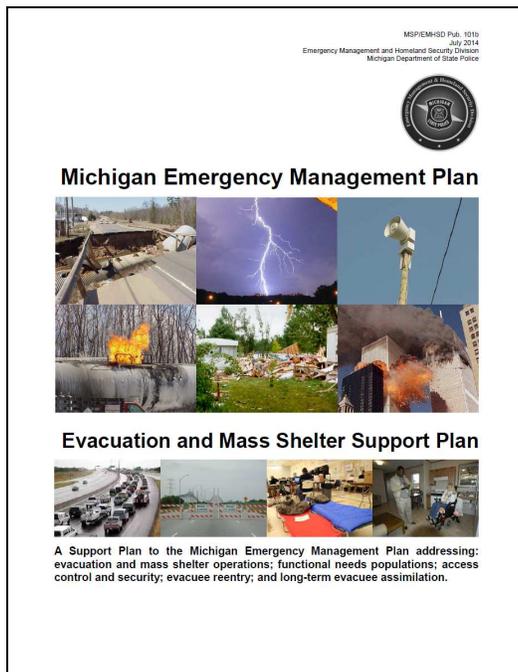


**MSP/EMHSD Publication 101b – Michigan Emergency Management Plan (MEMP) Evacuation and Mass Shelter Support Plan**

**July 2014 Revision Posted to MSP/EMHSD Web Site ([www.michigan.gov/emhsd](http://www.michigan.gov/emhsd))**



The Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) has completed the latest revision of MSP/EMHSD Publication 101b, “Michigan Emergency Management Plan: Evacuation and Mass Shelter Support Plan” (pictured above). The plan has been posted on the MSP/EMHSD web site ([www.michigan.gov/emhsd](http://www.michigan.gov/emhsd)) under “Grants, Programs & Publications,” then “Publications,” and then “EMHSD Publications List.” The plan is in the “Planning” table, immediately below the April 2014 edition of the Michigan Emergency Management Plan (MEMP), under the heading “Michigan Emergency Management Plan (MEMP), Support Segments 101b, 101c, 101d.”

**Background:** The MEMP Evacuation and Mass Shelter Support Plan is developed and maintained by the MSP/EMHSD, in accordance with 1976 Michigan Public Act 390, as amended (Emergency Management Act), MCL 30.407a, in partnership with the other stakeholder departments, agencies and organizations identified in the plan. The plan provides an organizational and operational framework for Michigan’s state departments / agencies and nongovernmental organization (NGO) partners to: 1) provide supplemental support services to local government evacuation and mass shelter operations during a disaster or emergency in Michigan that results in the need to evacuate and provide shelter and care for large numbers of individuals; and 2) provide primary support services for evacuation and mass shelter operations in which evacuees from other states are relocated to Michigan for an extended period. The plan addresses the following functions: evacuation support; mass shelter support; functional needs populations support; access control and security support; evacuee reentry support; and long-term evacuee assimilation support. The MEMP Evacuation and Mass Shelter Support Plan is consistent and compatible with the National Incident Management System (NIMS) and National Response Framework (NRF), and meets current applicable planning standards under the Emergency Management Accreditation Program (EMAP). The plan is also consistent and compatible with the current edition of MSP/EMHSD Publication 113, “Local Evacuation and Mass Care Planning Handbook.”

Questions about the MEMP Evacuation and Mass Shelter Support Plan should be directed to F/Lt. Michael Johnson, MSP/EMHSD State and Local Support Section Manager, at (517) 333-5048, or by e-mail at [JohnsonM45@michigan.gov](mailto:JohnsonM45@michigan.gov). Be advised that the plan will not be distributed via hardcopy or on CD.

**Note: Prior editions of the MEMP Evacuation and Mass Shelter Support Plan should be discarded; they are no longer valid.**





# Michigan Emergency Management Plan



# Evacuation and Mass Shelter Support Plan



**A Support Plan to the Michigan Emergency Management Plan addressing: evacuation and mass shelter operations; functional needs populations; access control and security; evacuee reentry; and long-term evacuee assimilation.**

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## BACKGROUND AND APPROVALS

This Evacuation and Mass Shelter Support Plan to the Michigan Emergency Management Plan (MEMP) was prepared by the Michigan Department of State Police / Emergency Management and Homeland Security Division (MSP/EMHSD), in partnership with the Michigan Executive Office, the Michigan Judiciary, Executive Branch departments and agencies, and the local, tribal, nongovernmental and private sector partners identified in this plan. The MEMP, developed and maintained by the MSP/EMHSD as required under 1976 PA 390, as amended (the Michigan Emergency Management Act), MCL 30.407a(2), provides the framework for the State of Michigan to mitigate, prevent, prepare for, respond to and recover from disasters, emergencies, threats or incidents – actual, imminent or potential – that could adversely impact the State of Michigan. The MSP/EMHSD will revise the MEMP and this Support Plan when required by changes in internal or external conditions, and/or as required by the federal government. This Support Plan, as an extension of the MEMP, is approved by the Governor and the State Director of Emergency Management and Homeland Security as indicated by their signatures on the cover of the core MEMP document. This Support Plan complies with applicable State of Michigan and federal laws, policies, rules and regulations. It is also consistent and compliant with the National Incident Management System (NIMS) and applicable Standards for Operational Plans set forth by the Emergency Management Accreditation Program (EMAP). The MSP/EMHSD will distribute this Support Plan and other MEMP documents to partners and stakeholders that may be affected by their implementation via the distribution system explained below and also in the "Planning Preliminaries" section of the MEMP core document.

## DISTRIBUTION

The MEMP no longer has a controlled distribution. It is now available universally, on the MSP/EMHSD web site, for all partners, stakeholders and other interested parties to review and download. The MSP/EMHSD maintains e-mail notification lists of representatives of departments, agencies, and organizations that are responsible for implementation of the task assignments contained within the plan, or that otherwise need a copy for operational or reference purposes. These representatives are notified by e-mail when a revised plan edition is finalized and web-posted. The MSP/EMHSD provides hardcopy editions only to designated positions within the SEOC; all others are required to use the electronic edition or print a hardcopy of the document themselves.

## MI CIMS

In 2013, the State of Michigan began to use web-based proprietary software called "WebEOC" for statewide critical incident management, including integration with its Geographic Information System (GIS) applications in the SEOC. For identification purposes, this system is referred to as the Michigan Critical Incident Management System (MI CIMS). The MSP/EMHSD has obtained an enterprise license for the MI CIMS that allows it to provide a user license to local emergency management program jurisdictions, state departments / agencies, tribal governments, and certain nongovernmental (NGO) and private sector emergency management partner organizations. This statewide integration effort allows these stakeholders to easily and quickly communicate with the SEOC and with each other during disasters, emergencies, and other incidents. The acronym "MI CIMS" is used throughout this plan to represent this reporting system.

<p><b>NRF COUNTERPART ELEMENTS</b></p> <ul style="list-style-type: none"> <li>• ESF #1 (Transportation)</li> <li>• ESF #6 (Mass Care, Emergency Assistance, Temporary Housing and Human Services)</li> <li>• ESF #7 (Logistics)</li> <li>• ESF #8 (Public Health and Medical Services)</li> <li>• ESF #11 (Agriculture and Natural Resources)</li> <li>• Mass Evacuation Incident Annex</li> </ul>	<p><b>MEMP EVACUATION AND MASS SHELTER SUPPORT PLAN</b></p>	<p><b>PURPOSE</b></p> <p>The Evacuation and Mass Shelter Support Plan addresses:</p> <ul style="list-style-type: none"> <li>• Evacuation and mass shelter operations</li> <li>• Functional needs populations</li> <li>• Access control and security</li> <li>• Evacuee reentry</li> <li>• Evacuee assimilation (long-term)</li> </ul>
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**Note:** Evacuation and mass shelter procedures related to a nuclear power plant incident are addressed more specifically in the MEMP Disaster-Specific Procedures / Nuclear Power Plant Incidents section. Evacuation areas and routes, shelter locations, and access control points have been pre-designated for Michigan’s three commercial nuclear power plants, in accordance with federal NUREG 0654, FEMA REP-1. In addition, functional needs populations have been identified and addressed in the emergency operations plans of the jurisdictions located within the designated Emergency Planning Zones (EPZs) for each plant.

### Acronym Guide (for this Support Plan)

AAA	Area Agency on Aging
ADA	Americans with Disabilities Act
ARC/MI or ARC	American Red Cross – Michigan
CART	County Animal Response Team
CC	Citizen Corps Program
CMHSP	Community Mental Health Services Program
CPG	Civil Preparedness Guide
CERT	Community Emergency Response Team (under the Citizen Corps Program)
DAE	Disaster Assistance Employee (of FEMA)
DRC	Disaster Recovery Center
DSHR	Disaster Service Human Resources (system of the American Red Cross)
EAG	Emergency Action Guidelines
EAS	Emergency Alert System
ECC	Emergency Coordination Center
EHTR	Emergency Highway Traffic Regulation (Plan)
EM	Emergency Management
EMAC	Emergency Management Assistance Compact
EMC	Emergency Management Coordinator (a.k.a. – Emergency Manager)
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPZ	Emergency Planning Zone
ERT	Emergency Response Team (of the Michigan Department of Corrections)
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FNSS	Functional Needs Support Services
GIS	Geographic Information System
HHS	United States Department of Health and Human Services
HUD	U.S. Department of Housing and Urban Development
IA	Individual Assistance
ICS	Incident Command System
ID	Identification
IHP	Individuals and Households Program
IRS	U.S. Internal Revenue Service
IT	Information Technology
JIC	Joint Information Center
JIT	Joint Information Team (a.k.a., Joint Public Information Team or JPIT)

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MCL	Michigan Compiled Laws
MCSC	Michigan Civil Service Commission; also Michigan Community Service Commission
MCTI	Michigan Career and Technical Institute
MDAG	Michigan Department of Attorney General
MDARD	Michigan Department of Agriculture and Rural Development
MDCH	Michigan Department of Community Health
MDCH/MOSA	Michigan Office of Services to the Aging (housed within MDCH)
MDCR	Michigan Department of Civil Rights
MDEQ	Michigan Department of Environmental Quality
MDHS	Michigan Department of Human Services
MDIFS	Michigan Department of Insurance and Financial Services
MDLARA	Michigan Department of Licensing and Regulatory Affairs
MDMVA	Michigan Department of Military and Veterans Affairs
MDOC	Michigan Department of Corrections
MDOE	Michigan Department of Education
MDOS	Michigan Department of State
MDOT	Michigan Department of Transportation
MDT	Michigan Department of Treasury
MDNR	Michigan Department of Natural Resources
MDTMB	Michigan Department of Technology, Management and Budget
MEDC	Michigan Economic Development Corporation
MEMAC	Michigan Emergency Management Assistance Compact
MEMP	Michigan Emergency Management Plan
MI CIMS	Michigan Critical Incident Management System
MIOSHA	Michigan Occupational Safety and Health Administration
MIVOAD	Michigan Voluntary Organizations Active in Disaster
MNG	Michigan National Guard
MPSC	Michigan Public Service Commission
MRE	Meals Ready to Eat
MRS	Michigan Rehabilitation Services
MSHDA	Michigan State Housing Development Authority
MSP	Michigan State Police
MSP/EMHSD	Michigan State Police / Emergency Management and Homeland Security Division
MVDF	Michigan Volunteer Defense Force
MVR	Michigan Volunteer Registry
NGO	Nongovernmental Organization
NIMS	National Incident Management System
NPP	Nuclear Power Plant
NRC	U.S. Nuclear Regulatory Commission
NRF	National Response Framework
NSS	National Shelter System
NUREG	Nuclear Regulatory
NVOAD	National Voluntary Organizations Active in Disaster
ONA	Other Needs Assistance
PA	Public Assistance; also Public Act
PAGP	Public Assistance Grant Program
PDA	Preliminary Damage Assessment
PETS	Pets Evacuation and Transportation Standard (Act)
PIO	Public Information Officer
PKEMRA	Post-Katrina Emergency Management Reform Act
PNP	Private Nonprofit (Organization or Facility)
PRO	Problem Resolution Office (of the Michigan Unemployment Insurance Agency)
REP	Radiological Emergency Preparedness
SART	State Animal Response Team (Michigan)
SBA	United States Small Business Administration
SEOC	State Emergency Operations Center
SER	State Emergency Relief (Program)
SIAO	State Individual Assistance Officer
SPA0	State Public Assistance Officer
SPIO	State Public Information Officer
UIA	Unemployment Insurance Agency
US	United States
USDA	United States Department of Agriculture
USDOT	United States Department of Transportation

## Evacuation and Mass Shelter Support Plan – Assignment Locator

Agency / Organization	Task Assignment Locations (page numbers)
MSP/EMHSD	21-22; 33-34; 46-47; 55-56; 62; 73-75
Executive Office (Governor)	20-21; 33; 46; 55; 61-62; 71-73
MDARD (Agriculture and Rural Development)	35; 47; 62; 75
MDAG (Attorney General)	22; 35; 47; 56; 62; 75
MDCR (Civil Rights)	35; 47-48; 75
MCSC (Civil Service)	No agency-specific task assignments in this plan
MDCH (Community Health)	22; 35-36; 48-49; 56; 62-63; 76
MOSA (Services to the Aging)	22; 36; 49; 57; 63; 76
MDOC (Corrections)	23; 36-37; 49; 57; 63; 76-77
MDOE (Education)	23; 37; 49; 57; 63; 77-78
MDEQ (Environmental Quality)	37
MDHS (Human Services)	23-24; 37-38; 49-51; 57-58; 63; 78-79
MDIFS (Insurance and Financial Services)	38; 79
MDLARA (Licensing and Regulatory Affairs)	38; 51; 79-80
MDMVA (Military and Veterans Affairs)	24-25; 38-39; 51-52; 58; 63-64; 80
MDNR (Natural Resources)	25; 39; 52; 58; 64; 80
MDOS (State)	80-81
MSP (State Police)	25-26; 39-40; 52; 59; 64; 81
MDTMB (Technology, Management and Budget)	26; 40; 59; 64; 81-82
MDOT (Transportation)	26-27; 41; 53; 59-60; 65; 82
MDT (Treasury)	82
MEDC (Economic Development Corporation)	27; 53; 82-83
Michigan Judiciary	27
Michigan Legislature	27
ARC (American Red Cross)	41; 83
MIVOAD (Voluntary Organizations Active in Disasters)	41-42; 83-84
Citizen Corps	41-42; 83-84
MVDF (Volunteer Defense Force)	39; 51; 58
SART (State Animal Response Team)	35; 47; 75

**Purpose and Scope.** This plan describes the resources, capabilities, and technical expertise of Michigan’s state departments / agencies and involved nongovernmental relief organizations (NGOs) in providing: 1) supplemental support services to local government evacuation and mass shelter operations during a disaster or emergency in Michigan that results in the need to evacuate and provide shelter and care for large numbers of individuals; and 2) primary support services for evacuation and mass shelter operations in which evacuees from other states are relocated to Michigan for an extended period. Although evacuation and mass sheltering are inherently local government functions, large-scale evacuation and mass shelter operations will generally require state support. The types of support services that may be provided under this plan include but are not limited to:

- Assessment and reporting of impacts to the affected populations, with particular emphasis on functional needs populations (e.g., the elderly, impoverished individuals, persons of ill health, young children, non-English speaking individuals, physically or mentally challenged individuals, persons without a means of transportation, pregnant / nursing women, culturally sensitive and/or aligned groups, individuals with companion and/or service animals, etc.)
- Providing technical assistance in evacuation operations (i.e., route selection, increased mobility provisions, required barricading / signage, refueling provisions, handling disabled vehicles, etc.)
- Assisting with access control, traffic control, and shelter security, as needed
- Providing / coordinating medical treatment for evacuees during the incident
- Providing necessary support services to individuals sheltered in-place due to incident conditions

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- Providing supplemental transportation resources to evacuate functional needs populations
- Identifying additional shelter space capable of accommodating various evacuee populations
- Providing technical assistance in and assisting with shelter management operations, with particular emphasis on meeting the unique requirements of functional needs populations
- Providing for the assimilation needs of long-term evacuees from outside Michigan
- Providing public information materials and messages regarding evacuation and mass shelter operations based on incident circumstances
- Facilitating reunification of families and individuals separated during evacuation and shelter operations
- Reporting on the nature, scope, magnitude, anticipated duration, etc. of evacuation and mass shelter support operations to the State Emergency Operations Center (SEOC), local EOCs, and other entities as appropriate

**Note:** Coordinating and providing support to animal care and evacuation efforts is addressed in the MEMP Animal Care Support Plan, MSP/EMHSD Publication 101c.

This plan is intended to be consistent with and support evacuation and mass shelter functions described in local Emergency Operations Plans (EOPs) / Emergency Action Guidelines (EAGs) and/or separate, stand-alone Evacuation and Mass Shelter Plans. It is also consistent with and supports a number of ESFs and Disaster-Specific Procedures found in the MEMP.

### Evacuation and Mass Shelter Support Activities Defined

Activity	Examples*
<b>Evacuation Support</b>	Providing assistance to a local government to facilitate the rapid and efficient movement of affected populations out of harm's way and into areas that are deemed safe and will provide temporary refuge from incident-related impacts. Evacuation support may also extend to evacuees from another state coming to Michigan (i.e., federal government-facilitated mass evacuation – with Michigan's approval, or spontaneous individual evacuees) subsequent to a catastrophic incident, for the purpose of providing temporary refuge from incident-related impacts. Evacuation support activities for state departments / agencies, the ARC and NGO partners refer to those actions related to the rapid and efficient movement of affected populations using all appropriate modes of transportation. This includes the evacuation of individuals from state facilities under each department / agency's statutory and/or programmatic purview / stewardship, as well as the monitoring / tracking of and periodic reporting on such evacuations for SEOC staff.
<b>Mass Shelter Support</b>	Providing assistance to a local government, the ARC or an NGO acting on behalf of a local government, to facilitate the temporary sheltering and care of affected populations that have been evacuated out of harm's way or are being protected against incident impacts by staying in their homes or businesses (in-place sheltering) in lieu of evacuating. Mass shelter support activities for state departments / agencies may include, but are not limited to: 1) identification and establishment of appropriate shelter facilities; 2) management support at shelter facilities; 3) registration and tracking of the sheltered population; 4) provision of food, water, and other commodities required to sustain the sheltered population; 5) provision of health and medical services to the sheltered population to ensure individual health and well-being and prevention of disease outbreaks; 6) monitoring and reporting on shelter conditions; 7) ensuring safe and sanitary conditions at shelter facilities; and 8) assistance with closure and/or restoration of facilities to their pre-incident condition. Mass shelter support activities are focused entirely on getting shelter facilities established and running smoothly and attending to the basic sustenance needs and general care of the sheltered population. (Note: Support activities related to the care and sheltering of companion animals are addressed in the MEMP Animal Care Support Plan.)

## Evacuation and Mass Shelter Support Activities Defined (cont.)

Activity	Examples*
Functional Needs Populations	Providing assistance to a local government, the ARC or an NGO acting on behalf of a local government, in the care and sheltering of individuals or groups that have special physical, mental, social, economic, religious, or cultural needs that require additional accommodation because of those needs during incident response and/or recovery operations. Functional needs populations include, but are not limited to: the elderly; impoverished individuals; persons of ill health; young children; non-English speaking individuals; physically or mentally challenged individuals; persons without a means of transportation; pregnant / nursing women; culturally sensitive and/or aligned groups; persons with service animals; persons with companion / other animals; and persons with non-traditional religious beliefs and/or practices. Functional needs population support activities for state departments / agencies refer only to those actions related the identification of and/or provision of care services for the aforementioned (or similar) populations. In many cases, state departments / agencies serve as the primary advocate and steward organization for specific functional needs populations. In other cases, state departments / agencies may be called upon to provide assistance to other designated care givers, advocates, or service rendering agencies or organizations on behalf of a specific functional needs population.
Access Control / Security	Providing assistance to a local government to control access (ingress and egress) to an incident-affected and/or evacuated area through the use of barricades and/or checkpoints staffed by local and/or state department / agency law enforcement personnel. This may also include providing security at designated shelters or other facilities related to evacuation or mass shelter operations, as well as providing general security to the evacuated area.
Evacuation Reentry	Providing assistance to a local government to establish and implement an organized and orderly process for the reentry of the evacuated population back into the evacuated area. Evacuation reentry support activities for state departments / agencies may include, but are not limited to: 1) assistance in the development of a phased or non-phased reentry process; 2) assistance in the development and/or dissemination of public education materials related to the reentry process; 3) as appropriate, provision of barricades and/or staffing of checkpoints to verify reentry only by authorized individuals; and 4) monitoring of and reporting on reentry status.
Long-Term Assimilation	Providing assistance to evacuees from out-of-state that are likely to be residing in Michigan for an extended period of time due to destruction of their home community, loss of employment, or other incident-related reason. These evacuees will require a wide array of services to aid them in their "assimilation" (transition) to Michigan residency. This may include but is not limited to assistance with: 1) temporary or permanent housing and basic utilities; 2) driver license, vehicle and voter registration; 3) school enrollment; 4) employment / unemployment service registration; 5) human service program registration; 6) income tax / insurance issues; 7) child care services; 8) social security and/or disability registration; 9) rehabilitation services; 10) transportation services; 11) medical / health care services; and 12) food and basic sustenance needs. State department / agency support services may involve any of these basic functional areas, and the assistance provided may extend for several days to several months in duration.

\*Examples are not all-inclusive. Incident circumstances may require deviations from or additions to the examples provided for each function.

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**Summary of Evacuation / Mass Shelter Support Roles and Responsibilities, by Department / Agency**

DEPT. / AGENCY / ORGANIZATION  Roles: P = Primary S = Support  FUNCTION	MSP/EMHSD	EXECUTIVE (Governor)	MDARD	MDAG	MDCR	MCSC (Civil Service)	MDCH	MDEQ	MDOC	MDOE	MDHS	MDIFS	MDLARA	MDMVA	MDNR	MDOS	MSP	MDTMB	MDOT	MDT	MDCH / MOSA	MEDC	MIVOAD - NGO	ARC - NGO	CC - NGO	MVDF - NGO	SART - NGO
	Access / Traffic Control	S	S		S			S		S	S	S		S	S	S		P	S	S		S		S	S	S	S
Animal Care	S		P																		S		S	S	S	S	P
Barricades / Signage																				P							
Clothing / Furnishings	S	S							S		P								S				S	S			
Donations Management	S	S									P								S				S	S	S	S	
Driver License / ID Card																P		S									
Employment Assistance											S		P														
Evacuation Authority	S	P		S			S						S				S	S	S								
Evacuation Route Selection	P	S													S		S	S	S								
Evacuation Monitoring	P	S					S		S	S	S				S		S	S	S								
Faith-Based Needs		S			S						P										S		S	S			
Family Reunification											S										S		S	P			
Food / Basic Sustenance	S	S	S						S	S	S			S				S					S	P			
Health / Medical Needs	S	S	S		S		P	S			S			S							S		S	S			
Information Technology	S																		P								
Insurance Assistance				S			S				S	P															
NGO Coordination	P	S			S						P										S		S	S	S	S	
Public Information	S	P	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Reentry Authority	S	P		S			S				S		S		S		S	S	S								
Reentry Support	P						S		S		S			S	S		S		S		S				S	S	
Rehabilitation Services					S						P		S														
School Enrollment		S								P	S																
Security / Law Enforcement	S			S					S					S	S		P	S								S	S
Shelter Facilities / Housing ID	P	S	S				S		S	S	S			S	S		S	S			S	S	S	S	S	S	
Shelter Management	S						S				P			S				S			S		S	P	S	S	
Shelter Supplies	S	S					S		S		S			S					P					S	S		
Functional Needs Populations	S	S			S		S				P		S								S		S	S	S		
Tax Assistance											S										P						
Transportation, Individual	S								S	S	P			S	S			S	S			S		S	S	S	
Transportation, Mass	S								S	S	S			S				S	P			S					
Unemployment Assistance											S		P														

**Legal Considerations.** Evacuation and mass shelter operations have potential legal consequences that must be carefully considered before being implemented. Although legal considerations will not dictate whether evacuation and mass sheltering will be used as a protective action (incident circumstances will dictate appropriate actions), there are always legal issues associated with such actions. For example, both public and private property will be affected. Privately-owned property has an economic value that may require compensation to the owner if the property is taken, used or damaged or destroyed in evacuation and mass shelter operations. In many cases, private entities will provide essential support services (e.g., buildings, equipment, commodities, etc.) that help facilitate mass sheltering. Mandatory evacuations (compelled by the Governor under penalty of law) can have potentially significant economic consequences for both public and private entities. Many federal and state laws may impact evacuation and mass shelter operations. The most important and relevant of these to consider include:

*Relevant Federal Authorities.*

Americans with Disabilities Act of 1990, as amended. Title II of the ADA of 1990 ensures nondiscrimination on the basis of disability in the provision of state and local government services. This includes equal accessibility to governmental programs, services, activities and facilities. With regard to evacuation and mass sheltering, the Act ensures integration and equal opportunity for people with disabilities in general population shelters. The ADA “Best Practices Tool Kit for State and Local Governments” provides technical assistance in the implementation of and compliance with Title II provisions. In particular, Chapter 7 of this Kit, “Emergency Management under Title II of the ADA,” provides assistance on how emergency management programs, services, activities and facilities can be made accessible to everyone, including people with disabilities.

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended. The Stafford Act, P.L. 100-707, was signed into law November 23, 1988. The Stafford Act renamed and amended the Disaster Relief Act of 1974, P.L. 93-288. The Stafford Act was subsequently amended by the Disaster Mitigation Act of 2000, P.L. 106-390 (October 30, 2000), as well as several Acts signed into law in October of 2006 (i.e., Department of Homeland Security Appropriations Act of 2007, P.L. 109-295, October 4, 2006; Pets Evacuation and Transportation Standards Act of 2006, P.L. 109-308, October 6, 2006; and Security and Accountability for Every Port Act of 2006, P.L. 109-347, October 13, 2006). The Stafford Act authorizes the President to provide financial and other assistance to State and local governments, certain private non profit organizations, and individuals to support response, recovery, and mitigation efforts following Presidential emergency or major disaster declarations. This may include financial and/or direct support of evacuation and mass shelter operations under certain circumstances.

The Post-Katrina Emergency Management Reform Act (PKEMRA). This is Title VI of the Department of Homeland Security Appropriations Act of 2007, P.L. 109-295, which clarified and modified the Homeland Security Act with respect to the organizational structure, authorities, and responsibilities of FEMA and the FEMA Administrator. The PKEMRA made changes – some appearing in the Homeland Security Act and some in the Stafford Act – which directed FEMA, among other things, to take the following actions related to evacuation and sheltering during major disasters:

- Establish a Disability Coordinator and develop guidelines to accommodate individuals with disabilities
- Establish the National Emergency Family Registry and Locator System to reunify separated family members
- Establish the National Emergency Child Locator Center to locate missing children

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- Strengthen coordination and support of precautionary evacuations and recovery efforts
- Provide transportation assistance for relocating and returning individuals displaced from their residences
- Provide case management assistance to identify and address unmet needs of victims of major disasters
- Provide rescue, care, shelter and essential needs assistance to individuals with household pets and service animals as well as to such pets and animals (see “PETS Act” below)

Pets Evacuation and Transportation Standards (PETS) Act of 2006. Amended the Stafford Act to ensure that state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. Refer to the MEMP Animal Care Support Plan.

FEMA Shelter / Mass Care Guidance. The FEMA publication “Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters” provides planning guidance to assist in integrating children and adults with functional support needs in general population shelters provided by governmental agencies and/or their nongovernmental partners.

FEMA Disaster Assistance Policies / Guidance. The following FEMA documents may be applicable to state evacuation and mass shelter support operations:

- Disaster Assistance Policy DAP9523.15, “Eligible Costs Related to Evacuations and Sheltering”
- Disaster Assistance Policy DAP9523.18, “Host-State Evacuation and Sheltering Reimbursement”
- Disaster Assistance Policy DAP9523.19, “Eligible Costs Related to Pet Evacuations and Sheltering” (Note: Refer to MEMP Animal Care Support Plan for more details.)
- Standard Operating Procedure 9570.1, “Direct Reimbursement for Host-State Evacuation and Sheltering Costs”
- Disaster Assistance Fact Sheet 9580.7, “Frequently Asked Questions – Host-State Evacuation and Sheltering”
- Recovery Strategy RS – 2006 – 1, “Mass Sheltering and Housing Assistance”
- FEMA P-760 / Catalog No. 09049-2, July 2009, “Evacuee Support Planning Guide”
- FEMA P-760a / Catalog No. 09049-2, July 2009, “Evacuee Support Concept of Operations Template”

National Response Framework. Although many elements of the NRF may support the State’s evacuation and/or mass shelter efforts, the following ESFs and Annexes may be particularly relevant during significant operations:

- ESF #1 – Transportation
- ESF #6 – Mass Care, Emergency Assistance, Temporary Housing and Human Services
- ESF #7 – Logistics
- ESF #8 – Public Health and Medical Services
- ESF #11 – Agriculture and Natural Resources
- Mass Evacuation Incident Annex

**Note:** Refer to the “Federal ESF – Counterpart State ESF Coordination Matrix” in the MEMP Emergency Management System section for information on federal ESF / state ESF coordination responsibilities.

*Relevant State Authorities.*

Emergency Management Act (Public Act 390 of 1976, MCL 30.401 et seq.). This Act provides the Governor with the authority to: 1) direct and compel evacuation; 2) prescribe routes, modes, and destination of transportation in connection with an evacuation; 3) control ingress and egress to and from a stricken or threatened area, removal of persons within the area, and the occupancy of premises within the area; and 4) direct other actions required to address a disaster or emergency as defined by the Act. This broad authority includes the provision of basic human services and other services designed to meet the needs of persons being evacuated and/or mass sheltered, and/or to facilitate such response actions. The Act also provides for compensation to private entities whose personal property is commandeered for use in the support of emergency operations.

Michigan Public Health Code (Public Act 368 of 1978, MCL 333.1101, et seq.). Addresses prevention and control of diseases impacting humans, including provisions to ensure sanitary conditions at facilities used as mass shelters.

Additionally, there are other state and federal laws that control the care and handling of animals in evacuation and/or mass shelter operations. Refer to the MEMP Animal Care Support Plan for specific references.

**Situation and Planning Assumptions.** The evacuation, mass shelter, and long-term evacuee assimilation functions addressed in this plan each present unique challenges due to their differing characteristics and requirements.

*Initiating Disaster Conditions.* The evacuation, sheltering and care of incident-affected individuals are issues that must be addressed in many disaster scenarios. Any incident that requires the movement of persons from harm's way as a basic protective action will result in individuals being left homeless (temporarily) by property damage and/or other incident-related impacts. In most situations, the number of individuals is typically manageable and issues can be adequately addressed through local systems and procedures, as specified in local EOPs / EAGs or support plans. However, as the complexity of the incident increases, local capabilities can quickly become overwhelmed and state support may be necessary.

Disasters which may result in evacuation and mass shelter operations as protective actions and therefore may require state assistance include but are not necessarily limited to:

- Tornadoes / severe storms
- Floods
- Terrorist attacks (that result in significant physical damage and/or areas of contamination from a weapon of mass destruction)
- Nuclear power plant incidents
- Large-scale hazardous material incidents
- Prolonged electric power failures
- A large-scale hurricane, earthquake or other catastrophic incident in another state or region which results in a large number of evacuees that will likely remain homeless for an extended period of time

*General Planning Assumptions.* The following is assumed with regard to evacuation and mass shelter support operations in general:

**Note:** Assumptions help define the nature, scope, magnitude, anticipated duration, and expectations of the evacuation and mass shelter support services provided by and/or coordinated through the state-level assets listed in the five functional areas addressed in this plan. In addition to the following general planning assumptions, each separate evacuation or mass shelter function has its own set of assumptions which are listed at the beginning of its plan section.

- The successful management of large-scale evacuation and/or mass shelter operations typically requires a united, cooperative effort by local, state and federal agencies, the ARC and other nongovernmental organizations, private sector entities, advocacy groups, and the general public.
- Through effective evacuation and mass shelter planning and organization at the local and state levels, disaster relief efforts will be more expedient, better organized and coordinated, and more effective.
- Evacuation and mass shelter operations protect the public safety, health, and general welfare; therefore, in most (if not all) cases they will be a higher priority during incident response and recovery than measures aimed at protecting property, facilitating commerce or otherwise promoting economic activity.
- When notified of an impending catastrophic incident or when a catastrophic incident appears imminent, a relatively high percentage of the general population will take reasonable steps to provide for their personal survival and sustenance.

**Note:** Unfortunately, while many individuals and families maintain survival supplies for the first 72 hours after an incident as a basic preparedness activity, many others will not even have this basic 72-hour level of preparedness and will require immediate attention and assistance. After the initial 72-hour period the vast majority of the general population will require government assistance of some degree for day-to-day survival.

- The owners of companion animals (household pets), exotic animals and livestock, when notified of an impending emergency, will take reasonable steps to shelter and provide for their care and/or control. However, since shelters cannot / will not accept animals (except for service animals) and experience has shown that many people will not leave dangerous areas without their animals, it will be necessary to provide for the separate sheltering and care of animals during evacuation and mass shelter operations. (Refer to the MEMP Animal Care Support Plan for details.)
- Local emergency management program jurisdictions will plan for evacuation and mass shelter operations and implement appropriate activities related to each function as required.

**Note:** Evacuation and mass shelter procedures will be integrated into existing EOPs / EAGs or contained in separate, stand-alone support plans.

- Local evacuation and mass shelter resources will be utilized to their fullest extent before state evacuation / mass shelter support assistance is requested. This includes activation of mutual aid agreements, use of regional resources, and use of NGO and private sector resources (donated or otherwise).
- State and federal support of evacuation and mass shelter operations will only be provided when local resources (including mutual aid and the use of regional, NGO and private sector resources) are overwhelmed and there is a substantiated need for supplemental assistance.

- A large percentage of individuals with functional needs (e.g., mental and/or physical challenges, elderly, etc.) who require evacuation and mass shelter assistance will also likely require assistance in evacuating and caring for their companion and/or service animal(s).
- Public information will be a critical component of an overall evacuation and mass shelter strategy. The public, when informed of reasonable measures to take to facilitate or support protective actions such as evacuation and mass sheltering, will generally take those steps to the best of their ability.

**Note:** Public information releases must be timely, accurate, comprehensive, authenticated, and understandable to be effective. An effective public information campaign will require the use of multiple information dissemination means including traditional print and electronic media, web sites, social networking mechanisms, religious / cultural / advocacy organizations, and door-to-door campaigns.

- Public information releases associated with evacuation / mass shelter operations should include locations where companion animals (household pets) may be accepted for shelter and care. (Refer to the MEMP Animal Care Support Plan for details.)

**Note:** Service animals will be accepted at all general population shelters, in accordance with federal law.

- Evacuation and mass shelter activities and operations will be carried out in accordance with applicable federal and state laws and local ordinances, to the extent possible given incident circumstances. Deviations from enabling authorities will be kept to an absolute minimum.
- Evacuation and mass shelter operations will normally commence once incident conditions become known and the need to implement evacuation and mass sheltering as protective actions becomes apparent.

**Note:** In most cases, evacuation and mass shelter operations will begin before many other response operations have been completed or substantially completed.

- The length of evacuation and mass shelter operations will vary depending on the nature and complexity of the initiating incident. Some mass shelter operations will be completed quickly while others may be long-term in nature and transition from temporary sheltering to temporary housing and long-term assimilation for evacuees.

**Operations and Organization.** The following organizational and operational procedures apply to all evacuation and mass shelter support operations, regardless of initiating condition:

*Activation and Mobilization Procedures.* The Information and Planning ESF and MSP/EMHSD Publication 901 – “Michigan Damage Assessment Handbook,” describe the damage assessment system used by state agencies and local governments in Michigan. That system helps determine the extent of loss or harm from natural, technological and human-caused disasters. Part of the analysis that occurs during the process of collection and compiling the damage and impact assessment data involves identifying the anticipated needs of the affected communities with regard to evacuation and/or mass shelter support. This “needs assessment” portion of the process is crucial because of its direct relationship to organized action by the resources identified in this plan.

In most cases, supplemental assistance needs are articulated by the affected local governments via direct request to SEOC staff (e.g., Operations Section Chief), in the submittal of assessment data and resource requests to the SEOC via the MI CIMS, or through other approved means. Other times

it may be the SEOC staff that determines the need for evacuation and mass shelter support, based on discussions with state and local officials and/or their knowledge of incident circumstances. Local governments may also articulate evacuation and/or mass shelter support requirements to the SEOC through the use of the MI CIMS Resource Request / Task Assignment board. Once the need for supplemental evacuation and/or mass shelter support is identified, the SEOC Incident Commander will confer with appropriate staff in the SEOC (e.g., MDHS, MOSA, MDMVA, etc.) and a decision will be made whether to activate resources and implement actions identified in this plan as part of the State's incident response.

When the decision to activate resources and implement actions has been made within the SEOC or by other means, the SEOC Operations Chief will work with the SEOC Incident Commander, SEOC Planning Section Chief, and other appropriate agencies / organizations to determine the nature, extent, and anticipated duration of support services to be provided. This will enable the support service providers to mobilize staff and resources as required to fulfill their support missions.

*Communications Plan.* The SEOC Operations Section Chief and Logistics Section Chief will work with involved agencies and organizations to develop an incident-specific emergency communications plan for personnel and facilities involved in the evacuation and/or mass shelter support operation. At a minimum, this plan will address the following issues and considerations:

- The type(s) of communications methods that will be used in the operation, and for what purposes
- Communications equipment assigned to personnel
- Frequencies, channels, and use protocols for 800 MHz radio communications (if used)
- Repair or replacement of damaged, inoperable, missing or stolen communications equipment
- Reporting formats, times, and intervals for status updates and coordination calls, as appropriate

If possible, standard Incident Command System forms found in the MI CIMS will be used to record part of this information – specifically forms ICS 205-OS (Incident Radio Communications Plan) and ICS 205a-OS (Communications List). The remainder of the plan will be in narrative and/or tabular format. The completed plan will be included as part of the SEOC Incident Action Plan (as appropriate) and/or posted in the MI CIMS File Library and be available to all involved parties at any time.

*Assessment Procedures.* The evacuation and/or mass shelter support resources activated under this plan are responsible for continuously assessing the status of their support operations and reporting this information to the SEOC via the MI CIMS and other appropriate means. This will be done by each involved agency / organization through updates to their MI CIMS Activity Log, EM Program Status, Damage Assessment, and Shared Activities boards (and others as applicable), as the evacuation and/or mass shelter support operation progresses. Costs of providing support which is directly related to the preservation of public safety and/or health will be tallied under the “Public Property Damages – Category B: Emergency Protective Measures” section of the Damage Assessment board.

The MSP/EMHSD will collaborate with the involved support agencies / organizations to keep SEOC staff apprised of the status of the evacuation and/or mass shelter support assistance being provided under this plan.

*Public Information Plan.* Timely and thorough public information releases regarding evacuation and mass shelter issues are essential to a successful evacuation and mass shelter support operation. Although most public information releases will be issued through the affected local governments, the SEOC and its activated resources should contribute to the public information process to ensure that

unified and factually correct information is being transmitted to the public. To aid in that process, pre-scripted press releases have been developed for rapid modification with event-specific information.

The State Public Information Officer (SPIO) will work with the PIOs from all involved agencies and organizations (collectively referred to as the Joint Information Team – JIT) to develop an event-specific public information plan for the evacuation and/or mass shelter operations through the Joint Information Center (JIC). The plan will include the parameters, rules, and guidelines for the dissemination of information pertaining to the evacuation and/or mass shelter support operations. The plan will also help to address rumors and misinformation that may arise and ensure that the operations run as smoothly as possible. At a minimum, this plan will address the following issues and considerations:

- Specifics regarding the size and general nature of the incident-impacted population (as appropriate)
- Specifics regarding the evacuation and/or mass shelter support resources in use and assistance being provided
- The methods that will be used to disseminate the information (e.g., electronic and print media, internet sites, functional needs advocacy organizations, United Way 2-1-1 telephone information system, door-to-door, social networking sites, etc.)
- Where public concerns, complaints, and questions can be directed (e.g., SEOC or local EOC, web site, specific governmental office, etc.)

The completed plan (in narrative and/or tabular format) will be posted in the MI CIMS File Library and be available to involved parties at any time.

*Health and Safety Plan.* The SEOC Operations Section Chief and Logistics Section Chief will work with the Safety Officers from involved agencies and organizations to develop an incident-specific health and safety plan for personnel and facilities involved in the evacuation and/or mass shelter support operations. The ultimate purpose of the plan is to help personnel avoid accidents during support operations and to protect personnel from exposure to hazardous conditions. At a minimum, this plan will address the following issues and considerations:

- Methods for disseminating health and safety information to all personnel involved in support operations
- Minimum health and safety standards that are to be followed at all times
- Monitoring procedures to ensure compliance with the minimum health and safety standards
- Corrective actions for incidents of non-compliance with the minimum health and safety standards
- Known hazards / potential hazards at mass shelters and other support facilities (as appropriate)
- Safe use of equipment (as required)
- Safe handling of potentially hazardous materials (as required)
- How to identify and report hazardous / potentially hazardous conditions (process to be followed and person to report to at each facility)

If possible, standard Incident Command System forms found in the MI CIMS will be used to record part of this information – specifically form ICS 206-OS (Medical Plan). The remainder of the plan will be in narrative and/or tabular format. The completed plan will be included in the SEOC Incident Action Plan (as appropriate) and/or posted in the MI CIMS File Library and be available to all involved parties at any time.

*Logistics Support / Resource Requirements for Plan Implementation.* Logistics support for the implementation of this plan will be provided through the SEOC Operations and Logistics Sections, as

prescribed in the Direction and Control ESF. Involved departments / agencies and organizations will provide the personnel, facilities, technical expertise, equipment, materials and financial resources necessary to implement their respective assigned tasks, as prescribed in this plan and other MEMP sections and as dictated by incident circumstances. The resources required to provide this assistance will come from existing department / agency and organization stockpiles or capabilities and/or will be procured by the department / agency and/or organization if existing stockpiles or capabilities are not adequate to meet incident requirements.

The State may also seek uncompensated donations of goods and services from business and industry or other private or public sector entities (including individuals) if required to fully implement the plan and provide needed assistance. In extreme circumstances, the Governor has the authority under 1976 PA 390, as amended, MCL 30.405 to “commandeer” private property (subject to appropriate compensation) if necessary to cope with a disaster or emergency.

As appropriate, the MSP/EMHSD will contact and coordinate with FEMA and other involved federal agencies for the purpose of obtaining supplemental assistance under the NRF, the federal Stafford Act, or other mechanisms. The MSP/EMHSD may also coordinate with other states for the provision of assistance under the national EMAC and/or other aid-providing organizations for assistance (compensated or uncompensated) under separate aid agreements. If additional state financial resources are required to fully implement this plan, a supplemental appropriations request may be submitted to the Michigan Legislature by the MDTMB in the manner and process prescribed in the Resource Support ESF.

Federal financial and/or materiel support of evacuation and/or mass shelter functions will be managed by the MSP/EMHSD and other recipient state departments / agencies in accordance with the appropriate federal laws, rules and regulations as prescribed in the Direction and Control ESF and/or supporting State Administrative Plans for the providing program (e.g., PAGP). Materiel support provided through the EMAC will be managed by the MSP/EMHSD in accordance with established EMAC procedures and processes.

*Plan Maintenance.* The MSP/EMHSD will maintain this plan, with input provided by governmental and nongovernmental stakeholders as appropriate. The plan will be reviewed annually as part of the larger MEMP review and will be updated as soon as practicable afterward to reflect identified changes in operational procedure, organizational structure, capabilities or resources. Refer to “Plan Maintenance” in the Planning Preliminaries section of the MEMP for additional details.

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## EVACUATION SUPPORT CONSIDERATIONS



**Planning Assumptions Specific to Evacuation Support Operations.** With regard to evacuation support operations, it is assumed:

- “No notice” or “little notice” incidents will occur, providing little or no warning before the incident occurs and the need to evacuate becomes apparent. These incidents provide little or no time after occurrence to plan for the evacuation and disseminate public information about incident conditions, evacuation routes and modes, and available shelters; therefore, pre-planning and pre-development of materials is a necessity.
- Only the Governor has clear authority to direct and compel evacuation in Michigan (per 1976 PA 390, as amended, MCL 30.410). (Refer to the “State Directed / Compelled Evacuation” section that follows for additional details on this authority.)
- Evacuation, an inherently local government function (unless directed and compelled by the Governor under 1976 PA 390, as amended), will in most incidents be coordinated locally.

**Note:** State departments / agencies and NGOs included in this plan may help support evacuation operations but primary responsibility for planning, initiating, coordinating and implementing evacuation rests with local government.

- Decisions regarding the use of Michigan’s interstate highways and state trunklines for evacuation purposes will involve the Michigan Department of Transportation (MDOT) as well as the Michigan State Police (MSP).

**Note:** Michigan’s interstate highways and state trunklines fall under MDOT jurisdiction and stewardship. The MDOT and MSP coordinate emergency highway traffic regulation actions, included extended closure of and/or alteration of traffic patterns on interstate highways and state trunklines. This includes contra (i.e., reverse) flow traffic patterns, which will not be used on interstate highways and state trunklines to facilitate evacuation unless specifically directed by the MDOT.

- The movement of military resources on interstate highways for national defense or other federally-authorized purposes will take precedence over all other highway uses (including evacuation of the civilian population). The exception to this will be immediate life safety actions by authorized emergency response personnel.
- Many pet owners will not evacuate their homes and/or stay in shelters, even in the face of clear and present danger, if they cannot take their pets with them.

**Note:** This has been shown to be particularly true of the elderly and persons with a disability.

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- A segment of the affected population will spontaneously evacuate (prior to a formal, government recommended evacuation) to locations of their own choosing (e.g., family, friends, nearby hotel, vacation home, etc.).
- Gasoline stations will remain operational throughout the evacuation process to provide evacuees with fuel and other support services. However, the large increase in demand for fuel may outstrip supply in localized areas, potentially causing disruptions or even unrest as evacuees attempt to fill their vehicles or vehicles run out of fuel during the evacuation.
- Disabled vehicles (even those involved in a fatal crash) will be moved to the roadway shoulder as quickly as possible by public agencies or private contractors so as not to impede the movement of evacuees out of the affected area.
- Evacuation will be staged (if possible and/or warranted) to minimize traffic congestion and ensure a reasonable movement of evacuees out of the affected area.
- Functional needs population estimates will be available from the affected local emergency management program jurisdiction (or steward state department / agency in the absence of locally available data) as a basic component element of the recovery planning effort. These estimates will be included in the recovery procedures found in local EOPs / EAGs or separate, stand-alone support plans.

**Note:** There is not universal agreement as to what exactly constitutes a “functional needs population;” therefore, these lists may not include the full range of individuals with special / unique needs. In addition, some functional needs populations are difficult to quantify because they are not tied to a specific assistance program or advocacy group. A U.S. Census-based, county-by-county functional needs population estimate is included as an attachment to this plan. This list can be used for general operational planning purposes by state departments / agencies and NGO partners in the SEOC. It is expected that, at least in some cases, more reliable and accurate functional needs population estimates will be available from the affected local governments.

- Functional needs population care givers and/or advocates will take reasonable steps to provide for the personal survival and sustenance needs of the persons under their care / stewardship for up to a 72-hour period after the incident occurs. This includes the need to evacuate, if required. However, like the general population, after this initial 72-hour period the vast majority of functional needs populations will also require government relief and recovery assistance.
- Individuals with functional needs will, in many cases, require evacuation and sheltering assistance. This assistance may be provided by care givers / advocates, governmental agencies or NGOs as part of the overall recovery strategy.
- Evacuation of functional needs populations, especially persons with mental and/or physical challenges, will take extra time and will require in many cases special transportation and handling accommodations.
- A segment of the functional needs population will be classified as “homebound frail” and therefore will be unable to evacuate unless their life is in imminent jeopardy. This may include elderly individuals as well as persons in severe ill health. In-place sheltering may be the only viable option for this population, implemented if possible in conjunction with the appropriate advocacy organizations and/or designated care givers.

- Evacuees will be directed to locally-identified, established and managed shelters.

**Note:** State shelter facilities will be used only as a back-up to the local shelters in the event the number of anticipated evacuees exceeds the local sheltering capacity. If state shelter facilities are opened, evacuation instructions to the public will be amended accordingly.

- A large percentage of evacuees coming to Michigan from another state (i.e., as part of a federal government-facilitated mass evacuation due to a catastrophic incident) will likely arrive via commercial aircraft, military aircraft, commercial passenger train or commercial intercity bus. These individuals will lack viable personal transportation assets when they initially arrive and will be dependent on local public, federal or state provided transportation until they can secure their own transportation assets.
- Evacuees driving to Michigan from another state will have their own personal vehicle to meet their transportation needs while sheltered or temporarily residing in the state.
- State support for evacuation operations may include technical assistance in route selection and traffic loads, real-time traffic monitoring and messaging, access control staffing and barricading, evacuation route security, removal of traffic impediments, identification of supplemental transportation resources, evacuation route maintenance, and providing liaison to federal agencies involved in evacuation operations under the NRF.
- Evacuation of state correctional facilities will be done at the discretion of the Michigan Department of Corrections and in accordance with its policies and procedures. Evacuation of local correctional facilities will be done at the discretion of and in accordance with the policies and procedures of local law enforcement agencies with jurisdiction over the facilities. In all cases, institutional security considerations will take precedence over other incident-related considerations.

**Note:** It is unlikely that correctional facilities will be evacuated unless there is overwhelming and imminent danger to prisoners, staff and visitors. In most cases, in-place sheltering will be implemented in lieu of a facility evacuation.

**State Directed / Compelled Evacuation.** Under the Michigan Emergency Management Act (1976 PA 390, as amended, MCL 30.405), the Governor of Michigan has the authority to “direct and compel the evacuation of all or part of the population from a stricken or threatened area within the state if necessary for the preservation of life or other mitigation, response, or recovery activities.” That same section also authorizes the Governor to “prescribe routes, modes, and destination of transportation in connection with an evacuation” and to “control ingress and egress to and from a stricken or threatened area, removal of persons within the area, and the occupancy of premises within the area.” The section further states: “A person who willfully disobeys or interferes with the implementation of a rule, order, or directive issued by the Governor pursuant to this section is guilty of a misdemeanor.”

**Note:** Although the Act does not specify the penalty for the misdemeanor under that particular section, another section of the Act, 30.421, specifies a penalty for willful violation of that section to be imprisonment for not more than 90 days or a fine of not more than \$100.00, or both.

Under 30.410 of the Act, the chief executive official of a county or municipality may, “Declare a local state of emergency if circumstances within the county or municipality indicate that the occurrence or threat of widespread or severe damage, injury, or loss of life or property from a natural or human-made causes exists and, under a declaration of a local state of emergency, issue directives as to travel restrictions on county or local roads.” The chief executive official also may, “Provide for the health and safety of persons and property, including emergency assistance to the victims of a

disaster.” The Act does not provide for any penalties for persons that willfully disobey actions taken by the chief executive official pursuant to this section.

**Note:** Although this section of the Act does not explicitly authorize the chief executive official to direct and compel evacuation, it does appear to provide some latitude with regard to taking actions to protect the health and safety of persons and property. That could be interpreted to mean authorizing the evacuation of persons in danger, but not having the authority to direct and compel evacuation.

**Key Resources.** The following key resources (i.e., organizations, programs, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level evacuation support operations:

MDOT Region Technical and Maintenance Assistance. The MDOT Region service centers can provide technical and maintenance assistance for an evacuation which may include but is not limited to the following:

- Implementation of road closure plans in concert with the MSP and involved local jurisdictions
- Barricades, signage and electronic message boards to facilitate rapid evacuee traffic movement, address evacuation route hazards, provide directions and information, and block access
- Selection of the best evacuation routes with consideration given to emergency needs, road capacity and condition, potential choke points, and intended direction of evacuation
- Personnel to staff access control points in support of law enforcement
- Evacuation route maintenance services to keep traffic moving
- Assessment of conditions and monitoring of traffic flow (including real-time video monitoring of some freeway segments)
- Real-time fixed electronic messaging capability on some freeway segments

Supplemental Bus Transportation Resources. Several state departments / agencies have buses that can be used to supplement local evacuation transportation resources or can procure such assets from federal or local agencies or private sector organizations. Both the MDOC and MDMVA have a limited number of transit buses in their vehicle inventories. If available, these resources could be used to aid in transporting evacuees out of harm’s way – particularly those individuals without a means of personal transportation. The MDMVA may also be able to procure additional military transportation buses from National Guard or other U.S. military inventories in nearby states if sufficient lead time is available prior to an evacuation. The MDOE, through its management contacts with intermediate and local school districts, may be able to arrange for the use of school buses to supplement those already in use by the affected local jurisdiction(s). The MDOT may be able to use its management contacts with local transit agencies to obtain passenger buses for general evacuation and/or smaller transit vehicles with wheelchair access for functional needs population evacuation. (Note: Availability of local transit resources may be limited, however, as they may already be committed to local response operations.) In addition, the MDTMB may be able to contract with private sector transportation providers for the provision of intercity transit buses if sufficient lead time is available prior to evacuation implementation. If a federal Stafford Act declaration is granted for the initiating incident, the MSP/EMHSD can request FEMA to mission-assign federal ESF #1, Transportation, to provide transit buses to supplement state and local evacuation resources.

MSP / MDNR Law Enforcement and Marine Assistance. The MSP can provide troopers to monitor and facilitate steady traffic flow, investigate and mitigate accident scenes, control access, and provide security. The MDNR can provide conservation officers and boats to assist with the clearance of marine traffic for incidents encompassing the Great Lakes or inland bodies of water.

MDMVA / MDOC Access Control and Security Assistance. The MDMVA can provide soldiers to monitor traffic flow, staff access control points, clear roadway debris, and provide security in support

of the MSP and other involved law enforcement agencies during an evacuation. The MDOC can provide support, through its Emergency Response Team (ERT), to monitor traffic flow, staff access control points, and provide security in support of the MSP and other involved law enforcement agencies during an evacuation.

MOSA / AAA Homebound Frail Seniors List. The MOSA and its counterpart Area Agencies on Aging (AAAs) maintain current lists of homebound frail seniors covering all parts of the state. If an evacuation is required, these individuals in the affected areas can be quickly identified from the lists and appropriate assistance can be rendered.

**Note:** Unless their lives are in imminent danger, in-place sheltering of these individuals may be the preferred protective action in most cases.

Public Information Templates. To help ensure consistency and timeliness of evacuation and mass sheltering public information materials and releases, various pre-scripted templates have been developed by the MSP/EMHSD for ready customization (with incident-specific information) and use by the SPIO and JIT when incidents occur. These templates are intended to be a starting point resource for an interagency, intergovernmental, comprehensive public information campaign for evacuation and mass shelter operations.

**Note:** Some of these pre-scripted templates are included as attachments to MSP/EMHSD Publication 113 – “Local Evacuation and Mass Care Planning Handbook.” Additional templates are available through the MSP/EMHSD PIO and are ready for immediate customization based on incident conditions.

**Tasks and Execution.** In addition to the task assignments listed under the ESFs and relevant Disaster-Specific Procedures, plan partners should consider the following task assignments with regard to evacuation operations. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

#### **EXECUTIVE OFFICE (GOVERNOR):**

- **Direct and compel evacuation.** The Governor can direct and compel (order) evacuation from stricken or threatened areas under the authority of 1976 PA 390, as amended, MCL 30.405. That same authority also allows the Governor to: 1) prescribe the routes, modes, and destination of transportation in connection with an evacuation; and 2) control ingress and egress to and from a stricken or threatened area, remove persons within the area, and control occupancy of premises within the area. (Refer to the Direction and Control ESF.)
- **Accept or decline out-of-state evacuee requests.** When a request is made by FEMA or another state to accept out-of-state evacuees as part of a regional or national mass evacuation effort, the Governor must decide whether to accept or decline the request. This decision will be based on a number of factors, including the State’s ability to initially house and care for the number of evacuees requested, its ability to absorb any non-reimbursable costs associated with the effort, and the willingness of local jurisdictions in Michigan to accept the evacuees and provide for their temporary care.
- **Authorize and control the release of public information.** The Governor’s Press Secretary (as SPIO) authorizes and coordinates the content and dissemination of information releases by the JIT related to state support of evacuation and/or mass shelter operations. (Refer to the Direction and Control ESF and Information and Planning ESF.)

- **Suspend regulatory statutes, orders, or rules.** The Governor can take this action when deemed necessary to facilitate the rapid and orderly evacuation of stricken or threatened individuals. This includes the ability to institute temporary provisions on affected segments of the State's highway system to improve the speed and efficiency of an evacuation operation. (Refer to the Direction and Control ESF.)

**Note:** Provisions to increase evacuee mobility must be instituted in conjunction with the MSP and MDOT to ensure adherence to federal law and the safety of the evacuating population.

#### **MSP/EMHSD:**

- **Recommend evacuation (and other protective actions) to the Governor.** The MSP/EMHSD will coordinate with applicable state departments / agencies and affected local governments to determine if evacuation is a viable and appropriate protective action for the incident circumstances, and then communicate its findings to the Governor for implementation approval.
- **Activate the Emergency Alert System.** As prescribed in the Warning and Communications ESF, the MSP/EMHSD will activate the state EAS upon direction of the State Director of Emergency Management and Homeland Security (SDEMHS) or his / her designee. The EAS will be used, as appropriate, to broadcast information on the need for, and specifics of, an evacuation operation.
- **Assist in determining evacuation routes, modes and destinations.** For State (Governor) directed and compelled evacuations, the MSP/EMHSD will work with the Governor's staff, the affected local government(s), and appropriate state departments / agencies in the SEOC (e.g., MDOT, MSP) to determine evacuation routes, modes and destinations. The Governor has the authority under 1976 PA 390, as amended, MCL 30.405, to carry out this function and the MSP/EMHSD will provide advice and technical assistance in making such determinations. For locally-initiated evacuations, the MSP/EMHSD will work with the MDOT and MSP to provide advice and assistance to local officials and to ensure that the continued functionality of the State's transportation network.
- **Monitor and track evacuation status.** The MSP/EMHSD will monitor and track the status of evacuation operations via the MI CIMS and the SEOC GIS. The MSP/EMHSD will compile and publish evacuation-related statistics and maps as part of its normal incident status reporting activities. (Refer to the Information and Planning ESF.)
- **Secure aerial transportation resources for evacuation route over-flights.** As required, the MSP/EMHSD can arrange for aerial transportation resources (helicopters and/or fixed-wing aircraft) to conduct over-flights of evacuation routes to monitor traffic flow, identify evacuation impediments, and assess the overall status of the evacuation operation. These resources may be provided by state departments / agencies (e.g., MDOT, MSP), NGOs (e.g., Civil Air Patrol), private entities (e.g., local news stations or for-hire services), other Michigan jurisdictions (under the MEMAC), other states (under the EMAC), or federal agencies under direct mission assignment by FEMA under the NRF.

