could serve as an alternate SIRC for short periods or for disasters of lesser magnitude
- D. State agencies and departments provide personnel to the SIRC and State Forward Operations locations. Augmentation to IEMA staff may be required. Members of Mobile Support Teams and/or resources received through an Emergency Management Assistance Compact (EMAC) may be utilized for this augmentation.
- E. The length of time the SIRC coordinates overall state response operations will vary. Some disaster scenarios will require longer or shorter periods of SIRC activation due to the nature of the event, the area(s) involved, staffing, and facilities available.

### III. Concept of Operations

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#### A. General

1. IEMA is responsible for coordinating with state operations personnel to ensure that disaster site needs are met. IEMA provides for the management and coordination of all dedicated state assets; disaster intelligence management; coordination with on-site local, state, private sector, and federal agencies; and coordination of the disaster recovery operations.
2. The disaster response/recovery organization is flexible and scalable, with each level of forward deployment capable of expanding or down-sizing to establish the appropriate level of response to meet the disaster site needs. The Concept of Operations for response includes State Incident Response Center (SIRC); IEMA Regional Staff; Forward Liaison Team; Area Command/Unified Area Command (AC/UAC); State Forward Operating Base (SFOB); and Joint Reception, Staging, Onward movement and Integration (JRSO&I) facilities.
  - a. The SIRC provides the strategic coordination for disaster operations. Information and requests for assistance from the disaster site are compiled, decisions made, resources allocated, and disaster intelligence is developed for the Governor.
  - b. The Joint Reception, Staging, Onward movement and Integration (JRSO&I) facility, is a field-deployed extension of the SIRC. The JRSO&I will process resources deploying to or returning from incident scenes to ensure they are ready to be released to engage or released to go home.
  - c. IEMA Regional Staff are permanently assigned to each of the eight (8) IEMA Regions and are the first-line responders to any and all disasters within their respective regions, regardless of the magnitude of the event. IEMA Regional staff have established primary, secondary and stand-by assignments to ensure for coverage of each IEMA Region.
  - d. A Forward Liaison Team may deploy to provide support to IEMA Regional Staff during disaster response, providing coordination and resource management efforts when minimal state resources are deployed. A Liaison Team is comprised of 4-7 personnel and could require Information Technology (IT) and Administrative Support personnel augmentation.
  - e. The AC/UAC Team is deployed to provide command, control, disaster intelligence analysis, logistical support, and development of common objectives and strategies for the event Incident Action Plan (IAP). The AC/UAC could be comprised of as few as 15 personnel but could expand up to 100+ personnel, dependent on disaster site needs.
  - f. A State Forward Operating Base (SFOB) will be established when multiple Areas of Operation are required to meet the disaster needs. The function of the SFOB is to provide the command, control, disaster intelligence, logistical support, and development of common objectives and strategies for the IAP. The SFOB will provide a unified,

coordinated, and synchronized response effort of all private sector, State, and Federal resources.

- g. Additional state forward operations may be deployed/established which are not necessarily part of incident command for response. These include but are not limited to Recovery Support Teams and Logistics Bases.
  - h. Figures 1 thru 5 depict state forward operations based on mission analysis and needs of the impacted areas. Figure 1 depicts the relationship between the SIRC, a SFOB, JRSO&I sites, and AC/UACs. Figure 2 depicts the relationship between the SIRC, AC/UAC and multiple local incident commands or local emergency operations centers. Figure 3 depicts the relationship between the SIRC, multiple Forward Liaison Teams and IEMA Regional Staff. Figure 4 depicts the relationship of logistics operations within a large-scale area of operations. Figure 5 depicts the evolution of forward operations in response to event magnitude.
3. The State Incident Response Center (SIRC) operations are based on five (5) activation levels as depicted in Table 1, SIRC Activation Levels. The staffing of the SIRC is accomplished by assigned IEMA personnel and respective partner state agencies/organizations, mutual support organizations, and federal agencies/programs and is dependent on the specific disaster situation.

The SIRC is managed and administratively supported by IEMA personnel when operational. The SIRC is organized by functional group rather than a classic ICS or ESF structure; this system would be used through at least an Activation Level 2 event. At Activation Level 1, a switch to the ESF system may occur if the response structure grew to a point that organizing by ESF is the optimal way to maintain operational efficiency.

The roles, responsibilities, anticipated staffing needs, and projected operating hours of the SIRC at the various Activation Levels is delineated below.

- a. Activation Level 5 reflects normal daily operations when no significant events or emergency response activities are ongoing and all resources and personnel are in a standby mode. Permanently assigned IEMA SIRC staff ensures for the continual readiness of the facility and maintains situational awareness of events within and external to the state by monitoring media and intelligence sources.
- b. Activation Level 4 is implemented when an isolated or minor event requires monitoring. It may require coordinating the deployment/provision of a minimal amount of state assistance or deployment may have already occurred. At this activation level, state assistance has an increased potential to occur. Situational awareness will be provided to IEMA personnel and partner state agencies by IEMA SIRC staff and Situation Reports will be developed and disseminated if appropriate. Within the SIRC, staffing by other than IEMA personnel or a move to extended hours of operation are unlikely; management of forward operations will generally be confined to the IEMA Regional Staff(s) of the impacted IEMA Region(s).

- c. Activation Level 3 is implemented when a widespread or significant event requires strategic support, policy development, and will necessitate coordinating the deployment/provision of a considerable amount of State assistance or deployment may have already occurred. The SIRC will be activated and staffed by personnel from IEMA and liaisons from appropriate partner state agencies and organizations; regular briefings will be conducted and Situation Reports will be developed and disseminated. Extended hours of SIRC operation are possible, but 24/7 activation is unlikely. Management of state forward operations will begin with IEMA Regional Staff(s) of the impacted IEMA Region(s). IEMA Regional Staff may be supplemented by the deployment of a Forward Liaison Team(s). In some cases, deployment of AC/UAC Team(s) may be necessary.
        - d. Activation Level 2 is implemented when a widespread or major event requires strategic support, policy development, extensive collaboration between the various levels of government, the coordination of an extensive amount of State assistance, and the possible requesting of external resources may have occurred. The SIRC will be activated and staffed by personnel from IEMA and liaisons from all partner state agencies. Regular briefings will be conducted and Situation Reports will be developed and disseminated. Extended hours of SIRC operation and SIRC staffing by a 24/7 Duty Section are likely; fully staffed 24/7 SIRC operations are possible. Management of state forward operations will begin with IEMA Regional Staff(s) of the impacted IEMA Region(s). IEMA Regional Staff will be supplemented by the deployment of a Forward Liaison Team(s) or AC/UAC Team(s). In some cases, a State Forward Operating Base (SFOB) or multiple bases may be established.
        - e. Activation Level 1 is implemented when a widespread or catastrophic event requires strategic support, policy development, extensive collaboration between the various levels of government, broad use of the Emergency Powers of the Governor, the coordination of all available State assistance, and the requesting of external resources may have occurred. The SIRC will be activated and staffed by personnel from IEMA and liaisons from all partner state agencies. Regular briefings will be conducted and Situation Reports will be developed and disseminated. A 24/7 SIRC Duty Section will be in place at a minimum; full 24/7 SIRC operations are probable. Management of state forward operations will begin with the IEMA Regional Staff(s) of the impacted IEMA Region(s). IEMA Regional Staff will be supplemented by the deployment of a Forward Liaison Team(s) or AC/UAC Team(s) and the likely establishment of a SFOB or multiple bases.
4. SIRC Standard Operating Procedures (SOPs) will be maintained by IEMA Bureau of Operations at the SIRC. Each agency should develop and maintain SIRC SOPs to support its response and recovery operations.. To ensure agency SOPs are consistent with the IEOP and IDMS, they must be reviewed by IEMA before implementation.

5. Pre-Emergency Operations

- a. During normal periods, the SIRC will be maintained in operational readiness by IEMA. This will include the maintenance of equipment, supplies, and operational aids necessary for partial or full activation of the SIRC.
- b. Periodic exercises and drills, as approved by the IEMA Director, will be conducted to test the capability of the SIRC and State Forward Operations, to prove the validity of the IEOP, and to provide training for personnel assigned emergency response duties.
- c. All appropriate departments, agencies, and organizations will coordinate their planning and training efforts to ensure operational readiness in time of emergency. All personnel expected to report to the SIRC during a disaster will train on their responsibilities under IDMS and NIMS and the relationships among response and recovery agencies as outlined elsewhere in the IEOP.

6. Activation and Notification

Primary state agency liaisons will be activated for duty in the SIRC. Appropriate state agency personnel may also staff the AC/UAC. Support state agency liaisons will be notified on an as needed basis based on the nature of the disaster.

- a. Upon notification of a disaster, IEMA staff will contact the affected local government(s) and primary state agencies to assess the initial impact of the event. Based upon the magnitude of the disaster and local requests, the IEMA Director will determine the degree of state assistance required.
- b. When IEMA receives notification of an emergency or disaster, the IEMA telecommunicator in the IEMA Communications Center completes an incident report. During normal day-to-day operational hours the Chief of Operations, SIRC Manager and/or Manager of the impacted IEMA Regional Office(s) will be notified of the incident. After normal operational hours, the IEMA Duty Officer is notified and briefed with information from the incident report.
- c. The Duty Officer will determine if additional notifications are required. The Director, Duty Officers, and key IEMA staff are available as needed 24-hours a day.

7. Emergency Operations

- a. Response activities are those intended to save lives and protect property. Response activities can begin before or as the disaster is occurring; however, response actions usually will commence when safety permits after the disaster occurs.
- b. The SIRC will activate upon the direction of the IEMA Director or other authorized staff member. The SIRC Manager or other authorized staff

member will make decisions regarding the use of resources and staffing in the SIRC.

Initial SIRC objectives are as follows:

- (1) Identify staffing and initiate deployment of state forward operations as appropriate to the event;
- (2) Manage notification of SIRC liaisons and deployment of IEMA, staff and, as appropriate, state agency SIRC liaisons for state forward operations;
- (3) Advise affected jurisdictions of state forward operations deployment;
- (4) Establish and maintain communications with local EOCs, FEMA, and other elements as required;
- (5) Provide logistical/ground support to state forward operations;
- (6) Develop, in conjunction with other state agencies and the affected local government(s), an initial impact assessment;
- (7) Coordinate actions of all agencies to ensure efficient and effective support to impacted area(s);
- (8) Develop state response/recovery priorities;
- (9) Identify emergency public information needs;
- (10) Provide administrative, security, and logistical support to SIRC staff.

Continuing SIRC operational objectives are as follows:

- (1) Determine the need for a Gubernatorial Disaster Declaration;
- (2) Continue coordination of state resources and deployment of state forward operations;
- (3) Maintain communications with FEMA, state forward operations, local EOCs, and other elements as required;
- (4) Provide special logistical/administrative support;
- (5) Facilitate demobilization of state forward operations and SIRC staff for the orderly conclusion of field functions.

- c. During an emergency, state departments and agencies will perform emergency functions in support of local governments as outlined elsewhere in the IEOP.

SIRC liaisons are responsible for the following.

- (1) Coordinating with field staff at state forward operations, when applicable;
- (2) Assessing requests for assistance;
- (3) Developing the necessary mission assignments in coordination with appropriate support agencies;
- (4) Providing completed documentation to the SIRC Manager;
- (5) Ensuring that resources are supplied and the response is sufficient to support the local needs.

The IDMS relies on each individual state agency to provide command and control of its individual assets.

- d. If local governments cannot cope with the emergency, the Governor may proclaim that a disaster exists. This allows the Governor to utilize his emergency powers and assume control over all or any necessary part of the emergency functions within the state until local government emergency response capabilities have been reestablished.
- e. On-scene operations will be coordinated and managed by State Forward Operations.

#### 8. Post-Emergency Operations

- a. Recovery actions are those undertaken to restore the infrastructure and the community to conditions before the disaster. These actions include human needs, infrastructure restoration, and hazard mitigation. Response and recovery operations may be accomplished simultaneously.
- b. The IEMA Director or other authorized staff member may close the SIRC at a time deemed appropriate. However, follow-up with local governments will continue until approved emergency projects are completed and final reports are received.

### **IV. Operations Support - IEMA Communications Center**

- A. Information is gathered and disseminated by the IEMA Communications Center through many different means. They include the following.
  1. A 24-hour weather receiver, which monitors and prints all weather activities, keeping IEMA abreast of weather conditions in Illinois and neighboring states.
  2. The National Warning System Telephone (NAWAS), a 24-hour private line telephone warning system.
  3. The Nuclear Accident Reporting System (NARS), a 24-hour dedicated line between IEMA, all commercial nuclear generating plants, and various local

- EOCs and county sheriff departments that are within the 10-mile Emergency Planning Zone (EPZ) of nuclear power plants. The NARS is specific to Illinois and Iowa. It provides the ability to immediately alert all affected counties after the State receives notification from the nuclear utility.
4. A 24-hour multi-channel, digital logging recorder, which enables the IEMA Communications Center to record all voice communications on emergency telephone lines and radio.
  5. Facsimile capability (transmit and receive) for hard copies of field reports that provide instantaneous damage assessment from regional offices, local governments, other states, and the Federal government.
  6. The FEMA National Radio System (FNARS), which is a high frequency (HF) radio network (2-30 MHZ) that is capable of providing minimum essential emergency communications among local, state and federal governments in time of emergency. This capability is available at IEMA, all ISP districts, IDOT headquarters, all ING armories and trauma centers.
  7. Operation Secure, HF-Single Side Band (SSB) radios that operate in the 2-10 MHZ range; they are used for backup, intra, and interstate communications with local, state, and the federal government.
  8. The Emergency Alert System (EAS), a direct link to Common Program Control Source Stations.
  9. After-hours telephone answering service for: Illinois Environmental Protection Agency - Emergency Response Unit; Illinois Commerce Commission; the Illinois Department of Public Health; CMS division of vehicles; ISP for meth lab reports; IDNR Law Enforcement (Target Illinois Poachers Hotline); and the Office of the State Fire Marshal.
  10. The America's Missing: Broadcast Emergency Response (AMBER) system, a program that rapidly and widely disseminates information on abducted and endangered children, which improves the chance that they are safely located and recovered. In a cooperative effort with the Illinois State Police, the IEMA Communications Center is the dissemination point for these bulletins.
  11. The NC4 National Center is an alerting program service for national, state and local emergency and terrorism alerts. This system monitors media and other forms of informational systems and provides an audio and e-mail alert of any emergency event in Illinois. The system is programmable by locations and regions.
- B. All communications equipment within the IEMA Communications Center is protected from power failure by a standby 1750 kw diesel generator. The telecommunicators also maintain status boards that list the phone numbers and duty officers representing each state response agency that depends on IEMA as an information gathering point.

## **V. Operations Support - Other Agency Responsibilities**

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- A. Each state agency involved in disaster operations is responsible for the following:
  - 1. Determine the appropriate personnel to report to the SIRC or perform other disaster related duties.
    - a. All agencies referenced in the IEOP will be expected to provide 24-hour representation when needed;
    - b. Agency representative(s) must have sufficient knowledge of their organization's capabilities and resources and authority to fulfill designated responsibilities.
  - 2. Develop internal notification and recall rosters.
  - 3. Establish standard operating procedures (SOPs) for disaster response.
  - 4. Establish an internal succession plan.
- B. All responding agencies will include in their SOPs the specific authorities that may be assumed by the designated successor and identify the circumstances under which those authorities would become effective and when they would be terminated.

## **VI. Figures and Tables**

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- A. Figures 1 thru 4, State Forward Operations
- B. Figure 5, Evolution of the Operations Structure in Response to Event Magnitude
- C. Table 1, SIRC Activation Levels

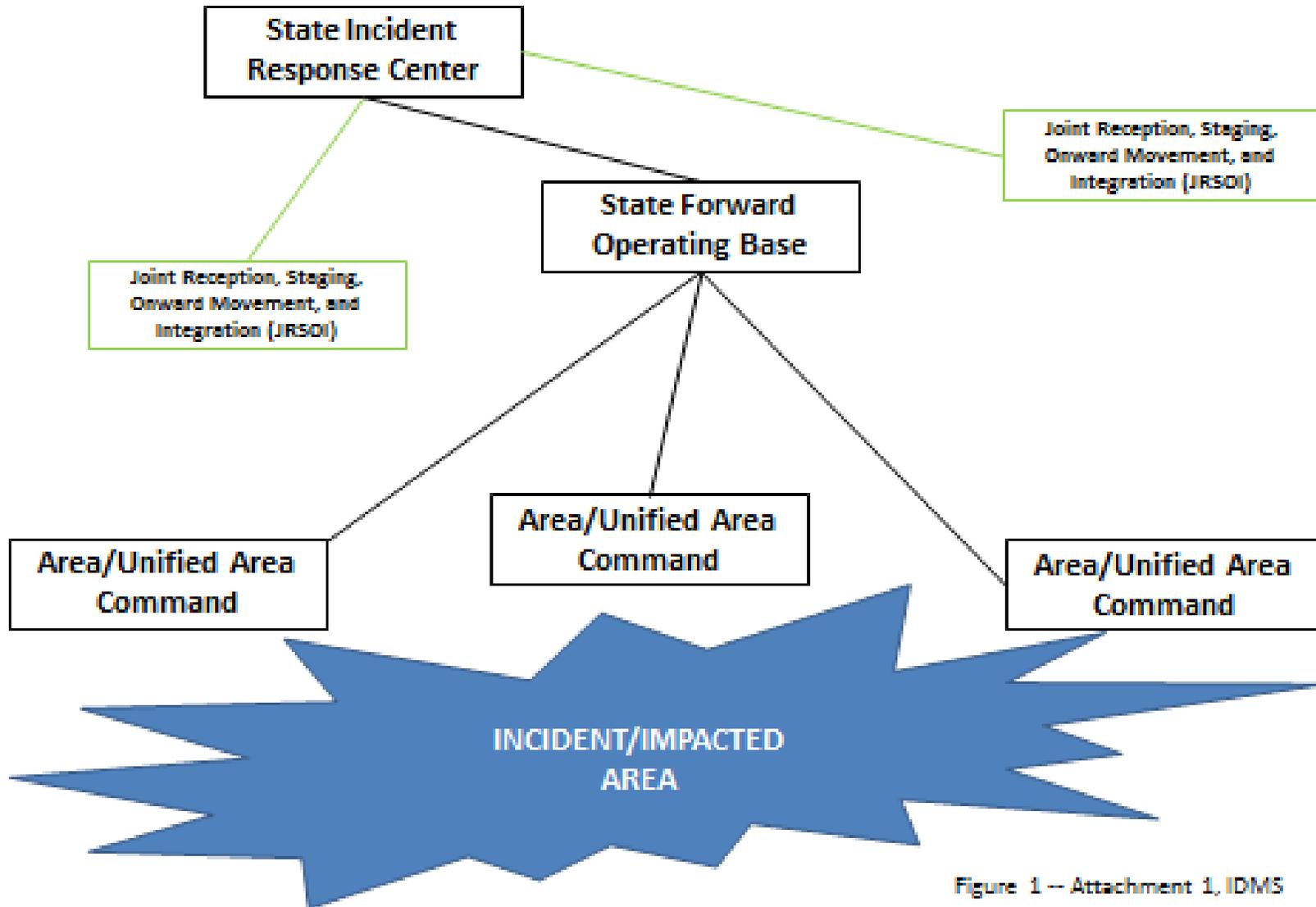


Figure 1 -- Attachment 1, IDMS

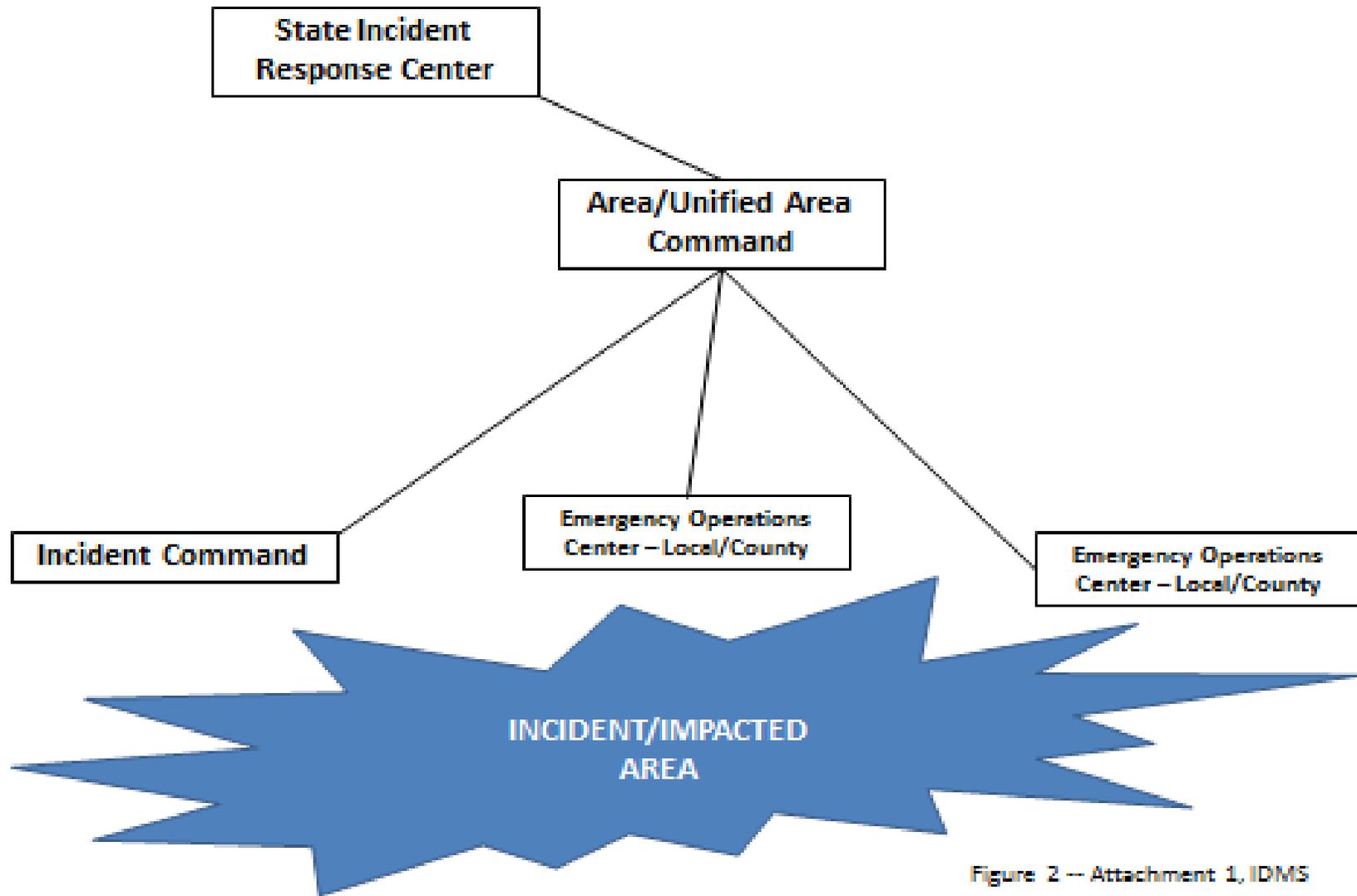


Figure 2 – Attachment 1, IDMS

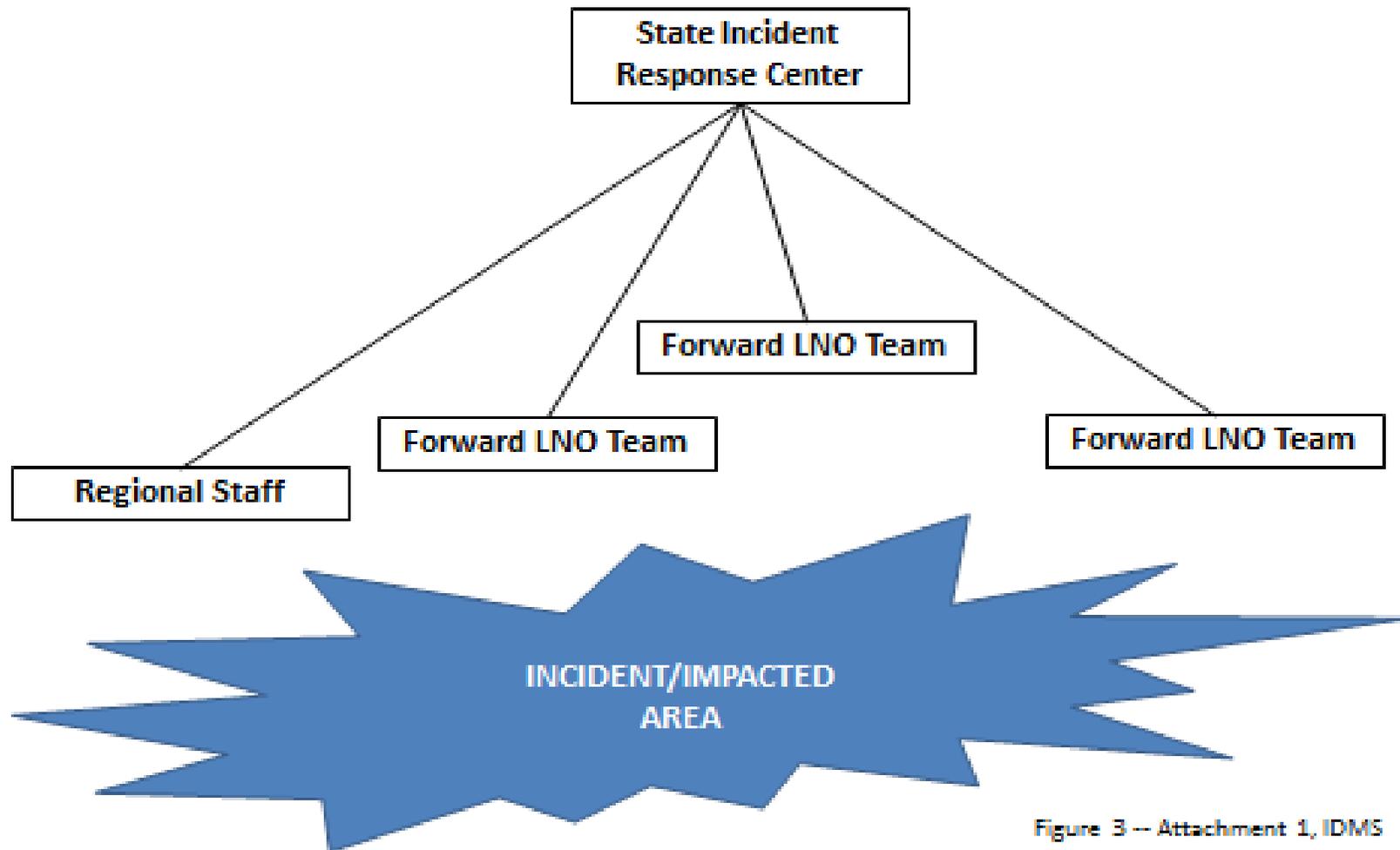


Figure 3 -- Attachment 1, IDMS

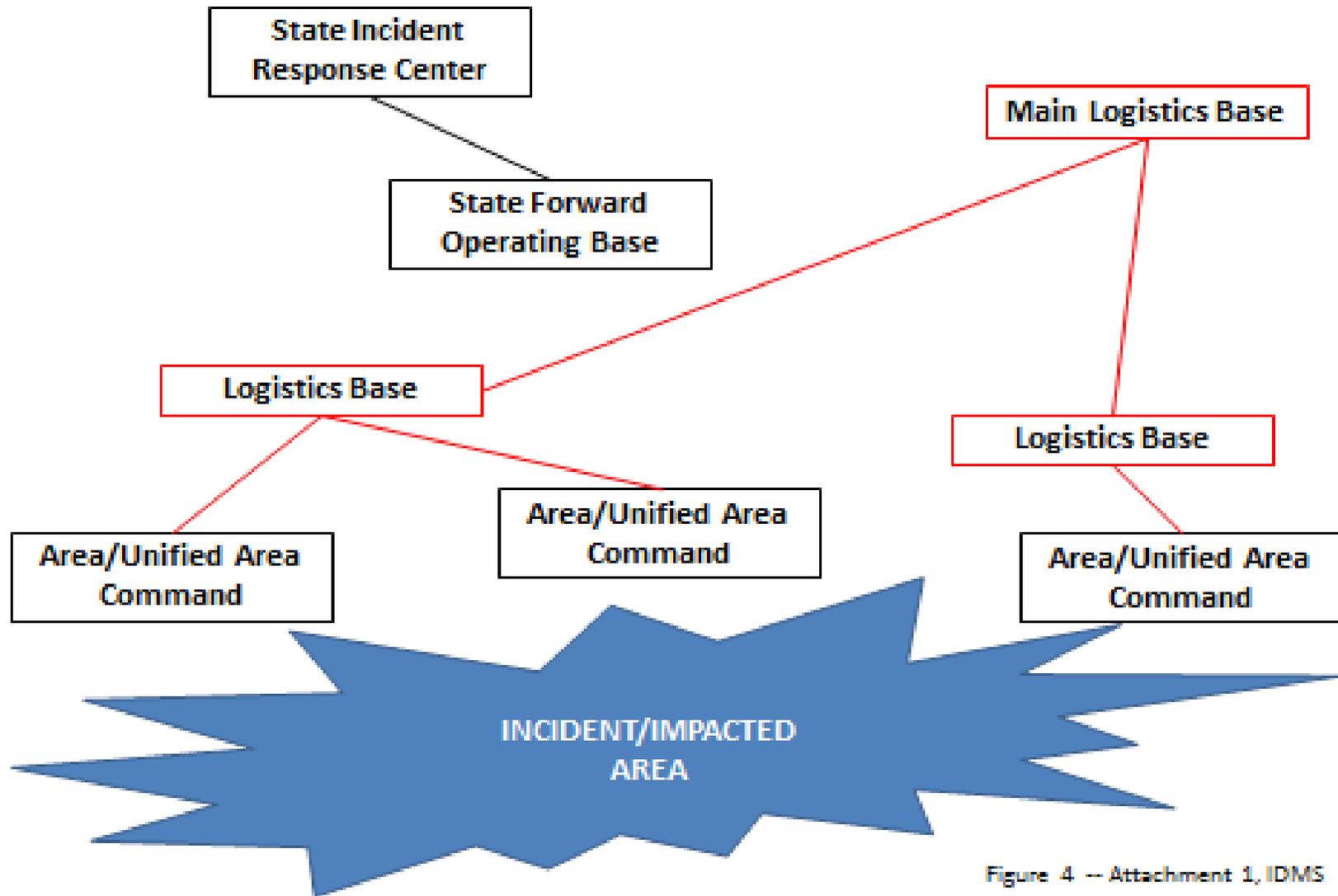
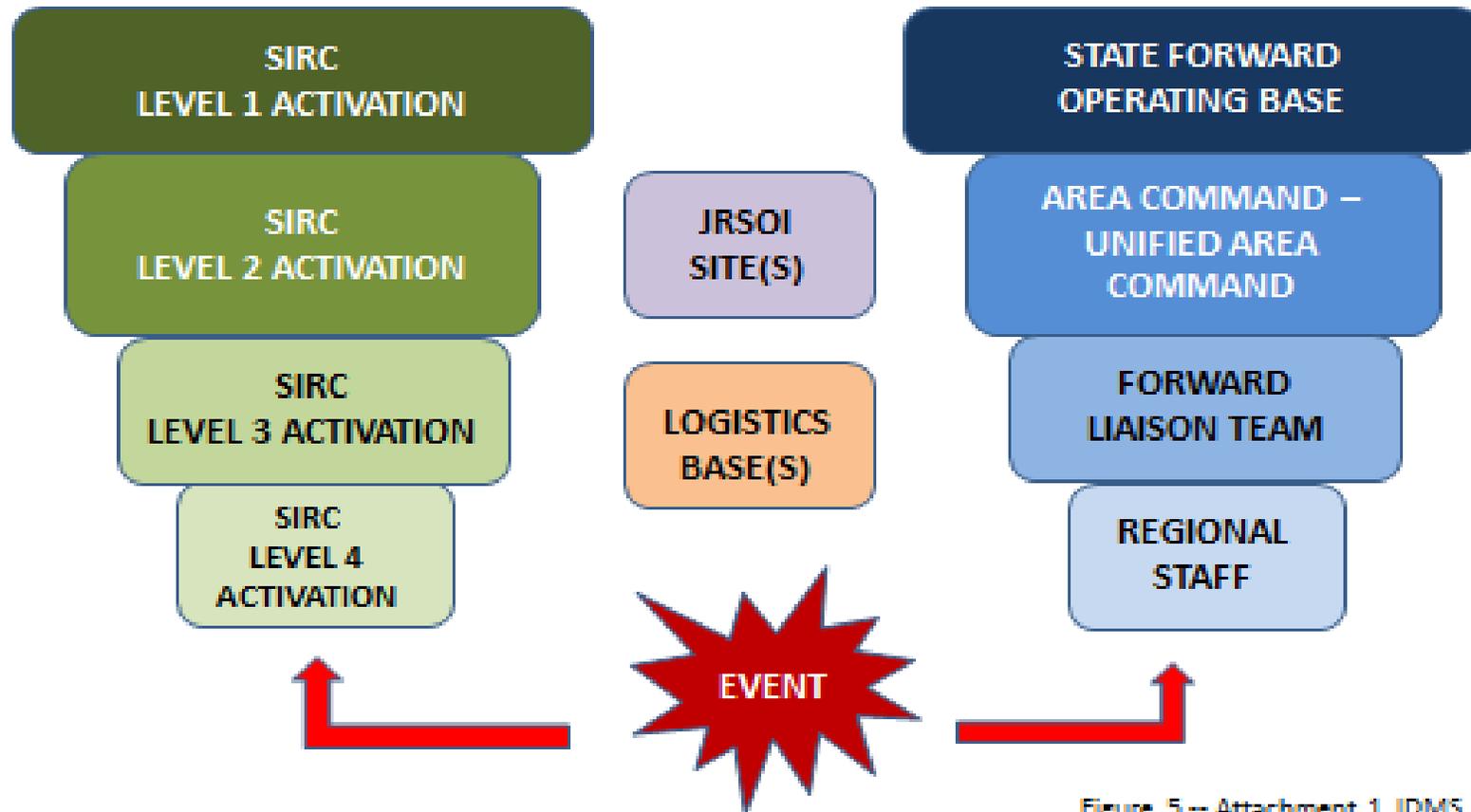


Figure 4 -- Attachment 1, IDMS

## EVOLUTION OF THE OPERATIONS STRUCTURE IN RESPONSE TO EVENT MAGNITUDE

*SIRC ACTIVATION LEVEL AND FIELD OPERATION SIZE DEVELOP INDEPENDENTLY OF ONE ANOTHER  
JRSOI SITES & LOGISTICS BASES ARE ESTABLISHED AS NEEDED*



 <b>STATE INCIDENT RESPONSE CENTER                  ACTIVATION LEVELS</b> 			
<b>5</b>	<b>NORMAL OPERATIONS</b>	No significant events or emergency response activities are ongoing; all resources and personnel are in a standby mode. Situational awareness is being maintained by routine monitoring of media and intelligence sources by the IEMA SIRC staff.	<b>ROUTINE BUSINESS</b>
<b>4</b>	<b>MONITORING AND LIMITED RESPONSE</b>	An isolated or minor event that may require the coordination of a minimal amount of State assistance has occurred or has an increased potential to occur. Situational awareness will be provided to IEMA personnel and partner agencies by the IEMA SIRC staff; Sit Reps will be developed/disseminated if appropriate. SIRC activation or extended hours of operation are unlikely.	<b>MINOR EVENT</b>
<b>3</b>	<b>PARTIAL ACTIVATION</b>	A widespread or significant event that requires the coordination of a considerable amount of State assistance has occurred or is likely to occur. The SIRC will be activated and staffed by personnel from IEMA and appropriate partner agencies. Extended hours of operation are possible. Regular briefings will be conducted and Sit Reps will be developed/disseminated.	<b>SIGNIFICANT EVENT</b>
<b>2</b>	<b>EXPANDED ACTIVATION</b>	A widespread or major event that requires the coordination of an extensive amount of State assistance has occurred. The SIRC will be activated and staffed by personnel from IEMA and all partner agencies. Extended hours of operation and use of a 24/7 Duty Section are likely; full 24/7 operations are possible. Regular briefings will be conducted and Sit Reps will be developed/disseminated.	<b>MAJOR EVENT</b>
<b>1</b>	<b>FULL ACTIVATION</b>	A widespread or catastrophic event that requires the coordination of all available State assistance has occurred; the need for outside mutual aid is likely. The SIRC will be activated and staffed by personnel from IEMA and all partner agencies. A 24/7 Duty Section will be in place at a minimum; full 24/7 operations are likely. Regular briefings will be conducted and Sit Reps will be developed/disseminated.	<b>CATASTROPHIC EVENT</b>

Table 1 -- Attachment 1, IDMS

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## **Attachment 2 State Forward Operations**

### **I. Introduction**

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- A. Purpose
  - 1. The purpose of this attachment is to provide guidance for the establishment and operation of state forward operations.
- B. Scope
  - 1. State forward operations may consist of Forward Liaison Teams; Illinois Emergency Management Agency (IEMA) Regional Staff; Area Command or Unified Area Command (AC/UAC) Teams; Logistics Base(s); State Forward Operations Base (SFOB); and/or a Joint Reception, Staging, Onward movement and Integration (JRSO&I) facilities.
  - 2. In preparation for a known or planned event, or in response to a large-scale or catastrophic incident, IEMA will be the coordinating agency for all state and federal response capabilities. The majority of the direct support coordination will be conducted by state forward operations at either the Area Command (AC) or the Unified Area Command (UAC).

