

Emergency Support Function (ESF) 11 Food and Water

Lead Coordinating Agency: Escambia County Community Services Division

Support Agencies: American Red Cross of Northwest Florida
Escambia County Emergency Management Division
Escambia County Extension
Florida Department of Children and Families
Interfaith Organizations and Agencies
The Salvation Army
The United Way of Escambia County

I. Purpose

The purpose of Emergency Support Function-11 (ESF-11) is to plan for and provide the distribution of food, water and ice to local victims following a disaster. Hurricane preparedness education campaigns teach the public to be prepared to be self sufficient for 72 hours. However other potential hazards may create the need for distribution of these basic necessities.

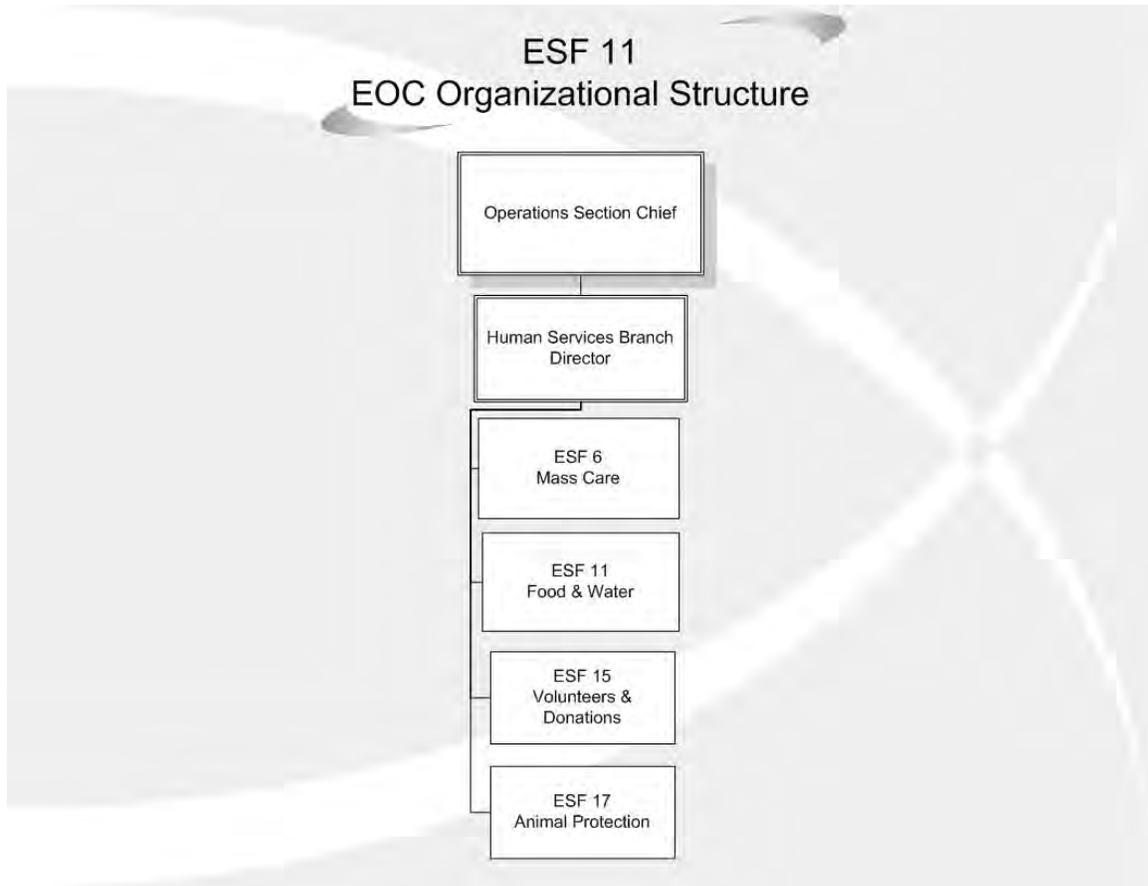
In the wake of a major disaster requiring the need for distribution of food, water and ice to the public, pre-identified locations for distribution will be prepared and the commodities transported to each location.