**Note:** It is anticipated that aerial transportation resources from affected local jurisdictions will already be committed to support of the evacuation operation.

- **Coordinate and administer state and federal public assistance funding.** Local jurisdictions and state departments / agencies will incur costs related to the implementation of evacuation

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operations to help protect the safety, health, and general welfare of the affected population and ensure the functionality of evacuation routes and modes. The costs associated with these emergency protective measures may be reimbursable, in full or part, under Section 19 of 1976 PA 390, as amended, MCL 30.419 (local jurisdictions only) or the federal Public Assistance Grant Program (PAGP), Category B – Emergency Protective Measures. (Refer to the Public Works and Engineering ESF.)

**Note:** Section 19 funding assistance is only available in the absence of federal public assistance and only to local jurisdictions that are included under a Governor's "state of emergency" or "state of disaster" declaration issued under 1976 PA 390, as amended.

### MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):

- **Provide legal assistance to state officials.** The MDAG may be called upon to address specific legal questions or issues that might arise related to an evacuation directed and compelled by the Governor under 1976 PA 390, as amended, MCL 30.405. The MDAG will also provide assistance in drafting evacuation orders or other protective measures associated with a Governor's declaration of disaster or emergency issued under 1976 PA 390, as amended, MCL 30.403. (Refer to the Direction and Control ESF.)
- **Monitor and investigate incidents of price gouging (related to an evacuation).** The MDAG will monitor gasoline prices and prices of other commodities and services to ensure that retailers do not engage in "price gouging" during an evacuation operation. If such incidents occur, the MDAG may (at its discretion) follow up with appropriate state and local officials to bring civil and/or criminal charges in documented cases. (Refer to the Resource Support ESF.)

### MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):

- **Protect patients, staff and visitors in state mental health facilities.** The MDCH may be required to evacuate individuals under its care in state in-patient mental health facilities. In addition, the MDCH will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** The MDCH will monitor, track, and report on evacuations of hospitals, nursing homes, medical centers and other health care facilities, and provide periodic updates to SEOC staff (via the MI CIMS and verbally) for operational and incident status reporting purposes. (Refer to the Information and Planning ESF.)

### MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):

- **Monitor evacuation of the elderly.** The MOSA will work with affected Areas on Aging (AAAs) to monitor evacuation of the elderly and direct them to appropriate shelters.
- **Monitor and coordinate assistance to frail homebound seniors.** The MOSA will work with affected AAAs to identify, monitor, and provide onsite assistance to frail homebound seniors located within evacuation areas, who are not able to evacuate. (Refer to the "Functional Needs Populations" section of this plan.)

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Protect prisoners, staff and visitors in state correctional facilities.** The MDOC may be required to evacuate individuals under its jurisdiction in state correctional facilities. In addition, the MDOC will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)

**Note:** Correctional facility evacuation will always be a last-resort protective action and will only be implemented in the most drastic of circumstances. In-place sheltering will be the primary protective action for individuals in correctional facilities. Facility protective actions will be carried out in accordance with established facility emergency plans.

- **Provide assistance to local jails requiring evacuation.** The MDOC will make available cell space and provide technical assistance, as required, to aid in the evacuation of local jails. In addition, the MDOC will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Technological Disaster Procedures / Nuclear Power Plant Incidents.)

**Note:** This assistance will be provided only if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.

- **Provide resources to support emergency operations.** If required, MDOC mass and/or cargo transportation resources can be made available (with drivers) to support evacuation operations. (Refer to the Resource Support ESF.)

**Note:** MDOC facility resources will only be used when other sources of assistance either are not available or have been exhausted. Facility needs must be adequately met before MDOC resources will be used to supplement relief efforts. In addition, this assistance will only be provided if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.

- **Support law enforcement activities.** As required, the MDOC Emergency Response Team (ERT) will assist local and state law enforcement with basic security-related activities (i.e., observe and report, provide presence) on identified evacuation routes. (Refer to the Resource Support ESF.)

**Note:** The MDOC ERT primary responsibility is to protect the safety and security of state correctional facilities and that will always be its first-order mission. Providing support to state and local law enforcement activities is a secondary mission that is dependent on need and staff availability.

**MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Protect residents, staff and visitors at the Michigan School for the Deaf.** The MDOE may be required to evacuate the Michigan School for the Deaf during an evacuation involving the Flint area. In addition, the MDOE will monitor and track (via the MI CIMS and direct contact) the ongoing status of the evacuation and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Protect residents, staff and visitors in state training and rehabilitation facilities.** The MDHS may be required to evacuate individuals under its jurisdiction in state training and rehabilitation facilities (juvenile justice centers). In addition, the MDHS will monitor and track (via the MI CIMS

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and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)

- **Protect residents, staff and visitors at the Michigan Career and Technical Institute.** The MDHS may be required to evacuate the MCTI during an evacuation involving the Plainwell or Detroit areas. In addition, the MDHS will monitor and track (via the MI CIMS and direct contact) the ongoing status of the evacuation and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)
- **Monitor and coordinate assistance to non-English speaking evacuees.** The MDHS county offices can assist in identifying, monitoring, and providing notification assistance to non-English speaking clients located within evacuation areas. (Refer to the Human Services ESF and the “Functional Needs Populations” section of this plan.)
- **Meet out-of-jurisdiction evacuees transported by commercial carriers.** Out-of-jurisdiction evacuees (interstate or intrastate) mass-transported to Michigan and/or within Michigan (by FEMA, another federal agency, or other provider) must be met upon arrival and directed to the appropriate reception and registration location. Evacuees may arrive by one or more of several passenger modes (i.e., aircraft, train, bus, automobile caravan, or possibly even Great Lakes ferry boat). FEMA (or other provider) will communicate transportation details to the MSP/EMHSD, which in turn will notify the MDHS for reception and registration follow-up by the affected MDHS county office and/or MDHS central office staff. This “meet and greet” function will most likely be carried out in an airport, bus, rail or marine terminal, or a combination of these locations. The MSP/EMHSD, MDTMB and other plan partners will provide assistance with this process as required. Evacuees will be transported from the initial debarkation point to the State’s designated mass shelter locations for further processing and temporary care.

**Note:** This task assignment should not be confused with Emergency Repatriation operations involving the evacuation of U.S. citizens back to the United States from foreign countries due to war, natural calamity or other cause. Emergency Repatriation operations in Michigan are carried out by the MSP/EMHSD and MDHS as specified in MSP/EMHSD Publication 111, Michigan Emergency Repatriation Plan, and the MEMP Human-Related Disaster Procedures / Emergency Repatriation.

### MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):

- **Provide security support (on evacuation routes).** The MDMVA will provide soldiers (as available and required) to assist local and state law enforcement with basic security-related activities (i.e., observe and report, provide presence) on identified evacuation routes. (Refer to the Resource Support ESF and Public Safety ESF.)
- **Provide supplemental transportation support.** The MDMVA has limited transportation assets (i.e., buses and personnel / cargo transport trucks) available to support evacuation operations if local or other state transportation assets (augmented by mutual aid and/or the private sector as appropriate) are not sufficient for the evacuation circumstances. However, most of these vehicles are very basic in nature and should be considered a supplemental transportation resource of last-resort. (Refer to the Resource Support ESF.)
- **Protect patients / residents, staff and visitors at the Jacobetti and Grand Rapids Homes for Veterans.** The MDMVA may be required to evacuate individuals under its care at these two state facilities. In addition, the MDMVA will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)

- **Provide information on troop convoy movements, as required.** Because the movement of federalized, activity duty military resources has priority status on the State's highway system, it is vitally important that the MDMVA keep the SEOC apprised of military convoys to avoid conflicts with the general evacuation process. Status updates on troop convoy movements will be provided by the MDMVA representative in the SEOC. This information will be released to the public through the EAS and JIC, in accordance with the National Guard Public Information Program and in cooperation and coordination with the MSP/EMHSD. (Refer to the Weapons of Mass Destruction Procedures.)

#### **MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide law enforcement support (on evacuation routes).** The MDNR will provide conservation officers (as available and required) to assist local and state law enforcement with basic security-related activities (i.e., observe and report, provide presence) on identified evacuation routes. (Refer to the Public Safety ESF.)
- **Protect visitors at state parks and recreation areas.** The MDNR may be required to evacuate individuals at state parks and recreation areas. In addition, the MDNR will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)
- **Assist with evacuation of marine traffic.** The MDNR can assist local law enforcement with the evacuation of marine traffic from waterways located within the evacuation area. (Refer to the Public Safety ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)

#### **MICHIGAN STATE POLICE (MSP):**

- **Relay warning and emergency information throughout the state.** If an evacuation operation is initiated, the MSP will relay pertinent information throughout the state using all appropriate means. (Refer to the Warning and Communications ESF.)
- **Assist in evacuating areas, monitoring / controlling traffic, and providing security.** As required, MSP uniformed personnel will assist local law enforcement in evacuating areas, monitoring / controlling traffic, providing security and access control, and performing other basic law enforcement functions deemed appropriate in support of the evacuation operation. (Refer to the Public Safety ESF.)
- **Enforce the Governor's emergency authorities.** As required, MSP uniformed personnel will enforce the Governor's emergency authorities related to a directed / compelled evacuation or other emergency provisions to the extent allowed under 1976 PA 390, as amended, MCL 30.405, 30.407, and 30.421. (Refer to the Public Safety ESF.)
- **Provide specialized resources to support emergency operations.** The MSP will provide aircraft (helicopter and/or fixed-wing), as required, to conduct aerial over-flights of evacuation routes and evacuated areas. These over-flights will be conducted to monitor traffic flow, identify evacuation impediments, and assess the overall status of the evacuation operation. (Refer to the Resource Support ESF.)
- **Coordinate with the MDOT on traffic control measures.** The affected MSP district will coordinate with the appropriate MDOT Region Office and local law enforcement and public works

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in the formulation and implementation of traffic control measures on designated evacuation routes and in evacuation areas. This includes control of traffic signals and other devices, detours around potential impediments (e.g., construction zones) and/or mitigation of impediments, signage and message boards, and other appropriate measures. Such coordination will increase the likelihood of a smooth evacuation operation. (Refer to the Public Works and Engineering ESF.)

**Note:** See related task below pertaining to implementation of the Michigan Emergency Highway Traffic Regulation Plan.

- **Coordinate with the transportation industry for additional resources to support emergency operations.** If required, the MSP (Commercial Vehicle Enforcement Division, Office of Highway Safety Planning, etc.) may be able to secure additional mass transportation resources (i.e., intercity buses) to support evacuation operations, through its regular contacts in the private transportation industry. (Refer to the Resource Support ESF.)
- **Implement the Michigan Emergency Highway Traffic Regulation (EHTR) Plan.** If required during the post-nuclear attack period, the MDOT and MSP will jointly implement the Michigan EHTR Plan to regulate and control traffic on segments of the state highway network affected by the evacuation operation. (Refer to the Public Works and Engineering ESF.)

### MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):

- **Protect employees and visitors at MDTMB owned / managed facilities.** The MDTMB may be required to evacuate individuals at state facilities under MDTMB authority. In addition, the MDTMB will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)
- **Secure additional mass transportation resources.** If additional mass transportation resources are needed to support evacuation operations, the MDTMB will work with appropriate state departments / agencies (e.g., MDOT, MDOC), private entities (e.g., charter bus services), and other Michigan jurisdictions (under the MEMAC) to secure such resources in a timely manner. The MDTMB will also assist the MSP/EMHSD, as appropriate, in securing additional mass transportation resources from other states under the EMAC, or from federal agencies under direct mission assignment by FEMA under the NRF. (Refer to the Resource Support ESF.)

**Note:** It is anticipated that many local and regional mass transportation resources will already be committed to support the evacuation operation.

- **Provide information collection, analysis, and dissemination support.** The MDTMB will work with the SPIO and JIT to develop and post evacuation-related information on the State of Michigan web site as soon as the need to evacuate is identified. (Refer to the Information and Planning ESF.)

**Note:** In addition, individual state departments / agencies may also post relevant information on their web sites (including social media) pertaining to evacuation impacts to their steward facilities, functions or constituencies.

### MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):

- **Secure additional mass transportation resources for evacuations.** If required, the MDOT may be able to secure additional mass transportation resources (e.g., buses, handicapped-accessible vans), through its regular management contacts with passenger transportation providers, in support of evacuation operations. (Refer to the Resource Support ESF.)

**Note:** Availability of local transit resources may be limited, as they may already be committed to local response operations.

- **Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.** The affected MDOT Region Office will coordinate with the MSP and local law enforcement and public works in the formulation and implementation of traffic control measures on designated evacuation routes and in evacuation areas. This includes control of traffic signals and other devices, detours around potential impediments (e.g., construction zones) and/or mitigation of impediments, signage and message boards, and other appropriate measures. Such coordination will increase the likelihood of a smooth evacuation operation. (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** Limitations / restrictions will be put in place as required during evacuation operations. (Refer to the Public Works and Engineering ESF.)
- **Implement the Michigan Emergency Highway Traffic Regulation (EHTR) Plan.** If required during the post-nuclear attack period, the MDOT and MSP will jointly implement the Michigan EHTR Plan to regulate and control traffic on segments of the state highway network affected by the evacuation operation. (Refer to the Public Works and Engineering ESF.)

#### **MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide current information on damaged tourist destinations in Michigan.** (Refer to the Information and Planning ESF.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

#### **MICHIGAN JUDICIARY AND MICHIGAN LEGISLATURE (LIAISONS):**

- **Protect employees and visitors at judicial and legislative facilities.** The Michigan Judiciary and Michigan Legislature both have responsibilities to protect individuals in their respective facilities from harm. This may include the need to evacuate (or shelter in-place) individuals if such protective actions are required due to incident circumstances. In addition, the Liaisons will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Public Safety ESF.)

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## MASS SHELTER SUPPORT CONSIDERATIONS



**Planning Assumptions Specific to Mass Shelter Support Operations.** With regard to mass shelter support operations, it is assumed:

- For locally-initiated evacuations, State of Michigan owned / operated shelter facilities will be used only if local shelter facilities are filled to capacity and/or otherwise unavailable for use.

**Note:** State shelter facilities are considered supplemental to local shelter facilities in all locally-initiated evacuations.

- For state-initiated (directed / compelled by Governor) or state-sanctioned (via agreement with the federal government and/or another state) evacuations, State of Michigan owned / operated shelter facilities will be established as required by incident circumstances.

**Note:** The State is primarily responsible for the sheltering and care of out-of-state evacuees that it agrees to accept. Those evacuees will normally go to state owned / operated shelter facilities first and then to local shelters if state facilities reach capacity.

- A mass shelter operation involving residents from other states (i.e., due to a catastrophic incident) should result in a federal major disaster or emergency declaration under the Stafford Act.

**Note:** Under that declaration, many of the costs to the State of Michigan associated with the mass sheltering operation will be eligible for reimbursement under Stafford Act or other appropriate authorities.

- The State of Michigan will coordinate with the ARC to manage state shelter facilities, unless alternate arrangements have been made with another qualified NGO to manage shelter facilities.

**Note:** Because the State has very few trained and experienced shelter managers, expedient training will have to be provided to designated shelter managers when it becomes evident that state shelter facilities will be opened. That training will be arranged and coordinated by the MSP/EMHSD. Training will be delivered by qualified instructors identified by the MSP/EMHSD.

- Management of state shelter facilities will be a multi-agency responsibility and will be coordinated through the SEOC.
- Functional needs support services will, to the extent practicable given resource, time and other situational constraints, be provided in all public shelters so that the access and functional needs of children and adults (with and without disabilities) can be met in a lawful and equitable manner.

**Note:** The basis for the State's efforts in this regard will be the 2010 FEMA publication titled "Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters," unless it is superseded by more current FEMA guidance.

- Out-of-state evacuees arriving at state shelter facilities will likely have very few resources with them and in most cases will require a full range of basic care services while being sheltered.

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Many of these individuals will not have proof of identification or any necessary documentation to aid them in filing insurance claims.

- The duration of most mass shelter operations at state facilities will be less than two weeks, but some situations may require longer stays. Every effort will be made to transition evacuees to more appropriate temporary housing if it appears they will be evacuated longer than expected.
- Mass shelter operations may have to co-exist with a shelter facility's primary function(s) for the duration of the shelter operation.

**Note:** All identified state shelter facilities have other primary functions. As a general rule, every effort will be made to allow a facility's primary function to continue while the facility is being used as a temporary shelter – recognizing that in some cases that may not be possible due to space constraints or incompatible uses.

- When requested by a local government in need and authorized through the SEOC, state departments / agencies will provide direct assistance with shelter management and/or operations, and/or materiel assistance, to the extent that resources and existing programmatic and service delivery commitments will allow.

**Note:** In all cases, the State's mass shelter support resources will be considered supplemental to local resources.

**Key Resources.** The following key resources (i.e., organizations, programs, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level mass shelter support operations:

State and Local Shelter Facilities (listed in the MI CIMS and/or the NSS). The National Shelter System (NSS) is a nationwide listing (administered by the ARC) of shelter facilities identified and entered into the database by federal, state and local agencies, the ARC and other NGOs. A number of facilities in Michigan are (or eventually will be) included in the NSS – including state facilities that could potentially be used as mass shelters. (Each Michigan state department / agency and local government is currently responsible for entering and maintaining its own shelter information in the MI CIMS. Eventually, this process will incorporate the NSS.) The MI CIMS shelter listing (and eventually the NSS database) will serve as the primary facility identification mechanisms used when additional shelter facilities are required to supplement local mass shelter efforts and/or the State has agreed to accept out-of-state evacuees as part of a regional or national evacuation effort. Refer to Attachments 1 and 2.

NGOs. A number of NGOs may potentially be involved in evacuation and mass shelter operations at the local and state levels. For state-level mass shelter support purposes, the American Red Cross (ARC) has a primary role and will staff the SEOC and collaborate with the MDHS (the lead state department for sheltering), other support state departments / agencies, and other NGOs through the Michigan Voluntary Organizations Active in Disaster (MIVOAD).

The ARC 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 U.S. Congress in January 1905, and the federal Stafford Act regardless of state or federal declaration. In support of mass shelter operations, the ARC's role may include but is not necessarily limited to: 1) establishing and operating mass care shelters and feeding facilities and supporting the management and coordination of sheltering and feeding activities for disaster victims and emergency workers; 2) providing supplemental disaster-related health and mental health services; 3) coordinating the bulk distribution of emergency relief items; 4) supporting family reunification efforts; and 5) mobilizing stockpiles of essential emergency relief supplies (e.g., cots, blankets, food and beverages, clean-up kits, personal comfort kits, etc.)

from ARC chapters throughout the state as well as Disaster Field Supply Centers located around the country.

MDTMB. If state facilities are used in the mass shelter operation – supplemental to local shelters or as primary shelters – then the following MDTMB resources and services may be brought to bear:

- Identification and procurement of state owned / operated facilities or space for mass sheltering purposes
- Procurement of equipment and supplies needed to support the sheltered population (in conjunction with other support agencies, the ARC, and other NGOs)
- Procurement of equipment, operators and supplies needed for making identification cards, wristbands or other identification markers for the sheltered population
- Procurement of state and/or leased transportation vehicles needed to transport the sheltered population to medical appointments or other required destinations (in conjunction with other support agencies)
- Procurement of security services (as required) to supplement the services provided by state and local law enforcement personnel or volunteers
- Procurement of cleaning services (as required) to supplement any such services provided by local and state staff, NGOs, or volunteers
- Procurement of other required resources or support services not provided by local agencies or organizations, state or federal agencies, the ARC, or other NGOs

MDMVA Training Centers. If the incident results in a large number of evacuees (from within Michigan or from another state) requiring shelter, then there will likely be a need to use one or more of the MDMVA training centers as reception / registration facilities and/or temporary mass shelters. The MDMVA training centers include the Fort Custer Training Center in Augusta, Camp Grayling and Grayling Army Airfield in Grayling, and the Alpena Training Center in Alpena. **Collectively, these training centers have a realistic capacity (determined by center commanders) of approximately 6,000 individuals.** However, each facility has specific limitations (some significant) that must be considered during the site selection process.

**Note:** A variety of support services from state departments / agencies, the ARC and other NGOs, and/or private contractors will be required when the above-referenced MDMVA facilities are used as temporary mass shelters. The type and number of support services varies by the nature and size of the sheltered population. For future planning purposes, these requirements have been identified in Attachment 2 to this plan. These support requirements are part of the total “package” of using each facility, meaning that the facility **should not** be used without provisions for the entire array of support services in place. Using the facilities without the corresponding support services potentially endangers the health and safety of the evacuees and facility staff and may negatively impact the continued functionality of the training center.

MDARD Migrant Labor Housing. The MDARD licenses private housing units used by migrant laborers working in Michigan during the growing and harvest seasons. These housing units are usually owned by individual farmers / growers or agricultural businesses and are for use by migrant workers under the employ of these enterprises. Although the number of units varies from year to year, typically there are several thousand licensed living units located around the state at any given time. These housing units tend to be very basic in terms of amenities and accommodations, but they could (if available) be used to temporarily house evacuees until more permanent housing options could be arranged.

State Parks and Recreation Area Facilities. Though very basic in terms of amenities and accommodations, state parks and recreation camping areas could (if available) be used to temporarily house evacuees until arrangements could be made for more permanent housing options. Shelter options include modern and rustic cabins (with various capacities), modern campgrounds with shower / restroom buildings, and primitive campgrounds (without such facilities). In addition, state

parks and recreation areas could also be used as resource staging areas / warehouses or emergency personnel camps in support of mass shelter operations.

Public College / University Housing Resources. If available, student dormitories and apartments at Michigan's 15 public colleges / universities could be used to temporarily shelter evacuees until arrangements could be made for more permanent housing options.

**Note:** Though an option, displacement of the student population from dormitories and apartments is not likely, except under the most extreme of circumstances, because that would simply create another set of problems to address. In addition, public colleges / universities are autonomous institutions and are not considered "state" facilities in the traditional sense – i.e., facilities used by Executive Branch departments and agencies.

State Schools. If available, student dormitories or other available space at the Michigan School for the Deaf in Flint and/or the Michigan Career and Technical Institute in Plainwell could be used to temporarily shelter evacuees until arrangements could be made for more permanent housing options.

MSP Training Academy. If available, unused / unoccupied rooms at the MSP Training Academy in the State Secondary Complex (Dimondale) could be used to temporarily shelter evacuees until arrangements could be made for more permanent housing options.

State Institutions. As a last resort, any available shelter space in state owned / operated institutions (e.g., correctional facilities, inpatient mental health facilities, youth training / rehabilitation facilities, military veteran rehabilitation centers) could be used as temporary shelters.

**Note:** This option only includes space located outside secure areas in these facilities. In no case will evacuees be sheltered with institutional residents or even be allowed contact with the residents.

Michigan Disaster Logistics and Donations Management Plan. For mass shelter support operations, there may be a need to receive additional materiel and/or technical assistance to manage the shelter facilities and/or to provide for the basic sustenance needs of the sheltered population. Depending on incident circumstances, the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) may be implemented to manage the receipt, handling, and distribution of such assistance to those in need – whether the resources were unsolicited (i.e., in the form of donated goods and services) or formally requested and procured through FEMA, another state (via the EMAC) and/or the private sector.

The MDHS is the lead agency and steward for the disaster donations management process. (Donated goods, in particular, can be a cost-effective way to support the sheltered population if they are presented to the State or affected localities in a "value-added" manner, i.e., a needed item, transported to Michigan, and properly packaged / marked / sized for ready distribution). The MSP/EMHSD is the lead agency and steward for the disaster logistics management process. As prescribed in the MEMP, the MSP/EMHSD and MDHS will work jointly together to implement disaster logistics and/or donations management operations where there is a clearly-defined need for large quantities of food, clothing, water and other basic sustenance items to support the sheltered population, and this need cannot be met with existing resources. (Refer to the Michigan Disaster Logistics and Donations Management Plan.)

Portable Radiation Detection Devices. The MDEQ has portable radiation detection devices (walk-through portal monitors) that can be placed at the entrances of mass shelter facilities to ensure that radioactive material is not introduced into the shelter environment.

EMAC / MEMAC. Supplemental materiel and/or technical assistance to support mass shelter operations can be procured by the MSP/EMHSD, as necessary, through the national EMAC and/or state-level MEMAC.

SART / CARTs. As described in the MEMP Animal Care Support Plan, the State Animal Response Team (SART) and County / Community Animal Response Teams (CARTs) will be mobilized as necessary to address animal care and support issues during evacuation and mass shelter operations. (Refer to the MEMP Animal Care Support Plan.)

Online Volunteer Registries. The Michigan Volunteer Registry, administered by the MDCH, and Volunteer Michigan, administered by the Michigan Community Service Commission (MCSC), can be searched as necessary to obtain the names of individuals that are trained and experienced in shelter management and/or that have expressed an interest in volunteering for mass shelter operations. The MSP/EMHSD and MDHS will work with the MDCH and/or MCSC to generate and vet a list of possible candidates for available positions based on situational needs.

Other Volunteer Sources. Other potentially available sources for volunteers to assist with mass shelter operations include but are not limited to:

- ARC, through local chapters
- MIVOAD, through its various member organizations
- Michigan Citizen Corps, through Community Emergency Response Teams (CERTs)
- MCSC, through the AmeriCorps program and Local Volunteer Centers
- Area Agencies on Aging (AAAs), for senior volunteers
- Michigan Volunteer Defense Force (MVDF)
- Community-based groups (e.g., school or church-affiliated, service clubs, scouts, etc.)

MDCH Regional Healthcare Coalitions. The MDCH Regional Healthcare Coalitions can assist local medical and health agencies and involved federal and/or NGO medical and health resources in providing medical and health related services in mass shelters. This includes the general shelter population as well as any functional needs populations that may be sheltered.

Community Mental Health Agencies. Community Mental Health Agencies can provide mental health services to the sheltered population in conjunction with any involved federal and/or NGO mental health / crisis counseling resources. Assistance may be provided onsite (at shelters) and/or offsite (in CMH office settings) once shelters are closed at the conclusion of the mass shelter operation.

Public Information Templates. To help ensure consistency and timeliness of evacuation and mass sheltering public information materials and releases, various pre-scripted templates have been developed by the MSP/EMHSD for ready customization (with incident-specific information) and use by the SPIO and JIT when incidents occur. These templates are intended to be a starting point resource for an interagency, intergovernmental, comprehensive public information campaign for evacuation and mass shelter operations.

**Note:** Some of these pre-scripted templates are included as attachments to MSP/EMHSD Publication 113 – “Local Evacuation and Mass Care Planning Handbook.” Additional templates are available through the MSP/EMHSD PIO and are ready for immediate customization based on incident conditions.

**Tasks and Execution.** In addition to the task assignments listed under the ESFs and relevant Disaster-Specific Procedures, plan partners should consider the following task assignments with

regard to mass shelter operations. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

**EXECUTIVE OFFICE (GOVERNOR):**

- **Provide for temporary emergency housing.** When a request is made by FEMA or another state to accept out-of-state evacuees as part of a regional or national evacuation effort, the Governor must decide whether to accept or decline the request. An important part of the Governor’s decision-making process will be the availability of acceptable, temporary shelter in Michigan for the evacuees. The Governor can provide for the availability and use of temporary emergency housing in certain state facilities for persons (from Michigan or out-of-state) that have been evacuated or rendered homeless. This authority is prescribed in 1976 PA 390, as amended, MCL 30.405, Section 5, items (b), (c) and (i). (Refer to Attachment 1 for information on identifying state facilities for use as temporary shelters.) This may require displacement of existing functions at the selected facilities for the duration of the emergency shelter operation. Such action may incur costs for the State of Michigan that will be factored into the decision making process. (Refer to the Direction and Control ESF and MEMP Recovery Support Plan.)
- **Suspend regulatory statutes, orders, or rules.** A mass shelter effort utilizing state facilities may require alteration of existing statutes, orders, or rules pertaining to the operation of such facilities and/or the conduct of functions that may be displaced at the facilities to accommodate the sheltering of evacuees. The Governor may take these actions, as required, under 1976 PA 390, as amended, MCL 30.405, Section 5 (a). (Refer to the Direction and Control ESF.)
- **Authorize and control the release of public information.** The Governor’s Press Secretary (as SPIO) authorizes and coordinates the content and dissemination of information releases by the JIT related to state support of evacuation and/or mass shelter operations. (Refer to the Direction and Control ESF and the Information and Planning ESF.)
- **Authorize the use of state resources.** A mass shelter operation will require the use of many types of state resources – personnel time, facilities, equipment, supplies and materials, and financial resources. The Governor will authorize the use of state resources via declaration of a “state of emergency” or “state of disaster” under 1976 PA 390, as amended, MCL 30.403 and 30.404, and/or by other means (e.g., Executive Order or Directive). (Refer to the Direction and Control ESF.)
- **Seek assistance from the federal government.** Mass evacuation and sheltering operations will likely require federal assistance – financial or otherwise – to aid the State in providing needed services in a timely manner and to recoup some or all of the response and recovery costs incurred. The Governor will seek such assistance, as appropriate, via FEMA under the federal Stafford Act or other authorities. The MSP/EMHSD will serve as the conduit to FEMA for all such requests and will provide technical assistance in the development of the request letter / package. (Refer to the Direction and Control ESF.)

**MSP/EMHSD:**

- **Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.** Web and/or resource inventory searches will be conducted, as required, to fill mass shelter operation resource needs. (Refer to the Resource Support ESF.)

**Note:** See related task below regarding EMAC / MEMAC resource procurement.

- **Procure resources through the EMAC / MEMAC, as appropriate.** Depending on the size and anticipated duration of the shelter operation, supplemental resources may be needed in (but not limited to) the following functional areas to support the general sheltered population:
  - Shelter management
  - Transportation services
  - Law enforcement and security
  - Logistics and/or donations management
  - Health and medical services
  - Animal care support

The MSP/EMHSD will seek resources through the EMAC and/or MEMAC, as appropriate, to fill resource gaps identified prior to or during the mass shelter operation. (Refer to the Resource Support ESF.)

**Note:** Refer to the “Functional Needs Populations” section that follows for details regarding resource augmentation for functional needs populations.

- **Implement the Michigan Disaster Logistics Management Plan, as required.** The Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) may be implemented (at the discretion of the Governor and/or MSP/EMHSD) if the mass shelter operation requires a significant infusion of disaster “commodities” (i.e., relief supplies, equipment, and other materiel and/or technical assistance) to the basic sustenance and life sustainment needs of the sheltered population. (Refer to the Resource Support ESF.)
- **Provide technical assistance to the MDHS for disaster donations management, as required.** (Refer to the Resource Support ESF and MSP/EMHSD Publication 107.)
- **Monitor the provision of human services in Presidentially-declared disasters.** If the incident results in a major disaster or emergency declaration under the federal Stafford Act, an MSP/EMHSD staff person will assume the role of State Individual Assistance Officer (SIAO). The SIAO will monitor the provision of human services to ensure the sheltered population (and other affected individuals) are being provided with the full range of services required to meet their basic needs. (Refer to the Human Services ESF.)
- **Coordinate the identification and procurement of additional temporary housing resources.** The MSP/EMHSD will identify and procure additional shelter facilities, as required. (Refer to the Resource Support ESF.)
- **Identify and mobilize volunteers from the Michigan Citizen Corps program.** The MSP/EMHSD (as the state coordinating agency for the Michigan Citizen Corps) can assist in identifying and mobilizing Michigan Citizen Corps volunteers to assist with mass care operations. Volunteers will be provided through local Citizen Corps Councils / Community Emergency Response Teams (CERTs) around the state. The MSP/EMHSD will work with the local jurisdiction EMC and CERT coordinator to arrange for available volunteers upon specific request through the SEOC.

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Assist in food procurement, safety and sanitation, and the identification and establishment of warehouses and feeding facilities.** (Refer to the Human Services ESF.)
- **Coordinate the use of fairground facilities for mass shelter operations.** If required, the MDARD could act as a liaison to coordinate use of county fairground facilities for mass shelter operations. Fairgrounds facilities could be used for mass shelters or to provide support to mass shelter operations. The MDARD maintains management contacts with county fair boards and fair / exposition industry associations.
- **Identify vacant migrant labor housing for use as temporary shelter for evacuees.** Although these housing units are very basic in terms of amenities (and their availability depends on growing season considerations), they could be used as temporary shelter for families or certain functional needs individuals who would not necessarily work well in a mass shelter environment.
- **Assist with and coordinate animal care and animal health in shelters.** The MDARD will work with the State Animal Response Team (SART) and involved County / Community Animal Response Teams (CARTs) and veterinary care providers to address identified care issues for evacuee companion animals. This may include (but is not limited to) the coordination of required vaccinations and licensing, temporary sheltering and care of animals, and the development and/or dissemination of information materials for pet owners regarding state and local animal laws and regulations. (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)

**MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** The MDAG will provide legal assistance to SEOC staff, as required, regarding the operation of shelter facilities as well as specific issues that may arise related to evacuees temporarily residing in those shelters. (Refer to the Direction and Control ESF.)

**MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** The MDCR will investigate alleged civil rights violations pertaining to shelter facility admittance and/or accommodations, as well as the operation and general living environment of shelter facilities. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Facilitate the deployment of volunteer health professionals for emergency response.** If health professionals are needed for mass shelter operations, they can be identified and mobilized through the MDCH Volunteer Registry. (Refer to the Health and Environmental Protection ESF.)

**Note:** See related task below regarding volunteer opportunities for non-health / medical emergent volunteers.

- **Identify volunteer opportunities for emergent volunteers.** The MDCH Volunteer Registry can be used to match unaffiliated, emergent volunteers (who desire to assist in mass shelter operations) with volunteer opportunities through established NGOs seeking volunteers for such purposes. The MDCH will also refer potential volunteers to the MDHS / Michigan Community Service Commission as appropriate. (Refer to the Resource Support ESF.)

- **Coordinate the investigation and control of communicable disease (in shelters).** Mass shelter environments are particularly vulnerable to the introduction and spread of communicable disease. As a result, the MDCH and involved local health departments must be vigilant of and aggressive toward any potential disease outbreaks in mass shelter facilities. This will be accomplished by monitoring evacuees as they are registered at shelters, conducting periodic observational monitoring of evacuees throughout the mass shelter operation, and promptly following up with appropriate mitigative measures for any reported outbreak. (Refer to the Health and Environmental Protection ESF.)
- **Coordinate a mental health needs assessment (for the sheltered population).** This will be accomplished using Community Mental Health Services Program (CMHSP) resources with assistance from participating human service NGOs as appropriate. Assessments may be conducted as part of the initial disaster assessment process, as part of the shelter registration process, or in the shelter through referral and/or direct observation. (Refer to the Health and Environmental Protection ESF.)
- **Coordinate crisis counseling services with Community Mental Health Services Programs.** If services are needed for the sheltered population, they will be provided using CMHSP resources. (Refer to the Health and Environmental Protection ESF.)
- **Coordinate appropriate medical services (for the sheltered population).** (Refer to the Health and Environmental Protection ESF.)
- **Provide resources to support emergency operations.** If required, resources from state inpatient mental health facilities may be used to support mass shelter operations (but only if facility needs are adequately met first). (Refer to the Resource Support ESF.)
- **Identify and make available shelter space in state inpatient mental health facilities, as required.** The MDCH operates several inpatient mental health facilities which could potentially have space available in non-secure areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations.

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.** This includes elderly evacuees in shelters. (Refer to the “Functional Needs Populations” section that follows, and the Human Services ESF.)

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Provide resources to support emergency operations.** If required, resources from state correctional facilities and/or Correctional Industries may be used to support mass shelter operations (but only if MDOC / individual facility needs are adequately met first). (Refer to the Resource Support ESF.)
- **Support law enforcement activities.** As required, the MDOC Emergency Response Team (ERT) will assist law enforcement and/or private security resources in providing security at mass shelters. (Refer to the Resource Support ESF.)

- **Identify and make available shelter space in state correctional facilities, as required.** State correctional facilities could potentially have space available in non-secure areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations.

**MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Authorize the use of USDA commodities for feeding disaster victims.** This includes feeding the sheltered population. (Refer to the Human Services ESF.)
- **Coordinate use of Michigan School for the Deaf resources to support emergency operations.** The Michigan School for the Deaf in Flint could potentially have space available in dormitories or other non-instructional areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Minimize risks from radiological exposure.** MDEQ health physicists can set up walk-through radiation detection portal monitors at shelter entrances to monitor the shelter population for radioactive contamination in incidents involving radioactive materials. The MDLARA will provide supportive radiation safety assistance to the MDEQ in this function as required. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Coordinate and monitor the provision of human services to disaster victims.** The MDHS will work with the ARC and other involved NGOs and service-providing governmental agencies to ensure that the basic sustenance and comfort needs of the sheltered population are being met, to the extent possible given incident conditions. This also includes identifying and mobilizing, as required, bilingual (translator) services for non-English speaking evacuees. (Refer to the Human Services ESF.)
- **Identify and make available shelter space at state training and rehabilitation (juvenile justice) facilities, as required.** The MDHS operates several training and rehabilitation facilities (juvenile justice centers) which could potentially have space available to temporarily house evacuees until more appropriate space is identified in other locations. Although most of these facilities are relatively small and their availability is dependent on the nature and capacity of current rehabilitation programs, the facilities may have space during low utilization times which could provide temporary shelter for families or certain functional needs individuals who would not necessarily work well in a mass shelter environment.
- **Identify and make available shelter space at the Michigan Career and Technical Institute, as required.** The MCTI in Plainwell could potentially have space available in dormitories or other non-instructional areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations. (Refer to the Human Services ESF.)
- **Implement the Michigan Disaster Donations Management Plan, as required.** The Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) may be implemented (at the discretion of the Governor and/or MSP/EMHSD) if the mass shelter operation causes (or is likely to cause) a significant outpouring of unsolicited donations of goods and/or services (including unaffiliated, emergent volunteers) to meet the basic sustenance and life

## EVACUATION AND MASS SHELTER SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

sustainment needs (actual or perceived) of the sheltered population. As required, the MSP/EMHSD will provide technical assistance to the MDHS in the implementation of the donations management aspects of this plan. (Refer to the Resource Support ESF.)

- **Identify and coordinate volunteer resources for recovery operations.** The Michigan Community Service Commission can identify and mobilize volunteers for mass care operations through Volunteer Michigan, AmeriCorps, or other programs. In addition, volunteers from the ARC, MIVOAD, and other NGOs can be arranged upon specific request through the SEOC. (Refer to the Resource Support ESF.)

**Note:** Availability of volunteers through these various programs will be dependent on existing programmatic commitments and requirements. Also refer to the related task below regarding emergent volunteers.

- **Identify volunteer opportunities for emergent volunteers.** The Michigan Community Service Commission can assist in matching unaffiliated, emergent volunteers (who desire to assist in mass shelter operations) with volunteer opportunities through established NGOs seeking volunteers for such purposes. The Commission will also refer potential volunteers to the MDCH Volunteer Registry as appropriate. (Refer to the Resource Support ESF.)

### **MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Provide insurance information to disaster victims (evacuees).** (Refer to the Human Services ESF.)

### **MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Conduct fire safety and prevention inspections.** If requested, the MDLARA will conduct fire safety inspections at certain facilities used as mass shelters. (Refer to the Public Safety ESF.)
- **Provide supportive radiation safety assistance.** MDLARA health physicists can provide radiation safety assistance to MDEQ staff in monitoring the shelter population for radioactive contamination in incidents involving radioactive materials. (Refer to the Health and Environmental Protection ESF.)

### **MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Provide security support (at shelters).** As required, MDMVA soldiers will assist law enforcement and/or private security resources in providing security at mass shelter facilities. (Refer to the Resource Support ESF and Public Safety ESF.)
- **Provide mass feeding support (at shelters).** If requested, the MDMVA will provide mass feeding support at MDMVA and non-MDMVA (state) facilities being used as mass shelters. This may include the provision of pre-packaged meals (MREs) and/or assistance to NGOs with on-site food preparation or distribution. (Refer to the Human Services ESF and Resource Support ESF.)
- **Provide supplemental transportation support (at shelters).** The MDMVA has limited capability to provide transportation support to evacuees in shelters (i.e., for nearby medical appointments or other pre-planned trips to nearby facilities) using automobiles, personnel / cargo trucks, or buses. Generally, MDMVA transportation assets are considered an option of last resort and will only be used when other, more appropriate options are unavailable. (Refer to the Human Services ESF and Resource Support ESF.)

- **Identify and make available shelter space at MDMVA facilities, as required.** The MDMVA operates several facilities that could be used as temporary mass shelters for both in-state and out-of-state evacuees. These facilities include:
  - Fort Custer Training Center located in Augusta
  - Camp Grayling Training Center and Grayling Army Airfield located in Grayling
  - Alpena Combat Training Center located in Alpena

In addition these three primary facilities, the Dominic Jacobetti Home for Veterans (in Marquette), the Grand Rapids Home for Veterans (in Grand Rapids), as well as local MDMVA armories may have very limited space available for mass shelter purposes. These facilities would be considered shelters of last resort and would only be used if no other viable mass shelter options were available.

Specifications related to each of the above-referenced three primary facilities can be found in the MI CIMS shelter record for each facility. These specifications include facility capacities and available services, as well as the support services required from state departments and/or NGOs to enable each facility to operate at optimal level. (Refer to the Human Services ESF and Resource Support ESF.)

**Note:** As the above-referenced military facilities are designed primarily for use by able-bodied soldiers and support staff for training activities, the accessibility of certain areas of the facilities for physically-challenged evacuees may be minimal or non-existent. As a result, these facilities would be considered shelters of last resort for certain functional needs populations.

- **Identify and mobilize shelter volunteers from the Michigan Volunteer Defense Force.** The MDMVA can identify and mobilize volunteers for selected mass care operations through the Michigan Volunteer Defense Force (MVDF). Since MVDF personnel are involved in many local emergency response activities, availability of MVDF assistance will be dependent on existing commitments and requirements. The MDMVA EMC will work with the MVDF to arrange for available volunteers upon specific request through the SEOC. (Refer to the Human Services ESF and Resource Support ESF.)

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide security support at shelters.** As required, MDNR conservation officers will assist law enforcement and/or private security resources in providing security at mass shelter facilities. (Refer to the Human Services ESF and Resource Support ESF.)
- **Supplement transportation and equipment resources.** This includes providing transportation support at mass shelter facilities. (Refer to the Resource Support ESF.)
- **Identify and provide shelter space at state parks and recreation areas, if required.** In addition to providing shelter space, state parks and recreation areas and their facilities could also potentially be used as resource staging areas, warehouses, and emergency personnel camps for mass shelter operations. (Refer to the Human Services ESF and Resource Support ESF.)

**MICHIGAN STATE POLICE (MSP):**

- **Assist in evacuating areas, controlling traffic, and providing security in the affected area.** This includes assisting local law enforcement and/or private security resources in providing security at mass shelter facilities, as required. (Refer to the Public Safety ESF.)

- **Coordinate with the transportation industry for additional resources to support emergency operations.** If required, the MSP will request assistance from the private transportation industry for the transportation of needed resources to support mass shelter operations. Supplemental private transportation assistance may also be needed in large-scale disaster logistics and/or donations management operations which are activated to support the mass sheltering of evacuees.

**Note:** This private sector option will be pursued only if governmental and NGO transportation resources are fully utilized or otherwise not available.

- **Identify and make available shelter space at the MSP Training Academy, as required.** If available, unused / unoccupied rooms at the MSP Training Academy in the State Secondary Complex (Dimondale) could be used to temporarily shelter evacuees until arrangements could be made for more permanent housing options. Although this option would not be available while resident trooper training schools are ongoing, during low utilization times the MSP Training Academy could provide temporary shelter for families or certain functional needs individuals who would not necessarily work well in a mass shelter environment. In addition, the facility offers amenities such as an onsite cafeteria and recreation facilities which could be used by the sheltered population under proper supervision.

#### **MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Provide technical assistance, as required, to support the information technology aspects of state emergency operations.** State-owned / managed shelters and shelter support facilities will require information technology support in order to carry out basic operations. The MDTMB will provide this service in accordance with the Warning and Communications ESF and Resource Support ESF.
- **Identify and make available shelter space in MDTMB owned / managed facilities, as required.** (Refer to the Resource Support ESF.)
- **Protect employees and visitors at MDTMB owned / managed facilities.** If MDTMB owned / managed facilities are used to shelter evacuees, the MDTMB will develop facility-specific emergency procedures (if not currently developed) to protect evacuees and staff from harm. (Refer to the Public Safety ESF.)
- **Provide information on state-contracted supplies and services (for emergency procurement).** State-contracted supplies and services may be needed to support state-owned / managed shelters and shelter support facilities. (Refer to the “Key Resources” section above and the Resource Support ESF.)
- **Activate the State’s donations management web site, as required.** Upon direction of the Governor and/or MSP/EMHSD, the MDTMB will activate the State’s donations management web site to provide specific guidance to potential donors of goods, services or financial gifts in support of the sheltered population. (Refer to the Resource Support ESF.)

**Note:** This web site will generally espouse the donation of financial gifts to established disaster relief organizations to meet identified incident-specific needs and circumstances. However, not all donors will necessarily want to donate in that manner. In accordance with the provisions set forth in the Michigan Disaster Logistics and Donations Management Plan, MSP/EMHSD Publication 107, donations of goods and services will be directed to a centralized Donations Intake and Processing Center (DIPC), capable of handling both online and telephone offers, for vetting, registration, and further instructions.

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Secure additional mass transportation resources for evacuations.** If additional transportation resources are required to transport the sheltered population to locations providing essential functions on a regular basis, the MDOT can use its management contacts with local transportation authorities and departments to assist in securing such resources. (Refer to the Resource Support ESF.)

**Note:** Availability of local transit resources may be limited, however, as they may already be committed to local response operations.

**AMERICAN RED CROSS (ARC):**

- **Establish and operate mass care shelters and feeding facilities for disaster victims.**
- **Provide mass care guidance to the MDHS, support departments / agencies and NGOs.**
- **Support the management and coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items.**
- **Support reunification efforts.** This will be done through the ARC “Safe and Well” web site and in coordination with the MDHS, other support departments / agencies and NGOs.
- **Provide emergency relief supplies to those in need.** As required, the ARC can mobilize stockpiles of essential emergency relief supplies (e.g., cots, blankets, food and beverages, clean-up kits, personal comfort kits, etc.) from ARC chapters throughout the state as well as Disaster Field Supply Centers located around the country, for distribution to those in need.
- **Provide trained disaster services personnel.** The ARC can provide trained personnel from its Disaster Services Human Resources (DSHR) system in Michigan to staff mass care operations, drawing upon trained personnel from other chapters and units throughout the United States if warranted.

**MICHIGAN VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS (MIVOAD), MICHIGAN CITIZEN CORPS, AND OTHER NONGOVERNMENTAL RELIEF ORGANIZATIONS (WORKING WITH THE ARC):**

- **Provide supplemental support at shelters.** As required and within available resources, the ARC, MIVOAD, and other applicable NGOs will coordinate with the appropriate steward state departments / agencies (e.g., MSP/EMHSD, MDHS, MDCH, MOSA, etc.) and affected local jurisdictions in the provision of supplemental support at designated shelters. Assistance may include but is not limited to:
  - Basic sustenance (i.e., food, water, baby formula)
  - Basic first aid and health screening
  - Basic counseling (crisis / spiritual)
  - Cots, blankets, and bedding
  - Transportation assistance (i.e., for essential purposes such as medical appointments, employment)

- Child care assistance (i.e., for essential purposes such as medical appointments, employment)
- Essential medical equipment (e.g., wheel chairs, walkers, canes, etc.)

ARC, MIVOAD and other NGO assistance will be coordinated through the SEOC and local EOCs and designated shelter managers. Appropriate entries will be made in the MI CIMS to ensure a permanent record is maintained of the coordination that occurred and the assistance that was rendered. ARC, MIVOAD and other NGO assistance will not be provided indefinitely, but rather until established governmental assistance programs take effect and/or the shelter operation becomes acceptably self-sufficient.

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## **FUNCTIONAL NEEDS POPULATIONS CONSIDERATIONS**



**Planning Assumptions Specific to Functional Needs Populations.** With regard to functional needs populations during evacuation and mass shelter support operations, it is assumed:

- Functional needs populations will be identified as early in the evacuation process as possible so that sheltering and care provisions can be made.
- Functional needs population estimates will be available from the affected local emergency management program jurisdiction (or steward state department / agency in the absence of locally available data) as a basic component element of the recovery planning effort. These estimates will be included in the recovery procedures found in local EOPs / EAGs or separate, stand-alone support plans.

**Note:** There is not universal agreement as to what exactly constitutes a “functional needs population;” therefore, these lists may not include the full range of individuals with special / unique needs. In addition, some functional needs populations are difficult to quantify because they are not tied to a specific assistance program or advocacy group. A U.S. Census-based, county-by-county functional needs population estimate is included as an attachment to this plan. This list can be used for general operational planning purposes by state departments / agencies and NGO partners in the SEOC. It is expected that, at least in some cases, more reliable and accurate functional needs population estimates will be available from the affected local governments.

- Functional needs population care givers and/or advocates will take reasonable steps to provide for the personal survival and sustenance needs of the persons under their care / stewardship for up to a 72-hour period after the incident occurs. This includes the need to evacuate, if required. However, like the general population, after this initial 72-hour period the vast majority of functional needs populations will also require government relief and recovery assistance.
- Individuals with functional needs will, in many cases, require evacuation and sheltering assistance. This assistance may be provided by care givers / advocates, governmental agencies or NGOs as part of the overall recovery strategy.
- Evacuation of functional needs populations, especially persons with mental and/or physical challenges, will take extra time and will require in many cases special transportation and handling accommodations.
- A segment of the functional needs population will be classified as “homebound frail” and therefore will be unable to evacuate unless their life is in imminent jeopardy. This may include elderly individuals as well as persons in severe ill health. In-place sheltering may be the only viable option for this population, implemented if possible in conjunction with the appropriate advocacy organizations and/or designated care givers.

- Functional needs support services will, to the extent practicable given resource, time and other situational constraints, be provided in all public shelters so that the access and functional needs of children and adults (with and without disabilities) can be met in a lawful and equitable manner.

**Note:** The basis for the State's efforts in this regard will be the 2010 FEMA publication titled "Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters," unless it is superseded by more current FEMA guidance.

- General population shelters established and managed by the ARC will be open to the general public and will allow individuals with service animals.
- Functional needs populations will receive considerable media attention during disasters and emergencies; therefore, support activities related to functional needs populations will also receive considerable scrutiny as the incident progresses.

**Key Resources.** The following key resources (i.e., organizations, programs, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to addressing functional needs populations during state-level evacuation and mass shelter support operations:

Statewide Functional Needs Populations Listing. Attachment 4 to this plan contains a statewide listing of various functional needs populations, by county and municipal emergency management / homeland security program. This information can be used for macro-estimations of evacuation and mass shelter needs for functional needs populations in each jurisdiction.

MOSA / AAA Frail Homebound Seniors List. The MOSA and its counterpart AAAs maintain current lists of frail homebound seniors covering all parts of the state. If an evacuation is required, these individuals in the affected areas can be quickly identified from the lists and appropriate assistance can be rendered.

**Note:** Unless their lives are in imminent danger, in-place sheltering of these individuals may be the preferred protective action in most cases.

Michigan Rehabilitation Services. Michigan Rehabilitation Services (MRS), housed within the MDHS, provides a wide array of assistance services to persons with disabilities to enable them to gain employment and function independently. The MRS also operates the Michigan Career and Technical Institute (MCTI) for eligible adults who have a physical, mental, or emotional disability. The MCTI provides vocational and technical training programs and supportive services to prepare persons with disabilities for gainful employment. Any of these programs would be available to long-term evacuees with qualifying disability status. MRS counselors are also available at the 25 Michigan Works! Service Centers located around the state.

Division on Deaf and Hard of Hearing. The MDCR Division on Deaf and Hard of Hearing (DDHH) provides services to and advocates on behalf of deaf / hard of hearing individuals. The DDHH can provide assistance to deaf / hard of hearing evacuees in a mass shelter or other shelter setting.

Bureau of Services for Blind Persons. The Bureau of Services for Blind Persons, housed within the MDLARA, provides services to blind or visually impaired individuals so that they can achieve employability and/or function independently. The Bureau can provide assistance to blind / visually impaired evacuees in a mass shelter or other shelter setting.

MDOE (Michigan School for Deaf). The MDOE operates the Michigan School for the Deaf, located in Flint, which could be of assistance to school-age long-term evacuees who are deaf.

Cultural Organizations. Coordination with appropriate cultural organizations will be accomplished early in evacuation and mass shelter operations, as required, to ensure that non-English speaking and/or traditionally “non-mainstream” populations are aware of the need to evacuate and the locations of shelter facilities. If circumstances allow, consideration will be given to designating shelter space for culturally-adherent individuals and groups so that they may continue traditional customs and practices; however, this may not always be possible.

ARC / NGOs. The ARC, MIVOAD, Salvation Army and other NGOs may provide limited support in the care of functional needs populations in shelters. This support may include human and material resources or sheltering guidance. The “Initial Intake and Assessment Tool” developed by the ARC and U.S. Department of Health and Human Services (HHS) can be utilized to assist shelter workers screen individuals to help determine needs of functional needs clients.

Church / Religious Organizations. Coordination with appropriate church / religious organizations will be accomplished, as deemed necessary, to identify and attempt to meet the needs of individuals or groups that have “non-traditional” religious beliefs and/or customs and practices that might be considered disruptive or undesirable in a traditional mass shelter setting. If incident circumstances allow for the accommodation of these functional needs, then such efforts will be made.

Interpreter / Translator Services. Interpreter / translator services for functional needs evacuees may be arranged through several state departments / agencies, the ARC and/or other NGOs:

- The MDHS can arrange for interpreters / translators for non-English speaking evacuees through its internal staff with bilingual capabilities and/or through the use of contracted or volunteer services
- The MDHS Michigan Community Service Commission may be able to arrange for interpreters / translators through its cadre of volunteers
- The MDCR Division on Deaf and Hard of Hearing can arrange for interpreters for deaf / hard of hearing evacuees
- The MDLARA Bureau of Services for Blind Persons can provide services to assist blind / visually impaired evacuees
- The MDCH (Michigan) Volunteer Registry can be searched to identify potential volunteers with bilingual capabilities
- Within the MDCR, the Hispanic / Latino Commission of Michigan, Michigan Asian Pacific American Affairs Commission, and Michigan Council on Arab Chaldean American Affairs may have bilingual staff available for service or may be able to assist in identifying other appropriate individuals that can provide bilingual services
- The ARC, MIVOAD, and other NGO partners may be able to provide or locate individuals with bilingual capabilities to assist in a shelter setting
- During federally-declared incidents under the Stafford Act, FEMA may be able to provide bilingual interpreters / translators or individuals to assist in communicating with other functional needs evacuees through its cadre of disaster employees and/or via mission assignment to a federal agency that has such resources available

EMAC / MEMAC. If necessary, specific types of support services for functional needs populations can be arranged by the MSP/EMHSD through the national EMAC and/or state-level MEMAC.

SART / CARTs. As described in the MEMP Animal Care Support Plan, the State Animal Response Team (SART) and County / Community Animal Response Teams (CARTs) will be mobilized as necessary to address animal care and support issues during evacuation and mass shelter operations. (Refer to the MEMP Animal Care Support Plan.)

**Note:** Persons with service animals and/or pets / companion animals are considered a functional needs population.

**Tasks and Execution.** In addition to the task assignments listed under the ESFs and relevant Disaster-Specific Procedures, plan partners should consider the following task assignments with regard to functional needs populations. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

#### **EXECUTIVE OFFICE (GOVERNOR):**

- **Solicit donations of goods and/or services to support functional needs populations.** If required, the Governor may solicit (through the State's donations web site, the media and/or direct contact with resource providers) the donation of goods and/or services to aid in the care and/or sheltering of functional needs populations affected by the incident. This general appeal approach will only be employed as part of a comprehensive logistics / donations management strategy and coordinated public information campaign implemented through the SEOC, and then only if the traditional means of resource augmentation (e.g., MEMAC / EMAC, NGOs, federal agencies, etc.) are not likely to result in the timely receipt of the quantities and/or types of resources required.

**Note:** If a general appeal for donations of goods and services is made, then the MSP/EMHSD and MDHS will implement the Michigan Disaster Logistics and Donations Management Plan to handle the influx of donated goods and services that are likely to occur over a short period of time.

#### **MSP/EMHSD:**

- **Procure resources through the EMAC / MEMAC, as appropriate.** The MSP/EMHSD will seek resources through the EMAC and/or MEMAC, the ARC and other NGOs, or the federal government (under a Stafford Act declaration), as appropriate, to fill identified resource or capability gaps for the care of functional needs populations. This may include but is not limited to the following:
  - Wheelchairs, beds, and related equipment for physically disabled individuals
  - Transportation services for physically disabled individuals
  - Interpreter / translator services for non-English speaking, deaf / hard of hearing, or blind individuals
  - Animal care resources (refer to MEMP Animal Care Support Plan)
  - Health and medical services for specific targeted populations
- **Coordinate the identification and procurement of temporary housing resources, as required.** The MSP/EMHSD will work with appropriate state departments / agencies, NGO partners, and advocacy organizations to ensure that functional needs populations have adequate facilities in mass shelters, or in smaller-scale settings to accommodate specific needs or conditions. (Refer to the Resource Support ESF.)

- **Monitor the provision of human services in Presidentially-declared disasters.** The SIAO will monitor the provision of human services to ensure that functional needs populations are being provided with the full range of services required to meet their basic needs. (Refer to the Human Services ESF.)
- **Identify the full range of affected functional needs populations.** The MSP/EMHSD will coordinate SEOC efforts to identify the full range of functional needs populations that may be affected by the initiating incident. Attachment 3 to this plan, discussions with involved advocacy agencies and NGOs, and incident assessment information will provide the basis for making this determination.