### **II. Assumptions**

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- A. Incoming resources will require easily-reached reporting sites as they may be unfamiliar with the impacted area.
- B. The state may stage or deploy resources prior to an event.
- C. For catastrophic events, the state may proactively move resources, appropriate to the event, to the state forward operating facilities.

### **III. Concept of Operations**

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- A. IEMA, in conjunction with local emergency management agencies, will pre-identify potential state forward operation sites whenever possible. Airports are ideal for State Forward Operating Base, AC/UAC, and logistics bases (also referred to as Commodity Distribution Points [CDP]). State and local fairgrounds and academic campuses are ideally suited for use as JRSO&I sites. Immediately upon a disaster occurrence, the feasibility of using pre-identified sites will be confirmed. If a location is determined to be usable and safe, IEMA and supporting agencies will set up the needed facilities.

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## **IV. Organization and Tasks**

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### **A. Forward Operations**

#### **1. State Forward Operating Base**

- a. A State Forward Operating Base (SFOB) is established when multiple Area Command/Unified Area Command operations are required. The SFOB functions as the forward coordinating site for local, state, and federal response entities, providing direct support to AC/UAC operations and could include local, state, private sector, and federal response entities.
- b. A SFOB could include an incident command area, staging area(s), commodity distribution site(s), joint information center, and reception area(s). In addition to meeting space/facility requirements established by IEMA Bureau of Operations, a SFOB should be placed in a location which is convenient to all of the AC/UAC operations it is supporting. It can be either in or proximal to the impact zone of the event.

#### **2. Joint Reception, Staging, Onward-movement, and Integration**

- a. A Joint Reception, Staging, Onward-movement & Integration site (JRSO&I) is established to properly account for resources, obtain/check credentials, receive intelligence briefing and supporting information, check equipment, and prepare for travel/integration to an ongoing incident.
- b. In addition to meeting space/facility requirements established by IEMA Bureau of Operations, a JRSO&I should be placed in a location which is convenient to the SFOB and AC/UAC operations it is supporting. It should be outside the impact zone of the event.

#### **3. Area Command/Unified Area Command**

- a. An Area Command (AC) is an application of ICS used when there are a number of incidents generally in the same area and often of the same kind. An Unified Area Command (UAC) is an application of ICS used when there is more than one agency with incident jurisdiction. Agencies work together to establish a common set of objectives and strategies.
- b. An AC/UAC is deployed to provide command, control, disaster intelligence analysis, logistical support and development of common objectives and strategies for the Incident Action Plan (IAP).
- c. In addition to meeting space/facility requirements established by IEMA Bureau of Operations, an AC/UAC should be placed in a location which is close, safe and practical to the event being managed. It will generally be in the impact zone of the event.

4. Logistics Bases (also referred to as Commodity Distribution Points [(CDP)])

- a. A main logistics base is established when it is determined necessary to support multiple areas of operation (i.e., AC/UAC). A main logistics base must be able to perform the functions of a Commodity Distribution Point (CDP) or a smaller logistics base, plus have adequate capabilities to store (both cold and climate controlled) resources for a limited timeframe.
- b. To increase distribution capacity, the state will utilize a “push-package” logistical concept. The state will “push” life essential commodities and supplies to victims of a major disaster or catastrophic event. Life essential commodities and supplies may include, but are not limited to water, heater meals/MRE’s, tarps, blankets, infant supplies, and medical supplies.
- c. Structure and requirements are based on the population of the impacted area. A standard planning factor of 20% should be used when planning for a local CDP. Base line estimates in logistic planning reflect 20% of a population in a disaster would be able to and or want to transport themselves to pick up supplies. In addition to meeting the space/facility requirements established by IEMA Bureau of Operations, a logistics base should be placed in a location which is convenient to the SFOB and AC/UAC operations it is supporting. It will generally be outside of but proximal to the impact zone of the event.

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## **Attachment 3 Emergency Support Function Annexes**

### **I. Introduction**

---

- A. Purpose
  - 1. The Emergency Support Function (ESF) Annexes describe the operational policies and activities of state agencies during a response to a disaster.
- B. Scope
  - 1. The IEOP is supported by an annex for each emergency support function and other hazard specific annexes. Any response activity not assigned to one of the primary or support agencies is, by default, addressed by the entire SIRC staff.
  - 2. The IEOP functions under the policy and direction of the National Incident Management System (NIMS) as required by Homeland Security Presidential Directive 5 (HSPD).

### **II. Assumptions**

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- A. Each identified primary and support agency is required to develop and maintain standard operating procedures and/or standard operating guidelines (SOPs/SOGs) to support the roles and responsibilities outlined in the IEOP.

### **III. Concept of Operations**

---

- A. General
  - 1. Each primary agency is responsible for coordinating with IEMA for the development or enhancement of its annex. This will be accomplished by meeting with partner state agencies, organizations, and staff from IEMA.
  - 2. The State Incident Response Center (SIRC) is organized by functional group rather than a classic ICS or ESF structure. This system would be used through at least an Activation Level 2 event. At Activation Level 1, a switch to the ESF system may occur if the response structure grew to a point that organizing by ESF is the optimal way to maintain operational efficiency.
- B. Initial Actions
  - 1. IEMA will notify all primary state agencies of the existence or potential of a disaster. Depending on the severity and nature of the incident, IEMA will activate all or part of the Emergency Support Function (ESF) Annexes.
  - 2. IEMA will determine the feasibility of using pre-identified sites for state forward operations. Once this is confirmed, IEMA will communicate the

location to responding partner state agencies and organizations .

3. IEMA will coordinate mission assignments and tasks.

C. Continuing Actions

1. IEMA will activate the SIRC. Partner state agencies and organizations will send representatives to the SIRC as requested.
2. IEMA will coordinate ongoing missions and provide new mission assignments as appropriate.
3. Partner state agencies and organizations will execute mission assignments and provide technical assistance as required. Partner state agencies and organizations will provide personnel for SIRC, state forward operations, and other response and recovery duties when requested.

#### **IV. Coordinating Instructions**

---

- A. Telephone notification rosters, mobile device and fax numbers for 24-hour use are maintained by IEMA. All changes for notification of primary agency contacts must be transmitted immediately to IEMA, Attention: Chief of Operations.
- B. Emergency Support Functions with primary and support agency designations are shown in Table 1, ESF State Agency Responsibilities.
- C. Each agency is responsible for insuring that appropriate successors are appointed in accordance with the Emergency Interim Executive Succession Act (5 ILCS 275).
- D. Each agency is responsible for insuring that adequate fiscal records and controls are maintained in accordance with state statute and agency specific guidance.

#### **V. Tables**

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Table 1 ESF State Agency Responsibilities

Table 1 – ESF State Agency Responsibilities

ESF	IEMA	IDoA - Aging	IDA - Ag	DCEO	CDB	CMS	DCFS	IBHE	ICC	IDOC	IEPA	IDHS	IDMA/ING	IDNR	IDPH	IHPA	ISBE	ISP	IDOT-A	IDOT-H	IDOT-TS	IDVA	SOS	OSFM	ARC	ICCB	U of I
ESF 1 - Transportation	S/Coord					S			S	S		S	S	S				S	S	P							
ESF 1 – Transportation-Attachment 1– Disaster Aviation	S/Coord												S					S	P								
ESF 2 - Communications Annex	P/Coord					S				S	S		S	S	S			S	S	S			S	S	S		
ESF 3 - Public Works & Engineering Annex	S/Coord				S	S			S	S	S		S	S	S	S			S	P			S				
ESF 4 - Firefighting Annex	Coord																										
ESF 5 - Emergency Management Annex	P/Coord			S	S	S			S	S	S		S	S	S		S	S	S	S			S	S			
ESF 6 - Mass Care Annex	S/Coord	S	S	S	S	S	S	S	S	S		S	S	S	S		S		S	S		S	S		P	S	

P – Primary  
S – Support  
Coord - Coordination

Table 1 – ESF State Agency Responsibilities

ESF	IEMA	IDoA - Aging	IDA- Ag	DCEO	CDB	CMS	DCFS	IBHE	ICC	IDOC	IEPA	IDHS	IDMA/ING	IDNR	IDPH	IHPA	ISBE	ISP	IDOT-A	IDOT-H	IDOT-TS	IDVA	SOS	OSFM	ARC	ICCB	U of I
ESF 7 - Resource Support Annex	P/Coord	S	S	S	S					S	S	S	S	S	S		S	S	S	S			S				
ESF 8 - Public Health & Medical Services Annex	S/Coord					S				S	S	S	S	S	P			S	S	S		S			S		
ESF 9 - Search and Rescue Annex	P/Coord					S							S	S	S			S	S	S				S			
ESF 10 - Oil & Hazardous Materials Annex	S/Coord		S						S		P		S	S	S			S	S	S	S		S	S			
ESF 11 - Agriculture & Natural Resources Provision of Food Annex	S/Coord		S								S	S	S		S		P			S					S		
ESF 11 - Agriculture & Natural Resources Animal Welfare Annex	S/Coord		P			S			S	S	S	S	S	S	S			S	S	S				S	S		S
ESF 12 - Energy Annex	S/Coord					S			P	S										S							

P – Primary  
S – Support  
Coord - Coordination

Table 1 – ESF State Agency Responsibilities

ESF	IEMA	IDoA - Aging	IDA- Ag	DCEO	CDB	CMS	DCFS	IBHE	ICC	IDOC	IEPA	IDHS	IDMA/ING	IDNR	IDPH	IHPA	ISBE	ISP	IDOT-A	IDOT-H	IDOT-TS	IDVA	SOS	OSFM	ARC	ICCB	U of I
ESF 13 - Public Safety & Security Evacuation Annex	S/Coord								S	S	S		S	S				P	S	S							
ESF 13 - Public Safety & Security Law Enforcement Annex	S/Coord								S				S	S				P	S	S			S				
ESF 13 - Public Safety & Security Annex – Capitol Complex Security Appendix 1	S/Coord																	S	S				P				
ESF 14 - Long-Term Community Recovery Annex	P/Coord																										
ESF 15 - Warning Annex	P/Coord												S	S				S									
ESF 15 - External Affairs Annex	P/Coord					S							S														
P – Primary S – Support Coord - Coordination																											

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## Emergency Support Function 1 – Transportation

Primary Agency Illinois Department of Transportation - Highways (IDOT-H)

Support Agencies Illinois Department of Central Management Services (CMS)  
Illinois Commerce Commission - Transportation (ICC-T)  
Illinois Commerce Commission - Utility (ICC-U)  
Illinois Department of Corrections (IDOC)  
Illinois Department of Human Services (IDHS)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois State Police (ISP)  
Illinois Department of Transportation - Division of Aeronautics (IDOT-A)

### **I. Introduction**

#### A. Purpose

1. The purpose of this Annex is to establish coordination of State transportation support to local government jurisdictions, voluntary organizations and State agencies following a disaster.

#### B. Scope

1. The scope of this Annex involves all State transportation and support agencies. It will be implemented and agencies will intervene only to the extent necessary and when requested by IEMA to fulfill responsibilities under the IEOP.

### **II. Assumptions**

- A. Several major hazards have been identified which have the potential to disrupt day-to-day activities, cause extensive property damage, and create casualties within the State of Illinois.
- B. State transportation resources from outside the affected area will be needed to augment the lifesaving, response, and recovery efforts.
- C. Transportation assistance will be provided based upon State-identified

priorities and requirements.

- D. All IDOT district offices, Aeronautics offices and support agencies will give top priority with available physical assets and human resources to the State transportation assistance effort.

### **III. Concept of Operations**

#### **A. General**

- 1. Immediately following a major emergency, IDOT and support agencies will take immediate action to identify requirements, mobilize assets, and deploy transportation resources when and where needed. The SEOC Manager and/or IDOT Liaison will coordinate directly with State transportation officials to provide the assistance requested by IEMA, local governments, or the Federal government. Requests for assistance from local jurisdictions will be channeled through IEMA for action.

#### **B. Notification**

- 1. IEMA, upon being notified of a disaster, will notify the following of information received and actions taken or planned throughout the emergency:
  - a. IDOT Liaison - office phone number, blackberry, or through Station One at IDOT central office.
  - b. Agency liaisons of IDOT and support agencies.
- 2. IDOT will maintain a current telephone alert and notification plan for IDOT operating and support agencies and for resource phone numbers.

#### **C. Operational Structure**

- 1. Immediately following notification that a major disaster has occurred, the SEOC Liaison will identify transportation resources, collect information, and coordinate and initiate transportation response actions related to the emergency. Upon

notification that a catastrophic disaster has occurred:

- a. Station One will notify all IDOT district offices.
- b. Representatives of State agencies designated to function as support agencies to IEMA and IDOT will report to the SEOC.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

A. Primary Agency - Illinois Department of Transportation - Division of Highways

1. IDOT Liaison
  - a. reports to the SEOC and advises the Bureau Chief of Operations, the Secretary and Station One of all matters related to the emergency,
  - b. plans the activation of emergency measures,
  - c. provides damage assessment and transportation assistance for State and Federal disaster relief officials,
  - d. in cooperation with the Illinois State Police, provides expedited oversize and overweight waivers for transportation of needed equipment,
  - e. maintains a list of approximately 3,600 trucking firms to do hauling,
  - f. assists in the coordination of establishing refueling depots.

2. IDOT District Offices
  - a. provide personnel and equipment for the transportation or relocation of resources including personnel, supplies and equipment,
  - b. provide space, as available, at IDOT storage yards and other facilities, to serve as transportation resource staging areas.

B. Support Agencies

1. Illinois Department of Central Management Services
  - a. provides support for transportation of personnel, equipment, and supplies,
  - b. assists in providing fuel, on-site repair, and service to vehicles providing transportation services,
  - c. provides motor equipment under the control of CMS and other State agencies and transportation services under contract in coordination with IDOT-H,
  - d. arranges for government-owned vehicles or the pre-existing rental vehicle arrangements between the State and a rental car company,
  - e. assists in the coordination of establishing refueling depots.
2. Illinois Commerce Commission – Transportation,
  - a. acts as liaison between railroads and emergency response personnel,
  - b. assists in damage assessment of rail transportation facilities,
  - c. assists in re-routing trains out of impacted areas and back

into those areas, when appropriate,

- d. assists in determining railroad accessibility to disaster areas.

3. Illinois Commerce Commission - Utility

- a. acts as liaison between gas, telephone, water, and electric companies and emergency response personnel,
- b. maintains a list of major utilities under the Commission's jurisdiction which includes the name, title, and telephone number of the contact person for that particular company,
- c. is responsible for establishing the State's 9-1-1 systems and has contacts for every system in service.

4. Illinois Department of Corrections

- a. provides inmate labor to load and unload trucks,
- b. provides trucks (with drivers) to haul supplies,
- c. provides buses (with drivers) to aid in moving civilian population,
- d. provides inmate labor with supervisors for debris removal to clear roadways.

5. Illinois Department of Human Services

- a. assists in locating specialized vehicles for transportation of the disabled.

6. Illinois Department of Military Affairs

- a. provides vehicles, aircraft, and operators to move personnel, equipment, and supplies, as requested,
- b. establishes fuel points in disaster areas.

7. Illinois Department of Natural Resources
  - a. provides boats and operators for water transportation of personnel, supplies, and equipment,
  - b. provides ATV's, snow mobiles, and four wheel drive vehicles (pick-ups/sport utilities),
  - c. provides side scan sonar capabilities to assist in evaluating underwater structures such as bridge supports, lock and dams, etc.
  
8. Illinois State Police
  - a. provides traffic control and expedited routing for supply missions or personnel movements,
  - b. assists IDOT-H with expedited oversize and overweight waivers for transportation of needed equipment,
  - c. provides ISP aircraft for the purpose of moving essential personnel and resources.
  
9. Illinois Department of Transportation - Division of Aeronautics
  - a. provides aircraft and pilots to move personnel, supplies, and equipment into a disaster area,
  - b. arranges for space, as requested, at aviation facilities to serve as transportation equipment staging areas.

## **V. References**

- A. Illinois Department of Transportation Act (20 ILCS 2705)
- B. IDOT Emergency Operations Manual September 2006
- C. IDOT-H Earthquake Preparedness Plan June 2008

D. ISP-District Contingency Plans

E. ISP-Emergency Response Plan

## **VI. Appendices and Attachments**

A. Attachment 1 – Disaster Aviation

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# **ESF 1 – Attachment 1**

## **Disaster Aviation**

Primary Agency Illinois Department of Transportation - Division of  
Aeronautics (IDOT-A)

Support Agencies Illinois Department of Military Affairs (IDMA)  
Illinois State Police (ISP)

### **I. Introduction**

#### A. Purpose

1. The purpose of this Annex is to establish consistent policies, organizational structures, and procedures for the use of aviation support to major emergency and disaster situations in Illinois.

#### B. Scope

1. The scope of this Annex is to establish parameters for the effective integration of aviation assets into disaster response and recovery activities.

### **II. Assumptions**

A. Catastrophic disasters will result in a need for aircraft to support operations in the impacted area.

B. Any Federal aviation assets used in disaster aviation support operations in Illinois will remain under the command of their parent organization.

C. The authority for the coordination of disaster operations rests jointly with the local jurisdiction and with the State of Illinois. (See 20 ILCS 3305 et seq.)

D. Under the National Search and Rescue Plan, the authority for the conduct of air operations in support of search and rescue, excepting military and commercial inter-state air carriers, rests with the State of

Illinois.

- E. The authority for the conduct of disaster air operations rests with the State of Illinois.
- F. The authority for airspace control and management rests with the Federal Aviation Administration (FAA).

### **III. Concept of Operations**

#### **A. General**

1. Outside of search and rescue operations, which are addressed in the Search and Rescue Annex, it is envisioned that any aviation support to minor disasters will be both limited in scope and the result of direct contact between the impacted jurisdiction and the provider. As these levels of emergency operations do not normally require extended time frames, widespread use of aviation, or multiple aircraft continuously operating in confined areas, the State aviation support system would not normally be activated. If long-term operations are envisioned, or on the request of the local jurisdiction, the FAA, or the SEOC, any, or all components of the aviation support system may be activated.
2. In a major disaster, the UAC will be routinely dispatched to the disaster site. If aviation issues are anticipated, the Air Operations Manager would be requested to join the SEOC, or the UAC staff for the operation, and will be the central point of contact for the coordination of the overall disaster aviation support operations. Depending on the severity of the situation, or the anticipated levels of air operations, additional staffing may be activated at the SEOC, UAC, a near-site airport, or other appropriate facility to support this coordination function.
3. In a major disaster, activation of the aviation support system will be automatic, the Air Operations Manager would select the location and alert additional staff to support forward air operations, as well as provide for Aviation Liaisons to the SEOC and UAC(s), as necessary. Once activated, the aviation support system must be prepared to address the coordination

and allocation of resources, staging, logistics, intelligence, reporting and communications for disaster air support. Implementing procedures are referenced as Standard Operating Procedures (SOP) - (See SOP #1. - (“Detailed Procedures”).

B. Notification

1. IEMA, upon being notified of a major disaster, will notify the following, as appropriate, of information received, as well as action taken or planned throughout the emergency:
  - a. IDOT-A Liaison by Office phone number or pager,
  - b. Agency points of contact from aviation providers and support agencies,
  - c. FAA and/or Department of Homeland Security- For the establishment of Temporary Flight Restrictions (TFRs) in accordance with procedures referenced as SOP #5 (Temporary Flight Restrictions).

C. Operational Structure

1. Resources for response to disaster situations will come from a wide variety of both government and private sector sources.
2. It is important to pre-establish a management system, which has the authority to coordinate disaster air operations, without infringing on each aviation resource provider's ability to support their own requirements.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts to acquire and/or transport Federal assets and officials, when needed.

## **IV. Responsibilities**

- A. Primary Agency - Illinois Department of Transportation - Division of Aeronautics
  - 1. provides an Air Operations Manager to the SEOC to:
    - a. identify all aviation assets already committed to the response,
    - b. identify aviation assets available, but not yet committed,
    - c. identify necessary staffing, and activate selected components,
    - d. identify the need for temporary flight restrictions, and coordinate the requests with the FAA,
    - e. establish restricted airspace management, if requested by the FAA,
    - f. identify and establish, as necessary, a forward staging area and the associated logistical support necessary for operations,
    - g. brief the SEOC on the status of air operations, including current missions, available aircraft by type, locations of staging areas, and proposed priorities for aviation support,
    - h. advise the SEOC Manager on aircraft capabilities, recommendations for appropriate missions by type of aircraft, and restrictions or costs associated with use of private sector aircraft,
    - i. respond to requests for aviation support from the SEOC,
    - j. maintain Daily Aviation Activity Logs including all missions flown,

- k. coordinate maintenance and logistical support for aircraft.
2. estimates, in coordination with responding State agencies, the level of aviation support needed,
  3. coordinates notification, deployment and arrival of the aviation assets,
  4. coordinates with the other states within the Midwest to determine the availability of additional or specialized aviation assets,
  5. coordinates with the affected areas to ensure assistance needs are met,
  6. ensures the UAC Team is adequately staffed to support the air operations mission(s),
  7. coordinates resupply of aviation assets,
  8. provides aircraft to support disaster air operations,
  9. provides aviation support to all state agencies as provided in Executive Order Number 8,
  10. provides qualified personnel to assist in the management of air operations,
  11. provides maintenance facilities and personnel to provide logistical support to State aircraft dedicated to the disaster operations,
  12. ensures the safety of all aviation facilities within the state,
  13. maintains lists of resources available through IDOT-A including:
    - a. licensed pilots registered in Illinois,

- b. aircraft registered in Illinois,
  - c. specialized aircraft and aircrew providers,
  - d. consulting engineering firms with aviation specialties,
14. provides FAA certified Air Operations Pilots qualified to operate a variety of Division aircraft,
15. provides Civil Engineers (many are FAA certified pilots) whose expertise lies in the development, construction and maintenance of airports,
16. provides Flight Safety Coordinators, all FAA qualified flight instructors, who are responsible for the certification and the inspection of all aviation facilities,
17. maintains two aviation facilities. The two facilities are located at Springfield's Capital Airport and West Chicago's DuPage County Airport. The City of Litchfield also has an Emergency Medical Services Helicopter (ARCH) that could be used to assist emergency efforts. Springfield provides an FAA Certified Repair Facility and aircraft scheduling/dispatching. Springfield also has an IDOT owned fuel farm that contains 12,000 gallons of Jet A fuel and 12,000 gallons of 100LL aviation fuel,
18. possesses unique aviation assets such as photographic capabilities and Forward Looking Infra Red (FLIR). Aeronautics has the equipment and resources to support long endurance missions, if required.

B. Support Agencies

1. Illinois Department of Military Affairs
- a. provides a point of contact to the Air Operations Manager at the SEOC,
  - b. provides aircraft to support disaster air operations,

including:

- (1) transportation of specialized emergency or relief personnel,
  - (2) transportation of critical supplies,
  - (3) transportation of critical emergency equipment,
  - (4) transportation of water and foodstuffs,
  - (5) transportation to support emergency aerial evacuation.
- c. provides qualified personnel to assist in the management of air operations, maintenance facilities, and logistical support to State aircraft dedicated to the disaster operations,
  - d. provides personnel and equipment to provide air/ground communications,
  - e. provides air support for damage assessment,
  - f. provides emergency aviation fuel support,
  - g. conducts aviation support missions in support of the State Active Duty Plan.

2. Illinois State Police

- a. provides a point of contact to the Air Operations Manager at the SEOC,
- b. provides aircraft and aircrews to support disaster air operations,
- c. provides aerial surveillance, photography, and forward looking infrared (FLIR) devices.

## **V. References**

- A. Illinois Emergency Management Agency Act (20 ILCS 3305)
- B. National Response Framework
- C. Incident Command System, National Incident Management System 2004
- D. IDOT-A Executive Order Number 8
- E. IDMA State Active Duty Plan
- F. Standard Operating Procedures - IDOT-A
  - 1. Detailed Procedures
  - 2. Potential Aircraft Missions
  - 3. Helicopter Landing Areas, Selection and Establishment
  - 4. Safety
  - 5. Temporary Flight Restrictions

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## **Emergency Support Function 2 - Communications**

Primary Agency Illinois Emergency Management Agency (IEMA)

Support Agencies Illinois Department of Central Management Services (CMS)  
Illinois Department of Corrections (IDOC)  
Illinois Environmental Protection Agency (IEPA)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Public Health (IDPH)  
Illinois Secretary of State (SOS)  
Illinois State Police (ISP)  
Office of the State Fire Marshal (OSFM)  
Illinois Department of Transportation - Division of Highways  
(IDOT-H)  
Illinois Department of Transportation - Division of Aeronautics  
(IDOT-A)  
American Red Cross (ARC)

### **I. Introduction**

#### **A. Purpose**

1. The purpose of this Annex is to provide operational guidance for communications support to the State agencies and other organizations involved in disaster response.

#### **B. Scope**

1. The scope of this Annex is to provide and coordinate the use of a comprehensive telecommunications system by State agencies and other organizations involved in disaster response.
2. This Annex will comply with the communications systems interoperability requirements of NIMS.

### **II. Assumptions**

#### **A. Public Telephone Networks:**

1. rapidly become overloaded, thus denying services to users;

2. electrical outages may occur and switching centers may be inoperable;
  3. restoration of public telecommunications services is addressed in the Public Works and Engineering Annex of the IEOP.
- B. A significant portion of telecommunication resources will be obtained by responding State agencies from their existing sources.
- C. During the immediate response period, responding agencies may need to be self-sufficient until some telecommunications services are restored.
- D. Upon implementation of the IEOP, communications response activity shall be conducted in accordance with the Statewide Communications Interoperability Plan (SCIP), the CMS telecommunications procedures and policies, and those outlined in this Annex.

### **III. Concept of Operations**

- A. General
1. Telecommunications support for a disaster will be provided by resources of IEMA and other State agencies and organizations.
  2. As the primary agency, IEMA will coordinate the telecommunications assets of State agencies and other organizations during disaster operations. This coordination can include the following:
    - a. designating specific control frequencies, talk groups, and/or communications systems for use by agencies and organizations during disaster operations,
    - b. restricting access to specific control frequencies during disaster operations,
    - c. designating procedures for the transferring of information during disaster operations using the State telecommunications system.

B. Notification

1. When disaster conditions threaten parts of the State, the IEMA Communications Center notifies the local Emergency Services and Disaster Agencies (ESDA) in those areas, as well as the IEMA Director, Bureau Chiefs and Duty Officer. Contact is made with supporting State, Federal and outside agencies for further information and recommendations. Any additional information is disseminated as it is received from the SIRC. If warranted and possible, personnel and equipment may be dispatched in advance of the actual occurrence.
2. Based on a thorough evaluation of the disaster threat, and directed by SOPs, the IEMA Communications Center notifies other departments, agencies, and other organization operational liaisons to report to the SIRC based on the nature and severity of the disaster. The IEMA Director, SIRC Manager, or Duty Officer may initiate the contacting of operational liaisons.

C. Operational Structure

1. CMS will serve as the initial point-of-contact for IEMA requests for telecommunications assistance.
2. When a disaster occurs and the IEOP is implemented, CMS may assign a Telecommunications Coordinator to the CMS liaison in the SIRC. The Telecommunications Coordinator will report to the SIRC liaison and assist in obtaining additional telecommunications resources for State agencies and other organizations involved with disaster response. If requested by IEMA, the Telecommunications Coordinator will report to the SIRC following initial notification.
3. Additional telecommunications staff may be present at the SIRC, and may consist of CMS, ICC, telecommunications industry representatives, and other organizations deemed necessary. The IEMA Communications Officer deploys with the UAC and where needed in the State to provide emergency communications.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may directly coordinate with their Federal counterparts when Federal assets are required. When Federal assets are to be utilized, IEMA will coordinate their inclusion into the State telecommunications system.

## IV. Responsibilities

A. Primary Agency - Illinois Emergency Management Agency

1. coordinates the Statewide Communications Interoperability Plan (SCIP),
2. maintains a 24-hour communications center for communicating with emergency response personnel from all agencies and organizations,
3. provides, through IEMA field staff, information from the area affected by the disaster to the SIRC; other departments, agencies and organizations; and the Governor; utilizing STARCOM21, EMnet (Emergency Management Network) and its statewide low band radio system. The IEMA participates in the statewide trunked radio system known as STARCOM 21 and also maintains 16 radio antenna sites statewide as part of the IEMA low band system, The IEMA also subscribes to the EMnet network,
4. implements the Operation Secure Plan which specifies the system design and operation for a coordinated statewide network of High Frequency-single side band (HF-SSB) radios to be utilized within the State for:
  - a. communications during disasters when safety of life and property are concerned,
  - b. stand-by and/or back-up communications for those disrupted due to disasters,
  - c. short and long-range communications anywhere in the

State without the need for phone lines or towers.

5. maintains a statewide radio system for internal use. Mobile and portable IEMA units can communicate on the STARCOM21 system as well as IEMA low band and IREACH frequency,
6. maintains alternative communication methods, (STARCOM21, EMnet, low-band radio, high band, UHF, cellular phones and satellite phones),
7. maintains the ability to communicate with the following State and federal agencies on the STARCOM21 system: Illinois National Guard, IDOT-Emergency Helicopter Services, IDOT-Operations staff, American Red Cross, Illinois Department of Public Health, Illinois Environmental Protection Agency, Scott Air Force Base, 1st Army Defense Coordinating Element, Office of the State Fire Marshal, and the Illinois State Police,
8. maintains 2-VHF portable repeater systems , 60-VHF portable radios, 5-800 MHZ repeaters and a cash of 800 MHZ portables, as well as 2-UHF, 2-VHF, 2-low band, and 2-low band control stations interconnected through a gateway. These are available for use by other state agencies and local governmental entities as needed,
9. dispatches state communications assets, the Illinois Transportable Emergency Communication Systems (ITECS) and Mobile Command Vehicles (MVC).

B. Support Agencies

1. Illinois Department of Central Management Services
  - a. assigns a telecommunications coordinator to CMS liaison in the SIRC if necessary to assist in obtaining additional communications resources for State agencies and other organizations,
  - b. provides additional telecommunications support to the SEOC, as required,

- c. serves as the initial point-of-contact for IEMA requests for telecommunications equipment including telephones, cellular, and paging services,
- d. assists with establishment of free phone banks for disaster victims use in assisting family reunification,
- e. obtains telecommunications equipment for disaster relief facilities to facilitate the provisions of mass care services,
- f. coordinates the purchase of or contracting for telecommunications equipment,
- g. procures equipment not available through State sources from commercial vendors or suppliers,
- h. establishes a toll-free telephone number and the lines for all citizens and agencies desiring to donate money, services, or other in-kind donations,
- i. supports Illinois Commerce Commission lead activities with technical assistance for telecommunication services to the impacted area,
- j. provide aid in setting up text typewriter (TTY) telephones for hearing impaired,
- k. administers contract with Motorola for STARCOM21 radio system.