II. Concept of Operations

A. GENERAL

1. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Escambia Emergency Operations Center and in the field. These are in the form of the Comprehensive Emergency Management Plan (CEMP) and corresponding Appendices and Standard Operating Procedures, which describe ESF-11 responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring local and State mutual aid assistance, ESF-11 will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
4. Throughout the response and recovery periods, ESF-11 will evaluate and analyze requirements for food, water and ice; develop and update assessments of the food and water situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.
5. When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

6. Appendix D, Escambia County CSA and POD Plan, outlines a concept of operations that will govern commodities logistics planning, including: responsibilities for the mobilization, set up templates, distribution guidelines, to receive, stage and distribute emergency relief supplies and, and demobilization of County Staging Areas and Points of Distribution in Escambia County.



INCIDENT COMMAND SYSTEM STRUCTURE: ESF 11 – FOOD AND WATER

ORGANIZATION

1. COUNTY

- a. During an activation of the County Emergency Operations Center, support agency staff is integrated with the Division of Community Services staff to provide support that will allow for an appropriate, coordinated and timely response.
- b. During an emergency or disaster event, the Emergency Operations Center, Operations Section Chief will coordinate the support resources from the support agencies with the Human Services Branch Chief.
- c. The Division of Community Services coordinates the development of the overall ESF-11 Emergency Operations Plan and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall CEMP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- d. Water, ice, meals and potentially additional bulk items (i.e. tarps) will be shipped through the County Staging Area, where they will be accounted for and further shipped to the PODs or other facilities, organizations and agencies for distribution to the community.
- e. Public information will be released through the local media to inform the public of the locations for assistance.

B. ALERTS/NOTIFICATIONS

1. Upon activation of the CEMP, the Public Safety Bureau will notify the point of contact for ESF-11 through multiple methods.
2. The Lead ESF 11 Coordinating Agency representative or designee will coordinate all activities of ESF-11.
3. Upon instructions to activate ESF-11, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

C. ACTIONS

Actions carried out by ESF-11 are grouped into phases of emergency management: preparedness, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF-11 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.

Maintain lists of essential employees who because of their expertise and nature of assigned responsibilities are "on call" throughout all phases of a major disaster operation.

1. PREPAREDNESS ACTIONS

- a. Actions and activities that develop food and water response capabilities may include planning, training, orientation sessions, and exercises for ESF-11 personnel (i.e., County, State, Regional and Federal) and other emergency support functions that will respond with ESF-11. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- b. Address planning issues on an ongoing basis to identify POD locations and potential staging areas, along with operational support resources, and obtain mutual aid agreements or contracts where appropriate to support operations.
- c. Maintain an accurate roster of personnel assigned to perform ESF 11 missions during an emergency or disaster.
- d. Coordinate disaster response training for ESF 11 personnel.
- e. Periodically update the list of available ice and water vendors. Identify local resources for the acquisition of food, potable water and ice and attempt to obtain written agreements.
- f. Purchase food and water supplies in advance as appropriate.
- g. Coordinate with Faith based organizations and their distribution points, and incorporate them into the operation as appropriate.
- h. Plan and coordinate resource support to fulfill operational resource needs for all operations under ESF 11. This will include equipment, human resources, etc. through local businesses, contracts, etc.
- i. For those unmet resource needs that are not able to be acquired locally, work with the Logistics Section to assist in fulfilling the unmet needs as appropriate.
- j. Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP to coordinate their efforts at an alternate EOC location that will only allow one representative from the ESF to represent all agencies for that ESF. There will not be enough space in the alternate facilities for more than one representative per ESF. Other ESF agencies will need to find other locations from which to coordinate with the one ESF representative that is in the alternate EOC location.

Each ESF must identify and schedule the ESF representative for all of the ESF agencies. It is highly recommended that all agencies of the ESF support the ESF schedule with their normal ESF representatives.

Each ESF representative should be familiar from where the other ESF agencies will be operating under these circumstances.

Plans, procedures, checklists, contact information, and protocols should be developed and coordinated to maintain communications and seamless community response services during any EOC COOP implementation. This may include lack of computers, lack of network or EOC database management tools, or even feeding and sleeping arrangements. Each organization must plan to supplement their resources appropriately, this may include the development of a "go-kits" of basic supplies and equipment as appropriate.