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Coordinate the use of fairground facilities for mass shelter operations.** If required, the MDARD could act as a liaison to coordinate use of county fairground facilities for mass shelter operations. Fairgrounds facilities could be used for mass shelters or to provide support to mass shelter operations. If required, smaller, segregated space at fairground facilities used as mass shelters could be designated for functional needs populations that would not necessarily work well in a larger mass shelter environment. The MDARD maintains management contacts with county fair boards and fair / exposition industry associations.
- **Identify vacant migrant labor housing for use as temporary shelter for evacuees.** Although these housing units are very basic in terms of amenities (and their availability depends on growing season considerations), they could be used as temporary shelter for families or certain functional needs individuals who would not necessarily work well in a mass shelter environment.
- **Assist with and coordinate animal care and animal health in shelters.** The MDARD will work with the State Animal Response Team (SART) and involved County / Community Animal Response Teams (CARTs) and veterinary care providers to address identified care issues for evacuee companion or service animals. This may include (but is not limited to) the coordination of required vaccinations and licensing, temporary sheltering and care of animals, and the development and/or dissemination of information materials for pet owners regarding state and local animal laws and regulations. (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)

**Note:** Persons with service animals and/or pets / companion animals are considered a functional needs population.

**MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** The sheltering, care and treatment of functional needs populations may bring about legal issues that will require prompt analysis and resolution. The MDAG representative in the SEOC will be relied upon to provide this service, supported by MDAG legal staff in the agency's ECC. (Refer to the Direction and Control ESF.)

**MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** The sheltering, care and treatment of functional needs populations may create situations that are deemed (rightly or otherwise) to be violations of basic civil rights and/or federal and/or state laws and regulations pertaining to specific functional needs populations. The MDCR will investigate alleged civil rights violations

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pertaining to shelter facility admittance and/or accommodations, as well as the operation and general living environment of shelter facilities. (Refer to the Human Services ESF.)

- **Monitor and advocate for the recovery needs of individuals with disabilities.** The MDCR Division on Deaf and Hard of Hearing can provide assistance to deaf / hard of hearing individuals in a mass shelter or other shelter setting. (Refer to the Human Services ESF.)
- **Provide interpreter / translator services, as required.** Functional needs advocacy commissions housed within the MDCR may be able to provide interpreter / translator services to functional needs evacuees:
  - The Division on Deaf and Hard of Hearing can arrange for interpreters for deaf / hard of hearing individuals
  - The Hispanic / Latino Commission of Michigan may have bilingual staff available and/or can assist in identifying bilingual services for Spanish speaking individuals
  - The Michigan Asian Pacific American Affairs Commission may have bilingual staff available and/or can assist in identifying bilingual services for non-English speaking Asian Pacific Americans
  - The Michigan Council on Arab Chaldean American Affairs may have bilingual staff available and/or can assist in identifying bilingual services for non-English speaking Arab Chaldean Americans

The MDCR EMC can arrange for these services upon request through the SEOC.

## MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):

- **Facilitate the deployment of volunteer health professionals for emergency response.** The MDCH Volunteer Registry can be utilized to identify and mobilize volunteer health professionals and other volunteers with specific skill sets suited for functional needs populations. This may include but is not limited to the following:
  - Persons skilled at working with physically and/or mentally challenged individuals and/or with a willingness to do so
  - Transportation services for physically challenged individuals
  - Interpreter / translator services for non-English speaking, deaf / hard of hearing, or blind individuals
  - Animal care assistance for individuals with companion / service animals (refer to MEMP Animal Care Support Plan)
  - Health and medical service practitioners for specific targeted populations

The MDCH EMC can arrange for database searches upon request through the SEOC. (Refer to the Health and Environmental Protection ESF.)

- **Coordinate appropriate medical services (for functional needs populations).** The MDCH will work with appropriate agencies and organizations to identify and address the unique health / medical care requirements of affected functional needs populations. Services will be coordinated through the MDCH Regional Healthcare Coalitions, local medical and health agencies, and involved federal and/or NGO medical and health resources. (Refer to the Health and Environmental Protection ESF.)

- **Identify and make available shelter space in state inpatient mental health facilities, as required.** The MDCH operates several inpatient mental health facilities which could potentially have space available in non-secure areas of the facility to temporarily house functional needs evacuees until more appropriate space is identified in other locations.

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.** Of particular concern are frail, homebound seniors. The MOSA and AAAs will identify and ensure these individuals are appropriately cared for during the evacuation and mass shelter operations. In most cases, in-place sheltering may be the appropriate option. If that option is implemented, the MOSA and AAAs will ensure that the basic sustenance needs of homebound seniors are provided for. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Identify and make available shelter space in state correctional facilities, as required.** State correctional facilities could potentially have space available in non-secure areas of the facility to temporarily house functional needs evacuees until more appropriate space is identified in other locations.
- **Provide resources to support emergency operations.** If required, resources from state correctional facilities and/or Correctional Industries may be used to support functional needs populations (but only if MDOC / individual facility needs are adequately met first). This may include but is not limited to the following:
  - Personnel and/or vehicles to transport physically challenged individuals
  - Furniture (e.g., cots, beds, tables, etc.) for physically challenged individuals in shelters
  - Interpreter / translator services for non-English speaking or deaf / hard of hearing individuals
  - Health and medical service practitioners for specific targeted populations

(Refer to the Resource Support ESF.)

- **Support law enforcement activities.** As required, the MDOC Emergency Response Team (ERT) will assist law enforcement and/or private security resources in providing security at shelters housing functional needs populations. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Coordinate use of Michigan School for the Deaf resources to support emergency operations.** The Michigan School for the Deaf in Flint could potentially have space available in dormitories or other non-instructional areas of the facility to temporarily house functional needs evacuees until more appropriate space is identified in other locations.

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Identify human service and/or cultural organizations that may represent functional needs populations.** The MDCH, through its management contacts with various human service and/or functional needs advocacy organizations, may be able to arrange services / assistance for

targeted functional needs populations. This may include but is not limited to organizations that specialize in or represent individuals with:

- Specific mental and/or physical disabilities
- Specific religious, cultural, racial, ethnic, gender or national origin identities
- Specific socio-economic situations

The MDHS EMC can arrange for this assistance upon request through the SEOC.

- **Identify and coordinate volunteer resources for recovery operations.** The Michigan Community Service Commission, through Volunteer Michigan, AmeriCorps, or other programs, will attempt to identify and mobilize volunteers with specific skill sets suited for functional needs populations. This may include but is not limited to the following:

- Persons skilled at working with physically and/or mentally challenged individuals and/or with a willingness to do so
- Transportation services for physically challenged individuals
- Interpreter / translator services for non-English speaking, deaf / hard of hearing, or blind individuals
- Animal care assistance for individuals with companion / service animals (refer to MEMP Animal Care Support Plan)
- Health and medical service practitioners for specific targeted populations

The MDCH EMC can arrange for this assistance upon request through the SEOC. (Refer to the Resource Support ESF.)

**Note:** Availability of volunteers through these various programs will be dependent on existing programmatic commitments and requirements. Also refer to the related task below regarding emergent volunteers.

- **Provide interpreter / translator services, as required.** The MDHS may be able to arrange for targeted interpreter / translator services from several sources:

- Several state departments / agencies have staff with bilingual capabilities and/or represent advocacy organizations that may be able to assist with bilingual needs
- The MDHS Michigan Community Service Commission may be able to arrange for interpreters / translators through its cadre of volunteers
- The ARC, MIVOAD, and other NGO partners may be able to provide or locate individuals with bilingual capabilities
- Interpreters / translators can be arranged through contracted services

(Refer to the Human Services ESF.)

- **Provide vocational rehabilitation services.** Michigan Rehabilitation Services can provide assistance to disabled individuals through the 25 Michigan Works! Service Centers located around the state and/or the Michigan Career and Technical Institute (MCTI), a residential technical / vocational school located in Plainwell. The MCTI also operates a non-residential East Campus in Detroit. (Refer to the Human Services ESF.)
- **Identify and make available shelter space at the Michigan Career and Technical Institute, as required.** The MCTI in Plainwell could potentially have space available in dormitories or other non-instructional areas of the facility to temporarily house functional needs evacuees until more appropriate space is identified in other locations. (Refer to the Human Services ESF.)

- **Implement the Michigan Disaster Donations Management Plan, as required.** The Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) may be implemented (at the discretion of the Governor and/or MSP/EMHSD) if the impacts to and/or needs (actual or perceived) of functional needs populations cause (or are likely to cause) a significant outpouring of unsolicited donations of goods and/or services (including unaffiliated, emergent volunteers). As required, the MSP/EMHSD will provide technical assistance to the MDHS in the implementation of the donations management aspects of this plan. (Refer to the Resource Support ESF.)
- **Identify volunteer opportunities for emergent volunteers.** The Michigan Community Service Commission can assist in matching unaffiliated, emergent volunteers (who desire to assist with functional needs populations in mass shelters) with volunteer opportunities through established NGOs seeking volunteers for such purposes. The Commission will also refer potential volunteers to the MDCH Volunteer Registry as appropriate. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Provide rehabilitation services for the blind.** The Bureau of Services for Blind Persons will advocate for and provide assistance to blind or visually impaired individuals in a mass shelter or other shelter setting. (Refer to the Human Services ESF.)
- **Provide interpreter / translator services, as required.** The Bureau of Services for Blind Persons can provide translator services for blind / visually impaired individuals. The MDLARA EMC can arrange for these services upon request through the SEOC. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Identify and make available shelter space at MDMVA facilities, as required.** The MDMVA operates several facilities that could be used as temporary mass shelters for both in-state and out-of-state evacuees. These facilities include:
  - Fort Custer Training Center located in Augusta
  - Camp Grayling Training Center located in Grayling
  - Alpena Combat Training Center located in Alpena

Although these facilities are suited more for mass shelter operations, very limited provisions for certain functional needs populations could be made if no other viable shelter alternatives were available. In addition, the Dominic Jacobetti Home for Veterans (in Marquette), the Grand Rapids Home for Veterans (in Grand Rapids), as well as local MDMVA armories may have very limited space available for functional needs populations.

**Note:** As the above-referenced military facilities (with the exception of the two veterans homes) are designed primarily for use by able-bodied soldiers and support staff for training and operational activities, the accessibility of certain areas of the facilities for physically-challenged evacuees may be minimal or non-existent. As a result, these facilities would be considered shelters of last resort for certain functional needs populations.

- **Identify and mobilize shelter volunteers from the Michigan Volunteer Defense Force.** The MDMVA can identify and mobilize volunteers for selected mass care operations (including support of functional needs populations) through the Michigan Volunteer Defense Force (MVDF). Since MVDF personnel are involved in many local emergency response activities, availability of MVDF

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assistance will be dependent on existing commitments and requirements. The MDMVA EMC will work with the MVDF to arrange for available volunteers upon specific request through the SEOC. (Refer to the Human Services ESF and Resource Support ESF.)

### **MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide security support at shelters.** As required, MDNR conservation officers will assist law enforcement and/or private security resources in providing security at shelters housing functional needs populations. (Refer to the Human Services ESF and Resource Support ESF.)
- **Identify and provide shelter space at state parks and recreation areas, if required.** Though very basic in terms of amenities and accommodations, selected state park and recreation area cabins (modern and rustic, as available) could be used as temporary shelter for families or certain functional needs individuals who would not necessarily work well in a mass shelter environment. (Refer to the Human Services ESF and Resource Support ESF.)

### **MICHIGAN STATE POLICE (MSP):**

- **Assist in evacuating areas, controlling traffic, and providing security in the affected area.** As required, MSP troopers will assist local law enforcement and/or private security resources in providing security at shelters housing functional needs populations. (Refer to the Public Safety ESF.)
- **Identify and make available shelter space at the MSP Training Academy, as required.** If available, unused / unoccupied rooms at the MSP Training Academy in the State Secondary Complex (Dimondale) could be used to temporarily shelter families or certain functional needs individuals who would not necessarily work well in a mass shelter environment. Although this option would not be available while resident trooper training schools are ongoing, during low utilization times the MSP Training Academy could provide viable temporary shelter accommodations if other shelter options are limited or unavailable.

### **MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Identify and make available shelter space in MDTMB owned / managed facilities, as required.** Selected MDTMB facilities could potentially have space available to temporarily house functional needs evacuees until more appropriate space is identified in other locations. (Refer to the Resource Support ESF.)
- **Provide state-contracted supplies and services to support functional needs population sheltering operations.** If required, the MDTMB will contract for needed supplies and services to support functional needs populations through established vendor lists and procurement processes. (Refer to the Resource Support ESF.)

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**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Secure additional mass transportation resources for evacuations.** If additional transportation resources are required to transport physically challenged or other functional needs individuals to/from designated shelters and/or locations providing essential functions on a regular basis, the MDOT can use its management contacts with local transportation authorities and departments to assist in securing such resources.

**Note:** Availability of local transit resources may be limited, however, as they may already be committed to local response operations.

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide temporary housing assistance for functional needs populations.** (Refer to the Human Services ESF.)

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## **ACCESS CONTROL AND SECURITY CONSIDERATIONS**



**Planning Assumptions Specific to Access Control and Security.** With regard to access control and security efforts during evacuation and mass shelter support operations, it is assumed:

- Without access control and adequate security provisions, it is likely that non-residents will enter evacuated areas and possibly loot unoccupied buildings or engage in other criminal activities. In addition, persons in an evacuated area may unnecessarily place themselves in harm's way and/or possibly threaten overall public safety and security through their actions (intentional or unintentional) while in the area.
- Only individuals that have a legitimate need to be in evacuated areas will be allowed to enter, and then only for a specified purpose and duration.

**Note:** Evacuees will be required to show proper identification (pictured preferable) with a street address listed in order to gain reentry into evacuated areas during an ongoing incident. If necessary, a disaster area pass system will be implemented per MSP Official Order No. 3, or a similar locally-developed system.

- Access control and security positions will be staffed on a 24-hour basis for the duration of the evacuation.
- Access control and security functions are primarily local government law enforcement responsibilities, supplemented by state department / agency law enforcement personnel and/or private security resources when required due to lack of sufficient local personnel resources.

**Key Resources.** The following key resources (i.e., organizations, programs, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to access control and security efforts during state-level evacuation and mass shelter support operations:

MSP Troopers; MDMVA Soldiers; MDNR Conservation Officers; MDOC Corrections Officers. These state resources can be assigned, as needed, through the SEOC to assist local law enforcement personnel with access control.

MSP Disaster Area Pass System. MSP Official Order No. 3 prescribes the use of a disaster area pass system to ensure that only authorized individuals have access to disaster areas. This system may be utilized for access control and security purposes if conditions warrant the implementation of such a system and the affected MSP field commander authorizes implementation.

**Note:** This pass system may supplement (or be used in lieu of) a locally-developed disaster area pass system.

MDOT Resources. The MDOT can provide barricades, electronic message boards and other traffic control devices to support access control efforts.

Online Volunteer Registries. The Michigan Volunteer Registry, administered by the MDCH, and Volunteer Michigan, administered by the Michigan Community Service Commission (MCSC), can be searched as necessary to obtain the names of individuals that are trained and experienced in law enforcement and/or security, and/or that have expressed an interest in volunteering for access control and/or security support operations. The MSP/EMHSD will work with the MDCH to generate and vet a list of possible candidates for available positions based on situational needs.

Other Volunteer Sources. Other potentially available sources for volunteers to assist with access control and/or security support operations include but are not limited to:

- MIVOAD, through its various member organizations
- Michigan Citizen Corps, through Community Emergency Response Teams (CERTs)
- MCSC, through the AmeriCorps program and Local Volunteer Centers
- Area Agencies on Aging (AAAs), for senior volunteers
- Michigan Volunteer Defense Force (MVDF)
- Community-based groups (e.g., school or church-affiliated, service clubs, etc.)

**Note:** It is recognized that these volunteers have no legal authority to enforce access control and/or security restrictions.

**Tasks and Execution.** In addition to the task assignments listed under the ESFs and relevant Disaster-Specific Procedures, plan partners should consider the following task assignments with regard to access control and security. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

#### **EXECUTIVE OFFICE (GOVERNOR):**

- **Control access to the disaster area.** Under 1976 PA 390, as amended, MCL 30.405, the Governor is ultimately responsible for determining the protective actions (evacuation or in-place sheltering) that are appropriate for incident circumstances. An essential element of protective action implementation is the establishment and enforcement of access control points to prevent unwarranted ingress into the affected area. The Governor's authority under MCL 30.405 also allows the Governor to: 1) prescribe the routes, modes, and destination of transportation in connection with an evacuation; and 2) control ingress and egress to and from a stricken or threatened area, remove persons within the area, and control occupancy of premises within the area. The section further states: "A person who willfully disobeys or interferes with the implementation of a rule, order, or directive issued by the Governor pursuant to this section is guilty of a misdemeanor." The Governor's SEOC representative will work with the MSP/EMHSD, the MSP and MDOT, and local law enforcement and public works in identifying the most appropriate access control points for a state-initiated evacuation. The affected state departments / agencies will provide input on the most suitable access control points based on relevant factors (e.g., roadway design, functionality and capacity; the speed of onset and direction of anticipated impacts; etc.). (Refer to the Direction and Control ESF.)

#### **MSP/EMHSD:**

- **Identify access control points.** The MSP/EMHSD will work with the Governor's SEOC representative, the MSP and MDOT, and local law enforcement and public works in identifying the

most appropriate access control points for a state-initiated evacuation or in-place sheltering operation. The affected state departments / agencies will provide input on the most suitable access control points based on relevant factors (e.g., roadway design, functionality and capacity; the speed of onset and direction of anticipated impacts; etc.).

- **Identify and mobilize volunteers from the Michigan Citizen Corps program.** The MSP/EMHSD (as the state coordinating agency for the Michigan Citizen Corps) can assist in identifying and mobilizing Michigan Citizen Corps volunteers to assist local and state law enforcement in staffing access control points and/or otherwise providing support to access control operations. Volunteers will be provided through local Citizen Corps Councils / Community Emergency Response Teams (CERTs) around the state. The MSP/EMHSD will work with the local jurisdiction EMC and CERT coordinator to arrange for available volunteers upon specific request through the SEOC.

Other possible sources of volunteer resources the MSP/EMHSD will consider for access control and/or security support operations include but are not limited to:

- MIVOAD, through its various member organizations
- MCSC, through the AmeriCorps program and Local Volunteer Centers
- Area Agencies on Aging (AAAs), for senior volunteers
- Michigan Volunteer Defense Force (MVDF)
- Community-based groups (e.g., school or church-affiliated, service clubs, etc.)

**Note:** It is recognized that these volunteers have no legal authority to enforce access control and/or security restrictions.

**MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** Access control, security, and reentry activities may bring about legal issues that will require prompt analysis and resolution. The MDAG representative in the SEOC will be relied upon to provide this service, supported by MDAG legal staff in the agency's ECC. (Refer to the Direction and Control ESF.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Identify volunteer opportunities for emergent volunteers.** The MDCH Voluntary Registry can be used to match unaffiliated, emergent volunteers (who desire to assist in access control and/or security operations) with volunteer opportunities through local law enforcement agencies seeking volunteers for such purposes. The MDCH will also refer potential volunteers to the MDHS / Michigan Community Service Commission as appropriate. (Refer to the Resource Support ESF.)

**Note:** It is recognized that these volunteers have no legal authority to enforce access control and/or security restrictions.

- **Identify access control issues relative to the continued operation of state inpatient mental health facilities.** State inpatient mental health facilities located within the designated evacuation area may or may not be evacuated – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. Facilities that remain operational will require access by facility staff at designated shift change intervals. The MDCH EMC will work with the MSP and other appropriate SEOC staff to develop access protocols for MDCH staff (with proper identification) so that they can pass through access control points in an expedient manner.

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Identify access control issues relevant to the senior population.** As primary SEOC advocate for the senior population, the MOSA will assist other SEOC staff in identifying potential issues caused by access control and security measures that may have particular negative impact on seniors, and identifying solutions to those issues.

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Identify access control issues relative to the continued operation of state correctional facilities.** State correctional facilities located within the designated evacuation area may or may not be evacuated – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. Facilities that remain operational will require access by facility staff at designated shift change intervals. The MDOC EMC will work with the MSP and other appropriate SEOC staff to develop access protocols for MDOC staff (with proper identification) so that they can pass through access control points in an expedient manner.
- **Support law enforcement activities.** As required, the MDOC Emergency Response Team (ERT) will assist law enforcement and/or private security resources in providing security at access control points and in the evacuated area. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Identify access control issues relative to the continued operation of the Michigan School for the Deaf.** The Michigan School for the Deaf may or may not be evacuated during an evacuation involving the Flint area – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. If the facility remains operational, access will be required by facility staff at designated shift change intervals. The MDOE EMC will work with the MSP and other appropriate SEOC staff to develop access protocols for MDOE (or facility contractor) staff (with proper identification) so that they can pass through access control points in an expedient manner.

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Identify and coordinate volunteer resources for recovery operations.** The Michigan Community Service Commission can identify and mobilize volunteers for access control and/or security support operations through Volunteer Michigan, AmeriCorps, or other programs. In addition, volunteers from the ARC, MIVOAD, and other NGOs can be arranged upon specific request through the SEOC. (Refer to the Resource Support ESF.)

**Note:** Availability of volunteers through these various programs will be dependent on existing programmatic commitments and requirements. Also refer to the related task below regarding emergent volunteers.

- **Identify volunteer opportunities for emergent volunteers.** The Michigan Community Service Commission can assist in matching unaffiliated, emergent volunteers (who desire to assist in access control and/or security support operations) with volunteer opportunities through local law enforcement agencies seeking volunteers for such purposes. The Commission will also refer potential volunteers to the MDCH Volunteer Registry as appropriate. (Refer to the Resource Support ESF.)

- **Identify access control issues relative to the continued operation of state training and rehabilitation facilities.** State training and rehabilitation facilities (juvenile justice centers) located within the designated evacuation area may or may not be evacuated – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. Facilities that remain operational will require access by facility staff at designated shift change intervals. The MDHS EMC will work with the MSP and other appropriate SEOC staff to develop access protocols for MDHS (or facility contractor) staff (with proper identification) so that they can pass through access control points in an expedient manner.
- **Identify access control issues relative to the continued operation of the Michigan Career and Technical Institute.** The MCTI may or may not be evacuated during an evacuation involving the Plainwell and Detroit areas – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. If either facility remains operational, access will be required by facility staff at designated shift change intervals. The MDHS EMC will work with the MSP and other appropriate SEOC staff to develop access protocols for MDHS (or facility contractor) staff (with proper identification) so that they can pass through access control points in an expedient manner.

#### **MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Provide security support (for access control and in the evacuated area).** As required, MDMVA soldiers will assist law enforcement and/or private security resources in providing security at access control points and/or in the evacuated area. (Refer to the Resource Support ESF and Public Safety ESF.)
- **Identify and mobilize volunteers from the Michigan Volunteer Defense Force (for access control and/or security support).** The MDMVA can identify and mobilize MVDF volunteers to assist local and state law enforcement in staffing access control points and/or otherwise providing support to access control operations. Since MVDF personnel are involved in many local emergency response activities, availability of MVDF assistance will be dependent on existing commitments and requirements. The MDMVA EMC will work with the MVDF to arrange for available volunteers upon specific request through the SEOC. (Refer to the Resource Support ESF.)
- **Identify access control issues relative to the continued operation of the Jacobetti and Grand Rapids Homes for Veterans.** The Jacobetti and Grand Rapids Homes for Veterans may or may not be evacuated during an evacuation involving the Marquette and/or Grand Rapids areas (respectively) – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. If the facilities remain operational, access will be required by facility staff at designated shift change intervals. The MDMVA EMC will work with the MSP and other SEOC staff to develop access protocols for MDMVA (or facility contractor) staff (with proper identification) so that they can pass through access control points in an expedient manner.

#### **MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Support law enforcement activities.** As required, MDNR conservation officers will assist law enforcement and/or private security resources in providing security at access control points and/or in the evacuation area. (Refer to the Public Safety ESF.)

**MICHIGAN STATE POLICE (MSP):**

- **Enforce the Governor’s emergency authorities.** The MSP will enforce the Governor’s emergency authorities with regard to access control and security in accordance with 1976 PA 390, as amended, MCL 30.407. (Refer to the Public Safety ESF.)
- **Assist in evacuating areas, controlling traffic, and providing security in the affected area.** As required, the MSP will assist local law enforcement and/or private security resources in:
  - Identifying access control points for a state-initiated evacuation or in-place sheltering operation (in conjunction with the MSP/EMHSD, MDOT, and local law enforcement and public works)
  - Providing security at access control points and/or in the evacuated area
  - Controlling traffic at access control points and/or in the evacuated area
  - With the concurrence of other participating law enforcement and/or security resources, implementing the disaster area pass system prescribed in MSP Official Order No. 3.

(Refer to the Public Safety ESF.)

**Note:** The affected MSP District Headquarters will provide input on the most suitable access control points based on relevant factors (e.g., roadway design, functionality and capacity; the speed of onset and direction of anticipated impacts; etc.).

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Identify access control issues relative to the continued operation of critical state functions at state office facilities.** Critical state functions (at state office facilities) located within the designated evacuation area may or may not be evacuated – depending on such factors as the initiating conditions, anticipated consequences, and the anticipated evacuation timeframe. Facilities / functions that remain operational will require access by facility staff at designated shift change intervals. The MDTMB EMC will work with the MSP and other appropriate SEOC staff to develop access protocols for MDTMB (or facility contractor) staff (with proper identification) so that they can pass through access control points in an expedient manner.

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.** The affected MDOT Region Office will assist the MSP/EMHSD, MSP, and local law enforcement and public works in identifying the most appropriate access control points (involving state highways) for an evacuation or in-place sheltering operation. (Refer to the Public Works and Engineering ESF.)

**Note:** The MDOT Region Office will provide input on the most suitable access control points based on relevant factors (e.g., roadway design, functionality and capacity; speed of onset and direction of anticipated impacts; etc.) – including the location of construction zones which may affect access to/from the evacuated area.

- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** Limitations / restrictions will be put in place as required during evacuation operations. Vehicular traffic will be limited / restricted through the implementation of access control points (see related task assignment above). (Refer to the Public Works and Engineering ESF.)

- **Provide resources to support emergency operations.** The MDOT can provide barricades, electronic message boards, and other traffic control devices, as required, to support access control and/or security efforts. (Refer to the Resource Support ESF.)

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## EVACUEE REENTRY CONSIDERATIONS



**Planning Assumptions Specific to Evacuee Reentry.** With regard to evacuee reentry during evacuation and mass shelter support operations, it is assumed:

- A phased reentry process may be required if a large number of evacuees are involved.
- Limited duration evacuee reentry (e.g., to obtain needed items, check on pets and property, etc.) will be allowed if conditions in the affected area have stabilized and threats to public safety and health have been significantly reduced.
- Final unrestricted reentry will be allowed when threats to public safety and health have been eliminated permanently or to a level deemed acceptable.
- Evacuees will be required to show proper identification (pictured preferable) with a street address listed in order to gain reentry into evacuated areas during an ongoing incident.
- Reentry (access control) checkpoints will be staffed on a 24-hour basis for the duration of the evacuation.
- Reentry is primarily a local government law enforcement responsibility, supplemented by state department / agency law enforcement support personnel when required due to lack of sufficient local personnel resources.

**Note:** Non-law enforcement personnel may be used for reentry purposes but it is recognized that they have no legal authority to enforce reentry restrictions.

**Key Resources.** The same key resources identified as being potentially relevant to access control and security activities are also relevant to the evacuee reentry process. Refer to the “Access Control and Security Considerations” section for details.

**Tasks and Execution.** In addition to the task assignments listed under the ESFs and relevant Disaster-Specific Procedures, plan partners should consider the following task assignments with regard to reentry to evacuated areas. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

### **EXECUTIVE OFFICE (GOVERNOR):**

- **Develop a reentry strategy.** Once danger to the public has been sufficiently minimized or eliminated, the Governor’s SEOC representative will work with the MSP/EMHSD, other appropriate plan partners, and the affected local jurisdiction(s) to develop a reentry strategy (for a

state-initiated evacuation) that clearly defines reentry conditions and time frames. Protection of public health, safety, and general well-being will be the determinant factor in the development and implementation of this strategy. The reentry strategy will be communicated as quickly as possible to the access control- and security-providing agencies for immediate or phased implementation. This authority is prescribed in 1976 PA 390, as amended, MCL 30.405 (g), which empowers the Governor to, "Control ingress and egress to and from a stricken or threatened area, removal of persons within the area, and the occupancy of premises within the area." Under MCL 30.405 (2), "A person who willfully disobeys or interferes with the implementation of a rule, order, or directive issued by the Governor pursuant to this section is guilty of a misdemeanor." (Refer to the Direction and Control ESF.)

**MSP/EMHSD:**

- **Implement, monitor, and report on the reentry strategy.** The MSP/EMHSD will implement the reentry strategy (see related Executive Office task assignment above) and monitor and report on reentry conditions and progress. The reentry strategy may prescribe an immediate or phased reentry process. Monitoring will occur via the MI CIMS, field reports from involved responders, and media reports (including social media). Reporting will occur via the appropriate MI CIMS boards, and through public information releases. Impediments to reentry (potential or actual) will be identified and resolved as quickly as possible through the SEOC and the affected local jurisdiction(s) EOC(s). The MSP/EMHSD will continue to monitor and report on reentry activities until reentry is completed.

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and the agricultural environment.** The MDARD will, as required, provide guidance and direction on food, animal, and crop issues during reentry. Depending on the nature of the incident, there may be quarantines, orders and embargoes issued by the MDARD on food products, crops and animals (including livestock) to limit the movement and potential spread of contamination. Potential reentry issues could include the disposal of food and agricultural products and livestock, and care of animals within the impacted area. The MDARD will provide guidance and direction on and help coordinate these issues with the SEOC and JIC to provide for the timely dissemination of reentry information to returning evacuees. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** Access control, security, and reentry activities may bring about legal issues that will require prompt analysis and resolution. The MDAG representative in the SEOC will be relied upon to provide this service, supported by MDAG legal staff in the agency's ECC. (Refer to the Direction and Control ESF.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Issue health advisories and protective action guides to the public.** Even after evacuees return to their homes and businesses, the initiating incident may have left conditions within the evacuation area that require the implementation of short- and/or long-term preventive measures to protect public health. The MDCH will work with the affected local health departments and with other governmental or nongovernmental health partners to develop and disseminate incident-specific protective action guidelines to the general public. All appropriate means of dissemination

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will be utilized to ensure the widest possible distribution of this information. (Refer to the Health and Environmental Protection ESF.)

- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** The MDCH will monitor and track the reentry of evacuated health / medical care facilities (public and private), including MDCH in-patient mental health facilities. The MDCH will provide periodic updates to SEOC staff and for incident status reports. The MDCH will also provide technical assistance, as required, to aid in the reentry of evacuated facilities. (Refer to the Information and Planning ESF.)

### **MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Identify and articulate reentry issues specific to the elderly.** During the reentry process and immediately afterward, there may be issues identified that are specific to the elderly. The MOSA will work with the Area Agency on Aging (AAA) for each affected jurisdiction to identify and communicate those issues to SEOC officials for discussion and eventual resolution.

### **MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Provide assessment information on damaged state facilities and impacted state functions.** The MDOC will monitor and track the reentry of evacuated correctional facilities, including local jails. The MDOC will provide periodic updates to SEOC staff and for incident status reports. The MDOC will also provide technical assistance, as required, to aid in the reentry of evacuated facilities. (Refer to the Information and Planning ESF.)
- **Support law enforcement activities.** As required, the MDOC Emergency Response Team (ERT) will assist law enforcement and/or private security resources in providing security at access control points and in the evacuation area during the reentry process.

### **MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Provide assessment information on damaged state facilities and impacted state functions.** The MDOE will monitor and track the reentry of the Michigan School for the Deaf if facility evacuation was required. The MDOE will provide periodic updates to SEOC staff and for incident status reports. (Refer to the Information and Planning ESF.)

### **MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Provide assessment information on damaged state facilities and impacted state functions.** The MDHS will monitor and track the reentry of evacuated state training and rehabilitation (juvenile justice) facilities, and the Michigan Career and Technical Institute (MCTI). The MDHS will provide periodic updates to SEOC staff and for incident status reports. (Refer to the Information and Planning ESF.)

### **MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Provide assessment information on damaged state facilities and impacted state functions.** The MDMVA will monitor and track the reentry of the Jacobetti and Grand Rapids Homes for Veterans if facility evacuation was required. The MDMVA will provide periodic updates to SEOC staff and for incident status reports. (Refer to the Information and Planning ESF.)

- **Provide security support (for reentry).** As required, MDMVA soldiers will assist law enforcement and/or private security resources in providing security at access control points and in the evacuation area during the reentry process. (Refer to the Resource Support ESF and Public Safety ESF.)

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide assessment information on damaged state facilities and impacted state functions.** The MDNR will monitor and track the reentry of evacuated state parks and recreation areas. The MDNR will provide periodic updates to SEOC staff and for incident status reports. (Refer to the Information and Planning ESF.)
- **Support law enforcement activities.** As required, MDNR conservation officers will assist law enforcement and/or private security resources in providing security at access control points and in the evacuation area during the reentry process. (Refer to the Public Safety ESF.)

**MICHIGAN STATE POLICE (MSP):**

- **Enforce the Governor’s emergency authorities.** As required, MSP uniformed personnel will enforce the Governor’s emergency authorities related to evacuation reentry or other emergency provisions to the extent allowed under 1976 PA 390, as amended, MCL 30.405, 30.407, and 30.421. (Refer to the Public Safety ESF.)
- **Assist in evacuating areas, controlling traffic, and providing security in the affected area.** As required, the MSP will assist local law enforcement and/or private security resources in:
  - Providing security at access control points and/or in the evacuated area during the reentry process
  - Controlling traffic at access control points and/or in the evacuated area during the reentry process
  - With the concurrence of other participating law enforcement and/or security resources, implementing the disaster area pass system prescribed in MSP Official Order No. 3.

(Refer to the Public Safety ESF.)

- **Provide specialized resources to support emergency operations.** The MSP will provide aircraft (helicopter and/or fixed-wing), as required, to conduct aerial over-flights of evacuation reentry operations. These over-flights will be conducted to monitor traffic flow, identify traffic impediments, and assess the overall status of the reentry. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Provide assessment information on damaged state facilities and impacted state functions.** The MDTMB will monitor and track the reentry of evacuated state facilities under MDTMB authority. The MDTMB will provide periodic updates to SEOC staff and for incident status reports. (Refer to the Information and Planning ESF.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.** The affected MDOT Region Office will assist the MSP/EMHSD, MSP, and local law enforcement and public works in the formulation and implementation of traffic control measures on designated routes to facilitate a rapid and orderly evacuation reentry process. This includes control of traffic signals and other devices, detours around potential impediments (e.g., construction zones) and/or mitigation of impediments, signage and message boards, and other appropriate measures. (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** Limitations / restrictions put in place during evacuation operations will be rescinded or amended as appropriate during the reentry process. (Refer to the Public Works and Engineering ESF.)
- **Provide resources to support emergency operations.** The MDOT can provide barricades, electronic message boards, and other traffic control devices, as required, to support reentry. (Refer to the Resource Support ESF.)

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## EVACUEE ASSIMILATION (LONG-TERM)



**Planning Assumptions Specific to Long-Term Evacuee Assimilation.** With regard to long-term evacuee assimilation subsequent to evacuation and mass shelter support operations involving residents from other states or Michigan residents relocating from one in-state jurisdiction to another, it is assumed:

- A mass evacuation operation involving residents from other states (i.e., due to a catastrophic incident) should result in a federal major disaster or emergency declaration under the Stafford Act.

**Note:** Under that declaration, some of the initial (immediate recovery phase) costs to the State of Michigan associated with the evacuee assimilation process will be paid by the federal government under Stafford Act or other appropriate authorities. However, longer-term costs associated with the new residents will likely have to be borne by the affected local governments and/or steward state departments / agencies.

- During federal government-facilitated mass evacuations, the State of Michigan leadership will not agree to accept more out-of-state evacuees than it can reasonably accommodate or afford to accommodate.

**Note:** Accepting more evacuees than can be reasonably accommodated will create significant logistical and financial problems within this state. In addition, the residents of Michigan, and specifically local jurisdictions in Michigan targeted to accept large out-of-state evacuee populations, should not have to bear the additional burden for evacuee costs that could (or should) be paid by the federal government and/or the incident-impacted state(s).

- Although most out-of-state evacuees will eventually return to their home state, a small percentage of evacuees likely will stay and become permanent residents of Michigan.

**Note:** The percentage of evacuees that will stay in the state and become residents is difficult to pre-determine, as each incident has differing circumstances. These new residents will be treated in the same manner as any other resident of Michigan in terms of provision of governmental assistance.

- Evacuee assimilation activities could last from several days to several months in duration.
- Many out-of-state evacuees will be in need of immediate and possibly regular medical and health care due to pre-existing conditions and/or incident-related impacts. This includes the need for mental health counseling and treatment.

**Note:** The costs associated with such care will be borne by either the federal government (initially), the incident-impacted state(s) under the EMAC or separate agreement, or by evacuee private health insurance. The State of Michigan and/or its affected local governments will not be expected to absorb additional expenses for evacuee medical and health care, while they are housed temporarily in Michigan, without reimbursement by a responsible third party.

- The State of Michigan will be responsible for registering out-of-state evacuees officially designated to the State by the federal government and/or the incident-impacted state(s) for the purposes of providing assistance and maintaining security at temporary shelter facilities.

**Note:** The State of Michigan is not responsible for tracking or monitoring the whereabouts or activities of registered evacuees once they leave (of their own volition) the controlled confines of state-sponsored shelter facilities. The exception to this would be minor children temporarily separated from their family or orphaned due to incident conditions. These children will be placed in temporary custody of the State per standard Michigan Department of Human Services procedure.

- Evacuees from an incident-impacted state brought to Michigan by a third party (e.g., private citizens, church, relief organization, etc.) and not officially sanctioned by the State of Michigan will remain the responsibility of that third party for the purpose of providing initial (first 72 hours in the state) support services such as shelter, food, clothing, and other basic sustenance.

**Note:** "Unofficial" evacuees will be transitioned to State support, to the extent available resources allow, once officially-sanctioned evacuees are processed. The State of Michigan is not responsible for tracking or monitoring the whereabouts or activities of out-of-state evacuees – whether "official" or "unofficial" in status – once they leave (of their own volition) the controlled confines of state-sponsored shelter facilities.

- Intrastate evacuations (i.e., evacuating residents from one Michigan jurisdiction to another) will not require an extensive evacuee assimilation process.

**Note:** State department / agency support will still likely be required to aid in locating temporary housing, finding employment, amending state program registrations (if movement from one county to another occurred), and obtaining food and other basic sustenance.

**Long-Term Evacuees: Transitional Phases.** Out-of-state evacuees that come to Michigan due to a catastrophic incident in their home state (or in-state evacuees that relocate to another area of Michigan for the same reason) will require shelter and care for an extended period of time. Depending on the nature, scope, magnitude, severity and expected duration of the initiating incident as well as the nature and size of the evacuated population, this care requirement could last from several days to perhaps several months. The evacuees, regardless of their place of origin or individual circumstance, will move through three distinct phases during the evacuation process. These phases include:

*Phase 1 – Staging, Assessment and Stabilization:* This initial phase is often hectic / chaotic as evacuees are quickly moved out of harm's way and into safe areas. The evacuees are often confused and distraught as they struggle to deal with their new circumstances and what has happened to them, their family, and their property. During this phase the primary focus of state support efforts will be to meet the evacuees; identify and register them; move them into adequate shelter space as soon as possible; assess and address their basic needs; reunite families (as required); and provide them with as much comfort and security as is possible under the incident circumstances. Plan partner responsibilities and task assignments related to this phase are addressed in the "Evacuation Support Considerations" and "Mass Shelter Support Considerations" sections of this plan.

*Phase 2: Transfer to Transitional Living:* This phase is characterized by movement and change as evacuees are transitioned from initial mass shelter settings to more appropriate temporary housing and more definitive actions are taken to address their individual circumstances. During this phase evacuees will have to assess their personal situation and determine if they will be relocating (to Michigan or elsewhere) or if they will be returning to their home area once incident circumstances stabilize. Until they are able to make that final decision and move, the evacuees will have to assimilate to their new area – either temporarily or permanently. Plan partner responsibilities and

task assignments related to this phase are addressed in this “Evacuee Assimilation (Long-Term)” section of the plan.

*Phase 3: Return Home or Establish New Residency:* During this phase evacuees will have made their final decision about whether to stay put, move elsewhere, or return home. Those staying put in Michigan may require additional assimilation assistance as they work to become permanent residents. Those evacuees that choose to move elsewhere or return home may still require state assistance in working with FEMA and/or other agencies to make travel arrangements, resolve federal aid-related concerns, sever Michigan ties, and address other problematic issues that crop up. Plan partner responsibilities and task assignments related to this phase are also addressed in this “Evacuee Assimilation (Long-Term)” section of the plan.

**Key Resources.** The following key resources (i.e., organizations, programs, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to long-term evacuee assimilation efforts subsequent to evacuation and mass shelter support operations involving residents from other states:

ARC / NGOs. The ARC, MIVOAD, Salvation Army and other NGOs may be able to provide limited support to aid in assimilating long-term evacuees to Michigan. This support may include, but is not limited to the following\*:

- Assistance in finding affordable temporary or permanent housing
- Assistance in obtaining food, clothing, furniture, appliances, transportation, and other basic necessities
- Assistance in locating appropriate service providers for unmet personal and/or family needs
- Assistance with crisis counseling and/or locating appropriate providers of mental health and/or medical services
- Assistance with child care services
- Assistance with transport to medical appointments, employment-related appointments, or similar
- Assistance with locating appropriate religious, educational, social / cultural organizations
- Other types of assistance as dictated by incident and/or evacuee circumstances

**\*Note:** Not all NGOs will provide each of these services. Each NGO has a specific range of services which it is authorized to provide and/or capable of providing. Collectively, however, NGOs are generally able to provide a wide array of services and assistance to long-term evacuees to help meet their individual needs.

Online Volunteer Registries. The Michigan Volunteer Registry, administered by the MDCH, and Volunteer Michigan, administered by the Michigan Community Service Commission (MCSC), can be searched as necessary to obtain the names of individuals that are trained and experienced in volunteering to assist individuals with human service needs. The MSP/EMHSD and MDHS will work with the MDCH and/or MCSC to generate and vet a list of possible candidates for available positions based on situational needs.

Other Volunteer Sources. Other potentially available sources for volunteers that may be able to assist long-term evacuees in assimilating to Michigan through ongoing individual contacts after the evacuees leave the initial shelter setting include but are not limited to:

- Michigan Citizen Corps, through Community Emergency Response Teams (CERTs)
- MCSC, through the AmeriCorps program and Local Volunteer Centers
- Area Agencies on Aging (AAAs), for senior volunteers
- Michigan Volunteer Defense Force (MVDF)
- Community-based groups (e.g., school or church-affiliated, service clubs, scouts, etc.)

MDCH Regional Healthcare Coalitions. The MDCH Regional Healthcare Coalitions can assist long-term evacuees in locating appropriate health and medical services in the areas in which they settle after leaving the initial shelter setting. The Coalitions can provide contact information for local health and medical agencies, NGO health and medical resources, private health and medical service providers, hospitals, and nursing homes and other long-term care facilities and services.

Community Mental Health Agencies. Community mental health agencies can provide mental health services to long-term evacuees in conjunction with any involved federal and/or NGO mental health and crisis counseling resources. Assistance is normally provided offsite (in CMH office settings) once shelters are closed.

MDCH. The MDCH administers a variety of health and medical programs (many in conjunction with local health departments) which may be of benefit to long-term evacuees. These include programs related to physical health, mental health and substance abuse, pre- and post-natal care, health insurance and care coverage, and pediatrics (to name just some). In addition, the MDCH maintains vital records (i.e., birth, death, marriage and divorce records) which some long-term evacuees may need to replace records that were damaged or destroyed in the incident. Program-specific information can be disseminated to long-term evacuees at shelters and follow up care can be arranged through appropriate service providers.

Michigan State Housing Development Authority. The MSHDA, housed within the MEDC, administers programs which create and preserve safe and decent affordable housing and address homeless issues. The MSHDA may be able to assist long-term evacuees in finding temporary or permanent housing through its online “Michigan Housing Locator” database (a rental housing search tool) or by working with community-based organizations to identify and make available various types of housing options to meet evacuee needs.

MDOS (Secretary of State offices). Long-term evacuees may need to obtain a Michigan drivers license and/or register as a voter in their new Michigan locale. These arrangements can be made through the closest Secretary of State branch office or in certain circumstances online. If necessary, Secretary of State staff can brief long-term evacuees at their temporary shelters about registration requirements and the registration process – including the types of documentation required to verify individual identity. Since this is normally a time-sensitive function (a drivers license may be needed right away for employment purposes), this service will be provided as soon as possible after the evacuees make their temporary living arrangements in a Michigan locale.

MDOE (School Enrollment / Michigan School for Deaf). The MDOE can work with long-term evacuees to get their children enrolled in local school districts so that they can continue their education while in their new locale in Michigan. In this role, the MDOE can serve as liaison between local and intermediate school districts and the long-term evacuee population, providing the evacuees with both general Michigan educational requirements and locale-specific school enrollment information. The MDOE can also post appropriate information on the MDOE web site for viewing and downloading. Since school enrollment is normally a time-sensitive function, this service can most easily be provided in mass shelters when temporary living arrangements are being made for long-term evacuees. The MDOE also operates the Michigan School for the Deaf, located in Flint, which could be of assistance to school-age long-term evacuees who are deaf or hard-of-hearing.

Michigan Employment Agency. The MDLARA, through the Michigan Works! Agencies, Michigan Talent Bank, and other employment programs and initiatives, can assist long-term evacuees in finding employment and/or enhancing their workforce skills to enable them to enter the job market in

Michigan. Assistance can be provided via online resources and/or through one of the 25 Michigan Works! Service Centers located around the state.

Michigan Unemployment Insurance Agency. The Michigan UIA, housed within the MDLARA, can assist long-term evacuees who have become unemployed as a result of the incident. Assistance can be provided via online resources, via telephone, or at one of the UIA's six Problem Resolution Offices (PROs). (The PROs are located in Detroit, Gaylord, Grand Rapids, Lansing, Livonia, Marquette and Saginaw.)

MDT. In accordance with the Human Services ESF, the MDT can provide tax assistance to long-term evacuees to aid them in determining the state tax implications related to their individual situation (e.g., from casualty losses, unemployment, disability status, change of residence, etc.). This service can be provided through the closest MDT district office, from alternative office space obtained specifically for this purpose, or from a Disaster Recovery Center (DRC) if established. The MDT can also post appropriate information on the MDT web site for viewing and downloading.

MDHS County Offices. The MDHS County Offices are the gateways to a wide array of human service programs that might be required by long-term evacuees.

MOSA / AAAs. The MOSA and counterpart Area Agencies on Aging (AAAs) provide a wide array of services to the elderly population. Many of these services might be required by and/or of interest to elderly long-term evacuees. Program-specific information can be disseminated to elderly long-term evacuees at shelters and follow up care can be arranged through the AAAs and/or other appropriate service providers.

FEMA Disaster Housing Plan. FEMA's Disaster Housing Plan provides a framework for intergovernmental cooperation and coordination in meeting disaster-related sheltering and temporary housing needs. The plan offers an array of housing solutions to states and provides information on FEMA's various types of sheltering and temporary housing assistance. It is a potentially valuable resource for developing strategies for meeting the sheltering and temporary housing needs of long-term evacuees in Michigan.

Local Government Advocacy Organizations / Local Governments. The Michigan Municipal League, Michigan Association of Counties, Michigan Townships Association, Michigan Association of Regions, and Michigan local governments may be able to identify suitable temporary housing in various areas of the state that could be used for evacuees.

MDARD Migrant Labor Housing. The MDARD licenses private housing units used by migrant laborers working in Michigan during the growing and harvest seasons. These housing units are usually owned by individual farmers / growers or agricultural businesses and are for use by migrant workers under the employ of these enterprises. Although the number of units varies from year to year, typically there are several thousand licensed living units located around the state at any given time. These housing units tend to be very basic in terms of amenities and accommodations, but they could (if available) be used to temporarily house evacuees until more permanent housing options could be arranged.

State Parks and Recreation Area Camping Facilities. Though very basic in terms of amenities and accommodations, state parks and recreation areas could (if available) be used to temporarily house evacuees until arrangements could be made for more permanent housing options. Shelter options include modern and rustic cabins (with various capacities), modern campgrounds with shower and restroom buildings, and primitive campgrounds (without such facilities).

Federal IHP and PAGP. If the incident results in a federal Stafford Act declaration, the Individuals and Households Program (IHP) and/or Public Assistance Grant Program (PAGP) may be activated (upon state request and federal approval) to provide services and assistance to long-term evacuees and other incident-impacted individuals and/or communities. IHP assistance that is potentially pertinent to long-term evacuees may include but is not limited to:

- Temporary housing or rental payments
- Provisions for expedient home repairs to make damaged homes livable and keep them occupied
- Replacement of a destroyed home that is not covered by private insurance
- Essential utilities activation at the temporary housing (if applicable)
- Other basic needs as dictated by program regulations and incident circumstances

The Other Needs Assistance (ONA) component of the IHP provides for other necessary expenses and serious needs caused by the incident, including but not limited to:

- Costs of the repair or replacement of damaged or destroyed personal property such as food, clothing, furniture, appliances and other household necessities
- Costs of the repair and/or replacement of a vehicle that is no longer usable because of incident-related damage
- Costs of medical treatment or the purchase of medical equipment required because of incident-related physical injuries
- Costs of funeral services, burial or cremation and other funeral expenses related to a death caused by the incident
- Other incident-related costs such as generators, moving and storage expenses, etc.

Affected individuals and families do not apply for ONA but are referred for assistance based on their ability to secure a disaster loan from the SBA. If the SBA determines that an applicant cannot afford a loan, the SBA will automatically refer the applicant back to FEMA for ONA. Also, ONA applicants must have filed for insurance benefits and received a determination from the insurance provider that their property is not covered by insurance or the insurance settlement is insufficient to meet disaster-related losses.

Initially, costs for providing this assistance may be covered under the PAGP, Category B (Emergency Protective Measures), such as was done in the 2005 nationwide Hurricane Katrina evacuation and sheltering operation. This is particularly so in rapidly evolving incidents where services have to be provided to large numbers of evacuees quickly. Eventually, this assistance is likely to be transitioned over to the IHP – depending on incident circumstances and the types of assistance requested and granted under the declaration.

**Tasks and Execution.** In addition to the task assignments listed under the ESFs and relevant Disaster-Specific Procedures, plan partners should consider the following task assignments with regard to long-term evacuee assimilation. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

#### **EXECUTIVE OFFICE (GOVERNOR):**

- **Accept or decline out-of-state evacuee requests.** When a request is made by FEMA or another state to accept out-of-state evacuees as part of a regional or national mass evacuation effort, the Governor must decide whether to accept or decline the request. This decision will be based on a number of factors, including the State's ability to initially house and care for the

number of evacuees requested, its ability to absorb any non-reimbursable costs associated with the effort, and the willingness of local jurisdictions in Michigan to accept the evacuees and provide for their temporary care.

- **Provide for temporary emergency housing.** The Governor may authorize the temporary use of state owned / operated facilities to provide emergency shelter and/or temporary housing for out-of-state evacuees. This may include, but is not limited to the types of facilities suggested in the “Mass Shelter Support Considerations” section and Attachment 1 to this plan. This authority is prescribed in 1976 PA 390, as amended, MCL 30.405, Section 5, items (b), (c) and (i). This may require displacement of existing functions at the selected facilities for the duration of the emergency shelter / temporary housing operation. Such action may incur costs for the State of Michigan that will be factored into the decision making process. (Refer to the Direction and Control ESF and the “Housing Considerations” section of the MEMP Recovery Support Plan.)
- **Suspend regulatory statutes, orders, or rules.** A mass shelter / temporary housing effort utilizing state facilities may require alteration of existing statutes, orders, or rules pertaining to the operation of such facilities and/or the conduct of functions that may be displaced at the facilities to accommodate the sheltering / housing of evacuees. The Governor may take these actions, as required, under 1976 PA 390, as amended, MCL 30.405, Section 5 (a). (Refer to the Direction and Control ESF.)
- **Authorize and control the release of public information.** The Governor’s Press Secretary (as SPIO) authorizes and coordinates the content and dissemination of information releases by the JIT related to state support of out-of-state evacuees. (Refer to the Direction and Control ESF and Information and Planning ESF.)
- **Authorize the use of state resources.** The sheltering / temporary housing of out-of-state evacuees will require the use of many types of state resources – personnel time, facilities, equipment, supplies and materials, and financial resources. The Governor will authorize the use of state resources via declaration of a “state of emergency” or “state of disaster” under 1976 PA 390, as amended, MCL 30.403 and 30.404, and/or by other means (e.g., Executive Order or Directive). (Refer to the Direction and Control ESF.)
- **Seek assistance from the federal government.** Mass sheltering / temporary housing operations involving out-of-state evacuees will likely require federal assistance – financial or otherwise – to aid the State in providing needed services in a timely manner and to recoup some or all of the response and recovery costs incurred. The Governor will seek such assistance, as appropriate, via FEMA under the federal Stafford Act or other authorities. The MSP/EMHSD will serve as the conduit to FEMA for all such requests and will provide technical assistance in the development of the request letter / package. (Refer to the Direction and Control ESF.)
- **Identify and mobilize community mentors.** The Governor will attempt to arrange for community organizations that are willing to “adopt” evacuees and provide mentoring capabilities to enable the evacuees to more easily assimilate to their new surroundings. Mentoring capabilities will be coordinated with existing, ongoing state efforts to foster, promote and strengthen mentoring through community-based resources (e.g., “Mentor Michigan” initiative under the MCSC).
- **Solicit donations to support evacuees, as required.** The Governor’s considerable management contacts with Michigan-based corporations, community foundations, and NGOs may result in the direct contribution of donated goods and services to help support the evacuee

population. These solicited donations will be managed in accordance with the provisions set forth in the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107). (Refer to the MSP/EMHSD task assignments that follow for additional information on the implementation of this plan.)

**MSP/EMHSD:**

- **Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.** Web and/or resource inventory searches will be conducted, as required, to fill evacuee resource needs. (Refer to the Resource Support ESF.)

**Note:** See related task below regarding EMAC / MEMAC resource procurement.

- **Procure resources through the EMAC / MEMAC, as appropriate.** Depending on the size and anticipated duration of the evacuee assimilation effort, supplemental resources may be needed in (but not limited to) the following functional areas:
  - Transportation services
  - Law enforcement and security
  - Logistics and/or donations management
  - Health and medical services
  - Child care services
  - Equipment (e.g., beds, chairs, port-a-potties, wheel chairs / walkers, privacy screens, personal care kits, etc.)

The MSP/EMHSD will seek resources through the EMAC and/or MEMAC, as appropriate, to fill resource gaps identified prior to or during the evacuee assimilation effort. Resource needs may also be met by NGOs such as the ARC, MIVOAD, Salvation Army, and similar organizations.

**Note:** Refer to the “Functional Needs Populations” section for details regarding resource augmentation for functional needs populations.

- **Implement the Michigan Disaster Logistics Management Plan, as required.** The Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) may be implemented (at the discretion of the Governor and/or MSP/EMHSD) if the evacuee assimilation effort requires a significant infusion of disaster “commodities” (i.e., relief supplies, equipment, and other materiel and/or technical assistance) to meet the basic sustenance and life sustainment needs of the evacuee population. (Refer to the Resource Support ESF.)
- **Provide technical assistance to the MDHS for disaster donations management, as required.** (Refer to the Resource Support ESF and MSP/EMHSD Publication 107.)
- **Monitor the provision of human services in Presidentially-declared disasters.** If a major disaster or emergency is declared under the federal Stafford Act (likely), an MSP/EMHSD staff person will assume the role of State Individual Assistance Officer (SIAO). The SIAO will monitor the provision of human services to ensure evacuees are being provided with the full range of services required to meet their basic needs.

Initially, costs for providing assistance to evacuees may be covered under the PAGP, Category B (Emergency Protective Measures), such as was done in the 2005 nationwide Hurricane Katrina evacuation and sheltering operation. This is particularly so in rapidly evolving incidents where services have to be provided to large numbers of evacuees quickly. Eventually, this assistance is

likely to be transitioned over to the federal Individuals and Households Program (IHP), one of the programs under the federal Individual Assistance (IA) umbrella of programs. Depending on incident circumstances and the types of assistance requested and granted under the federal Stafford Act declaration, IHP assistance that is potentially pertinent to long-term evacuees may include but is not limited to:

- Temporary housing or rental payments
- Basic transportation for employment and other necessary purposes
- Food, clothing, furniture, appliances and other household necessities
- Essential utilities activation at the temporary housing (if applicable)
- Other basic needs as dictated by program regulations and incident circumstances

The SIAO will assist the federal IHP Liaison from the Michigan Department of Human Services (MDHS) in coordinating and monitoring Individual Assistance program delivery. The IHP Liaison has oversight responsibilities specific to the IHP, while the SIAO is responsible for overseeing and coordinating the entire array of human service delivery activities for evacuees and other disaster victims during Presidentially-declared disasters. (Refer to the Human Services ESF.)

- **Coordinate the identification and procurement of additional temporary housing resources.** The MSP/EMHSD will work with the Governor, appropriate state departments / agencies, the ARC and other NGOs, and FEMA (under a federal Stafford Act declaration) to identify and procure additional temporary housing, as required. FEMA’s Disaster Housing Plan (which offers an array of housing solutions to states and provides information on FEMA’s various types of sheltering and temporary housing assistance) will be used as a resource in this process. In addition, Michigan’s local government advocacy organizations (i.e., Michigan Municipal League, Michigan Association of Counties, Michigan Townships Association, and Michigan Association of Regions) and Michigan’s local governments will be requested to assist as appropriate in the search for temporary housing resources. (Refer to the Resource Support ESF.)
- **Identify and mobilize volunteers from the Michigan Citizen Corps program.** The MSP/EMHSD (as the state coordinating agency for the Michigan Citizen Corps) can assist in identifying and mobilizing Michigan Citizen Corps volunteers to assist with evacuee assimilation efforts. Volunteers will be provided through local Citizen Corps Councils / Community Emergency Response Teams (CERTs) around the state. The MSP/EMHSD will work with the local jurisdiction EMC and CERT coordinator to arrange for available volunteers upon specific request through the SEOC.
- **Coordinate and administer state and federal public assistance funding.** Local jurisdictions and state departments / agencies will incur costs related to the sheltering and/or temporary housing and assimilation of evacuees. The costs associated with these activities may be reimbursable, in full or part, under Section 19 of 1976 PA 390, as amended, MCL 30.419 (local jurisdictions only) or the federal Public Assistance Grant Program (PAGP), Category B – Emergency Protective Measures. (Refer to the Public Works and Engineering ESF.)