2. Illinois Department of Corrections

- a. maintains a low band, high band (mobile only) and UHF radio systems ,
- b. can use mobile radios with Illinois Radio Emergency Aid Channel (IREACH) frequency to communicate with response units in the field,
- c. maintains the capability to communicate with IEMA and ISP units,

- d. conducts daily operations and maintains interoperability through the STARCOM21 system.
3. Illinois Environmental Protection Agency
    - a. maintains ability to communicate with IEMA via STARCOM21 and cellular phones,
    - b. possesses some mobiles on IEMA low band and high band channels,
    - c. maintains interoperability through the STARCOM21 system.
4. Illinois Department of Military Affairs
    - a. maintains limited communications equipment to communicate with other State agencies and organizations,
    - b. has some portable radios available for disaster operations,
    - c. maintains limited statewide HF-SSB system with ability to communicate with IEMA,
    - d. provides emergency communications equipment and personnel,
    - e. provides limited emergency power and generation.
5. Illinois Department of Natural Resources
    - a. maintains a statewide high band radio repeater system,
    - b. can use IREACH frequency and STARCOM21 to communicate with response units in the field,
    - c. maintains the capability to communicate with ISP and IEMA through IDNR Law Enforcement Division,

- d. provides emergency generators,
  - e. maintains interoperability through the STARCOM21 system.
6. Illinois Department of Public Health
- a. maintains the Health Alert Network (HAN)
    - 1. allows limited voice (telephone) and electronic communications with local health departments, hospitals, and other regulated facilities,
    - 2. maintains 24 internal concurrent lines that can process over 500 two minute calls (fax, phone, page) per hour,
    - 3. maintains 200 external lines which allows 5,500 calls per hour,
    - 4. provides coordination for all notifications and requests for aid through the Illinois Public Health Mutual Aid System,
    - 5. housed in the Public Health Emergency Operations Center (PH-EOC).
  - b. establishes communications with the local health departments, medical facilities, and regulated entities,
  - c. maintains communications between the SIRC and the PH-EOC through the use of STARCOM21,
  - d. maintains the ability to communicate directly, using STARCOM21, with other response partners, i.e., local health departments, hospitals, IMERT, RMERT, IDOT, ISP, and IDOC,
  - e. coordinates and governs communication through the Medical Emergency Radio Communications of Illinois (MERCII) and STARCOM21 for the following groups:

1. hospital to hospital
  2. hospital to emergency medical services
  3. hospital to IMERT
  4. hospital to RMERT
- f. maintains interoperability through the STARCOM21 system.
7. Illinois Secretary of State
- a. maintains high and low-band radio systems for Cook/Lake, Sangamon, and St. Clair Counties. The Illinois State Police controls these systems remotely in Districts Chicago, #9 and #11 respectively,
  - b. utilizes STARCOM21 system and high-band frequencies, including Illinois State Police Emergency Radio Network (ISPERN) and IREACH,
  - c. provides personnel and equipment to assist with traffic and access control,
  - d. provides security and other duties as required and requested by ISP,
  - e. maintains capability to communicate with ISP, IDNR, and IEMA, and county and local municipalities,
  - f. maintains interoperability through the STARCOM21 system.
8. Illinois State Police
- a. uses an extensive statewide trunked radio system known as STARCOM21 as well as maintains a statewide high band radio system. ISP can communicate on IREACH via mobile radios in all districts. However, only those districts with licenses for the communications center can transmit on this frequency,

- b. implements ISP Emergency Response Plan,
- c. implements ISP District Contingency Plan,
- d. maintains portable radios programmed to transmit and receive on statewide VHF and UHF channels. These radios are available for use by other State agencies,
- e. maintains communication centers strategically located throughout the State,
- f. maintains field technicians who are assigned vans equipped with high/low band radios and equipment to set up and repair communications throughout the State,
- g. maintains 100 watt base stations (high band),
- h. maintains 35KW generator,
- i. maintains pagers (including alpha-numeric),
- j. maintains State-wide cellular phones,
- k. provides telecommunicators statewide,
- l. maintains interoperability through the STARCOM21 system.

9. Office of the State Fire Marshal

- a. maintains communications with IEMA base and mobile units on STARCOM21 State Interoperable Template, IREACH frequencies or any designated interoperability channel,
- b. has vehicles, which have STARCOM21 and high band radio capabilities,
- c. field staff can communicate with cellular phones and pagers,

- d. provides a liaison between local fire departments and IEMA,
- e. maintains a communications van:
  - 1. 3 telecommunicator positions
  - 2. low/high band communications
  - 3. cellular telephones
  - 4. fax
  - 5. IWIN docking station
  - 6. 12-16 channel portable VHF radios
  - 7. laptop computer for reprogramming portable radio frequencies, CAMEO, etc.
- f. maintains interoperability through the STARCOM21 system.

10. Illinois Department of Transportation - Division of Highways

- a. maintains a statewide low band radio system and currently installing STARCOM21 mobiles ,
- b. maintains communication centers operating on low band system in each of the nine districts outside of the Chicago area,
- c. maintains a high band radio system in the Chicago area,
- d. maintains a command center located in Carbondale equipped with radio to communicate with IEMA and ISP,
- e. other maintenance facilities located in southern Illinois are also equipped to communicate with IEMA,
- f. maintains IEMA low band channel in vehicles of key personnel in each district statewide,
- g. maintains interoperability through the STARCOM21 system.

11. Illinois Department of Transportation - Division of Aeronautics
  - a. maintains a limited capability to communicate with other state agencies and organizations in all bands but high frequency,
  - b. this limitation is based on the equipment configuration of each specific aircraft and is not standardized throughout the fleet,
  - c. maintains the capability of supporting Disaster Intelligence (DI) activities including airframes and pilots and report capabilities to the IEMA DI staff,
  - d. provides contact to pre-qualified contractors,
  - e. maintains a mobile command center located in Ottawa equipped with high band, low band, StarCom and Ham Radio communications to communicate with IEMA and other authorized jurisdictions,
  - f. maintains IEMA low band channel in vehicles of key personnel in each district statewide .
  
12. American Red Cross
  - a. communicates with IEMA from their mobile units on all four IEMA low band frequencies and IREACH ,
  - b. utilizes amateur radio volunteers for long distance communications using high frequency communications equipment,
  - c. provides communications between ARC and staff for mass care facilities,
  - d. maintains satellite phones and computer equipment to support mass care operations,
  - e. maintains a Logistics Immediate Response Vehicle

(LIRV) in Springfield fully equipped with phones, facsimiles, and other equipment to coordinate mass care activities.

## **V. State Telecommunications Resources**

### **A. Common Radio Frequencies**

1. Illinois Radio Emergency Assistance Channel (IREACH)
  - a. a governmental interagency mutual aid channel ,
  - b. can be used by any public safety entity once it obtains a license from the IREACH Governing Board.
2. Illinois State Police Emergency Radio Network (ISPERN)
  - a. interagency communications capability for municipal, county, State and Federal law enforcement agencies.
3. Medical Emergency Radio Communications of Illinois (MERICI)
  - a. in Northern Illinois,
  - b. a separate frequency is used in East St. Louis to prevent confusion with neighboring states,
  - c. a network of frequencies established to allow traffic for mobile-to-mobile, mobile to hospital, and hospital-to-hospital channels,
  - d. by the Illinois Department of Public Health.
4. STARCOM 21 radios
  - a. provide emergency notification and coordinate emergency response assets while enroute to a large-scale emergency throughout the state ,
  - b. have been distributed to local police, fire, public health,

and emergency management agencies.

5. High Frequency-Single Side Band (HF-SSB) radios
  - a. provides for a coordinated statewide network,
  - b. allows communications among IEMA staff with other State and Federal agencies, including the ISP districts, IDOT headquarters, Illinois National Guard, Federal Emergency Management Agency, American Red Cross, Scott Air Force Base, U.S. Army Corps of Engineers, trauma centers, and amateur radio operators ,
  - c. located at the SIRC, UAC, and the IDOT EOC at the Carbondale Yard,
  - d. transportable suitcase units will be able to be deployed as needed.

## B. Other Telecommunications Systems

1. Nine Illinois Transportable Emergency Communications Systems (ITECS)
  - a. have been strategically assigned to locations across the State,
  - b. ITECS supports incident communications operations as part of the Logistics Branch,
  - c. Each of the 9 vehicles has been assigned to local units of Government,
  - d. remain deployable assets of the IEMA.
2. EMnet
  - a. a statewide warning and alerting system ,
  - b. a satellite-based data system capable of receiving simultaneous, authenticated text messages from the

SIRC,

- c. distributed to 101 counties, 9-1-1 centers, State agencies, and key transportation agencies throughout the State .

3. Information Systems Technology

a. Computer technology :

- 1. With laptop computers,
- 2. modems,
- 3. and cellular telephones,
- 4. relay information directly from the disaster site.

b. IEMA coordination:

- 1. collect,
- 2. record,
- 3. analyze and
- 4. transmit data.

## **VI. Authorities**

- A. *Illinois Emergency Management Agency Act* (20 ILCS 3305/6[5], 14 and 19)
- B. Emergency Telephone Communications (720 ILCS 660/0.01 et seq)
- C. Police Radio Stations (20 ILCS 2605/55a)
- D. IAC Title 77: Public Health, Section 515.400, General Communications

## **VII. References**

- A. Federal Communications Commission (FCC) Regulations
- B. Emergency Response Plan – ISP
- C. Districts Contingency Plans - ISP
- D. Duty Officer Standard Operating Procedures – IEMA
- E. Statewide Communications Interoperability Plan, Ver. 1.0, Dec. 3, 2007

## **VIII. Appendices and Attachments**

- A. Appendix 1 – Notification

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## **ESF 2 – Appendix 1 Notification**

### **I. Introduction**

#### **A. Purpose**

The purpose of this Appendix is to provide guidance for notification of State agencies and other organizations of response decisions and requirements under the IEOP.

#### **B. Scope**

This Appendix applies to all agencies and other organizations that are notified directly by IEMA and are involved with disaster response.

### **II. Assumptions**

- A. The first responder to an emergency or disaster may be the local ESDA coordinator, an Illinois State Police officer or the IEMA Regional Coordinator. It is important that IEMA be notified as soon as possible after it is determined that a State response will be required.

### **III. Concept of Operations**

#### **A. General**

1. Notification actions may be required if any portion of the IEOP is activated or whenever State response needs change. Requirements can range from assembling a team in the SEOC to full deployment of all UAC Team elements.
2. The SEOC is the focal point for all State notification actions and is the official verification source for any large-scale emergency resulting in the deployment of State emergency resources.

**B. Initial Actions**

1. The IEMA Communications Center will initially notify the IEMA Director, SEOC Manager and Duty Officer. After verification, analysis and decision, appropriate members of the UAC Team and/or SEOC Operational Liaisons will receive warning or activation notifications.
2. Upon notification from IEMA, State agencies and other organizations are responsible for conducting their own internal notifications according to prearranged rosters and procedures.

**C. Continuing Actions**

1. Upon implementation of the IEOP, IEMA will provide a mission statement for State agencies and other organizations involved with the State response. For situations requiring immediate deployment of advance elements, information on transportation arrangements, departure time and destination will also be provided, if available.
2. Coordination with the affected local government(s) and other State and other organizations is ongoing during notification activity. Telephone, FAX or electronic mail verifications and situation reports will contain the most accurate and current information available.

**IV. Coordinating Instructions**

- A. IEMA staff telephone notification rosters, pager and cellular phone numbers are published in the IEMA Notification Roster. Accuracy of this information will be verified regularly.
- B. All State agencies will maintain updated notification rosters and verify accuracy regularly. All changes for notification of primary agency contacts and report dissemination instructions must be transmitted immediately to the IEMA Chief of Operations.
- C. No personal telephone numbers are included in the IEOP. They are

kept on file in the IEMA Communications Center.

## **V. Standard Operating Procedures**

- A. IEMA Communications Center Notification and Initial Activation Procedures
- B. Duty Officer Standard Operating Procedures
- C. IEMA Incident Report Form

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## Emergency Support Function 3 – Public Works and Engineering

Primary Agency Illinois Department of Transportation - Division of Highways (IDOT-H)

Support Agencies Illinois Department of Central Management Services (CMS)  
Illinois Commerce Commission (ICC)  
Illinois Department of Corrections (IDOC)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois Environmental Protection Agency (IEPA)  
Capital Development Board (CDB)  
Illinois Department of Transportation - Division of Aeronautics (IDOT-A)  
Office of the State Fire Marshal (OSFM)  
Illinois Historic Preservation Agency (IHPA)  
Illinois Department of Public Health (IDPH)  
U. S. Army Corps of Engineers (USACoE)

### I. Introduction

#### A. Purpose

1. The purpose of this Annex is to establish policies on how Public Works and Engineering support will be provided to supplement local emergency response following a major or catastrophic disaster and a subsequent activation of the IEOP.

#### B. Scope

1. This Annex provides for Public Works and Engineering emergency support to State and local organizations from the immediate response through the recovery phases. Activities/missions covered by this function include:
  - a. debris removal,
  - b. temporary construction of roads, bridges, etc.,

- c. emergency structures (levees, sandbagging, etc.),
- d. dam safety assessments,
- e. structural evaluations of buildings,
- f. emergency demolition,
- g. technical assistance to local governments,
- h. dredging, floating plants,
- i. emergency support to critical public facilities,
- j. railroad infrastructure coordination,
- k. utility infrastructure coordination,
- l. temporary power and generator support,
- m. dam safety,
- n. emergency contracting,
- o. construction management,
- p. real estate services,
- q. engineering services,
- r. procurement of construction material and equipment.

## **II. Assumptions**

- A. Access to disaster areas will be dependent upon the reestablishment of priority routes. In many situations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.

- B. Rapid damage assessment of the disaster area will be required to determine the potential workload.
- C. The State must identify priorities for repairs and maintain liaison with local communities.
- D. Emergency environmental permits and exemptions may be needed for disposal of materials from debris clearance and demolition activities.
- E. Missions will be coordinated by the Public Works team at the SEOC. Only missions approved by the SEOC will be accepted.

### **III. Concept of Operations**

#### **A. General**

1. The Illinois Department of Transportation - Division of Highways is the Primary Agency for most engineering and public works activities. If an activity involves an airport or a dam, the Division of Aeronautics or Illinois Department of Natural Resources (IDNR), respectively will oversee it.
2. The US Army Corps of Engineers (USACoE), through their Emergency Measures Program, can provide levee reinforcement and other efforts to mitigate potential flooding.
  - a. The lead Corps of Engineers office for Illinois is the North Central Division because most of the State is within the North Central jurisdictional boundary. Other USACoE divisions that may be involved in planning any response operations are the Ohio River Division (Southern three quarters of Indiana and Ohio and Southeast Illinois) and the Lower Mississippi Valley Division (Southwest half of Illinois).
  - b. USACoE operational responsibilities for response and recovery will be the division most severely impacted.
3. IEMA has contacted the Consulting Engineers Council of Illinois about providing specially trained engineers for post-

earthquake safety evaluations of buildings. Other similar professional organizations may also provide personnel for damage assessment.

## B. Notifications

1. The SEOC will contact IDOT through normal office telephone numbers during duty hours and through IDOT's Station One after hours. IDOT will in turn provide notification to IDOT district offices. Notification will be made to agencies in accordance with Communications Annex, Appendix 1, Notification of the Communications Annex.

## C. Operational Structure

1. All disaster operations will be conducted in accordance with the Illinois Disaster Management System (IDMS) and the National Incident Management System (NIMS).
2. IDOT-H will provide a SEOC representative. The District Office(s) in the affected areas will be responsible for the majority of personnel using a combination of contract and district personnel. Ideally, central office personnel will be assigned to the Public Works team at the SEOC, but the situation may dictate that other personnel be used. Personnel from each district will be trained to work at the UAC.
3. Appropriate additional field offices will be designated for each disaster area from which mission assignments will be accomplished. As mission assignments are received at the SEOC, they will be passed on to the District Office(s).
4. In some cases, local requests may be met directly through the UAC Team. The SEOC will be informed of the assignment of tasks.
5. Some agencies can provide personnel support to field operations or be tasked to perform specific missions. Personnel will be assigned on temporary duty to the appropriate district. Any support agency will be expected to coordinate closely with the appropriate district in accomplishing the assigned

mission(s).

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

A. Primary Agency - Illinois Department of Transportation - Division of Highways

1. provides program support, designates personnel for the SEOC team, and participates in training and exercises to prepare for implementation of the IEOP. Specific guidance to execute assigned missions under this Annex has been developed and will be maintained by IDOT,
2. executes public works missions through districts in accordance with guidance contained herein and as specified in district manuals and existing emergency contingency plans. Districts will designate sufficient personnel to efficiently and rapidly execute assigned missions and will ensure these personnel are properly trained for mission accomplishment,
3. employs highway maintainers who could perform:
  - a. damage assessment of highway systems,
  - b. temporary and permanent repairs to highway systems,
  - c. transportation of equipment and materials,
  - d. emergency communications.
4. provides field engineers to direct highway maintainers, assess damages, and make repairs to highway systems,
5. provides three-person teams trained to inspect bridges and other

highway structures,

6. provides for the establishment of dedicated voice communication systems at all IDOT operation levels to include: commercial telephone service, IEMA networks, cellular telephones, HF single side band radio, other radio systems and existing regional microwave or other communication systems. (See Communications Annex),
7. maintains command centers located in Springfield, Carbondale, Peoria, Schaumburg, and Collinsville with radio equipment to communicate with IEMA and Illinois State Police (ISP),
8. maintains an extensive inventory of heavy and light equipment throughout the State which could be used to respond to a WMD incident, catastrophic earthquake, or structural collapse,
9. maintains material testing laboratories throughout the State which would be used to provide expedient material testing for repairs to highway systems,
10. maintains a list of pre-qualified construction contractors which could be contracted with to expediently repair highway systems,
11. maintains a list of pre-qualified consulting engineering firms which could be contracted to perform damage assessment or design services,
12. maintains a list of different trucking firms which could be contracted to haul materials or equipment.

#### B. Support Agencies

1. Illinois Department of Central Management Services
  - a. procures vehicles and specialized equipment for use in response operations,
  - b. procures equipment not typically available through State sources from commercial vendors or suppliers,

- c. maintains list of fuel vendors on contract with the state and assists in procurement of fuel for response vehicles,
  - d. has staff of stationary and travelling mechanics,
  - e. maintains list of contractual vendors for maintenance, repair, and parts for response vehicles.
2. Illinois Commerce Commission
- a. acts as liaison to utility (to include electric, telecommunications and gas pipeline) and railroad companies to facilitate communication for recovery and reconstruction.
  - b. provides a list of track safety and hazardous material inspectors in the transportation division for response to railroad related emergencies.
3. Illinois Department of Corrections
- a. provides personnel to assist in preliminary building evaluations,
  - b. supervises inmate labor to assist with debris removal and public works repairs,
  - c. provides vehicles with operators for hauling materials and equipment,
  - d. provides officers to perform (limited duties) security for affected areas.
4. Illinois Department of Military Affairs
- a. provides aerial reconnaissance to identify damaged infrastructure,
  - b. provides portable generators and lighting for work in

affected areas where utilities have been disrupted or for 24-hour emergency operations in remote locations,

- c. provides personnel and equipment for earthmoving, debris removal, refueling, and building trades support.

5. Illinois Department of Natural Resources

- a. provides engineers and technical staff with expertise on dams and other water control structures,
- b. provides trucks, bull dozers, excavators, scrapers, and tractors which can be used for debris removal or infrastructure repairs,
- c. provides boats and trailers with operators which can be used for law enforcement patrols, damage assessment of water control structures, and other emergency protective measures,
- d. provides chainsaws, portable generators, and pumps which can be used to conduct disaster response activities,
- e. provides support in the event of a catastrophic earthquake through use of Mines and Minerals Analytical Laboratory.

6. Illinois Environmental Protection Agency

- a. provides assistance in expediting permits, approval or oversight of disaster debris,
- b. provides engineering staff capable of providing technical assistance on operating and assessing damage to public water supply systems and waste water treatment facilities,
- c. has list of commercial contractors to perform hazardous material cleanup in the State of Illinois.

7. Capital Development Board
  - a. provides technical engineering and architectural staff capable of evaluating damage to public facilities and conducting post-earthquake safety inspections of buildings,
  - b. provides assistance in the expedient identification of State owned or controlled buildings that can be converted for use as emergency shelters,
  - c. maintains a list of pre-qualified architectural and consulting/engineering firms which can be used on a contractual basis during emergencies.
8. Illinois Department of Transportation - Division of Aeronautics
  - a. provides aircraft and personnel for aerial reconnaissance of damaged areas,
  - b. provides technical assistance through civil engineers in the evaluation and repair of damages to airport facilities,
  - c. maintains a list of pre-qualified consulting engineering firms which can assist state staff in the evaluation and repair of damages to airport facilities.
9. Office of the State Fire Marshal
  - a. provides qualified personnel to perform inspections of flammable liquid and LP-gas storage tanks and facilities,
  - b. provides additional expertise and manpower through the fire service.
10. Illinois Historic Preservation Agency
  - a. provides staff liaison to Public Works Team at SEOC to assist in the identification of and recommend treatment approaches for known or potential significant historical, architectural, engineering, and archaeological properties

within the disaster area,

- b. provides technical cultural resources, architectural engineering, and archaeological staff possessing the capabilities to identify and evaluate damage to and recommend prudent preservation approaches for affected historic resources,
- c. provides legal clearance for emergency actions affecting historic resources,
- d. maintains lists of architect/engineering firms and archaeological firms which could be contracted to perform damage assessment, design service, or survey/excavation work on historic resources.

11. Illinois Department of Public Health

- a. provides specialized health personnel to assist with response and recovery operations, as requested.

12. US Army Corps of Engineers: (See Section III. A. 2.)

## **V. Authorities**

- A. All IDOT authorities for emergency response related activities are derived from the IEMA Act.

## **VI. References**

- A. IDOT Emergency Operations Manual, 2006
- B. IDOT Emergency Highways Traffic Regulation Plan (10 Volumes)
- C. IDOT-H Earthquake Preparedness Plan (2006)

## **Emergency Support Function 4 – Firefighting**

The Illinois Emergency Management Agency (IEMA) does not have an enabling authority to direct fire service response to an area affected by a disaster. IEMA will utilize the capabilities of the Mutual Aid Box Alarm System (MABAS) through an established intergovernmental agreement to provide the coordination of fire service support (Fire, Emergency Medical Service, Hazardous Materials, Technical Rescue, Water Rescue/Recovery, Urban Search and Rescue) with the exception of licensed emergency medical transport units under the jurisdiction of the Illinois Department of Public Health (IDPH).<sup>1</sup> The additional support provided by MABAS will be used to supplement local emergency response following a major or catastrophic disaster.

Local units of government may activate MABAS agreements prior to requesting State assistance and/or activation in accordance with existing agreements.

Utilization of MABAS resources pursuant to the Illinois Emergency Management Agency Act will be based on established priorities for response and short-term recovery.

Mobilization of MABAS resources (as available) will occur when there is a request from the SEOC and when the Governor has declared a disaster within the affected jurisdiction.

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<sup>1</sup> Intergovernmental Agreement, State of Illinois, Illinois Emergency Management Agency, MABAS; dated January 1, 2006

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## **Emergency Support Function 5 – Emergency Management**

Primary Agency Illinois Emergency Management Agency (IEMA)

Support Agencies Capital Development Board (CDB)  
Illinois Commerce Commission (ICC)  
Illinois Department of Commerce and Economic Opportunity  
(DCEO)  
Illinois Department of Corrections (IDOC)  
Illinois Environmental Protection Agency (IEPA)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Public Health (IDPH)  
Illinois State Board of Education (ISBE)  
Illinois State Police (ISP)  
Illinois Department of Transportation - Division of Highways  
(IDOT-H)  
Illinois Department of Transportation - Division of Aeronautics  
(IDOT-A)  
Office of the State Fire Marshal (OSFM)  
American Red Cross (ARC)  
Illinois Department of Central Management Services (CMS)

### **I. Introduction**

#### **A. Purpose**

1. The purpose of this Annex is to address procedures and activities assigned to the Disaster Intelligence (DI) section of the SEOC and the UAC. The primary mission of DI is to collect, process, and disseminate information about a potential or actual disaster to facilitate the overall activities of State government in providing response and recovery assistance to an affected local government. Fulfilling this mission involves the following.
  - a. gathering information to support planning and decision-making at both the field operations and the State

headquarters levels

- b. coordinating short and long-term action planning at the field operations level

**B. Scope**

1. The DI section coordinates overall information and planning activities at the SEOC and at the UAC in support of State response operations. The section gathers information for the specific purpose of planning, decision-making, and developing response operations reports for the IEMA Director, SEOC Manager and other agencies. DI responsibilities include the following.
  - a. collecting and analyzing information critical to disaster operations
  - b. facilitating short and long-range action planning
  - c. providing formal and informal briefings
  - d. preparing and disseminating reports
  - e. providing the UAC access to specialized technical information
  - f. maintaining historical files and records

**II. Assumptions**

**A. General**

1. IEMA personnel and staff from other state agencies will be the most immediate source of vital information regarding damage and initial response needs.
2. Through the use of the IEMA Incident Report Forms, local governments are responsible for identifying resource requirements and response priorities.

3. The SEOC will serve as the focal point for State response operations until UAC team elements are established in the field.
4. There will be an immediate and continuous demand for information on which decisions may be made involving the conduct of response and recovery actions.
5. There may be a need to deploy personnel to the disaster area to collect additional critical information.
6. There will be delays in establishing full information processing capability.
7. Deployed IEMA staff may be required to operate, at a minimum, without local support for up to 72 hours, requiring staff to be self-sufficient in terms of supplies and equipment.
8. Initial DI activities may require 24-hour operation.
9. Initial staffing for DI will be provided by IEMA personnel, supported by other State agencies but may transition rapidly to other personnel supervised by IEMA staff.

B. Specific

1. It shall be the policy of IEMA to activate a DI section for any level of disaster requiring significant State presence.
2. The DI section
  - a. is activated when the IEOP is implemented;
  - b. is a staff level function in support of the SEOC and UAC leadership
  - c. will seek information from any credible source to assist in developing a full picture of the disaster situation and to support planning and decision-making;

- d. will disseminate processed situation information through the SEOC to the Governor's Office, UAC, and other State agencies, with approval of the Director or his designee;
- e. will process information which is common to more than one operational element and contributes to the overall perspective of the emergency. Other State agencies will be responsible for their own information processing and display of information that is unique to their respective operations;
- f. will facilitate short and long-term action planning activities conducted by the IEMA Director or his designee, SEOC Manager and the SEOC staff. Action plans will be concise and based upon priorities established by the IEMA Director or his designee, UAC and SEOC Manager. DI staff will record the activities planned and with assistance from IEMA staff track their progress;
- g. and will not release information directly to the public, but will provide information to the Public Information Officer (PIO) for release.

### **III. Concept of Operations**

#### **A. General**

- 1. DI activities within IEMA will commence with the activation of the SEOC by the IEMA Director or his designee and the SEOC Manager or his designee, based on a requirement for actual or anticipated State assistance. DI staff will be assigned to the SEOC. The DI function includes collecting, analyzing, and disseminating information from field components in the disaster area.
- 2. DI operations will be initiated at the SEOC. The emphasis will be on initial impact assessment as well as providing action-planning support to the deployed UAC.

3. The UAC Team includes a DI component that will deploy and begin on-site information gathering. Reporting, action planning, and briefings are expected to be accomplished by the SEOC staff during initial operations.
4. DI is expected to make use of all available information resources. This will include the use of technical specialists, computer databases, and computer models available through IEMA and supporting agencies.
5. As disaster operations transition from response to recovery, the size of the DI section will decrease; however, the basic functions of collecting information, reporting, displaying, and action-planning will continue.

B. Action-planning

1. The DI Manager assists the IEMA Director or his designee and the SEOC and UAC Team Managers in developing overall operational priorities. The DI section has been developed to meet the need for coordinated action-planning within the SEOC. All section operations can be viewed as supportive of the action-planning effort. The basic elements of information management and planning are present at all operational levels. The DI Manager and/or section
  - a. gathers information to support decision-making and action-planning at the SEOC;
  - b. distributes the information in reports, briefings, and displays;
  - c. and chairs meetings necessary to coordinate short and long-term action plans.
2. Information comes to the section through SEOC Message Forms, IEMA Incident Reporting Forms, and other reports and briefings. The information is logged in, analyzed, and displayed as appropriate.

3. At least once each day, the Situation Report is provided by the SEOC to the Governor's Office, SEOC staff members and the UAC(s) to support policy-level decision-making. Information needed for action-planning is displayed in the SEOC for use by the IEMA Director or his designee, the SEOC Manager, SEOC staff, and the UAC.
4. Short-term action-planning is accomplished through a formal action-planning process. The DI Manager provides recommendations to the SEOC staff for the development of operational priorities.
  - a. Overall priorities and an action plan are provided to the State agencies at the SEOC who review their own operational priorities in terms of this plan.
  - b. The SEOC Manager conducts a (twice-daily) meeting at which critical issues are identified and resolved. Each critical issue is identified, broken into single action items, and assigned to the appropriate agency. The list of action items is reviewed at each subsequent coordination meeting until all issues have been resolved.
  - c. When requested, agencies in the SEOC provide Operational Summaries/Activity Reports to the DI Manager for inclusion in the Situation Report.
  - d. An Incident Action Plan (IAP) is produced and distributed to the SEOC staff and the UAC Team. The Incident Action Plan is used to clarify goals and objectives, resource needs, and projected tactical activities for the next defined operational period.
5. The DI Manager identifies critical issues requiring long-term action-planning. The Incident Action Plan can be used by the SEOC to document long-term issues. The DI Manager provides these issues and recommendations to the IEMA Director or his designee and to the SEOC Manager for consideration. Based on this information and on their own estimate of the situation, the IEMA Director or his designee and the SEOC Manager will

prioritize issues for long-term action-planning.

6. Summary information is provided by the SEOC to the Governor's Office at least once a day. IEMA will provide formal and informal briefings as directed by the Governor or his/her staff. Formal briefings can also be used for local public officials, response agencies, and Federal representatives.

### C. Information Management

1. Based on the initial situation assessment, the DI Manager will determine the best methods of collecting additional critical information. These methods range from actual field collection activities using UAC elements or intelligence specialists to technical services such as aerial reconnaissance and computer modeling. If necessary, the DI Manager will prepare an information collection plan to assign responsibilities for data collection.
2. As soon as possible, the DI Section will advise the UAC Team of data collection requirements and provide them with data collection formats.
3. DI data collection activities will focus on the Essential Elements of Information (EEI). EEI is a standardized list of informational items that are normally required for continuous assessment and recommendations during response and recovery operations including but not limited to the items listed below.
  - a. boundaries of the disaster area
  - b. jurisdictional boundaries
  - c. status of transportation and communications systems
  - d. access points to the disaster area
  - e. social/economic/political impacts
  - f. status of key personnel

- g. activation of operational forces
  - h. aerial reconnaissance activities
  - i. status of operating and critical facilities
  - j. status of volunteers and donations
  - k. hazard-specific information
  - l. weather data
  - m. seismic or other geophysical information affecting operations
  - n. major issues/activities of response organizations
  - o. overall priorities for response and prediction of future operations
  - p. resource availability and projected shortfalls
  - q. historical information
  - r. status of proclamation or declarations
4. As additional information requirements are identified, the DI Manager will develop a collection plan to obtain the required information and will request appropriate agencies to assist in the collection of information.
  5. Once information is received, the DI Section will process and disseminate it within the SEOC, where critical information will be displayed on maps, flow charts, and display boards.
  6. In addition to displaying critical information, the DI Section will disseminate information by developing and distributing Situation Reports, Incident Action Plans, and briefing packages using the data submitted. The section will also provide

information for formal and informal briefings as required by the IEMA Director or his designee, the SEOC Manager and the UAC Manager.

7. The DI Section will coordinate short and long-term action-planning by facilitating coordination meetings, identifying critical issues, convening working groups to address critical issues, and publishing strategic Action Plans and Executive Summaries.

#### D. Organization

1. The DI Manager reports to the SEOC Manager. The following elements comprise a full DI Section. Each element's staffing is tailored to the needs of the specific situation. DI includes the following 5 distinct functions:
  - a. Situation Assessment is the collecting, analyzing, and tracking of information regarding the disaster situation and developing appropriate displays representing the situation. Situation Assessment includes preparing the Situation Report(s) (SITREP) and presenting formal and informal briefings as needed,
  - b. Resource Summaries is the collecting and tracking of information regarding the current status and location of critical resources, including specialized teams and personnel. It includes the responsibility for developing appropriate displays for this information,
  - c. Intelligence Analysis involves development of a planning sequence initiated by the SEOC and the UAC based on situation assessments and resource availability. This analysis facilitates coordination meetings, identifies critical planning issues, and coordinates the development of Action Plans,
  - d. Documentation consists of receiving information from the SEOC staff and operational liaisons and distributes final information products such as reports, plans, and

briefing packages. This is where historical files and records are maintained and clerical support is provided to the DI Section,

- e. Mapping includes coordinating reconnaissance activities and providing hazard specific technical advice required to support operational planning.
- E. Staffing requirement for the DI Section will be determined by the DI Manager based on the nature of the disaster, level of activation, and the requirement for 24-hour operation, and/or the direction of the IEMA Director or his designee and the SEOC Manager. The DI Manager may request additional personnel through the SEOC, IEMA Regional offices, and/or other state departments/agencies as warranted.
- F. Notification
- 1. Notification will be conducted in accordance with the Communications Annex of the IEOP.
- G. Response Actions
- 1. State Emergency Operations Center (SEOC)
    - a. Upon notification, members of the DI Section will report to the SEOC to begin operations.
    - b. Initial SEOC operations will focus on information gathering and reporting, which will include:
      - (1) a gross assessment of disaster impact, to include identification of the boundaries of the disaster area, distribution, type and severity of damages, and the status of critical facilities,
      - (2) a net assessment of government operations at State and local levels to include recommendation,
      - (3) the status of operating facilities or potential

operating facilities.

- c. The Disaster Intelligence section will also provide support to the deployment of the UAC. The initial IAP should include the SEOC's general concept for deployment and initial operations, including location of the UAC and operating facilities.
- d. The Disaster Intelligence section will provide formal and informal briefings for the IEMA Director or his designee and other government officials as required.
- e. Section staff in the SEOC will communicate with DI elements at the UAC to obtain information on the disaster situation and to provide the deployed element with any information gathered by the SEOC. This two-way flow of information is critical to a smooth transition of functions from the SEOC to the field DI Section in the UAC.
- f. If personnel are deployed to assess damages as a component of the UAC Team, the DI Section will support that deployment by identifying information requirements, briefing leadership, and providing intelligence specialists as required.
- g. The DI Manager at the SEOC is responsible for the development of strategic DI.

## 2. Unified Area Command Team (UAC)

- a. DI staff serving on the UAC Team will deploy based on instructions from the UAC. One element of the section will join staff at the SEOC and begin immediate information gathering activities. Additional DI staff will proceed to the UAC to set up space and equipment for the full DI Section. If a Damage Assessment Team is deployed, DI staff may be assigned to the team and will provide situation assessment information directly to the section.

- b. Field DI activities during the response phase will focus on initial situation assessment. Action-planning support will be limited to the coordination of situation assessment activities as directed by the UAC. Reporting activities will remain an SEOC responsibility. Informal briefings will be provided to the Governor and key field staff as needed.
- c. The initial UAC Team phase is expected to last for a limited period of time (24 to 72 hours - based on the disaster) and should transition rapidly to full UAC Team activities as soon as possible.
- d. DI staff operating from the UAC and other field locations will be combined in the UAC as part of the UAC Team. DI activities will continue to support the SEOC and UAC. Additional support agency staff may be added to the SEOC operation to increase overall DI capabilities as required.

#### H. Continuing Actions (Recovery)

- 1. Over time, disaster operations will transition from response to recovery operations. This transition does not change the mission of the DI Section nor does it affect the basic functions of information gathering, analysis, dissemination, and planning. Instead, the emphasis shifts from situation assessment to an assessment of program delivery. The size of the DI Section is reduced during this phase.
- 2. Many disasters do not require a full response operation and may require only a partial activation of supporting agencies. In this situation, the role of DI changes only in size and degree; the basic functions remain unchanged.
- 3. The information-gathering role of the DI Section remains unchanged in recovery operations. The type of information gathered, however, differs in that it focuses on the economic impact of the disaster, the effectiveness of recovery program

delivery, and long-term recovery issues. There will be an increased need for specialized economic and demographic information.

4. The emphasis in planning during the recovery phase shifts from the daily Action Plan to more long-term Action Plans. The Recovery Team will do much of this planning with the DI staff facilitating the process and providing administrative support.
5. Situation reporting and formal briefings may continue through the recovery phase, although the frequency of both will be gradually reduced.