- k. In any EOC operation, whether at the primary location or alternate location, all EOC agencies and representatives must be prepared for the potential for personal service failure. In the event the feeding contractor in the EOC is unable to meet the need either at the primary or alternate facilities, or for sleeping arrangement, or any other personal need, every EOC representative must plan to be self-sufficient and maintain their job responsibilities.

2. RESPONSE ACTIONS

- a. Inventory food and water supplies.
- b. Coordinate with ESF 6 to identify mass feeding sites and the potential number of people in shelters to assist and support shelter activities where appropriate.
- c. Work with ESF 15 to coordinate use of donated goods and services to support the ESF 11 mission.
- d. Coordinate the transportation and escort of food, water and ice to the distribution sites and maintain a resource list for equipment needed for moving and handling the materials.
- e. Coordinate with local utility companies and businesses to identify where power and water have been or will be restored throughout the community to coordinate the mobilization or demobilization of POD location and operations.
- f. Coordinate with the ESF 8 for testing and treatment of all potable water distributed.
- g. Coordinate with Logistics Section for any unmet needs locally.

3. RECOVERY ACTIONS

- a. Continue to monitor food, water and ice needs.
- b. Maintain logistical links with supporting agencies with a role in ESF 11.
- c. Demobilize operations as soon as appropriate and coordinated through the incident commander.

4. MITIGATION ACTIONS

Use HAZUS-MH and other risk assessment tools to identify vulnerable populations in Escambia County.

D. DIRECTION AND CONTROL

- 1. ESF-11 complies with the National Response Framework, the National Incident Management System and uses the Incident Command System.
- 2. The ESF-11 system operates in two arenas: 1) the county Emergency Operations Center; 2) field locations.

3. During emergency activations, all decisions regarding County or regional response is coordinated in County Emergency Operations Center with the incident commander.

E. RESPONSIBILITIES

1. LEAD COORDINATING AGENCY – DIVISION OF COMMUNITY SERVICES

- a. Identify local resources with the ability to supply large amounts of non-perishable food, potable water, ice and equipment necessary to transport and handle the commodities following a major disaster.
- b. Coordinate with Logistics Section to obtain contracts or agreements with local businesses to supply necessary commodities to meet all operational planning needs.
- c. Prior to hurricane season each year, work the Division of Emergency Management to identify possible locations to be used for the distribution of food, water and ice.
- d. Work with the local United Way and other volunteer agencies to obtain volunteers to staff distribution centers. Also coordinate with the other county departments and elected officials for use of non-essential post-disaster employees to work at the sites.
- e. Notify the County Health Department of the locations of distribution sites and arrange for testing and treatment of all bulk potable water if appropriate and necessary.
- f. Attempt to coordinate with local businesses and relief organizations to ensure that all locations of feeding stations, distributions sites and other assistance sites are placed where there is the most need, and coordinate press releases through ESF 14 as required and appropriate.
- g. Coordinate unmet operational needs with other ESF's and the logistics section.

2. SUPPORT AGENCIES

a. Division of Emergency Management

- Each year, prior to hurricane season the department will coordinate with ESF 11 on the selection of sites for PODs and CSA's as appropriate and necessary.
- Assist ESF 11 with coordinating resources to meet mission needs.

b. The United Way of Escambia County

Maintain a listing of available volunteers and donated goods that can be used in support of ESF 11. Coordination of these efforts will take place in the EOC.

c. American Red Cross of Northwest Florida

Coordinate feeding and comfort stations as needed and required.

d. County Health Department

Responsible for testing, monitoring and treating all food and water that is being distributed to the public.

e. Florida Department of Children and Families

Coordinate the distribution of emergency food stamps in the disaster area based on established procedures of the Department.

g. Escambia County Extension

Coordinate with the Florida Department of Agriculture and Consumer Services for distribution of bulk food products available to ESF 6 or ESF 11 as needed and appropriate.

- Educational Components of food safety and food preparation during an emergency.
- Assist with food distribution sites as needed.

h. Interfaith Organizations and Agencies

Coordinate with ESF 11 to support local distribution operations in an efficient and effective manner to provide for community needs.

F. FINANCIAL MANAGEMENT

1. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resources after the event.

2. Expenditures by other department entities and organizations will be documented and summarized by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible for disaster documentation and reporting purposes.

G. REFERENCES AND AUTHORITIES

- State ESF-11