**Note:** Section 19 funding assistance is only available in the absence of federal public assistance and only to local jurisdictions that are included under a Governor’s “state of emergency” or “state of disaster” declaration issued under 1976 PA 390, as amended.

- **Develop informational materials for evacuees.** The MSP/EMHSD PIO will work with the SPIO and JIT to develop and disseminate appropriate informational materials (i.e., fact sheets, FAQs, contact lists, etc.) for evacuees to aid them in assimilating to their new location and understanding the services and resources available to them. All appropriate means will be used to disseminate

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this information, including but not limited to web and social media sites, advocacy organizations, and the United Way 2-1-1 telephone information system (if available).

### **MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Assist in food procurement, safety and sanitation, and the identification and establishment of warehouses and feeding facilities.** (Refer to the Human Services ESF.)
- **Coordinate the use of fairground facilities for temporary housing.** If required, the MDARD could act as a liaison to coordinate use of county fairground facilities for temporary housing for evacuees. The MDARD maintains management contacts with county fair boards and fair / exposition industry associations.
- **Identify vacant migrant labor housing for use as temporary housing.** Although these housing units are very basic in terms of amenities (and their availability depends on growing season considerations), they could be used as temporary shelter for families or certain functional needs individuals.
- **Assist with and coordinate animal care and animal health in shelters.** The MDARD will work with the State Animal Response Team (SART) and involved County / Community Animal Response Teams (CARTs) and veterinary care providers to address identified care issues for evacuee companion animals. This may include (but is not limited to) the coordination of required vaccinations and licensing, temporary sheltering and care of animals, and the development and/or dissemination of information materials for pet owners regarding state and local animal laws and regulations. Although these support services will mostly occur during the mass sheltering phase of the response, some services may still be required during the transition period from sheltering to short- or long-term temporary housing. (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)

### **MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** There are likely to be at least some legal issues identified during the evacuee assimilation process that will require prompt analysis and resolution. The MDAG representative in the SEOC (if still activated) will be relied upon to provide this service, supported by MDAG legal staff in the agency's ECC. In addition, evacuees with no other resources may require legal assistance with basic activities (e.g., filing claims, obtaining proper identification, replacing destroyed documents, etc.). The MDAG will attempt to arrange such assistance through volunteer legal resources, federal and state legal resources, or direct assistance by MDAG staff (if available and appropriate). (Refer to the Direction and Control ESF.)

### **MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** Alleged civil rights violations (i.e., unwarranted denial of services, unequal treatment, etc.) during the evacuee assimilation process will be investigated and addressed (as appropriate) by MDCR staff using standard investigatory procedures. (Refer to the Human Services ESF.)
- **Provide interpreter / translator services, as required.** (Refer to the "Functional Needs Populations" section of this plan.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Facilitate the deployment of volunteer health professionals for emergency response.** The MDCH can search the Michigan Voluntary Registry database to identify and mobilize volunteer health professionals with specific skill sets needed during the evacuee assimilation process (e.g., working on various health, medical, or other human service needs). This will be done upon request through the SEOC. (Refer to the Health and Environmental Protection ESF.)
- **Coordinate appropriate medical services.** The MDCH will coordinate with Regional Healthcare Coalitions, local health departments, community mental health agencies, and service providers regarding the provision of appropriate medical services for evacuees during the assimilation process. Services may include but are not limited to health and medical screenings and assessments, medical care, emergency medical services, mental health services, long-term care, and patient advocacy. (Refer to the Health and Environmental Protection ESF.)
- **Identify and make available space in state inpatient mental health facilities, as required.** The MDCH operates several inpatient mental health facilities which could potentially have space available in non-secure areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations.

**Note:** This would be considered a last-resort option in most cases.

- **Provide vital records replacement information to evacuees.** The MDCH maintains vital records (i.e., birth, death, marriage and divorce records) which long-term evacuees (with a Michigan connection) may need to replace records which were damaged or destroyed in the incident. This task will be primarily applicable during intrastate evacuations, although it is likely that at least some out-of-state evacuees will have a Michigan connection and may require this service.

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.** This includes coordinating and monitoring the assimilation of elderly evacuees. The MOSA, through the affected Area Agency on Aging (AAA), can provide care managers and other specialists to ensure the physical, psychological, and basic sustenance needs of elderly evacuees are adequately met during the assimilation process. This may also include assistance with disaster program registrations, driver license applications, Social Security and Medicaid registrations, and similar activities. This assistance can be provided in a mass shelter setting for multiple evacuees or on an individual basis for evacuees that have been placed in long-term temporary housing. (Refer to the “Functional Needs Populations” section found earlier in this plan, and the Human Services ESF.)

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Provide resources to support emergency operations.** If required, resources from state correctional facilities and/or Correctional Industries may be used to support the temporary housing and care of evacuees (but only if MDOC / individual facility needs are adequately met first). Assistance examples may include, but are not limited to:

- Furnishings (e.g., beds, desks, shelves, chairs, etc.)
- Bedding (e.g., mattresses, sheets, pillows, etc.)
- Laundry service for groups of evacuees
- Inmate work crews (e.g., cleanup of group housing, "Prison Built Program" for home repairs, etc.)
- Freight transportation service (i.e., to move commodities via semi truck)
- Passenger transportation service (i.e., to move evacuees by van or bus)

(Refer to the Resource Support ESF.)

- **Identify and make available space in state correctional facilities for temporary housing, as required.** State correctional facilities could potentially have space available in non-secure areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations.

**Note:** This would be considered a last-resort option in most cases.

#### **MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Coordinate use of Michigan School for the Deaf resources to support emergency operations.** The Michigan School for the Deaf in Flint could potentially have space available in dormitories or other non-instructional areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations. (Refer to the Resource Support ESF.)
- **Authorize the use of USDA commodities for feeding disaster victims (evacuees).** In addition to being used in mass shelter settings, these resources could also be used to feed evacuees after they have been placed in individual temporary housing (if more appropriate resources were not immediately available). (Refer to the Human Services ESF.)
- **Provide school enrollment informational materials to evacuees.** The MDOE PIO will work with the SPIO / JIT to develop (or obtain) and disseminate informational materials (i.e., fact sheets, FAQs, forms, etc.) for evacuees to aid them in local school enrollment. These materials will provide information on Michigan educational requirements, and if available information on locale-specific school enrollment information. The materials will be provided to evacuees in their initial mass shelter settings (if possible). As deemed appropriate, the materials will also be posted on the MDOE web site for viewing and downloading by evacuees with computer access.
- **Provide school enrollment information to deaf evacuees.** The MDOE operates the Michigan School for the Deaf in Flint. Evacuees with school-age children who are deaf or hard-of-hearing may wish to enroll their child / children in this school. The MDOE will provide school enrollment information to evacuees on an as-needed basis at mass shelters. In addition, this information is also available on the MDOE web site and through various advocacy organizations such as the MDCR Division on Deaf and Hard of Hearing.
- **Coordinate capability assessments of Michigan school districts targeted for evacuee settlement.** Upon request in the SEOC, the MDOE will work with local and intermediate school districts in Michigan to assess the general capability to absorb the enrollment of evacuee students. This assessment will examine such factors as building and transportation capacity, instructional capacity, funding issues, and the general willingness of the district to accept evacuee students.

- **Monitor and track evacuee student enrollment in Michigan school districts.** The MDOE will monitor and track evacuee student enrollment trends in Michigan school districts and provide this information in the MI CIMS and for incident status reports.

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Implement and administer the Disaster Food Stamp Program.** If a federal Stafford Act declaration is granted that includes Individual Assistance, this program will be implemented by the MDHS. It is likely that many evacuees will be eligible for assistance under this program. (Refer to the Human Services ESF.)
- **Provide liaison to the federal Individuals and Households Program.** The State Individual Assistance Officer (SIAO) from the MSP/EMHSD will assist the federal IHP Liaison from the MDHS in coordinating and monitoring Individual Assistance program delivery. The IHP Liaison has oversight responsibilities specific to the IHP (implemented by FEMA), while the SIAO is responsible for overseeing and coordinating the entire array of human service delivery activities for evacuees and other disaster victims during Presidentially-declared disasters. Emphasis will be placed on getting evacuees registered with the IHP (and other FEMA IA programs), ensuring that evacuees are receiving the IHP benefits to which they are entitled, and generally troubleshooting any IHP implementation problems which might adversely impact evacuees (or other Michigan applicants, as appropriate). (Refer to the Human Services ESF.)
- **Assist in identifying available housing resources.** The MDHS County Offices may be able to assist FEMA, MSP/EMHSD and other plan partners in identifying additional temporary housing resources within their respective areas of operation. Any such information will be communicated to the MDHS representative in the SEOC (normally the departmental EMC) for referral to the MSP/EMHSD and FEMA. (Refer to the Human Services ESF.)
- **Implement the Michigan Disaster Donations Management Plan, as required.** The Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) may be implemented (at the discretion of the Governor and/or MSP/EMHSD) if the evacuee assimilation phase of incident recovery causes (or is likely to cause) a significant outpouring of unsolicited donations of goods and/or services (including unaffiliated, emergent volunteers) to meet the basic sustenance and life sustainment needs (actual or perceived) of the evacuee population. As required, the MSP/EMHSD will provide technical assistance to the MDHS in the implementation of the donations management aspects of this plan. (Refer to the Resource Support ESF.)
- **Register evacuees for human service programs.** The affected MDHS County Offices will register evacuees for federal and state human service programs for which they are eligible. Each eligible evacuee will be assigned a case manager who will oversee the provision of services to the evacuee, provide program-specific information, and address issues as they arise.
- **Identify registered child care services for evacuees.** The MDHS can assist evacuees in locating registered child care services in the Michigan jurisdiction in which they eventually settle.
- **Coordinate and monitor the provision of human services to disaster victims (evacuees).** The affected MDHS County Offices will work with the ARC and other involved NGOs and service-providing governmental agencies (including the SIAO from the MSP/EMHSD if the incident is Presidentially-declared) to ensure that the basic sustenance, comfort and assimilation needs of

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evacuees are being met to the extent possible given the incident circumstances. (Refer to the Human Services ESF.)

- **Identify and make available shelter space at state training and rehabilitation (juvenile justice) facilities, as required.** The MDHS operates several training and rehabilitation facilities (juvenile justice centers) which could potentially have space available to temporarily house evacuees until more appropriate space is identified in other locations. Although most of these facilities are relatively small and their availability is dependent on the nature and capacity of current rehabilitation programs, the facilities may have space during low utilization times which could provide temporary shelter for families or certain functional needs individuals who would not necessarily work well in a mass shelter environment.
- **Identify and make available shelter space at the Michigan Career and Technical Institute, as required.** The MCTI in Plainwell could potentially have space available in dormitories or other non-instructional areas of the facility to temporarily house evacuees until more appropriate space is identified in other locations. (Refer to the Human Services ESF.)
- **Provide interpreter / translator services, as required.** (Refer to the “Functional Needs Populations” section of this plan, and the Human Services ESF.)
- **Identify and coordinate volunteer resources for recovery operations.** The Michigan Community Service Commission can identify and mobilize volunteers to assist in evacuee assimilation efforts through Volunteer Michigan, AmeriCorps, or other programs. In addition, volunteers from the ARC, MIVOAD, and other NGOs can be arranged upon specific request through the SEOC. (Refer to the Resource Support ESF.)

**Note:** Availability of volunteers through these various programs will be dependent on existing programmatic commitments and requirements. Also refer to the related task below regarding emergent volunteers.

- **Identify volunteer opportunities for emergent volunteers.** The Michigan Community Service Commission can assist in matching unaffiliated, emergent volunteers (who desire to assist in evacuee assimilation efforts) with volunteer opportunities through established NGOs seeking volunteers for such purposes. The Commission will also refer potential volunteers to the MDCH Volunteer Registry as appropriate. (Refer to the Resource Support ESF.)

### MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):

- **Provide insurance information to disaster victims (evacuees).** The MDIFS can provide information to evacuees regarding incident-related insurance claims and Michigan insurance laws and regulations. This service can be provided in one or more of several ways (i.e., at mass shelters, via the MDIFS web site, direct mailing, e-mail, etc.), depending on circumstances at the time the service is required. (Refer to the Human Services ESF.)

### MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):

- **Coordinate the establishment of group manufactured home sites for temporary disaster housing.** The establishment of temporary manufactured home group sites is a possible option for providing temporary housing for evacuees. The manufactured homes would be provided through the FEMA Temporary Housing Program, but the establishment and development of the group site would fall under state and local laws, codes and regulations. The MDLARA

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Manufactured Housing Commission and Building Division (of the Bureau of Construction Codes) have primary oversight of this process. (Refer to the Human Services ESF.)

- **Identify employment assistance resources for evacuees.** The Michigan Works! Agencies, Michigan Talent Bank, and other MDLARA employment programs and initiatives can assist long-term evacuees in finding employment and/or enhancing their workforce skills to enable them to enter the job market in Michigan. Assistance can be provided via online resources and/or through one of the 25 Michigan Works! Service Centers located around the state.

**Note:** Michigan Rehabilitation Services (MRS) within the MDHS can provide assistance services to persons with disabilities to enable them to gain employment and function independently. The MRS also operates the Michigan Career and Technical Institute (MCTI) for eligible adults who have a physical, mental, or emotional disability. The MCTI provides vocational and technical training programs and supportive services to prepare persons with disabilities for gainful employment. Any of these programs would be available to long-term evacuees with qualifying disability status.

- **Provide unemployment assistance to disaster victims (through the U.S. Department of Labor's Disaster Unemployment Assistance Program).** The Michigan Unemployment Insurance Agency (UIA) can assist long-term evacuees who have become unemployed as a result of the incident. (Refer to the Human Services ESF.)
- **Provide interpreter / translator services, as required.** The Bureau of Services for Blind Persons can provide translator services for blind / visually impaired individuals. The MDLARA EMC can arrange for these services upon request through the SEOC. (Refer to the "Functional Needs Populations" section of this plan, and the Human Services ESF.)

### MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):

- **Assist eligible long-term evacuees (disabled veterans) with admission to the Jacobetti or Grand Rapids Homes for Veterans.** If there are eligible disabled veterans that are part of the evacuated population, the MDMVA will assist them (to the extent allowed and appropriate) with the admissions process for the State's two homes for veterans.
- **Identify and make available space in the MDMVA Jacobetti and Grand Rapids Homes for Veterans, as required.** These two facilities could potentially have space available to temporarily house evacuees until more appropriate space is identified in other locations. These facilities would be considered only as a last resort and would only be used if no other viable temporary housing options were available. (Refer to the Human Services ESF and Resource Support ESF.)

### MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):

- **Identify and provide shelter space at state parks and recreation areas, if required.** Though very basic in terms of amenities and accommodations, state park cabins could provide temporary housing for evacuees until arrangements could be made for more permanent housing options. There are 160 modern and rustic cabins and lodges at Michigan state parks of various sizes and capacities. In addition, the Ralph A. MacMullen Conference Center in Roscommon could also potentially provide temporary housing for up to 135 evacuees in its six lodge houses. (Refer to the Human Services ESF and Resource Support ESF.)

### MICHIGAN DEPARTMENT OF STATE (MDOS):

- **Assist evacuees with Michigan driver license and voter applications.** The MDOS will assist evacuees (primarily out-of-state) in applying for a Michigan driver license and registering as a

Michigan voter. This assistance will be provided primarily at Secretary of State branch offices located in the areas in which evacuees settle into temporary housing. Depending on circumstances (e.g., large number of evacuees), this assistance may also be provided at mass shelter settings via MDOS staff outreach. Evacuees will also receive information on the types of identification required in order to obtain a driver license and voter registration.

**MICHIGAN STATE POLICE (MSP):**

- **Assist in evacuating areas, controlling traffic, and providing security in the affected area.** Depending on evacuee settlement, it may be necessary for the MSP to provide temporary security assistance to local law enforcement (e.g., if large numbers of evacuees are temporarily housed in a particular jurisdiction). This service will be arranged through request to the SEOC and/or the affected MSP District Headquarters or Post by local law enforcement officials. (Refer to the Public Safety ESF.)
- **Identify and make available shelter space at the MSP Training Academy, as required.** If available, unused / unoccupied rooms at the MSP Training Academy in the State Secondary Complex (Dimondale) could be used to temporarily house evacuees. Although this option would not be available while resident trooper training schools are ongoing, during low utilization times the MSP Training Academy could provide viable temporary housing accommodations if other housing options are limited or unavailable.

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Provide technical assistance, as required, to support the information technology aspects of state emergency operations.** State facilities used for temporary housing will require information technology support in order to carry out basic operations and to enable evacuees to have access to computers and the Internet. The MDTMB will provide this service in accordance with the Warning and Communications ESF and Resource Support ESF.
- **Review and submit special supplemental appropriation requests to the Legislature.** The Michigan Legislature must appropriate state funds used for disaster and emergency contingency fund expenditures (under 1976 PA 390, as amended) or as matching funds for federal Individual Assistance and Public Assistance grants under a federal Stafford Act declaration. (Both IA and PA funds may be required for a large-scale interstate or intrastate evacuation and sheltering operation.) (Refer to the Resource Support ESF.)
- **Identify and make available shelter space in MDTMB owned / managed facilities, as required.** Some MDTMB owned / managed facilities may have space available to temporarily house evacuees until arrangements could be made for more permanent housing options. (Refer to the Resource Support ESF.)
- **Protect employees and visitors at MDTMB owned / managed facilities.** If MDTMB owned / managed facilities are used to temporarily house evacuees, the MDTMB will develop facility-specific emergency procedures (if not currently developed) to protect evacuees and staff from harm. (Refer to the Public Safety ESF.)
- **Provide information on state-contracted supplies and services (for emergency procurement).** State-contracted supplies and services may be needed to support state-owned / managed facilities used to temporarily house evacuees. (Refer to the Resource Support ESF.)

- **Activate the State’s donations management web site, as required.** Upon direction of the Governor and/or MSP/EMHSD, the MDTMB will activate the State’s donations management web site to provide specific guidance to potential donors of goods, services or financial gifts in support of the evacuee population.

**Note:** This web site will generally espouse the donation of financial gifts to established disaster relief organizations to meet identified incident-specific needs and circumstances. However, not all donors will necessarily want to donate in that manner. In accordance with the provisions set forth in the Michigan Disaster Logistics and Donations Management Plan, MSP/EMHSD Publication 107, donations of goods and services will be directed to a centralized Donations Intake and Processing Center (DIPC), capable of handling both online and telephone offers, for vetting, registration, and further instructions.

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Secure additional mass transportation resources for evacuations.** The MDOT may be requested to provide supplemental transportation assistance to local transportation officials in evacuee settlement areas – especially if large numbers of evacuees are temporarily housed in particular jurisdictions and/or specific functional needs populations require specialized transportation resources. The MDOT may be able to arrange for additional transportation resources through its regular management contacts with local transportation authorities and departments and/or passenger transportation providers. In addition, it may also be able to mobilize passenger vans from its own vehicle fleet to provide temporary transportation assistance for evacuee urgent transportation needs. This service will be arranged through request to the SEOC. (Refer to the Resource Support ESF.)

**Note:** Availability of local transit resources may be limited, however, as they may already be committed to local response operations.

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide tax assistance to disaster victims (evacuees).** As required, the MDT can provide assistance to long-term evacuees to aid them in determining the state tax implications related to their individual situation (e.g., from casualty losses, unemployment, disability status, change of residence, etc.). This service can be provided through the closest MDT district office, from alternative office space obtained specifically for this purpose, or from a Disaster Recovery Center (DRC) if established under a federal Stafford Act declaration. The MDT can also post appropriate information on the MDT web site for viewing and downloading. (Refer to the Human Services ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide housing assistance to low and moderate income disaster victims (evacuees).** The MSHDA administers programs which create and preserve safe and decent affordable housing and address homeless issues. The MSHDA may be able to assist long-term evacuees in finding temporary or permanent housing through its online “Michigan Housing Locator” database (a rental housing search tool) or by working with community-based organizations to identify and make available various types of housing options to meet evacuee needs. (Refer to the Human Services ESF.)
- **Assist in the identification and procurement of additional temporary housing resources.** The MSHDA can assist the MSP/EMHSD in identifying additional appropriate temporary housing resources through its online “Michigan Housing Locator” database (a rental housing search tool)

or by working with community-based organizations to identify and make available various types of housing options to meet evacuee needs. (Refer to the Human Services ESF.)

**AMERICAN RED CROSS (ARC):**

- **Establish and operate mass care shelters and feeding facilities for disaster victims.**
- **Provide mass care guidance to the MDHS, support departments / agencies and NGOs.**
- **Support the management and coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items.**
- **Support reunification efforts.** This will be done through the ARC “Safe and Well” web site and in coordination with the MDHS, other support departments / agencies and NGOs.
- **Provide emergency relief supplies to those in need.** As required, the ARC can mobilize stockpiles of essential emergency relief supplies (e.g., cots, blankets, food and beverages, clean-up kits, personal comfort kits, etc.) from ARC chapters throughout the state as well as Disaster Field Supply Centers located around the country, for distribution to those in need.
- **Provide trained disaster services personnel.** The ARC can provide trained personnel from its Disaster Services Human Resources (DSHR) system in Michigan to staff mass care operations, drawing upon trained personnel from other chapters and units throughout the United States if warranted.

**MICHIGAN VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS (MIVOAD), MICHIGAN CITIZEN CORPS, AND OTHER NONGOVERNMENTAL RELIEF ORGANIZATIONS (WORKING WITH THE ARC):**

- **Provide supplemental support to evacuees.** As required and within available resources, the ARC, MIVOAD, and other applicable NGOs will coordinate with the appropriate steward state departments / agencies (e.g., MSP/EMHSD, MDHS, MDCH, MOSA, etc.) and affected local jurisdictions in the provision of supplemental support to evacuees during their assimilation period. Assistance may include but is not limited to:
  - Basic sustenance (i.e., food, water, baby formula)
  - Basic counseling (crisis / spiritual)
  - Essential furnishings (e.g., beds, dining table and chairs, baby cribs, etc.)
  - Bedding (e.g., mattresses, sheets, pillows, etc.)
  - Repair assistance (i.e., cleanup / repair of temporary housing units)
  - Transportation assistance (i.e., for essential purposes such as medical appointments, employment)
  - Child care assistance (i.e., for essential purposes such as medical appointments, employment)
  - Essential medical equipment (e.g., wheel chairs, walkers, canes, etc.)

ARC, MIVOAD, and other NGO assistance will be coordinated through the SEOC and local EOCs (if still activated). If those facilities are not still activated, coordination will occur through direct contact with the designated EMC for the steward agencies and affected jurisdictions. Appropriate entries will be made in the MI CIMS to ensure a permanent record is maintained of the coordination that occurred and the assistance that was rendered. ARC, MIVOAD and other NGO

assistance will not be provided indefinitely, but rather until established governmental assistance programs take effect and/or the evacuee population becomes acceptably self-sufficient.

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## State Shelter Summaries – MI CIMS / National Shelter System

### MI CIMS Shelter Listings

*State of Michigan.* State of Michigan departments / agencies continue to work to identify state owned / operated facilities that could potentially be used as supplemental shelters, and to determine facility specifications, limitations and support requirements.

*American Red Cross.* Michigan ARC chapters continue to work with local emergency management / homeland security program jurisdiction(s) to register identified shelter facilities in the MI CIMS, and to specify facility limitations and support requirements.

**Note:** The ultimate goal of this ongoing effort is to have all available shelters in Michigan registered in the MI CIMS. This would include all ARC-managed shelters, all other shelters identified and managed by local jurisdictions (independent of the ARC), and all state owned and/or operated facilities that could be used as supplemental shelters. Ideally, each entry would also include the support requirements for that facility based on the number of evacuees potentially assigned to the facility, and facility capacity. Attachment 2 consists of EMAC Shelter Management Ready Packages for 500, 1,000, 1,500 and 2,000 person shelters, which can aid in determining the necessary support requirements for shelters with capacities falling within these ranges.

### National Shelter System (NSS) Listings

*State of Michigan.* At the time of this revision the State of Michigan did not have its identified (potential) shelters registered in the NSS. It is a goal of the MSP/EMHSD to eventually incorporate the NSS into the MI CIMS shelter facility listing. This initiative will be implemented, in coordination with the MI CIMS vendor, as time and resources permit.

*American Red Cross.* The ARC has several thousand identified Michigan shelter facilities registered in the NSS, collectively representing several hundred thousand shelter spaces. (The total number of facilities and available shelter spaces change frequently as new facilities are added or existing facility information is modified.) The ARC has a Memorandum of Agreement with each identified shelter facility owner / operator, specifying the parameters of facility usage as a shelter. Within the SEOC, ARC shelter facility information in the NSS can be accessed via the ARC SEOC representative (if present) or via the designated points of contact prescribed in the “Statement of Understanding between the State of Michigan and the American National Red Cross.”

**Note:** The NSS facilitates the nationwide tracking and reporting of shelter information during a disaster and enables ARC chapters to maintain an electronic record of all shelters, their locations and inventory. During a disaster, the NSS is the primary ARC tool for recording shelter numbers and enables speedy and efficient reporting. Registered users of the NSS are able to identify the location, managing agency, capacity, current population, needs assessment, and other relevant information for all shelters. This information helps the ARC and its partners develop strategies to ensure prompt and effective mass care service delivery. It also serves as a valuable pre-incident planning tool.

## **Establishing Shelters in State Owned / Operated Facilities**

**Shelter Inventory.** Each state department / agency tasked in this plan to identify potential shelter space in facilities they own and/or operate shall enter and maintain relevant facility information in the MI CIMS using the Shelters board. This includes even those facilities that may only be able to offer shelter space for a very small number of evacuees (i.e., less than 10 individuals). When SEOC staff search for available shelter space in state owned / operated facilities to temporarily house evacuees, this inventory will be reviewed to determine possible matches. Therefore, it is critically important that department / agency EMCs maintain current shelter information in this inventory at all times.

**Shelter Support Mission Package Requirements.** Attached to each state facility MI CIMS shelter record will be a summary of the support requirements for that facility based on the number of evacuees potentially assigned to the facility, and facility capacity. These support requirements are based on the EMAC Shelter Management Ready Packages for 500, 1,000, 1,500 and 2,000 person shelters, lessons learned from the 2005 Hurricane Katrina sheltering operation in Michigan, as well as other guidance sources. The shelter support requirements articulate, in specific terms, the level of support required for effective shelter operations at the facility to ensure the health, safety and well-being of the evacuees. When developing a MI CIMS shelter record department / agency EMCs are expected to review the appropriate attachment template (500, 1,000, 1,500 or 2,000 evacuee capacity – based on the facility’s capacity as a shelter), complete the basic facility information block, make any other revisions / additions to the support requirements as would be required for effective facility operation, and then attach it to the MI CIMS shelter record for the facility. Each MI CIMS shelter record must have this attachment or it is considered incomplete. The four attachment templates can be found on the pages that follow.

**Concept of Operation for Shelter Establishment and Support.** When the need to establish shelter space in state owned / operated facilities becomes apparent, relevant portions of this plan will be implemented. The catalyst will be an evacuation (interstate or intrastate) that forces the displacement of a sufficient number of individuals from their homes that sheltering needs cannot be adequately handled by the affected local jurisdictions and their allied NGO and private sector partners. (It must be stressed that the vast majority of incidents resulting in evacuation and mass sheltering are adequately handled at the local jurisdiction level using locally arranged resources. This plan will be implemented when state support assistance is required due to the size and anticipated duration of the mass sheltering operation.)

Interstate Evacuations. For federal government-facilitated interstate (evacuees from out-of-state) evacuations due to catastrophic incident, the Governor will determine if the State of Michigan is willing to accept the evacuees, and if so, how many. This decision will be based on a number of factors – not the least of which is the capability of the State to adequately shelter and care for the number of evacuees requested. Once the Governor’s commitment is made, the MSP/EMHSD will work with relevant organizations to arrange for facility use and coordinate the provision of required support elements (per the MI CIMS shelter record support requirements attachment described above).

Intrastate Evacuations. For intrastate evacuations (evacuees from Michigan jurisdictions), the MSP/EMHSD will first determine if local resources are adequate to address the mass shelter and care needs and if state assistance is required to supplement local capabilities. If this assessment determines that state support assistance with mass shelter and care is required, the MSP/EMHSD will work with relevant agencies and organizations (as described above in “Interstate Evacuations”) for facility use and the provision of required support elements.

**State Shelter Support Mission Package Requirements – 500 Evacuees\***  
(Attachment to MI CIMS Shelter Record\*\*)

FACILITY BASIC INFORMATION	
<i>Facility Name / Location:</i>	
<i>Facility Steward (Agency):</i>	
<i>Agency Running Shelter:</i>	
<i>Mission Purpose / Task:</i>	Provide a shelter and management team for up to 500 evacuees for up to two weeks. The facility will provide at least 20,000 square feet of usable space for sleeping and general shelter activities (in accordance with ARC recommendations).
<i>Mission Areas Supported:</i>	<p>Oversight and management in the following areas:</p> <ul style="list-style-type: none"> <li>• Shelter Management</li> <li>• Roster / Database of Sheltered Individuals</li> <li>• Feeding Operations</li> <li>• Procurement of Shelter Supplies</li> <li>• Shelter Status Reports as required</li> <li>• Shelter Safety and Security</li> <li>• First Aid / Medical Services</li> <li>• Companion Animal Care Coordination</li> <li>• Shelter Entertainment / Recreation Activities</li> <li>• Child Care Services</li> <li>• Spiritual / Faith Based Needs</li> <li>• Counseling Services</li> <li>• IT and Communications at Shelter</li> </ul>

**Checklist of Support Requirements for Effective Facility Operation – 500 Evacuees\*\*\*:**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – DEDICATED SPACES
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the storage and care of pets. May be onsite or off site – depending on anticipated numbers and types of animals. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Enclosed space with tables / chairs for onsite feeding operations. Ideally, will have kitchen for meal preparation and be able to accommodate all 500 evacuees at one time. May require use of portable feeding canteen(s) to provide meals.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Sanitation facilities and services to accommodate 500 evacuees, including families with small children. May require use of portable facilities to augment existing onsite facilities. (Sanitation facilities include showers, wash basins, toilets, trash containers and dumpsters. Sanitation services include trash removal, kitchen / food service area cleaning, floor sweeping / mopping, and general clean up.)</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Onsite space for general recreation and entertainment activities and child care. Ideally, will include both outdoor (e.g., open lawn area, sports courts, etc.) and indoor (e.g., gym, activity room, library / reading room, etc.) areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for disabled / other functional needs individuals – ideally away from the general shelter population.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for first aid / medical care services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for counseling services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated indoor space for onsite computer terminals to allow evacuee access to the Internet and basic word processing.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the temporary storage and sorting of donated goods and/or procured commodities. May be onsite or off site – depending on anticipated volume and types of donated goods and/or commodities. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated work space for the shelter management team as well as logistics and donations management operations (if implemented). Ideally, this space will be enclosed and away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Other (specify):</li> </ul>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 500 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – EQUIPMENT / SUPPLIES
Addressed by:	<p><b>Furniture</b>                      500 cots / bedding sets                      Tables and chairs to accommodate 500 evacuees for meals (may require phased meal service)</p>
Addressed by:	<p><b>Information Technology</b>                      14 short range radios (VHF or UHF)                      28 cell phones                      1 GPS units                      15 air cards                      15 USB jump drives                      3 all-in-one printers                      15 laptop computers with power supply and printer                      1 ID badge equipment and supplies (optional)                      Televisions to accommodate 500 evacuees (optional)</p>
Addressed by:	<p><b>Vehicles</b>                      7 staff vehicles                      Mass transit vehicles to accommodate groups of evacuees, as required</p>
Addressed by: ARC	<p><b>Red Cross Materials</b>                      10 pk/50 disaster shelter registration forms (F5972)                      10 pk disaster field ID kit (A4123 and/or A4123 for Spanish)                      4 temporary name badges (F6712 shipped in pk/150) and holders</p>
Addressed by:	<p><b>Office / General Supply Kit</b>                      4 easels with paper and markers                      12 ballpoint pens                      1 package of 3"x5"cards                      2 clipboards                      4 paper tablets                      2 staplers                      1 box of staples                      2 boxes of paper clips                      1 manual hole punch                      2 large permanent markers                      1 box of thumbtacks                      2 rolls of masking tape                      1 role of scotch tape                      1 package of rubber bans                      1 pair of scissors                      1 box of file folders                      1 pad of easel paper                      1 3-ring binder with tab dividers                      1 whistle                      1 roll of orange or yellow traffic control tape                      1 box of trash bags (50)                      2 rolls of paper towels                      1 bottle of all-purpose cleaner                      1 flashlight                      1 electric lantern                      flashlight batteries                      lantern batteries                      1 battery-operated radio                      1 package of antiseptic pre-moistened towelettes (50)                      sports equipment / games to accommodate 500 evacuees (will depend on available facilities)</p>
Addressed by:	<p><b>Sanitation (as required – to provide / supplement onsite facilities) / Personal Care</b>                      Portable showers / wash basins to accommodate 500 evacuees                      Portable toilets to accommodate 500 evacuees                      5 brooms / dustpans                      2 mop buckets / mops                      10 large (50+ gallon) trash containers and 100 large plastic trash bags for liners                      200 rolls of toilet tissue                      5 packages of disposable diapers (50)                      5 boxes of sanitary napkins (50)                      10 boxes of facial tissue                      500 personal care kits (toothbrush / paste, soap, shampoo, washcloth, towel, comb, etc.)                      100 rolls of paper towels                      15 packages of antiseptic pre-moistened towelettes (50)                      laundry service to accommodate 500 evacuees (if stay is longer than one week)</p>
Addressed by:	<p><b>Miscellaneous Equipment</b>                      Portable generator (if not available onsite) – specifications TBD by SEOC / facility staff                      Service animal handling / care / sheltering equipment – refer to MEMP Animal Care Support Plan</p>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 500 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – PERSONNEL
Addressed (overall staffing) by:	(28 primary + 52 optional = 80 total personnel; 24- hour operations x 12 hour shifts)
Position filled by:	1 Shelter Manager
Positions filled by:	4 Shift Supervisor
Positions filled by:	9 Registration Staff
Positions filled by:	2 Safety / Security Supervisor
Positions filled by:	14 Security Officers (optional)
Positions filled by:	5 First Aid Station Staff (LPN or Paramedic) (optional)
Positions filled by:	2 Feeding Services Manager
Positions filled by:	12 Feeding Services Staff (optional)
Position filled by:	1 Service Animal / Pet Coordinator
Position filled by:	1 Activities / Recreation Coordinator
Position filled by:	1 Child Care Supervisor
Position filled by:	1 Child Care Staff for each 6 children (optional)
Positions filled by:	2 Dormitory Supervisor
Positions filled by:	12 Dormitory Staff (optional)
Positions filled by:	2 IT and Communication Staff
Positions filled by:	2 Maintenance Services Supervisor
Positions filled by:	7 Maintenance Services Staff (optional)
Position filled by:	1 Logistics and Supply Supervisor (may also include donated goods)
Positions filled by:	2 Logistics and Supply Staff (optional)
	<i>(optional) = personnel that will enhance operational effectiveness but are not absolutely required if sufficient resources are not available (i.e., from state departments / agencies, federal agencies, NGOs, locally, or via EMAC / MEMAC)</i>
AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – LOGISTICS / DONATIONS
Addressed by:	<p>Depending on the actual number of evacuees, facility stockpiles, and the flow of unsolicited donations of goods and services, there may be a need to implement logistics management and donations management operations onsite. At a minimum, these operations will consist of the following elements:</p> <ul style="list-style-type: none"> <li>• A management center with a dedicated computer terminal and telephone for EACH function.</li> <li>• A dedicated management center coordinator for onsite logistics and/or donations management activities.</li> <li>• An enclosed storage area (onsite or off site) to temporarily store and sort procured commodities and donated goods prior to distribution. (Note: Depending on the source, type, condition and appropriateness of donated goods, they may be used to meet the basic care needs of evacuees.)</li> <li>• An appropriate truck unloading area (preferably covered) if onsite storage is used.</li> </ul> <p>Onsite logistics and donations management operations will be consistent with the process and procedures prescribed in the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107), a support plan to the MEMP Resource Support and Human Services ESFs.</p>

\*Based on EMAC Shelter Management Mission Ready Packages for 500, 1,000, 1,500 and 2,000 person shelters.

\*\*Refer to the MI CIMS shelter record for additional details regarding this facility.

\*\*\*Support that must be provided by state departments / agencies, local agencies, federal agencies, NGOs, private contractors, or volunteers. Unless pre-addressed by the facility owner / operator, the assignment of specific tasks related to these support requirements will be made in the SEOC based on incident and facility conditions, the anticipated number and type of evacuees, the anticipated duration of the shelter operation, and other pertinent factors. Assignments may vary from incident to incident depending on current conditions, capabilities, needs and timeframes.

**State Shelter Support Mission Package Requirements – 1,000 Evacuees\***  
(Attachment to MI CIMS Shelter Record\*\*)

<b>FACILITY BASIC INFORMATION</b>	
<i>Facility Name / Location:</i>	
<i>Facility Steward (Agency):</i>	
<i>Agency Running Shelter:</i>	
<i>Mission Purpose / Task:</i>	Provide a shelter and management team for up to 1,000 evacuees for up to two weeks. The facility will provide at least 40,000 square feet of usable space for sleeping and general shelter activities (in accordance with ARC recommendations).
<i>Mission Areas Supported:</i>	<p>Oversight and management in the following areas:</p> <ul style="list-style-type: none"> <li>• Shelter Management</li> <li>• Roster / Database of Sheltered Individuals</li> <li>• Feeding Operations</li> <li>• Procurement of Shelter Supplies</li> <li>• Shelter Status Reports as required</li> <li>• Shelter Safety and Security</li> <li>• First Aid / Medical Services</li> <li>• Companion Animal Care Coordination</li> <li>• Shelter Entertainment / Recreation Activities</li> <li>• Child Care Services</li> <li>• Spiritual / Faith Based Needs</li> <li>• Counseling Services</li> <li>• IT and Communications at Shelter</li> </ul>

**Checklist of Support Requirements for Effective Facility Operation – 1,000 Evacuees\*\*\*:**

<b>AGENCY / ORGANIZATION</b>	<b>SUPPORT REQUIREMENTS – DEDICATED SPACES</b>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the storage and care of pets. May be onsite or off site – depending on anticipated numbers and types of animals. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Enclosed space with tables / chairs for onsite feeding operations. Ideally, will have kitchen for meal preparation and be able to accommodate all 1,000 evacuees at one time. May require use of portable feeding canteen(s) to provide meals.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Sanitation facilities and services to accommodate 1,000 evacuees, including families with small children. May require use of portable facilities to augment existing onsite facilities. (Sanitation facilities include showers, wash basins, toilets, trash containers and dumpsters. Sanitation services include trash removal, kitchen / food service area cleaning, floor sweeping / mopping, and general clean up.)</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Onsite space for general recreation and entertainment activities and child care. Ideally, will include both outdoor (e.g., open lawn area, sports courts, etc.) and indoor (e.g., gym, activity room, library / reading room, etc.) areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for disabled / other functional needs individuals – ideally away from the general shelter population.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for first aid / medical care services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for counseling services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated indoor space for onsite computer terminals to allow evacuee access to the Internet and basic word processing.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the temporary storage and sorting of donated goods and/or procured commodities. May be onsite or off site – depending on anticipated volume and types of donated goods and/or commodities. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated work space for the shelter management team as well as logistics and donations management operations (if implemented). Ideally, this space will be enclosed and away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Other (specify):</li> </ul>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 1,000 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – EQUIPMENT / SUPPLIES
Addressed by:	<p><b><u>Furniture</u></b>                      1,000 cots / bedding sets                      Tables and chairs to accommodate 1,000 evacuees for meals (may require phased meal service)</p>
Addressed by:	<p><b><u>Information Technology</u></b>                      18 short range radios (VHF or UHF)                      36 cell phones                      1 GPS units                      15 air cards                      15 USB jump drives                      3 all-in-one printers                      15 laptop computers with power supply and printer                      1 ID badge equipment and supplies (optional)                      Televisions to accommodate 1,000 evacuees (optional)</p>
Addressed by:	<p><b><u>Vehicles</u></b>                      9 staff vehicles                      Mass transit vehicles to accommodate groups of evacuees, as required</p>
Addressed by: ARC	<p><b><u>Red Cross Materials</u></b>                      20 pk/50 disaster shelter registration forms (F5972)                      20 pk disaster field ID kit (A4123 and/or A4123 for Spanish)                      7 temporary name badges (F6712 shipped in pk/150) and holders</p>
Addressed by:	<p><b><u>Office / General Supply Kit</u></b>                      4 easels with paper and markers                      12 ballpoint pens                      1 package of 3"x5" cards                      2 clipboards                      4 paper tablets                      2 staplers                      1 box of staples                      2 boxes of paper clips                      1 manual hole punch                      2 large permanent markers                      1 box of thumbtacks                      2 rolls of masking tape                      1 role of scotch tape                      1 package of rubber bans                      1 pair of scissors                      1 box of file folders                      1 pad of easel paper                      1 3-ring binder with tab dividers                      1 whistle                      1 roll of orange or yellow traffic control tape                      1 box of trash bags (50)                      2 rolls of paper towels                      1 bottle of all-purpose cleaner                      1 flashlight                      1 electric lantern                      flashlight batteries                      lantern batteries                      1 battery-operated radio                      2 package of antiseptic pre-moistened towelettes (50)                      sports equipment / games to accommodate 1,000 evacuees (will depend on available facilities)</p>
Addressed by:	<p><b><u>Sanitation (as required – to provide / supplement onsite facilities) / Personal Care</u></b>                      Portable showers / wash basins to accommodate 1,000 evacuees                      Portable toilets to accommodate 1,000 evacuees                      7 brooms / dustpans                      3 mop buckets / mops                      15 large (50+ gallon) trash containers and 150 large plastic trash bags for liners                      300 rolls of toilet tissue                      7 packages of disposable diapers (50)                      7 boxes of sanitary napkins (50)                      15 boxes of facial tissue                      1,000 personal care kits (toothbrush / paste, soap, shampoo, washcloth, towel, comb, etc.)                      150 rolls of paper towels                      20 packages of antiseptic pre-moistened towelettes (50)                      laundry service to accommodate 1,000 evacuees (if stay is longer than one week)</p>
Addressed by:	<p><b><u>Miscellaneous Equipment</u></b>                      Portable generator (if not available onsite) – specifications TBD by SEOC / facility staff                      Service animal handling / care / sheltering equipment – refer to MEMP Animal Care Support Plan</p>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 1,000 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – PERSONNEL
Addressed (overall staffing) by:	(36 primary + 84 optional = 120 total personnel; 24- hour operations x 12 hour shifts)
Position filled by:	1 Shelter Manager
Positions filled by:	5 Shift Supervisor
Positions filled by:	12 Registration Staff
Positions filled by:	2 Safety / Security Supervisor
Positions filled by:	24 Security Officers (optional)
Positions filled by:	15 First Aid Station Staff (LPN or Paramedic) (optional)
Positions filled by:	2 Feeding Services Manager
Positions filled by:	14 Feeding Services Staff (optional)
Position filled by:	2 Service Animal / Pet Coordinator
Position filled by:	2 Activities / Recreation Coordinator
Position filled by:	1 Child Care Supervisor
Position filled by:	1 Child Care Staff for each 6 children (optional)
Positions filled by:	2 Dormitory Supervisor
Positions filled by:	16 Dormitory Staff (optional)
Positions filled by:	3 IT and Communication Staff
Positions filled by:	3 Maintenance Services Supervisor
Positions filled by:	12 Maintenance Services Staff (optional)
Position filled by:	1 Logistics and Supply Supervisor (may also include donated goods)
Positions filled by:	3 Logistics and Supply Staff (optional)
	<i>(optional) = personnel that will enhance operational effectiveness but are not absolutely required if sufficient resources are not available (i.e., from state departments / agencies, federal agencies, NGOs, locally, or via EMAC / MEMAC)</i>
AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – LOGISTICS / DONATIONS
Addressed by:	<p>Depending on the actual number of evacuees, facility stockpiles, and the flow of unsolicited donations of goods and services, there may be a need to implement logistics management and donations management operations onsite. At a minimum, these operations will consist of the following elements:</p> <ul style="list-style-type: none"> <li>• A management center with a dedicated computer terminal and telephone for EACH function.</li> <li>• A dedicated management center coordinator for onsite logistics and/or donations management activities.</li> <li>• An enclosed storage area (onsite or off site) to temporarily store and sort procured commodities and donated goods prior to distribution. (Note: Depending on the source, type, condition and appropriateness of donated goods, they may be used to meet the basic care needs of evacuees.)</li> <li>• An appropriate truck unloading area (preferably covered) if onsite storage is used.</li> </ul> <p>Onsite logistics and donations management operations will be consistent with the process and procedures prescribed in the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107), a support plan to the MEMP Resource Support and Human Services ESFs.</p>

\*Based on EMAC Shelter Management Mission Ready Packages for 500, 1,000, 1,500 and 2,000 person shelters.

\*\*Refer to the MI CIMS shelter record for additional details regarding this facility.

\*\*\*Support that must be provided by state departments / agencies, local agencies, federal agencies, NGOs, private contractors, or volunteers. Unless pre-addressed by the facility owner / operator, the assignment of specific tasks related to these support requirements will be made in the SEOC based on incident and facility conditions, the anticipated number and type of evacuees, the anticipated duration of the shelter operation, and other pertinent factors. Assignments may vary from incident to incident depending on current conditions, capabilities, needs and timeframes.

**State Shelter Support Mission Package Requirements – 1,500 Evacuees\***  
(Attachment to MI CIMS Shelter Record\*\*)

<b>FACILITY BASIC INFORMATION</b>	
<i>Facility Name / Location:</i>	
<i>Facility Steward (Agency):</i>	
<i>Agency Running Shelter:</i>	
<i>Mission Purpose / Task:</i>	Provide a shelter and management team for up to 1,500 evacuees for up to two weeks. The facility will provide at least 60,000 square feet of usable space for sleeping and general shelter activities (in accordance with ARC recommendations).
<i>Mission Areas Supported:</i>	<p>Oversight and management in the following areas:</p> <ul style="list-style-type: none"> <li>• Shelter Management</li> <li>• Roster / Database of Sheltered Individuals</li> <li>• Feeding Operations</li> <li>• Procurement of Shelter Supplies</li> <li>• Shelter Status Reports as required</li> <li>• Shelter Safety and Security</li> <li>• First Aid / Medical Services</li> <li>• Companion Animal Care Coordination</li> <li>• Shelter Entertainment / Recreation Activities</li> <li>• Child Care Services</li> <li>• Spiritual / Faith Based Needs</li> <li>• Counseling Services</li> <li>• IT and Communications at Shelter</li> </ul>

**Checklist of Support Requirements for Effective Facility Operation – 1,500 Evacuees\*\*\*:**

<b>AGENCY / ORGANIZATION</b>	<b>SUPPORT REQUIREMENTS – DEDICATED SPACES</b>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the storage and care of pets. May be onsite or off site – depending on anticipated numbers and types of animals. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Enclosed space with tables / chairs for onsite feeding operations. Ideally, will have kitchen for meal preparation and be able to accommodate all 1,500 evacuees at one time. May require use of portable feeding canteen(s) to provide meals.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Sanitation facilities and services to accommodate 1,500 evacuees, including families with small children. May require use of portable facilities to augment existing onsite facilities. (Sanitation facilities include showers, wash basins, toilets, trash containers and dumpsters. Sanitation services include trash removal, kitchen / food service area cleaning, floor sweeping / mopping, and general clean up.)</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Onsite space for general recreation and entertainment activities and child care. Ideally, will include both outdoor (e.g., open lawn area, sports courts, etc.) and indoor (e.g., gym, activity room, library / reading room, etc.) areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for disabled / other functional needs individuals – ideally away from the general shelter population.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for first aid / medical care services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for counseling services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated indoor space for onsite computer terminals to allow evacuee access to the Internet and basic word processing.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the temporary storage and sorting of donated goods and/or procured commodities. May be onsite or off site – depending on anticipated volume and types of donated goods and/or commodities. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated work space for the shelter management team as well as logistics and donations management operations (if implemented). Ideally, this space will be enclosed and away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Other (specify):</li> </ul>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 1,500 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – EQUIPMENT / SUPPLIES
Addressed by:	<p><b><u>Furniture</u></b>                      1,500 cots / bedding sets                      Tables and chairs to accommodate 1,500 evacuees for meals (may require phased meal service)</p>
Addressed by:	<p><b><u>Information Technology</u></b>                      21 short range radios (VHF or UHF)                      42 cell phones                      1 GPS units                      15 air cards                      15 USB jump drives                      3 all-In-one printers                      15 laptop computers with power supply and printer                      1 ID badge equipment and supplies (optional)                      Televisions to accommodate 500 evacuees (optional)</p>
Addressed by:	<p><b><u>Vehicles</u></b>                      11 staff vehicles                      Mass transit vehicles to accommodate groups of evacuees, as required</p>
Addressed by: ARC	<p><b><u>Red Cross Materials</u></b>                      30 pk/50 disaster shelter registration forms (F5972)                      30 pk disaster field ID kit (A4123 and/or A4123 for Spanish)                      10 temporary name badges (F6712 shipped in pk/150) and holders</p>
Addressed by:	<p><b><u>Office / General Supply Kit</u></b>                      4 easels with paper and markers                      12 ballpoint pens                      1 package of 3"x5" cards                      2 clipboards                      4 paper tablets                      2 staplers                      1 box of staples                      2 boxes of paper clips                      1 manual hole punch                      2 large permanent markers                      1 box of thumbtacks                      2 rolls of masking tape                      1 role of scotch tape                      1 package of rubber bans                      1 pair of scissors                      1 box of file folders                      1 pad of easel paper                      1 3-ring binder with tab dividers                      1 whistle                      1 roll of orange or yellow traffic control tape                      1 box of trash bags (50)                      2 rolls of paper towels                      1 bottle of all-purpose cleaner                      1 flashlight                      1 electric lantern                      flashlight batteries                      lantern batteries                      1 battery-operated radio                      3 package of antiseptic pre-moistened towelettes (50)                      sports equipment / games to accommodate 1,500 evacuees (will depend on available facilities)</p>
Addressed by:	<p><b><u>Sanitation (as required – to provide / supplement onsite facilities) / Personal Care</u></b>                      Portable showers / wash basins to accommodate 1,500 evacuees                      Portable toilets to accommodate 1,500 evacuees                      9 brooms / dustpans                      4 mop buckets / mops                      20 large (50+ gallon) trash containers and 200 large plastic trash bags for liners                      400 rolls of toilet tissue                      9 packages of disposable diapers (50)                      9 boxes of sanitary napkins (50)                      20 boxes of facial tissue                      1,500 personal care kits (toothbrush / paste, soap, shampoo, washcloth, towel, comb, etc.)                      175 rolls of paper towels                      20 packages of antiseptic pre-moistened towelettes (50)                      laundry service to accommodate 1,500 evacuees (if stay is longer than one week)</p>
Addressed by:	<p><b><u>Miscellaneous Equipment</u></b>                      Portable generator (if not available onsite) – specifications TBD by SEOC / facility staff                      Service animal handling / care / sheltering equipment – refer to MEMP Animal Care Support Plan</p>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 1,500 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – PERSONNEL
Addressed (overall staffing) by:	(42 primary + 106 optional = 148 total personnel; 24- hour operations x 12 hour shifts)
Position filled by:	1 Shelter Manager
Positions filled by:	6 Shift Supervisor
Positions filled by:	15 Registration Staff
Positions filled by:	2 Safety / Security Supervisor
Positions filled by:	34 Security Officers (optional)
Positions filled by:	20 First Aid Station Staff (LPN or Paramedic) (optional)
Positions filled by:	2 Feeding Services Manager
Positions filled by:	16 Feeding Services Staff (optional)
Position filled by:	3 Service Animal / Pet Coordinator
Position filled by:	3 Activities / Recreation Coordinator
Position filled by:	1 Child Care Supervisor
Position filled by:	1 Child Care Staff for each 6 children (optional)
Positions filled by:	2 Dormitory Supervisor
Positions filled by:	18 Dormitory Staff (optional)
Positions filled by:	3 IT and Communication Staff
Positions filled by:	3 Maintenance Services Supervisor
Positions filled by:	14 Maintenance Services Staff (optional)
Position filled by:	1 Logistics and Supply Supervisor (may also include donated goods)
Positions filled by:	4 Logistics and Supply Staff (optional)
	<i>(optional) = personnel that will enhance operational effectiveness but are not absolutely required if sufficient resources are not available (i.e., from state departments / agencies, federal agencies, NGOs, locally, or via EMAC / MEMAC)</i>
AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – LOGISTICS / DONATIONS
Addressed by:	<p>Depending on the actual number of evacuees, facility stockpiles, and the flow of unsolicited donations of goods and services, there may be a need to implement logistics management and donations management operations onsite. At a minimum, these operations will consist of the following elements:</p> <ul style="list-style-type: none"> <li>• A management center with a dedicated computer terminal and telephone for EACH function.</li> <li>• A dedicated management center coordinator for onsite logistics and/or donations management activities.</li> <li>• An enclosed storage area (onsite or off site) to temporarily store and sort procured commodities and donated goods prior to distribution. (Note: Depending on the source, type, condition and appropriateness of donated goods, they may be used to meet the basic care needs of evacuees.)</li> <li>• An appropriate truck unloading area (preferably covered) if onsite storage is used.</li> </ul> <p>Onsite logistics and donations management operations will be consistent with the process and procedures prescribed in the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107), a support plan to the MEMP Resource Support and Human Services ESFs.</p>

\*Based on EMAC Shelter Management Mission Ready Packages for 500, 1,000, 1,500 and 2,000 person shelters.

\*\*Refer to the MI CIMS shelter record for additional details regarding this facility.

\*\*\*Support that must be provided by state departments / agencies, local agencies, federal agencies, NGOs, private contractors, or volunteers. Unless pre-addressed by the facility owner / operator, the assignment of specific tasks related to these support requirements will be made in the SEOC based on incident and facility conditions, the anticipated number and type of evacuees, the anticipated duration of the shelter operation, and other pertinent factors. Assignments may vary from incident to incident depending on current conditions, capabilities, needs and timeframes.

**State Shelter Support Mission Package Requirements – 2,000 Evacuees\***  
(Attachment to MI CIMS Shelter Record\*\*)

<b>FACILITY BASIC INFORMATION</b>	
<i>Facility Name / Location:</i>	
<i>Facility Steward (Agency):</i>	
<i>Agency Running Shelter:</i>	
<i>Mission Purpose / Task:</i>	Provide a shelter and management team for up to 2,000 evacuees for up to two weeks. The facility will provide at least 80,000 square feet of usable space for sleeping and general shelter activities (in accordance with ARC recommendations).
<i>Mission Areas Supported:</i>	<p>Oversight and management in the following areas:</p> <ul style="list-style-type: none"> <li>• Shelter Management</li> <li>• Roster / Database of Sheltered Individuals</li> <li>• Feeding Operations</li> <li>• Procurement of Shelter Supplies</li> <li>• Shelter Status Reports as required</li> <li>• Shelter Safety and Security</li> <li>• First Aid / Medical Services</li> <li>• Companion Animal Care Coordination</li> <li>• Shelter Entertainment / Recreation Activities</li> <li>• Child Care Services</li> <li>• Spiritual / Faith Based Needs</li> <li>• Counseling Services</li> <li>• IT and Communications at Shelter</li> </ul>

**Checklist of Support Requirements for Effective Facility Operation – 2,000 Evacuees\*\*\*:**

<b>AGENCY / ORGANIZATION</b>	<b>SUPPORT REQUIREMENTS – DEDICATED SPACES</b>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the storage and care of pets. May be onsite or off site – depending on anticipated numbers and types of animals. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Enclosed space with tables / chairs for onsite feeding operations. Ideally, will have kitchen for meal preparation and be able to accommodate all 2,000 evacuees at one time. May require use of portable feeding canteen(s) to provide meals.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Sanitation facilities and services to accommodate 2,000 evacuees, including families with small children. May require use of portable facilities to augment existing onsite facilities. (Sanitation facilities include showers, wash basins, toilets, trash containers and dumpsters. Sanitation services include trash removal, kitchen / food service area cleaning, floor sweeping / mopping, and general clean up.)</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Onsite space for general recreation and entertainment activities and child care. Ideally, will include both outdoor (e.g., open lawn area, sports courts, etc.) and indoor (e.g., gym, activity room, library / reading room, etc.) areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for disabled / other functional needs individuals – ideally away from the general shelter population.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for first aid / medical care services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for counseling services – ideally away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated indoor space for onsite computer terminals to allow evacuee access to the Internet and basic word processing.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Separate enclosed space for the temporary storage and sorting of donated goods and/or procured commodities. May be onsite or off site – depending on anticipated volume and types of donated goods and/or commodities. Ideally, will be climate controlled.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Dedicated work space for the shelter management team as well as logistics and donations management operations (if implemented). Ideally, this space will be enclosed and away from the evacuee sleeping and activity areas.</li> </ul>
Addressed by:	<ul style="list-style-type: none"> <li>• Other (specify):</li> </ul>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 2,000 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – EQUIPMENT / SUPPLIES
Addressed by:	<p><b><u>Furniture</u></b>                      2,000 cots / bedding sets                      Tables and chairs to accommodate 2,000 evacuees for meals (may require phased meal service)</p>
Addressed by:	<p><b><u>Information Technology</u></b>                      26 short range radios (VHF or UHF)                      51 cell phones                      1 GPS units                      20 air cards                      20 USB jump drives                      4 all-in-one printers                      20 laptop computers with power supply and printer                      1 ID badge equipment and supplies (optional)                      Televisions to accommodate 2,000 evacuees (optional)</p>
Addressed by:	<p><b><u>Vehicles</u></b>                      14 staff vehicles                      Mass transit vehicles to accommodate groups of evacuees, as required</p>
Addressed by: ARC	<p><b><u>Red Cross Materials</u></b>                      40 pk/50 disaster shelter registration forms (F5972)                      40 pk disaster field ID kit (A4123 and/or A4123 for Spanish)                      13 temporary name badges (F6712 shipped in pk/150) and holders</p>
Addressed by:	<p><b><u>Office / General Supply Kit</u></b>                      4 easels with paper and markers                      12 ballpoint pens                      1 package of 3"x5" cards                      2 clipboards                      4 paper tablets                      2 staplers                      1 box of staples                      2 boxes of paper clips                      1 manual hole punch                      2 large permanent markers                      1 box of thumbtacks                      2 rolls of masking tape                      1 role of scotch tape                      1 package of rubber bans                      1 pair of scissors                      1 box of file folders                      1 pad of easel paper                      1 3-ring binder with tab dividers                      1 whistle                      1 roll of orange or yellow traffic control tape                      1 box of trash bags (50)                      2 rolls of paper towels                      1 bottle of all-purpose cleaner                      1 flashlight                      1 electric lantern                      flashlight batteries                      lantern batteries                      1 battery-operated radio                      1 package of antiseptic pre-moistened towelettes (50)                      sports equipment / games to accommodate 500 evacuees (will depend on available facilities)</p>
Addressed by:	<p><b><u>Sanitation (as required – to provide / supplement onsite facilities) / Personal Care</u></b>                      Portable showers / wash basins to accommodate 2,000 evacuees                      Portable toilets to accommodate 2,000 evacuees                      10 brooms / dustpans                      5 mop buckets / mops                      25 large (50+ gallon) trash containers and 250 large plastic trash bags for liners                      500 rolls of toilet tissue                      10 packages of disposable diapers (50)                      10 boxes of sanitary napkins (50)                      25 boxes of facial tissue                      2,000 personal care kits (toothbrush / paste, soap, shampoo, washcloth, towel, comb, etc.)                      200 rolls of paper towels                      25 packages of antiseptic pre-moistened towelettes (50)                      laundry service to accommodate 2,000 evacuees (if stay is longer than one week)</p>
Addressed by:	<p><b><u>Miscellaneous Equipment</u></b>                      Portable generator (if not available onsite) – specifications TBD by SEOC / facility staff                      Service animal handling / care / sheltering equipment – refer to MEMP Animal Care Support Plan</p>

ATTACHMENT 2 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: STATE SHELTER SUPPORT MISSION PACKAGE REQUIREMENTS

**Checklist of Support Requirements for Effective Facility Operation – 2,000 Evacuees\*\*\* (cont.):**

AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – PERSONNEL
Addressed (overall staffing) by:	(51 primary + 128 optional = 179 total personnel; 24- hour operations x 12 hour shifts)
Position filled by:	1 Shelter Manager
Positions filled by:	7 Shift Supervisor
Positions filled by:	18 Registration Staff
Positions filled by:	2 Safety / Security Supervisor
Positions filled by:	44 Security Officers (optional)
Positions filled by:	25 First Aid Station Staff (LPN or Paramedic) (optional)
Positions filled by:	2 Feeding Services Manager
Positions filled by:	18 Feeding Services Staff (optional)
Position filled by:	4 Service Animal / Pet Coordinator
Position filled by:	4 Activities / Recreation Coordinator
Position filled by:	1 Child Care Supervisor
Position filled by:	1 Child Care Staff for each 6 children (optional)
Positions filled by:	2 Dormitory Supervisor
Positions filled by:	20 Dormitory Staff (optional)
Positions filled by:	4 IT and Communication Staff
Positions filled by:	3 Maintenance Services Supervisor
Positions filled by:	16 Maintenance Services Staff (optional)
Position filled by:	1 Logistics and Supply Supervisor (may also include donated goods)
Positions filled by:	5 Logistics and Supply Staff (optional)
	<i>(optional) = personnel that will enhance operational effectiveness but are not absolutely required if sufficient resources are not available (i.e., from state departments / agencies, federal agencies, NGOs, locally, or via EMAC / MEMAC)</i>
AGENCY / ORGANIZATION	SUPPORT REQUIREMENTS – LOGISTICS / DONATIONS
Addressed by:	<p>Depending on the actual number of evacuees, facility stockpiles, and the flow of unsolicited donations of goods and services, there may be a need to implement logistics management and donations management operations onsite. At a minimum, these operations will consist of the following elements:</p> <ul style="list-style-type: none"> <li>• A management center with a dedicated computer terminal and telephone for EACH function.</li> <li>• A dedicated management center coordinator for onsite logistics and/or donations management activities.</li> <li>• An enclosed storage area (onsite or off site) to temporarily store and sort procured commodities and donated goods prior to distribution. (Note: Depending on the source, type, condition and appropriateness of donated goods, they may be used to meet the basic care needs of evacuees.)</li> <li>• An appropriate truck unloading area (preferably covered) if onsite storage is used.</li> </ul> <p>Onsite logistics and donations management operations will be consistent with the process and procedures prescribed in the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107), a support plan to the MEMP Resource Support and Human Services ESFs.</p>

\*Based on EMAC Shelter Management Mission Ready Packages for 500, 1,000, 1,500 and 2,000 person shelters.