#### I. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

#### A. Primary Agency - Illinois Emergency Management Agency:

1. coordinates, integrates, and manages overall State efforts involving the collecting, analyzing, planning, reporting, and displaying of information. (Reporting will follow the IEMA Incident Reporting Form),
2. provides administration, facility, communications, and personnel support at the SEOC and the UAC,
3. analyzes information obtained from several sources:
  - a. local emergency managers (through IEMA Regional offices),
  - b. field staff from supporting State agencies,
  - c. news media broadcasts that focus on damaged areas,

- d. information obtained from private sector sources (utility companies, insurance companies, etc.),
  - e. aerial reconnaissance data.
4. compiles reports and disseminates them to the DI manager for distribution to the SEOC manager and response and recovery elements operating in the field,
  5. obtains information forwarded by IEMA regional offices from local emergency management offices or other local response elements for analysis and reporting,
  6. compiles daily situation reports containing disaster damage, ongoing response/recovery efforts, and SEOC activities,
  7. provides maps, produced by the Geographic Information Systems Section, detailing damage levels and status of response and recovery operations,
  8. compiles a list of all sources of radioactive material users and owners/operators of all radiation-producing machines in a given area. IEMA identifies the radiological hazard in any area affected by a disaster and shares this information with other state agency staffs for purposes of worker protection,
  9. compiles a list of personnel with specialized training and capabilities that could be used to supplement the resources of other state agencies involved in the disaster response/recovery efforts. This list should be shared with the IEMA DI staff and the resource management staff,
  10. provides a list of available resources that can be utilized in the collection or relay of disaster-related intelligence. This equipment may include the IEMA mobile command post, communications vehicles, the Radiological Emergency Assessment Center (REAC), etc.

B. Support Agencies

1. Capital Development Board

- a. provides information on building stock in the impacted area to IEMA DI staff for analysis of buildings available for use as shelters, feeding sites, command posts, etc.,
- b. provides staff to serve as building inspectors in impacted areas. If needed, CDB personnel can be quickly trained on ATC 20 (post-earthquake building inspection) before deploying into affected areas,
- c. maintains list of architectural and consulting/engineering firms which can be put on contract for State use in emergency operations.

2. Illinois Commerce Commission

- a. provides information to the IEMA DI staff on the condition of railroad lines, pipelines, etc. in the impacted areas. In addition to gathering information about the condition of these lines, the ICC shall work with railroad companies on plans to re-establish rail service both into and through the impacted areas,
- b. works with the IEMA SEOC staff to facilitate the disbursement of needed commodities into and through the impacted areas, if railroad lines are not impacted or can be repaired quickly,
- c. provides IEMA with information concerning the condition of private sector resources in the impacted areas. As ICC regulates much of the private sector commerce in Illinois, they may have access to this information through their contacts with the private sector.

3. Illinois Department of Commerce and Economic Opportunity
  - a. provides information on the demographics and infrastructure of the municipalities in the affected areas to IEMA DI staff for use in forecasting the economic impact,
  - b. contacts local officials inquiring about damage to and plans for restoration of vital services in the impacted area.
4. Illinois Department of Corrections
  - a. informs the IEMA DI staff of the condition of their facilities in the impacted areas,
  - b. assesses the capability of their institutions to assist in disaster response and recovery activities (feeding, providing manpower, etc.) and report these capabilities to IEMA DI staff,
  - c. inventories any food commodities that could be donated to assist in mass feeding programs and reports such to the IEMA DI staff.
5. Illinois Environmental Protection Agency
  - a. provides the IEMA DI staff intelligence reports on hazardous material emergencies that are occurring in the disaster environment,
  - b. provides information to the IEMA DI staff on the condition of public water/wastewater treatment facilities,
  - c. provides the UAC lists of engineers and other environment professionals that could assume field duties in the response/recovery phase.

6. Illinois Department of Military Affairs

- a. operates the IDMA intelligence function as a normal response to large scale disasters. The IDMA can provide to the IEMA DI staff information that has been compiled by this intelligence cell,
- b. provides intelligence reports on the number of personnel and equipment that they have operating in the disaster response/recovery environment and the activities in which these personnel and equipment are engaged. IDMA field staff will also be able to analyze the environment in which they are working and report this in the intelligence reports,
- c. provides equipment to assist in the collection of disaster intelligence information such as aerial platforms and specialized vehicles to navigate into and around damaged areas.

7. Illinois Department of Natural Resources

- a. provides information on IDNR owned/operated facilities and any water-related evacuations, rescues, or transports,
- b. provides information concerning hydraulic/ hydrology/ climatological data relative to the State's water resources through professional personnel with expertise in surface water, groundwater, and atmospheric conditions,
- c. provides data concerning flooding risks to the public and identifies critical structural facilities such as roadways and levees that are threatened,
- d. provides hard data on the earthquake epicenter and magnitude and provides Estimated Modified Mercalli Intensities of affected areas based on soil conditions and other related factors through State Geological Survey personnel who have expertise in geographical and

- topographical maps for use in operational planning and decision-making,
- e. assesses the capability of state parks to serve as shelters, staging areas, etc. This information would be used in both the DI function and the mass care function,
  - f. inventories equipment to see if specialized resources such as boats, 4-wheel-drive trucks, pumps, etc., could be useful in the collection of damage assessment information or in solving resource shortfall problems,
  - g. assists the IEMA Information Technologies Services Section and DI functions in GIS and database mapping,
  - h. provides current editions of topographic maps,
  - i. provides information on earthquake magnitudes and intensities, and boundaries of affected areas.
8. Illinois Department of Public Health
- a. evaluates the condition of local health departments, hospitals, emergency medical services, long term care facilities and all local and regional health and medical facilities and provides this information to the IEMA DI staff,
  - b. determines the location of casualty collection points in the affected areas and assists IEMA DI with the development plans to move casualties out of the area via evacuation plans, resources and assets,
  - c. determines the availability of health and medical resources and will assist in the development of a plan in concert with the SEOC staff to mobilize resources into affected areas,
  - d. determines the public health of the general population in the State and reports this information to IEMA DI staff,

- e. determines the operational status of facilities and organizations regulated by IDPH , as well as local and regional health and medical agencies, reporting this information to the IEMA DI staff,
- f. determines status of and provides information on the health and medical effects of biological, chemical, radiological, and nuclear events to IEMA DI staff.

9. Illinois State Board of Education

- a. provides information to the IEMA DI staff about school buildings and populations in the affected areas to help with:
  - (1) planning for search and rescue considerations in case of partial or total collapse,
  - (2) locating emergency shelters, cooking sites, staging areas, casualty collection points, etc. in affected areas,
  - (3) determining if commodities stored in schools could be used in mass feeding operations.
- b. notifies IEMA of conditions of school buildings in affected and unaffected areas as class resumption plans are developed and implemented.

10. Illinois State Police

- a. immediately reports all damage, injuries, and/or fatalities from the responding officers to the district operations. This information will then be relayed to the ISP Springfield Communications Center who will share this information with the IEMA DI staff. This will include the approximate number of injuries/fatalities; structural damage to any buildings; damage to streets, highways, and bridges; and any other critical information which

would severely hamper rescue/evacuation efforts,

- b. through its Statewide Terrorism & Intelligence Center (STIC), which is the primary fusion center for Illinois, situational reports concerning activities, events, or suspicious activity will be forwarded to the ISP Liaison desk for sharing with the SEOC. This can be very useful both in a natural disaster, as well as criminal or terrorism related incidents. For example, if a building was exploded, with many injured, it would be important to know if an ambulance, ambulance driver uniform, police uniform, or other emergency vehicle had been stolen recently in the area. This is a common tactic by terrorists, to commit a secondary attack against first responders,
- c. provides assistance with real time intelligence through the Support Services Bureau's use of digital imaging and provide analytical support following a disaster. Computers, analytical tools imaging and image transfer and connectivity to remote sites such as command posts and EOC will be utilized. The Intelligence Bureau will provide analysis of information collected after the incident. This information will also be provided to operations for post event response and to IEMA DI staff,
- d. provides staff support to the IEMA DI staff at the State EOC.

11. Illinois Department of Transportation - Division of Highways

- a. compiles information on road and bridge damage and shares this information with the IEMA DI staff,
- b. develops a priority routing plan for the affected areas and shares this information with the IEMA DI staff.

12. Illinois Department of Transportation - Division of Aeronautics

- a. assesses their capability to provide airframes to support

disaster intelligence activities and report this capability to the IEMA DI staff,

- b. compiles a list of usable facilities (airports) in the affected areas and reports the list to the IEMA DI staff.

13. Office of the State Fire Marshal

- a. provides information on regulated above and underground storage tanks, boilers, and pressure vessels,
- b. provides statewide specialized fire resources,
- c. provides intelligence reports to the IEMA DI staff of the conditions of the facilities that are regulated by OSFM,
- d. provides preliminary evaluation of the condition of fire departments to IEMA DI staff,
- e. compiles a list of available personnel and equipment which could be used in the DI function and report this information to the IEMA DI staff,
- f. interacts with local fire departments to obtain information about fires and Haz-Mat emergencies and report this information to the IEMA DI staff,
- g. provides staff support to the IEMA DI staff at the SEOC.

14. American Red Cross

- a. coordinates with the IEMA DI staff on the placement of resource staging areas,
- b. identifies ARC shelter and mass care locations that have been established and determines the capacity of such facilities to shelter and care for displaced residents and report this information to the IEMA DI staff.

15. Illinois Department of Central Management Services
  - a. Illinois Information Service's Video, Satellite, and Photography Division will document all disaster events:
    1. Video footage can be recorded or broadcast live anywhere in the nation via the KU-Band satellite uplink,
    2. Events can also be viewed within the Capitol complex through a closed circuit feed,
    3. Photographers can record events digitally for immediate electronic distribution. Black and white and color film may also be used for recording purposes, if requested.

## **V. References**

### **A. Implementing Procedures**

1. Information Management
  - a. IEMA Incident Report Form
  - b. SEOC Message Form
  - c. Incident Report Form
2. Information Reporting
  - a. Situation Report
  - b. Executive Summary
3. Mapping
4. Intelligence Analysis and Action Planning

## **Emergency Support Function 6 – Mass Care**

Primary Agency American Red Cross (ARC)

Support Agencies Illinois Deaf and Hard of Hearing Commission (IDHHC)  
Illinois Department on Aging (IDoA)  
Illinois Department of Agriculture (IDA)  
Illinois Board of Higher Education (IBHE)  
Capital Development Board (CDB)  
Illinois Department of Central Management Services (CMS)  
Illinois Department of Children and Family Services (DCFS)  
Illinois Commerce Commission (ICC)  
Illinois Community College Board (ICCB)  
Illinois Department of Commerce and Economic Opportunity  
(DCEO)  
Illinois Department of Corrections (IDOC)  
Illinois Department of Human Services (IDHS)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Public Health (IDPH)  
Illinois Department of Transportation - Division of Aeronautics  
(IDOT-A)  
Illinois Department of Transportation - Division of Highways  
(IDOT-H)  
Illinois Department of Veteran's Affairs (IDVA)  
Illinois Emergency Management Agency (IEMA)  
Illinois State Board of Education (ISBE)  
Illinois Secretary of State (SOS)

### **I. Introduction**

#### **A. Purpose**

1. provide coordination of sheltering, feeding, and emergency first aid following a disaster or other event that is beyond the capacity of local government to adequately meet the needs for mass care services in its community
2. operate a Disaster Welfare Inquiry system to collect, receive, and report information about the status of victims

3. coordinate bulk distribution of emergency relief supplies to disaster victims following a disaster.

B. Scope

1. The American Red Cross (ARC) independently provides mass care services to all disaster victims as part of a broad program of disaster relief, as outlined in its charter provisions enacted by the United States Congress, Act of January 5, 1905 and the Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288 as amended by P.L. 100-107).
  - a. For the purposes of the IEOP, the ARC is deemed to be a state agency and operates under the IDMS in accordance with NIMS.
  - b. ARC provides assistance to disaster victims regardless of Gubernatorial Proclamation or Presidential Declaration.
2. Initial response activities will focus on meeting urgent needs of disaster victims on a mass care basis. The provision of the customary ARC disaster services of Emergency Assistance and Disaster Health and Mental Health Services will be considered based on the needs of disaster victims, the disaster situation, and available resources.
3. Mass Care encompasses the following.
  - a. sheltering, which includes:
    - (1) using pre-identified shelter sites in existing structures
    - (2) creating temporary facilities
    - (3) using similar facilities outside the disaster-affected area
  - b. Operations will be based on sound nutritional standards and will include provisions for meeting requirements of disaster victims and workers with special dietary needs. Feeding will be accomplished by using the following.

- (1) fixed sites
  - (2) mobile feeding units
  - (3) bulk food distribution
- c. Emergency first aid will be provided to disaster victims and workers at mass care facilities and at designated sites within the disaster area. These services will be supplemental to emergency health and medical services established to meet the needs of disaster victims.
- d. The Disaster Welfare Inquiry System collects information regarding individuals within the affected area. This information can be provided to aid in reunification of family members who were separated at the time of the disaster or provided to immediate family members outside the affected area.
- e. bulk distribution of emergency relief items
- (1) Sites will be established within the affected area for the distribution of emergency relief items.
  - (2) Distribution plans for these relief items will be determined by the requirement to meet the most urgent needs of disaster victims.

## **II. Assumptions**

- A. Mass Care planning assumptions are based on a worst case scenario, such as a catastrophic earthquake, in which a disaster occurs without warning at a time of day that will produce maximum casualties, but also considers other disasters that could cause numerous casualties and result in widespread damage necessitating the temporary relocation of disaster victims.
- B. The nature and extent of the disaster event will require a preplanned, immediate and automatic response from all cooperating agencies.

- C. Citizens in Illinois could become displaced from their homes following a catastrophic earthquake, specifically, the New Madrid Fault. Mass Care shelters may be required to accommodate disaster victims and emergency workers for at least 30 days following the disaster. The Mass Care function may also be required to provide feeding support.
- D. Some victims will go to shelters. Others will find shelter with friends or relatives. Some victims will remain with their damaged homes. Individuals who remain in their homes or who stay with friends or relatives may still require mass care services. Some victims will travel to non-impacted areas of the State, necessitating that mass care services be provided at those locations.
- E. Some disaster victims may be reluctant to stay inside shelter facilities following an earthquake.
- F. Large numbers of spontaneous volunteers from the affected area and around the country will require a preplanned recruitment strategy and operational training effort.
- G. Surviving telephone service into and within the disaster area will be either inadequate or prioritized to emergency uses to the extent that it will be unable to handle disaster family well being inquiries.
- H. The magnitude of the disaster will require the operation of large long-term shelters.
- I. The massive relocation of disaster victims will limit or prevent routine mail delivery. This may cause financial hardship to those depending upon mail delivery (e.g., social security recipients, veterans benefit recipients, those depending on the receipt of insurance proceeds sent by mail, etc.).
- J. Large amounts of unsolicited donated goods and services will require the implementation of a preplanned donations management strategy plan.

- K. The Disaster Welfare Inquiry system inquiries will relate to persons who are residents of the disaster-affected area, as well as transients such as foreign and domestic tourists, business travelers, students, etc. In addition, there will be many persons who are separated from their families.
- L. Some medical facilities will be so overtaxed that accurate record keeping on treated, released, hospitalized, and transferred individuals will be impossible. This will complicate the Disaster Welfare Inquiry system response.
- M. Mass care facilities will receive priority consideration for structural inspection to ensure safety of occupants.
- N. Mass care operations and logistical support will receive high priority by State and Federal support agencies.
- O. The names of many of the injured, treated, and released will continue to appear on casualty lists.
- P. The more seriously injured will be transported to hospitals outside of the disaster area, some of them hundreds of miles away.

### **III. Concept of Operations**

#### **A. Policies**

1. This annex will be implemented upon the determination of the IEMA Director or his designee; however, the provision of Disaster Services by ARC or other agencies acting under their own authorities will not be dependent upon activation by the IEMA Director or a gubernatorial proclamation.
2. All services will be provided without regard to economic status, racial, religious, political, ethnic, or other considerations.
3. The IEOP will not supersede ARC response and relief activities nor shall it require ARC to perform any services contrary to its policies and procedures. ARC relief operations will conform to the ARC Board of Governor's Disaster Services Policy Statements and will be performed in accordance with the ARC

Disaster Services Regulations and Procedures. ARC will maintain administrative and financial and operational control over its activities and direction of its own personnel.

4. All appropriate government (local, State and Federal), voluntary agency, and private sector resources will be used as available and needed.

B. General

1. ARC response will be initiated locally. This response will be augmented by ARC disaster personnel from other areas of the State and from throughout the United States. Regional assembly areas, staging areas, and mobilization centers have been pre-identified to facilitate the arrival of personnel from outside the affected area.
2. Pre-identified personnel will be dispatched to the disaster site to begin coordinating relief operations.
3. ARC will establish a disaster relief operations headquarters for on-site coordination and management of the disaster. Depending upon the size and scope of the disaster, various district offices may be established to coordinate activities on a regional basis.
4. The ARC representative in the SEOC will serve as the operational liaison with IEMA and other State government agencies.
5. The State Mass Care element will coordinate its actions with the Federal Mass Care Representative at the Regional Response Coordination Center (RRCC).
6. If the National Response Framework is implemented, the Advance Element of the Mass Care Emergency Response Team will convene at a location near the SEOC until a Joint Field Office (JFO) has been established. A member of the team may also deploy to the SEOC to assist in the coordination of relief activities.

7. Following a widespread or catastrophic disaster, the ARC may convene a meeting of all support agencies identified in this Mass Care Annex. Support agencies (particularly those not already represented in the SEOC) will be expected to provide full time liaisons for 24-hour representation as necessary. Support agency representatives will have sufficient knowledge of the capabilities and resources of their agencies, with appropriate authorities to commit resources to the response effort.
8. An ARC representative may assist in Public Information activities.

C. Mass Care

1. Response agencies should plan for their workers to be self-supporting for at least the first 72 hours after arrival in the affected area.
2. Following this time period, alternate arrangements for feeding and sheltering emergency workers should be established by the workers' parent organization recognizing that the primary focus of mass care activities will be to provide immediate relief to disaster victims.
3. All appropriate government facilities will be utilized as needed in the provision of mass care services.

D. Disaster Welfare Inquiry

1. The ARC Safe and Well Web Site will be the primary tool used as the Disaster Welfare Inquiry System. Information transmitted to the Disaster Welfare Inquiry system, consisting of the names of those persons who have identified themselves via the Safe and Well Web site, and any further information made available by the SEOC and hospitals will be collected and made available to the immediate family members within or outside the affected area. ARC does not make notifications of death to family members.

2. Information about casualties evacuated from the affected area to other medical facilities will be restricted to that provided by National Disaster Medical System (NDMS) tracking capability.
3. The category "missing" will not be used by the Disaster Welfare Inquiry system.
4. The Disaster Welfare Inquiry operation will be discontinued when practical.

E. Notification

1. IEMA is responsible for notifying agencies that send representatives to the SEOC when a disaster has occurred that could result in the activation of the IEOP. ARC maintains a 24-hour response number and has provided IEMA with a roster of duty officers who may be contacted directly.
2. Upon notification of the implementation of the Mass Care Annex, ARC will inform all Mass Care support agencies and the Illinois Voluntary Organizations Active in Disaster (VOAD) and share information about the incident and initial response actions. ARC does not provide confidential personal information provided to ARC by disaster victims or emergency workers without explicit consent of the individual. Support agencies shall provide ARC and IEMA rosters of liaison personnel for 24-hour contact.
3. Support agencies are responsible for making their own internal notifications.
4. The ARC State Coordinating Chapter will notify ARC field units of the activation of the plan, share information about what has occurred, initial response actions, and direct that they initiate their appropriate response.

F. Organization

1. The ARC State Relations Disaster Liaison or designated alternate will initially serve as the State Mass Care Operational

Liaison and will be the primary point of contact for requests for assistance and for communication with support agencies.

2. Once established, the Disaster Relief Operations Headquarters will organize and manage the ARC disaster relief operation, request mobilization and support from the ARC National Disaster Operations Center, and exchange information and request additional support from the State Mass Care element.
3. A Red Cross Coordinating Officer will be appointed to manage the coordination between State and Federal Mass Care agencies and the ARC Disaster Operations Headquarters.

G. Federal Coordination

Under a Presidential Declaration of a major disaster or emergency, State agencies' requests for support will be submitted through the State Coordinating Officer in the DFO.

## **IV. Responsibilities**

A. Primary Agency - American Red Cross

1. supports the management and coordination of sheltering, feeding, supplemental disaster health services, bulk distribution of emergency relief items, and Disaster Welfare Inquiry services to the disaster affected population,
2. establishes and operates mass care shelters and feeding facilities for disaster victims requiring these services,
3. provides emergency feeding to disaster victims and emergency workers,
4. provides bulk distribution of disaster relief supplies,
5. Supports reunification efforts through its "Safe and Well" website and in coordination with government entities as appropriate. Facilitates and supports reunification programs in general population shelters operated by the American Red Cross and promotes public information sharing through its

website ([www.redcross.org](http://www.redcross.org)), National Response Center, and “Safe and Well” website.

6. coordinates the recruitment and assignment of personnel for mass care operations
7. coordinates, within its agreements with other organizations, the provision of relief efforts by all voluntary agencies actively engaged in providing assistance to disaster victims, including :
  - a. providing trained personnel in its Disaster Services Human Resources (DSHR) system in Illinois. Draws upon personnel from other chapters and units throughout the United States if warranted,
  - b. maintaining Statements of Understanding with more than 70 organizations and professional or associations which have agreed to support the ARC in providing services,
  - c. maintaining stockpiles of essential disaster relief supplies (cots, blankets, food and beverage containers, clean-up kits, comfort kits, etc.) at various ARC chapters throughout the State as well as in from several Disaster Field Supply Centers maintained throughout the United States,
  - d. maintaining a Logistics Immediate Response Vehicle (LIRV) in Springfield containing administrative supplies, telephones, calculators, facsimiles, copiers, tables and chairs, etc. to establish an administrative headquarters to coordinate the ARC response,
  - e. maintaining Emergency Response Vehicles (ERV’s) in Illinois available for immediate deployment; Coordinates additional ERV’s use from the national fleet; draws upon the additional vehicles (vans, trucks) maintained by major chapters for additional services,
  - f. activating the Southern Baptist Convention (SBC) through their agreement to support ARC in mass feeding. The SBC maintains an 18 wheel semi-trailer in Illinois capable of providing support for mobile feed. The SBC

maintains another trailer stocked with supplies (rakes, shovels, plastic bags, wet vacs, etc.) to support clean-up operations and emergency child care service,

- g. providing ARC trained personnel including administrative staff, liaison staff, disaster health personnel (nurses, emergency medical technicians, first aid certified personnel), caseworkers, mental health professionals, logistics personnel, cooks, and communications staff. The technical staff is available to support ARC services; however, in some instances, the ARC could provide technical assistance to other agencies,
- h. maintaining staff with significant experience in managing large groups of people, in registering disaster victims, in conducting damage assessment and determining quantities of food and water needed by disaster victims and relief workers,
- i. maintaining contracts with all major vendors (food services, transportation, communications, etc.) to provide support for ARC services.

## B. Support Agencies

### 1. Illinois Deaf and Hard of Hearing Commission

- a. assists in providing interpreters for the deaf and hard of hearing and translation of emergency information into braille for disaster victims who are visually impaired at shelters and other locations where disaster victims congregate.

### 2. Illinois Department on Aging

- a. arranges for the use of Senior Citizens Centers as mass care shelters and food preparation sites,
- b. assists with the distribution of food; many Senior Citizen Centers serve as nutrition sites and maintain emergency food provisions,

- c. provides outreach workers to provide specialized assistance to senior citizens who are disaster victims. In a Federally declared disaster, the Department on Aging can provide Federal grant funds to local Area Agencies on Aging to assist the clients they serve,
- d. assists in providing transportation of senior citizens to mass care facilities,
- e. provides assistance with the distribution of food and other mass care items to senior citizens who may not be able to reach mass care facilities.

3. Illinois Department of Agriculture

- a. arranges for the use of the Illinois State Fairgrounds in Springfield and DuQuoin as staging areas, mobilization centers, base camps, feeding centers, headquarters facilities, shelters, and warehouse facilities, as needed,
- b. provides assistance with coordinating the possible use of county fairground facilities as staging areas, mobilization centers, shelters, and headquarters facilities as needed,
- c. assists in the coordination of the appropriate placement of animals brought to shelter facilities,
- d. Coordinate with Noah's Wish, which would be the non-governmental organization (NGO) of choice, as well as other volunteer animal welfare organizations, if needed, for handling pets and service animals in an evacuation.

4. Illinois Board of Higher Education

- a. maintains a current list of primary and secondary response coordinators for each public university campus,
- b. assists in coordinating dormitories, kitchens and other facilities to serve as shelters and other mass care facilities,

- c. assists in coordinating the assignment of personnel with specialized skills (i.e. food service staff, foreign language interpreters, mental health personnel, health care personnel, logistics staff) to assist in mass care relief operations.

5. Capital Development Board

- a. coordinates the construction of temporary shelter facilities, if necessary, in the disaster area,
- b. assists in providing qualified staff or contractors to inspect the structural safety of mass care shelter facilities.

6. Illinois Department of Central Management Services

- a. assists in the procurement of needed disaster relief supplies,
- b. assists in providing fuel, repair, and service to vehicles providing mass care relief services,
- c. provides technical assistance for telecommunications services to the impacted area including the establishment of free phone banks and computers with internet access for disaster victims use in assisting family reunification,
- d. provides assistance in identifying foreign language interpreters, as needed,
- e. provides telecommunications support to disaster relief facilities,
- f. identifies and distributes information on the availability of State and Federal surplus property for disaster relief operations,
- g. provides logistics support for disaster relief operations as appropriate,

- h. provides technical assistance in the recruitment and deployment of State employees for temporary assignment as disaster relief workers to support mass care activities,
- i. coordinates the provision of video conference services for use by disaster relief personnel,
- j. coordinates the use of CMS-managed State facilities (other than the Capitol Complex) and property for use as staging areas, headquarters facilities, and service delivery locations,
- k. through the Illinois Information Service, provides media tracking of stories related to the disaster for obtaining disaster intelligence information about relief operation,
- l. assists in providing information to disaster victims and emergency workers through the use of the state's web site or specifically designed web pages for the disaster relief operation and for assistance in notification of key personnel and facilities by broadcast, fax, or blast email.

7. Illinois Department of Children and Family Services

- a. provides assistance in coordinating the placement of children separated from their parents or guardians following a disaster,
- b. coordinates the provision of financial assistance to wards of the State who are disaster victims,
- c. provides assistance directly or through the assistance of agencies contracted to DCFS in the operation of mass care facilities.

8. Illinois Commerce Commission

- a. assists in coordinating the transportation of emergency disaster relief supplies by rail,

- b. serves as a liaison with utility companies to arrange for high priority restoration of utility services to mass care facilities (shelters and kitchens).

9. Illinois Community College Board

- a. coordinates the use of community colleges as mass care facilities, staging areas, mobilization centers, and headquarters facilities,
- b. assists in coordinating the assignment of personnel with specialized skills (i.e. food service staff, foreign language interpreters, mental health personnel, health care personnel, logistics staff) to assist in mass care relief operations.

10. Illinois Department of Commerce and Economic Opportunity

- a. arranges for the provision and analysis of census data of disaster affected areas,
- b. assists in providing information about available housing in nearby communities,
- c. assists in providing information about hotels and motels available to support the needs of disaster victims and emergency workers.

11. Illinois Department of Corrections

- a. arranges for the use of correctional institutions (including the use of inmate and correctional center staff) for the preparation of food for disaster victims and emergency workers,
- b. provides inmate labor to assist with disaster relief activities (loading and unloading of supplies, cleaning of food and beverage containers, etc.),
- c. provides for the use of correctional center laundry facilities to clean disaster victims' and emergency workers' clothing (i.e., following long term sheltering),

- d. provides products from Correctional Industries for use by disaster victims and emergency workers,
- e. provides inmate and staff labor for the preparation of up to 250,000 meals per day from the correctional institutions. Additional meals may be prepared by institutions throughout the State and transported to the affected area,
- f. provides correctional staff certified as Emergency Medical Technicians (EMTs) and CMTs. to assist with first aid needs and certified mental health staff to assist in family counseling,
- g. provides staff as available for the management of mass care facilities,
- h. provides assistance with storage of disaster relief supplies at correctional facilities.

12. Illinois Department of Human Services

- a. takes responsibility for wards and other dependents of the state relying on state assistance,
- b. coordinates the placement of disaster victims with Alcohol and Other Drug Abuse (AODA) problems who may not be appropriate for general population disaster shelters:
  - (1) coordinates the delivery of AODA prevention, outreach, intervention, and treatment services to disaster victims during the recovery period
- c. coordinates the provision of mental health services to disaster victims living in shelters or at other disaster relief centers,
- d. coordinates the provision of mental health services to disaster workers as needed,

- e. assists in the placement of disabled individuals for whom congregate care living may not fully meet their special needs:
  - (1) assists in coordinating the recruitment and placement of private care attendants for disabled individuals living in congregate care facilities or whose attendants are not available as a result of the disaster
  - (2) assists in providing transportation for disabled individuals to mass care facilities or for the transportation of mass care supplies to disabled individuals who are not able to access public facilities because of the disaster
- f. assists in providing interpreters for the deaf and hard of hearing and translation of emergency information into Braille for disaster victims who are visually impaired,
- g. assists in coordinating vendors to provide assistance with mass care feeding operations,
- h. coordinates the provision of infant and baby formula and replacement coupons issued through the Women Infant and Children (WIC) program,
- i. provides assistance by distributing emergency food stamps to disaster victims,
- j. provides financial assistance to disaster victims through the Crisis Assistance Program,
- k. provides assistance in assigning social work staff in resolving difficulties in shelters and other places where disaster victims congregate,
- l. provides assistance in coordinating emergency day care services for disaster victims.

13. Illinois Department of Military Affairs

- a. provides armories as mass care shelters, feeding centers, base camps, staging areas, mobilization centers, or disaster relief centers,
- b. provides logistical support and air/ground transportation of disaster relief supplies, personnel, and equipment
- c. provides available resources such as emergency communication, cots and blankets, tents, mobile kitchen trailers, emergency power generation, portable heaters, emergency lighting, water trailers, emergency refueling, food service and congregate care personnel and emergency food supplies (Meals-Ready to-Eat - MREs),
- d. assists in providing potable water for disaster victims.

14. Illinois Department of Natural Resources

- a. provides State parks and facilities as shelters, feeding centers, mobilization centers, and staging areas,
- b. provides assistance with transportation of food, supplies, and disaster relief personnel by boat or snowmobile to isolated areas
- c. provides personnel as available to manage shelter facilities and other mass care facilities,
- d. provides disaster intelligence information about flood stages and the potential for evacuation.

15. Illinois Department of Public Health

- a. collaborate with other local health care entities in locating health care workers to augment personnel assigned to first aid victims,
- b. assists in obtaining ice and potable water to disaster victims at shelters, feeding centers, and other areas where disaster victims or emergency workers congregate,

- c. assists in obtaining portable rest room facilities for congregate care areas, if available or will assist with the provision of emergency waste management information to control local defecation and to encourage the concentration of human wastes into areas where it can be managed properly,
  - d. provides technical assistance for shelter operations related to food safety, private water supplies, waste disposal, vectors, and vermin,
  - e. in cooperation with other state agencies, assists with the determination of the proper existing care facility for those persons determined not to be medically appropriate for placement in congregate care facilities established for the general population (i.e., invalids, the frail elderly, persons with communicable diseases, disaster victims in need of constant medical attention such as those requiring life support equipment, dialysis patients, Alzheimer patients, etc.) .
16. Illinois Department of Transportation - Division of Aeronautics
- a. provides air transportation of key personnel to an event area:
    - 1. provides air transportation of emergency supplies to support personnel in an event area.
17. Illinois Department of Transportation - Division of Highways
- a. provides transportation to support mass care efforts as required,
  - b. provides highway condition information about roads to and from disaster areas and relief centers,
  - c. provides the use of State rest areas as emergency Mass Care facilities,

- d. provides storage of mass care supplies at IDOT facilities,
- e. uses IDOT road information radio system and emergency highway signs to broadcast critical information to evacuees and disaster victims such as location of shelters and emergency first aid stations and assistance centers.

18. Illinois Department of Veteran's Affairs

- a. arranges for the limited use of State Veteran's home facilities, property services as may be reasonable or available, or as resources permit:
  - (1) through coordination between the SEOC and the Director or his designee,
  - (2) through coordination between the UAC and the home administrator as approved by their respective supervisors.
- b. assists in the coordination of the provision of assistance to veterans who are disaster victims,
- c. provides staff as available to assist in the operation of mass care facilities including the provision of available medical staff from veterans' homes.

19. Illinois Emergency Management Agency

- a. assists in establishing priorities and coordinating the transition of mass care operations with recovery activities based upon the disaster situation information and the availability of resources that can be appropriately utilized,
- b. provides Disaster Intelligence information that impacts mass care activities,
- c. provides logistics support, including communications, for disaster operations as appropriate,

- d. coordinates the inspection of mass care shelter sites after the disaster to ensure suitability of facilities to safely shelter disaster victims and emergency workers.

20. Illinois State Board of Education

- a. coordinates the acquisition and transportation of United States Department of Agriculture (USDA) commodity foods,
- b. assists in coordinating the use of school facilities as shelters, feeding centers, headquarters facilities, staging areas, mobilization centers, and relief centers
- c. assists in coordinating the recruitment and assignment of school district personnel with specialized skills (school nurses, guidance counselors, school psychologists, school food service personnel, nutritionists, etc.) to assist in the provisions of mass care services,
- d. provide technical assistance from nutritionists to assist in menu planning and development.

21. Illinois Secretary of State

- a. provides for the use of facilities in the State Capitol Complex as shelters, feeding sites, staging areas, mobilizations centers, and disaster relief headquarters,
- b. provides assistance in the replacement of identification (state ID cards, driver's licenses) for disaster victims and emergency workers,
- c. provides for the issuance of specialized identification for restricted access to mass care or other disaster relief facilities.

22. Other Agencies:

In addition to the responsibilities identified above, there are a number of State Agencies, State Colleges and Universities, and private voluntary organizations that may be expected to provide

personnel and critical resources to support disaster operations. Responsibilities of many of these agencies are identified elsewhere in the IEOP.

## **V. Resource Requirements**

### **A. Personnel**

1. Disaster relief personnel may be activated from ARC, voluntary agencies such as members of VOAD, veterans groups, labor unions, professional associations, private corporations with which the ARC has agreements, and various State agencies.

### **B. Equipment**

1. Many of the following items can be obtained through normal disaster supply channels. Cots and blankets, air mattresses, sleeping bags, water containers, cooking equipment, first aid and shelter medical supplies, vehicles for transport of personnel and supplies, ARC comfort and clean-up kits, portable lamps, generators, fans, office supplies, tables and chairs, tents, portable heaters, feeding equipment, two-way radios, phones and cellular phones, portable fax machines, portable computers with modems, and maps are some of the items that will be needed to support the mass care relief effort.