\*\*Refer to the MI CIMS shelter record for additional details regarding this facility.

\*\*\*Support that must be provided by state departments / agencies, local agencies, federal agencies, NGOs, private contractors, or volunteers. Unless pre-addressed by the facility owner / operator, the assignment of specific tasks related to these support requirements will be made in the SEOC based on incident and facility conditions, the anticipated number and type of evacuees, the anticipated duration of the shelter operation, and other pertinent factors. Assignments may vary from incident to incident depending on current conditions, capabilities, needs and timeframes.

ATTACHMENT 3 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: FUNCTIONAL NEEDS POPULATION ESTIMATES, BY COUNTY

<b>FUNCT. NEEDS POPULATION:</b>																
<b>COUNTY PROGRAMS:</b>	Disabled (5 years and older)	Disabled (5 years and older) with Sensory Disability	Disabled (5 years and older) with Physical Disability	Low Income (below poverty line)	Non-English Speaking (5 years and older)	Children (5 years and under)	Elderly (65 years and older)	Transportation Disadvantaged (household pop. w/o vehicle)	Homeless	Institutionalized: Correctional	Institutionalized: Nursing Home	Institutionalized: Juvenile	Institutionalized: Other	Hearing Loss (Total Deaf + Hard of Hearing)	Deaf	Hard of Hearing
ALCONA	2,844	256	554	1,453	4	505	2,866	173	70	33	96	0	0	995	104	891
ALGER	1,659	170	226	917	0	449	1,694	234	74	845	67	0	0	840	88	752
ALLEGAN	16,740	1,616	2,467	7,639	418	7,648	11,725	1,611	1,118	170	593	36	0	9,488	993	8,495
ALPENA	6,632	501	1,015	3,278	6	1,716	5,357	947	307	70	138	0	11	2,647	277	2,370
ANTRIM	4,590	358	767	2,064	11	1,325	4,033	376	104	48	111	23	0	2,072	217	1,855
ARENAC	3,548	257	652	2,294	7	912	2,860	411	124	567	113	0	0	1,489	156	1,333
BARAGA	1,726	164	285	896	0	487	1,423	319	98	608	77	0	0	755	79	676
BARRY	9,204	798	1,391	3,089	15	3,774	6,696	812	157	65	213	0	0	5,055	529	4,526
BAY	20,201	1,438	3,201	10,605	69	6,725	16,170	2,982	959	179	592	43	0	9,413	985	8,428
BENZIE	2,980	259	546	1,103	24	948	2,803	268	100	39	99	26	0	1,469	154	1,315
BERRIEN	30,301	2,113	4,517	20,202	375	10,583	23,449	5,032	2,017	446	617	229	176	13,998	1,465	12,533
BRANCH	7,806	610	1,171	3,979	182	2,885	6,002	1,104	391	2,377	333	0	25	3,992	418	3,574
CALHOUN	26,843	1,941	4,138	15,094	211	9,002	18,857	4,436	1,147	686	800	196	210	11,941	1,250	10,692
CASS	9,938	833	1,569	4,987	75	3,102	6,927	961	407	138	187	12	0	4,419	462	3,957
CHARLEVOIX	4,544	307	649	2,064	18	1,691	3,894	476	111	30	133	0	0	2,297	240	2,057
CHEBOYGAN	5,301	493	882	3,187	2	1,557	4,744	517	86	74	148	0	10	2,357	247	2,110
CHIPPEWA	5,979	592	992	4,167	0	2,078	4,886	999	180	4,804	108	0	82	3,339	349	2,989
CLARE	7,664	536	1,276	4,918	16	1,815	5,398	1,006	142	175	176	8	0	2,717	284	2,432
CLINTON	9,271	787	1,546	2,963	14	4,455	7,034	732	208	152	397	48	0	5,814	608	5,206
CRAWFORD	3,041	276	464	1,756	5	777	2,372	379	77	295	88	0	0	1,273	133	1,140
DELTA	7,106	598	1,198	3,594	2	2,101	6,542	1,058	122	60	336	39	0	3,295	345	2,950
DICKINSON	4,921	519	852	2,452	2	1,519	4,972	800	158	64	241	4	0	2,338	245	2,093
EATON	16,750	1,517	2,498	5,948	94	6,599	11,751	1,844	375	217	462	15	0	9,133	956	8,177
EMMET	4,929	473	812	2,266	2	1,944	4,495	737	233	202	211	0	0	2,816	295	2,521
GENESEE	82,814	5,390	12,124	56,480	212	31,622	50,607	13,305	2,300	716	1,624	125	85	38,034	3,980	34,053
GLADWIN	5,613	430	906	3,544	8	1,431	4,768	692	104	62	169	0	3	2,317	242	2,074
GOGEBIC	3,879	325	663	2,839	0	793	3,931	740	292	454	253	18	0	1,490	156	1,334
GD TRAVERSE	11,887	1,010	1,642	4,490	72	4,723	10,144	1,421	743	262	566	4	6	7,053	738	6,315
GRATIOT	6,574	640	1,055	3,837	28	2,499	5,723	771	277	3,066	673	14	0	3,655	383	3,273
HILLSDALE	8,840	663	1,392	3,709	0	3,006	6,192	991	336	61	235	23	0	4,062	425	3,637
HOUGHTON	5,429	538	963	5,563	4	1,952	5,579	1,348	185	286	359	0	0	3,117	326	2,791
HURON	6,802	524	1,062	3,645	32	1,989	7,006	831	365	62	235	0	20	3,029	317	2,712
INGHAM	43,482	3,262	6,265	38,421	723	17,671	26,251	8,713	1,171	472	1,069	155	87	24,255	2,538	21,716

ATTACHMENT 3 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: FUNCTIONAL NEEDS POPULATION ESTIMATES, BY COUNTY

<b>FUNCT. NEEDS POPULATION:</b>	<b>Disabled (5 years and older)</b>	<b>Disabled (5 years and older) with Sensory Disability</b>	<b>Disabled (5 years and older) with Physical Disability</b>	<b>Low Income (below poverty line)</b>	<b>Non-English Speaking (5 years and older)</b>	<b>Children (5 years and under)</b>	<b>Elderly (65 years and older)</b>	<b>Transportation Disadvantaged (household pop. w/o vehicle)</b>	<b>Homeless</b>	<b>Institutionalized: Correctional</b>	<b>Institutionalized: Nursing Home</b>	<b>Institutionalized: Juvenile</b>	<b>Institutionalized: Other</b>	<b>Hearing Loss (Total Deaf + Hard of Hearing)</b>	<b>Deaf</b>	<b>Hard of hearing</b>
<b>COUNTY PROGRAMS:</b>																
IONIA	8,951	799	1,335	4,858	29	4,224	6,165	896	253	5,247	289	0	0	5,467	572	4,895
IOSCO	6,392	595	1,163	3,398	0	1,295	5,897	740	70	45	274	0	0	2,312	242	2,070
IRON	2,748	277	471	1,419	0	559	3,313	455	43	268	231	0	3	1,100	115	985
ISABELLA	8,613	892	1,182	11,687	11	3,317	5,722	1,361	431	162	261	7	204	5,561	582	4,979
JACKSON	27,464	2,304	3,964	13,417	129	10,397	20,380	4,362	794	7,270	1,136	54	24	13,960	1,461	12,499
KALAMAZOO	36,403	3,063	5,599	27,483	196	15,447	27,148	6,490	1,851	562	1,340	99	168	20,821	2,179	18,642
KALKASKA	3,228	253	516	1,708	0	1,068	2,278	295	61	47	84	0	0	1,477	155	1,323
KENT	85,304	6,300	10,270	49,832	3,978	44,533	59,625	14,981	2,961	1,428	3,953	271	384	50,776	5,314	45,462
KEWEENAW	387	42	62	274	0	103	468	64	45	4	0	129	0	192	20	171
LAKE	3,169	250	548	2,072	2	589	2,234	366	18	178	83	324	0	1,014	106	908
LAPEER	13,689	1,181	2,027	4,654	162	5,896	8,399	1,126	542	1,080	247	0	0	7,853	822	7,031
LEELANAU	3,104	369	462	1,128	32	1,075	3,669	254	94	20	85	21	71	1,880	197	1,683
LENAWEE	16,912	1,139	2,743	6,340	88	6,252	12,523	1,709	947	2,393	543	187	71	8,668	907	7,761
LIVINGSTON	18,635	1,333	2,633	5,228	69	11,305	13,037	1,611	571	413	212	426	56	14,868	1,556	13,312
LUCE	1,367	107	198	895	0	354	1,082	122	63	937	51	8	0	595	62	533
MACKINAC	2,560	195	505	1,235	0	561	2,178	422	56	17	121	0	0	986	103	883
MACOMB	127,130	9,174	20,573	44,010	2,161	51,062	107,651	17,729	2,094	2,492	3,935	112	213	70,000	7,326	62,674
MANISTEE	4,762	443	782	2,403	6	1,303	4,435	591	204	756	189	15	0	2,177	228	1,949
MARQUETTE	9,271	871	1,494	6,592	8	3,275	8,739	2,116	255	1,206	623	28	13	5,557	582	4,975
MASON	5,304	545	947	3,069	20	1,537	4,748	848	151	197	185	0	0	2,467	258	2,209
MECOSTA	6,942	588	1,066	5,960	24	2,431	5,339	909	98	8	213	0	0	3,589	376	3,213
MENOMINEE	4,458	469	813	2,855	5	1,481	4,392	783	104	33	290	2	6	2,157	226	1,931
MIDLAND	11,589	1,103	1,835	6,818	22	5,348	9,975	1,474	220	85	459	19	0	7,266	760	6,506
MISSAUKEE	2,776	303	473	1,529	12	923	2,143	245	102	23	81	0	0	1,306	137	1,170
MONROE	24,083	1,717	3,641	10,161	183	9,683	16,222	2,671	700	231	507	102	3	12,958	1,356	11,602
MONTCALM	11,022	881	1,708	6,394	19	3,996	7,421	1,193	220	2,299	151	2	145	5,412	566	4,845
MONTMORENCY	2,609	249	533	1,307	10	456	2,466	196	44	0	83	0	0	902	94	808
MUSKEGON	34,257	2,405	4,544	18,752	217	11,675	21,887	4,673	797	3,932	955	31	194	14,886	1,558	13,328
NEWAYGO	8,952	713	1,429	5,471	94	3,285	6,115	871	184	192	250	49	6	4,237	443	3,794
OAKLAND	164,294	11,792	24,507	65,478	3,792	80,367	134,959	25,262	4,992	2,035	4,327	351	206	103,877	10,871	93,006
OCEANA	5,338	406	789	3,875	265	1,733	3,760	430	442	55	134	129	5	2,414	253	2,162
OGEMAW	5,096	408	867	2,983	2	1,119	4,064	500	52	47	205	0	0	1,874	196	1,678
ONTONAGON	1,586	159	334	796	0	341	1,690	248	47	15	115	0	0	651	68	583

ATTACHMENT 3 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: FUNCTIONAL NEEDS POPULATION ESTIMATES, BY COUNTY

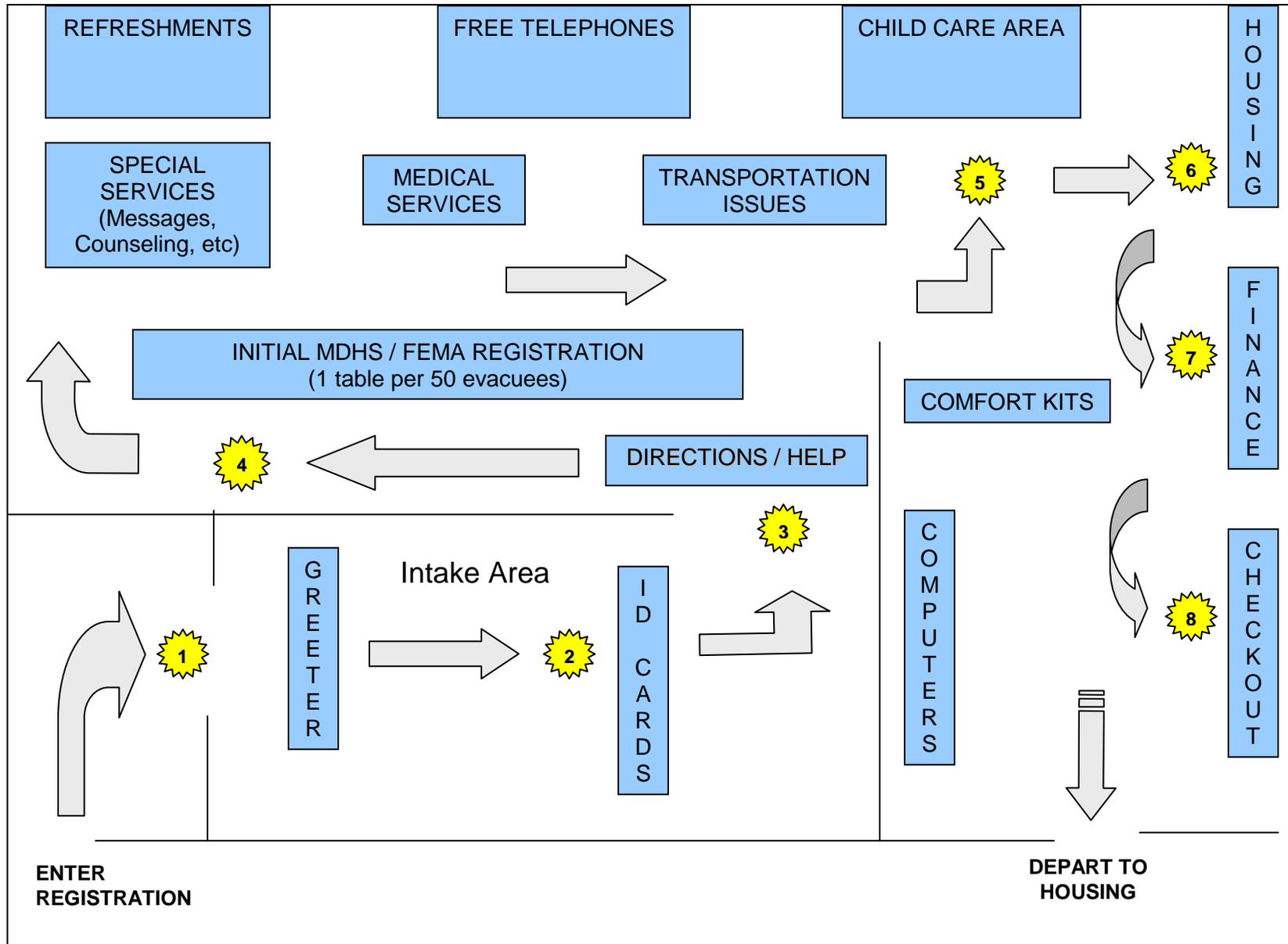
<b>FUNCT. NEEDS POPULATION:</b>	<b>Disabled (5 years and older)</b>	<b>Disabled (5 years and older) with Sensory Disability</b>	<b>Disabled (5 years and older) with Physical Disability</b>	<b>Low Income (below poverty line)</b>	<b>Non-English Speaking (5 years and older)</b>	<b>Children (5 years and under)</b>	<b>Elderly (65 years and older)</b>	<b>Transportation Disadvantaged (household pop. w/o vehicle)</b>	<b>Homeless</b>	<b>Institutionalized: Correctional</b>	<b>Institutionalized: Nursing Home</b>	<b>Institutionalized: Juvenile</b>	<b>Institutionalized: Other</b>	<b>Hearing Loss (Total Deaf + Hard of Hearing)</b>	<b>Deaf</b>	<b>Hard of hearing</b>
<b>COUNTY PROGRAMS:</b>																
OSCEOLA	4,687	432	691	2,908	4	1,428	3,284	572	169	91	50	50	0	2,022	212	1,810
OSCODA	2,319	221	425	1,365	0	488	1,903	277	0	0	60	0	0	814	85	728
OTSEGO	3,683	354	589	1,563	17	1,445	3,201	392	109	36	86	0	0	2,087	218	1,869
OTTAWA	28,991	2,459	4,581	12,665	720	18,242	24,112	2,941	1,777	282	1,599	58	0	21,448	2,245	19,203
PRESQUE ISLE	2,992	229	498	1,469	0	692	3,220	342	116	17	88	0	0	1,229	129	1,100
ROSCOMMON	6,069	518	1,235	3,107	0	1,089	6,054	668	63	80	150	40	0	2,256	236	2,020
SAGINAW	39,204	2,589	5,688	28,603	159	14,201	28,331	6,424	1,618	1,803	1,117	136	53	18,002	1,884	16,118
SANILAC	8,186	619	1,384	4,580	23	2,913	6,865	839	301	90	241	124	0	3,834	401	3,433
SCHOOLCRAFT	1,695	98	273	1,036	0	500	1,653	267	52	228	99	2	0	754	79	675
SHIAWASSEE	11,721	1,142	1,998	5,546	10	4,861	8,581	1,261	162	155	305	0	11	6,239	653	5,586
ST. CLAIR	27,811	2,469	4,208	12,674	62	11,030	20,088	3,730	806	246	605	0	1	14,539	1,522	13,018
ST. JOSEPH	10,775	909	1,486	6,900	250	4,484	8,097	1,687	311	223	456	0	6	5,406	566	4,841
TUSCOLA	10,125	954	1,583	4,647	22	3,517	7,450	911	392	334	255	289	191	5,021	525	4,495
VAN BUREN	15,116	907	2,005	8,334	361	5,176	9,373	1,394	1,204	106	386	199	21	6,726	704	6,022
WASHTENAW	39,902	3,136	5,324	33,450	656	20,130	26,271	8,527	1,131	3,262	1,244	36	640	29,116	3,047	26,069
WAYNE	433,933	20,950	56,820	332,598	10,717	152,600	248,982	106,146	11,386	6,874	10,061	756	2,367	174,475	18,259	156,216
WEXFORD	5,789	506	878	3,096	9	1,936	4,278	843	150	41	180	0	0	2,688	281	2,406

ATTACHMENT 3 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: FUNCTIONAL NEEDS POPULATION ESTIMATES, BY COUNTY

<b>FUNCT. NEEDS POPULATION:</b>	<b>Disabled (5 years and older)</b>	<b>Disabled (5 years and older) with Sensory Disability</b>	<b>Disabled (5 years and older) with Physical Disability</b>	<b>Low Income (below poverty line)</b>	<b>Non-English Speaking (5 years and older)</b>	<b>Children (5 years and under)</b>	<b>Elderly (65 years and older)</b>	<b>Transportation Disadvantaged (household pop. w/o vehicle)</b>	<b>Homeless</b>	<b>Institutionalized: Correctional</b>	<b>Institutionalized: Nursing Home</b>	<b>Institutionalized: Juvenile</b>	<b>Institutionalized: Other</b>	<b>Hearing Loss (Total Deaf + Hard of Hearing)</b>	<b>Deaf</b>	<b>Hard of hearing</b>
<b>MUNICIPAL PROGRAMS:</b>																
ANN ARBOR, CITY	12,062	1,034	1,512	16,922	201	5,744	9,017	4,361	507	0	303	26	190	N/A	N/A	N/A
BATTLE CREEK, CITY	11,015	774	1,546	7,446	188	3,892	7,222	2,534	447	686	366	18	5	N/A	N/A	N/A
BIRMINGHAM, CITY	1,780	243	305	555	5	1,331	2,700	413	4	0	0	0	0	N/A	N/A	N/A
BLOOMFIELD TWP	4,225	436	628	1,078	51	2,196	7,659	369	211	0	227	0	0	N/A	N/A	N/A
CANTON TWP	8,753	557	1,304	2,841	162	6,715	4,531	935	86	0	0	0	0	N/A	N/A	N/A
CLINTON TWP	15,626	1,086	2,516	5,500	321	5,797	13,668	2,451	202	0	477	15	61	N/A	N/A	N/A
DEARBORN, CITY	17,409	1,062	2,258	15,720	1,824	8,086	15,232	3,909	177	43	154	0	27	N/A	N/A	N/A
DEARBORN HTS, CITY	11,385	858	1,889	3,532	261	3,732	10,914	1,582	160	8	367	152	0	N/A	N/A	N/A
DELTA TWP	4,420	N/A	N/A	1,460	N/A	1,677	3,899	533	111	0	125	0	0	N/A	N/A	N/A
DETROIT, CITY	244,893	8,169	27,845	243,153	6,247	76,232	99,056	73,682	8,104	4,191	4,597	589	1,132	N/A	N/A	N/A
FARMINGTON HILLS, CITY	10,080	806	1,475	3,299	224	4,904	11,803	1,644	714	9	417	79	42	N/A	N/A	N/A
FRASER, CITY	2,522	225	381	639	8	867	2,354	468	13	0	216	0	0	N/A	N/A	N/A
GRAND RAPIDS, CITY	35,598	2,094	4,139	29,681	3,085	16,335	22,958	8,715	1,714	1,369	2,592	150	304	N/A	N/A	N/A
IONIA, CITY	1,202	100	120	975	4	523	761	220	46	4,288	113	0	0	N/A	N/A	N/A
KENTWOOD, CITY	6,213	429	827	2,817	160	3,469	4,452	927	182	0	125	55	0	N/A	N/A	N/A
LANSING, CITY	22,869	1,549	3,393	19,866	584	9,725	11,605	5,439	370	22	314	79	87	N/A	N/A	N/A
LINCOLN PARK, CITY	8,579	556	1,355	3,059	75	2,771	5,640	1,382	12	6	110	0	0	N/A	N/A	N/A
LIVONIA, CITY	13,307	1,101	2,179	3,136	110	5,654	16,988	1,510	633	15	1,019	0	147	N/A	N/A	N/A
PLYMOUTH TWP	3,197	214	647	485	45	1,668	3,420	455	32	933	0	0	0	N/A	N/A	N/A
PORT HURON, CITY	6,807	548	1,039	5,342	5	2,513	4,540	1,798	379	246	195	0	0	N/A	N/A	N/A
ROMULUS, CITY	4,965	206	569	2,868	22	1,740	1,804	598	115	6	0	0	84	N/A	N/A	N/A
SOUTHFIELD, CITY	15,222	716	1,980	5,721	496	4,358	11,888	3,380	267	63	610	0	0	N/A	N/A	N/A
STERLING HTS, CITY	18,532	1,172	2,426	6,480	618	7,729	14,638	2,563	526	0	650	0	22	N/A	N/A	N/A
TRENTON, CITY	2,818	235	658	980	14	1,058	3,837	488	9	9	169	0	0	N/A	N/A	N/A
WARREN, CITY	25,551	1,955	4,741	10,112	271	8,784	23,871	3,494	300	0	996	0	6	N/A	N/A	N/A
WAYNE, CITY	4,229	328	626	1,690	13	1,400	2,230	695	81	0	322	0	0	N/A	N/A	N/A
STATE OF MICHIGAN	1,487,499	120,011	249,509	1,021,605	27,177	672,005	1,219,018	290,240	53,791	65,330	50,113	5,083	5,606	866,879	90,720	776,159

**Notes and Sources:** Deaf / Hard of Hearing Population estimates (February 2005) developed by the Michigan Department of Licensing and Regulatory Affairs / Division on Deaf and Hard of Hearing based on information from the U.S. Department of Health and Human Services and U.S. Census Bureau. Deafness was calculated at .9% of the U.S. population and Hard of Hearing was calculated at 7.7%. Hearing Loss is a total of Deafness and Hard of Hearing. These percentages were applied to each Michigan county to give an estimate of how many individuals in each category could be expected in these populations based on the national percentages. All other figures are from 2000 U.S. Census statistics, American Fact Finder 2006.

ATTACHMENT 4 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: SAMPLE EVACUEE RECEPTION / REGISTRATION CENTER LAYOUT



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ATTACHMENT 5 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: CHECKLIST OF INTRASTATE EVACUATION AND MASS SHELTERING RESPONSIBILITIES, BY PHASE AND AGENCY

Operational Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<b>INTRASTATE EVACUATION</b> (moving individuals out of harm's way in an orderly manner)	<ul style="list-style-type: none"> <li>• Direct and compel evacuation.</li> <li>• Suspend regulatory statutes, orders, or rules.</li> <li>• Authorize and control the release of public information.</li> </ul>	Executive (Governor)
	<ul style="list-style-type: none"> <li>• Recommend evacuation (and other protective actions) to the Governor.</li> <li>• Activate the Emergency Alert System.</li> <li>• Assist in determining evacuation routes, modes and destinations.</li> <li>• Secure additional mass transportation resources.</li> <li>• Develop incident-specific Communications Plan and Health / Safety Plan.</li> <li>• Monitor and track evacuation status.</li> <li>• Secure aerial transportation resources for evacuation route over-flights.</li> <li>• Coordinate and administer state and federal public assistance funding.</li> </ul>	MSP/EMHSD
	<ul style="list-style-type: none"> <li>• Provide legal assistance to state officials.</li> <li>• Monitor and investigate incidents of price gouging related to an evacuation.</li> </ul>	MDAG
	<ul style="list-style-type: none"> <li>• Protect patients, staff, and visitors in state mental health facilities.</li> <li>• Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.</li> </ul>	MDCH
	<ul style="list-style-type: none"> <li>• Monitor the evacuation of the elderly.</li> <li>• Monitor and coordinate assistance to frail homebound seniors.</li> </ul>	MOSA
	<ul style="list-style-type: none"> <li>• Protect prisoners, staff and visitors in state correctional facilities.</li> <li>• Provide assistance to local jails requiring evacuation.</li> <li>• Provide resources to support emergency operations.</li> <li>• Support law enforcement activities.</li> </ul>	MDOC
	<ul style="list-style-type: none"> <li>• Protect residents, staff and visitors at the Michigan School for the Deaf.</li> </ul>	MDOE
	<ul style="list-style-type: none"> <li>• Protect residents, staff and visitors in state training and rehabilitation facilities.</li> <li>• Protect residents, staff and visitors at the Michigan Career and Technical Institute.</li> <li>• Monitor and coordinate assistance to non-English speaking evacuees.</li> <li>• Meet out-of-jurisdiction evacuees transported by commercial carriers.</li> </ul>	MDHS
	<ul style="list-style-type: none"> <li>• Provide security support on evacuation routes.</li> <li>• Provide supplemental transportation support.</li> <li>• Protect patients / residents, staff and visitors at the Jacobetti and Grand Rapids Homes for Veterans.</li> <li>• Provide information on troop convey movements, as required.</li> </ul>	MDMVA
	<ul style="list-style-type: none"> <li>• Provide law enforcement support on evacuation routes.</li> <li>• Protect visitors at state parks and recreation areas.</li> <li>• Assist with evacuation of marine traffic.</li> </ul>	MDNR
	<ul style="list-style-type: none"> <li>• Relay warning and emergency information throughout the state.</li> <li>• Assist in evacuating areas, controlling traffic, and providing security in the affected area.</li> <li>• Enforce the Governor's emergency authorities.</li> <li>• Coordinate with the MDOT on traffic control measures.</li> <li>• Provide specialized resources to support emergency operations.</li> <li>• Coordinate with the transportation industry for additional resources to support emergency operations.</li> <li>• Implement the Michigan Emergency Highway Traffic Regulation Plan.</li> </ul>	MSP
	<ul style="list-style-type: none"> <li>• Protect employees and visitors at MDTMB owned / managed facilities.</li> <li>• Provide information collection, analysis, and dissemination support.</li> <li>• Secure additional mass transportation resources.</li> </ul>	MDTMB
	<ul style="list-style-type: none"> <li>• Secure additional mass transportation resources for evacuations.</li> <li>• Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.</li> <li>• Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.</li> <li>• Implement the Michigan Emergency Highway Traffic Regulation Plan.</li> </ul>	MDOT
	<ul style="list-style-type: none"> <li>• Post current information on damaged tourist destinations in Michigan.</li> </ul>	MEDC
	<ul style="list-style-type: none"> <li>• Protect employees and visitors at judicial and legislative facilities.</li> </ul>	Judicial / Legislative Liaisons

ATTACHMENT 5 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: CHECKLIST OF INTRASTATE EVACUATION AND MASS SHELTERING RESPONSIBILITIES, BY PHASE AND AGENCY

Operational Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<b>MASS SHELTERING (providing for the temporary housing and care of evacuees, with particular emphasis on functional needs populations)</b>	<ul style="list-style-type: none"> <li>• Provide for temporary emergency housing.</li> <li>• Suspend regulatory statutes, orders, or rules.</li> <li>• Authorize and control the release of public information.</li> <li>• Authorize the use of state resources.</li> <li>• Seek assistance from the federal government.</li> <li>• Solicit donations of goods and/or services to support functional needs populations.</li> </ul>	Executive (Governor)
	<ul style="list-style-type: none"> <li>• Procure resources through the EMAC / MEMAC, as appropriate.</li> <li>• Implement the Michigan Disaster Logistics Management Plan, as required.</li> <li>• Provide technical assistance to the MDHS for disaster donations management, as required.</li> <li>• Monitor the provision of human services in Presidentially-declared disasters.</li> <li>• Coordinate the identification and procurement of additional temporary housing resources.</li> <li>• Identify and mobilize volunteers from the Michigan Citizen Corps program.</li> <li>• Identify the full range of affected functional needs populations.</li> </ul>	MSP/EMHSD
	<ul style="list-style-type: none"> <li>• Assist in food procurement, safety and sanitation, and the identification and establishment of warehouses and feeding facilities.</li> <li>• Coordinate the use of fairground facilities for mass shelter operations.</li> <li>• Identify vacant migrant labor housing for use as temporary shelter for evacuees.</li> <li>• Assist with and coordinate animal care and animal health in shelters.</li> </ul>	MDARD
	<ul style="list-style-type: none"> <li>• Provide legal assistance to state officials.</li> </ul>	MDAG
	<ul style="list-style-type: none"> <li>• Ensure equal access to disaster-related services.</li> <li>• Monitor and advocate for the recovery needs of individuals with disabilities.</li> <li>• Provide interpreter / translator services, as required.</li> </ul>	MDCR
	<ul style="list-style-type: none"> <li>• Facilitate the deployment of volunteer health professionals for emergency response.</li> <li>• Identify volunteer opportunities for emergent volunteers.</li> <li>• Coordinate the investigation and control of communicable disease in shelters.</li> <li>• Coordinate a mental health needs assessment for the sheltered population.</li> <li>• Coordinate crisis counseling services with Community Mental Health Services Programs.</li> <li>• Coordinate appropriate medical services.</li> <li>• Provide resources to support emergency operations.</li> <li>• Identify and make available shelter space in state inpatient mental health facilities, as required.</li> </ul>	MDCH
	<ul style="list-style-type: none"> <li>• Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.</li> </ul>	MOSA
	<ul style="list-style-type: none"> <li>• Provide resources to support emergency operations.</li> <li>• Identify and make available shelter space in state correctional facilities, as required.</li> <li>• Support law enforcement activities.</li> </ul>	MDOC
	<ul style="list-style-type: none"> <li>• Coordinate use of Michigan School for the Deaf resources to support emergency operations.</li> <li>• Authorize the use of USDA commodities for feeding disaster victims.</li> </ul>	MDOE
	<ul style="list-style-type: none"> <li>• Provide supportive radiation safety assistance.</li> </ul>	MDEQ
	<ul style="list-style-type: none"> <li>• Coordinate and monitor the provision of human services to disaster victims.</li> <li>• Identify and make available shelter space at state training and rehabilitation facilities, as required.</li> <li>• Identify and make available shelter space at the Michigan Career and Technical Institute, as required.</li> <li>• Implement the Michigan Disaster Donations Management Plan, as required.</li> <li>• Provide interpreter / translator services, as required.</li> <li>• Identify and coordinate volunteer resources for recovery operations.</li> <li>• Identify human service and/or cultural organizations that may represent functional needs populations.</li> <li>• Provide vocational rehabilitation services.</li> <li>• Identify volunteer opportunities for emergent volunteers.</li> </ul>	MDHS
	<ul style="list-style-type: none"> <li>• Provide insurance information to disaster victims.</li> </ul>	MDIFS
	<ul style="list-style-type: none"> <li>• Provide supportive radiation safety assistance.</li> <li>• Provide rehabilitation services for the blind.</li> <li>• Provide interpreter / translator services, as required.</li> <li>• Conduct fire safety and prevention services.</li> </ul>	MDLARA
	<ul style="list-style-type: none"> <li>• Identify and make available shelter space at MDMVA facilities, as required.</li> <li>• Identify and mobilize shelter volunteers from the Michigan Volunteer Defense Force.</li> <li>• Provide security support at shelters.</li> <li>• Provide mass feeding support at shelters.</li> <li>• Provide supplemental transportation support at shelters.</li> </ul>	MDMVA

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Operational Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<b>MASS SHELTERING (providing for the temporary housing and care of evacuees, with particular emphasis on functional needs populations)</b>	<ul style="list-style-type: none"> <li>• Provide security support at shelters.</li> <li>• Provide supplemental transportation and equipment resources.</li> <li>• Identify and provide shelter space at state parks and recreation areas, if required.</li>   <li>• Assist in evacuating areas, controlling traffic, and providing security in the affected area.</li> <li>• Identify and make available shelter space at the MSP Training Academy, as required.</li> <li>• Coordinate with the transportation industry for additional resources to support emergency operations.</li>   <li>• Provide technical assistance, as required, to support the information technology aspects of state emergency operations.</li> <li>• Identify and make available shelter space in MDTMB owned / managed facilities, as required.</li> <li>• Protect employees and visitors at MDTMB owned / managed facilities.</li> <li>• Provide state-contracted supplies and services to support functional needs population sheltering operations.</li> <li>• Activate the State's donations management web site, as required.</li> <li>• Provide information on state-contracted supplies and services for emergency procurement.</li>   <li>• Secure additional mass transportation resources for evacuations.</li>   <li>• Provide temporary housing assistance for functional needs populations.</li>   <li>• Establish and operate mass care shelters and feeding facilities for disaster victims.</li> <li>• Provide mass care guidance to the MDHS, support departments / agencies and NGOs.</li> <li>• Support the management and coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items.</li> <li>• Support reunification efforts.</li> <li>• Provide emergency relief supplies to those in need.</li> <li>• Provide trained disaster services personnel.</li>   <li>• Provide supplemental support at shelters.</li> </ul>	<p>MDNR</p> <p>MSP</p> <p>MDTMB</p> <p>MDOT</p> <p>MEDC</p> <p>ARC</p> <p>MIVOAD, Michigan Citizen Corps, other NGOs (working with ARC)</p>

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ATTACHMENT 5 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: CHECKLIST OF INTRASTATE EVACUATION AND MASS SHELTERING RESPONSIBILITIES, BY PHASE AND AGENCY

Operational Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<p><b>ACCESS CONTROL / SECURITY</b> (restricting access to and providing security in the affected / evacuated area)</p>	<ul style="list-style-type: none"> <li>Control access to the disaster area.</li> <li>Identify access control points.</li> <li>Identify and mobilize volunteers from the Michigan Citizen Corps Program.</li> <li>Provide legal assistance to state officials.</li> <li>Identify volunteer opportunities for emergent volunteers.</li> <li>Identify access control issues relative to the continued operation of state inpatient mental health facilities.</li> <li>Identify access control issues relevant to the senior population.</li> <li>Identify access control issues relative to the continued operation of state correctional facilities.</li> <li>Support law enforcement activities.</li> <li>Identify access control issues relative to the continued operation of the Michigan School for the Deaf.</li> <li>Identify and coordinate volunteer resources for recovery operations.</li> <li>Identify volunteer opportunities for emergent volunteers.</li> <li>Identify access control issues relative to the continued operation of state training and rehabilitation facilities.</li> <li>Identify access control issues relative to the continued operation of the Michigan Career and Technical Institute.</li> <li>Provide security support for access control and in the evacuated area.</li> <li>Identify and mobilize volunteers from the Michigan Volunteer Defense Force for access control and/or security support.</li> <li>Identify access control issues relative to the continued operation of the Jacobetti and Grand Rapids Homes for Veterans.</li> <li>Support law enforcement activities.</li> <li>Enforce the Governor's emergency authorities.</li> <li>Assist in evacuating areas, controlling traffic, and providing security in the affected area.</li> <li>Identify access control issues relative to the continued operation of critical state functions at state office facilities.</li> <li>Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.</li> <li>Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.</li> <li>Provide resources to support emergency operations.</li> </ul>	<p>Executive (Governor) MSP/EMHSD</p> <p>MDAG MDCH MOSA MDOC MDOE MDHS</p> <p>MDMVA</p> <p>MDNR MSP MDTMB</p> <p>MDOT</p>
<p><b>EVACUEE REENTRY</b> (ensuring an orderly and safe reentry into the affected / evacuated area)</p>	<ul style="list-style-type: none"> <li>Develop a reentry strategy.</li> <li>Implement, monitor, and report on the reentry strategy.</li> <li>Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and the agricultural environment.</li> <li>Provide legal assistance to state officials.</li> <li>Issue health advisories and protective action guides to the public.</li> <li>Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.</li> <li>Identify and articulate reentry issues specific to the elderly.</li> <li>Provide assessment information on damaged state facilities and impacted state functions.</li> <li>Support law enforcement activities.</li> <li>Provide assessment information on damaged state facilities and impacted state functions.</li> <li>Provide assessment information on damaged state facilities and impacted state functions.</li> <li>Provide assessment information on damaged state facilities and impacted state functions.</li> <li>Provide security support for reentry.</li> <li>Provide assessment information on damaged state facilities and impacted state functions.</li> <li>Support law enforcement activities.</li> <li>Enforce the Governor's emergency authorities.</li> <li>Assist in evacuating areas, controlling traffic, and providing security in the affected area.</li> <li>Provide specialized resources to support emergency operations.</li> <li>Provide assessment information on damaged state facilities and impacted state functions.</li> <li>Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local authorities.</li> <li>Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.</li> <li>Provide resources to support emergency operations.</li> </ul>	<p>Executive (Governor) MSP/EMHSD</p> <p>MDARD MDAG MDCH MOSA MDOC MDOE MDHS</p> <p>MDMVA</p> <p>MDNR MSP</p> <p>MDTMB MDOT</p>

ATTACHMENT 6 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: CHECKLIST OF LONG-TERM EVACUEE ASSIMILATION RESPONSIBILITIES, BY TRANSITIONAL PHASE AND AGENCY

Evacuee Transitional Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<p><b>PHASE 1: STAGING, ASSESSMENT AND STABILIZATION (meet, register, shelter, comfort evacuees)</b></p>	<ul style="list-style-type: none"> <li>• Accept or decline out-of-state evacuee requests.</li> <li>• Provide for temporary emergency housing.</li> <li>• Suspend regulatory statutes, orders, or rules.</li> <li>• Authorize and control the release of public information.</li> <li>• Authorize the use of state resources.</li> <li>• Seek assistance from the federal government.</li> <li>• Solicit donations to support evacuees, as required (especially functional needs populations).</li>   <li>• Monitor and track evacuation status.</li> <li>• Procure resources through the EMAC / MEMAC, as appropriate.</li> <li>• Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.</li> <li>• Implement the Michigan Disaster Logistics Management Plan, as required.</li> <li>• Provide technical assistance to the MDHS for disaster donations management, as required.</li> <li>• Monitor the provision of human services in Presidentially-declared disasters.</li> <li>• Coordinate the identification and procurement of additional temporary housing resources.</li> <li>• Identify and mobilize volunteers from the Michigan Citizen Corps program.</li> <li>• Identify the full range of affected functional needs populations.</li>   <li>• Assist in food procurement and the identification and establishment of warehouses and feeding facilities.</li> <li>• Coordinate the use of fairground facilities for mass shelter operations (including those for functional needs populations).</li> <li>• Identify vacant migrant labor housing for use as temporary shelter for evacuees.</li> <li>• Assist with and coordinate animal care and animal health in shelters.</li>   <li>• Provide legal assistance to state officials.</li>   <li>• Ensure equal access to disaster-related services.</li> <li>• Monitor and advocate for the recovery needs of individuals with disabilities.</li> <li>• Provide interpreter / translator services, as required.</li>   <li>• Facilitate the deployment of volunteer health professionals for emergency response.</li> <li>• Coordinate the investigation and control of communicable disease in shelters.</li> <li>• Coordinate a mental health needs assessment for the sheltered population.</li> <li>• Coordinate crisis counseling services with Community Mental Health Services Programs.</li> <li>• Coordinate appropriate medical services.</li> <li>• Provide resources to support emergency operations.</li> <li>• Identify and make available shelter space in state inpatient mental health facilities, as required.</li> <li>• Provide vital records replacement information to evacuees.</li>   <li>• Monitor the evacuation of the elderly.</li> <li>• Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.</li>   <li>• Provide resources to support emergency operations.</li> <li>• Identify and make available shelter space in state correctional facilities, as required.</li>   <li>• Coordinate use of Michigan School for the Deaf resources to support emergency operations.</li> <li>• Authorize the use of USDA commodities for feeding disaster victims.</li>   <li>• Provide supportive radiation safety assistance.</li>   <li>• Meet out-of-jurisdiction evacuees transported by commercial carriers.</li> <li>• Monitor and coordinate assistance to non-English speaking evacuees.</li> <li>• Coordinate and monitor the provision of human services to disaster victims.</li> <li>• Identify and make available shelter space at state training and rehabilitation facilities, as required.</li> <li>• Identify and make available shelter space at the Michigan Career and Technical Institute, as required.</li> <li>• Implement the Michigan Disaster Donations Management Plan, as required.</li> <li>• Provide interpreter / translator services, as required.</li> <li>• Identify and coordinate volunteer resources for recovery operations.</li> <li>• Identify volunteer opportunities for emergent volunteers.</li> <li>• Identify human service and/or cultural organizations that may represent functional needs populations.</li> <li>• Provide vocational rehabilitation services.</li>   <li>• Provide insurance information to disaster victims.</li>   <li>• Conduct fire safety and prevention services (at shelters).</li> <li>• Provide rehabilitation services for the blind.</li> <li>• Provide interpreter / translator services, as required (for blind / visually impaired individuals).</li> </ul>	<p>Executive (Governor)</p> <p>MSP/EMHSD</p> <p>MDARD</p> <p>MDAG</p> <p>MDCR</p> <p>MDCH</p> <p>MOSA</p> <p>MDOC</p> <p>MDOE</p> <p>MDEQ</p> <p>MDHS</p> <p>MDIFS</p> <p>MDLARA</p>

ATTACHMENT 6 TO EVACUATION AND MASS SHELTER SUPPORT PLAN: CHECKLIST OF LONG-TERM EVACUEE ASSIMILATION RESPONSIBILITIES, BY TRANSITIONAL PHASE AND AGENCY

Evacuee Transitional Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<p><b>PHASE 1 (cont.): STAGING, ASSESSMENT AND STABILIZATION (meet, register, shelter, comfort evacuees)</b></p>	<ul style="list-style-type: none"> <li>• Provide security support at shelters.</li> <li>• Provide mass feeding support at shelters.</li> <li>• Provide supplemental transportation support at shelters.</li> <li>• Identify and make available shelter space at MDMVA facilities, as required.</li> <li>• Identify and mobilize shelter volunteers from the Michigan Volunteer Defense Force.</li> </ul> <ul style="list-style-type: none"> <li>• Provide security support at shelters.</li> <li>• Provide supplemental transportation and equipment resources.</li> <li>• Identify and provide shelter space at state parks and recreation areas, if required.</li> </ul> <ul style="list-style-type: none"> <li>• Coordinate with the transportation industry for additional resources to support emergency operations.</li> <li>• Assist in evacuating areas, monitoring / controlling traffic, and providing security in the affected area.</li> <li>• Identify and make available shelter space at the MSP Training Academy, as required.</li> </ul> <ul style="list-style-type: none"> <li>• Provide technical assistance, as required, to support the information technology aspects of state emergency operations.</li> <li>• Secure additional mass transportation resources.</li> <li>• Identify and make available shelter space in MDTMB owned / managed facilities, as required.</li> <li>• Protect employees and visitors (evacuees) at MDTMB owned / managed facilities.</li> <li>• Provide state-contracted supplies and services to support functional needs population sheltering operations.</li> <li>• Activate the State's donations management web site, as required.</li> <li>• Provide information on state-contracted supplies and services for emergency procurement.</li> </ul> <ul style="list-style-type: none"> <li>• Secure additional mass transportation resources for evacuations.</li> </ul> <ul style="list-style-type: none"> <li>• Establish and operate mass care shelters and feeding facilities for disaster victims.</li> <li>• Provide mass care guidance to the MDHS, support departments / agencies and NGOs.</li> <li>• Support the management and coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items.</li> <li>• Support reunification efforts.</li> <li>• Provide emergency relief supplies to those in need.</li> <li>• Provide trained disaster services personnel.</li> </ul> <ul style="list-style-type: none"> <li>• Provide supplemental support at shelters.</li> </ul>	<p>MDMVA</p> <p>MDNR</p> <p>MSP</p> <p>MDTMB</p> <p>MDOT</p> <p>ARC</p> <p>MIVOAD, Michigan Citizen Corps, other NGOs (working with ARC)</p>

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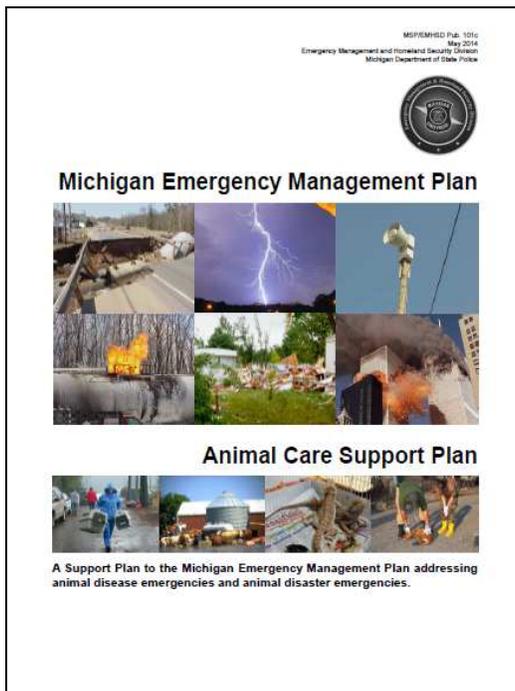
Evacuee Transitional Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<p><b>PHASE 2: TRANSFER TO TRANSITIONAL LIVING</b> (evacuees move to temporary housing, assess personal situation)</p>	<ul style="list-style-type: none"> <li>Identify and mobilize community mentors.</li> <li>Provide for temporary emergency housing.</li> <li>Seek assistance from the federal government.</li> <li>Solicit donations to support evacuees, as required.</li> </ul>	Executive (Governor)
	<ul style="list-style-type: none"> <li>Procure resources through the EMAC / MEMAC, as appropriate.</li> <li>Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.</li> <li>Implement the Michigan Disaster Logistics Management Plan, as required.</li> <li>Provide technical assistance to the MDHS for disaster donations management, as required.</li> <li>Monitor the provision of human services in Presidentially-declared disasters.</li> <li>Coordinate the identification and procurement of additional temporary housing resources.</li> <li>Identify and mobilize volunteers from the Michigan Citizen Corps program.</li> <li>Identify the full range of affected functional needs populations.</li> <li>Coordinate and administer state and federal public assistance funding.</li> <li>Develop informational materials for evacuees.</li> </ul>	MSP/EMHSD
	<ul style="list-style-type: none"> <li>Assist in food procurement, safety and sanitation, and the identification and establishment of warehouses and feeding facilities.</li> <li>Coordinate the use of fairground facilities for temporary housing.</li> <li>Identify vacant migrant labor housing for use as temporary housing.</li> <li>Assist with and coordinate animal care and animal health in shelters.</li> </ul>	MDARD
	<ul style="list-style-type: none"> <li>Provide legal assistance to state officials.</li> </ul>	MDAG
	<ul style="list-style-type: none"> <li>Ensure equal access to disaster-related services.</li> <li>Monitor and advocate for the recovery needs of individuals with disabilities.</li> <li>Provide interpreter / translator services, as required.</li> </ul>	MDCR
	<ul style="list-style-type: none"> <li>Facilitate the deployment of volunteer health professionals for emergency response.</li> <li>Coordinate appropriate medical services.</li> <li>Identify and make available space in state inpatient mental health facilities, as required.</li> <li>Provide vital records replacement information to evacuees.</li> </ul>	MDCH
	<ul style="list-style-type: none"> <li>Coordinate a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.</li> </ul>	MOSA
	<ul style="list-style-type: none"> <li>Provide resources to support emergency operations.</li> <li>Identify and make available space in state correctional facilities for temporary housing, as required.</li> </ul>	MDOC
	<ul style="list-style-type: none"> <li>Coordinate use of Michigan School for the Deaf resources to support emergency operations.</li> <li>Authorize the use of USDA commodities for feeding disaster victims.</li> <li>Provide school enrollment informational materials to evacuees.</li> <li>Provide school enrollment information to deaf evacuees.</li> <li>Coordinate capability assessments of Michigan school districts targeted for evacuee settlement.</li> <li>Monitor and track evacuee student enrollment in Michigan school districts.</li> </ul>	MDOE
	<ul style="list-style-type: none"> <li>Implement and administer the Disaster Food Stamp Program.</li> <li>Provide liaison to the federal Individuals and Households Program.</li> <li>Assist in identifying available housing resources.</li> <li>Implement the Michigan Disaster Donations Management Plan, as required.</li> <li>Register evacuees for human service programs.</li> <li>Identify registered child care services for evacuees.</li> <li>Coordinate and monitor the provision of human services to disaster victims.</li> <li>Identify and make available space at state training and rehabilitation facilities, as required.</li> <li>Provide interpreter / translator services, as required.</li> <li>Identify and coordinate volunteer resources for recovery operations.</li> </ul>	MDHS
	<ul style="list-style-type: none"> <li>Provide insurance information to disaster victims.</li> </ul>	MDIFS
	<ul style="list-style-type: none"> <li>Coordinate the establishment of group manufactured home sites for temporary disaster housing.</li> <li>Identify employment assistance resources for evacuees.</li> <li>Provide unemployment assistance to disaster victims (through the U.S. Department of Labor's Disaster Unemployment Assistance Program).</li> </ul>	MDLARA
	<ul style="list-style-type: none"> <li>Assist eligible long-term evacuees (disabled veterans) with admission to the Jacobetti or Grand Rapids Homes for Veterans.</li> <li>Identify and make available space in the MDMVA Jacobetti and Grand Rapids Homes for Veterans, as required (for temporary housing).</li> </ul>	MDMVA

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Evacuee Transitional Phase	Task Assignment (Use Zoom Feature to View in Larger Type)	Responsible Agency
<p><b>PHASE 2 (cont.): TRANSFER TO TRANSITIONAL LIVING</b> (evacuees move to temporary housing, assess personal situation)</p>	<ul style="list-style-type: none"> <li>Identify and provide shelter space at state parks and recreation areas, if required.</li> <li>Assist evacuees with Michigan driver license and voter applications.</li> <li>Assist in evacuating areas, controlling traffic, and providing security in the affected area.</li> <li>Identify and make available space at the MSP Training Academy, as required.</li> <li>Provide technical assistance, as required, to support the information technology aspects of state emergency operations.</li> <li>Review and submit special supplemental appropriation requests to the Legislature.</li> <li>Identify and make available space in MDTMB owned / managed facilities, as required.</li> <li>Protect employees and visitors (evacuees) at MDTMB owned / managed facilities.</li> <li>Provide state-contracted supplies and services to support functional needs population sheltering operations.</li> <li>Activate the State's donations management web site, as required.</li> <li>Provide information on state-contracted supplies and services for emergency procurement.</li> <li>Secure additional mass transportation resources for evacuations.</li> <li>Provide tax assistance to disaster victims (evacuees).</li> <li>Provide housing assistance to low and moderate income disaster victims (evacuees).</li> <li>Assist in the identification and procurement of additional temporary housing resources.</li> <li>Provide temporary housing assistance for functional needs populations.</li> <li>Provide supplemental support to evacuees.</li> </ul>	<p>MDNR MDOS MSP MDTMB MDOT MDT MEDC MIVOAD, Michigan Citizen Corps, other NGOs (working with ARC)</p>
<p><b>PHASE 3: RETURN HOME OR ESTABLISH NEW RESIDENCY</b> (evacuees stay, move elsewhere, or return home)</p>	<ul style="list-style-type: none"> <li>Identify and mobilize community mentors.</li> <li>Procure resources through the EMAC / MEMAC, as appropriate.</li> <li>Monitor the provision of human services in Presidentially-declared disasters.</li> <li>Coordinate the identification and procurement of additional temporary housing resources.</li> <li>Coordinate and administer state and federal public assistance funding.</li> <li>Develop informational materials for evacuees.</li> <li>Coordinate appropriate medical services.</li> <li>Provide vital records replacement information to evacuees.</li> <li>Coordinate a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.</li> <li>Monitor and track evacuee student enrollment in Michigan school districts.</li> <li>Implement and administer the Disaster Food Stamp Program.</li> <li>Provide liaison to the federal Individuals and Households Program.</li> <li>Register evacuees for human service programs.</li> <li>Identify registered child care services for evacuees.</li> <li>Coordinate and monitor the provision of human services to disaster victims.</li> <li>Provide insurance information to disaster victims.</li> <li>Coordinate the establishment of group manufactured home sites for temporary disaster housing.</li> <li>Identify employment assistance resources for evacuees.</li> <li>Provide unemployment assistance to disaster victims (through the U.S. Department of Labor's Disaster Unemployment Assistance Program).</li> <li>Assist eligible long-term evacuees (disabled veterans) with admission to the Jacobetti or Grand Rapids Homes for Veterans.</li> <li>Assist evacuees with Michigan driver license and voter applications.</li> <li>Assist in evacuating areas, controlling traffic, and providing security in the affected area.</li> <li>Provide tax assistance to disaster victims (evacuees).</li> <li>Provide housing assistance to low and moderate income disaster victims (evacuees).</li> <li>Provide supplemental support to evacuees.</li> </ul>	<p>Executive (Governor) MSP/EMHSD MDCH MOSA MDOE MDHS MDIFS MDLARA MDMVA MDOS MSP MDT MEDC MIVOAD, Michigan Citizen Corps, other NGOs (working with ARC)</p>

## MSP/EMHSD Publication 101c – Michigan Emergency Management Plan (MEMP) Animal Care Support Plan

May 2014 Revision Posted to MSP/EMHSD Web Site ([www.michigan.gov/emhsd](http://www.michigan.gov/emhsd))



The Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD), in partnership with the Michigan Department of Agriculture and Rural Development (MDARD) and the State (Michigan) Animal Response Team (MI SART), has completed the latest revision of MSP/EMHSD Publication 101c, “Michigan Emergency Management Plan: Animal Care Support Plan” (pictured above). The plan has been posted on the MSP/EMHSD web site ([www.michigan.gov/emhsd](http://www.michigan.gov/emhsd)) under “Grants, Programs & Publications” in the “Planning” table along with the April 2014 edition of the Michigan Emergency Management Plan (MEMP).

**Background:** The MEMP Animal Care Support Plan is developed and maintained by the MSP/EMHSD, in accordance with 1976 Michigan Public Act 390, as amended (Emergency Management Act), MCL 30.407a, in partnership with the MDARD, MI SART, and the other departments, agencies and organizations identified in the plan. The MEMP Animal Care Support Plan addresses two separate but related tracks: 1) animals impacted by disease or contamination; and 2) animal issues during a disaster. The plan provides an organizational and operational framework for improving the public and private sector response to animal diseases and animal disasters within or affecting Michigan. It is consistent and compatible with the National Incident Management System (NIMS) and National Response Framework (NRF), and meets current applicable planning standards under the Emergency Management Accreditation Program (EMAP).

Questions about the MEMP Animal Care Support Plan should be directed to F/Lt. Michael Johnson, MSP/EMHSD State and Local Support Section Manager, at (517) 333-5048, or by e-mail at [JohnsonM45@michigan.gov](mailto:JohnsonM45@michigan.gov). Be advised that the plan will not be distributed via hardcopy or on CD.

**Note: All prior editions of the MEMP Animal Care Support Plan should be discarded, as they are no longer valid.**





# Michigan Emergency Management Plan



# Animal Care Support Plan



**A Support Plan to the Michigan Emergency Management Plan addressing animal disease emergencies and animal disaster emergencies.**

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## **BACKGROUND AND APPROVALS**

This Animal Care Support Plan to the Michigan Emergency Management Plan (MEMP) was prepared by the Michigan Department of State Police / Emergency Management and Homeland Security Division (MSP/EMHSD), in partnership with the Michigan Department of Agriculture and Rural Development (MDARD), (Michigan) State Animal Response Team (SART), Michigan Executive Office, the Michigan Judiciary, Executive Branch departments and agencies, and appropriate local, tribal, nongovernmental and private sector stakeholders. The MEMP, developed and maintained by the MSP/EMHSD as required under 1976 PA 390, as amended (the Michigan Emergency Management Act), MCL 30.407a(2), provides the framework for the State of Michigan to mitigate, prevent, prepare for, respond to and recover from disasters, emergencies, threats or incidents – actual, imminent or potential – that could adversely impact the State of Michigan. The MSP/EMHSD will revise the MEMP and this Support Plan when required by changes in internal or external conditions, and/or as required by the federal government. This Support Plan, as an extension of the MEMP, is approved by the Governor and the State Director of Emergency Management and Homeland Security as indicated by their signatures on the cover of the core MEMP document. This Support Plan complies with applicable State of Michigan and federal laws, policies, rules and regulations. It is also consistent and compliant with the National Incident Management System (NIMS) and applicable Standards for Operational Plans set forth by the Emergency Management Accreditation Program (EMAP). The MSP/EMHSD will distribute this Support Plan and other MEMP documents to partners and stakeholders that may be affected by their implementation, via the distribution system explained below and also in the "Planning Preliminaries" section of the MEMP core document.

## **DISTRIBUTION**

The MEMP no longer has a controlled distribution. It is now available universally, on the MSP/EMHSD web site, for all partners, stakeholders and other interested parties to review and download. The MSP/EMHSD maintains e-mail notification lists of representatives of departments, agencies, and organizations that are responsible for implementation of the task assignments contained within the plan, or that otherwise need a copy for operational or reference purposes. These representatives are notified by e-mail when a revised plan edition is finalized and web-posted. The MSP/EMHSD provides hardcopy editions only to designated positions within the SEOC; all others are required to use the electronic edition or print a hardcopy of the document themselves.

## **MI CIMS**

In 2013, the State of Michigan began to use web-based proprietary software called "WebEOC" for statewide critical incident management, including integration with its Geographic Information System (GIS) applications in the SEOC. For identification purposes, this system is referred to as the Michigan Critical Incident Management System (MI CIMS). The MSP/EMHSD has obtained an enterprise license for the MI CIMS that allows it to provide a user license to local emergency management program jurisdictions, state departments / agencies, tribal governments, and certain nongovernmental (NGO) and private sector emergency management partner organizations. This statewide integration effort allows these stakeholders to easily and quickly communicate with the SEOC and with each other during disasters, emergencies, and other incidents. The acronym "MI CIMS" is used throughout this plan to represent this reporting system.

<p><b>NRF COUNTERPART ELEMENTS</b></p> <ul style="list-style-type: none"> <li>• ESF #6 (Mass Care, Emergency Assistance, Temporary Housing and Human Services)</li> <li>• ESF #8 (Public Health and Medical Services)</li> <li>• ESF #9 (Search and Rescue)</li> <li>• ESF #11 (Agriculture and Natural Resources)</li> <li>• ESF #14 (Long-Term Community Recovery)</li> </ul>	<p><b>MEMP ANIMAL CARE SUPPORT PLAN</b></p>	<p><b>PURPOSE</b></p> <p>The Animal Care Support Plan addresses:</p> <ul style="list-style-type: none"> <li>• Animal Disease Emergencies</li> <li>• Animal Disaster Emergencies</li> </ul>
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**\*Note:** Refer also to the MEMP Widespread Plant or Animal Disease Procedures for information on state actions related to animal disease prevention / mitigation and debris management.

### Acronym Guide (for this Support Plan)

ARC/MI or ARC	American Red Cross – Michigan
AVMA/VMAT	American Veterinary Medical Association / Veterinary Medical Assistance Team
CART	Community / County Animal Response Team
CERT	Community Emergency Response Team (under the Citizen Corps Program)
DCPAH	Diagnostic Center for Population and Animal Health
DHHS/NVRT	Department of Health and Human Services / National Veterinary Response Team
EAG	Emergency Action Guidelines
EM	Emergency Management
EOP	Emergency Operations Plan
ESF	Emergency Support Function
GIS	Geographic Information System
FEMA	Federal Emergency Management Agency
FBI	Federal Bureau of Investigation
ICS	Incident Command System
JIC	Joint Information Center
LHD	Local Health Department
MDARD	Michigan Department of Agriculture and Rural Development
MDAG	Michigan Department of Attorney General
MDCH	Michigan Department of Community Health
MDEQ	Michigan Department of Environmental Quality
MDHS	Michigan Department of Human Services
MDLARA	Michigan Department of Licensing and Regulatory Affairs
MDMVA	Michigan Department of Military and Veterans Affairs
MDOC	Michigan Department of Corrections
MDOE	Michigan Department of Education
MDOT	Michigan Department of Transportation
MDNR	Michigan Department of Natural Resources
MDTMB	Michigan Department of Technology, Management and Budget
MI CIMS	Michigan Critical Incident Management System
MIHAN	Michigan Health Alert Network
MIOSHA	Michigan Occupational Safety and Health Administration
MOSA	Michigan Office of Services to the Aging
MSP	Michigan State Police
MSP/EMHSD	Michigan State Police / Emergency Management and Homeland Security Division
MSU/CVM	Michigan State University / College of Veterinary Medicine
MSU EXTENSION	Michigan State University Extension
MSPSA	Multi-State Partnership for Security in Agriculture
MVMA	Michigan Veterinary Medical Association
NARSC	National Animal Rescue and Sheltering Coalition

ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

NASAAEP..... National Alliance of State Animal and Agricultural Emergency Programs  
 NGO..... Nongovernmental Organization  
 NRF..... National Response Framework  
 PIO..... Public Information Officer  
 SART or MI-SART..... State Animal Response Team or Michigan State Animal Response Team  
 SEOC..... State Emergency Operations Center  
 SPIO..... State Public Information Officer  
 USFWS..... United States Fish and Wildlife Service  
 USCBP..... United States Customs and Border Protection  
 USDA/APHIS..... United States Department of Agriculture / Animal and Plant Health Inspection Service  
     AC..... Animal Care  
     ESF 11..... Emergency Support Function 11 / Region V  
     NVS..... National Veterinary Stockpile  
     OIG..... Office of Inspector General  
     VS..... Veterinary Services  
     NAHERC..... National Animal Health Emergency Response Corps  
     WS..... Wildlife Services  
 USDA/FSA..... United States Department of Agriculture / Farm Service Agency  
 USDA/FSIS..... United States Department of Agriculture / Food Safety and Inspection Service  
 USDA/NRCS..... United States Department of Agriculture / Natural Resources Conservation Service

**Animal Care Support Plan – Assignment Locator**

Agency / Organization	Task Assignment Locations (page #s) for Animal Disease	Task Assignment Locations (page #s) for Animal Disaster
DHHS/NVRT		40
FEMA		41
DOJ/FBI	31	
LHD	28	39
Local EM / Response Teams	28	38-39
MDARD	23	33
MDAG	23	34
MDCH	24-25	35
MDCH/MOSA	25	35
MDEQ	25	35-36
MDHS		36
MDLARA/MIOSHA	25	
MDMVA	26	36
MDNR	26-27	37
MDOC	25	35
MDOE		35
MDOT	27-28	38
MDTMB	27	38
SART or MI SART		33-34
MSP	27	37
MSP/EMHSD	24	34
NASAAEP		39-40
NARSC		40
USFWS	30	41
USCBP	31	
USDA/APHIS	28-29	
USDA/APHIS AC		39
USDA/APHIS NVS	29	
USDA/APHIS VS/NAHERC	29	
USDA/APHIS WS	30	40
USDA/APHIS ESF 11	31	41
USDA/FSA		41
USDA/FSIS	30	
USDA/NRCS	30	
USDA/OIG	30	

### State and Local Agency Support Roles and Responsibilities in Animal Disease

AGENCY / ORGANIZATION  Roles: P = Primary S = Support	FUNCTION													
	MDARD	MDAG	MDCH	MDEQ	MDMVA	MDOC	MDOT	MDNR	MDTMB	MIOSHA	MSP	MSP/EMHSD	Local EM	LHD
Animal Related Quarantines	P										S			
Livestock / Household Animal Disease Response	P		S							S			S	S
Animal Carcass Disposal	P		S	S	S	S	S	S	S	S			S	S
Mental Health Support			P							S				P
Biosecurity Training	P		S							S				
Human Health Consequences			P											P
Emergency / Disaster Declarations												P		
Communications Support												P	S	
Movement Restrictions Enforcement					S		S				P		S	
Resource Procurement / Management	P		S		S				S		S		S	
Legal Consultation / Assistance		P												
Wildlife Disease Response	S							P						

### Federal Agency Support Roles and Responsibilities in Animal Disease

AGENCY / ORGANIZATION  Roles: P = Primary S = Support	FUNCTION										
	USDA/APHIS VS	USDA/APHIS ESF 11	USDA/APHIS VS NAHERC	USDA/APHIS NVS	USDA/FSIS	USDA/APHIS WS	USDA/APHIS OIG	USDA/NRCS	USFWS	USCBP	FBI
Animal Carcass Disposal	P			S				S			
ESF 11 Guidance		P									
Veterinary Assistance Teams	P		P								
Livestock Animal Disease Response	P				S					S	
Wildlife Disease Response						P			P		
Criminal Investigation of Trans-Boundary Animal Disease							P				P
Movement Restrictions Enforcement	S									S	S
Slaughter Inspection / Disease Surveillance					P						
Continuity of Operations Assistance	S			P			S				

### Nongovernmental Organization Support Roles and Responsibilities in Animal Disease

AGENCY / ORGANIZATION  Roles: P = Primary S = Support	FUNCTION						
	AVMA/VMAT	MSU DCPAH	Livestock Industry Groups	MSU Extension	MSU/CVM	MVMA	Multi-State Partnership
Information Dissemination	S	S	S	S	S	S	S
Laboratory Diagnostic Support		P					
Supplemental Personnel Resources	S		S	S	S	S	S

### State and Local Agency Support Roles and Responsibilities in Animal Disaster

AGENCY / ORGANIZATION  Roles: P = Primary S = Support  FUNCTION	MDARD/SART	MDAG	MDCH	MDEQ	MDHS	MDMVA	MDOC	MDOT	MDNR	MDTMB	MOSA	MSP	MSP/EMHSD	Local EM	LHD
	Field Operations for Animal Related Issues	P				S							P		P
Supplemental Personnel Resources	P													S	
Animal Care Needs Assessment	P													S	
Animal Care Resource Procurement	P					S							S	S	
Animal Care Donations Management	S				P	S				S			S		
Animal-Related Quarantines	S				P									P	
Heating / Cooling Stations and Congregate Care Shelters with Companion Animal Provisions	S				P									P	S
Wildlife Issues Coordination									P					S	
Animal Carcass Disposal / Debris Management	P		S	S			S		S	S			S	S	
Congregate Care Shelter Cleaning / Disinfection Guidance	S		P	S											P
Human Health Assistance (ESF 8 Guidance)			P								S				P
Transportation for Persons with Companion Animals								S				S		P	
Legal Consultation / Assistance		P		S											
Information Dissemination	P		S		S				S	S	S		S	S	S

### Federal Agency, Nongovernmental Organization and University Support Roles and Responsibilities in Animal Disaster

AGENCY / ORGANIZATION  Roles: P = Primary S = Support  FUNCTION	USDA/APHIS AC	NASAAEP/NARSC	USDA/APHIS ESF 11	USDA/APHIS WS	USDA/FSA	DHHS	DHHS/NVRT	FEMA	AVMA/VMAT	MSU DCPAH	Multi-State Partnership	MSU Extension	MSU/CVM	MVMA	Livestock Industry Groups	Nonprofit Humane Groups	ARC/MI
	ESF 6 Guidance	S		P					P								
ESF 8 Guidance	S		S			P		S									
ESF 11 Guidance	S		P					S									
Supplemental Veterinary Services							S	S	S			S		S			
Animal Transport, Sheltering, Confinement, Husbandry and Quarantine Assistance		S								S		S	S		S	S	
Resource Support	S	S			S	S		S									
Wildlife Issues Coordination				P						S		S					
Information Dissemination						S		S	S		S	S		S	S	S	S
Animal Carcass Disposal / Debris Management								S		S		S					
Supplemental Veterinary / Animal Care Personnel Resources	S	S					S				S	S	S	S	S		
Heating / Cooling Stations and Congregate Care Shelters with Companion Animal Provisions	S	S												S		S	S
Supplemental Animal Care Resources (e.g., cages, food, disaster grants, etc.)	S	S										S	S	S	P	S	

**Purpose and Scope.** This plan addresses two separate but related issues: animals impacted by disease or contamination, and animal issues during a disaster. Depending on the incident, different agencies at the local, state, and federal level may be involved. This plan attempts to explain the roles and responsibilities of the public and private sectors in both the disease and disaster tracks. A great deal of planning has occurred in both areas, and this plan is intended to provide a framework for

bringing these efforts into one document to help improve response for both animal diseases and animals in disasters within the State of Michigan.

*Purpose: Animal Disease.* The purpose of the animal disease elements of this plan is to coordinate local, state, federal and nongovernmental efforts to prevent, stop and eliminate the spread of animal disease, thereby minimizing the environmental and economic impact, human or animal health concerns, and food safety concerns associated with a reportable disease.

This plan assists in the framework for the assessment and response to reportable diseases as defined in Public Act 466 of 1988 (Animal Industry Act). The State Veterinarian maintains the list of reportable diseases and may add diseases to the list if deemed necessary. Legal authorities for response to infectious, contagious or toxicological diseases of animals are found in PA 466 of 1988. Response plans for specific diseases are included as attachments to this plan or are maintained as separate support plans within the MDARD.

This plan will be applicable during an outbreak of a disease which can be transmitted from animals to people or from people to animals (i.e., zoonotic disease) for the animal component of the response, including when federal ESF #8 (Public Health and Medical Services) activities under the NRF are ongoing. It may also be applicable as a support function of federal ESF #10 (Oil and Hazardous Materials Response), and address ESF #11 (Agriculture and Natural Resources) functions that are specific to animal disease.

*Purpose: Animal Disaster.* The purpose of the animal disaster elements of this plan is to provide for the needs of the human and animal communities in incidents which impact both people and their animals by coordinating public and private sector resources that may be necessary in incident response and recovery operations. Federal ESFs under the NRF which may be relevant to this section include ESF #6, #8, #9, #11 and #14, in order to address the following potential functions:

- Rescue and capture of animals that have escaped confinement or been displaced by an incident
- Evacuation and transportation of animals
- Sheltering, confinement and husbandry of sheltered animals
- Veterinary services for sick or injured animals
- Quarantine of animals for public health protection
- Disposal of animal carcasses
- Environmental protection related to animal disease
- Mental health support for victims and responders
- Public information dissemination
- Recovery assistance (returning to “normal” or “back to business”)

*Scope: Animal Disease.* This plan addresses emergency management responsibilities and monitoring for local and state-level organizations in the event of an animal disease outbreak that requires actions by the MDARD Animal Industry Division (MDARD/AID). Quarantine and other orders may be issued by the MDARD Director, and a declaration of emergency or disaster may be made by the Governor in such circumstances to facilitate involvement by other state agencies. The primary goal is to help coordinate local, state, federal and nongovernmental efforts to prevent, stop and eliminate the spread of animal disease and minimize the environmental and economic impact, human or animal health concerns, and food safety concerns associated with the incident. In animal disease, the MDARD and/or United States Department of Agriculture (USDA) will be the lead agency, unless public health issues predominate. Legal authority for management of reportable diseases is found in PA 466 of 1988. Wildlife animal species are considered in the Animal Disease Plan as they may be infected or impacted by disease outbreaks in domestic animal species. They may also be carriers of

diseases infectious to humans and domestic animal species and act as a source of infection during domestic animal disease control efforts.

*Scope: Animal Disaster.* This plan describes the resources and capabilities of state, university, federal and nongovernmental organizations in supplementing local animal care support services during a disaster or emergency that affects a large number of animals and/or a diverse animal population. The plan is intended for use by state and local agencies and by the State Animal Response Team (SART) and other nongovernmental response organizations as a guideline for implementing immediate action to provide care and control of animals, thereby minimizing animal suffering, public health impacts and economic loss in the event of a significant incident. The animal types covered under this Support Plan may include household pets and service animals, livestock, and exotic animals. Michigan wildlife species that have been injured or otherwise adversely impacted by an incident are under the jurisdiction of the MDNR. The SART or licensed wildlife rehabilitators may be requested as secondary responders to an incident at the discretion of the MDNR. The types of support services that may be required under this plan include but are not limited to:

- Assessment and reporting of impacts to various animal populations
- Search and rescue of animals where feasible or appropriate
- Emergency veterinary services for injured animals
- Laboratory testing, diagnostics, and analyses of potential animal related diseases that may threaten public health and safety
- Transportation of animals to shelters or other safe locations
- Identification of congregate household pet shelter facilities
- Identification of livestock sheltering locations
- Working with ESF-6 and FEMA, development of short-, interim-, and long-term housing needs for human population owning animals, and assisting in the development of messages to send to the general public for short- and long-term care
- Supervised sheltering of and basic care (i.e., providing food and water, exercise, etc.) for impacted animal populations
- Measures to facilitate reunification of owners and their animals
- Provision of vaccinations and other basic, routine medical care to ensure the health and well being of the animals and public health
- Providing public information material / messages regarding animal care support operations, incident-related animal care, and other pertinent animal-related topics based on incident circumstances
- Reporting on the nature, scope, magnitude, etc. of animal care support operations to the State Emergency Operations Center (SEOC), local EOCs, and other entities as appropriate
- Recovery assistance (returning to “normal” or “back to business”)

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### Animal Types Defined

Animal Type	Examples*
Household Pet	A domesticated animal such as a dog, cat, bird, rabbit, rodent or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and can be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects / arachnids, farm animals (including horses), and animals kept for racing purposes.
Service Animal	Any guide dog, signal dog or other animal individually trained to provide assistance to an individual with a disability, including but not limited to guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or retrieving dropped items. Service animals are housed with their owners. Under federal law, service animals will not be separated from their owners; rather, they will be sheltered with their owners in the human portion of the facility.
Livestock	Those domesticated species of animals used for human food or fiber or those species of animals used for service to humans. This may include equine and poultry species.
Exotic Animal	An animal non-native to North America (Public Act 466 of 1988, MCL 287.703 sec.3. [25]).
Wildlife	Any non-domesticated or cross of a non-domesticated animal native to Michigan.

\*Examples are not all-inclusive.

**Animal Care Support Resources.** The following local, state, university, tribal, nongovernmental and private resources (i.e., organizations, personnel, equipment, facilities, and materials) have been identified as being potential additional resources for animal care support operations during animal disease emergencies or animal disaster emergencies:

*Additional Local / Private Resources:*

- Animal control officers and local animal response teams
- Agricultural industry resources
- Licensed animal shelters
- Humane organizations
- Local animal emergency response plans and teams
- Private veterinarians and veterinary clinics
- Private animal related businesses
- Animal owners

*Additional State Level Resources:*

- Michigan Association of Animal Control Officers
- Michigan Veterinary Medical Association
- Michigan Partnership for Animal Welfare
- Michigan United Conservation Clubs
- Michigan Chapters of the American Red Cross

*Additional University Resources:*

- Veterinary Technology schools
  - ✓ Baker College
  - ✓ Macomb Community College
  - ✓ Wayne County Community College
  - ✓ Wayne State University

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Michigan State University
  - ✓ College of Agriculture and Natural Resources
  - ✓ College of Veterinary Medicine
  - ✓ MSU Extension
  - ✓ College of Human Medicine / Osteopathic Medicine
  - ✓ Diagnostic Center for Population and Animal Health

### *Additional Nongovernmental Resources:*

- Wildlife Organizations
- Zoos / Zoological Organizations
  - ✓ American Zoological Association
- Animal Dealers / Trade Associations
- Agricultural Industry Groups
  - ✓ Michigan Farm Bureau
  - ✓ Michigan Cattlemen Association
  - ✓ Michigan Allied Poultry Incorporated Association

### *Additional Tribal Resources:*

- Sovereign Tribal Nations located within Michigan (where there are established mutual aid agreements)

**Legal Considerations.** Animals can be classified broadly into two categories: privately owned and publicly owned. Companion animals, livestock and some exotic animals are private property. They belong to individuals or entities and have an economic value that may require compensation if those animals are ordered destroyed. (See Attachment 7, FEMA Disaster Assistance Policy DAP9524.9 – Replacement of Animals Associated with Eligibility.) Wildlife – both game and non-game species – belongs to the people of the State of Michigan and separate laws govern them. Federal and state laws and regulations, local ordinances, and function- and/or program-specific planning guidance documents govern how animals are cared for and handled. The most important and relevant of these include:

*Pets Evacuation and Transportation Standards Act of 2006.* Amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121 et seq., to ensure that state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. (*Sections 403 and 502 of the Stafford Act, 42 U.S.C. 5170b, 42 U.S.C. 5192; P.L. 109-308, § 4, 120 Stat. 1725 (2006); Regulations at 44 CFR §§ 206.223(a), 206.225 (a); Relevant Guidance: FEMA Disaster Assistance Policy DAP9523.19, Eligible Costs Related to Pet Evacuations; FEMA Disaster Assistance Policy DAP9524.9, Replacement of Animals Associated with Eligibility.*)

*Animal Industry Act (Public Act 466 of 1988, MCL 287.701 et seq.).* Addresses prevention, control, and eradication of infectious, contagious diseases, or toxicological contamination of livestock and domesticated animals; importation and movement requirements; indemnification in some cases.

*Michigan Public Health Code (Public Act 368 of 1978, MCL 333.1101, et seq.).* Addresses prevention and control of diseases impacting humans; license of veterinary medicine; use of controlled substances for animal euthanasia.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

*Natural Resources and Environmental Protection Act (Public Act 451 of 1994, MCL 324.101, et seq.).* Addresses wildlife and habitat conservation and management, including taking, possession and protection of wildlife.

*Animals Running at Large Act (Public Act 328 of 1976, MCL 433.11, et seq.).* Addresses escaped livestock running at large.

*Dangerous Animals Act (Public Act 426 of 1988, MCL 287.321).* Addresses confinement and destruction of dangerous animals; establishes penalties.

*Bodies of Dead Animals Act (Public Act 239 of 1982, MCL 287.651 et seq.).* Addresses disposal requirements for deceased livestock.

*Dog Law (Public Act 339 of 1919, MCL 287.261).* Addresses licensing, regulating, destruction of dogs; payment for losses due to dog attacks of livestock.

*Emergency Management Act (Public Act 390 of 1976, as amended, MCL 30.401 et seq.).* In a declared emergency or disaster, the laws and regulations governing both domestic and wild animals may be suspended if required by incident circumstances. The Governor has authority to:

- Suspend a regulatory statute or rule
- Mobilize all state and local resources
- Commandeer or utilize private property (subject to compensation)
- Compel evacuation
- Control ingress or egress in threatened areas
- Direct all other necessary and appropriate actions
- Provide personal injury and property damage liability protection to all volunteers

Legislative action is required to extend a disaster or emergency declaration beyond 28 days.

*Title 9, Code of Federal Regulations, Part 53.* Describes the relationship between the State and the USDA/APHIS in response to an emergency animal disease whereby the State and USDA/APHIS cooperate on quarantines, testing and indemnity procedures.

*Title 7, Code of Federal Regulations, Chapter 109, Animal Health Protection Act.* Outlines regulations for the prevention, detection, control and eradication of diseases and pests of animals.

*Standard Operating Procedures for Michigan Mass Carcass Disposal.* Outlines procedures to be followed when disposal of animal carcasses exceeds the scope of Michigan's Bodies of Dead Animals Act.

### *General Planning Guidance Resources:*

- American Association of Zoo Veterinarians Guidelines for Euthanasia of Nondomestic Animals
- American Society of Mammalogists Guidelines for the Capture, Handling, and Care of Mammals
- AVMA Guidelines for the Euthanasia of Animals: 2013 Edition

- FEMA CPG 101, Version 2.0, November 2010: Developing and Maintaining Emergency Operations Plans
- National Animal Health Emergency Management System (NAHEMS) guidelines:
  - ✓ Highly Contagious Disease
  - ✓ Disposal
  - ✓ Vector Control
  - ✓ Euthanasia
  - ✓ Quarantine and Movement Control
  - ✓ Appraisal and Compensation
  - ✓ Cleaning and Disinfection
  - ✓ Animal Emergency Response Organizations: Roles and Responsibilities
  - ✓ Personal Protective Equipment in Biologically Hazardous Environments
- Strengthening Communities through Agriculture Planning Program (SCAP)
- Emergency Support Function #11 – Agriculture and Natural Resources Annex, May 2013
- USDA Veterinary Services Memoranda:
  - ✓ Number 580.4 – Procedures for investigating a Suspected Foreign Animal Disease/Emerging Disease Incident
  - ✓ Number 580.18 – Policy to Ensure the Protection of Personnel Involved in Highly Pathogenic Avian Influenza Control and Eradication Activities
  - ✓ The National Veterinary Stockpile: A Planning Guideline for Federal, State and Local Authorities
  - ✓ Memorandum of Understanding between APHIS and Farm Service Agency (Notice AO-1399)

**Note:** There are many other state laws as well as federal laws and regulations that control the care and handling of animals. During SEOC operations, the MDARD and MDNR representatives will function as subject matter experts should any additional legal authorities need to be implemented to address incident-related circumstances.

**Situation and Planning Assumptions.** The animal care support functions addressed in this plan present unique challenges due to their differing characteristics and requirements.

*Initiating Disaster Conditions.* The care of domestic (and non-domestic) animals during and after an incident must be addressed in many disaster scenarios. Any incident that requires the movement of persons from harm's way as a basic protective action will result in individuals being left homeless (temporarily) by significant property damage and/or other incident-related impacts. Many of those individuals will have animals with them and/or under their care which may require the implementation of animal care support operations using governmental resources. In most situations, the numbers of individuals is not so large that it cannot be adequately addressed through local systems and procedures, as specified in local EOPs / EAGs or support plans. However, as the size and/or severity of the incident increases, local capabilities can quickly become overwhelmed and state support may be required.

Based on past experiences in Michigan and elsewhere, the types of disasters most likely to require state support of animal care operations are those that result in significant evacuations or in-place sheltering as a basic protective action, and/or widespread and severe damage to residential

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structures which causes individuals and families to be temporarily homeless. In Michigan, those disasters typically include:

- Tornadoes / severe storms
- Floods
- Terrorist Attacks (that result in significant physical damage, evacuations, or mass sheltering)
- Nuclear power plant incidents
- Large-scale hazardous material incidents
- Prolonged electric power failures
- Wildfires
- A large-scale hurricane, earthquake or other catastrophic incident in another state or region which results in a large number of evacuees that will likely remain homeless for an extended period of time

In addition, an outbreak of animal disease anywhere in Michigan or elsewhere but potentially affecting Michigan will trigger a response by the MDARD and/or MDNR (depending on animal type) which will result in the implementation of relevant aspects of this plan.

*General Animal Care Planning Assumptions.* The following is assumed with regard to animal care support operations in general:

**Note:** Assumptions help define the nature, scope, magnitude, anticipated duration, and expectations of the animal care support services provided by and/or coordinated through the state-level assets listed in the animal disease and animal disaster sections of this plan. In addition to the following general planning assumptions, separate sets of assumptions are listed for animal disease and the four primary animal types addressed in this plan (i.e., companion animals, service animals, livestock and wildlife).

- The successful management of large-scale animal care operations typically requires a united, cooperative effort by local, state and federal agencies, nongovernmental organizations, the animal industry, animal advocacy groups, and the general public, consistent with their functions and responsibilities, with respect to emergency/disaster animal issues.
- Through effective animal care planning and organization at the local and state levels, all disaster relief efforts will be more expedient.
- Natural, technological, or human-caused disasters could affect the well being of domesticated and/or non-domesticated animals, which could in turn impact the overall emergency response.
- Although every reasonable effort will be made to implement and sustain animal care operations, cascading events, resource shortages (including response personnel) and/or other unforeseen circumstances may require that less emphasis be placed on addressing animal care concerns for temporary periods of time. Measures to protect human life will be a higher priority than animal care operations.
- Animal care for domestic animals will supersede care for wildlife.
- Reliable animal population estimates will be available from the affected local emergency management program jurisdiction / CART as a basic component part of the local animal care planning effort. These estimates will be included in the animal care procedures found in local EOPs / EAGs or separate, stand-alone support plans.
- The owners of companion animals, exotic animals and livestock, when notified of an impending emergency, will take reasonable steps to shelter and provide for animals under their care and/or

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control. Owners of animals will make every reasonable effort to have all animals identified and to maintain records of this identification. (Some livestock species require identification by law, and owners must keep these records.)

- Local emergency management program jurisdictions will plan for animal-related emergency situations and implement animal care activities during response and recovery operations. Animal care procedures will be integrated into existing EOPs / EAGs or contained in separate, stand-alone support plans.
- The decision to implement the MEMP Animal Care Support Plan will be coordinated with the MSP/EMHSD and assumes that the following activities have occurred:
  - ✓ Affected local governments have taken all necessary actions to respond to the incident prior to requesting assistance from the State of Michigan.
  - ✓ Local animal care resources have been utilized to their fullest extent before state animal care support assistance is requested. This includes activation of mutual aid agreements, use of regional resources, and use of private animal related industry resources (donated or otherwise).
- Individuals with functional needs (e.g., mental and/or physical challenges; non-English speaking populations; the elderly; etc.) who require evacuation assistance will also likely require assistance in evacuating their companion animals / pets.
- Many local emergency management program jurisdictions will have a Community / County Animal Response Team (CART) or other type of animal emergency response team.
- Local animal care planning will ensure that animals impacted during an emergency receive proper care and handling and are reunited with their owners whenever possible. (Clarification Note: This planning will include identification of shelter locations for animals, methods for communicating information to the public, collection of stray or lost animals, procurement of necessary supplies for the care of the animals, and a process for tracking animals to facilitate reunification with owners, if animals are owned.)
- Local animal care public information releases will include locations where animals may be accepted during emergency situations.
- Animal rescue and sheltering will be conducted in conjunction and/or coordination with human rescue and sheltering efforts. Animals will be sheltered near their owners to the extent possible.
- Owners will be prepared to provide food, water, husbandry and exercise for their pets during the time they are in emergency shelters.
- Every reasonable attempt will be made to reunite lost / stray animals with their owners. If all reasonable attempts are unsuccessful, the remaining animals will be turned over to local animal shelters or to animal advocacy groups for adoption by the general public. (Clarification Note: Hold times for these animals should be significantly increased to allow owners time to locate their animals after the emergency. In some cases, unclaimed animals may have to be humanely euthanized on the authority of local officials in accordance with generally accepted practices.)

- Disposal of dead animals will be coordinated by the local government, in cooperation with the local health department, MDARD, MDNR and MDEQ, as appropriate. Dead animals will be disposed of in accordance with Public Act 239 of 1982 (Bodies of Dead Animals Act) and the Standard Operating Procedures for Michigan Mass Carcass Disposal, as appropriate.
- Animal shelter locations will be cleaned and restored to pre-congregate condition after use.
- Costs of sheltering pets will be no longer eligible for FEMA reimbursement when the pet owner transitions out of Section 403 emergency sheltering. (See FEMA disaster assistance policies DAP9523.19 – Eligible Costs Related to Pet Evacuations and Sheltering, and DAP9524.9 – Replacement of Animals Associated with Eligibility, for reimbursable expenses.)
- Because the handling of animals, including sheltering, poses safety risks even for experienced animal handlers, procedures and training will be in place to ensure safe working conditions.

*Planning Assumptions Specific to Animal Disease.* With regard to animal disease operations, it is assumed:

- Incidents which involve a potential or actual reportable animal disease fall under the oversight of the MDARD and potentially the USDA and will be handled in accordance with established laws and response plans. (Clarification Note: Sick or dead domesticated animals that may have been affected by a reportable animal disease must be reported to the MDARD and should not be handled or moved until authorities arrive. The MDARD Director has authority to investigate, test, quarantine and euthanize animals affected by, or suspected of being affected by, a reportable disease or contaminated with a toxic substance.)
- Local jurisdictions in which an animal disease outbreak occurs will, upon request, assist with enforcement of quarantines or movement restrictions, provide resource support for cleaning and disinfection operations, and provide other general logistical support as required.
- Incidents which involve a potential or actual widespread animal disease involving wildlife will be handled primarily by the MDNR in accordance with established laws and response plans. (Sick or dead wildlife that may have been affected by an animal disease shall not be handled or moved.)

*Planning Assumptions Specific to Companion Animal Care Support.* With regard to companion animal care support, it is assumed:

- If proper verification cannot be made, it will be assumed that companion animals have NOT had all required vaccinations and other necessary health-sustaining measures taken. This may require that vaccinations or other measures be administered to animals by qualified animal care response personnel to ensure the safety and health of the responders, the companion animal, and to protect the health and safety of congregate shelter pets.

Recommended Procedures for Vaccinators

The federal DHS Target Capabilities List recommends one supervisor per 20 vaccinators. Unless proof of current vaccination is provided, vaccines should be given to all animals. Rabies vaccination is legally required to be administered by a veterinarian. Additionally, all animals should have external and internal parasite control provided if needed.

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- Many pet owners will not evacuate their homes and/or stay in locally-provided shelters, even in the face of clear and present danger, if they cannot take their companion and/or exotic animals with them. This is particularly true of the elderly and handicapped individuals.
- If at all possible, companion animals will be caged individually. (Clarification Note: If this is not possible, animals caged together will be compatible species and not of opposite sex, unless neutered. The owner, if capable, may be responsible for providing exercise, fresh water, and food as well as cleaning cages and removing waste.)
- Transportation of evacuee's household pets and service animals to congregate shelters from pre-established (in local plans) pick-up locations will use the most cost-effective means possible.
- If the State and local governments receive evacuees from areas declared as a major disaster or emergency under the federal Stafford Act, reimbursement for eligible pet rescue, sheltering and evacuation support costs (per FEMA Disaster Assistance Policy, DAP 9523.19) will be sought.
- Proper zoonotic disease precautions will be taken during all phases of incident response and recovery.

*Planning Assumptions Specific to Exotic Animal Care Support.* With regard to exotic animal care support, it is assumed:

**Note:** The care and support of exotic animals can present challenges, as there are multiple species of exotic animals that may be considered "pets" by their owners. Many of these exotic species are relatively easy to handle and care for. Small turtles and lizards in containers are examples of this type of exotic animal. Other exotic animals may also be considered pets but in fact are more difficult to deal with and may require specialized environments in order to survive. Snakes, certain other types of reptiles, amphibians, insects, and large birds are examples.

- Many individuals are allergic to animals and/or will not be comfortable around certain types of exotic animals (e.g., snakes, lizards, large insects, etc.). Consideration of shelter location for animals will take this into account.
- Some exotic animals will require specialized climatic conditions (e.g., high heat and humidity) that may be difficult to provide or maintain during the incident response and recovery. (Note: Additional electrical outlets will be needed for an exotic animal shelter because of the need to modify the animal's environment for its survival. Examples include fish tanks, heat lamps, ultraviolet light sources, etc.)
- Cages will be of appropriate type and appropriately sized to the animal species to prevent escape or injury to the animal.
- Companion and exotic animals that are natural enemies will be sheltered and cared for in separate areas to reduce stress.
- Because many exotic animals carry potentially zoonotic diseases, personnel who care for them will take reasonable precautions, including donning personal protective equipment such as gloves and a mask.
- Animal care shelters may not have the ability to handle some or all types of exotic animals, and they are not required to accept exotic animals. (Clarification Note: Shelter operators can and should determine for themselves what their capabilities are and that information will be provided

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to all entities providing public information during the response. Shelters should recognize that people may still arrive with exotic pets, and have contingency plans in place.

*Planning Assumptions Specific to Livestock Care Support.* With regard to livestock care support, it is assumed:

- In most cases, livestock will be sheltered in place in lieu of being evacuated. If livestock will be sheltered in place, daily physiological needs (e.g., water, nutrition, milking, etc.) will be met by the owners. Owners will in most cases have plans to meet these needs but may need supplemental assistance from local and/or state resources.
- If evacuation is required due to incident conditions, the owner of affected livestock will have a plan and provide the primary transportation. Local and/or state resources will provide supplemental assistance only.
- Transportation will be provided by individuals licensed as livestock haulers and trained in the safe and expedient movement of livestock. These individuals will be responsible for cleaning and disinfection of transport vehicles.
- Equine, cattle and other livestock loose or in need of assistance due to the emergency are the responsibility of the owner, and reasonable action will be taken by local / state officials to involve the owner in this process. In the event of the death or evacuation of the owner, these animals will likely become the temporary responsibility of the local jurisdiction.

*Planning Assumptions Specific to Wildlife Care Support.* With regard to wildlife care support, it is assumed:

- In general, wildlife resources are considered to be self-sustaining and will not need rescue or human intervention. (Clarification Note: If human intervention is required, planning contingencies and carcass disposal are the responsibility of and will be coordinated by the MDNR.)
- The MDNR has valid wildlife population estimates for each Michigan County. These estimates will be used as the basis for local animal care planning efforts pertaining to wildlife.
- Wild animals that are out of their natural habitat due to incident conditions and that are a danger to themselves or the public fall under the responsibility of the MDNR. The MDNR will capture and return these animals to their natural habitat if possible, or euthanize them at MDNR discretion.
- Licensed wildlife rehabilitators will be used at MDNR discretion to provide care and handling of wildlife that require care or relocation.
- Under no circumstances will wildlife be considered as “pets” and sheltered / cared for in the same manner.

### **Operations and Organization – General.**

*Health and Safety Plan.* The SEOC Operations Section Chief and Logistics Section Chief will work with the Safety Officers from involved resource / assistance-providing agencies and organizations to develop an incident-specific health and safety plan for personnel and facilities involved in the animal care support operations. The ultimate purpose of the plan is to help personnel avoid accidents during

support operations and to protect personnel from exposure to hazardous conditions. At a minimum, this plan will address the following issues and considerations:

- Methods for disseminating health and safety information to all personnel involved in support operations
- Minimum health and safety standards that are to be followed at all times
- Monitoring procedures to ensure compliance with the minimum health and safety standards
- Corrective actions for incidents of non-compliance with the minimum health and safety standards
- Known hazards / potential hazards at mass shelters, animal shelters and other support facilities (as appropriate)
- Safe use of equipment (as required)
- Safe handling of potentially hazardous materials (as required)
- How to identify and report hazardous / potentially hazardous conditions (process to be followed and person to report to at each facility)

If possible, standard Incident Command System forms found in the MI CIMS will be used to record part of this information – specifically forms ICS 206-OS (Medical Plan) and ICS 208-OS (Safety Message/Plan). The remainder of the plan will be in narrative and/or tabular format. The completed plan will be included as part of the SEOC Incident Action Plan (as applicable) and/or posted in the MI CIMS File Library and be available to all involved parties at any time. (The MDARD and/or SART will disseminate this information to involved agencies, organizations and groups that do not have access to the MI CIMS.)

*Logistics Support / Resource Requirements for Plan Implementation.* Logistics support for the implementation of this plan will be provided through the SEOC Operations and Logistics Sections, as prescribed in the Direction and Control ESF. Involved departments / agencies and organizations will provide the personnel, facilities, technical expertise, equipment, materials and financial resources necessary to implement their respective assigned tasks, as prescribed in this plan and other MEMS sections and as dictated by incident circumstances. The resources required to provide this assistance will come from existing department / agency and organization stockpiles or capabilities and/or will be procured by the department / agency and/or organization if existing stockpiles or capabilities are not adequate to meet incident requirements.

The State may also seek uncompensated donations of goods and services from business and industry or other private or public sector entities (including individuals) if required to fully implement the plan and provide needed assistance. In extreme circumstances, the Governor has the authority under 1976 PA 390, as amended, MCL 30.405 to “commandeer” private property (subject to appropriate compensation) if necessary to cope with a disaster or emergency.

As appropriate, the MSP/EMHSD will contact and coordinate with FEMA and other involved federal agencies for the purpose of obtaining supplemental assistance under the NRF, the federal Stafford Act, or other mechanisms. The MSP/EMHSD may also coordinate with other states for the provision of assistance under the national EMAC and/or other aid-providing organizations for assistance (compensated or uncompensated) under separate aid agreements. If additional state financial resources are required to fully implement this plan, a supplemental appropriations request may be submitted to the Michigan Legislature by the MDTMB in the manner and process prescribed in the Resource Support ESF.

Federal financial and/or materiel support of animal care support functions will be managed by the MSP/EMHSD and other recipient state departments / agencies in accordance with the appropriate federal laws, rules and regulations as prescribed in the Direction and Control ESF and/or supporting State Administrative Plans for the providing program (e.g., PAGP). Materiel support provided through

the EMAC will be managed by the MSP/EMHSD in accordance with established EMAC procedures and processes.

*Plan Maintenance.* The MSP/EMHSD will maintain this plan, with input provided by governmental and nongovernmental stakeholders as appropriate. The plan will be reviewed annually as part of the larger MEMP review and will be updated as soon as practicable afterward to reflect identified changes in operational procedure, organizational structure, capabilities or resources. Refer to “Plan Maintenance” in the Planning Preliminaries section of the MEMP for additional details.

### **Operations and Organization.**

*Activation and Mobilization Procedures for Animal Disease.* The State Veterinarian in Michigan maintains a list of reportable animal diseases. The State Veterinarian, in consultation with federal partners, will determine when local and state resources and mutual aid agreements are insufficient to respond to a disease event. Specialized personnel, additional veterinary medical professionals, and equipment resources may be requested from federal resources by the State via processes outlined under the:

- MEMP (i.e., via request from the SEOC to FEMA for mission assigned support under the NRF, and/or support from other states under the national EMAC)
- Michigan National Veterinary Stockpile Plan (under development)
- TEXCOM communication network to mobilize the Michigan Veterinary Corps

Should the need for state or federal resources arise, the SEOC will coordinate the requests for assistance based on the request by the MDARD. Upon request from the MSP/EMHSD, the MDARD will make available its designated EMC or other agency representative to report to the SEOC for coordination and implementation of animal disease operational activities (including requests for assistance). The MDARD SEOC representative will coordinate with MSP/EMHSD staff to identify which support agencies / organizations are needed, and coordinate with MDARD leadership and subject matter experts at the agency’s designated Emergency Coordination Center (ECC) in Lansing. The MSP/EMHSD will mobilize the required support agencies / organizations (or place them on standby, as appropriate) to provide the assistance requested by the MDARD. The MDARD, as the lead agency and subject matter expert in an animal disease outbreak, will coordinate with all other agencies identified in this plan in the provision of assistance in response to and recovery from the outbreak. As necessary and appropriate, support agencies and organizations will be notified and asked to provide representation in the SEOC (pursuant to established SEOC policies and procedures) if their physical presence is required to increase the effectiveness of the response / recovery operation.

*Activation and Mobilization Procedures for Animal Disaster.* The MEMP Information and Planning ESF and MSP/EMHSD Publication 901 – Damage Assessment Handbook, describes the damage assessment system used by state departments / agencies and local governments in Michigan. That system helps determine the extent of loss or harm from natural, technological and human-caused disasters. Part of the analysis that occurs during the process of collection and compiling the damage and impact assessment data involves identifying the anticipated needs of the affected communities with regard to animal care support. This “needs assessment” portion of the process is crucial because of its direct relationship to organized action by the MDARD and the other resources identified in this plan.

When county resources and mutual aid agreements are insufficient, animal care and protection assistance and resources such as food, medicine, shelter material, specialized personnel and

additional veterinary medical professionals will be requested by the State via processes outlined above in the “Activation and Mobilization Procedures for Animal Disease” section. Should the need for state and/or federal resources arise, the requests for assistance will be coordinated through the SEOC.

In most cases, supplemental assistance needs are articulated by the affected local governments in the submittal of their assessment data to the SEOC via the MI CIMS or through other approved means. Other times it may be the SEOC staff that determines the need for animal care support, based on discussions with state and local officials and/or their knowledge of incident circumstances. Local governments may also articulate animal care support requirements to the SEOC through the use of the MI CIMS Resource Request / Task Assignments board. Once the need for supplemental animal care support is identified, the SEOC Incident Commander will confer with appropriate state agency staff in the SEOC (e.g., MDARD, MDNR, MDHS, MOSA, etc.) and a decision will be made whether or not to activate the MI-SART and other appropriate resources as part of the State’s incident response.

The process for SEOC staffing and MDARD ECC support for the MDARD SEOC representative are as described above in the “Activation and Mobilization Procedures for Animal Disease” section. The MDARD, as the lead agency and subject matter expert in an animal disaster, will coordinate with all other agencies identified in this plan in the provision of assistance in response to and recovery from the disaster.

*Communications Procedures.* Field communications between MDARD personnel, the SART and Veterinary Corps volunteers, and other support agencies and organizations will occur primarily via telephone (land line and cellular) and 800 MHz radios. Amateur radio will be used as a backup system if communication via the above means is impossible due to the nature of the disaster or emergency. Communication of assessment information, protective action recommendations, and other pertinent information from MDARD personnel to the SEOC and to local EOCs will occur primarily via the MI CIMS, with backup provided by facsimile or telephone if the MI CIMS is unavailable or inoperable.

The SEOC Operations Section Chief and Logistics Section Chief will work with the MDARD and other involved agencies and organizations to develop an incident-specific emergency communications plan for personnel and facilities involved in the animal care support operation. At a minimum, this plan will address the following issues and considerations:

- The type(s) of communications methods that will be used in the operation, and for what purposes
- Communications equipment assigned to personnel
- Frequencies, channels, and use protocols for 800 MHz radio communications
- Repair or replacement of damaged, inoperable, missing or stolen communications equipment
- Reporting formats, times, and intervals for status updates and coordination calls, as appropriate

If possible, standard Incident Command System reports found in the MI CIMS will be used to record part of this information – specifically forms ICS 205-OS (Incident Radio Communications Plan) and ICS 205a-OS (Communications List). The remainder of the plan will be in narrative and/or tabular format. The completed plan will be included as part of the SEOC Incident Action Plan (as applicable) and/or posted in the MI CIMS File Library and be available to all involved parties at any time. (The MDARD and/or SART will disseminate this information to involved departments / agencies, organizations and groups that do not have access to the MI CIMS.)

*Assessment Procedures.* Animal care support resources activated under this plan are responsible for continuously assessing the status of animal care support operations and reporting this information to

the SEOC via the MI CIMS and other appropriate means. This will be done by each involved agency / organization through updates to their MI CIMS Activity Log, EM Program Status, Damage Assessment, and Shared Activities boards (and others as applicable), as the animal care support operation progresses. Costs of providing animal care support will be tallied under the “Public Property Damages – Category B: Emergency Protective Measures” section of the Damage Assessment board.

The MDARD, as the steward agency for the SART, Veterinary Corps and animal care support operations in general, will keep SEOC staff apprised of the status of the animal care support assistance being provided by the MDARD and other resources activated under this plan.

*Public Information Procedures.* Timely and thorough public information releases regarding animal care and related public health issues are essential to a successful animal care support operation. Although most public information releases will be issued through the affected local governments, the MDARD and other activated resources should contribute to the public information process to ensure that unified and factually correct information is being transmitted to the public. To aid in that process, sample information materials have been pre-scripted and can be found in Attachment 1. These materials include sample press releases, public service announcements, and handbills / door hangers for a public information campaign. The materials can be rapidly modified with event-specific information if required.

The MDARD, SART, MSU Extension and other activated resources will work with the affected local government PIO, the CART (if one exists), and the State Public Information Officer (SPIO) to develop and disseminate incident-specific public information materials using the tools found in Attachment 1. This is particularly important with regard to companion and exotic animals because most mass care shelters will not allow pets into the facility. All information releases will go through the Joint Information Center (JIC), if established, and the involved PIOs. Examples of issues and considerations that will be addressed include but are not necessarily limited to:

- Notifying the public of the locations of shelters at which the following may be left: 1) lost or stray animals; 2) animals that citizens cannot care for; and 3) animals that need immediate medical assistance.
- Promoting public awareness and instructing animal owners of the need to prepare a pet “go-kit” which includes copies of vaccination records, a list of medications, pet identification measures such as a microchip, locations of area motels / hotels that will accept pets, and other information or materials pertinent to the pet type / breed.
- Providing information to the media and the public regarding the nature and size of the affected area’s animal population and the major impacts (short- and long-term) the incident is likely to have on that population.

*Response Procedures.* If animal care support will be required due to incident conditions, the MDARD will report to the SEOC to coordinate animal care support operations and the activation of resources necessary to address incident-related circumstances and impacts. Internally, the MDARD will establish an ICS structure for the incident and mobilize appropriate MDARD personnel for response. Depending on the nature of the incident, the MDARD sampling team may be activated.

If additional animal care resources are needed, the MDARD liaison to the SART will deploy SART members through SART’s established deployment procedures. The MDARD may also deploy the Veterinary Corps for emergencies involving animal disease or significant animal health emergencies.

Deployment of the Veterinary Corps will be accomplished through the MDARD established deployment procedures. These assets will function under the Operations Section of the MDARD ICS structure and will be placed on teams which include an MDARD employee. Communications with these teams will be by telephone or 800 MHz radio as described above in the "Communications Procedures" section.

Once activated, the primary objective of the MDARD will be to assist the affected local jurisdiction(s) in the effective organization and utilization of county resources where possible. Other support resources may be called upon to provide a variety of animal care services during the incident response, including but not limited to:

- Assessment. Once activated, the MDARD will deploy assessment teams of 1-4 individuals trained in ICS and familiar with the objectives and resources of the SEOC to assess each affected county's efforts and resources. If MDARD resources are insufficient for the incident, additional assessment teams may be requested through USDA APHIS VS. The assessment teams will assist the local CARTs in identifying and locating resource needs. Counties are expected to meet their own needs until it becomes impossible to respond due to lack of personnel and equipment, at which time the county EOC will request additional resources through the SEOC. The MDARD will assist in tracking these resources to ensure they are used in an effective and efficient manner.
- Search and rescue. The MDARD will deploy SART resources to assist the affected local jurisdiction(s) in the search and rescue of animals to a safe location, if teams are able to safely extract animals from situations where technical rescue skills are needed, without imperiling human life.
- Collection of stray animals. The MDARD will deploy SART resources to assist the affected local jurisdiction(s) in the collection and transport of stray animals, if requested.
- Evacuation and sheltering. The MDARD will deploy SART resources to assist affected residents in evacuation of livestock, household pets and service animals. Teams will also safely retrieve stranded animals from areas under evacuation orders when authorized to do so. The SART and involved CART(s) will collaborate to provide the following services if required to do so:
  - ✓ Open congregate animal shelter(s) for household pets and service animals owned by people needing public shelter themselves, and manage all functions of the congregate animal shelter(s)
  - ✓ Operate with the American Red Cross – Michigan (ARC/MI) to open co-located animal shelter(s) for household pets and service animals and their owners, and manage all functions of the co-located animal shelter(s)
  - ✓ Provide emergency veterinary care for animals in the shelter(s)
  - ✓ Register and track the location of each evacuee-owned pet
  - ✓ Provide animal information to owners
  - ✓ Outline specific services to be offered to evacuee-owned pets
  - ✓ Terminate animal care services and turn over to local authority / close / restore the shelter(s) when there is no longer a need to maintain them
- Zoo and sanctuary animal issues. The MDARD will deploy SART and/or Veterinary Corps resources to assist local, state and federal agencies in addressing zoo and/or wildlife sanctuary animal needs during emergencies, if requested.

- Veterinary medical care and assistance. The MDARD will deploy MDARD resources, the SART or Veterinary Corps to assist in coordination of veterinary medical response – including licensed veterinarians, veterinary technicians, and experienced animal caretakers – to:
  - ✓ Provide veterinary medical care for animals affected by disasters (emergencies), as well as supervise triage, vaccination and veterinary medical treatment protocols
  - ✓ Establish field veterinary hospitals if local veterinary resources are overwhelmed
  - ✓ Respond to animal issues in emergencies involving biological threats (i.e., livestock diseases or zoonoses), or chemical and radiological hazards – including natural, accidental, terrorist or criminal events – by providing trained resources through appropriate Incident Command channels

The MDARD may request additional teams of veterinarians and veterinary technicians from the American Veterinary Medical Association (AVMA), Department of Health and Human Services / National Veterinary Response Team (NVRT), Michigan State University College of Veterinary Medicine, Michigan Veterinary Medical Association (MVMA) and/or United States Department of Agriculture (USDA), if needed, to provide the above-listed services.

- Human health risks. The MDARD will assist public health personnel in addressing zoonotic disease issues that may impact the health of responders and/or the public. Key preventive provisions include:
  - ✓ Determining personal protective equipment (PPE) for responders, specific to the threat
  - ✓ Animal bite or scratch wounds will be reported to the local animal control officer, local public health department and MDCH
  - ✓ People who have been bitten or scratched will be directed to their private physicians for treatment or, if in a temporary shelter situation, be cared for by medical personnel on site (if available)
  - ✓ Animals which have bitten or scratched a person will be held for rabies quarantine according to accepted guidelines

*Recovery Procedures.* During the recovery phase, MDARD and SART assistance will focus primarily on the following activities:

- Reunification of animals and owners. All animals entering a congregate household pet shelter must have identification. The animal owner is responsible for retrieving their pet from the shelter. Shelter management will verify ownership.
  - ✓ If the owner is unable to retrieve the animal the owner must maintain contact with the facility
  - ✓ Local animal control officers will assist in reaching any unreachable owners
- Disposal of animal carcasses. The MDARD will coordinate the disposal of dead animals in cooperation with the local health department, MSP/EMHSD, MDCH, MDEQ, MDNR, and other local, tribal, federal and private sector entities as appropriate. Dead animals will be disposed of in accordance with 1982 PA 239, “Bodies of Dead Animals” and the MDARD Standard Operating Procedures for Mass Carcass Disposal.
- Closing of shelters. Once emergency operations have ceased and congregate household pet shelter closure dates / times have been determined, the MDARD will assist the local jurisdiction(s) in the tracking and return of resources and restoration of the shelter(s) to pre-use condition.

**Tasks and Execution – Animal Disease.** In addition to the task assignments listed under the Emergency Support Functions and relevant Disaster-Specific Procedures (e.g., Widespread Plant and Animal Disease), state departments / agencies and other involved stakeholders should consider the following task assignments with regard to animal care operations during animal disease outbreaks. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD) ARE:**

- Quarantine and/or restrict movement of domestic animals and animal products affected with a reportable animal disease, according to the specific disease plan.
- Coordinate movement restriction enforcement with local and state law enforcement agencies.
- Provide information on the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Obtain additional resources for the animal disease emergency, as needed.
- Create and update specific reportable disease response plans to address incident conditions.
- Coordinate with state and local entities to prioritize and develop strategies for an animal disease emergency response, including providing training on biosecurity protocols.
- Develop and maintain a Veterinary Corps to provide additional accredited veterinarians and veterinary technicians for response to an animal disease emergency.
- Coordinate with the MDNR to ensure the animal disease operation adequately protects wildlife and prevents further spread of the disease through wildlife populations.
- Assign a representative to the SEOC to coordinate the activities and responsibilities assigned to primary and support agencies in this plan.
- Report assessment of animal support operations to the SEOC via the MI CIMS or other acceptable means.
- Coordinate mass carcass disposal, if needed, following the MDARD Standard Operating Procedures for Mass Carcass Disposal, in coordination with the MDCH, MDEQ, MDNR, MSP/EMHSD, local health departments and other involved local, tribal, federal and private sector entities.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF ATTORNEY GENERAL (MDAG) ARE:**

- As required, assist in the development and enforcement of legal orders related to the animal disease emergency.
- As required, provide ongoing legal guidance during the response to and recovery from the animal disease emergency.

**ASSIGNED RESPONSIBILITIES OF THE MSP/EMHSD ARE:**

- Provide policy support to and coordinate SEOC animal disease emergency operations.
- Provide for SEOC and supplemental incident response communications in support of animal disease emergency operations.
- As appropriate, request state and federal emergency / disaster declarations for and track costs related to the animal disease emergency.
- Coordinate relief assistance to individuals, businesses and governmental agencies adversely impacted by the animal disease emergency.
- Coordinate with the National Weather Service regarding the impacts of weather conditions on the animal disease emergency.
- Provide GIS and GPS support to the animal disease emergency through the SEOC.
- Coordinate with the SPIO and JIT regarding the issuance of public information related to the animal disease emergency.
- Assist in locating contractors, supplies and equipment for use in response and recovery operations for the animal disease emergency.
- Coordinate with the MDARD, MDCH, MDEQ, MDNR, local health departments and other involved local, tribal, federal and private sector entities regarding mass animal carcass disposal as part of a larger disaster debris management operation.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF COMMUNITY HEALTH (MDCH) ARE:**

- Provide epidemiological investigators to assist in the investigation and assessment of public health issues associated with the animal disease emergency.
- Assist in providing mental health counseling for those impacted by the animal disease emergency.
- Provide information on the public health aspects of the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Assist the MDARD in obtaining biosecurity supplies and equipment, including viral prophylaxis.
- Appoint sufficient MDCH personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDCH personnel and assist the MDARD in providing biosecurity training as required.
- Provide human health assistance in the event of potential exposure to zoonotic disease and animal bites.