### **C. Facilities**

1. Available undamaged facilities may have to be augmented by tents, mobile homes, railroad cars, etc., brought in from outside of the disaster area.

## **VI. Authorities**

- A. United States Congress Act of January 5, 1905, as amended, 36 U.S.C.
- B. Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended)

## **VII. References**

- A. American Red Cross Board of Governors' Disaster Services Policy Statements
- B. American Red Cross Disaster Service Regulations and Procedures
- C. Statement of Understanding between the State of Illinois and the American Red Cross
- D. Statements of Understanding between the American Red Cross and various agencies active in disaster relief

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## **Emergency Support Function 6 – Mass Care**

TO BE DEVELOPED – Emergency Assistance, Housing,  
and Human Services

Primary Agency

Support Agencies

### **I. Introduction**

A. Purpose

B. Scope

### **II. Assumptions**

### **III. Concept of Operations**

### **IV. Responsibilities**

### **V. References**

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## Emergency Support Function 7 – Resource Support

Primary Agency	Illinois Emergency Management Agency (IEMA)
Support Agency	Illinois Department of Central Management Services (CMS) Illinois Department on Aging (IDoA) Illinois Department of Agriculture (IDA) Capital Development Board (CDB) Illinois Department of Corrections (IDOC) Illinois Environmental Protection Agency (IEPA) Illinois Department of Human Services (IDHS) Illinois Department of Military Affairs (IDMA) Illinois Department of Natural Resources (IDNR) Illinois Department of Public Health (IDPH) Illinois State Board of Education (ISBE) Illinois State Police (ISP) Office of the State Fire Marshal (OSFM) Illinois Department of Transportation - Division of Highways (IDOT-H) Illinois Department of Transportation - Division of Aeronautics (IDOT-A)

### **I. Introduction**

#### A. Purpose

1. The purpose of this Annex is to provide State agencies with a means to obtain the necessary equipment, commodities, other property and special human resources needed to accomplish emergency functions following an earthquake, other natural disaster, accidental release of toxic materials, terrorism, etc.

#### B. Scope

1. The scope of Resource Management involves providing logistical and resource support during the response and recovery phase of a disaster. The term “resources” should be

understood to include emergency relief supplies, office/warehouse/staging space, equipment, supplies, contracting services, transportation services (in coordination with the Transportation Emergency Support Function) and personnel with special expertise, and/or information about those resources. It includes assistance with disposal of surplus property at the end of response and recovery efforts.

## **II. Assumptions**

- A. Major disruption of surface transportation in and near the affected sites will create many problems in the delivery of supplies and services.
- B. A significant portion of logistical needs will be obtained by the responding State agencies from those agencies' existing sources (e.g., use of existing equipment, requisitioning from available stock, etc.).
- C. It is understood that response agencies will not be responsible for assuming the costs incurred for resource support obtained/provided by them for use by another agency. Items and services that are purchased or contracted for will be paid for by the requesting agency, or when approved, submitted for reimbursement from the Governor's Disaster Relief Fund.
- D. IEMA will provide to CMS listings of required specialized equipment, supplies and personnel for response agencies that could be utilized in a disaster. IEMA, with the assistance of CMS will also provide these agencies with information on how to obtain needed resources by purchase or contract.

## **III. Concept of Operations**

- A. General
  - 1. IEMA will coordinate resource support for the State response which will require the cooperative effort of all State agencies since each is expected to be a primary source of equipment, materials, supplies, and personnel. Agencies other than those identified as response agencies may be asked to provide

facilities, equipment or personnel resources. Support that cannot be provided from State resources will be procured directly from vendors.

2. If the use of State owned/leased property is required, requests will be channeled to the CMS liaison at the SEOC. CMS will then coordinate with the owning agency for use of the property.
3. Durable goods that are not available except through purchase or contract will be channeled by IEMA to the CMS liaison at the SEOC. CMS will then procure and deliver the item(s) or will delegate the authority to do so to the appropriate State agency. CMS maintains a current list of possible vendors and contractors. If material or equipment is required, CMS will be responsible for contacting the vendor and contracting for the item(s). The appropriate State agency fund or IEMA will be responsible for paying for the item(s).
4. Specialized human resources that are not available except through contract or purchase of services will be done in accordance with the State Procurement Code and the State Personnel Code. A section of the Procurement Code does allow for emergency purchasing as needed.

#### B. Notification

1. IEMA will alert the CMS Liaison that the SEOC has been or may be activated and to ready him/her to perform his/her disaster functions on an as needed basis.
2. CMS will maintain an up-to-date telephone cascade for notification of the regional CMS employees and will immediately implement it as needed.

#### C. Operational Structure

1. IEMA will serve as the primary agency and will be the initial contact for State agency requests for assistance.
2. The Resource Management function will operate from the

SEOC or at other sites as may be designated by IEMA, following the initial notification. Staffing will be provided on a 24-hour basis if required.

3. Each support agency will assign at least one liaison to CMS at the SEOC. This does not require the liaison to be assigned exclusively to CMS. These individuals will remain assigned until released by CMS or replaced. It is understood that much of the support can and will be provided from the support agencies' normal operating facilities as well as the SEOC.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

A. Primary Agency - Illinois Emergency Management Agency

1. provides, directs, and coordinates logistical/resource operations with the assistance of the designated support agencies,
2. provides specialized personnel, mobile facilities, communication equipment and radiological monitoring equipment and operators.

B. Support Agencies

1. Central Management Services
  - a. coordinates the purchase of or contract for the following goods and services:
    - (1) commodities
    - (2) equipment
    - (3) office supplies

- (4) telecommunications equipment
  - (5) computers and software
  - (6) computer programmers
  - (7) vehicles
  - (8) vehicle repair vendors
- b. coordinates the use of real property under its ownership or lease agreement and the acquisition of additional leased property as necessary,
  - c. coordinates the use of excess State property and the donation of Federal surplus property and the disposal of State owned durable goods considered excess at the end of the disaster response and recovery efforts,
  - d. procures items not available through State sources from commercial vendors or suppliers,
  - e. provides motor equipment under the control of CMS and other State agencies and transportation services under contract in coordination with IDOT-H,
  - f. provides a Liaison to lead the support activities listed above for the duration of SEOC operations,
  - g. coordinates negotiations with lodging vendors to house deployed emergency response and recovery personnel,
  - h. provides additional telecommunications support to the SEOC as required through the Bureau of Communication and Computer Services.
2. Illinois Department on Aging
- a. provides personnel (i.e., Information & Assistance Specialists, nurses, social workers and attorneys, etc.)

and information on elderly populations in affected areas through the Illinois Aging Network,

- b. coordinates use of resources from local Area Agencies on Aging (shelter sites, food supplies, specialized transportation and other in-home community based services).
3. Illinois Department of Agriculture
    - a. provides State fairgrounds at Springfield and DuQuoin for staging areas, mobilization sites or other disaster related uses,
    - b. coordinates with local county fair officials on possible use of county fairgrounds facilities for staging areas, mobilization sites or other disaster related uses,
    - c. provides radios, trucks and vans,
    - d. coordinates with local land holders for the possible use of agricultural lands and properties.
4. Capital Development Board
    - a. provides a list of professional engineers and contractors with excavating equipment which can be placed on contract by the State for emergency operations.
5. Illinois Department of Corrections
    - a. provides inmate manpower for disaster relief activities and debris removal,
    - b. provides vehicles, telecommunications equipment, portable metal detectors and night vision equipment and operators.

6. Illinois Environmental Protection Agency
  - a. provides specialized personnel and laboratory facilities,
  - b. provides engineers and specialists from seven offices throughout the State and headquarters staff who are HAZWOPER trained (OSHA 29 CFR 1910.120) and may be mobilized as necessary,
  - c. maintains a compliance and enforcement capability that can assure appropriate cleanup and restoration of natural resources,
  - d. provides direct reading hazardous materials monitoring equipment and operators.
7. Illinois Department of Human Services
  - a. provides counselors through their grant agencies,
  - b. provides access to interpreters for the hearing impaired,
  - c. provides access to State owned patient care facilities for staging areas, mobilization and shelter sites, and patient care,
  - d. provides personnel with pharmaceutical training and specialized knowledge in pharmaceutical inventory management.
8. Illinois Department of Military Affairs
  - a. provides space, equipment, transportation and personnel as may be required for emergency operations.
9. Illinois Department of Natural Resources
  - a. provides supporting geographic information system capabilities and operators,

- b. provides boats, operators and all-terrain vehicles,
- c. provides snowmobiles, four wheel drive trucks and all-terrain vehicles,
- d. provides boats and operators, engineers, surveyors and technical staff, excavation equipment and trucks.

10. Illinois Department of Public Health

- a. provides personnel with specialized skills in structural and health assessment, medical and drug recommendations, health services and epidemiology, and management information systems,
- b. provides clinical and environmental laboratory capabilities,
- c. maintains listing of medical supply vendors, bottled water producers, grade A fluid products plants, and waste-management system suppliers,
- d. maintains listing of all facilities and organizations regulated by IDPH,
- e. provides vaccines required for each event,
- f. provides various types of environmental non-direct reading monitoring equipment and operators.

11. Illinois State Board of Education

- a. facilitates access to local school districts for utilization of their facilities and food stocks.

12. Illinois State Police

- a. provides sworn law enforcement personnel for control of incident scenes and site access,

- b. provides specially trained personnel for use in HAZMAT, WMD, hostage, search and rescue, investigation, and threat elimination,
- c. provides special PPE and weapons appropriate for handling a variety of situations,
- d. provides special teams including K9 and TRT,
- e. provides laboratories,
- f. provides automobiles and aircraft.

13. Office of the State Fire Marshal

- a. coordinates the use of local fire department personnel and equipment when requested,
- b. supports the Mutual Aid Box Alarm System (MABAS) for the purpose of providing mutual aid to greatly enhance fire fighting response capabilities,
- c. provides specialized personnel from the Divisions of Fire Prevention, Boiler and Pressure Vessel, Petroleum and Chemical Safety, Arson, Elevator Safety, Personnel Standards and Education, Technical Services, Homeland Security, and Management Service Divisions.

14. Illinois Department of Transportation - Division of Highways

- a. determines the carrier, priority, and scheduling of transportation required to move emergency personnel, supplies and equipment,
- b. provides equipment and operators for movement of supplies and equipment or personnel.

15. Illinois Department of Transportation - Division of Aeronautics
  - a. identifies aviation assets available, but not yet committed,
  - b. identifies all the aviation assets committed to the response,
  - c. identifies necessary staffing and activates selected components,
  - d. determines air carriers, priorities and scheduling of any air transportation required to move emergency personnel, supplies and equipment,
  - e. provides aviation equipment and operators for movement of supplies and equipment or personnel,
  - f. establishes restricted airspace management, as requested by the FAA,
  - g. identifies and establishes, as necessary, forward staging areas with associated logistical support necessary for field operations,
  - h. coordinates maintenance and logistical support for aircraft committed to the response,
  - i. coordinates with responding State agencies for any aviation support needs as provided for in Executive Order Number 8,
  - j. coordinates notification, deployment and arrival of the aviation assets,
  - k. coordinates with the other Midwestern states to determine the availability of additional or specialized aviation assets,

1. maintains lists of resources available through IDOT-A including:
  - (1) licensed pilots registered in Illinois,
  - (2) aircraft registered in Illinois,
  - (3) specialized aircraft and aircrew providers,
  - (4) consulting engineering firms with aviation specialties.
- m. coordinates resupply of aviation assets,
- n. maintains two aviation facilities, (West Chicago and Springfield).

16. Other Agencies

- a. In addition to the responsibilities identified above, there are a number of State agencies, State colleges and universities, and private voluntary organizations that can be expected to provide personnel and critical resources to support disaster operations. Responsibilities of many of these agencies are identified elsewhere in the IEOP.

## **V. Authorities**

- A. Illinois Purchasing Act (30 ILCS 500/1-1 through 55-15. 1998.)
- B. Illinois Personnel Act (20 ILCS 415/1 et seq.)
- C. CMS Enabling Act (20 ILCS 405/35.2)

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## **Emergency Support Function 8 – Public Health and Medical Services**

Primary Agency Illinois Department of Public Health (IDPH)

Support Agencies American Red Cross (ARC)  
Illinois Department of Human Services (IDHS)  
Illinois Department of Military Affairs (IDMA)  
Illinois Emergency Management Agency (IEMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois State Police (ISP)  
Illinois Department of Transportation - Division of Aeronautics (IDOT-A)  
Illinois Department of Transportation - Division of Highways (IDOT-H)  
Illinois Department of Central Management Services (CMS)  
Illinois Department of Veteran's Affairs (IDVA)  
Illinois Environmental Protection Agency (IEPA)  
Illinois Department of Corrections (IDOC)

### **I. Introduction**

#### **A. Purpose**

1. The purpose of this Annex is to describe the system and operational policies for the health and medical services response to a disaster to ensure the assistance provided is accomplished in a coordinated manner when local resources are overwhelmed.

#### **B. Scope**

1. The provisions set forth in this Annex specify the means to anticipate disaster operations by the designation of primary and support roles and responsibilities that will prepare health and medical service personnel to respond effectively and efficiently regardless of the nature of the disaster.

## **II. Assumptions**

- A. Local governments have the primary responsibility to provide emergency medical and health services within their jurisdictions in response to a disaster.
- B. State government will provide (for counties without a health department) and/or augment emergency medical and health services that exceed the capabilities of the local government operations before and during a State declared disaster.
- C. The National Response Framework (ESF 8 - Health and Medical) will support health and medical activities as requested by the State of Illinois in accordance with pre-established activation procedures.
- D. Primary and support agencies will respond to a non-State declared disaster incident under their own statutory authorities and laws.

## **III. Concept of Operations**

- A. General
  - 1. IDPH will provide primary coordination for the State's health and medical operations from the SEOC.
  - 2. All support agencies will provide services as indicated in other plans developed under referenced authorities in support of this annex.
  - 3. The National Disaster Medical System (NDMS) is a cooperative effort of Federal agencies designed to:
    - a. provide additional medical assistance to a disaster area,
    - b. evacuate patients that cannot be cared for by the State,
    - c. provide hospitalization in a national network of medical care facilities,

- d. provide support for mortuary services for mass fatality incidents.

B. Notifications

1. IEMA will activate the IEOP by notifying IDPH and the support agency(s) of a disaster. Notifications will be based on the severity of the situation.

C. Operational Structure

1. Emergency Health and Medical functions and/or services that will be coordinated through IDPH include, but are not limited to (within this Annex):
  - a. assessment of health and medical services needs,
  - b. inspection and investigation of factors that could lead to food borne and/or waterborne illnesses,
  - c. evacuation of hospital and/or long-term care facility patients,
2. assistance in obtaining potable water, ice and supplies, and solid waste disposal systems,
3. coordination of assistance for health and medical services, equipment, and supplies,
4. inspection and investigation of structural and vertebrate pest and vector control,
5. assess and assist in decontamination of the chemically or radiologically contaminated,
6. coordination with other state agencies on the determination of the proper existing care facility for functional needs citizens who require more medical care than can be provided in a traditional congregate care facility,
7. coordination of local coroners engaged in identification

activities,

8. recommend appropriate sanitary precautions and dispel any unfounded rumors and inaccurate information and provide rapid health and safety communications to the general public on health and safety issues,
9. coordinate the investigation of multi-jurisdictional disease outbreaks conducted by local health departments.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

A. Primary Agency - Illinois Department of Public Health

1. provides assistance to allow emergency medical services personnel and health care facilities to work together in a collaborative way to provide assistance in situations where local resources are overwhelmed. The assistance includes the coordination of medical teams, ambulances, Special Emergency Medical Services Vehicles (SEMSVs), the Strategic National Stockpile (SNS) and other requested medical resources,
2. maintains a 24-hour contact with bottled water producers and suppliers in Illinois,
3. secures portable sanitation systems, through pre-existing statewide contacts, where possible or coordinate the dissemination of public information on the proper management of human wastes,
4. provides information to the general public on health and safety issues. The public information will be coordinated with the neighboring states and the Federal Government. IDPH recommends appropriate sanitary precautions and dispels

unfounded rumors and inaccurate public health information,

5. investigates any unusually high incidence of disease and implements control measures when feasible,
6. performs surveillance of injuries, collects data, and ensures that the data are tabulated and reported to the Public Health Emergency Operations Center (PH-EOC) and other disaster response officials. In addition to collecting information on the location and severity of the injury, the Department will attempt to record a permanent point of contact for each patient outside the disaster impact area for epidemiologists conducting follow-up studies and/or surveillance efforts,
7. Provides technical assistance and coordination in:
  - a. planning and implementing the evacuation of health care facilities,
  - b. assuring safe and healthy living conditions at evacuation sites,
  - c. assisting with the inspections and investigations of structural and vertebrate pest and vector control,
  - d. providing technical assistance in assuring the safety of food and dairy products, non-community public water supply, private water wells, and dairy products,
  - e. providing controlled substances during a disaster as a Drug Enforcement Administration (DEA) licensee (applied for),
  - f. providing additional consultation and technical assistance as required within IDPH authorities,
  - g. providing clinical and environmental laboratory capabilities,
  - h. coordinates the request, receipt, breakdown, and distribution of the Strategic National Stockpile for the

State of Illinois.

B. Support Agencies

1. American Red Cross

- a. provides emergency first aid for minor illnesses and injuries to disaster victims in Mass Care shelters, selected disaster cleanup areas, and other sites. Disaster health personnel (nurses, emergency medical technicians, first aid certified personnel, caseworkers, mental health professionals) are available for response,
- b. provides supportive counseling for the disaster victims, family members of victims, and disaster workers,
- c. acquaints families with available health resources and services and make appropriate referrals as needed and requested,
- d. provides blood and blood products through Red Cross regional Blood Centers as needed and requested,
- e. provides coordination of appropriate casualty and/or patient information into the Disaster Welfare Inquiry System associated with the Mass Care function.

2. Illinois Department of Human Services

- a. coordinates evacuation of Alcohol and Other Drug Abuse treatment facilities in the impacted areas:
  - (1) arranges for dispensing of methadone to clients in the disaster impacted areas when the normal dispensing facility has been destroyed or relocated due to the disaster,
  - (2) coordinates the relocation of any impacted treatment facilities and any treatment clients who cannot be relocated to general population community shelters,

- (3) arranges for staff from its network of providers to conduct AODA assessments of disaster victims as needed and provide referrals to treatment services as indicated,
    - (4) arranges for staff from its network of AODA prevention programs to provide AODA prevention services to disaster victims residing in shelters, camps, mobile home parks, and other temporary locations.
  - b. provides counseling to both disaster victims and emergency workers through its local granted agencies,
  - c. coordinates repackaging of emergency medications and supplies and assists with emergency pharmaceutical distribution and quality assurance.
- 3. Illinois Department of Military Affairs
  - a. provides personnel and equipment for triage and emergency medical care and portable medical aid stations,
  - b. provides aircraft and aircrew members for emergency aero medical evacuation,
  - c. provides tents for use as first aid stations,
  - d. provides personnel and supplies for field sanitation services,
  - e. provides air monitoring for contaminants,
  - f. provides personnel and equipment to assist with the distribution of Strategic National Stockpile push packages and Managed Inventory,
  - g. provides back up security for emergency medical supplies,



- b. Division of Forensic Services and Identification
  - (1) provides assistance to local coroners in the identification of fatalities.
  
- 7. Illinois Department of Transportation - Division of Aeronautics
  - a. transports key healthcare and emergency workers using departmental aircraft,
  - b. transports blood, blood products and tissue as required to support emergency operations,
  - c. transports organs and tissue for transplant as described in the Memorandum of Understanding between IDPH and IDOT-A.
  
- 8. Illinois Department of Transportation – Division of Highways
  - a. provides transportation of emergency medications and medical supplies.
  
- 9. Illinois Department of Central Management Services
  - a. provides trucks and drivers to support distribution of the Strategic National Stockpile.
  
- 10. Illinois Department of Veteran’s Affairs
  - a. provides limited emergency support services as are deemed appropriate and available and which will not unduly compromise or diminish the facility operations of the resident care and services.
  
- 11. Illinois Environmental Protection Agency
  - a. provides technical advice and sample analysis for public water supply systems,
  - b. provides air monitoring and wipe sampling for selected

hazardous materials inside buildings or structures when monitoring resources are not committed to other Hazardous Materials missions,

- c. provides toxicological expertise and risk communication expertise in support of health risk communication about chemicals or other health risks,
- d. provides technical advice to medical care providers on chemical decontamination of emergency responders or other exposed persons and the disposal of contaminated wastes,
- e. processes expedited permits for waste disposal and/or open burning of debris in aid of vector control,
- f. provides technical expertise on sanitation control for emergency bulk drinking water distribution,
- g. provides the capability to reconfigure the Springfield laboratory to detect nerve agents if sufficient lead time, analytical protocols and reference standards are made available.

12. Illinois Department of Corrections

- a. provides transportation and security for the Illinois Pharmaceutical Stockpile,
- b. provides primary security at the Regional Distribution Centers,
- c. provides back up security at the Receiving, Staging, and Shipping facility,
- d. provides back up storage for emergency medications and medical supplies.

## **V. Authorities**

- A. Retail Food Store Sanitation Code (77 Ill Adm. Code 760)
- B. Food Service Sanitation Code (77Ill Adm. Code 750)
- C. Illinois Grade A Pasteurized Milk and Milk Products Act (410 ILCS 653/1 et seq.)
- D. Environmental Toxicology Act (415 ILCS 75/1 et seq.)
- E. Illinois Groundwater Protection Act (415 ILCS 55/1 et seq.)
- F. Illinois Water Well Code (415 ILCS 30/3)
- G. Illinois Water Well Pump Installation Code (77 Ill Adm. Code 925)
- H. Private Sewage Disposal Licensing Act (225 ILCS 225/1 et seq.)
- I. Structural Pest Control Act (225 ILCS 235)
- J. Vector Control Act (410 ILCS 95/1 et seq.)
- K. The Illinois Nuclear Safety Preparedness Act (420 ILCS 5/1 et seq.)
- L. The Department of Nuclear Safety Enabling Statute (20 ILCS 5/1 et seq.)
- M. The Radiation Protection Act of 1990 (420 ILCS 40/1)
- N. The Illinois Nuclear Safety Act (420 ILCS 10/1 et seq.)

## **VI. References**

- A. IDPH Emergency Medical Disaster Plan
- B. Illinois Department of Public Health Emergency Plan

- C. The Illinois Plan for Radiological Accidents (IPRA), Vol. 1, Concept of Operations
- D. Illinois Strategic National Stockpile Plan
- E. Agreement between IDPH and IDOT-A
- F. Illinois State Police Emergency Response Plan
- G. IDPH Emergency Medical Disaster SOPs
- H. IDPH Emergency Plan SOPs

## **Emergency Support Function 9 – Urban Search and Rescue**

Primary Agency Illinois Emergency Management Agency (IEMA)

Support Agencies Illinois Department of Transportation - Division of Aeronautics (IDOT-A)  
Illinois Department of Transportation - Division of Highways (IDOT-H)  
Illinois Department of Military Affairs (IDMA)  
Illinois State Police (ISP)  
Illinois Department of Central Management Services (CMS)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Public Health (IDPH)  
Office of the State Fire Marshal (OSFM)

### **I. Introduction**

#### **A. Purpose**

1. This Annex describes the management function of Search and Rescue within the State Emergency Operations Center (SEOC). All forms of search and rescue, Urban Search and Rescue (USAR - [post disaster or collapsed structure]) and Rural Search and Rescue (SAR [wide or remote area]) are addressed in this Annex.
2. It includes information on the procedure to activate local and State SAR assets and organizations, Federal SAR assets through the Air Force Rescue Coordination Center, and Federal USAR task forces and Federal Emergency Management Agency (FEMA) Incident Support Teams (ISTs).

#### **B. Scope**

1. The scope of the Search and Rescue Annex is to establish the parameters for utilization of these skills and the procedures required to obtain these resources for disaster operations.

2. Each type of search and rescue will require different assets, expertise and equipment, with USAR operations conducted in confined areas, while rural SAR operations are conducted over large, wide spread areas.

## **II. Assumptions**

- A. The SEOC serves as the State Search and Rescue Coordination Center.
- B. Large disasters can result in the need for urban and/or rural Search and Rescue needs for missing persons, vehicles, aircraft and/or boats operating in the affected area.
- C. FEMA will be prepared to provide at least one Incident Support Team (IST) for USAR operations in Illinois, if requested.
- D. The critical time frame for SAR operation is the first 72 hours after the incident. An estimated 80% of victims will either be able to help themselves or be found by neighbors. The remaining victims will need specialized assistance to be located and extricated.
- E. The increased threat of terrorism has made USAR teams an important disaster response element. The special training and resources USAR teams provide will greatly enhance the ability of responders to save lives after a terrorist attack.
- F. Any Federal USAR task forces, or SAR assets used in civil SAR in Illinois will remain under the direction of IEMA in accordance with the IDMS.
- G. The State has created Illinois USAR teams. These USAR teams have been modeled after the federal teams and mirror federal training and procedures. This will provide Illinois with a quick USAR response without relying completely on the federal teams.

## **III. Concept of Operations**

- A. General
  1. IEMA will develop agreements, Memoranda of Understanding

and procedures to support the conduct of Search and Rescue.

2. The SEOC will confirm mobilization center locations and develop initial Search and Rescue requirements.
3. USAR information will be provided to the USAR Program Manager at FEMA along with any requests for the appropriate number of task forces and Incident Support Team(s) (IST).
4. IEMA will identify a cadre of qualified personnel to assist in USAR initial situation assessment. In highly populated areas, a systematic damage assessment procedure will assist in determining the USAR requirement.

#### B. Notification

1. Upon notification of an on-going SAR mission, IEMA will ascertain and verify the exact local jurisdictional needs, and contact the appropriate SAR resource provider.
2. Depending on the nature of the search, IEMA will contact the Region V USAR Program Manager or the Air Force Rescue Coordination Center (AFRCC).
3. Federal assets responding to a SAR or USAR mission in Illinois will notify the SEOC of their assets, capabilities, limitations, special requirements and estimated time of arrival.

#### C. Operational Structure

1. Initial Search and Rescue operations will be coordinated from the SEOC.
2. The SEOC will identify the organizational structure, assets, mission base(s) and support structure required for each search mission or search operations area.
3. The IST, if activated, will deploy to the location of the UAC Team. Liaisons will be dispatched to the SEOC. Technical support personnel will be sent to the mobilization center, point of arrival and anticipated base of operations.

4. Management of search and rescue assets may transition from SEOC to the UAC once the full supporting structure is operational. (Once search and rescue assets are given mission assignments, the Search Mission Coordinator assumes tactical management of the assets until the mission is complete. When the mission is complete, the Search Mission Coordinator will release the assets, which may be reassigned to another SAR mission, restaged at the mobilization center or released to their parent organization.) Operational control returns to the SEOC, which retains management responsibility for the SAR assets until they are demobilized and returned to their original point of departure.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

A. Primary Agency - Illinois Emergency Management Agency

1. serves as the State Search and Rescue Coordinator,
2. estimates, in coordination with local government official(s), the USAR or SAR Task Force(s) needed,
3. coordinates notification, deployment and arrival of the SAR and USAR assets,
4. coordinates with the other states to determine the availability of search and rescue assets,
5. coordinates with the affected areas to ensure technical assistance needs are met,
6. ensures the UAC is adequately staffed to meet the search and rescue mission(s),

7. coordinates the resupplying of forces.

B. Support Agencies

1. Illinois Department of Transportation - Division of Aeronautics
  - a. provides a liaison to the SEOC, aircraft to conduct limited SAR operations and USAR assessment missions, qualified personnel to assist in the management of SAR missions and transportation for SAR assets,
  - b. assists in the selection of, and provides coordination with, selected airports for use as mobilization centers, assembly or staging areas, or as forward mission airfields.
2. Illinois Department of Transportation - Division of Highways
  - a. assists in determining transportation requirements, routes and available assets for movement of SAR assets and USAR Task Forces in the disaster area,
  - b. provides heavy equipment and engineers to support heavy rescue, bridge and roadway assessment, and debris removal,
  - c. provides for the construction of temporary roads and access routes into an affected area.
3. Illinois Department of Military Affairs
  - a. assists in coordinating logistical, transportation and communication requirements of search and rescue forces in the disaster area,
  - b. provides aircraft and aircrews to conduct search, rescue and assessment operations,
  - c. provides facilities support to disaster search bases, assembly areas and staging areas,

- d. provides manpower and equipment to support heavy rescue and debris removal.
4. Illinois State Police
- a. provides security to SAR bases and USAR sites,
  - b. provides aircraft and aircrews to conduct search and assessment operations,
  - c. provides, through Air Operations, aerial surveillance, photography, forward infrared heat sensing devices or transportation of personnel,
  - d. provides manpower and K-9's for search and rescue efforts, including rural and urban locations,
  - e. assists, through the Support Services Bureau, with mapping and analysis of buildings and property and provides real time intelligence information through digital cameras and arc-view software which is compatible with SEOC.
5. Illinois Department of Central Management Services
- a. identifies and assists IEMA in obtaining special purpose vehicles and water craft necessary to support the SAR mission(s). All federal special purpose vehicles and water craft available through Federal Surplus Property will be identified and distributed by CMS Property Management,
  - b. provides maintenance and refueling of State owned equipment used in the SAR or USAR operations,
  - c. establishes free phone banks for disaster victims' use in assisting family reunification,
  - d. assists in providing public information as appropriate.

6. Illinois Department of Natural Resources
  - a. provides personnel, 4 wheel drive trucks, boats and special purpose vehicles to support SAR operations,
  - b. provides Mine Rescue Station personnel and equipment,
  - c. Provides manpower teams to utilize during SAR operations.
7. Illinois Department of Public Health
  - a. coordinates the assistance of emergency medical services personnel, equipment and supplies.
8. Office of the State Fire Marshal
  - a. coordinates the assistance of special fire service equipment, vehicles, supplies and personnel to assist in SAR and USAR operations.
9. Other State Agencies
  - a. In addition to the responsibilities identified above, there are a number of State Agencies such as the Capital Development Board, Colleges and Universities that can be expected to provide personnel and critical resources or expertise to support search and rescue operations. Responsibilities of many of these agencies are identified elsewhere in the IEOP.

## **V. References**

- A. National Urban Search and Rescue Response System Description Manual
- B. National Urban Search and Rescue Response System Operational Systems Description and Mission Operational Procedures
- C. National Urban Search and Rescue Response System Field Operations Guide

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## **Emergency Support Function 10 – Oil and Hazardous Materials Response**

Primary Agency Illinois Environmental Protection Agency (IEPA)

Support Agencies Illinois Emergency Management Agency (IEMA)  
Illinois Department of Agriculture (IDA)  
Illinois Commerce Commission – Transportation (ICC-T)  
Illinois Commerce Commission – Utility (ICC-U)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Public Health (IDPH)  
Office of the State Fire Marshal (OSFM)  
Illinois State Police (ISP)  
Illinois Department of Transportation - Division of Highways  
(IDOT-H)  
Illinois Department of Transportation - Division of Aeronautics  
(IDOT-A)  
Illinois Department of Transportation - Division of Traffic  
Safety (IDOT-TS)  
Illinois Secretary of State (SOS)

### **I. Introduction**

#### **A. Purpose**

1. This Annex describes the coordinated State response, technical assistance and support to local governments and responsible parties during releases or imminent releases of oil and hazardous materials (HazMat) caused by a manmade or natural disaster.
2. This Annex provides an overview of plans to respond to and recover from a disaster involving Hazardous Materials (HazMat); it also describes the routine State response to serious HazMat incidents that are not defined as disasters.

## B. Scope

1. Many State agencies possess technical expertise, authorities and/or capabilities that can be mobilized to effectively and efficiently respond to or support a local response to an oil or hazardous materials emergency. This Annex describes how these agencies are mobilized and coordinated. Also described are procedures for those agencies to interface with local, interstate and Federal response efforts and capabilities.
2. The terms oil and hazardous materials are used herein in the broadest context. Oils include petroleum in all forms as well as vegetable and other oils. HazMat includes Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) Hazardous Substances, Superfund Amendments and Reauthorization Act of 1986 (SARA) Extremely Hazardous Substances, United States Department of Transportation (USDOT) Hazardous Materials, Resource Conservation and Recovery Act (RCRA) Hazardous Waste, and Federal Insecticide, Fungicide and Rodenticide Act (FIFRA) regulated or prohibited pesticides, as well as other toxic agents or pollutants.

## C. Relationship to Other Plans

1. At the State level, activities under the IEOP provide a bridge between the technical response on-scene as prescribed by various hazard-specific plans and the total operational disaster response managed through the SEOC.
2. In a Federalized disaster response or when Federal resources are involved in the response, the IEOP provides a further bridge to the National Response Framework (NRF).
3. Title III of SARA local emergency response plans shall provide for a well-coordinated response that is integrated and compatible with appropriate State and Federal government plans.

4. All response efforts to releases of Oil and Hazardous Substances will be in compliance with the Federal National Contingency Plan (40 CFR 300), the Region V Regional Oil and Hazardous Substances Pollution Contingency Plan and Area Contingency Plan (ACP-RCP), and the State Hazardous Substances Pollution Contingency Plan (35 Ill. Adm. Code 750), except as described in I.C.5 below.
5. The Illinois Plan for Radiological Accidents (IPRA) will be used during an incident involving the potential or actual release of radiation from any source. Activities required to protect the public health and safety in such circumstances will be implemented in accordance with the procedures of the IPRA.

## **II. Assumptions**

- A. The most direct human exposure routes from a chemical release are skin contact, vapor inhalation or contact, and contamination of water supplies. Impacts on public welfare, infrastructure and the environment occur through contamination of the air, surface water bodies, soil and groundwater.
- B. The party or parties in control of the material at the time of the release are legally obligated to assure that an appropriate and timely response is initiated. These Responsible Parties (RPs) are required to immediately notify designated local, State and Federal emergency contact points. Federal law requires that response activity by all parties must be coordinated. State notification requirements are delineated in 29 IAC 430, 35 IAC 750, 35 IAC 731, 35 IAC 723, 41 IAC 170 and 8 IAC 255.
- C. Oil and hazardous materials emergencies are managed using two primary operational modes: disaster management (catastrophe) and incident management (routine).
  1. Disaster management is implemented in response to widespread damage, widespread economic, social or infrastructure displacement resulting from or affected by an oil or hazardous materials emergency. Disaster management is characterized by:

- a. activation of the highest level of contingency plan for the affected jurisdiction(s),
  - b. top-down decision making from the SEOC about resource allocation,
  - c. two-way and frequent information flow on both positive and negative status of the situation,
  - d. an integrated response coordination managed by the SEOC.
2. During a disaster, the IEPA Operational Liaison will be activated and report to the SEOC to oversee any hazmat related problems.
3. Incident Management is the usual and routine control of a response to localized damage that is not widespread even though it may be serious. Incident management is characterized by:
- a. activation of the lowest plan level sufficient to resolve the incident within the context of limits set by higher level plans,
  - b. decision making is mostly at the Incident Commander (or Unified Command) level with higher Emergency Operation Centers being rarely activated,
  - c. non-local information flow is mostly one-way from local out and usually only to report adverse situations or to make resource requests,
  - d. most joint and integrated response coordination occurs on-scene.
4. During routine incident hazmat response, SEOC functions will probably not be activated or only partially so.