- Coordinate with the MDARD, MDEQ, MDNR, MSP/EMHSD, local health departments and other involved local, tribal, federal and private sector entities on animal carcass disposal health issues as part of a larger disaster debris management operation.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF COMMUNITY HEALTH (MDCH) / OFFICE OF SERVICES TO THE AGING (MOSA) ARE:**

- Coordinate / monitor the provision of assistance to elderly disaster victims, which includes animal disease and care issues.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ) ARE:**

- Assess air and water quality issues related to the animal disease emergency, including a possible mass animal carcass disposal operation.
- Examine soil type and groundwater for best disposal sites for a mass animal carcass disposal operation, including potential impacts of disposal sites on area water wells.
- Provide advice to response / recovery personnel regarding potential environmental impacts of the animal disease emergency, including the use of decontamination products.
- Provide information on the environmental aspects of the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Appoint sufficient MDEQ personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDEQ personnel.
- Monitor mass animal carcass disposal sites long-term for potential environmental impacts.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF CORRECTIONS (MDOC) ARE:**

- Provide personnel (inmate work crews) and transportation resources to support state and local animal care and disposal operations.
- Appoint sufficient MDOC personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDOC personnel and inmate work crews.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA) / MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (MIOSHA) ARE:**

- Provide guidance on worker safety during the animal disease emergency, especially for personal protective equipment and disinfection agents used during response and recovery operations.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA) ARE:**

- Coordinate / provide military support to civil authorities, which could include personnel, facilities, transportation assistance, and medical assistance to support animal disease emergency operations.
- Provide supplemental transportation support, which could include the transport of animals to designated shelters.
- Appoint sufficient MDMVA personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDMVA personnel.
- Provide technical and material assistance in managing animal carcass disposal operations.
- Assist with resource logistics associated with the animal disease response / recovery, including receipt and management of the National Veterinary Stockpile.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF NATURAL RESOURCES (MDNR) ARE:**

- Take the lead on and coordinate animal disease emergency operations involving wildlife, which will be handled in accordance with established laws and response plans.
- Provide advice to response / recovery personnel regarding potential environmental impacts of the animal disease emergency, including the use of decontamination products.
- Provide information on the wildlife aspects of the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Appoint sufficient MDNR personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDNR personnel.
- Provide an accurate wildlife population estimate to support federal, state and/or local animal disease emergency operations.
- Assist with enforcement of quarantines and animal movement restrictions during the animal disease emergency.
- If necessary, depopulate wild animals with assistance from the USDA/WS and/or USFWS.
- Coordinate with the MDARD, MDCH, MDEQ, MSP/EMHSD, local health departments and other involved local, tribal, federal and private sector entities regarding mass animal (wildlife) carcass disposal as part of a larger disaster debris management operation.
- Provide law enforcement support, as required, during the animal disease emergency.
- Provide GIS and GPS support to the animal disease emergency.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Provide heavy equipment for mass animal carcass disposal operations.
- Provide support to animal carcass burning operations by providing fire expertise.
- Provide surveillance of susceptible and non-susceptible wildlife within the movement control zone to prevent spread of disease during the animal disease emergency.

### **ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF STATE POLICE (MSP) ARE:**

- Provide access control and security support at the scene of major response / recovery operations.
- Enforce quarantines and restrictions on animal movement.
- Support law enforcement activities related to the animal disease emergency, including coordination with involved local, tribal and federal law enforcement agencies.
- Appoint sufficient MSP personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MSP personnel.
- Coordinate with the transportation industry for emergency procurement, allocation, and utilization of interstate transportation resources to support animal disease emergency operations.
- In cases of suspected intentional or criminal introduction of animal disease, coordinate with involved local, tribal, state and federal agencies in the law enforcement investigation.

### **ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB) ARE:**

- Coordinate the use of state facilities and equipment to support animal disease emergency operations, which could include mass animal carcass disposal activities.
- Assist in locating contractors, supplies and equipment for use in response and recovery operations for the animal disease emergency.
- Track the budget and costs for and provide authorization of expenditures in support of the animal disease response / recovery.
- With the assistance of the MDARD, MDEQ, MDNR and MSP/EMHSD, monitor mass animal carcass disposal sites long-term for potential environmental impacts which could incur costs for the State of Michigan.
- Assist with resource logistics associated with animal disease response / recovery, including receipt and management of the National Veterinary Stockpile.

### **ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF TRANSPORTATION (MDOT) ARE:**

- Provide support in enforcing movement restrictions on state roadways, including road closures and diversions.

- Provide information on possible routes and load restrictions on state roadways.
- Provide heavy equipment in support of animal care and mass carcass disposal operations.

**ASSIGNED RESPONSIBILITIES OF THE LOCAL EMERGENCY MANAGEMENT OFFICE ARE:**

- Provide and coordinate local resources in support of the animal disease response, which may include enforcing movement restrictions, communications and logistics support, activation of the CART (if established), and arranging volunteer labor such as a CERT or other asset.
- Provide local situational awareness and education.
- In conjunction with involved local, state, federal, tribal and private sector partners, coordinate public information on the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.

**ASSIGNED RESPONSIBILITIES OF THE LOCAL HEALTH DEPARTMENT (LHD) ARE:**

- Provide epidemiological investigators to assist in the investigation and assessment of public health issues associated with the animal disease emergency.
- Assist in providing mental health counseling for those adversely impacted by the animal disease emergency.
- Provide information on the public health aspects of the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Collaborate with the MDARD on potential human health impacts of a mass animal carcass disposal operation.
- Assist the MDARD in obtaining biosecurity supplies and equipment, including viral prophylaxis.
- Appoint sufficient LHD personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene LHD personnel and assist the MDARD in providing biosecurity training as required.
- Provide human health assistance in the event of an animal bite or potential exposure to zoonotic disease.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE (USDA/APHIS) ARE:**

- Implement an integrated, national-level response in the event of an outbreak of an economically devastating or highly contagious animal and/or zoonotic disease.
- Coordinate federal veterinary and wildlife services in affected areas.
- Coordinate with ESF #8 and #11 (of the NRF) on animal / veterinary issues that arise during the animal disease emergency.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Provide supplemental federal veterinary medical personnel to the state for animal disease response.
- Assist in response to a biohazard event where the decontamination and/or destruction of animals and associated facilities (e.g., barns, processing equipment, soil, and feeding and growing areas) may be required.
- Provide laboratory diagnostic support for the disease response through USDA animal health laboratories and the National Animal Health Laboratory Network (NAHLN).
- Coordinate with the MDARD on quarantine and/or restrict movement of domestic animals and animal products affected with a reportable animal disease, according to the specific disease plan.
- Coordinate with the MDARD on movement restriction enforcement with local and state law enforcement agencies.
- Provide information on the animal disease emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Coordinate, create and update specific reportable disease response plans with the MDARD to address incident conditions.
- Coordinate with the MDARD and local entities to prioritize and develop strategies for an animal disease emergency response, including providing training on biosecurity protocols.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE / VETERINARY SERVICES / NATIONAL ANIMAL HEALTH EMERGENCY RESPONSE CORPS (USDA/APHIS VS/NAHERC) ARE:**

- Assist with veterinary and/or animal health issues in coordination with the Michigan Veterinary Corps.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE, NATIONAL VETERINARY STOCKPILE (USDA/APHIS NVS) ARE:**

- Assist the State in planning, training and exercising related to the request for, receipt, storage, staging and distribution of NVS assets prior to an animal disease emergency.
- Provide countermeasure supplies for responding to specific, damaging animal diseases. (Note: NVS assets are requested through USDA, not FEMA. Refer to Attachment 2 for the proper request procedure.)
- Provide resources for animal carcass management through contracted animal depopulation, disposal, and disinfection teams.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / FOOD SAFETY INSPECTION SERVICE (USDA/FSIS) ARE:**

- Perform inspection and verification of meat, poultry, and egg products in affected areas to ensure only safe and wholesome products enter commerce.
- Coordinate recalls and tracing of adulterated products.
- Coordinate disposal of contaminated food products.
- Provide federal inspectors and laboratory services to affected areas.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE, WILDLIFE SERVICES (USDA/APHIS WS) ARE:**

- Provide control of wildlife populations that may contribute to the spread of a significant animal or zoonotic disease.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / OFFICE OF INSPECTOR GENERAL (USDA/OIG) ARE:**

- Upon notification of a possible intentional pathogen or pest release by animal health authorities, immediately contact the National Operations Center. As the situation warrants, notify and coordinate with the appropriate law enforcement agencies at the local, state, tribal and federal levels.
- If criminal activity is suspected in connection with an outbreak, work closely with the responding veterinary diagnostics staff to ensure the proper handling and packing of any samples and their shipment to the appropriate research laboratory for testing and forensic analysis.
- Conduct any subsequent criminal investigation jointly with other appropriate state and federal law enforcement agencies. If the outbreak is determined to be a criminal but not a terrorist act, assume primary federal responsibility for a law enforcement response.
- If a terrorist act is suspected in connection with an outbreak, notify the Weapons of Mass Destruction Unit of the Department of Justice (DOJ) / Federal Bureau of Investigation (FBI) and conduct a joint criminal investigation with the DOJ/FBI and other appropriate state and federal law enforcement agencies.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / NATURAL RESOURCES CONSERVATION SERVICE (USDA/NRCS) ARE:**

- Provide technical assistance and site information necessary for mass animal carcass disposal.

**ASSIGNED RESPONSIBILITIES OF THE U. S. FISH AND WILDLIFE SERVICE (USFWS) ARE:**

- Provide control of wildlife populations that may contribute to the spread of a significant animal or zoonotic disease.

**ASSIGNED RESPONSIBILITIES OF THE U. S. CUSTOMS AND BORDER PROTECTION (USCBP) ARE:**

- Conduct surveillance of animal and agriculture products at U.S. borders to prevent introduction of a significant animal or zoonotic disease.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE, EMERGENCY SUPPORT FUNCTION 11 (USDA/APHIS ESF 11) ARE:**

- Support DHS/FEMA (in conjunction with NRF ESF #11) to ensure an integrated response that provides for the safety and well-being of household pets during an animal disease incident.

**ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF JUSTICE / FEDERAL BUREAU OF INVESTIGATION (DOJ/FBI) ARE:**

- Investigate the disease outbreak with other appropriate state and federal law enforcement agencies if a terrorist act is suspected.

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**Tasks and Execution – Animal Disaster.** In addition to the task assignments listed under the Emergency Support Functions and relevant Disaster-Specific Procedures, state departments and other involved stakeholders should consider the following task assignments with regard to animal care operations during disasters or emergencies. Actual incident circumstances will dictate whether or not specific task assignments are appropriate for implementation.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD) ARE:**

- Create and maintain information within the MI CIMS regarding the nature and status of all state-level animal care support activities – including those undertaken by the SART. Costs of providing animal care support will be tallied under the “Public Property Damages – Category B: Emergency Protective Measures” section of the Damage Assessment board.
- Develop, maintain and coordinate the SART. As the steward agency of the SART, the MDARD will keep SEOC staff apprised of the status of the animal care support assistance being provided by the SART and other resources activated under this plan.
- Notify, activate and mobilize all agencies involved in animal disaster related issues (when the MDARD is the lead agency).
- Coordinate with state and local entities to prioritize and develop strategies for an animal disaster emergency response, including providing training on biosecurity protocols.
- Coordinate with the MDNR to ensure the animal disaster response adequately protects wildlife. As requested, assist the MDNR in conducting an assessment of the impact of the disaster on wildlife.
- Develop, impose and coordinate animal movement restrictions / quarantines to ensure the animal disaster response adequately protects animals from a suspicious or known infectious or contagious disease.
- Coordinate mass carcass disposal, if needed, following the MDARD Standard Operating Procedures for Mass Carcass Disposal, in coordination with the MDCH, MDEQ, MDNR, MSP/EMHSD, local health departments and other involved local, tribal, federal and private sector entities.

**ASSIGNED RESPONSIBILITIES OF THE STATE ANIMAL RESPONSE TEAM (SART) ARE:**

- Support the statutory role(s) of local, state, tribal and federal agencies in responding to the animal disaster.
- Develop, maintain and deploy (when requested) a Field Operations Team that provides direct support to local jurisdictions via appropriate incident command pathways. (Note: The focus of this Team is small animal, and it may be able to provide assistance with events involving livestock.)
- Establish and maintain a unified method of support of local communities (through the MDARD / SEOC) for animal issues during the disaster.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Develop, maintain and disseminate, as appropriate, a list of principal contacts for all agencies, organizations and groups that can provide support during an animal disaster.
- Coordinate with the MDARD to contribute relevant animal-related information and assessments to incident-specific public information releases through a PIO or JIC.
- Provide developmental assistance to local communities in the establishment of CARTs and/or other capability-enhancing activities for animal disaster response / recovery. (This includes contributing to public service campaigns and other activities prior to a disaster to educate the public, schools and businesses about the importance of disaster planning and preparedness for animals.)

### **ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF ATTORNEY GENERAL (MDAG) ARE:**

- As required, assist in the development and enforcement of legal orders related to the animal disaster.
- As required, provide ongoing legal guidance during the response to and recovery from the animal disaster.

### **ASSIGNED RESPONSIBILITIES OF THE MSP/EMHSD ARE:**

- Provide policy support to and coordinate SEOC animal disaster operations.
- Provide for SEOC and supplemental incident response communications in support of animal disaster operations.
- As appropriate, request state and federal emergency / disaster declarations for and track costs related to the animal disaster.
- Coordinate relief assistance to individuals, businesses and governmental agencies adversely impacted by the animal disaster.
- Coordinate with the National Weather Service regarding the impacts of weather conditions on the animal disaster.
- Provide GIS and GPS support to the animal disaster through the SEOC.
- Coordinate with the SPIO and JIT regarding the issuance of public information related to the animal disaster.
- Assist in locating contractors, supplies and equipment for use in response and recovery operations for the animal disaster.
- Coordinate with the MDARD, MDCH, MDEQ, MDNR, local health departments and other involved local, tribal, federal and private sector entities regarding mass animal carcass disposal as part of a larger disaster debris management operation.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF COMMUNITY HEALTH (MDCH) ARE:**

- Assist in providing mental health counseling for those impacted by the animal disaster.
- Provide information on the public health aspects of the animal disaster through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Appoint sufficient MDCH personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDCH personnel and assist the MDARD in providing biosecurity training as required.
- Collaborate with the MDARD on potential human health impacts of a mass carcass disposal operation.
- Provide human health assistance in the event of potential exposure to zoonotic disease or animal bites.
- Supervise private contractors hired to clean and disinfect congregate shelter sites and transport vehicles used in the animal disaster operation.
- Coordinate with the MDARD, MDEQ, MDNR, MSP/EMHSD, local health departments and other involved local, tribal, federal and private sector entities on animal carcass disposal health issues as part of a larger disaster debris management operation.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF COMMUNITY HEALTH (MDCH) / OFFICE OF SERVICES TO THE AGING (MOSA) ARE:**

- Coordinate / monitor the provision of assistance to elderly disaster victims, which includes animal disease and care issues.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF CORRECTIONS (MDOC) ARE:**

- Provide personnel (inmate work crews) and transportation resources to support state and local animal care and disposal operations.
- Appoint sufficient MDOC personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDOC personnel and inmate work crews.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF EDUCATION (MDOE) ARE:**

- Arrange for (from non-involved local or intermediate school districts) supplemental transportation resources to support animal care operations, which could include the transport of disaster victims and their companion animals to designated shelters or other facilities.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ) ARE:**

- Assess air and water quality issues related to the animal disaster, including a possible mass animal carcass disposal operation.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Examine soil type and groundwater for best disposal sites for a mass animal carcass disposal operation, including potential impacts of disposal sites on area water wells.
- Provide advice to response / recovery personnel regarding potential environmental impacts of the animal disaster, including the use of decontamination products.
- Provide information on the environmental aspects of the animal disaster emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Appoint sufficient MDEQ personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDEQ personnel.
- Monitor mass animal carcass disposal sites long term for potential environmental impacts.

### **ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF HUMAN SERVICES (MDHS) ARE:**

- Coordinate donations of resources and labor to support animal care operations as generally prescribed in the Human Services ESF (to the MEMP) and the Michigan Disaster Donations Management Plan.
- Coordinate and monitor the provision of human services to disaster victims, which includes animal care issues (in conjunction with the MDARD and SART).
- During incidents of extreme temperatures, assist local officials in establishing heating or cooling centers with provisions for companion animal support (in conjunction with the MDARD and SART).

### **ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA) ARE:**

- Coordinate / provide military support to civil authorities, which could include personnel, facilities, transportation assistance, and medical assistance to support animal care operations.
- Provide supplemental transportation support, which could include the transport of animals to designated shelters.
- Appoint sufficient MDMVA personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDMVA personnel.
- Provide technical and material assistance in managing animal carcass disposal operations.
- Assist with resource logistics associated with the animal disaster response / recovery, including but not limited to the National Veterinary Stockpile.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF NATURAL RESOURCES (MDNR) ARE:**

- Take the lead on and coordinate animal disease disaster operations involving wildlife, which will be handled in accordance with established laws and response plans.
- Provide an accurate wildlife population estimate to support federal, state and/or local animal disease disaster operations.
- Provide information on the wildlife aspects of the animal disaster emergency through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Appoint sufficient MDNR personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MDNR personnel.
- If necessary, depopulate wild animals with assistance from the USDA/WS and/or USFWS.
- Coordinate with the MDARD, MDCH, MDEQ, MSP/EMHSD, local health departments and other involved local, tribal, federal and private sector entities regarding mass animal (wildlife) carcass disposal as part of a larger disaster debris management operation.
- Provide law enforcement support, as required, during the animal disaster.
- Provide GIS and GPS support to the animal disaster.
- Provide heavy equipment for mass animal carcass disposal operations.
- Provide support to animal carcass burning operations by providing fire expertise.
- Provide surveillance of wildlife within the disaster zone and adjacent counties and estimate the impact of the disaster on wildlife populations
- Evaluate the need for and duration of routine surveillance of wildlife populations in affected areas after the incident is concluded.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF STATE POLICE (MSP) ARE:**

- Provide access control and security support at the scene of major response / recovery operations.
- Enforce quarantines and restrictions on animal movement.
- Support law enforcement activities related to the animal disaster, including coordination with involved local, tribal and federal law enforcement agencies.
- Appoint sufficient MSP personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene MSP personnel.
- Coordinate with the transportation industry for emergency procurement, allocation, and utilization of interstate transportation resources to support animal disaster response / recovery operations.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB) ARE:**

- Coordinate the use of state facilities and equipment to support animal disaster operations, which could include mass animal carcass disposal activities.
- Assist with locating contractors, supplies and equipment for use in response and recovery operations for the animal disaster.
- Track the budget and costs for and provide authorization of expenditures in support of the animal disaster response / recovery.
- With the assistance of the MDARD, MDEQ, MDNR and MSP/EMHSD, monitor mass animal carcass disposal sites long term for potential environmental impacts which could incur costs for the State of Michigan.
- Assist with resource logistics associated with animal disaster response / recovery.

**ASSIGNED RESPONSIBILITIES OF THE DEPARTMENT OF TRANSPORTATION (MDOT) ARE:**

- Arrange for supplemental transportation resources to support animal care operations, which could include the transport of disaster victims and their companion animals to designated shelters or other facilities.

(Note: Possible sources of transportation resources include but are not limited to non-impacted public transit authorities in nearby jurisdictions, MDOT or other state agency assets, federal agency assets – under NRF ESF #1 mission assignment, MEMAC or EMAC requests, or private sector carriers. It is recognized that the MDOT has no direct operational control over any of these assets other than its own. In this role, the MDOT would merely serve as a coordinating agency for supplemental transportation resources, after local sources have been exhausted.)

- Provide support in enforcing movement restrictions on state roadways, including road closures and diversions.
- Provide information on possible routes and load restrictions on state roadways.
- Provide heavy equipment in support of animal care and mass carcass disposal operations.

**ASSIGNED RESPONSIBILITIES OF THE LOCAL EMERGENCY MANAGEMENT OFFICE AND LOCAL RESPONSE TEAMS ARE:**

- Provide and coordinate local resources in support of the animal disaster response / recovery, which may include enforcing movement restrictions, communications and logistics support, activation of the CART (if established), and arranging volunteer labor such as a CERT or other asset.
- Provide local situational awareness and education.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Assist in procuring supplemental equipment, supplies and human resources via established local networks and mechanisms including the use of mutual aid, standby contracting, voluntary organizations, regional teams, etc.
- In conjunction with involved local, state, federal, tribal and private sector partners, coordinate public information on the animal disaster through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.

### **ASSIGNED RESPONSIBILITIES OF THE LOCAL HEALTH DEPARTMENT (LHD) ARE:**

- Assist in providing mental health counseling for those adversely impacted by the animal disaster.
- Provide information on the public health aspects of the animal disaster through a PIO or JIC to ensure that unified and factually correct information is being transmitted to the public.
- Appoint sufficient LHD personnel to receive biosecurity training from the MDARD, to then serve as biosecurity trainers to all on-scene LHD personnel and assist the MDARD in providing biosecurity training as required.
- Collaborate with the MDARD on potential human health impacts of a mass animal carcass disposal operation.
- Provide assistance regarding potential human health issues associated with the sheltering of household pets and service animals, including zoonotic diseases and sanitation protocols.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE, ANIMAL CARE (USDA/APHIS AC) ARE:**

- Support DHS/FEMA (in conjunction with NRF ESF #6, ESF #8, ESF #9, and ESF #14) to ensure an integrated response that provides for the safety and well-being of household pets during the animal disaster – particularly for incidents resulting in mass displacement of civilian populations.
- Provide technical support and subject-matter expertise regarding the safety and well-being of household pets.
- Conduct critical needs assessments for household pets.
- Expedite requests for resources to assist in evacuating and sheltering household pets.

### **ASSIGNED RESPONSIBILITIES OF THE NATIONAL ALLIANCE OF STATE ANIMAL AND AGRICULTURAL EMERGENCY PROGRAMS (NASAAEP):**

- Michigan has a NASAAEP representative that is within the MDARD.
- NASAAEP brings together all of the agencies within a state that have authority for animal emergency management as well as the animal resources within the state that make up their response capability.
- Supports DHS/FEMA in facilitating state-to-state and NGO information and resource sharing.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Supports whole community multi-agency coordination with governmental organizations and NGOs engaged in or coordinating animal response activities.
- Provides technical assistance and subject matter expertise regarding animal response issues.

### **ASSIGNED RESPONSIBILITIES OF THE NATIONAL ANIMAL RESCUE AND SHELTERING COALITION (NARSC)**

- NARSC is a coalition of the leading national private sector and NGOs that have agreed to use the Incident Command System, train together, and share resources to provide surge capability, as needed, to augment local and state jurisdictions' animal response activities.
- Supports DHS/FEMA in coordinating an integrated whole community response to meet the disaster response needs of animals, including household pets and service animals, and their owners..
- Supports multi-agency coordination with governmental organizations and NGOs engaged in or coordinating animal response activities.
- Provides technical assistance and subject matter expertise regarding animal response issues. May be able to supply disaster grants for animal sheltering, and animal sheltering resources (e.g., pet food, kennels, etc.).

### **ASSIGNED RESPONSIBILITIES OF U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES / NATIONAL VETERINARY EMERGENCY RESPONSE TEAM (DHHS/NVRT) ARE:**

- Provide veterinary public health and clinical subject-matter expertise support through the U.S. Public Health Service Commissioned Corps veterinary teams and epidemiologists to address environmental public health, toxicology, bite / scratch injuries from animals, and zoonotic disease hazards; conduct veterinary / animal emergency needs assessments; respond to occupational safety and health issues associated with animal response; and help implement rabies quarantines, etc.
- Assist in delivering animal health care to injured or abandoned animals and performing veterinary preventive medicine activities, including the conducting of field investigations and the provision of technical assistance and consultation as required.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE, WILDLIFE SERVICES (USDA/APHIS WS) ARE:**

- Provide assistance with wildlife issues resulting from the disaster.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / FARM SERVICE AGENCY (USDA/FSA) ARE:**

- Provide financial assistance for livestock producers that have experienced losses due to natural disasters.

## ANIMAL CARE SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- As required, provide emergency haying and/or grazing for livestock in areas affected by severe drought and other natural disasters.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. FISH AND WILDLIFE SERVICE (USFWS) ARE:**

- Provide assistance with wildlife issues resulting from the disaster.

### **ASSIGNED RESPONSIBILITIES OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) ARE:**

- Coordinate the federal Stafford Act declaration process to provide a funding mechanism for local and state emergency protective measures and other eligible response / recovery activities related to the evacuation, rescue, sheltering and mass care of household pets during a declared emergency or disaster that adversely impacts the animal population. This includes mass animal carcass disposal operations required to protect the public health.
- As required, mission assign appropriate NRF ESFs (i.e., specifically #6, #8, #9, #11 and #14) to provide transportation, rescue, sheltering and feeding resources for household pet and service animal care operations during and after a declared emergency or disaster under the federal Stafford Act.
- As appropriate, procure and pre-position animal transportation and shelter resources in advance of an incident that is likely to be a declared emergency or major disaster under the federal Stafford Act.
- Provide funding and technical assistance for local, state and tribal preparedness activities for household pets and service animals.

### **ASSIGNED RESPONSIBILITIES OF THE U. S. DEPARTMENT OF AGRICULTURE / ANIMAL AND PLANT HEALTH INSPECTION SERVICE, EMERGENCY SUPPORT FUNCTION 11 (USDA/APHIS ESF 11) ARE:**

- Support DHS/FEMA (in conjunction with NRF ESF #11) to ensure an integrated response that provides for the safety and well-being of household pets during the animal disaster – particularly for incidents resulting in mass displacement of civilian populations.

### **Attachments.**

- Attachment 1: Sample Public Information Materials
- Attachment 2: National Veterinary Stockpile Guide
- Attachment 3: FEMA Disaster Assistance Policy (DAP9523.19)
- Attachment 4: FEMA Disaster Assistance Policy (DAP9524.9)
- Attachment 5: FEMA Animal Resource Typing
- Attachment 6: MDARD Activation of Resources
- Attachment 7: Sample Animal Disease Response Organizational Chart
- Attachment 8: Disease Control Area Diagram

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## **SAMPLE PRESS RELEASE**

Date

### **FOR IMMEDIATE RELEASE**

#### **FOR MORE INFORMATION CONTACT:**

Name / Title of SART Representative or CART Representative

Telephone Number / Facsimile Number / E-Mail Address

*(Note: list the hours / days of the week this telephone number is staffed.)*

Name of Agency / Web Site Address

### **Proper Animal Care Important During Disasters**

During disasters, it is important to provide proper care for pets and other animals. The following general guidelines should be followed to the extent possible when considering how to address the needs of pets, service / servant animals, livestock, and other animals during the (describe disaster conditions) in (name of jurisdiction):

#### **Pets / Companion Animals**

- If you evacuate your home, **DO NOT LEAVE YOUR PETS BEHIND**. Pets cannot survive on their own and you may not be able to find them when you return.
- For public health reasons, many emergency shelters cannot accept pets. Find out which motels and hotels in your area allow pets in an emergency. Include your local animal shelter's number in your list of emergency numbers; they will be able to provide information concerning pets during a disaster.
- Make sure identification tags are current and securely fastened to your pet's collar. If possible, attach the address and/or phone number of your evacuation site or an out-of-area emergency contact. Microchipping is recommended as a permanent form of identification. Have a current photo of your pet or microchip information for identification purposes.
- For pets requiring licenses, have proof of a current license.
- Have a copy of your pet's medical records, including vaccination status, and place one in your vehicle. If you are unable to return to your home right away, you may need to board your pet. Most boarding kennels, veterinarians, and animal shelters require that your pet's vaccinations be current.
- If it is impossible to take your pet with you to a temporary shelter, contact friends, family, veterinarians, or boarding kennels to arrange for care. Make sure medical and feeding information, food, medicine and other supplies accompany your pet to its foster home.
- Suggested supplies for an animal emergency kit:
  - ✓ Secure, portable pet carrier
  - ✓ Collar (with current identification tag) and leash or harness
  - ✓ Pet food (nonperishable) and a can opener if necessary
  - ✓ Bottled water

- ✓ Pet waste cleanup supplies and a small litter box and litter for cats
- ✓ Updated medical records for your pet
- ✓ Important phone numbers such as veterinarian, kennel, emergency clinic, hotels which accept pets
- ✓ Medications your pets may require
- ✓ Recent photo of you and your pet

### **Equine, Cattle, and Other Livestock**

- Attempt to shelter equine, cattle, and other livestock in place if possible, or evacuate if necessary.
- Evacuation routes, including alternates, should be pre-determined. The evacuation sites should already have or be able to readily obtain food, water, veterinary care, handling equipment and containment facilities.
- If evacuation is not possible, a decision must be made whether to move large animals to available shelter or turn them outside. This decision should be determined based on the type of disaster and the soundness and location of the shelter. Food and water should be available for the animals whether they are left in a shelter or outdoors.
- All animals should have some form of identification that will help facilitate their return.

### **Wildlife**

Never attempt to capture a non-domestic animal. Often, during natural disasters, mosquitoes and dead animal carcasses can be sources of disease and outbreaks of zoonotic disease may occur. Contact your local emergency management office or the Michigan Department of Natural Resources office for help.

### **Further Assistance**

If you see an injured or stranded animal in need of assistance, or if you have any other questions or concerns about animal protection during an emergency situation, contact the (name of jurisdiction) Emergency Management Office at (phone number / e-mail address / mailing address) or the (name of jurisdiction) Public Health Department at (phone number / e-mail address / mailing address).

## SAMPLE PUBLIC SERVICE ANNOUNCEMENT

(Name of jurisdiction) Office of Emergency Management  
OR

State Animal Response Team (SART) and/or Community / County Animal Response Team (CART)  
(c/o Agency / Address)

FOR USE UNTIL (DATE)

### PROPER ANIMAL CARE IMPORTANT DURING DISASTERS

#### 60 SECONDS

In response to the recent (describe disaster conditions) in the (name of jurisdiction), the (Community / County Animal Response Team and/or State Animal Response Team) urges all pet / animal owners to take proper steps to care for their pets / animals during this difficult and potentially life-threatening period. Important actions to consider include:

- Providing safe shelter for your pet / animal; remember, NEVER leave your pet / animal behind if you evacuate.
- Make sure identification tags are current and securely fastened to your pet's collar.
- Make sure you have proof of current licenses and medical records for your pet / animal, as required.
- Assemble an emergency kit for your pet / animal that contains all needed supplies for at least a three-day period.
- Attempt to shelter livestock in place, if possible, or evacuate them if necessary. Livestock left outdoors should have plenty of food and water available to them.
- **Leave wildlife alone.** Their natural instincts will help them survive the disaster. Injured wildlife should be reported to the Michigan Department of Natural Resources at (telephone number).

Remember, the actions YOU take will largely determine how well your pet / animal responds to the rigors of this disaster. For further information, call (telephone number) or visit the (name of agency) web site at (web site address). Thank you.

**SAMPLE HANDBILL / DOOR HANGER: PROPER ANIMAL CARE DURING DISASTERS**

**(NAME OF JURISDICTION)**



**PROPER ANIMAL CARE IMPORTANT  
DURING DISASTERS**

In response to the recent (describe disaster conditions) in the (name of jurisdiction), the (Community / County Animal Response Team and/or State Animal Response Team) urges all pet / animal owners to take proper steps to care for their pets / animals during this difficult and potentially life-threatening period. Important actions to consider include:

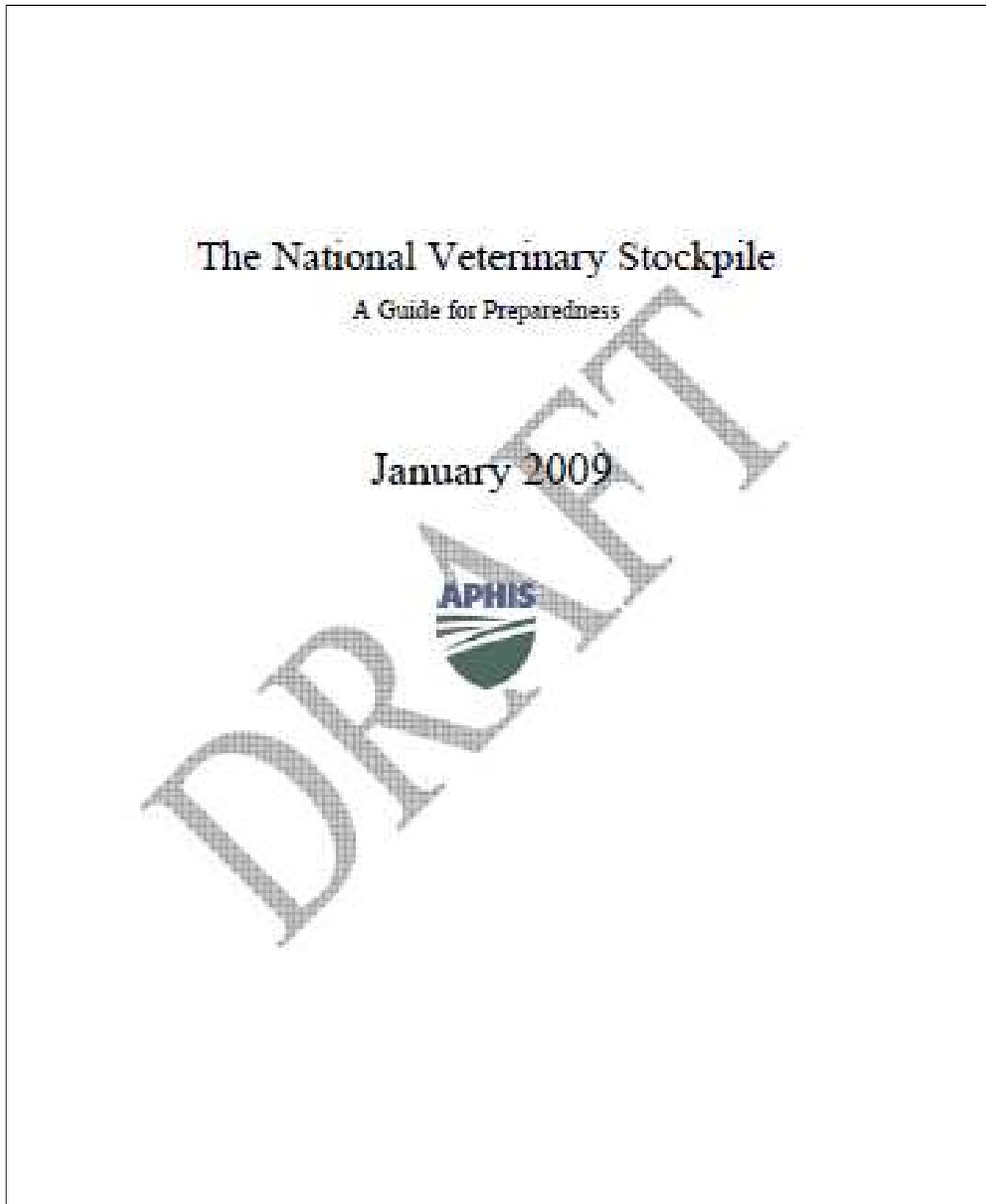
- Providing safe shelter for your pet / animal; remember, NEVER leave your pet / animal behind if you evacuate.
- Make sure identification tags are current and securely fastened to your pet's collar.
- Make sure you have proof of current licenses and medical records for your pet / animal, as required.
- Assemble an emergency kit for your pet / animal that contains all needed supplies for at least a three-day period.
- Attempt to shelter livestock in place, if possible, or evacuate them if necessary. Livestock left outdoors should have plenty of food and water available to them.
- **Leave wildlife alone.** Their natural instincts will help them survive the disaster. Injured wildlife should be reported to the Michigan Department of Natural Resources at (telephone number).

Remember, the actions YOU take will largely determine how well your pet / animal responds to the rigors of this disaster. For further information, call (telephone number) or visit the (name of agency) web site at (web site address). Thank you.

**THANK YOU.**

### **National Veterinary Stockpile Guide**

Refer to separate “National Veterinary Stockpile: A Guide for Preparedness” document. Also, refer to the Michigan Department of Agriculture and Rural Development for the Michigan National Veterinary Stockpile Plan, which will be kept within the department. Due to the lengths of the two documents, they are only referenced here. The aforementioned Guide in its entirety can be found at the U.S. Department of Agriculture / Animal and Plant Health Inspection Service (USDA/APHIS) web site for the National Veterinary Stockpile (<http://nvs.aphis.usda.gov>).



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**FEMA Disaster Assistance Policy DAP9523.19:  
Eligible Costs Related to Pet Evacuations and Sheltering**



# FEMA

## DISASTER ASSISTANCE POLICY

### DAP9523.19

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**I. TITLE:** Eligible Costs Related to Pet Evacuations and Sheltering

**II. DATE:** OCT 24 2007

**III. PURPOSE:**

The purpose of this policy is to identify the expenses related to State and local governments' emergency pet evacuation and sheltering activities that may be eligible for reimbursement following a major disaster or emergency declaration.

**IV. SCOPE AND AUDIENCE:**

This policy is applicable to all major disasters and emergencies declared on or after its date of issuance. It is intended to be used by FEMA personnel involved in making eligibility determinations under the Public Assistance Program.

**V. AUTHORITY:**

Sections 403 and 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5170b, 42 U.S.C. 5192; the Pets Evacuation and Transportation Standards Act (PETS Act) of 2006, P.L. No. 109-308, § 4, 120 Stat. 1725 (2006); and 44 CFR §§ 206.223(a), 206.225(a).

**VI. BACKGROUND:**

On October 6, 2006, the PETS Act was signed into law, amending Section 403 of the Stafford Act. Section 403, as amended by the PETS Act, authorizes FEMA to provide rescue, care, shelter, and essential needs for individuals with household pets and service animals, and to the household pets and animals themselves following a major disaster or emergency.

**VII. POLICY:**

**A. Definitions:**

1. Household Pet. A domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities. Household pets do not

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**FEMA Disaster Assistance Policy DAP9523.19:  
Eligible Costs Related to Pet Evacuations and Sheltering (cont.)**



**FEMA  
DISASTER ASSISTANCE POLICY**

**DAP9523.19**

include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.

2. **Service Animal**— Any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items.

3. **Congregate Household Pet Shelters**. Any private or public facility that provides refuge to rescued household pets and the household pets of shelterees in response to a declared major disaster or emergency.

**B. Eligibility**. State and local governments that receive evacuees from areas declared a major disaster or an emergency may seek reimbursement for eligible pet rescue, sheltering, and evacuation-support costs.

1. State and local governments outside the designated disaster area may seek reimbursement under mutual aid protocols through the affected and supported state(s). (44 CFR § 206.223(a)(2)).

2. State and local governments are the only eligible applicants for sheltering and rescuing household pets and service animals. Contractors or private nonprofit (PNP) organizations that shelter or rescue household pets and service animals cannot be reimbursed directly as an applicant. However, contractors and PNPs can be reimbursed for sheltering and rescuing household pets and service animals through a state or local government, provided a written statement from an eligible applicant is presented in which the applicant verifies that the contractor or PNP is performing or has performed sheltering or rescuing operations on the applicant's behalf and the expenses are documented.

**C. Household Pet Rescue**. State and local governments may conduct rescue operations for household pets directly or they may contract with other providers for such services. Eligible costs include, but are not limited to, the following:

1. Overtime for regular full-time employees.

<sup>1</sup> Department of Justice, Americans with Disabilities Act (ADA), 42 USC 1201 et seq, implementing regulations at 28 CFR § 36.104.

**FEMA Disaster Assistance Policy DAP9523.19:  
Eligible Costs Related to Pet Evacuations and Sheltering (cont.)**



# FEMA

## DISASTER ASSISTANCE POLICY

# DAP9523.19

2. Regular-time and overtime for contract labor (including mutual aid agreements) specifically hired to provide additional support required as a result of the disaster.

3. The use of applicant-owned or leased equipment (such as buses or other vehicles) to provide eligible pet transportation to congregate pet shelters may be reimbursed according to 44 CFR § 206.228(1)(a) (does not include operator labor). The cost of leasing equipment for this purpose may also be eligible for reimbursement.

**D. Congregate Household Pet Sheltering.** State and local governments may conduct sheltering operations for pets directly, or may contract with other sheltering providers for such services. Eligible Category B congregate pet sheltering costs may include, but are not limited to, the reasonable costs for:

1. Facilities.
  - Minor modifications to buildings used for congregate household pet sheltering, if necessary to provide increased capacity for the accommodation of shelterees' household pets.
  - Facility lease or rent.
  - Increase in utility costs, such as power, water, and telephone.
  - Generator lease and operation (but not purchase).
  - Shelter safety and security.
  - Shelter management.
  - Shelter and crate/cage cleaning.
  
2. Supplies and Commodities. Eligible items are those needed for, and used directly on, the declared disaster, and are reasonable in both cost and need. Examples include:
  - Food, water, and bowls.
  - Crates/Cages.
  - Pet transport carriers.
  - Animal cleaning tables and supplies.
  - Medication for animal decontamination and parasite control to ensure that the animal is not a health threat to humans or other animals.
  
3. Eligible Labor. If the regular employees of an eligible applicant perform duties in direct support of congregate pet sheltering operations, any overtime pay related to such duties is eligible for reimbursement. However, the straight-time pay of these employees is not eligible. Regular-time and overtime for contract labor, including mutual aid agreements,

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**FEMA Disaster Assistance Policy DAP9523.19:  
Eligible Costs Related to Pet Evacuations and Sheltering (cont.)**



**FEMA  
DISASTER ASSISTANCE POLICY**

**DAP9523.19**

specifically hired to provide additional support required as a result of the disaster or emergency is also eligible for reimbursement.

4. **Equipment.** The use of applicant-owned or leased equipment (such as buses, trucks, or other vehicles) to provide eligible pet evacuation or sheltering support may be reimbursed according to 44 CFR §206.228(1)(a) (does not include operator labor). The cost of leasing equipment may also be an eligible expense for reimbursement.

5. **Emergency Veterinary Services.** For the purposes of screening the health of household pets and service animals, and assessing and treating minor illnesses and injuries, congregate pet shelters may be staffed with emergency veterinary teams. The following costs related to the provision of emergency veterinary services in a congregate pet sheltering environment are eligible for reimbursement:

- Veterinary diagnosis, triage, treatment, and stabilization.
- Provision of first aid, including materials (bandages, etc.).
- Medicine.
- Supervision of paid and volunteer veterinary staff.
- Vaccinations administered to protect the health and safety of congregate shelter and supporting emergency workers including but not limited to tetanus and hepatitis.
- Vaccinations administered to protect the health and safety of congregate shelter pets for transmissible or contagious diseases including but not limited to bordetella/kennel cough.

6. **Transportation.** Transportation of evacuees' household pets and service animals to congregate shelters from pre-established pickup locations is an eligible expense when the means of transportation used is the most cost-effective available.

7. **Shelter Safety and Security.** Additional reimbursable safety and security services may be provided at congregate pet shelters, based upon need.

8. **Cleaning and Restoration.** The costs (to the Applicant) to clean, maintain, and restore a facility to pre-congregate pet shelter condition are eligible.

9. **Removal and Disposal of Animal Carcasses.** The costs (to the Applicant) to remove and dispose of animal carcasses in a safe and timely manner and in compliance with applicable laws and regulations are eligible.

**FEMA Disaster Assistance Policy DAP9523.19:  
Eligible Costs Related to Pet Evacuations and Sheltering (cont.)**



**DAP9523.19**

**FEMA**  
**DISASTER ASSISTANCE POLICY**

10. Cataloging/Tracking System for Pets: The reasonable costs (to the Applicant) for tracking animals at congregate pet shelters for the purposes of reuniting them with their owners are eligible.

E. Service animals. Service animals will be sheltered with their owners in congregate shelters.

F. Length of Operation. Costs of sheltering/caring for household pets will no longer be eligible for FEMA reimbursement when the pet owner transitions out of Section 403 emergency sheltering.

VIII. ORIGINATING OFFICE: Disaster Assistance Directorate (Public Assistance Division).

IX. SUPERSESSION: This policy supersedes all previous guidance on this subject.

X. REVIEW DATE: Three years from date of publication.



\_\_\_\_\_  
Carlos J. Castillo  
Assistant Administrator  
Disaster Assistance Directorate

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**FEMA Disaster Assistance Policy DAP9524.9:  
Replacement of Animals Associated with Eligible Facilities**



**FEMA**  
**DISASTER ASSISTANCE POLICY**

**DAP9524.9**

**I. TITLE: Replacement of Animals Associated with Eligible Facilities**

**II. DATE: AUG 18 2008**

**III. PURPOSE:**

This policy provides guidance for determining the eligibility of the replacement of animals that may be considered "equipment and furnishings" associated with disaster-damaged eligible public or private nonprofit (PNP) facilities.

**IV. SCOPE AND AUDIENCE:**

The policy is applicable to all major disasters declared on or after the date of publication of this policy. It is intended for personnel involved in the administration of the Public Assistance Program.

**V. AUTHORITY:**

Section 406 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §5172, 44 CFR §13.3, and 44 CFR §206.226.

**VI. BACKGROUND:**

A. 44 CFR §206.226(h) states, "If equipment and furnishings are damaged beyond repair, comparable items are eligible as replacement items." 44 CFR §13.3 defines equipment as "tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above." 44 CFR §13.3 defines supplies as "all tangible personal property other than equipment" as defined in 44 CFR §13.3. For the purposes of this policy, the term "furnishing" refers to any tangible property other than equipment, as defined in 44 CFR §13.3.

B. The replacement of laboratory animals is addressed in Disaster Assistance Policy DAP9525.16, *Research-related Equipment and Furnishings*. This policy does not conflict with or supersede guidance found in DAP9525.16, *Research-related Equipment and Furnishings*.

C. Animals are not subject to DAP9524.6, *Collection and Individual Object Eligibility* (commonly referred to as "the Collections Policy"). The Collections Policy describes specific

**FEMA Disaster Assistance Policy DAP9524.9:  
Replacement of Animals Associated with Eligible Facilities (cont.)**



**FEMA**  
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eligibility criteria, eligible work and costs related to the treatment (rather than replacement) of culturally significant collections and individual objects that are considered irreplaceable.

D. Other costs related to animals may be eligible for reimbursement under section 403 of the Stafford Act. These eligible costs include those related to the disposal of animals that die or are otherwise destroyed as a result of a disaster (disposal of animals must meet the requirements of all applicable local, State, Federal and international regulations and laws). In addition, costs related to actions taken to save the lives of animals and protect the property of eligible facilities may be eligible for reimbursement.

**VII. POLICY:**

**A. Definitions**

1. **Animal:** Any living or dead member of the animal kingdom, including any mammal, fish, bird, amphibian, reptile, mollusk, crustacean, arthropod or other invertebrate, or any part thereof. (See definition of “fish or wildlife” in 16 U.S.C. §1532(8).)
2. **Museum:** A facility that preserves and exhibits a documented collection of artistic, historic, scientific or other objects. See DAP9521.2, *Private Nonprofit Museum Eligibility*, for eligibility criteria for PNP museums.
3. **Police Animal:** A dog or a horse employed for the purpose of aiding in law enforcement. (See definition of “police animal” in 18 U.S.C. §1368(b).)
4. **Rehabilitation Facility:** A facility that primarily provides diagnosis and treatment for the rehabilitation of injuries, disabilities, or illness. (Consistent with the definition of “comprehensive outpatient rehabilitation facility” in 42 U.S.C. §1395x(cc)(2).) PNP rehabilitation facilities are eligible for Public Assistance per 44 CFR §206.221(e)(5).
5. **Rescue Dog:** A dog that is trained, certified, and employed for the purpose of search, rescue, and/or remains detection.
6. **Taxidermy Specimen:** An animal that has been preserved and mounted in a lifelike representation.
7. **Zoo:** Any facility, maintained under the care of a Doctor of Veterinary Medicine, in which live animal(s) are kept for public exhibition or education. (Adapted from the definition of “zoological park” in 9 CFR §93.100.) **Aquariums** and wildlife or zoological parks may meet this definition.

**FEMA Disaster Assistance Policy DAP9524.9:  
Replacement of Animals Associated with Eligible Facilities (cont.)**



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**B. Eligibility**

1. Animals owned by an eligible applicant that were, at the time of the major disaster, housed and/or exhibited in an eligible facility, and were destroyed or damaged beyond recoverable or re-employable utility as a result of that major disaster, may be eligible for replacement in accordance with 44 CFR §206.226(h). These animals may include, but are not limited to:

- a. Police animals and trained and certified rescue dogs.
- b. Animals in museums, zoos, or publicly owned nature centers.
- c. Taxidermy specimens located in an eligible facility.
- d. Animals used by rehabilitation facilities as part of diagnosis or treatment.

2. Animals on loan to an eligible facility at the time they are destroyed as a result of a major disaster must be the legal responsibility of an eligible applicant, in accordance with 44 CFR §206.223(a)(3). The applicant will be asked to provide documentation that establishes legal responsibility.

3. Replacement of destroyed animals will be based on a documented pre-disaster inventory of animals.

4. Equipment and furnishings associated with housing and/or exhibiting animals may be eligible for Public Assistance, in accordance with 44 CFR §206.226(h).

5. An animal may not be eligible for replacement if, because of its aesthetic, ecological, educational, historic, or scientific significance and/or local, State, regional, national or international importance, a comparable animal is not available for purchase at a reasonable cost.

**C. Costs**

1. Purchases must comply with all applicable local, State, Federal and international regulations and laws.

2. Eligible costs include the replacement of an animal comparable to the destroyed animal. The estimated cost to replace an animal is based on a reasonable cost to purchase a comparable animal. FEMA will typically determine cost reasonability through market surveys.

**FEMA Disaster Assistance Policy DAP9524.9:  
Replacement of Animals Associated with Eligible Facilities (cont.)**



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3. If an applicant captures a replacement animal from the wild, reasonable costs associated with that acquisition are eligible. Eligible costs may not exceed the estimated cost of purchasing a comparable animal.

4. The costs associated with the acquisition of a donated animal are eligible, such as costs to transport the animal to the eligible facility. Eligible costs associated with the acquisition of a donated animal may not exceed the estimated cost of purchasing a comparable animal. When a destroyed animal is replaced through a donation of a comparable animal, the costs associated with the **purchase** of another comparable animal are **not** eligible for reimbursement.

5. The costs associated with acquiring an animal on loan are eligible for reimbursement. These animals would not be considered “temporary replacements” in terms of Public Assistance. Rather, loans are a common method of acquiring animals for zoos and the acquisition of an animal on loan would be considered a replacement in lieu of the purchase of a comparable animal. Eligible costs may not exceed the estimated cost of purchasing a comparable animal.

6. If an eligible applicant requests, and the Grantee approves, other than in-kind replacement of animals, funding will be limited to the estimated cost to replace the destroyed animal(s) from the eligible facility’s pre-disaster inventory of animals. The applicant will be required to maintain documentation to ensure that funds were used to restore the pre-disaster function of the animals.

**VIII. RESPONSIBLE OFFICE:** Disaster Assistance Directorate (Public Assistance Division).

**IX. SUPERSESION:** This is a new policy.

**X. REVIEW DATE:** This policy does not automatically expire, but will be reviewed 3 years from the date of publication.

\_\_\_\_\_  
Carlos J. Castillo  
Assistant Administrator  
Disaster Assistance Directorate

**FEMA Animal Resource Typing: National Mutual Aid and Resource Management Initiative**

**ANIMAL HEALTH RESOURCES**

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ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	6-member team consisting of: <ul style="list-style-type: none"> <li>• 1 team leader</li> <li>• 5 team members</li> </ul>				
Personnel	Deployment Duration	Deployment of this team would be for 7 days on rotation. A minimum of three teams should be deployed for 24-hour rescue, one team per 8-hour shift			Personnel	Deployment duration
Vehicle		3 vehicles: 2 persons per vehicle				
Equipment		Each vehicle should be equipped with basic animal capture equipment, including, but not limited to, the following: <ul style="list-style-type: none"> <li>• Small and large live traps (1 each)</li> <li>• 2 catch poles</li> <li>• Leashes (slip leads and clip)</li> <li>• Stretcher</li> <li>• ID bands</li> <li>• Collars and ID tags</li> <li>• Cages, carriers, and cardboard cat transports (at least 1 per animal)</li> <li>• Appropriately graded NFPA or Cordage Institute Ropes</li> <li>• Industrial Lighting Systems and Batteries: (Flashlights to Floodlighting)</li> <li>• Barricade tape</li> <li>• Maps of areas to be serviced</li> <li>• Team communication device (for each team vehicle) (two-way handheld radios with 3-mile transmitting radius)</li> <li>• Home base communication device (for each vehicle) (two-way radios capable of transmitting the required distance)</li> <li>• Cell phone with extra batteries/remote chargers</li> <li>• Human First Aid kit</li> <li>• Emergency Euthanasia</li> </ul>				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
		Options (Gunshot/Chemical/ Physical) <ul style="list-style-type: none"> <li>• Animal Rescue Request forms</li> <li>• Animal Impoundment forms</li> <li>• Radio/Activities Log form</li> <li>• Pens, pencils, permanent markers, paper</li> <li>• Clipboards</li> <li>• Plastic garbage bags (for bodies)</li> </ul>				
Personal Protection		Note: Each person should have with them the following items: <ul style="list-style-type: none"> <li>• Appropriate Nomex and wildfire survival gear (must be NFPA approved)</li> <li>• High-visibility vest</li> <li>• Gloves (bite/welding gloves and work gloves)</li> <li>• Properly fitted boots (applicable to situation)</li> <li>• Properly fitted PFD with rescue hookup</li> <li>• Properly fitted helmet (climbing and/or hard hat)</li> <li>• Properly fitted goggles</li> <li>• Wetsuit or Drysuit</li> <li>• Appropriately graded NFPA or Cordage Institute ropes</li> <li>• Flashlight with extra batteries</li> <li>• Dust mask/respirator</li> <li>• Rain gear</li> <li>• Hat for sun protection</li> <li>• Water/snacks</li> <li>• Good Protective Gloves (appropriate types for water and heavy debris)</li> <li>• Good Protective Boots (fire response requires all leather)</li> <li>• Quiet clothing materials and attachments: Avoid Velcro</li> <li>• Personal Basic Livestock Kit, including halter, lead shank, 20-foot rescue</li> </ul>				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
		rope <ul style="list-style-type: none"> <li>• Appropriate Nomex protective gear and shelters</li> <li>• Materials for head covers, pressure mats/cushions, ear plugs</li> <li>• Emergency Euthanasia Option (gunshot/chemical)</li> <li>• Other items from the HSUS's equipment list that may be applicable to the situation at hand</li> </ul>				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Training		Team member requirements: <ul style="list-style-type: none"> <li>• Swift Water Rescue Basic Course</li> <li>• HSUS/ARC Animal First Aid Course</li> <li>• Certified Knot and Mechanical Advantage Training</li> <li>• Wildland Fire Training S130 and S190</li> <li>• Emergency Euthanasia Training/Certification</li> <li>• FEMA/EMI Independent Study Course: IS-195 Basic Incident Command</li> <li>• FEMA/EMI Independent Study Course: IS-10 Animals in Disaster – Module A, Awareness and Preparedness</li> <li>• FEMA/EMI Independent Study Course: IS-11 Animals in Disaster – Module B, Community Planning</li> <li>• Technical Animal Rescue Training (Code 3 Associates or other approved training source)</li> <li>• 5 years of professional animal care/control/capture experience</li> <li>• Team leader should have additional training and/or experience in supervision/management level animal care/control/capture</li> <li>• FEMA Livestock in Disasters Correspondence</li> <li>• CODE III Big Useful Livestock Lessons (BULL)</li> <li>• Equine Cruelty or Rescue Short Course</li> <li>• Proper Tailoring and Trailer Extraction Training</li> </ul>				
Personal Maintenance Equipment		<ul style="list-style-type: none"> <li>• Personal Toiletries</li> <li>• Seasonal Clothing</li> <li>• Rx medications</li> </ul>				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM							
CATEGORY:	Animals and Agriculture Issues				KIND:	Team	
MINIMUM CAPABILITIES:	Component	Metric	TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
			<ul style="list-style-type: none"> <li>Sunscreen</li> <li>Other items from the HSUS's suggested list</li> </ul>				
COMMENTS:	This six-member team should be capable of completing an average of one rescue every 30 minutes in a suburban setting and one rescue every hour in rural settings. These times would be semi-dependent on uncontrollable factors such as terrain, weather, road conditions, and distance between rescue sites. Number of teams ordered will be based on number of rescues anticipated. Team members should not show up for a disaster wearing camouflage gear. Camouflage gear not only complicates matters if the person needs to be found, but blends in with other response personnel, such as the National Guard. Suggested clothing: Carhart bib overalls. They are indestructible and will protect from bites, scratches, scrapes, and abrasions.						