### **III. Concept of Operations**

#### **A. Notification**

##### **1. To State Government**

- a. State law and IEMA regulations require responsible parties to immediately report by telephone to the IEMA Communications center at (800) 782-7860 or (217) 782-7860 certain oil and hazmat releases, potential releases and other emergency situations. Additional information received directly by agencies (other than the Responsible Party) about an oil or hazmat emergency should be relayed to IEMA without delay.
- b. IEPA Duty Officers evaluate oil and hazmat emergencies transmitted by the IEMA Telecommunicators. IEMA is informed on any significant and relevant developments.

##### **2. Within State Government**

- a. Initial emergency information is recorded by IEMA in a standardized format, used by all Primary and Support Agencies. Each emergency is assigned a unique incident identification number by IEMA used by all State agencies as a common reference for documentation purposes.
- b. IEMA makes notification of emergency reports to the IEPA Duty Officer and to other support agencies that may have jurisdiction or interest.
- c. If a major oil or hazardous materials release occurs, the IEMA Duty Officer will determine if activation of the SEOC is appropriate, after considering the advice of IEPA.

##### **3. Between State Governments**

- a. IEMA, as the State Emergency Response Commission

(SERC) will contact the SERCs of adjoining states when there is any indication that a release might impact those states.

- b. IEPA has notification agreements with other state and federal environmental emergency response agencies with jurisdictions that border Illinois on the Mississippi and Ohio Rivers for spills that occur on those rivers.

## B. Coordination and Control

### 1. Disasters

- a. IEPA, as the primary response agency for oil and HazMat assumes control of the State's technical response both in the field and in the SEOC.
- b. When private response resources can respond to some or all threats, IEPA and appropriate support agencies will oversee and advise the responder.
- c. When local government resources are willing and can conduct (or continue) a response to some or all threats, IEPA and support agencies will advise and assist them by participating in an established on-scene incident command system as per 29 CFR 1910.120.
  - (1) When local capabilities are exceeded with respect to some or all threats, IEPA will direct a State technical response or will request support agencies to address situations or issues within their respective authorities and capabilities.
  - (2) State responders will collect samples, photographs and other documentary evidence, as directed by IEPA, or appropriate within their areas of authority, for potential use in instances where it becomes necessary to use the legal process to assure protection of human health, welfare and the environment.

- d. In the event that response needs exceed State resources, a recommendation will be made to the SEOC Manager to request Federal assistance.
- e. If the NRF has been implemented, specific technical requests will be made directly to the Federal representative (the ESF 10 Regional Chair or a designated Federal On-Scene Coordinator).

## 2. Incidents

- a. IEPA, as the primary agency, will coordinate, oversee and may assume control of the State's technical response.
  - 1. Incident reports are routinely evaluated by the IEPA Duty Officer to determine whether an immediate response is appropriate; and if so whether that response is by telephone, a visit to the scene, or a request to a support agency or a local agency for an on-scene assessment.
  - 2. Any State responder who reports on-scene must comply with the Incident Command Protocol as specified in NIMS.
  - 3. When private resources can respond to some or all threats, IEPA and appropriate support agencies will be available to oversee and/or advise responders if necessary.
  - 4. State agencies will assess the hazards or potential hazards according to their capabilities, expertise and authorities. The results of such assessments will be shared with other on-scene responders in the established incident command system.
  - 5. State responders will collect samples, photographs and other documentary evidence, as directed by IEPA, or appropriate within their areas of

authority, for potential use in instances where it becomes necessary to use the legal process to assure protection of human health, welfare and the environment.

6. When local government resources are willing and can conduct (or continue) a response to some or all threats, IEPA and support agencies will advise and assist them through participation in an established incident command system.
7. When local capabilities are exceeded with respect to some or all threats, IEPA will direct a State response or will request assistance from support agencies.
8. In the event that response needs exceed State resources, as determined by the IEPA Regional Response Team representative (usually the Manager of the IEPA Office of Emergency Response); a request for Federal assistance will be initiated under the authority of the National Contingency Plan (40 CFR 300) and in accordance with the Integrated Regional Contingency Plan for certain oils spills and for Hazardous Substances and the Area Contingency Plan (Oil Pollution Act [OPA]) for spills of oil to surface waters.
9. Federal agencies may investigate or initiate a response to a HazMat incident without a State request or State concurrence. Federal actions initiated under the authority of the National Contingency Plan or the Oil Pollution Act supersede State authorities to command and control.
  - (a) The Federal On-Scene Coordinator (OSC) becomes the principal point of contact for the Federal response and is invested with specific authorities and responsibilities

defined in law.

- (b) The Federal OSC does not have to be actually on-scene in order to exercise those authorities or act on those responsibilities.

10. Depending upon the circumstances, State agencies may maintain an on-scene presence during a Federalized response to assist the Federal responder(s), to provide a liaison function for State-managed activities or to represent the State's interests.

11. Incident command may, and most likely will, change as the response transitions to clean up and recovery occurs (when applicable). Generally, IEPA oversees this phase through established compliance and enforcement actions.

#### C. Federal Coordination

- 1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

### **IV. Responsibilities**

#### A. Primary Agency - Illinois Environmental Protection Agency

- 1. provides expertise on assessing and evaluating threats to public health, public welfare and the environment resulting from releases or threatened releases of oil and hazardous materials,

a. Jurisdiction includes:

- (1) public water supply systems,
- (2) publicly owned sewage treatment systems,
- (3) threats of effects on the ambient air outside

structures, surface waters, and ground waters,

- (4) regulation of solid waste disposal and hazardous waste generation, transportation, storage and disposal.
2. cooperates with IEMA, prioritizes and facilitates resolution of any conflicting demands for oil and/or hazardous materials response resources,
3. coordinates, integrates, and manages the overall State technical effort to detect, identify, contain, clean up, dispose of or minimize releases of oil or hazardous materials or to prevent, mitigate, or minimize the threat of potential releases,
4. maintains an Emergency Command Center at its Springfield headquarters:
  - a. directs and coordinates its response both internally and with Responsible Parties, other State agencies, other states, and Federal responders,
  - b. coordinates expedited disposal and open burning permits or procedural exemptions from other requirements in coordination with USEPA when such actions are authorized by law and are appropriate and necessary to protect public health and the environment.
5. maintains an emergency Duty Officer on-call 24-hours a day to screen initial incident reports, determine the appropriate response and coordinate any actions taken, both within IEPA and externally as provided by this annex and other contingency plans and protocols referenced therein,
6. maintains an Emergency Field Operations consisting of environmental emergency response specialists with expertise in chemistry, biology, toxicology, engineering, hydrology, geology and industrial hygiene who are available 24 hours per day. This staff has special training in hazardous materials response and in assessing and mitigating environmental

emergencies. All are trained to Hazardous Waste Operations and Emergency Response (HAZWOPER) general site worker and emergency specialist levels (120 hours +) as well as incident command:

- a. A limited quantity of protective clothing and breathing protection is available on the emergency response vehicles and at the regional offices,
  - b. Air monitoring capability is available on the Emergency Field Operations Unit vehicles.
7. maintains seven regional offices with technical staff who may have appropriate skills relative to specific incidents. Also there are headquarters professionals trained to the general site worker level (40 hour HAZWOPER) are available in the event of a disaster,
  8. performs the on-scene role of IEPA emergency responders in assessing the public health and environmental threats posed by the incident and initiating actions to assure response to such threats. IEPA's hands-on capability is usually limited to sampling and monitoring: often in support of local first responders acting at the first responder operations level or the hazardous materials technician level [per 29 CFR 1910.120 (q)]. IEPA responders also provide technical advice and, when appropriate, participate in a unified incident command system. Usually IEPA staff oversee or direct the activities of a responsible party or a HazMat cleanup contractor to mitigate and remediate contamination resulting from an incident,.
  9. has contracts with commercial hazardous materials cleanup contractors for emergency response work. IEPA personnel advise and focus on site cleanup and restoration rather than participate "hands on" in class "A" incidents. IEPA prefers that local jurisdictions, when capable, pursue the "A" work. IEPA professionals will provide technical information and advice,
  10. may utilize its internal laboratories or various commercial

laboratories to determine conventional pollutants, drinking water contaminants and hazardous substances using standard USEPA laboratory methods. With sufficient funding and lead-time, the Springfield lab could be configured to detect nerve agents if protocols and standard reference samples are made available by the military,

11. maintains engineering staff capable of providing technical assistance on operating as well as assessing damage to public water supply and wastewater treatment infrastructure in the event of a catastrophe,
12. serves as the principal point of contact with the Regional Response Team during emergencies and provides the designated State representative and alternate to the standing Regional Response Team for purposes of planning for regional interstate and Federal coordination as specified at 40 CFR 300.115,
13. coordinates and directs State agency and State-funded efforts when the Hazardous Waste Fund is used to address releases of hazardous substances and/or pesticides when responsible parties are unknown, unwilling or unable to take appropriate and timely action on their own as specified by 415 ILCS 5/22.2,
14. initiates State access to the Federal Oil Spill Liability Trust Fund as provided by Section 1012(d) of the Oil Pollution Act as the "designated State official" named by the Governor,
15. provides status reports to Disaster Intelligence on the condition of threatened public water supply systems, publicly owned sewage systems, landfills, uncontained hazardous waste sites, RCRA Hazardous Waste facilities and other threatened situations that become evident during incident or disaster investigation and assessment,
16. provides interstate and Federal agency notification of incidents and coordinates response for those affecting or potentially affecting Federal or other state jurisdictions as agreed to by MOU and in accordance with established protocols.

## B. Support Agencies

### 1. Illinois Emergency Management Agency

- a. coordinates overall emergency operations, including disaster response and coordination in a state or federally declared disaster, emergency planning, and response training for local governments. The Agency maintains a 24-hour statewide communications system, the SEOC and eight regional offices,
- b. receives hazardous release notifications as the official State agency for the receipt of telephone and radio notifications and disseminates this information to appropriate state agencies as required by law (29 IL Adm. Code 430),
- c. provides updated information to all responding State and federal organizations,
- d. provides capability for response to all types of actual or potential releases of radioactive materials, including those involving nuclear facilities, storage, handling, use and transportation,
- e. provides expert advice on radiological releases in the HazMat disaster context or with respect to incidents involving both radiological and other hazardous materials,
- f. provides personnel and equipment to perform remote and on-scene assessment for any incident involving radiation or radioactive materials,
- g. provides fixed and mobile laboratories for radiological analysis of samples,
- h. conducts radiological monitoring of response personnel and other potentially exposed persons,

- i. provides a continuously-staffed telecommunications center and a communications-equipped mobile command center,
  - j. assumes responsibilities in any radiological accident, as outlined in the Illinois Plan for Radiological Accidents (IPRA),
  - k. provides a team of approximately thirty persons trained at the HazMat Technician level to respond to, assess, and take appropriate actions in the event of a radiological accident not involving a nuclear power plant,
  - l. maintains a radiochemistry lab and a mobile counting lab. IEMA also maintains a small satellite radiochemistry lab which can perform gamma spectroscopy.
2. Illinois Department of Agriculture
- a. provides expertise regarding agricultural pesticide and fertilizer application and agrichemical facilities,
  - b. maintains the capability to prevent the distribution of contaminated food supplies through inspection of:
    - (1) meat, poultry (at the wholesale level), and grain products for wholesomeness.
  - c. assists in the coordination of providing livestock feed if required,
  - d. provides laboratories capable of pesticide, fertilizer and livestock feed analyses.
3. Illinois Commerce Commission - Transportation and Utility
- a. provides information on pipelines and rail traffic in a disaster zone. Also, provides and periodically updates a

list of natural gas pipeline operators and emergency contacts to IEMA,

- b. provides personnel at the SEOC to interface with utility companies to facilitate communications concerning repairs and restoration of services to critical facilities and other customers (electric, water, telephone),
  - c. has federally trained hazardous materials inspectors to respond to railroad accidents involving hazardous materials and Federal Railroad Administration certified track inspectors to assess damage to rail cars and oversee the safety of salvage operations. Also has jurisdiction over hazardous material transportation by rail,
  - d. provides information on rail traffic, contact with Railroad Hotlines and makes notifications to railroads when incidents threaten rail transport safety near the incident scene,
  - e. Transportation Police officers are available for traffic control or other duties as assigned by the Illinois State Police,
  - f. SEOC Transportation representative has a computer program named Motor Carrier Information System that lists machinery and owners available in given area of state that can be utilized in event of incident.
4. Illinois Department of Military Affairs
- a. provides aerial reconnaissance,
  - b. provides trucks, vehicles and drivers for debris removal,
  - c. provides technical assistance with chemical warfare agents, demolition agents and munitions,
  - d. provides air monitoring for contaminants,

- e. provides limited decontamination of vehicles or equipment.

5. Illinois Department of Natural Resources

- a. provides expertise and information of wildlife, vegetation, water and other natural resources that would be effected by an oil or hazardous material spill or release,
- b. provides special equipment (snow mobiles and boats) when needed.

6. Illinois Department of Public Health

- a. provides the primary liaison between the response efforts and the medical community,
- b. assists in determining threats to public health in accordance with the Environmental Toxicology Act. IDPH toxicologists assess and study the health effects associated with human exposure using risk assessment and epidemiology techniques, as well as through human and environmental sampling,
- c. maintains expertise and regulatory jurisdiction indoor air quality, exposures from sources inside residences,
- d. provides environmental laboratory analysis for ongoing evaluations of food, dairy products, water and environmental samples, such as soil and paint chips,
- e. assist IEMA and other State agencies with sampling of dairy farms, food processing organizations, surface source water supply systems and other Department regulated facilities in areas free of known contamination. Sampling equipment will be provided by IEMA,
- f. maintains a hazardous substance registry and records adverse health outcomes and sources of environmental

toxins.

7. Office of the State Fire Marshal
  - a. provides inspectors to leaking underground storage tanks. Jurisdiction and experience includes the equipment, tanks and piping integrity and operation of underground fuel tanks, aboveground fuel and LP tanks. (IEPA has jurisdiction over cleanup of spillage outside the OSFM regulated unit.),
  - b. provides arson investigation expertise and pressure vessel inspectors,
  - c. certifies fire service hazardous materials responders, and will utilize the Fire Service for expertise in hazardous material mitigation and confined space rescue.
  
8. Illinois State Police
  - a. provides site security and traffic control in coordination with local law enforcement,
  - b. provides early assessment, hazard recognition and communicates accurate information on incident conditions to IEMA,
  - c. provides assessment, reports and documents for USDOT/IDOT civil penalties for hazardous materials highway transportation violations:
    - (1) select officers are trained in dealing with hazardous materials,
    - (2) Commercial Vehicle Enforcement Officers (CVEO) can monitor the air quality and provide some system of decontamination advice,
    - (3) ISP relies on local fire departments, IEPA, and the Secretary of State Hazardous Device Unit for tasks

requiring the use of self-contained breathing apparatus and encapsulated suits.

- d. provides crime scene technicians through the division of Forensic Services, in the event of mass fatalities, will assist with crime scene protection, crime scene processing, body identification through the use of fingerprints and deoxyribonucleic acid (DNA) testing. The Division is equipped with biohazard suits, gloves and collection equipment. Additional supplies must be obtained to respond to a major incident.
9. Illinois Department of Transportation - Division of Highways
    - a. provides personnel and material (i.e., barricades and signs) to divert traffic or create safety zones around transportation incidents,
    - b. provides equipment (backhoes, end loaders), operators and material (sand) to create emergency containment dikes outside appropriately established exclusion zones,
    - c. maintains a continuously staffed radio communications capability (Station One) with radios in each district and in maintenance vehicles.
  10. Illinois Department of Transportation - Division of Aeronautics
    - a. provides aerial reconnaissance and transport of personnel and light equipment.
  11. Illinois Department of Transportation - Division of Traffic Safety
    - a. provides expertise on, and its jurisdiction includes, regulatory compliance for the safe packaging and shipment of hazardous materials by highway.

12. Illinois Secretary of State

- a. The Hazardous Device Unit (HDU) provides eight trained technicians equipped with modified Level “B” suits, SCBA systems with voice-activated communications, and protective firefighting gear to be used in the rendering safe and investigation of incendiary and explosive devices,
- b. The HDU has a gas-tight total containment vessel that has the capability of transporting and sampling an unknown biological/chemical agent. The sampling process can determine what the agent is and how to counteract it. The TCV can also transport incendiary/explosive devices away from an area that cannot withstand a detonation,
- c. The HDU has 2 certified explosive detection K9 units that can be utilized for both building and vehicle searches.

## V. Resource Support

### A. Personnel

#### 1. Field Responders

- a. In most situations field personnel dealing with the technical response and all persons in the exclusion zone must be in current compliance with the training and medical monitoring requirements of 29 CFR 1910.120 (HAZWOPER). Personnel will not undertake or be assigned activities beyond the scope of their HAZWOPER training level.

#### 2. Safety

- a. Responder safety must be paramount at all times. An incident command system must be established at each

incident. At larger incidents a Hazardous Materials Safety Officer should be assigned to assist the ICS Safety Officer. (The Hazardous Material Safety Officer may contact IEPA for advice or assistance.) Conflicts between site safety plans developed by responding organizations to an incident should be referred to the Incident Command or Unified Area Commander for resolution or the procedures that afford the most protection should be followed until agreement is achieved.

3. Communications

- a. Field personnel will utilize the Statewide Communications Interoperability Plan (SCIP).

## **VI. Special Situations**

A. Not every set of circumstances that results in an emergency can be anticipated. Consequently, gaps exist in authorities, jurisdictions, and capabilities. The following approaches have been developed to address identified gaps and serve as models of options to address gaps that are not yet apparent.

1. Emergency Distribution of Drinking Water

- a. It is the operative policy of the State that Responsible Parties, if known, are responsible for promptly providing replacement for affected residential water supplies. This includes immediate provision of bottled and/or bulk drinking water. When the cause is a natural event or the responsible party is unknown, unable or unwilling to do so, it is first the responsibility of the public water supply system affected and local government to provide emergency supplies. IEMA will assist when necessary.

2. Natural Gas and Propane Leaks

- a. It is the operative policy of the State that the owners and operators of natural gas and propane transportation and

storage facilities are the primary response entities, supported by local fire protection agencies. Natural gas and propane primarily pose an explosion hazard and do not pose a toxicity hazard to human health or the environment that constitutes an emergency. ICC will provide and periodically update a list of natural gas pipeline operator and emergency contacts to IEMA. In the event of requests from local agencies for assistance, owners and/or operators will be contacted to provide such assistance.

3. Bio medical Waste

- a. It is the operative policy of the State that, except for a declared disaster situation, disposition of abandoned biomedical waste is a local public health and safety responsibility. The IEPA regulates some, but not all, medical waste depending upon the source of its generation. In non-disaster situations there is no State authority to address abandoned medical waste. Any responders investigating such a situation should be in compliance with the OSHA regulations on Occupational Exposure to Bloodborne Pathogens at 29 CFR 1910.1030.

## **VII. Authorities**

- A. Oil Pollution Act of 1990 (P.L. 101-380)
- B. Superfund Amendments and Reauthorization Act of 1986
- C. Hazardous Waste Operations and Emergency Response, U.S. Department of Labor, Occupational Safety and Health Administration, 40 CFR 1910.120 (40 CFR 311 applies these to government employees)
- D. Occupational Exposure to Bloodborne Pathogens, U.S. Department of Labor, Occupational Safety and Health Administration, 29 CFR 1910.1030

- E. Environmental Toxicology Act (P.A. 84-987) 415 ILCS 75/1 et seq.
- F. Illinois Hazardous Substances Pollution Contingency Plan, 35 Ill. Adm. Code 750

## **VIII. References**

- A. National Response Framework
- B. National Oil and Hazardous Substances Pollution Contingency Plan, 40 CFR 300
- C. Regional V Oil and Hazardous Substances Pollution contingency Plan and Area Contingency Plan (ACP-RCP)
- D. Upper Mississippi River Spill Response Protocol
- E. Port of Chicago Oil Pollution Act Area Plan
- F. ORSANCO Ohio River Interstate Spill Notification Plan and Spill Response Procedures
- G. Illinois Plan for Radiological Accidents (IPRA), Volume I-VIII, inclusive
- H. Statewide Communications Interoperability Plan (SCIP)

## **IX. Appendices and Attachments**

- A. Attachment 1 – Incident Command Protocol

## **ESF 10 – Attachment 1 Incident Command Protocol**

National Incident Management System (NIMS) requires implementation of a site-specific incident command system at all emergencies, including those involving hazardous substances, by the senior emergency staff official responding (29 CFR 1910.120 and 40 CFR 311). The specific regulatory language suggests a seniority hierarchy increasing from local, to State, to Federal. It often makes more sense for senior local or state officials to command because they know the area, know area specific hazards, and are the most familiar with the resources immediately available. Flexibility was the basis of past practice and has worked well. At the same time, it must be recognized that law with specific authorities and responsibilities in certain emergency situations that cannot be subsumed charges Federal and State responders. This protocol does not commit any parties adopting it to do anything not already required by federal law.

- I. The senior on-scene official of the first response organization to arrive at an incident shall establish an Incident Command System (ICS), as required by NIMS, at all incidents involving hazardous substances.
  - A. The ICS should be based on the organization, terminology, and procedures required by NIMS<sup>1</sup>.
  - B. All such entities participating in a response are required by NIMS to implement an intra-organizational ICS and integrate it with the overall ICS (29 CFR 1910.120 or 40 CFR 311).
- II. The ICS established will have as the Incident Commander (IC) the most senior on-scene official with the expertise, capability, and determination to be the commander.
  - A. The IC can be from a local unit of government or from a county, State, or Federal agency, as long as he/she has the expertise, capability, determination, and authority. This protocol recognizes that typically, but not necessarily, the IC will change as the incident progresses from being primarily a public safety problem, with the local fire chief as IC, to an

environmental incident with a State or Federal person as the IC.

- B. The following procedures specify a determinate yet flexible means of establishing the role of Federal and State responders in an ICS.

1. SINGLE JURISDICTIONAL AREA AFFECTED

When the incident involves and affects only a single geographical jurisdiction, the organizational structure of the ICS will be determined by the established local contingency plan. This may involve single or multiple agency involvement. In all situations, one person shall act as either an IC in sole charge, or when functioning as an Operations Chief to implement the incident action plan of a Unified Area Command. In such instances, responding State and Federal officials, who might otherwise be considered the senior competent emergency response official at the site, shall either:

- a. identify themselves to the IC and integrate themselves into the established ICS per the IC's direction, usually as a technical specialist to an operations group supervisor or as an operations group supervisor; or
- b. join an existing Unified Command or request the IC to establish a Unified Command; or
- c. assume the IC role when required by Federal or State law, or when an existing IC agrees to such a transition, or when no ICS has been established.

The ICS transfer of command or initial assumption of command protocols shall be used.

2. MULTIPLE JURISDICTIONAL AREAS AFFECTED

When the incident involves and affects multiple local geographical jurisdictions or areas not covered by local

emergency response organizations, the State or Federal competent senior official at the site shall either:

- a. preferably join an existing IC or Unified Command as in 1 (above); or
- b. establish a Unified Command for an encompassing ICS if none exists; or
- c. assume IC and establish an ICS incorporating existing local efforts as operations section branches or otherwise appropriate.

### 3. LOCAL, STATE, FEDERAL INTERACTION

- a. when not specifically prescribed, a Unified Command consisting of local, State, and Federal senior competent emergency response officials at the site shall be the preferred approach to integrating several levels of government into an ICS.

### 4. SENIORITY

- a. seniority, as discussed in 29 CFR 1910.120(q)(3)(I),<sup>2</sup> is ranked according to competency and breadth of responsibility, for purposes of this plan.
- b. competency will be determined by meeting the requirements of 29 CFR 1910.120 (q)(6)(v).<sup>3</sup> All officials meeting the competency criteria are senior to those who do not, unless specifically charged with overriding authority applicable to the specific incident situation by State or Federal law.
- c. breadth of responsibility will be considered to increase from most local to State to Federal. However, this protocol encourages the establishment of the ICS at the most local level

practicable to assure the earliest implementation of a unified response strategy.

## 5. POST EMERGENCY OPERATIONS

- a. this protocol is intended to apply only during the emergency phase of a response to which 29 CFR 1910.120(q) applies. Use of an incident command system throughout a response and cleanup is required.

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<sup>1</sup>The use of a common set of terms and procedures is vital to the efficient operation of an ICS during an emergency. NIMS requires the use of an ICS at all emergency disaster sites. All emergency operations must be in compliance with the NIMS and National Response Framework (NRF) to ensure a common working understanding of terms and procedures by all responding agencies.

<sup>2</sup>29 CFR 1910.120 (q)(3)(I): "The senior emergency response official responding to an emergency shall become the individual in charge of a site-specific Incident Command System (ICS). All emergency responders and their communications shall be coordinated and controlled through the individual in charge of the ICS assisted by the senior official present for each employer.

NOTE -- "The 'senior official' at an emergency response is the most senior official on the site who has the responsibility for controlling the operations at the site. Initially it is the senior officer on the first-due piece of responding emergency apparatus to arrive on the scene. As more senior officials, arrive (e.g. battalion chief, fire chief, State law enforcement official, site coordinator, etc.), the position is passed up the line of authority which has been previously established."

<sup>3</sup>29 CFR 1910.120 (q)(6)(v): "On-scene incident commander. Incident commanders, who will assume control of the incident scene beyond the first responder awareness level, shall receive at least 24 hours of training equal to the first responder awareness level and in addition have competency in the following areas and the employer shall so certify:

- a. know and be able to implement the employer's incident command system,
- b. know how to implement the employer's emergency response plan,

- c. know and understand the hazards and risks associated with employees working in chemical protective clothing,
- d. know how to implement the local emergency response plan,
- e. know of the State emergency response plan and that of the Federal Regional Response Team,
- f. know and understand the importance of decontamination procedures.

### III. References

- A. IEPA Emergency Response Procedures
- B. SARA Title III Notification Procedures - IEMA Reporting Form
- C. OSHA- Occupational Safety and Health Standards – 29 CFR 1910.120 and 40 CFR 311
- D. National Incident Management System (NIMS)
- E. National Response Framework (NRF)

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# **Emergency Support Function 11 --Agriculture and Natural Resources**

## **Provision of Food Supplies**

Primary Agency Illinois State Board of Education (ISBE)

Support Agencies Illinois Department of Human Services (IDHS)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Public Health (IDPH)  
Illinois Department of Transportation - Division of Highways  
(IDOT-H)  
Illinois Emergency Management Agency (IEMA)  
Illinois Environmental Protection Agency (IEPA)  
American Red Cross (ARC)  
Illinois Department of Agriculture (IDA)

### **I. Introduction**

#### **A. Purpose**

This Annex describes how victims of a disaster such as an earthquake, nuclear accident, accidental release of toxic materials or other natural or man-made causes, will be provided sufficient food until they can care for themselves and their families.

#### **B. Scope**

It is the responsibility of this operational function to identify food needs in the aftermath of a disaster, obtain the required food supplies and arrange for the transportation to designated staging areas either within or adjacent to the affected area. Food supplies will not be limited to those owned and held by the state and federal government.

### **II. Assumptions**

#### **A. Major disruption of surface transportation in and near the affected**

area will create many problems in the transportation and preparation of food.

1. If the facility warehousing United States Department of Agriculture (USDA) commodities is in the affected area, ISBE will obtain and store disaster food supplies at an alternate location.
- B. Immediately following the disaster, food supplies should be completely ready-to-serve as there may be a complete absence of water as well as electricity and gas. The only sources available will be electricity generated by gasoline-powered generators and some gas contained within propane tanks. Most commercial cold storage and freezer facilities may be inoperable.
- C. Outside the affected areas, there will be schools and small institutions with inventories of food available to feed some victims. However, this supply may be completely distributed and used within 1-3 days after the event occurs.
- D. IDHS will determine if the use of the emergency provisions of the Food Stamp Act can be requested from the Food and Nutrition Service and implemented when circumstances are beyond the capabilities of local government.
- E. Commercial channels (retail and wholesale food vendors) may be disrupted within the affected areas. Just outside the primary affected area, there may be resumption of the commercial channels of trade in some locations, however the distribution of foods to mass care programs within the affected area may continue for an indefinite period of time exceeding 30 days.

### **III. Concept of Operations**

- A. General
1. ISBE will coordinate with disaster relief agencies and local officials to determine the food needs in the impacted areas and will, in consultation with the support agencies, initiate action to provide food for feeding at Mass Care shelters and other

locations or implement the Disaster Supplemental Nutritional Assistance Program (D-SNAP) in the affected areas.

2. The Federal Food and Nutrition Service (FNS) Plan for providing food assistance administers the following activities:
  - a. the USDA Food Distribution Program for congregate feeding,
  - b. the USDA Food Distribution Program for household distribution,
  - c. the Supplemental Nutritional Assistance Program (SNAP).

B. Notification

1. IEMA will alert the Emergency Coordinators or Assistant Coordinators at the ISBE and IDHS.

C. Operational Structure

1. The ISBE Emergency Coordinator or Assistant Coordinator will serve as the SEOC Liaison and will be the initial contact points for IEMA requests for assistance. The Assistant Coordinator will serve as the alternate liaison.
2. The Emergency Coordinator will report to the SEOC or the ISBE central office as requested. Food procurement activity is anticipated to be operational on a 24-hour basis for the initial stages of the disaster response.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

### **A. Primary Agency - Illinois State Board of Education**

1. estimates food availability and products needed based on the type of meals to be served in cases of mass feeding,
2. estimates food availability and products for household distribution based on information provided by the local disaster relief offices, the SEOC, Mass Care agencies, and any other reliable sources,
3. procures food from existing USDA stocks in the possession of local schools and/or other agencies, State agencies responsible for distribution of USDA commodities to schools and/or State warehouses,
4. initiates procurement requests for food stocked in USDA controlled warehouses. In the event USDA instructs ISBE to accept larger amounts and/or different types of food than the State agency requests, USDA will assume responsibility for the value and storage costs incurred for any of that food remaining in inventory at the conclusion of emergency operations,
5. provides transportation services as needed, through preexisting contractual arrangements with commercial sources,
6. provides staff for 24 hour coverage for as long as needed to coordinate the provision of food,
7. provides inventory lists of food immediately available for use to ARC and other agencies, upon request.

### **B. Support Agencies**

1. Illinois Department of Human Services
  - a. receives and processes requests at local offices and the Disaster Recovery Centers for the issuance of D-SNAP

benefits to eligible households.

2. Illinois Department of Military Affairs
  - a. provides air/ground transportation of food and water,
  - b. provides limited emergency power generation for preparation of food,
  - c. provides mobile kitchen trailers and food service personnel,
  - d. provides mobile water trailers,
  - e. provides personnel for material handling.
3. Illinois Department of Public Health
  - a. inspects food services establishments and/or food resources for indicators and factors that could lead to an illness outbreak,
  - b. provides dieticians to assist with the coordination of meals,
  - c. provides environmental laboratory services to ensure the purity and wholesomeness of foods, milk and other dairy products.
4. Illinois Department of Transportation - Division of Highways
  - a. coordinates between the distribution agencies, ISBE and IEMA should assistance be necessary to contract for staging areas, warehouse services and equipment, transportation, generators, etc.,
  - b. assists in formulating plans for transporting food or food supplies secured from out-of-state.

5. Illinois Emergency Management Agency
  - a. provides an assessment of needs based on information made available through various sources,
  - b. processes and/or pays transportation costs incurred by and provided through pre-existing contractual arrangements with commercial sources.
6. Illinois Environmental Protection Agency
  - a. identifies and advises the SEOC Liaison of any potential pollution hazard to existing food stocks that are unsafe as a result of the disaster.
7. American Red Cross
  - a. provides liaison between ISBE and the Federal, State, and local government agencies in the procurement and distribution of food,
  - b. coordinates mass care activities and works with primary and support agencies to ensure needed feeding services are provided,
  - c. accesses food from private sources.
8. Illinois Department of Agriculture
  - a. inspects meat, poultry and grain products for wholesomeness.
9. Other Agencies
  - a. in addition to the responsibilities identified above, there are a number of State Agencies, State Colleges and Universities, and private voluntary that can be expected to provide personnel and critical resources to support disaster operations. Responsibilities of many of these

agencies are identified in the Illinois Emergency Operations Plan.

## **V. Authorities**

- A. The Food Stamp Act of 1977
- B. Section 416 of the Agricultural Act of 1949
- C. Section 4(a) of the Agriculture and Consumer Act of 1973
- D. Food Service Sanitation Code (77 Ill. Adm. Code 750)

## **VI. References**

- A. USDA Food and Nutrition Service Plan
- B. ING State Active Duty Plan

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## **Emergency Support Function 11 – Agriculture and Natural Resources**

### **Animal Welfare**

Primary Agency: Illinois Department of Agriculture (IDA)

Support Agencies: Illinois State Police (ISP)

Illinois Environmental Protection Agency (IEPA)

Illinois Emergency Management Agency (IEMA)

Illinois Department of Military Affairs (IDMA)

Illinois Department of Transportation - Aeronautics (IDOT- A)

Illinois Department of Transportation - Highways (IDOT- H)

Office of the State Fire Marshal (OSFM)

Illinois Department of Public Health (IDPH)

Illinois Department of Natural Resources (IDNR)

Illinois Department of Corrections (IDOC)

Illinois Department of Central Management Services (CMS)

Illinois Commerce Commission – Transportation (ICC-T)

Illinois Commerce Commission - Utility (ICC-U)

University of Illinois (Uof I)

American Red Cross (ARC)

Federal: United States Department of Agriculture (USDA)  
USDA/Animal and Plant Health Inspection Services  
(USDA/APHIS)  
Veterinary Services (VS)  
USDA Farm Service Agency (USDA FSA)  
Federal Emergency Management Agency (FEMA)

## **OTHER SUPPORTING ORGANIZATIONS:**

Illinois State Veterinary Medical Association (ISVMA)  
American Veterinary Medical Association (AVMA)  
Illinois Beef Association  
Illinois Pork Producers Association  
National Poultry Improvement Plan (NPIP)  
Illinois Horse Council  
Illinois Milk Producers Association  
Illinois Farm Bureau  
Illinois Coalition for Animal Agriculture  
Illinois Animal Control Association  
Noah's Wish

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of this Annex is to coordinate the initial, as well as ongoing, response of State and Federal agencies, and private organizations and entities to provide all animals affected by the disaster with emergency medical care; evacuation; rescue; temporary confinement, shelter, food and water; and identification for return to the owner. This Annex will also coordinate the response to and recovery from an outbreak of an emergency animal disease or other animal related disaster (EAD/AD). In as much as some EAD's are zoonotic, this coordination may also involve the identification and control of diseases of public health significance. Issues of major concern in preparedness and response to an EAD/AD outbreak or disaster include: prevention of introduction; disease surveillance; rapid identification; initiation of steps to reduce the further spread of the disease; and disposal of infected, exposed, and dead animals during an outbreak; provide for adequate housing and care of animals displaced during a disaster.

## **B. Scope**

This Annex provides technical advice and assistance to State, county and local governments, professional animal health organizations, and industry during an EAD/AD. The Annex includes procedures for the identification, containment, and elimination of an EAD as well as a response to a natural disaster. This Annex is applicable to all Federal and State agencies identified in the Primary and Supporting Government Agency outline. It is anticipated that the remainder of the “Other Supporting Organizations” identified in this Annex will participate to the fullest extent possible.

## **II. SITUATION AND ASSUMPTIONS**

### **A. Situation**

1. Several serious animal disease outbreaks have occurred outside the United States recently. Foot and Mouth Disease in Taiwan’s swine population in 1997 resulted in the slaughter of more than five million hogs. The recent Classical Swine Fever (Hog Cholera) epidemics in the United Kingdom, Mexico, and the Netherlands have resulted in the slaughter of more than 10 million hogs. Ongoing problems with this disease in Haiti, Cuba, and the Dominican Republic continue to be a threat to the U.S. swine industry. The occurrence of Bovine Spongiform Encephalopathy (BSE) in Great Britain has resulted in a large number of beef and dairy cattle destroyed and the disease continues to be identified. The importation of animal products from foreign countries, the ease of travel throughout the world, the lifting of restrictions on animal health movement as a result of Free Trade Agreements, and the presence of international airports underscore Illinois’ vulnerability to an outbreak of an EAD.
2. Although concerns about animal diseases are increasing, the public gives it little attention. Protecting animal agriculture in the United States requires cooperation, participation and

partnership. While the USDA has assumed leadership in combating the EAD problem, they do not have the resources nor the desire to assume these responsibilities alone. Consideration must be given to the fact that an outbreak of an EAD within the State of Illinois could be devastating to the economy. The State/local response is the first line of defense in an animal health disaster, the quality of which likely will determine the final economic impact to the State.

3. Natural and man-made disasters have been occurring with increasing frequency worldwide. With the advent of large animal production facilities and an ever-increasing pet population, the need for a disaster response plan is imperative. Local response to a disaster is limited and Federal response will be secondary or non-existent.

## **B. Assumptions**

1. Livestock producers likely will be the first to notice an unusual condition/disease in their animals. The concerned producer should make contact with one of four entities: 1) local private accredited veterinarian, 2) IDA (State Veterinarian, field veterinarian, or livestock investigator), 3) the Illinois Veterinary Diagnostic Laboratories, or 4) the USDA/Animal and Plant Health Inspection Services (USDA/APHIS), Veterinary Services (VS) or the Area Veterinarian-In-Charge (AVIC), Field veterinarian, or livestock field investigator.

If the disease situation is unexpected with high death loss, or if the symptoms are unusual, and especially if an EAD is suspected, a private accredited veterinarian must report immediately his or her findings to the State Veterinarian and/or USDA-AVIC.

2. When notified, the State Veterinarian, or the USDA-AVIC, will in turn contact the other person to determine what steps, if any, are necessary to further characterize the disease occurrence. This may

include the dispatching of a Foreign Animal Disease Diagnostician (FADD) to the location and requesting assistance from the USDA Early Response Team (USDA-ERT).

If the FADD determines that the differential diagnosis includes an EAD, the USDA-AVIC will notify IEMA, USDA-Emergency Programs and other appropriate Federal government officials. The FADD will obtain a Foreign Animal Disease Investigation case number from the USDA-AVIC. In addition, the USDA-AVIC and State Veterinarian, depending on the likelihood of an EAD, will take steps to isolate the disease to as small an area as possible. This may necessitate the involvement of local, county, and State law enforcement agencies to assist in securing the area.

3. If the suspected disease has potential wildlife impacts, the State Veterinarian will contact IDNR, who in cooperation with IDA, will determine the appropriate response to protect wildlife or conduct surveillance activities of wildlife to determine their disease status.
4. Suspected EAD's in or potentially affecting wildlife or fish will be reported to IDNR, who in turn will report this information to the State Veterinarian. If the disease has potential livestock impacts, IDA will determine the appropriate response in cooperation with IDNR.
5. If the suspected disease has potential public health impacts, the State Veterinarian will contact IDPH. IDPH, in cooperation with IDA, will determine the appropriate response to protect human health and welfare.
6. In the event of animals being displaced in a natural or man made disaster, the State Veterinarian, in cooperation with State and local authorities, will determine the appropriate response to protect animal health and welfare.

### **III. CONCEPT OF OPERATIONS**

- A. In the event of an EAD or animal disaster, the State Veterinarian and/or USDA-AVIC, will contact IEMA and the Illinois Emergency Operations Plan (IEOP) will be implemented.
- B. The State Veterinarian and/or USDA-AVIC, along with IEMA will make the determination as to:
  - 1. when to request activation of a USDA-APHIS,
  - 2. procedures necessary to isolate the affected area,
  - 3. when to request activation of the SEOC,
  - 4. the procedures to be utilized to combat the outbreak once it is identified as an EAD.
- C. IDA will send a liaison to the SEOC when the SEOC is activated.
- D. IDA and if possible, IDA's other Supporting Organizations will activate and staff the IDA Emergency Action Facility.
- E. Key functions to be performed in the event of an EAD/AD will include:
  - 1. Appraisal of fair market value of livestock and poultry involved in affected area.
  - 2. Biosecurity and surveillance to contain and prevent the spread of disease.
  - 3. Cleaning and disinfection (C&D) of infected premises after depopulation has been completed.
  - 4. Depopulation and disposal of infected and exposed animals,

animal products, bedding and feedstuffs.

5. Epidemiological investigations to determine the source and possible spread of the disease.
6. Regulatory enforcement of quarantines.
7. Vaccination programs, if warranted to help control the spread of the disease.
8. Controlling vectors that may be involved in the spread of disease.
9. Help to coordinate needed shelter, food, water, and veterinary care to displaced animals.
10. Provide assistance in reuniting owners with their animals.

#### **IV. RESPONSIBILITIES**

- A. Primary Agency - Illinois Department of Agriculture
  1. functions as the primary decision maker and co-decision maker with USDA-APHIS and functions as the lead State agency,
  2. issues quarantines, stop movement orders and oversees the implementation and enforcement of restricted or quarantined areas, with the assistance of the other State and Federal supporting agencies. Because time is of the essence in an animal health emergency, quarantines may initially be issued verbally but will be documented in writing as soon as practical,
  3. determines the extent to which IDA personnel will respond to an animal health emergency. Duties in support of this Annex will take priority over all other

duties of IDA,

- 4 coordinates with Noah's Wish, other animal welfare support organizations and the local animal control officer to ensure all animal welfare issues are being addressed.

## B. Support Agencies

### 1. Illinois State Police

- a. is the lead State Law Enforcement Agency for security in and around the impacted area,
- b. restricts movement in and around the quarantine zone to prevent the movement of animals and animal related products in order to stop the spread of the disease,
- c. provides traffic and access control.

### 2. Illinois Environmental Protection Agency

- a. provides expertise regarding the disposal of contaminated animal carcasses, bedding, feedstuffs and equipment in a way that is environmentally sound and does not further the spread of disease,
- b. provides expertise regarding the cleaning and disinfection of infected areas using environmentally sound procedures and chemicals,
- c. expedites the process of obtaining necessary permits for the above.

### 3. Illinois Emergency Management Agency

- a. determines the need for a Gubernatorial Proclamation

of a Disaster or Emergency,

- b. coordinates assistance from support agencies,
- c. activates the SIRC when determined necessary,
- d. coordinates supplemental Federal assistance with FEMA,
- e. coordinates the providing of communications equipment,
- f. provides expertise regarding the handling of contaminated substances,
- g. provides protective clothing and decontamination equipment for use in infected areas.

4. Illinois Department of Military Affairs

- a. provides support to ISP for security in and around the impacted area,
- b. provides traffic and access control,
- c. provides emergency communications equipment and personnel,
- d. assists IDA with euthanasia and proper disposal of infected animals,
- e. assists IDA and other responding agencies with the transportation of necessary equipment, personnel, and livestock,
- f. assists IDA with the decontamination of vehicles, equipment, and facilities,

- g. provides aircraft and aircrews to conduct assessment and surveillance operations,
  - h. provides heavy equipment, trucks, other vehicles and manpower for animal carcass removal and disposal.
5. Illinois Department of Transportation - Aeronautics
- a. provides aircraft and aircrews to conduct assessment and surveillance activities,
  - b. provides air transportation for emergency workers and other key personnel, when required.
6. Illinois Department of Transportation - Highways
- a. coordinates with district offices, county and township commissioners to determine which roads, if any, could be closed around the periphery of the quarantined zones to aid in biosecurity and traffic control,
  - b. provides personnel, heavy equipment, trucks and other vehicles for animal carcass removal and disposal,
  - c. IDOT provides equipment and personnel to assist in vehicle decontamination,
  - d. IDOT provides barricades and/or signs to be used in and around the quarantined zones.
7. Office of the State Fire Marshall
- a. coordinates the use of local fire department personnel and equipment when requested,
  - b. provides expertise in fire safety when burning is used

for carcass and materials disposal,

- c. provides expertise on the use of Self-Contained Breathing Apparatus (SCBA) and other Personal Protection Equipment (PPE).

8. Illinois Department of Public Health

- a. communicates with the local health departments, medical facilities and regulated entities in the event the EAD is zoonotic,
- b. determines public health risk and impact, if any, upon being informed that a suspected EAD has been detected within the State of Illinois,
- c. notifies the U.S. Centers for Disease Control that an outbreak of an EAD has occurred within the boundaries of the State of Illinois, inform them of the nature of the disease, its primary animal host, and if it is considered to be a health hazard to humans,
- d. assesses and advises regarding the public health risk associated with burial or burning of dead and affected animals,
- e. IDPH assists with epidemiological investigations.

9. Illinois Department of Natural Resources

- a. provides technical advice on the risks to wildlife and methods to mitigate these risks,
- b. supports the law enforcement aspect of the restricted or quarantine area, if applicable. IDNR will make available specialized equipment (e.g. boats, snowmobiles, ATVs and four-wheel drive vehicles)

and associated personnel, as needed,

- c. initiates a surveillance program in the immediate vicinity of the outbreak and determine if the disease has spread to wildlife if the EAD is one that has a history of affecting wildlife. In addition, the IDNR will initiate steps to prevent the spread of the disease to susceptible wildlife,
- d. identifies the potential for the disease to be spread by wildlife (e.g., infected animals, scavengers, intermediate hosts) outside of the affected areas,
- e. identifies hunting seasons and wildlife associated within affected areas and makes recommendation on closing seasons and restricting access to public sites. IDNR will enforce these restrictions and enlist the assistance of other law enforcement agencies as necessary,
- f. expedites collecting permits for personnel and assists in collections as necessary,
- g. provides expertise and data showing geographical information on soils, surface water and ground water.

10. Illinois Department of Corrections

- a. provides buses, vans, vehicles and any available staff to drive these vehicles.

11. Illinois Department of Central Management Services

- a. assists with the procurement of needed emergency supplies and equipment,
- b. provides vehicles, fuel, repairs and service needed to

carry out the emergency animal disease operation,

- c. assists with purchasing and/or contracting telecommunications equipment.

12. Illinois Commerce Commission - Transportation

- a. provides information and assistance in the Transportation Industry (highway and rail) under its jurisdiction in and around quarantined areas.

13. Illinois Commerce Commission – Utility

- a. provides information regarding regulated water, gas, electric and telephone companies and services under its jurisdiction in and around quarantined areas.

14. University of Illinois

- a. provides cooperative extension personnel (livestock specialists), faculty and staff, along with students on a voluntary basis, available to assist in EAD control and eradication,
- b. provides a wide range of expertise from College of Agriculture Consumer and Environmental Science and College of Veterinary Medicine regarding EAD control and eradication,
- c. activities are coordinated by the Dean's of the College of Veterinary Medicine and the College of Agriculture Consumer and Environmental Science.

15. American Red Cross

- a. ARC will provide mass care services for those in the impacted area,

- b. ARC will provide mental health services to those impacted, if required.

16. Other Agencies

- a. in addition to the responsibilities identified above, there are a number of State Agencies, State Colleges and Universities, and private voluntary agencies that can be expected to provide personnel and critical resources to support disaster operations. Responsibilities of many of these agencies are identified in the IEOP.

2. Federal Agencies

USDA/APHIS, VS Emergency Programs will assume a primary role for responding to an EAD within a few days of diagnosis. Initial response of the USDA will be through the USDA-APHIS for the Eastern Region. This Annex provides for response actions prior to the full involvement of USDA, and also provides a framework for supporting the USDA once they are fully engaged through their emergency response structure. USDA will use the State Veterinarian as the primary contact point for IDA. The State Veterinarian will serve as the IDA representative in the USDA response system.

3. Private Organizations

Private organizations have a great deal of interest in a response plan of this type since their livelihood may depend upon the outcome. In most cases a private entity, such as a local veterinarian, will be the first “on scene” and must make immediate decisions. A local veterinarian, as a veterinarian accredited by the USDA, APHIS, VS and the State Veterinarian, has the authority to verbally restrict movement of animals suspected of being affected with an EAD. The local veterinarian is then required to immediately notify the

State Veterinarian who, with the assistance of the USDA-AVIC, determines the next appropriate action(s) to confirm or rule-out the presence of an EAD and to restrict animal and, if necessary, people movement in and through the affected area.

Private enterprises such as producers, auction markets, slaughtering establishments, and renderers will be notified by IDA when an animal disease emergency exists. They will be encouraged to actively participate as an “Other Supporting Organization” in an emergency response.

## **V. DIRECTION AND CONTROL**

- A. The primary point of contact for activation of this Annex is the State Veterinarian. The State Veterinarian will notify IEMA of an EAD/AD.
- B. When the U.S. Secretary of Agriculture declares an emergency or extraordinary emergency, the USDA-APHIS can be fully activated with funding made available from the Commodity Credit Corporation for indemnity.
- C. If and when the EAD/AD exceeds State and local capabilities, the Governor may request Federal emergency or disaster assistance.
- D. Listed “Other Supporting Organizations”, local veterinarians, animal control agencies, and Noah’s Wish will participate in an emergency operation on a voluntary basis.

## **VI. REFERENCES**

- A. Illinois Diseased Animal Act
- B. Illinois Emergency Management Agency Act

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# **Emergency Support Function 11 – Agriculture and Natural Resources**

## **TO BE DEVELOPED: Natural Resources and Historic Properties**

Primary Agency

Support Agencies

### **I. Introduction**

A. Purpose

B. Scope

### **II. Assumptions**

### **III. Concept of Operations**

### **IV. Responsibilities**

### **V. References**

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## Emergency Support Function 12 – Energy

Primary Agency Illinois Commerce Commission (ICC)

Support Agencies Illinois Department of Central Management Services (CMS)  
Illinois Department of Corrections (IDOC)  
Illinois Department of Transportation – Division of Highways  
(IDOT-H)  
Illinois Emergency Management Agency (IEMA)

### I. Introduction

#### A. Purpose

1. The purpose of this Annex is to ensure the coordination among utilities (public, municipal, co-ops, and privately owned), governmental agencies and law enforcement agencies when responding to actual or potential natural or man-made disasters that have interrupted service or are a threat to service.
2. Restoration of the energy systems and related components is critical to saving lives; protecting health, safety, and property; and to aiding in the recovery process.

#### B. Scope

1. The scope of this Annex is to establish the policies, roles and responsibilities in the assessment and restoration of various energy systems and related components during response and recovery activities and the involvement of the governmental and/or private-sector entities responsible for restoring the various energy systems and related components.
  - a. Electric
  - b. Natural Gas
  - c. Pipelines
  - d. Production
  - e. Refining
  - f. Generating
  - g. Transmission

## II. Assumptions

- A. The utilities take the lead in the restoration of the energy systems and related components after an incident occurs.
- B. Damages to any of the energy systems or related components may have a cascading effect on supplies, distribution and/or other transmission systems.
- C. The availability of appropriate resources (both equipment and personnel) for repairs may be limited in a catastrophic event.
- D. The loss of power will result in loss of cooking, heating and refrigeration resources for businesses, households and a wide range of service providers.
- E. The loss of power will be a major challenge facing disaster response operations at all levels of the response and recovery missions.

## III. Concept of Operations

- A. General
  - 1. Energy system restoration coordination will be performed in accordance with the Illinois Disaster Management Systems (IDMS), the Incident Command System (ICS) and the National Incident Management System (NIMS). In addition, activities will be in compliance with the legal authority and rules identified in the “Authorities” section of this plan.
  - 2. The Illinois Commerce Commission (ICC) will coordinate with the Federal, State and local jurisdictions in prioritization plans and actions for the restoration of energy during response and recovery operations.
  - 3. The ICC will coordinate the preliminary damage assessments in the energy sector to determine the locations of the damages, extent of the damages and expected restoration times of the damages.
  - 4. “The term ‘energy’ includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, maintaining, and controlling energy systems and related components. All energy systems are considered critical infrastructure.”<sup>1</sup>
  - 5. The ICC does not have jurisdiction over co-ops and/or municipal utility companies; however, response and recovery activities are still coordinated with those entities through the ICC.

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<sup>1</sup> National Response Framework, ESF 12 – Energy Annex, January 2008

B. Organization

1. The ICC will utilize the Illinois Emergency Communications Network (IECN) and the disaster intelligence from the field to identify, prioritize and restore the various energy systems, networks or functions within the impacted area and any cascading effects outside of the impacted area.
2. The private sector owns and operates the majority of the nation's energy infrastructure; however, the ICC can direct the utilities to target specific areas of damage as needed.
3. Owners and operators of private and public utilities are responsible for activation of plans for appropriate allocation of resources to maintain or restore utility services.
4. Most utilities operating in Illinois maintain Emergency Operations Centers (EOCs) that are on alert 24 hours a day for problems associated with their networks, systems or facilities.

C. Notifications

1. The ICC can activate the IECN in response to a potential or actual emergency meeting certain criteria. The IECN can also be activated by any participating company using the same criteria. Once activated, industry participants can directly engage each other from remote locations while having a direct link to the ICC desk in the SEOC.
2. Notification for agency liaisons to report to the State Emergency Operations Center (SEOC) will be conducted in accordance with the Communications Annex (ESF 2) of the Illinois Emergency Operations Plan (IEOP).

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

A. Primary Agency – Illinois Commerce Commission (ICC)

1. Provide coordination for the safe restoration of utilities with supporting state agencies,
2. provide the direction for the IECN to coordinate utility responses,

3. provide communications among the supporting agencies, utilities, and local, state and federal representatives,
4. provide information for functional needs facilities to receive priority service for restoration.

B. Support Agencies

1. Illinois Department of Central Management Services (CMS)
  - a. monitors the status of utilities at CMS-managed state facilities,
  - b. works with utilities to prioritize restoration of service to CMS-managed state facilities based on operational criticality,
  - c. works with tenant agencies of CMS-managed state facilities to implement temporary repairs, alternative power sources, and other continuity measures until permanent power has been restored.
2. Illinois Department of Corrections (IDOC)
  - a. Provide buses (with drivers) to aid in moving civilian populations that are affected by extended power outages,
  - b. Provide offender labor (with supervisors) for debris removal to clear roadways so utility crews can get into the affected areas,
  - c. Provide meals for disaster victims (the majority of food supplies would need to be provided) that are affected by extended power outages,
  - d. Provide (through the Illinois Correctional Industries) disaster relief supplies on an as needed basis (i.e., milk, juice, water, clothing, bedding, towels, food, etc.) to utility crews and disaster victims,.
3. Illinois Department of Transportation – Division of Highways (IDOT-H)
  - a. in collaboration with the ICC, IEMA and other transportation providing agencies, provides technical assistance in identifying and arranging appropriate types of transportation into the affected area (when needed) and accessible routes,
  - b. provides technical support to assist in arranging logistical support in the movement of repair crews into the affected area from IDOT resources (supplies, equipment, etc.).

4. Illinois Emergency Management Agency (IEMA)
  - a. provides Disaster Intelligence information that impacts the energy sector restoration activities during response and recovery operations,
  - b. provides logistics support, including communications, for disaster operations as appropriate,
  - c. provides updated information to all responding State and Federal organizations regarding the status of ongoing restoration activities,
  - d. coordinate required assistance from support agencies.

## **V. Authorities**

- A. Illinois Emergency Management Agency Act (20 ILCS 3305)

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# **Emergency Support Function 13 – Public Safety and Security**

## **Evacuation**

Primary Agency Illinois State Police (ISP)

Support Agencies Illinois Department of Corrections (IDOC)  
Illinois Commerce Commission - Transportation (ICC-T)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Transportation – Division of Aeronautics  
(IDOT-A)  
Illinois Department of Transportation - Division of Highways  
(IDOT-H)  
Illinois Emergency Management Agency (IEMA)  
Illinois Environmental Protection Agency (IEPA)

### **I. Introduction**

- A. Evacuation is the controlled movement and relocation of persons and property made necessary by the threat or occurrence of a natural or technical disaster. This Annex is not associated with any Federal level Emergency Support Function (ESF). These activities are an integral part of State disaster response activities and are essential to ensure the safety of affected residents.
- B. The State will provide personnel, equipment and technical expertise beyond that provided by local governments necessary to evacuate a potential or existing disaster area and to return the evacuees upon determination that the affected area is safe for reentry.
- C. Purpose
  - 1. The purpose of this Annex is to provide for coordinated plans, policies and activities to support the evacuation of persons who are affected or threatened by a disaster or emergency.

## D. Scope

1. It is the responsibility of this function to provide support to local officials in the provision of essential services for evacuation. All communities are vulnerable to hazards that could require them to evacuate some or even all of their population. Evacuation requires that planning be done both in advance and at the time of an incident. The following should be considered:
  - a. identifying routes that could be used to move evacuees away from harm,
  - b. creating a notification system to instruct people about who should evacuate and where they should go,
  - c. identifying the transportation resources available for an evacuation,
  - d. identifying those who make the decision of when and what areas to evacuate,
  - e. identifying those who have the legal authority to recommend an evacuation.
2. Evacuation requires a coordinated effort by many emergency workers, law enforcement agencies, government officials, the media, and the affected population.
3. Local Emergency Operations Plans (EOPs) designate areas along movement routes in their jurisdiction where evacuees can obtain needed services and comfort facilities. When an evacuation requires movement to distant counties, IEMA will coordinate the movement to the hosting jurisdictions.
4. Each local jurisdiction is responsible for identifying known areas at risk and routes in their local Emergency Operations Plan (EOP) to be used in case of an evacuation within their jurisdictions. If large populations have to be moved in case of a nuclear power plant accident incident, the routes specified in

the Illinois Plan for Radiological Accidents will be used. The evacuation routes are depicted on maps in the SEOC.

## **II. Assumptions**

- A. Illinois law does not authorize officials to issue orders for evacuation; only recommendations can be made, so there may be some individuals who refuse to leave their homes and property. The IEMA Act identifies that the Governor or Principal Executive Officer may issue evacuation recommendations.
- B. The threat of looting could come from people outside the affected area. State resources, therefore, may be needed for a security role after an evacuation.
- C. There will be some people with functional needs such as the elderly, the disabled or the mobility impaired. Local government is primarily responsible for evacuating such persons from within their jurisdiction. Persons who are institutionalized will be moved by their institution with the assistance of the IDPH, ISP, IDHS, IDOC, IDMA and IEMA. These persons will be moved to a facility with similar capabilities.

## **III. Concept of Operations**

- A. General
  - 1. IEMA will monitor conditions that have the potential to require the evacuation of any area(s) of the State and inform threatened jurisdictions.
  - 2. ISP and IEMA will coordinate evacuation routing to inter-jurisdictional reception centers and provide public information to deal effectively with the situation.
  - 3. Upon determination of conditions favorable to reenter into the affected area, IEMA will establish priorities for the return of evacuees.

## B. Organization

1. The type of evacuation, general or limited, will determine the need for mutual aid. A general evacuation would involve the relocation of large portions of the public from a dangerous or potentially dangerous area to one that provides safety from the impending situation.
2. A limited evacuation would involve the relocation of a few people from a dangerous or potentially dangerous area to one that provides safety from the impending situation.
3. As required, IEMA will provide coordination among local communities, the State and Federal Government.
  - a. the assistance, manpower, services and equipment coordinated at the State level are designed to support and complement already existing procedures, plans and policies currently in effect at the local level. There are a variety of State agencies that can provide assistance for an evacuation.
  - b. the type of disaster that causes the need for an evacuation will dictate what kind of support is needed and who can best provide the expertise, manpower or equipment to adequately respond to the situation.

## C. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## IV. Responsibilities

### A. Primary Agency - Illinois State Police

1. oversees the efficient, safe and expeditious movement of personnel from impacted or threatened areas,

2. provides personnel and equipment to control traffic flow and access to evacuation routes.

B. Support Agencies

1. Illinois Department of Corrections
  - a. provides on a limited basis for the use of institutional gymnasiums as shelters for victims.
2. Illinois Commerce Commission - Transportation
  - a. has the authority to stop rail traffic over evacuation routes.
3. Illinois Department of Military Affairs
  - a. provides ground or air route reconnaissance,
  - b. manpower and vehicles for movement of evacuees,
  - c. manpower and vehicles for access and traffic control.
4. Illinois Department of Natural Resources
  - a. acts as primary agency on its own lands and waters,
  - b. provides personnel and water craft or other specialized equipment to move personnel.
5. Illinois Department of Transportation - Division of Aeronautics
  - a. provides ground and air reconnaissance,
  - b. provides infrastructure inspection,
  - c. provides video surveillance from aircraft.

6. Illinois Department of Transportation - Division of Highways

- a. identifies traffic capacities of roads and highways in the State,
- b. provides information on the passability of selected evacuation routes,
- c. provides equipment and manpower for use at traffic and access control points,
- d. provides equipment for clearing evacuation routes in an emergency,
- e. provides equipment to provide the motoring public information, when needed (overhead message boards, portable message boards, etc.),

7. Illinois Emergency Management Agency

- a. provides coordination between evacuated governments and host jurisdictions if required,
- b. maintains close coordination with ISP and other departments or organizations involved in evacuation,
- c. provides technical advice to ISP during incidents involving a nuclear power plant or other nuclear materials. IEMA evaluates the potential or actual threat from radiation sources and recommends to the Governor the appropriate actions to protect public health and safety and minimize or eliminate the need for exposure,
- d. provides personnel and equipment to monitor individuals for radiological contamination, and if necessary, perform decontamination functions before admitting these persons to shelter.

8. Illinois Environmental Protection Agency
  - a. provides technical advice on hazardous materials and the need to evacuate or the appropriateness of reentry. An evacuation decision will usually be made by the on scene incident commander based on experience, observation and the evacuation information in the United States Department of Transportation (US DOT) Emergency Response Guidebook,
  - b. performs measurements to determine Hazardous Materials (HazMat) contamination, take samples for laboratory analysis and evaluate these measurement results. IEPA has jurisdiction for sampling and contamination outside buildings.

## **V. Authorities**

- A. IEMA Act (20 ILCS 3305/1 et seq.)

## **VI. References**

- A. Illinois Plan for Radiological Accidents (IPRA)

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## **Emergency Support Function 13 – Public Safety and Security – Law Enforcement**

Primary Agency Illinois State Police (ISP)

Support Agencies Illinois Department of Natural Resources (IDNR)  
Illinois Department of Military Affairs (IDMA)  
Illinois Department of Transportation - Division of Aeronautics (IDOT-A)  
Illinois Department of Transportation - Division of Highways (IDOT-H)  
Illinois Secretary of State (SOS)  
Illinois Commerce Commission (ICC)

### **I. Introduction**

A. Law Enforcement activities are a major part of State disaster response activities and are essential to ensure a minimum of confusion and turmoil. Local law enforcement officials are responsible for enforcement of laws, traffic control, investigation of crimes and other public safety activities within their jurisdictions. Only upon commitment of all local resources can State assets be made available. State law enforcement assets that may be committed are those of the Illinois Departments of Natural Resources, Corrections, Military Affairs, the Illinois State Police, Illinois Commerce Commission, and the Office of the Secretary of State.

B. Purpose

1. The purpose of this Annex is to provide for security, traffic and crowd control, protection of very important persons (VIPs) and other functions of local and State law enforcement agencies during an emergency or disaster.

C. Scope

1. It is the responsibility of this function to provide support to local officials in the provision of essential law enforcement services as well as continuing their day-to-day services.

## **II. Assumptions**

- A. Resources provided under mutual aid agreements must be coordinated to ensure that all necessary missions can be accomplished and that duplication of efforts and services is kept to a minimum.
- B. State law enforcement resources will continue to follow their normal chains of command. However, they will be responsive to the needs as determined by the IEMA Director or designee, and the SEOC Manager. When necessary, law enforcement personnel will be provided from any unaffected portion of the State.

## **III. Concept of Operations**

- A. General
  - 1. Disasters do not change the roles and responsibilities of law enforcement significantly from normal day-to-day operations. A large number of personnel are required to handle the greater workload and to replace those who are working to reduce exhaustion and fatigue. The responsible local law enforcement official in the jurisdiction requesting disaster mutual aid shall remain in charge unless otherwise expressly provided or later agreed to by the parties.
  - 2. Convergence
    - a. Disasters also bring about a phenomenon called convergence, the movement of persons and materials into the impact area from the outside. Convergence can be highly desirable, however, there is a high probability of unofficial convergence.
    - b. Both types of convergence must be controlled. Staging area(s) will be established on the perimeter of the disaster impact area. (See Attachment 2 of the Basic Plan, Mobilization Centers and Staging Areas.).
  - 3. Traffic and access control of the disaster area is essential. Only official and necessary traffic will be allowed into the impacted area.

B. Organization

1. The ISP has uniformed personnel assigned to twenty-one districts throughout the State.
2. The Illinois Department of Natural Resources has uniformed personnel in eighteen districts.
3. The Governor will authorize use of the National Guard to provide security, traffic and crowd control services should an emergency or disaster situation warrant such action.
4. The Illinois Department of Transportation - Division of Highways will provide equipment and personnel to build and maintain traffic control devices.

C. Notification Procedures

1. Law enforcement personnel are often the first at a scene and then report to the dispatch center the severity of the situation. Normal dispatch operations remain in effect and additional units and personnel are notified of the situation.
2. When it is determined that a disaster has occurred, ISP Standard Operating Procedures (SOPs) for disaster operations are implemented.
3. When the event overwhelms the available resources, the Illinois Law Enforcement Alarm System (ILEAS) will be used to request and acquire law enforcement mutual aid from surrounding areas.
4. Northern Illinois Police Alarm System (NIPAS) will also provide immediate mutual aid to law enforcement. This system services the northern portion of the state and compliments ILEAS.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or

emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## **IV. Responsibilities**

### **A. Primary Agency - Illinois State Police**

1. provides personnel and equipment to protect life and property and to enforce the laws of the State of Illinois,
2. coordinates all State level law enforcement personnel during a disaster,
3. assists and supports other State and local agencies in law enforcement activities including support and participation in SWMD team assignments, as needed,
4. provides direction and control to local law enforcement agencies,
5. assists with mass casualties,
6. provides security to the SEOC,
7. controls entry into and exit from the disaster area as required.

### **B. Support Agencies**

1. Illinois Department of Natural Resources
  - a. provides uniformed law enforcement personnel to assist in security and access control activities,
  - b. provide specialized equipment (boats, snowmobiles, all terrain vehicles, etc.) and operators to assist in law enforcement support,
  - c. provide assistance with telecommunications capability and or equipment.

2. Illinois Department of Military Affairs
  - a. provides personnel and equipment for foot and vehicular roving patrols,
  - b. provides traffic and access control,
  - c. provides crowd control,
  - d. provides security for critical facilities and resources,
  - e. provides support for state prisons,
  - f. provides escort for VIPs,
  - g. provides support to law enforcement agencies,
  - h. provides natural or technological disaster response support,
  - i. provides security for disaster staging areas and relief centers,
  - j. provides security for emergency and relief workers.
3. Illinois Department of Transportation - Division of Aeronautics
  - a. provides transportation of key personnel and supplies,
  - b. provides limited search capabilities,
    1. assist search efforts with Forward Looking Infrared (FLIR) for day and night emergency events.
4. Illinois Department of Transportation - Division of Highways
  - a. provides personnel and equipment to build and maintain traffic control devices,

- b. provide personnel and facilities as provided for in the IDOT-H Earthquake Preparedness Plan,
  - c. provide quick assessment of damages and establish alternate highway routes.
5. Illinois Secretary of State
- a. provides personnel and equipment to assist with traffic control,
  - b. provides security and other duties as required and requested by ISP.
6. Illinois Commerce Commission
- a. provides personnel and equipment to protect life and property and to enforce the laws of the State of Illinois,
  - b. assists and supports other State and local agencies in law enforcement activities.

## **V. Authorities**

- A. Illinois Vehicle Code (605 ILCS 5/1-101)
- B. Illinois Highway Code (625 ILCS 5/1-101)
- C. Criminal Identification Act (20 ILCS 2630/0.01 et. seq.)
- D. IEMA Act (20 ILCS 3305/7(a))

## **VI. References**

- A. ISP Policy Manual
- B. ISP Reference Manual
- C. ISP Emergency Response Plan

- D. ISP Contingency Plan
- E. IDOT-H Earthquake Preparedness Plan
- F. ISP Procedures
- G. IDNR Office of Law Enforcement Procedures

## **VII. Appendices and Attachments**

- A. Appendix 1 - Capitol Complex Security

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## **ESF 13 - Law Enforcement – Appendix 1 Capitol Complex Security**

<b>Primary Agency</b>	Illinois Secretary of State (SOS)
<b>Support Agencies</b>	Illinois Emergency Management Agency (IEMA) Illinois State Police (ISP) Illinois Department of Transportation – Division of Aeronautics (IDOT-A) Illinois Department of Transportation – Division of Highways (IDOT – H)

### **I. Introduction**

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#### A. Purpose

1. This Annex describes the policies, procedures and activities of State and local agencies to protect the Capitol Complex buildings, state employees, and other occupants from natural and man-made disasters or other emergencies. Its primary focus is law enforcement and basic life safety activities.

#### B. Scope

1. This Annex applies to all state agencies in the greater Springfield area. It also includes those county and municipal agencies providing services and equipment in support of these operations.

### **II. Assumptions**

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A. This appendix addresses those incidents that primarily occur in or focus on the Capitol Complex. If necessary, the entire Illinois Emergency Operations Plan (IEOP) may be activated to cope with the emergency.

B. Access control will be provided by the Illinois Secretary of State Capitol Police (ISSCP).

1. Traffic control will primarily be provided by the City of Springfield.
2. The Illinois Department of Transportation - Division of Highways will assist the City of Springfield with traffic control as defined in the IEOP.

C. The State maintains firefighting and emergency medical services within the Capitol Complex as required and will utilize service providers located within the City of Springfield as appropriate. State Incident Response Center (SIRC) support may be requested if these resources are overwhelmed.

- D. Portions of this plan may be activated for incidents at other SOS controlled facilities in Springfield.

### **III. Concept of Operations**

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#### A. General

1. The Office of the Secretary of State is primarily responsible for the health and safety of personnel and protection of property within the Capitol Complex. The Department of Physical Services controls the actual buildings and grounds. The Illinois Secretary of State Capitol Police (ISSCP) primarily provides police related services and is augmented by the Illinois Secretary of State Police (ISSP) as needed.
2. Due to limited resources at the Capitol Complex, the SOS relies on the City of Springfield to provide firefighting, emergency medical services and public works services for incidents at the Capitol Complex. In addition, the City and Sangamon County provide assistance in law enforcement activities.

#### B. Initial Actions

1. ISSCP will, as deemed necessary and appropriate, notify supporting emergency response agencies and IEMA of any situation that threatens the Capitol Complex Security.
2. IEMA, when advised by ISSCP, will notify SIRC Liaisons of any situation that affects or threatens Capitol Complex Security. Depending on the severity and nature of the incident, IEMA will activate all or part of the Emergency Support Function (ESF) Annexes of the IEOP.
3. ISSCP will provide mission assignments and tasks to all law enforcement agencies. IEMA will provide management and coordination of supporting state agencies and other non-law enforcement organizations as required.

#### C. Continuing Actions

1. The ISSCP will establish when necessary a staging area. When contacted, support personnel automatically report to that area. If required, the ISSCP will arrange for the removal of vehicles and personnel from the area.
2. The ISSCP may establish a Field Command Center. When established, this facility will be equipped with phone hookups and adequate space for responding personnel. Immediate action planning will occur at this facility.
3. When requested, the strategic command and long-term planning functions will utilize the SIRC. After hours requests will be channeled through IEMA's Communications Center to the IEMA Duty Officer.

4. State Agencies will execute mission assignments and provide technical assistance as required. State agencies will provide personnel for SIRC, UAC, and other response and recovery duties when requested.

## **IV. Responsibilities**

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### A. Primary Agency

**Illinois Secretary of State –  
Illinois Secretary of State Police (ISSP)  
Illinois Secretary of State Capitol Police (ISSCP)**

ISSCP is normally the lead agency for the following responsibilities, with the integration of ISSP capabilities as needed.

1. establishes command and control functions for all incidents impacting the Capitol Complex,
2. oversees use of responding emergency response agencies through their established chains of command,
3. manages internal communications systems and coordinates with IEMA and other available state and local communications systems,
4. provides a liaison if the SIRC is activated in response to an event that includes the Capitol Complex,
5. provides a trained Special Weapons And Tactics (SWAT) unit and a Hazardous Device Unit (HDU [bomb squad]) which is a member of the State Weapons of Mass Destruction Team (SWMD).

### B. Support Agencies

#### **1. Illinois Emergency Management Agency**

- a. provides management and coordination support to the ISSCP with non-law enforcement supporting, state, county, and private organizations,
- b. provides SIRC activation, management, support services and communications links for the ISSP in the event of a law enforcement related response in the Capitol Complex,
- c. provides the IEMA Mobile Command Vehicle to serve as a back up to the ISSP Command Center as necessary.

## **2. Illinois State Police**

- a. provides the ISP Command Vehicle to serve as a back up to the ISSP Command Center as necessary,
- b. provides aircraft support based at Capitol Airport as needed,
- c. provides the Critical Incident Response Command, uniformed Troopers and K-9 services, at the request and direction of the ISSP,
- d. provides post-incident services of Peer Support and ISP Chaplains,
- e. provides extensive database information (through the Intelligence Bureau) for post-incident investigation,
- f. provides listening devices (through the Technical Investigations Section) for specialized technical services,
- g. provides back-up communications with all Sangamon County law enforcement agencies as necessary,
- g. trains and participates with the State Weapons of Mass Destruction Team (SWMD).

## **3. IL Department of Transportation – Division of Aeronautics**

- a. provides helicopter and aircraft support to ISSP operations.

## **4. IL Department of Transportation – Division of Highways**

- a. provides assistance as requested.

## **V. Authorities**

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- A. 15ILCS 305/5.5 - Duties of the Secretary of State
- B. Illinois Administrative Rule Title 71, Chapter IV, Part 2005, Section 2005.80
- C. Intergovernmental Agreement to Provide Law Enforcement Assistance between the City of Springfield and the Secretary of State

## **Emergency Support Function 14 – Long-Term Community Recovery**

The activities necessary to accomplish long-term community recovery are in detailed in the State of Illinois Disaster Recovery Plan which contains an attachment entitled “Long-Term Recovery Strategy”.

The Illinois Emergency Management Agency (IEMA) will utilize this document to address the needs of an affected area when the disaster warrants the initiation of a long-term recovery initiative.

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## **Emergency Support Function 15 – External Affairs**

### **Warning**

Primary Agency Illinois Emergency Management Agency (IEMA)

Support Agencies Illinois State Police (ISP)  
Illinois Department of Natural Resources (IDNR)  
Illinois Department of Military Affairs (IDMA)  
National Weather Service (NWS)

#### **I. Introduction**

##### **A. Purpose**

1. This Annex describes the rationale behind the need for warning systems, the agencies that participate in the warning function, the State's warning system and local stations participation and monitoring assignments for the Emergency Alert System (EAS).

##### **B. Scope**

1. Federal, State, and local governments have addressed the function of warning. The EAS is readjusted and improved upon throughout a variety of tests and evaluation and is a growing and evolving network.

#### **II. Assumptions**

- A. Success in saving lives and property is dependent upon timely dissemination of warning and emergency information to persons in threatened areas.
- B. Some disasters provide no time or opportunity for warning.
- C. Local government will establish appropriate warning systems.
- D. All levels of government and personnel will cooperate to activate

warning systems.

- E. Some people will not heed warnings.
- F. The EAS provides officials with an expeditious method of communicating with the public, i.e., disseminating emergency information and instructions in threatened or actual emergency.
- G. The EAS can be operated on the national, State, or local level.
- H. The listening and viewing habits of the public are taken into consideration and are of positive benefit to the effectiveness of the EAS.
- I. Tests will familiarize officials, broadcasters, and the public with EAS procedures.

### **III. Concept of Operations**

- A. General
  - 1. Warning is the alerting of governmental forces and the public to the threat of imminent extraordinary danger.
  - 2. Dependent upon the nature of the threat and the population group at risk, warning can originate at any level of government.
- B. Warning Systems
  - 1. Homeland Security Advisory System
    - a. The Homeland Security Advisory System was designed to provide the nation with a uniform method of warning in the event of terrorist activity. The system has been divided into five color coded levels.
      - 1. “Severe” is the highest level of the Homeland Security Advisory System. This level indicates a severe risk of terrorist attack and has been

designated the alert color “Red”.

2. “High” is the next highest level of the advisory system. This level indicates a high risk of terrorist attack and has been designated the alert color “Orange”.
3. “Elevated” is the third level of the advisory system. This level indicates a significant risk of terrorist attack and has been designated the alert color “Yellow”.
4. “Guarded” is the fourth level of the advisory system. This level indicates a general risk of terrorist attack and has been designated the alert color “Blue”.
5. “Low” is the lowest level of the advisory system. This level indicates a low risk of terrorist attack and has been designated the alert color “Green”.

2. National Warning System (NAWAS)

- a. The National Warning System, (NAWAS), is a four-wire party line telephone circuit, connecting the National Warning Center at the North American Aerospace Defense Command (NORAD) headquarters in Colorado Springs, Colorado, with the Alternate National Warning Center at Olney, Maryland. NORAD is responsible for the aerospace defense of the North American Continent.
- b. If warranted, the information is then given to the Federal Emergency Management Agency (FEMA) Attack Warning Officers assigned to NORAD Headquarters. FEMA will warn the civilian population of enemy attack over the National Warning System to each State Warning Point.
- c. The State Warning Point has special switching equipment

to isolate the State NAWAS circuit from the National circuit.

- d. IEMA has delegated the operational functions of warning to the Illinois State Police (ISP). The ISP disseminates warning messages to the Sheriff of each county and to designated State officials.
  - (1) The Illinois State Warning Point is at the State Police Springfield Communications Center in Springfield. The Alternate State Warning Point is located in the State Emergency Operations Center (SEOC). All State Police districts have NAWAS installations. There are twenty-four (24) Primary Warning Points and twenty-two (22) NAWAS Extensions in Illinois, besides those at the State Warning Point and Alternate State Warning Point.
  - (2) When a warning message is received, the State Warning Point, makes a roll call to ensure that all NAWAS Primary Warning Points have received the message. Each district then forwards the warning message either by radio, telephone, or by dispatching a messenger to the Sheriff of each county within their area and to designated State officials.
  - (3) ISP district radio transmitting stations are equipped with tone encoders to activate radio receivers on a State frequency.
  - (4) Officials of all counties, cities, towns, institutions, hospitals, industrial plants, and schools are urged to install a radio receiver equipped with a tone decoder tuned to a specified State Police radio channel to receive warning messages directly and take appropriate action. Such an installation does not relieve officials of their legal responsibility to fan out warning messages received from the ISP.

- (5) The sheriff is required to pass warning messages to designated officials in the county and in each city or town warning point and to the people in unincorporated areas within the county.
- (6) City and town officials have the responsibility to alert the public and take prescribed action.

3. Outdoor Public Warning/Alerting Systems

- a. All cities and towns are encouraged to install an outdoor public warning system capable of alerting at least 85% of the population.
- b. The control of operation of such a system is to be at the warning point.

(1) Outdoor Warning/Alerting Signals

- (a). Outdoor warning devices must be capable of producing the two warning signals:
  - (aa). The **ALERT** signal, a steady blast or tone of three to five minutes.
  - (bb). The **TAKE COVER** signal, a three-minute wailing (rising and falling) tone or a series of short blasts.
- (2). The **ALERT** signal means - "Turn on your radio. Tune to your local station for information and instructions. Do not use your phone."
- (3) Local authorities may use the **ALERT** signal in the event of a Severe Weather Warning, Tornado Warning, or for other emergencies involving the public. Information and instructions should then be given over the local radio station.

- (4). The **TAKE COVER** signal means one thing - "Take Cover."
  - (a). This signal will only be used in case of enemy attack and means "Seek immediate shelter. Take your portable AM radio with you and any personal supplies that you may need, medicine or special food."
- (5). The IEMA Act in Sec.12. Testing of Disaster Warning Devices states the testing of disaster warning devices including outdoor warning sirens shall be held only on the first Tuesday of each month at 10 o'clock in the morning or during exercises that are specifically and expressly approved in advance by the Illinois Emergency Management Agency.

4. National Oceanic and Atmospheric Administration (NOAA) Weather Radio as National Warning System

- a. The NOAA Weather Radio Broadcast is the only federally sponsored radio transmission of warning information to receivers optionally available to the general public. NOAA Weather Radio has also been designated as a supplementary attack warning system (Weather Services Operations Manual).
- b. The National Weather Service (NWS) operates more than 370 stations. Approximately 90 percent of the Nation's population is within listening range of a NOAA Weather Radio broadcast Stations offering coverage in Illinois are:

<u>CITY</u>	<u>FREQUENCY</u>
Champaign	162.550 MHZ
Chicago	162.550 MHZ
Dubuque, IA	162.400 MHZ
Evansville, IN	162.550 MHZ

Hannibal, MO	162.475 MHZ
Marion	162.425 MHZ
Moline	162.550 MHZ
Peoria	162.475 MHZ
Rockford	162.475 MHZ
Springfield	162.400 MHZ
St. Charles, MO	162.550 MHZ

- c. NWS Field Offices also have responsibility to disseminate "ATTACK WARNING" over the NOAA Weather Radio Receivers. This participation is limited, however, to NOAA Weather Radio Offices that have NAWAS. The exact wording of the warning message has been prepared and will be broadcast exactly as written.
- d. Where the capability exists, NWS field offices will broadcast the message live while simultaneously taping it for continuous broadcast.

## 5. Other Warning Systems

- a. IEMA is equipped with a low-band radio system that allows two-way conversation with approximately 80 county and municipal Emergency Services and Disaster Agencies (ESDAs) that have their own warning plans and systems. In addition, IEMA can contact various State agencies and Weather Service Offices on this frequency. (See the Basic Section, Attachment 1 [Illinois Disaster Management System] for information on other communications networks.)
- b. The NWS is responsible for warning the civilian population concerning severe weather forecasts and weather Watch and Warnings. The NWS Forecast Office in Chicago transmits Severe Weather Watch Bulletins for Illinois issued by the Severe Storm Forecast Center in Kansas City, Missouri, to the State Warning Point over the NAWAS circuit or Illinois Weather Wire.

- c. Local NWS Offices are responsible for the transmitting of Severe Storm Warnings for their areas of county responsibility to the Illinois State Warning Point over the NAWAS.
- d. All local NWS Offices indicate the counties and ISP districts affected by such bulletins.
- e. ISP forwards these messages to the Sheriff of the involved counties and simultaneously alerts all Warning Receivers with tone decoder. ISP vehicles may be dispatched to investigate reports of funnel clouds, etc., and advise of their direction of movement. This information is also broadcast on the NAWAS circuit and the ISP radio system.
- f. All designated officials or their alternates who receive warning messages should have a fan-out notification list.

6. Local Government

- a. Local government should establish appropriate warning systems available for short or no warning disasters, for tornadoes and other weather and flood related disasters.
  - (1) Local media outlets are usually extremely cooperative in providing assistance. Trained volunteers are extremely useful as weather spotters for a local jurisdiction.
- b. The critical key for local government warning response is effective coordination of the entire process from receipt of a warning to dissemination.

C. Emergency Alert System

- 1. The EAS is composed of AM, FM, TV and cable broadcast stations and nongovernmental industries operating on a

voluntary, organized basis during emergencies at National, State, or Operational (Local) area levels. The EAS was designed to provide a means of communicating with the public in a period proceeding, during, or following enemy attack or another national emergency.

2. The EAS has been expanded so that it can also be used during day-to-day emergencies at the State and local levels to provide the means for prompt, reliable receipt and release of life-and-property-saving warning as well as emergency information. Examples of these emergencies are: tornadoes, floods, severe winter weather, earthquakes, transportation and nuclear accidents involving hazardous materials and toxic gases, etc.
3. The Illinois Emergency Alert System Operational Plan (EASOP) is the document that details the procedures used by the broadcast industry, cable operators, and designated government officials.

#### D. Federal Coordination

1. The national message is received at IEMA's communications center and disseminated over the IEMA Low Band Radio System to broadcast and cable operators within the State. Through an agreement with the broadcasters and IEMA, the Governor can broadcast a live or taped message to the people of Illinois that is pertinent to the specific emergency.
2. Under a Presidential Declaration of a major disaster or emergency, State agencies may coordinate with their Federal counterparts when Federal assets are required.

## IV. Responsibilities

### A. Primary Agency - Illinois Emergency Management Agency

1. coordinates alternate communications and warning, if radio and telephone communications are not in operation,

2. develop scripted emergency public information messages for broadcast over EAS following disaster.

B. Support Agencies

1. Illinois State Police

- a. manages the State Warning Point,
- b. disseminates warnings to county Sheriffs and local officials,
- c. provides local warnings through use of vehicles with mobile public address systems,
- d. provides notification of other first responders. The ISP officers who first respond to the scene of any disaster will immediately notify their nearest district headquarters who will then notify the ISP Springfield Communications Center. The call-out procedure of the District's Contingency Plan and the ISP's Emergency Response Plan will then be put into effect,
- e. The ISP Springfield Communications Center will notify the SEOC of the initial damage assessment, injuries, fatalities, etc. Coordination with all agencies will commence. ISP personnel placed on standby are required to report for duty within one hour and be prepared to be self-sufficient for at least 72 hours.

2. Illinois Department of Natural Resources

- a. disseminates warnings from ISP on its lands and waters,
- b. provides local warnings along waterfront areas as requested by ISP (via boats, all terrain vehicles [ATVs], snowmobiles, or other 4-wheel drive vehicles).

3. Illinois Department of Military Affairs
  - a. provides support to law enforcement agencies for natural and technological disasters when called to State Active Duty by the Governor,
  - b. provides small scale local warnings when already activated.
4. National Weather Service (See section III.B.3. and 4.)

## **V. Authorities**

- A. Title 47 U.S.C. 151, 154(I), (o), and 303(4); Chapter I, Part 73, Subpart G, Federal Communications Commission Rules and Regulations, Radio Broadcast Services

## **VI. References**

- A. Emergency Alert System Operational Plan (EASOP)
- B. ISP District Contingency Plans
- C. ISP Emergency Response Plan
- D. Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended
- E. ING State Active Duty Plan
- F. State of Illinois Emergency Alert System (EAS)

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## **Emergency Support Function 15 – External Affairs**

Primary Agency      Illinois Emergency Management Agency (IEMA)

Support Agencies      Illinois Department of Central Management Services (CMS)  
Illinois Department of Military Affairs/Illinois National Guard  
(IDMA/ING)

### **I. Introduction**

#### **A. Purpose**

1. The purpose of this Annex is to establish policies for providing accurate, coordinated, timely and accessible information to affected groups to include governmental entities (local, Federal and Legislative), media, and citizens during an incident.

#### **B. Scope**

1. The Illinois Emergency Management Agency (IEMA) will be the lead agency in issuing approval for the release of information even though the primary State Emergency Operations Center (SEOC) State Public Information Office (PIO) has been assigned by the Illinois Office of Communication and Information (IOCI), a division of the Illinois Department of Central Management Services (CMS).
2. Approval to release information will be obtained either from the Director of IEMA, the SEOC Manager (during SEOC activations), or their designee(s).
3. The coordination and release of information to the public and the media will utilize the Joint Information System.
4. This Annex includes the components of:
  - a. Public Information
  - b. Legislative Affairs
  - c. Intergovernmental Affairs (Federal and local coordination)
  - d. Community Relations
  - e. Communications Strategies.

- C. External Affairs Components
1. The public information component includes the processes, procedures and systems for communicating timely, accurate and accessible information on an incident with respect to the cause, size and current situation. It also includes communicating matters of general interest to the public, responders and additional stakeholders.
    - a. Various forms of communication will be utilized to reach those populations whose members may have additional needs in functional areas. This may include but is not limited to individuals in need of: maintaining independence, communication, transportation, supervision and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children, who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged<sup>1</sup>.
    - b. Emergency instructions during an incident will be provided to the Unified Area Command (UAC) staff, which includes responders assigned to the UAC, through the use of safety messages and Incident Action Plans (IAPs). Emergency instructions which may impact a broader audience, to include mission-critical workers from other State agencies, will be disseminated through the established channels within IOCI or through the SEOC liaisons.
  2. The legislative affairs component addresses incident-related questions, concerns and problems of constituents relayed by the Congressional and Legislative districts of the United States Congress and/or the Illinois General Assembly members or their respective staff.
  3. The intergovernmental affairs component is the direct communications interaction and outreach between elected officials at the Federal, State, county and local levels.
  4. The community relations component involves IEMA to provide coordination and support to the Federal Emergency Management Agency (FEMA) in order to provide vital information to those affected by the disaster through interaction with local officials, community groups, or one-on-one with disaster survivors.

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<sup>1</sup> National Response Framework

5. The communications strategies include the methods in which the information will be conveyed to the public and additional stakeholders. The delivery mechanisms and content messaging will be coordinated as appropriate in order to reach various population sectors, including those with functional needs.
  - a. Media advisories
  - b. Press releases
  - c. Prepared material (flyers, fact sheets, brochures, etc.)
  - d. Public Service Announcements
  - e. Briefing packages for media briefings
  - f. Translated material
  - g. Social media (Facebook, YouTube, Twitter, etc)
  - h. Emergency Management Websites (i.e., [www.Ready.Illinois.gov](http://www.Ready.Illinois.gov))

## **II. Assumptions**

- A. The State Emergency Operations Center (SEOC) State Public Information Officer (PIO) will be provided by the Illinois Office of Communication and Information (IOCI). IOCI, a division of the Illinois Department of Central Management Services (CMS), has the centralized responsibility for media relations on the part of State departments and agencies. The State PIO will generally be the communications manager assigned to IEMA, but may be another representative from IOCI.
- B. PIOs assigned to other State agencies and/or the SEOC Liaisons are expected to provide pertinent information regarding their response activities to the State PIO. If necessary, other State agency PIOs may be assigned to support the State PIO. These PIOs will be provided training on emergency management and SEOC operations.
- C. Disasters generate intense interest from the public and the media. Accurate reporting can assist the response effort as well as help to control rumors before they cause panic and disturbances in the affected area.
- D. The severity of the disaster and the area impacted may necessitate the use of multiple Unified Area Commands. As a result, a Joint Information Center (JIC) may be established in order to provide a central location for the coordination of external affairs activities. This may result in the utilization of additional PIOs and support staff to serve the multiple response coordination locations (SEOC, UAC, and JIC).
- E. Legislative liaisons from other agencies are expected to inform the IEMA Legislative Liaison of pertinent information relative to legislative inquiries

that are being handled by their respective agencies regarding response and recovery operations.

- F. Business operations may be disrupted as a result of an incident. Business recovery is a central and critical component in a community's recovery. Dissemination of external affairs information through the SEOC agency liaison associated with the private sector and non-governmental organizations may assist in mitigating the impact of the incident on the private sector and non-governmental organizations recovery process.

### **III. Concept of Operations**

#### **A. General**

1. The State PIO duties and responsibilities will be performed in accordance with the Illinois Emergency Management Agency Act (20 ILCS 3305/), the Illinois Disaster Management System (IDMS), the Incident Command System (ICS), the National Incident Management System (NIMS) and IEMA SOP 95-014, Public Release of Information, and numerous other SOPs maintained by the IEMA Communications Center wherein the PIO is contacted based on the incident..
2. The State PIO position will be filled in all SEOC activations in order to implement a definitive "one voice" approach to public information and to ensure that State government disseminates a clear and consistent message to all population sectors.
3. Timely and effective communications will be disseminated through a variety of communication mediums, including television, radio and newspapers. In addition, internet-based sites such as the Ready Illinois website, Facebook, Twitter and other social media sites will be utilized.
4. The content of emergency messages during an incident may include specific information regarding transportation, evacuation and sheltering locations, incident facts, health risk concerns, pre- and post-incident protective action recommendations and where to access information in a format or language that a diverse population, including those with functional needs, can access.<sup>2</sup>

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<sup>2</sup> Interim Emergency Management Planning Guide for Special Needs Populations (Version 1.0; August 15, 2008 – CPG 301 – Federal Emergency Management Agency)

B. Organization

1. The State PIO will notify the IOCI Deputy Director or his/her designee and one or more representatives of the Governor's Press Office upon activation of the SEOC. If additional PIOs are needed to staff the SEOC, JIC, UAC or other locations, the State PIO will make that request through the IOCI Deputy Director or his/her designee.
2. The State PIO will be part of the Command Staff responsible for communicating with the public, media, incident personnel and/or coordinating with other agencies that may be involved in the incident.
3. Release of external affairs information generated through the SEOC in response to an incident will be authorized by the IEMA Director, SEOC Manager (during SEOC activations), or their designee(s).
4. The IEMA legislative liaison will coordinate communications with members of the United States Congress, the Illinois General Assembly and their staffs in order to provide them with information on disaster response and to include the members and staffs as the response transitions into recovery. Through this interaction expectations can be managed as they pertain to response and recovery operations. IEMA will also coordinate its legislative affairs activities with the Governor's Office.

C. Notification

1. Notification for activation of External Affairs functions in the SEOC will be conducted in accordance with the Communications Annex (ESF 2) of the Illinois Emergency Operations Plan (IEOP).
2. IEMA SOP 10-003, Illinois Media Worthy Events Notification, will be used by the IEMA Emergency Response Telecommunicators (ERTs) when information is received through open source media for transmission to the IEMA Duty Officer and Senior Staff for situational awareness.
3. The IEMA Communications Center will notify the State PIO of incidents as dictated within numerous SOPs maintained for response operations.

D. Federal Coordination

1. Under a Presidential Declaration of a major disaster or emergency, the External Affairs functions may be coordinated with Federal counterparts in a Joint Information Center (JIC) and/or Joint Field Office (JFO) environment.
2. Inquiries received by the State External Affairs staff from the Federal level may be coordinated with the FEMA External Affairs staff.

**IV. Responsibilities**

A. Primary Agency – Illinois Emergency Management Agency (IEMA)

1. coordinate the development of public information in accessible formats, this may include the use of pre-scripted news releases,
2. coordinate the posting of external affairs information on various websites in conjunction with the IOCI,
3. utilize the Joint Information System (JIS) to organize, integrate and coordinate information to ensure timely, accurate, accessible, and consistent messaging across multiple jurisdictions at the time of an incident,
4. coordinate the establishment of a Joint Information Center (JIC) as needed. The JIC may be within the SEOC, at a location or locations near the incident, or both. This includes:
  - a. coordination of staffing schedules and amount of staff needed,
  - b. acquisition of required equipment, and
  - c. management of on-scene media at all locations.
5. maintain up-to-date contact lists of all media serving Illinois citizens, other State agency PIOs, Governor's Press Office contacts, local emergency management agency PIOs, PIOs from adjacent states, PIOs for pertinent federal agencies (i.e., FEMA, U.S. Small Business Administration (SBA), U.S. Nuclear Regulatory Commission (NRC), U.S. Department of Energy (DOE), etc.),
6. develop and disseminate emergency instructions during an incident in accessible formats to response staff (local, State and Federal), public, media, private sector and non-governmental organizations, and volunteer groups, to include, but not limited to, evacuations,

location of commodity distribution points, and locations of shelters. Methods of dissemination (newspapers, radio, TV, flyers, etc.) will be dictated by the delivery methods available within the area of operation during the response phase,

7. coordinate the media monitoring in order to ensure that accurate and timely information is being disseminated,
8. develop and disseminate public information in accessible formats during the recovery process to reassure the public, private sector and non-governmental organizations about the recovery efforts. Methods of dissemination (newspapers, radio, TV, flyers, etc.) will be dictated by the delivery methods available within the area of operation during the recovery phase,
9. provide video and satellite services, including live and taped video coverage of on-going events related to the incident,
10. provide for the integration of Federal external affairs support during an event through the use of the National Incident Communications Conference Line (NICCL), the State Incident Communications Coordination Line (SICCL), and/or the Private Sector Incident Communications Coordination Line (PICCL),
11. coordinate site visits within the area of operations for government officials and other dignitaries,
12. develop and disseminate information to State and Federal legislators and their staff,
13. provide timely and accurate information to requests from constituents relayed by the Congressional and Legislative offices and/or districts of the United States Congress and/or the Illinois General Assembly members and their respective staff,
14. maintain up-to-date contact list for State and Federal legislative offices.

B. Support Agencies

1. Illinois Department of Central Management Services
  - a. The Illinois Office of Communication and Information (IOCI) may provide additional public information officers as required based on the magnitude of the event for possible

- deployment to the SEOC, JIC, unified area command (UAC) or other location as deemed necessary,
- b. coordinate the posting of news releases relating to the safety and security of the public to the “Safety and Security News” section of the “Illinois Government News Network” during an event,
  - c. provide video and satellite services, including live and taped video coverage of on-going events related to the incident that can be provided to television stations throughout the State, nation and world,
  - d. provide radio services for development of public service announcements (PSAs),
  - e. assist in the distribution of news releases through the Editorial Services unit of Illinois Information Services to news media
2. Illinois Department of Military Affairs/Illinois National Guard (IDMA/ING)
- a. The Illinois National Guard (ING) may provide public affairs officers as required based on the magnitude of the event for possible deployment to the SEOC, JIC, UAC or other locations as deemed necessary. The number of public affairs personnel available is dependent upon current military deployment of these resources,
  - b. provide video and satellite services, including live and taped coverage of on-going events related to the incident that can be provided to television stations throughout the state, nation and world,
  - c. assist with the distribution of news releases and other public information materials,
  - d. provide two Humvees, as needed, to assist with public information efforts, including media escort within the area of operations.

## **V. Authorities**

Illinois Emergency Management Agency Act (30 ILCS 3305/)

## **VI. References**

Illinois Disaster Management System, Attachment 1, Illinois Emergency Operations Plan (IEOP), as amended.

National Response Framework (NRF), as amended

National Incident Management System (NIMS), as amended

Interim Emergency Management Planning Guide for Special Needs Populations (Version 1.0; August 15, 2008; CPG 301 – Federal Emergency Management Agency)

Illinois Emergency Management Agency website: [www.state.il.us/iema](http://www.state.il.us/iema)

Ready Illinois website: [www.ready.illinois.gov](http://www.ready.illinois.gov)

IEMA SOP 95-014, Public Release of Information, as amended

IEMA SOP 10-003, Illinois Media Worthy Events Notifications, as amended

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## ACRONYMS

AC	Area Command
AFRCC	Air Force Rescue Coordination Center
AMBER	America's Missing: Broadcast Emergency Response
AODA	Alcohol and Other Drug Abuse
ARC	American Red Cross
AVIC	Area Veterinarian-in-Charge
CART	Combined Agency Response Team
CBRNE	Chemical, Biological, Radiological, Nuclear, or High-Yield Explosive
CDB	Capital Development Board
CDC	Center for Disease Control and Prevention
CDP	Commodity Distribution Point
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CMS	Central Management Services
CVEO	Commercial Vehicle Enforcement Officers
DCEO	Department of Commerce and Economic Opportunity
DCFS	Department of Children and Family Services
DEA	Drug Enforcement Agency
DI	Disaster Intelligence
DMORT	Disaster Mortuary Operational Response Team
DNA	Deoxyribonucleic Acid
DOE	Department of Energy
DRC	Disaster Recovery Center
DSHR	Disaster Services Human Resources
D-SNAP	Disaster Supplemental Nutrition Assistance Program
EAD/AD	Emergency Animal Disease/Animal Disaster
EAS	Emergency Alert System
EASOP	Emergency Alert System Operational Plan
EEl	Essential Elements of Information
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EMIS	Emergency Management Information System
EMnet	Emergency Management Network
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EPZ	Emergency Planning Zone
ERT	Emergency Response Telecommunicator
ERV	Emergency Response Vehicle
ESDA	Emergency Services and Disaster Agency
ESF	Emergency Support Function
FAA	Federal Aviation Administration
FADD	Foreign Animal Disease Diagnostician
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency
FIFRA	Federal Insecticide, Fungicide and Rodenticide Act
FLIR	Forward Looking Infrared Device

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FNARS	FEMA National Radio System
FNS	Food and Nutrition Service
GIS	Geographic Information System
HAN	Health Alert Network
HAZMAT	Hazardous Material
HAZWOPER	Hazardous Waste Operations and Emergency Response
HDU	Hazardous Device Unit
HF	High Frequency
HSPD	Homeland Security Presidential Directive
IAP	Incident Action Plan
IBHE	Illinois Board of Higher Education
IC	Incident Commander
ICC-T	Illinois Commerce Commission - Transportation
ICC-U	Illinois Commerce Commission - Utility
ICMEA	Illinois Coroners and Medical Examiners Association
ICS	Incident Command System
IDA	Illinois Department of Agriculture
IDHHC	Illinois Deaf and Hard of Hearing Commission
IDHS	Illinois Department of Human Services
IDMA	Illinois Department of Military Affairs
IDMS	Illinois Disaster Management System
IDNR	Illinois Department of Natural Resources
IDoA	Illinois Department on Aging
IDOC	Illinois Department of Corrections
IDOT-A	Illinois Department of Transportation - Aeronautics
IDOT-H	Illinois Department of Transportation - Highways
IDPH	Illinois Department of Public Health
IDVA	Illinois Department of Veteran Affairs
IECN	Illinois Emergency Communications Network
IEMA	Illinois Emergency Management Agency
IEMMAS	Illinois Emergency Management Mutual Aid System
IEOP	Illinois Emergency Operations Plan
IEPA	Illinois Environmental Protection Agency
IFSI	Illinois Fire Service Institute
IHPA	Illinois Historic Preservation Agency
IIS	Illinois Information Services
ILEAS	Illinois Law Enforcement Alarm System
IL-TERT	Illinois Telecommunicator Emergency Response Taskforce
ILWARN	Illinois Water and Wastewater Agency Response Network
IMERT	Illinois Medical Emergency Response Team
IMT	Incident Management Team
ING	Illinois National Guard
INVENT	Illinois Nurses Volunteer Emergency Needs Team
IOCI	Illinois Office of Communication and Information
IPHMAS	Illinois Public Health Mutual Aid System
IPRA	Illinois Plan for Radiological Accidents
IPWMAN	Illinois Public Works Mutual Aid Network
IREACH	Illinois Radio Emergency Assistance Channel
ISBE	Illinois State Board of Education
ISP	Illinois State Police
ISPERN	Illinois State Police Emergency Radio Network

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ISSCP	Illinois Secretary of State Capitol Police
ISSP	Illinois Secretary of State Police
IST	Incident Support Team
IT	Information Technology
ITECS	Illinois Transportable Emergency Communications Systems
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JRSO&I	Joint Reception, Staging, Onward Movement & Integration
LIRV	Logistics Immediate Response Vehicle
MABAS	Mutual Aid Box Alarm System
MERCI	Medical Emergency Radio Communications of Illinois
MOU	Memorandum of Understanding
MRE	Meals Ready to Eat
NARS	Nuclear Accident Reporting System
NAWAS	National Warning System
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NDMS	National Disaster Medical System
NDRF	National Disaster Recovery Framework
NICCL	National Incident Communications Conference Line
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NORAD	North American Aerospace Defense Command
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NWS	National Weather Service
OPA	Oil Pollution Act
OSC	On Scene Coordinator
OSFM	Office of the State Fire Marshal
OSHA	Occupational Safety and Health Administration
PHEOC	Public Health Emergency Operations Center
PICCL	Private Sector Incident Communications Coordination Line
PIO	Public Information Officer
PPE	Personal Protective Equipment
RACES	Radio Amateur Civil Emergency Services
RCP	Regional Contingency Plan
RCRA	Resource Conservation and Recovery Act
REAC	Radiological Emergency Assessment Center
RRCC	Regional Response Coordination Center
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SBA	Small Business Administration
SBC	Southern Baptist Convention
SCBA	Self Contained Breathing Apparatus
SCIP	Statewide Communications Interoperability Plan
SEMSV	Special Emergency Medical Services Vehicle

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SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SFO	State Forward Operations
SFOB	State Forward Operations Base
SICCL	State Incident Communications Coordination Line
SIRC	State Incident Response Center
SITREPS	Situation Reports
SNAP	Supplemental Nutrition Assistance Program
SNS	Strategic National Stockpile
SOP	Standard Operating Procedures
SOS	Secretary of State
SSB	Single Side Band
STIC	State Terrorism & Intelligence Center
SWAT	Special Weapons and Tactics
SWMD Team	State Weapons of Mass Destruction Team
TFR	Temporary Flight Restriction
TRT	Tactical Response Team
TTY	Text Telephone
UAC	Unified Area Command
USACoE	United States Army Corps of Engineers
USAR	Urban Search and Rescue
USDA	United States Department of Agriculture
USDA/APHIS	USDA/Animal and Plant Health Inspection Services
USDA/ERT	USDA/Early Response Team
USDA/FSA	USDA/Farm Service Agency
USDA/READEO	USDA/Regional Emergency Animal Disease Eradication Organization
USDOT	United States Department of Transportation
VOAD	Voluntary Organizations Active in Disaster
VS	Veterinarian Services
WIC	Women, Infants and Children
WMD	Weapon(s) of Mass Destruction