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL SHELTERING TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	<p>22-person response team to set up and run a small animal shelter, consisting of:</p> <ul style="list-style-type: none"> <li>• 1 supervisor</li> <li>• 3 team leaders</li> <li>• 18 members for 3 shifts</li> <li>• 1 veterinarian /veterinarian technician</li> </ul> <p>Can deploy for a minimum of 7 days</p>	<p>5-person response team to advise and support local efforts to set up a small animal shelter with the goal for the locals to operate the shelter consisting of:</p> <ul style="list-style-type: none"> <li>• 1 supervisor: organize and plan</li> <li>• 1 shelter manager: oversee shelter set up</li> <li>• 3 team members</li> <li>• 1 admin/finance team member, tracking animals coming in and logging out</li> <li>• 1 shelter operations member reporting to shelter manager</li> </ul> <p>1 logistics team: get equipment and supplies for shelter member</p> <p>All team members work with and train local resources</p> <p>Shelter manager will assign tasks to local shelter workers</p> <p>Can deploy for a minimum of 5 days</p>	<p>2-person advisory team to support local efforts to set up a small animal shelter</p> <p>Can deploy for a minimum 5 days</p>		
Equipment		<p>Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies</p> <p>Basic large animal handling equipment and supplies; Equine and livestock handling equipment (ropes, halters, leads)</p> <p>Basic veterinary and medical supply kit, refer to American Red Cross/HSUS list</p> <p>Portable pens and corrals for livestock</p>	<p>Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies</p> <p>Basic large animal handling equipment and supplies (ropes, halters, leads)</p>	<p>Basic communication (cell phones) equipment; Laptop; Forms; SOPs</p>		
Vehicle		<p>1 1-ton, 4x4 pickup with goose neck and other hitches</p>	<p>2 large vehicles with four-wheel-drive for supplies</p>	<p>1 vehicle for transport</p>		

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL SHELTERING TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
		1 box trailer (10,000 lbs GVW)  1 SUV for personnel  Plus other four-wheel-drive vehicles				
Training and Experience		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters  First Aid/CPR course for large animals (taught by veterinarians, equestrian centers, American Red Cross, HSUS)  Full-day emergency animal shelter course  Minimum of 2 years of large animal handling and operations experience  Crisis animal behavior training as a separate course or as a part of other training course	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters  First Aid/CPR course for large animals (taught by veterinarians, equestrian centers, American Red Cross, HSUS)  Full-day emergency animal shelter course  Minimum of 2 years of large animal handling and operations experience  Crisis animal behavior training as a separate course or as a part of other training course	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters  First Aid/CPR course for large animals (taught by veterinarians, equestrian centers, American Red Cross, HSUS)  Full-day emergency animal shelter course  Minimum of 2 years of large animal handling and operations experience  Crisis animal behavior training as a separate course or as a part of other training course		
Personnel	Lead Time to Deploy	Minimum 72 hours	Minimum 24 hours	Maximum 24 hours		
COMMENTS:		Large animal refers to horses and livestock. Local volunteers can support all types for shelter teams. No sheltering for exotic animals.				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL TRANSPORT TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	5-person response team consisting of: <ul style="list-style-type: none"> <li>• 1 team leader</li> <li>• 4 members</li> <li>• 1 veterinarian on call</li> </ul> Can be deployed for a minimum of 5 days				
Equipment		Radio/walkie-talkie system cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies				
Vehicle		2 1-ton 4x4 pickups with 10,000 lbs GVW towing capacity  1 SUV  2 livestock trailers				
Training		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters				
COMMENTS:						

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	6-member team consisting of: <ul style="list-style-type: none"> <li>• 1 team leader</li> <li>• 5 team members</li> </ul>				
Personnel	Deployment Duration	Deployment of this team would be for 7 days on rotation; A minimum of 3 teams should be deployed for 24-hour rescue, 1 team per 8-hour shift				
Vehicle		3 vehicles – 2 persons per vehicle				
Equipment		Each vehicle should be equipped with basic animal capture equipment, including, but not limited to, the following: <ul style="list-style-type: none"> <li>• Small and large live traps (1 each)</li> <li>• 2 catch poles</li> <li>• Leashes (slip leads and clip)</li> <li>• Stretcher</li> <li>• ID bands</li> <li>• Collars and ID tags</li> <li>• Cages, carriers, and cardboard cat transports (at least 1 per animal)</li> <li>• Appropriately graded NFPA or Cordage Institute ropes</li> <li>• Industrial Lighting Systems and Batteries: (Flashlights to Floodlighting)</li> <li>• Barricade tape</li> <li>• Maps of areas to be serviced</li> <li>• Team communication device (for each team vehicle) (two-way handheld radios with 3-mile transmitting radius)</li> <li>• Home base communication device (for each vehicle) (two-way radios capable of transmitting the required distance)</li> <li>• Cell phone with extra batteries/remote chargers</li> <li>• Human First Aid kit</li> <li>• Emergency Euthanasia</li> </ul>				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
		Options (gunshot/chemical/physical) <ul style="list-style-type: none"> <li>• Animal Rescue Request forms</li> <li>• Animal Impoundment forms</li> <li>• Radio/Activities Log form</li> <li>• Pens, pencils, permanent markers, paper</li> <li>• Clipboards</li> <li>• Plastic garbage bags (for bodies)</li> </ul>				
Personal Protection		Note: Each person should have with them the following items: <ul style="list-style-type: none"> <li>• Appropriate Nomex and wildfire survival gear (must be NFPA approved)</li> <li>• High-visibility vest</li> <li>• Gloves (bite/welding gloves and work gloves)</li> <li>• Properly fitted boots (applicable to situation)</li> <li>• Properly fitted PFD with rescue hookup</li> <li>• Properly fitted helmet (climbing and/or hard hat)</li> <li>• Properly fitted goggles</li> <li>• Wetsuit or drysuit</li> <li>• Appropriately graded NFPA or Cordage Institute ropes</li> <li>• Flashlight with extra batteries</li> <li>• Dust mask/respirator</li> <li>• Rain gear</li> <li>• Hat for sun protection</li> <li>• Water/snacks</li> <li>• Other items from the HSUS's equipment list that may be applicable to the situation at hand</li> </ul>				
Training		Team member requirements include the following: <ul style="list-style-type: none"> <li>• Swift Water Rescue Basic Course</li> <li>• HSUS/ARC Animal First Aid Course</li> <li>• Certified Knot and Mechanical Advantage</li> </ul>				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL RESCUE STRIKE TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
		Training <ul style="list-style-type: none"> <li>• Wildland Fire Training S130 and S190</li> <li>• Emergency Euthanasia Training /Certification</li> <li>• FEMA/EMI Independent Study Course: IS-195 Basic Incident Command</li> <li>• FEMA/EMI Independent Study Course: IS-10 Animals in Disaster – Module A, Awareness and Preparedness</li> <li>• FEMA/EMI Independent Study Course: IS-11 Animals in Disaster – Module B, Community Planning</li> <li>• Technical Animal Rescue Training (Code 3 Associates or other approved training source)</li> <li>• 5 years of professional animal care/control/capture experience</li> <li>• Team leader should have additional training and/or experience in supervision/management level animal care/control/capture</li> </ul>				
Personal Maintenance Equipment		<ul style="list-style-type: none"> <li>• Personal Toiletries</li> <li>• Seasonal Clothing</li> <li>• Rx medications</li> <li>• Sunscreen</li> <li>• Other items from the HSUS's suggested list</li> </ul>				
COMMENTS:	This six-member team should be capable of completing an average of one rescue every 30 minutes in a suburban setting and one rescue every hour in rural settings. These times would be semi-dependent on uncontrollable factors such as terrain, weather, road conditions, and distance between rescue sites. Number of teams ordered will be based on number of rescues anticipated. Team members should not show up for a disaster wearing camouflage gear. Camouflage gear not only complicates matters if the person needs to be found, but blends in with other response personnel, such as the National Guard. Suggested clothing: Carhart bib overalls. They are indestructible and will protect from bites, scratches, scrapes, and abrasions.					

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL SHELTERING TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	22-person response team to set up and run a small animal shelter, consisting of: <ul style="list-style-type: none"> <li>• 1 supervisor</li> <li>• 3 team leaders</li> <li>• 18 members for 3 shifts</li> <li>• 1 veterinarian /veterinarian technician</li> </ul> Can deploy for a minimum of 7 days	5-person response team to advise and support local efforts to set up a small animal shelter with the goal for the locals to operate the shelter, consisting of: <ul style="list-style-type: none"> <li>• 1 supervisor: organize and plan</li> <li>• 1 shelter manager: oversee shelter set up</li> <li>• 3 team members</li> <li>• 1 admin/finance team member, tracking animals coming in and logging out</li> <li>• 1 shelter operations member reporting to shelter manager</li> <li>• 1 logistics team, get equipment and supplies for shelter member</li> </ul> All team members work with and train local resources  Shelter manager will assign tasks to local shelter workers  Can deploy for a minimum of 5 days	2-person advisory team to support local efforts to set up a small animal shelter  Can deploy for a minimum 5 days		
Personnel	Number of Animals Affected					
Equipment		Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies Basic handling equipment and supplies (gloves, control poles)  Basic veterinary and medical supply kit, refer to American Red Cross/HSUS list  (Crates and food will need to be supplied through local area procurement)	Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies Basic handling equipment and supplies (gloves, control poles)	Basic communication (cell phones) equipment; Laptop; Forms; SOPs		
Vehicle		1 four-wheel-drive pickup truck for supplies  Plus other four-wheel-drive	2 large vehicles with four-wheel-drive for supplies	1 vehicle for transport		

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL SHELTERING TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
		vehicles				
Training and Experience		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B  Pet First Aid/CPR course (American Red Cross/HSUS)  Full-day emergency animal shelter course  Minimum of 2 years of animal handling or sheltering experience  Crisis animal behavior training as a separate course or as a part of other training course	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B  Pet First Aid/CPR course (American Red Cross/HSUS)  Full-day emergency animal shelter course  Minimum of 2 years of animal handling or sheltering experience  Crisis animal behavior training as a separate course or as a part of other training course	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B  Pet First Aid/CPR course (American Red Cross/HSUS)  Full-day emergency animal shelter course  Minimum of 2 years of animal handling or sheltering experience  Crisis animal behavior training as a separate course or as a part of other training course		
Personnel	Lead Time to Deploy	Minimum 48 hours	Minimum 24 hours	Maximum 24 hours		

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL SHELTERING TEAM					
CATEGORY:	Animals and Agriculture Issues			KIND:	Team
MINIMUM CAPABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric				
COMMENTS:	Small animal refers to dogs, cats, rabbits, hamsters, gerbils, guinea pigs, birds, fish, and reptiles. Local volunteers can support all three types for shelter teams (non-animal handling tasks, cleaning, and food prep). No sheltering for exotic animals.				

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

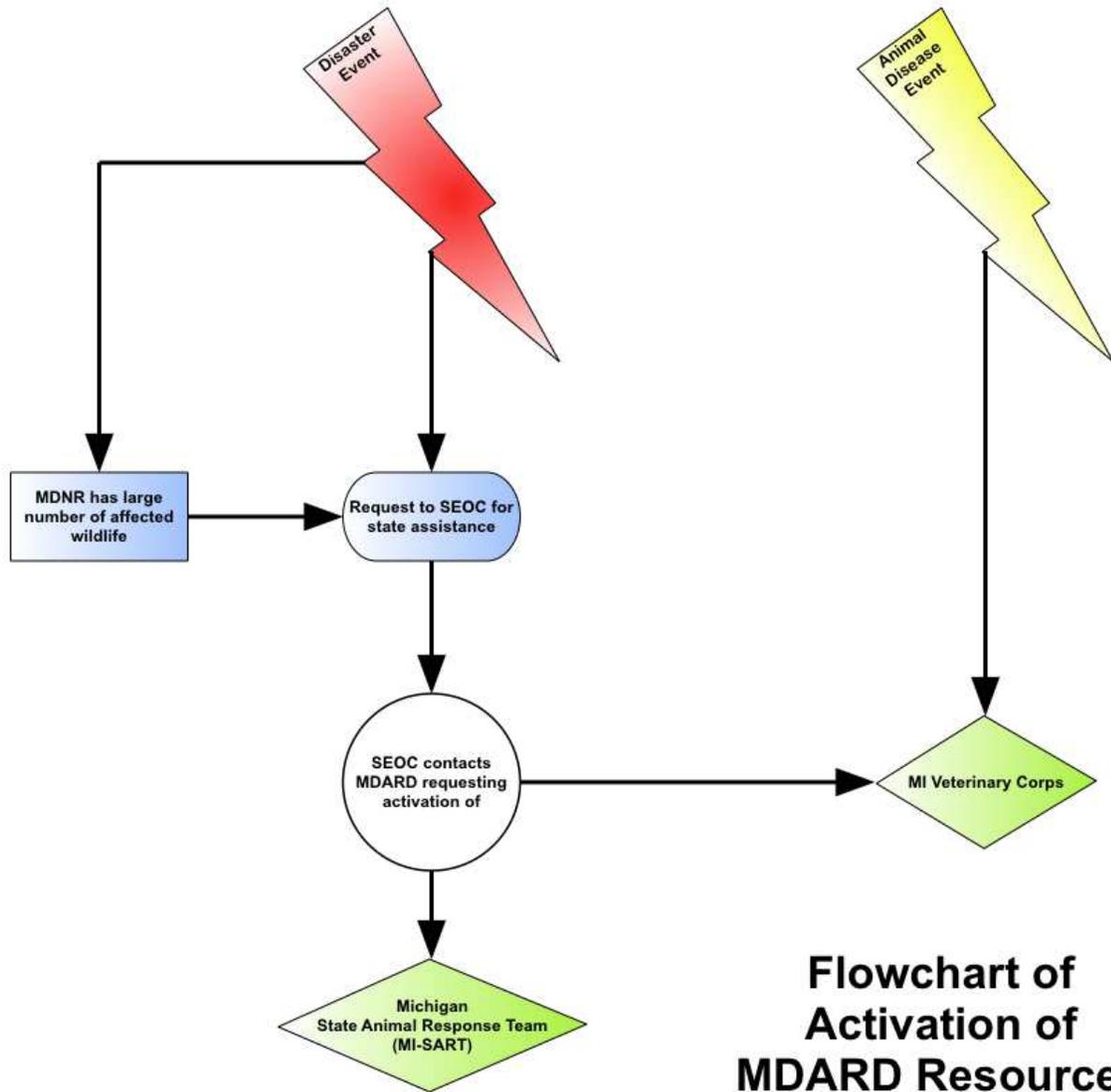
RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL TRANSPORT TEAM						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	5-person response team consisting of: <ul style="list-style-type: none"> <li>• 1 team leader</li> <li>• 4 members</li> </ul> Can deploy for a minimum of 5 days				
Equipment		Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies				
Vehicle		1 4x4 pickup  1 SUV				
Training		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters				
COMMENTS:						

ATTACHMENT 5 TO ANIMAL CARE SUPPORT PLAN: FEMA RESOURCE TYPING – NATIONAL MUTUAL AID AND RESOURCE MANAGEMENT INITIATIVE

RESOURCE: INCIDENT MANAGEMENT TEAM ANIMAL PROTECTION						
CATEGORY:	Animals and Agriculture Issues			KIND:	Team	
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	Federal deployment of 20-50 persons (see Veterinary Medical Assistance Team under Health and Medical Resources discipline) 1 Incident Commander, 1 Liaison to Unified Command, 1 PIO, 1 Safety Officer, 1 Veterinarian (deployed or on call); Operations Section (includes large and small animal rescue, transportation, shelter, and veterinary teams); Planning Section (includes resources, situation, check-in, and check out); Logistics Section (includes facilities, ground support, equipment, communications, and personnel); Finance/Admin Section (includes procurement and timekeeping)	State deployment of 10-100 persons for assessment and surveillance	Local deployment of 10-30 persons for assessment, surveillance, action within 2 to 4 hours		
Personnel	Lead Time to Deploy	Deploy within 12 to 24 hours	Up to 100 persons deploy within 4 to 12 hours	10-200 persons for disaster response within 24 hours		
Personnel	Sustained Operations	Self-sufficient for up to 3 days and can be deployed for up to 14 days or more.	Deployed for up to 7 days	Deployed for up to 5 days		
Training		Incident Commander: should complete ICS 100-, 200-, and 300-level course work  Volunteers: FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters				
Equipment		Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Admin/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies				

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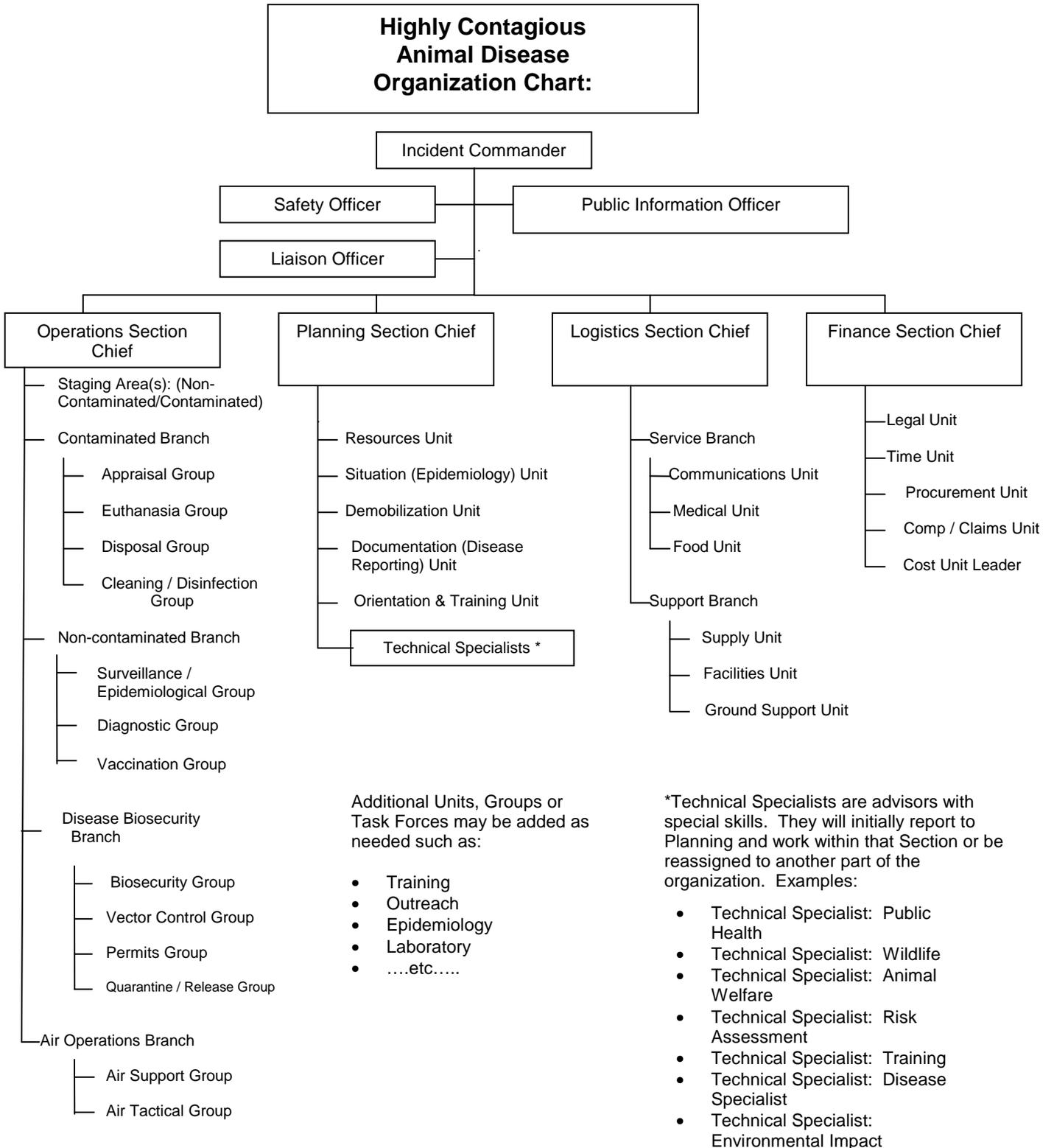
### Activation of MDARD Resources



**Flowchart of Activation of MDARD Resources**

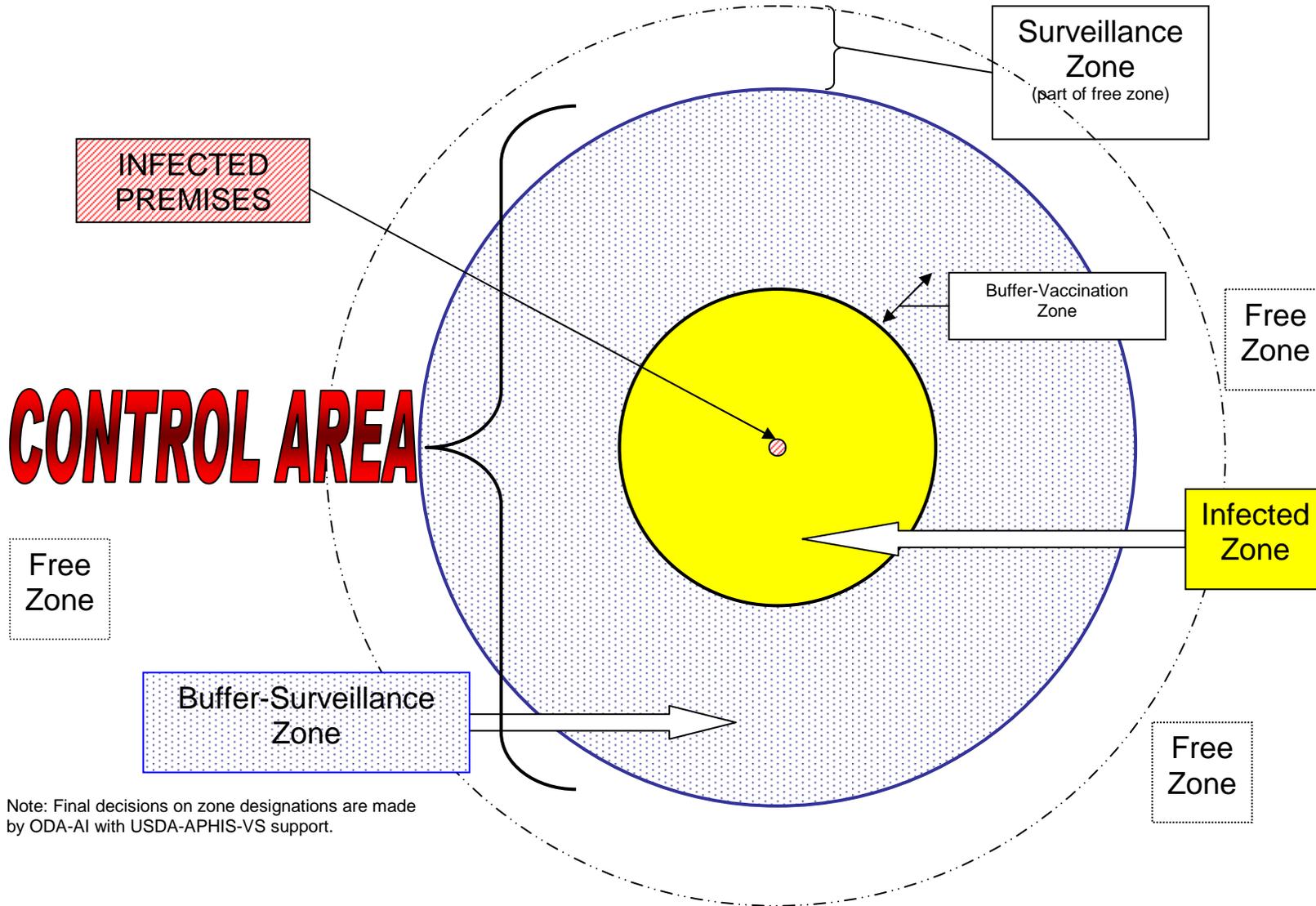
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**Sample Animal Disease Response Organizational Chart**



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Disease Control Area Diagram

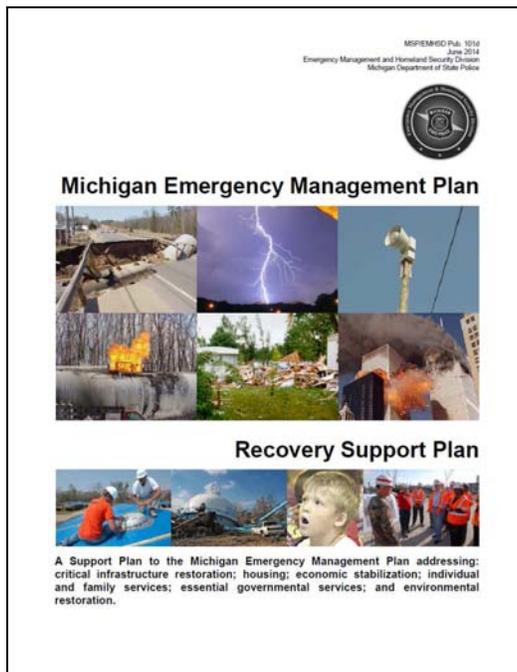


Note: Final decisions on zone designations are made by ODA-AI with USDA-APHIS-VS support.

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**MSP/EMHSD Publication 101d – Michigan Emergency Management Plan (MEMP) Recovery Support Plan**

**June 2014 Revision Posted to MSP/EMHSD Web Site ([www.michigan.gov/emhsd](http://www.michigan.gov/emhsd))**



The Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) has completed the latest revision of MSP/EMHSD Publication 101d, “Michigan Emergency Management Plan: Recovery Support Plan” (pictured above). The plan has been posted on the MSP/EMHSD web site ([www.michigan.gov/emhsd](http://www.michigan.gov/emhsd)) under “Grants, Programs & Publications,” then “Publications,” and then “EMHSD Publications List.” The plan is in the “Planning” table, immediately below the April 2014 edition of the Michigan Emergency Management Plan (MEMP), under the heading “Michigan Emergency Management Plan (MEMP), Support Segments 101b, 101c, 101d.”

**Background:** The MEMP Recovery Support Plan is developed and maintained by the MSP/EMHSD, in accordance with 1976 Michigan Public Act 390, as amended (Emergency Management Act), MCL 30.407a, in partnership with the other stakeholder departments, agencies and organizations identified in the plan. The plan provides an organizational and operational framework for improving public and private sector short-term recovery efforts aimed at making an area safe for reentry and reuse, as well as longer-term recovery efforts aimed at rebuilding and/or restoring affected areas to their pre-incident condition. The plan addresses the following recovery functions from both short-term and long-term time frames: critical infrastructure restoration; housing; economic stabilization; individual and family services; essential governmental services; and environmental restoration. The MEMP Recovery Support Plan is consistent and compatible with the National Incident Management System (NIMS) and National Response Framework (NRF), and meets current applicable planning standards under the Emergency Management Accreditation Program (EMAP).

Questions about the MEMP Recovery Support Plan should be directed to F/Lt. Michael Johnson, MSP/EMHSD State and Local Support Section Manager, at (517) 333-5048, or by e-mail at [JohnsonM45@michigan.gov](mailto:JohnsonM45@michigan.gov). Be advised that the plan will not be distributed via hardcopy or on CD.

**Note: All prior editions of the MEMP Recovery Support Plan should be discarded, as they are no longer valid.**





# Michigan Emergency Management Plan



# Recovery Support Plan



**A Support Plan to the Michigan Emergency Management Plan addressing: critical infrastructure restoration; housing; economic stabilization; individual and family services; essential governmental services; and environmental restoration.**

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## **BACKGROUND AND APPROVALS**

This Recovery Support Plan to the Michigan Emergency Management Plan (MEMP) was prepared by the Michigan Department of State Police / Emergency Management and Homeland Security Division (MSP/EMHSD), in partnership with the Michigan Executive Office, the Michigan Judiciary, Executive Branch departments and agencies, and the local, tribal, nongovernmental and private sector partners identified in the plan. The MEMP, developed and maintained by the MSP/EMHSD as required under 1976 PA 390, as amended (the Michigan Emergency Management Act), MCL 30.407a(2), provides the framework for the State of Michigan to mitigate, prevent, prepare for, respond to and recover from disasters, emergencies, threats or incidents – actual, imminent or potential – that could adversely impact the State of Michigan. The MSP/EMHSD will revise the MEMP and this Support Plan when required by changes in internal or external conditions, and/or as required by the federal government. This Support Plan, as an extension of the MEMP, is approved by the Governor and the State Director of Emergency Management and Homeland Security as indicated by their signatures on the cover of the core MEMP document. This Support Plan complies with applicable State of Michigan and federal laws, policies, rules and regulations. It is also consistent and compliant with the National Incident Management System (NIMS) and applicable Standards for Operational Plans set forth by the Emergency Management Accreditation Program (EMAP). The MSP/EMHSD will distribute this Support Plan and other MEMP documents to partners and stakeholders that may be affected by their implementation, via the distribution system explained below and also in the "Planning Preliminaries" section of the MEMP core document.

## **DISTRIBUTION**

The MEMP no longer has a controlled distribution. It is now available universally, on the MSP/EMHSD web site, for all partners, stakeholders and other interested parties to review and download. The MSP/EMHSD maintains e-mail notification lists of representatives of departments, agencies, and organizations that are responsible for implementation of the task assignments contained within the plan, or that otherwise need a copy for operational or reference purposes. These representatives are notified by e-mail when a revised plan edition is finalized and web-posted. The MSP/EMHSD provides hardcopy editions only to designated positions within the SEOC; all others are required to use the electronic edition or print a hardcopy of the document themselves.

## **MI CIMS**

In 2013, the State of Michigan began to use web-based proprietary software called "WebEOC" for statewide critical incident management, including integration with its Geographic Information System (GIS) applications in the SEOC. For identification purposes, this system is referred to as the Michigan Critical Incident Management System (MI CIMS). The MSP/EMHSD has obtained an enterprise license for the MI CIMS that allows it to provide a user license to local emergency management program jurisdictions, state departments / agencies, tribal governments, and certain nongovernmental (NGO) and private sector emergency management partner organizations. This statewide integration effort allows these stakeholders to easily and quickly communicate with the SEOC and with each other during disasters, emergencies, and other incidents. The acronym "MI CIMS" is used throughout this plan to represent this reporting system.

<p><b>NRF COUNTERPART ELEMENTS</b></p> <ul style="list-style-type: none"> <li>• ESF #1 (Transportation)</li> <li>• ESF #2 (Communications)</li> <li>• ESF #3 (Public Works and Engineering)</li> <li>• ESF #6 (Mass Care, Emergency Assistance, Temporary Housing and Human Services)</li> <li>• ESF #8 (Public Health and Medical Services)</li> <li>• ESF #12 (Energy)</li> <li>• ESF #14 (Long-Term Community Recovery)</li> </ul>	<p><b>MEMP RECOVERY SUPPORT PLAN</b></p> <p><b>(Recovery Plan for EMAP Purposes under Standard 4.6.4)</b></p>	<p><b>PURPOSE</b></p> <p>The Recovery Support Plan addresses:</p> <ul style="list-style-type: none"> <li>• Critical infrastructure restoration</li> <li>• Housing</li> <li>• Economic stabilization</li> <li>• Individual and family services</li> <li>• Essential governmental services</li> <li>• Environmental restoration</li> </ul>
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**Acronym Guide (for this Support Plan)**

AAA .....Area Agency on Aging  
 ARC/MI or ARC ..... American Red Cross – Michigan  
 ASG..... Alternate Seat of Government  
 CBRNE ..... Chemical, Biological, Radiological, Nuclear, and Explosives (Incendiary)  
 CC ..... Citizen Corps Program  
 CCP ..... Crisis Counseling Assistance and Training Program  
 CDBG ..... Community Development Block Grant (Program)  
 CFDA..... Catalog of Federal Domestic Assistance  
 CI ..... Critical Infrastructure  
 CMHSP ..... Community Mental Health Services Program  
 CPG ..... Civil Preparedness Guide  
 CERT ..... Community Emergency Response Team (under the Citizen Corps Program)  
 COG ..... Continuity of Government  
 COOP ..... Continuity of Operations Planning  
 DOD ..... U.S. Department of Defense  
 DRC ..... Disaster Recovery Center  
 DUA ..... Disaster Unemployment Assistance  
 EAG ..... Emergency Action Guidelines  
 EDA ..... U.S. Economic Development Administration  
 EHTR ..... Emergency Highway Traffic Regulation (Plan)  
 EM ..... Emergency Management  
 EMC ..... Emergency Management Coordinator (a.k.a. – Emergency Manager)  
 EOC ..... Emergency Operations Center  
 EOP ..... Emergency Operations Plan  
 EMAC ..... Emergency Management Assistance Compact

RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

EMAP .....	Emergency Management Accreditation Program
EPA .....	U.S. Environmental Protection Agency (also see USEPA)
ESF .....	Emergency Support Function
FEMA .....	Federal Emergency Management Agency
FHWA.....	Federal Highway Administration
FMAP .....	Flood Mitigation Assistance Program
GIS .....	Geographic Information System
HMA .....	Hazard Mitigation Assistance
HMGF.....	Hazard Mitigation Grant Program
HUD.....	U.S. Department of Housing and Urban Development
IA .....	Individual Assistance
ICS .....	Incident Command System
IHP .....	Individuals and Households Program
IRS .....	U.S. Internal Revenue Service
IT .....	Information Technology
JIC .....	Joint Information Center
JIT .....	Joint Information Team (a.k.a., Joint Public Information Team or JPIT)
MCL .....	Michigan Compiled Laws
MCTI.....	Michigan Career and Technical Institute
MCOGP .....	Michigan Continuity of Government Plan
MCSC .....	Michigan Civil Service Commission; also Michigan Community Service Commission
MDAG.....	Michigan Department of Attorney General
MDARD .....	Michigan Department of Agriculture and Rural Development
MDCH.....	Michigan Department of Community Health
MDCH/MOSA .....	Michigan Office of Services to the Aging (housed within MDCH)
MDCR.....	Michigan Department of Civil Rights
MDEQ.....	Michigan Department of Environmental Quality
MDHS.....	Michigan Department of Human Services
MDIFS.....	Michigan Department of Insurance and Financial Services
MDLARA.....	Michigan Department of Licensing and Regulatory Affairs
MDMVA .....	Michigan Department of Military and Veterans Affairs
MDOC.....	Michigan Department of Corrections
MDOE.....	Michigan Department of Education
MDOS.....	Michigan Department of State
MDOT.....	Michigan Department of Transportation
MDT .....	Michigan Department of Treasury
MDNR.....	Michigan Department of Natural Resources
MDTMB .....	Michigan Department of Technology, Management and Budget
MEDC.....	Michigan Economic Development Corporation
MEMAC .....	Michigan Emergency Management Assistance Compact
MEMP.....	Michigan Emergency Management Plan
MI CIMS.....	Michigan Critical Incident Management System
MIOSHA.....	Michigan Occupational Safety and Health Administration
MIVOAD .....	Michigan Voluntary Organizations Active in Disaster
MNG .....	Michigan National Guard
MPSC .....	Michigan Public Service Commission
MRS .....	Michigan Rehabilitation Services
MSHDA.....	Michigan State Housing Development Authority
MSP.....	Michigan State Police
MSP/EMHSD .....	Michigan State Police / Emergency Management and Homeland Security Division
MSU .....	Michigan State University
MVTF.....	Michigan Veterans Trust Fund
NDRF.....	National Disaster Recovery Framework
NFEMP .....	Nuclear Facilities Emergency Management Plan
NFIP .....	National Flood Insurance Program
NGO .....	Nongovernmental Organization
NIMS .....	National Incident Management System
NPP .....	Nuclear Power Plant
NRC .....	U.S. Nuclear Regulatory Commission
NRF .....	National Response Framework
NVOAD.....	National Voluntary Organizations Active in Disaster
ONA.....	Other Needs Assistance
PA.....	Public Assistance; also Public Act
PAGP .....	Public Assistance Grant Program
PDA.....	Preliminary Damage Assessment
PDMP .....	Pre-Disaster Mitigation Program
PIO .....	Public Information Officer
PNP .....	Private Nonprofit (Organization or Facility)
REP .....	Radiological Emergency Preparedness

RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

RFCP.....	Repetitive Flood Claims Program
RSF.....	Recovery Support Function
SART.....	State Animal Response Team (Michigan)
SBA.....	U.S. Small Business Administration
SEOC.....	State Emergency Operations Center
SER.....	State Emergency Relief (Program)
SHMO.....	State Hazard Mitigation Officer
SHPO.....	State Historic Preservation Office; also State Historic Preservation Officer
SIAO.....	State Individual Assistance Officer
SPAO.....	State Public Assistance Officer
SPIO.....	State Public Information Officer
SRLP.....	Severe Repetitive Loss Program
SRFT.....	State Recovery Task Force
USACE.....	U.S. Army Corps of Engineers
USDA/NRCS.....	United States Department of Agriculture / Natural Resources Conservation Service
USEPA.....	U.S. Environmental Protection Agency (also see EPA)
WDA.....	Workforce Development Agency
WMD.....	Weapons of Mass Destruction

**Recovery Support Plan – Assignment Locator**

<b>Agency</b>	<b>Task Assignment Locations (page numbers)</b>
MSP/EMHSD	29; 32; 39-40; 41; 50; 53; 66-67; 71-72; 84; 92-93; 106-107; 117-118
Executive Office (Governor)	39
MDARD (Agric. & Rural Develop.)	29-30; 32-33; 50-51; 53-54; 67; 72; 85-86; 93-94; 107-109; 118-119
MDAG (Attorney General)	51; 54; 86; 94; 109; 119
MDCR (Civil Rights)	40; 42; 68; 72
MCSC (Civil Service)	No agency-specific task assignments; see "All State Departments / Agencies" below
MDCH (Community Health)	30; 33; 68; 72-73; 86-87; 94-95; 109; 119
MOSA (Services to the Aging)	40; 42; 68; 73; 87; 95; 109; 119
MDOC (Corrections)	30; 33; 87-88; 95-96; 109-110; 119-120
MDOE (Education)	30; 33
MDEQ (Environmental Quality)	30; 33; 88-89; 96; 110-111; 120-121
MDHS (Human Services)	30; 34; 40; 42; 51; 54; 68-69; 73; 89; 96; 111-112; 121
MDIFS (Insur. & Finan. Services)	41; 51; 54; 69; 74; 89; 96
MDLARA (Licen. & Regul. Affairs)	31; 34; 41; 42; 51-52; 54-55; 69; 74; 89; 96-97; 112; 121
MDMVA (Military & Veter. Affairs)	31; 70; 74; 89; 97; 112; 122
MDNR (Natural Resources)	88-90; 97; 112-114; 122-123
MDOS (State)	70; 74
MSP (State Police)	70; 74; 90; 97; 114; 123
MDTMB (Tech., Mgmt. & Budget)	31; 34; 70; 74; 90-91; 97-98; 114-115; 123-124
MDOT (Transportation)	31-32; 34-35; 52; 55; 91-92; 98-99; 115-116; 124-125
MDT (Treasury)	32; 35; 41; 42; 52; 55
MEDC (Econ. Develop. Corp.)	41; 43; 52; 55; 70; 74; 116; 125
Michigan Judiciary	92; 99; 116; 125
Michigan Legislature	92; 99; 116; 125
ARC (American Red Cross)	70-71; 75
MIVOAD (Vol. Org. Active in Disasters)	71; 75
Citizen Corps	71; 75
All State Departments / Agencies	32

**Purpose and Scope.** This plan describes the resources, capabilities, and technical expertise of Michigan's state departments / agencies, federal agencies, nongovernmental relief organizations, and the private sector in providing supplemental support services to aid in recovering from disasters or emergencies. These services address both short-term recovery efforts aimed at making an area safe for reentry and reuse, and longer-term recovery activities aimed at rebuilding / restoring affected areas to their pre-incident condition. The task assignments for each recovery function put each task in a recovery context and provide information on the applicability and implementation of the task during early (short-term) and/or later (long-term) stages of incident recovery.

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

**Note:** For the purposes of EMAP accreditation and implementation of this Support Plan, recovery tasks have been divided between short-term and long-term time frames. Short-term recovery efforts are those that are aimed at assessing the nature and scope of damages and needs, restoring infrastructure to basic functional status, and mobilizing appropriate recovery organizations and resources. Short-term recovery efforts are implemented within the first week to two weeks of incident occurrence. Long-term recovery efforts are those that are aimed at the restoration and resumption of full community services, completion of larger-scale repair and replacement work, economic stabilization, environmental restoration, and adaption to post-incident conditions by the citizenry and affected organizations. Long-term recovery efforts are implemented from roughly the second week after incident occurrence until the incident recovery is closed out because all available resource avenues have been exhausted and/or the community has effectively rebounded from the incident to the extent that it feels it has returned to "normality." (It is recognized that normality in some cases may mean back to pre-incident or better status; in other cases, it may mean as close to pre-incident status as can be achieved within the available recovery resources.) Long-term recovery efforts may in some cases continue for months or even years. These rough time frames are guidelines only and may be shortened or lengthened based on incident conditions and the unique circumstances surrounding incident response and recovery.

The Recovery Support Plan provides measures to aid individuals and families, functional needs populations, local government agencies, nonprofit agencies / organizations, businesses and the environment. The types of support services that may be provided under this plan include but are not limited to:

- Assessment and reporting of incident impacts and consequences and the recovery functions required to address those impacts / consequences
- Providing public information materials / messages regarding recovery support operations, incident-related recovery issues, and other pertinent / timely topics based on incident circumstances
- Reporting on the nature, scope, magnitude, etc. of recovery needs and support operations to the State Emergency Operations Center (SEOC), local EOCs, and other entities as appropriate
- Providing for the timely assessment of damages to, and repair / restoration of, critical infrastructure
- Providing for the timely clearance and removal of incident-related debris and other impediments that pose health and safety risks to the affected population
- Providing for the short- and/ or long-term housing needs of impacted populations through both temporary and permanent housing units
- Providing / coordinating needed health and medical services for individuals and families during the recovery, including professional counseling for those suffering from mental anguish
- Providing supplemental commodity and transportation resources to support the affected population during recovery, with particular emphasis on functional needs populations
- Taking appropriate measures to stabilize and bolster the local / regional economy of affected areas through restoration of damaged structures, targeted grants, infrastructure repairs, and other timely actions aimed at getting businesses operating and individuals working again
- Assisting affected jurisdictions in providing essential governmental services to protect the public health, safety and general welfare, and to provide for the facilitation of economic and other essential activities

- Providing assistance to aid in the restoration of damage to the environment, with particular emphasis on mitigating situations that pose significant risks to the health and safety of the affected population and/or that threaten rare / endangered environmental resources or those with historical significance

This plan is intended to be consistent with and support recovery elements contained in local Emergency Operations Plans (EOPs) / Emergency Action Guidelines (EAGs) and/or separate, stand-alone Recovery Plans. These local elements may have been developed using the recovery elements contained in the federal guidance document CPG 101 – Developing and Maintaining State, Territorial, Tribal, and Local Government Emergency Plans, MSP/EMHSD Publication 201 – Local Emergency Planning Workbook, or other similar models. This plan is also consistent with and supports the Emergency Support Functions (ESFs) and Disaster-Specific Procedures found in the MEMP.

### Recovery Activities Defined

Recovery Activity	Examples**
<b>Critical Infrastructure Restoration*</b>	Activities related to the repair, restoration, replacement, reconstruction or reestablishment of critical public, quasi-public, or private infrastructure. This includes but is not limited to: 1) communications and information technology systems; 2) road and bridge systems; 3) water control facilities, including dams and drainage channels; 4) public (governmental) buildings and equipment, including schools and post-secondary institutions (e.g., colleges, universities), correctional facilities, and public health / medical facilities; 5) hospitals and other major medical centers; 6) utility systems such as storm sewers, sanitary sewers, sewage treatment plants, water distribution lines, water treatment plants and light / power facilities; 7) natural gas and petroleum pipelines and related facilities; 8) public parks and recreation facilities; 9) public cemeteries; 10) public improved / maintained beaches; 11) public mass transportation systems; 12) ports and port facilities; and 13) airports and airport facilities. This also includes the coordination and/or implementation of governmental aid programs for critical infrastructure and restoration services of public, quasi-public, and private service providers.
<b>Housing</b>	Activities related (but not limited) to: 1) repair, restoration, or reconstruction of damaged or destroyed housing units; 2) placement of displaced / homeless individuals into temporary or permanent housing; 3) establishment of mobile home communities or other temporary housing sites; 4) coordination and/or implementation of governmental aid programs for housing restoration and/or housing services; 5) coordination and/or implementation of nongovernmental / volunteer services for housing restoration; and 6) coordination of housing options for functional needs populations.
<b>Economic Stabilization</b>	Activities related to the stabilization and restoration of local / regional economies and/or the State's economy subsequent to a major disaster or catastrophic incident. This includes but is not limited to: 1) rapid repair, restoration, replacement or reconstruction of damaged businesses and other community facilities; 2) provision of targeted aid to affected individuals, including unemployment insurance, to enable them to provide for their basic daily needs and sustenance; 3) rapid repair of infrastructure necessary to facilitate economic recovery; 4) coordination of federal CDBG funding to facilitate community economic recovery activities; 5) coordination and/or implementation of other governmental aid programs designed to facilitate economic recovery of individuals and/or affected businesses; 6) monitoring and prevention of price gouging for and/or hoarding of needed goods and services; 7) measures to stabilize affected financial institutions and ensure the availability of financial resources to individuals and businesses; and 8) measures to stabilize and ensure the availability of energy resources and other critical commodities in the affected area.
<b>Individual and Family Services</b>	Activities to assist affected individuals and families in fully recovering from the incident. This includes but is not limited to: 1) assimilation of long-term evacuees into their new location and living environment; 2) provision of needed health, medical and long-term care services, including professional counseling for those suffering from mental anguish; 3) provision of food, water, clothing and other basic commodities; 4) provision of care services for companion and service animals; 5) identification of and assistance with school enrollment requirements for evacuees; 6) disaster unemployment and employment assistance services; 7) disaster donations management; 8) disease and other hazards control in shelters / congregate centers; 9) services for functional needs populations, including non-English speaking; 10) assistance with insurance, income tax, and legal issues; 11) provision of transportation services for persons without a means of transportation; and 12) coordination of governmental, nongovernmental, and volunteer human service providers.

## Recovery Activities Defined (cont.)

Recovery Activity	Examples**
<b>Essential Governmental Services*</b>	Activities related to the provision of and state support to essential governmental services to protect public health and safety, protect and preserve property, maintain order, and continue critical functions. This includes but is not limited to: 1) continuity of government; 2) disaster debris management; 3) disaster logistics management; 4) provision of police, fire, emergency medical and other public health / safety services; 5) provision of public works services such as garbage removal, road / bridge maintenance, water distribution and treatment, and sewage collection and treatment; 6) operation of correctional and juvenile justice facilities; 7) operation of mental health facilities and provision of mental health services; 8) operation of critical communications and information technology systems; 9) disease surveillance and control systems; 10) food safety surveillance and protection systems; 11) mass fatality management (human and animal); 12) operation of courts and continuation of systems to ensure due process and rule of law; and 13) animal care / control services.
<b>Environmental Restoration</b>	Activities related to the mitigation and/or restoration of damage to the environment, with particular emphasis on situations that pose significant risks to the health and safety of the affected population and/or that threaten rare / endangered environmental resources or those with historical significance. This includes but is not limited to: 1) minimization / remediation of environmental contamination; 2) environmentally-appropriate disaster debris processing and reduction measures; 3) radiological material deposition monitoring and recovery support; 4) repair / restoration of damaged natural areas at state parks / recreation areas and on other state lands; 5) vegetative disease control / remediation; 6) infestation control / remediation; 7) stream bank stabilization / water quality restoration measures; 8) hazard dam removal and restoration; 9) historically-appropriate repair / restoration of damaged historic structures; 10) environmental mapping in GIS to track / monitor remediation and restoration activities; 11) environmental / wildlife surveys to determine impacts to the environment and natural resources; 12) wildlife management and rehabilitation measures for affected species; and 13) identification of and reaching legal restitution agreement with responsible third party (or parties).

\*Critical Infrastructure Restoration refers to efforts to address physical damage to critical infrastructure and systems so that they can be returned to operational status. This section does not align exactly with or address all of the Critical Infrastructure and Key Resources (CIKR) Sectors identified by the federal government. Essential Governmental Services refers to efforts to continue and/or restore those services that help protect public health and safety, protect and preserve property, maintain order, and continue critical functions. Necessarily, there is some cross-over between the two recovery activities.

\*\*Examples are not all-inclusive. Incident circumstances may require deviations from or additions to the examples provided for each function.

### State Recovery Task Force.

*Purpose and Scope.* As dictated by incident circumstances, a State Recovery Task Force (SRTF) will be established as appropriate to develop a strategy for and oversee / coordinate the recovery from the incident. The SRTF's mission will include both short and long-term recovery activities.

*Structure.* The SRTF structure will be dictated by the nature, scope, magnitude, and type / level of damage and impact caused by the incident. Because each incident is unique, a standing roster of participants will not be maintained. Rather, the SRTF for each incident will be comprised of recovery subject matter experts (including EMCs) from those state agencies, nongovernmental organizations, and private sector entities that have involvement in recovery operations for that particular type of incident. The MSP/EMHSD will select SRTF participants based on the unique technical expertise / coordination needs of the incident. SRTF leadership will be dictated by the nature and needs of the incident recovery (in accordance with the NIMS and ICS). A Unified Command structure may be utilized for the SRTF in some cases. The organizational structure depicted on the following page suggests possible SRTF participants for each recovery function addressed in this Support Plan. It is intended to provide general guidance only.

*Notification / Mobilization.* The MSP/EMHSD will notify and mobilize the desired SRTF participants through the state agency’s or organization’s designated EMC or other contact person. This will normally be done during the later stages of the response phase, once the recovery needs for the incident recovery are identified. Notification of the EMC / contact person will be done by pager, the MI CIMS, e-mail, telephone, verbally, or by some combination of these means.

**Suggested State Recovery Task Force Composition**

- |   |
|---|
| <p><b>SRTF Leadership:</b><br/>(TBD by incident needs / circumstances)</p> <ul style="list-style-type: none"> <li>• MSP/EMHSD (Coordination; Administration; Leadership)</li> <li>• Executive (Governor’s Office)</li> <li>• FEMA Liaison</li> <li>• Affected Local Jurisdiction Liaison</li> </ul> |
|---|



**Subject Matter Experts / Recovery Program Coordinators:**  
(TBD by MSP/EMHSD based on incident needs / circumstances)

Critical Infrastructure Restoration	Housing	Economic Stabilization	Individual and Family Services	Essential Governmental Services	Environmental Restoration
<ul style="list-style-type: none"> <li>• MSP/EMHSD</li> <li>• MDARD</li> <li>• MDCH</li> <li>• MDOC</li> <li>• MDOE</li> <li>• MDEQ</li> <li>• MDHS</li> <li>• MDLARA</li> <li>• MDMVA</li> <li>• MDTMB</li> <li>• MDOT</li> <li>• MDT</li> </ul>	<ul style="list-style-type: none"> <li>• MSP/EMHSD</li> <li>• Executive Office</li> <li>• MDCR</li> <li>• MDLARA</li> <li>• MDHS</li> <li>• MDIFS</li> <li>• MDT</li> <li>• MOSA</li> <li>• MEDC</li> <li>• ARC</li> <li>• MIVOAD</li> </ul>	<ul style="list-style-type: none"> <li>• MSP/EMHSD</li> <li>• MDARD</li> <li>• MDAG</li> <li>• MDIFS</li> <li>• MDLARA</li> <li>• MDHS</li> <li>• MDOT</li> <li>• MDT</li> <li>• MEDC</li> <li>• ARC</li> <li>• MIVOAD</li> </ul>	<ul style="list-style-type: none"> <li>• MSP/EMHSD</li> <li>• MDARD</li> <li>• MDCR</li> <li>• MDCH</li> <li>• MOSA</li> <li>• MDIFS</li> <li>• MDLARA</li> <li>• MDHS</li> <li>• MDMVA</li> <li>• MDOS</li> <li>• MSP</li> <li>• MDTMB</li> <li>• MEDC</li> <li>• ARC</li> <li>• MIVOAD</li> </ul>	<ul style="list-style-type: none"> <li>• MSP/EMHSD</li> <li>• MDARD</li> <li>• MDAG</li> <li>• MDCH</li> <li>• MOSA</li> <li>• MDOC</li> <li>• MDLARA</li> <li>• MDHS</li> <li>• MDIFS</li> <li>• MDMVA</li> <li>• MDEQ</li> <li>• MDNR</li> <li>• MSP</li> <li>• MDTMB</li> <li>• MDOT</li> <li>• MDT</li> <li>• Michigan Judiciary</li> <li>• Michigan Legislature</li> </ul>	<ul style="list-style-type: none"> <li>• MSP/EMHSD</li> <li>• MDARD</li> <li>• MDAG</li> <li>• MDCH</li> <li>• MOSA</li> <li>• MDOC</li> <li>• MDLARA</li> <li>• MDHS</li> <li>• MDMVA</li> <li>• MDEQ</li> <li>• MDNR</li> <li>• MSP</li> <li>• MDTMB</li> <li>• MDOT</li> <li>• MEDC</li> <li>• Michigan Judiciary</li> <li>• Michigan Legislature</li> </ul>

*Concept of Operations.* If the SEOC is still operational, the SRTF will be placed under the Operations Section as a Recovery Branch. The Recovery Branch may, at the discretion of the SEOC Incident Commander, be divided into short-term recovery and long-term recovery elements. The SRTF will be supported by the SEOC Planning Section, which has responsibilities related to the collection and compilation of assessment and operational data related to incident response and recovery. This includes estimation of both short- and long-term recovery needs. In addition, the SEOC Finance / Administrative Section is responsible for tracking costs related to the SRTF and the recovery operation as a whole. The SEOC Incident Management Section will provide general strategic direction and oversight of the SRTF and the recovery operation, and make policy decisions as required. The Incident Management Section is also responsible for all public information related to the SRTF and the recovery operation.

If the SEOC has closed, the SRTF will be under the general stewardship of the MSP/EMHSD. The MSP/EMHSD will then be responsible for all administrative functions associated with the SRTF and the recovery effort.

The SRTF will convene as required to discuss recovery issues, develop a recovery strategy for the incident, and coordinate recovery efforts. The nature and frequency of the SRTF coordination meetings and support activities will be dictated by incident circumstances and the needs of the recovery effort. In most cases, it is likely that multiple meetings will be required. The SRTF may be active for several weeks to several months, depending on the nature and complexity of the recovery effort.

*Termination of Activities.* The SRTF will terminate activities once recovery efforts have reached a point where regular coordination and monitoring is no longer required. The decision to terminate SRTF activities will be made by the SRTF Leader, upon concurrence of the SEOC Incident Commander (if the SEOC is still operational) or the MSP/EMHSD (if the SEOC is closed).

*Reporting.* The SRTF has three primary reporting responsibilities: 1) status reporting within the MI CIMS; 2) contributing to the Incident Action Plan; and 3) after-action reporting.

Status Reporting. The SRTF will create and maintain information within the MI CIMS regarding the nature and status of all state-level recovery support activities. This will be done through updates to the MI CIMS Activity Log, EM Program Status, Damage Assessment, and Shared Activities boards (and others as applicable), as the recovery operation progresses. Costs of providing / coordinating recovery support which is directly related to the preservation of public safety and/or health will be tallied under the “Public Property Damages – Category B: Emergency Protective Measures” section of the Damage Assessment board.

Incident Action Plan. The SRTF will contribute information to the established Incident Action Plan related to recovery support goals, objectives, time frames, staffing, etc. This will be done in the manner prescribed in the Direction and Control ESF. The SEOC Planning, Operations and Incident Management Section Chiefs (or if the SEOC is no longer operational, the MSP/EMHSD) will maintain the Incident Action Plan within the MI CIMS through at least the short-term recovery period.

After-Action Report. The SRTF will be expected to contribute information to the incident after-action report, unless the after-action report is issued prior to termination of SRTF activities. Even in those circumstances it is likely that the SRTF can provide a considerable amount of input into the after-action plan development. The SRTF Leader is responsible for SRTF reporting functions. In some cases, the SRTF may decide to issue a separate report (from the after-action report), detailing the nature, scope, magnitude, and results of the SRTF recovery efforts. The standard after-action report format (i.e., MI CIMS After-Action Report board) prescribed in the SEOC Standard Operating Procedures will be followed, to the extent practicable, in the development of this separate SRTF report.

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**Summary of Major Recovery Support Roles and Responsibilities in Disasters, by Department / Agency**

DEPT. / AGENCY / ORGANIZATION	Judiciary / Legislature	MSP/EMHSD	Executive Office	MDARD	MDAG	MDCR	MCSC (Civil Service)	MDCH	MDOC	MDOE	MDHS	MDIFS	MDLARA	MDMVA	MDEQ	MDNR	MDOS	MSP	MDTMB	MDOT	MDT	MDCH/MOSA	MEDC	MIVOAD – NGO	ARC – NGO	Citizen Corps – NGO	SART – NGO
Animal Care (Domestic) Support				P				S								S											S
Animal Disease Control / Remediation				P												P											S
Business Recovery / Restoration Assistance		P	S	S								P	S							P							
COG / COOP	P	P	P	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
Communication System Restoration		P											P	S						P							
Cyber Attack Recovery	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	P	S	S	S				
Disaster Debris Management	S	P		S				S	S					S		S				S	S			S	S	S	
Disaster Donations Management		S	S	S				S	S		P			S		S				S				S	S	S	
Disaster Logistics Management		P		S				S	S		S			S		S				S				S	S	S	
Disaster Unemployment Assistance											S		P														
Economic Development Assistance			S									S	S		S					S	S	P	S				
Emergency Services / Augmentation of								P	S				P	S		S		P									
Employment Assistance											S		P														
Energy Stabilization			S		S								P														
Environmental Contamination Remediation	S			S	S			S					S		P	S				S			S				
Environmental Mapping / GIS		S														P											
Food / Water / Basic Commodities		P	S	S				S	S	S	S			S	S					S				S	S		
Financial Stabilization (i.e., banks, budgets)	S		S								S	P								S		S			S		
Functional Needs Populations / Services to		S				S		S		S	P		S							S			P	S	S		
Governmental Facilities Restoration	S	P	S					S	S	S	S			S		S				S	S						
Health / Medical Services				S				P	S		S			S								S			S		
Historical & Cultural Resources / Protection of																S	S			S			P				
Housing Repair / Restoration / Reconstruction		S	S						S		S		S	S									P	S		S	
Infestation Control / Remediation				P												S											
Insurance Assistance											S	P											S				
Law Enforcement / Security Support					S	S			S					S		S		P	S								

**Summary of Major Recovery Support Roles and Responsibilities in Disasters, by Department / Agency (cont.)**

<b>DEPT. / AGENCY / ORGANIZATION</b>  <b>Roles:</b> <b>P = Primary</b> <b>S = Support</b>  <b>FUNCTION</b>	Judiciary / Legislature	MSP/EMHSD	Executive Office	MDARD	MDAG	MDCR	MCSC (Civil Service)	MDCH	MDOC	MDOE	MDHS	MDIFS	MDLARA	MDMVA	MDEQ	MDNR	MDOS	MSP	MDTMB	MDOT	MDT	MDCH/MOSA	MEDC	MIVOAD – NGO	ARC – NGO	Citizen Corps – NGO	SART – NGO
	Mental Health / Crisis Counseling Assistance		S						P			S							S				S		S		
Price Gouging Monitoring / Enforcement			S	S	P								S					S				S					
Public Works Services / Augmentation of		S							S					S		S			S	P							
Radiological Contamination Remediation		P	S	S				S					S	S	P				S								
Recovery Grants Coordination / Administration		P	S	S						S			S	S					S	S	S						
Responsible Party Restitution	S	S	S		P								S		P				S								
Tax Assistance											S										P	S					
Temporary Housing Resources		S	S								S		S									S	P	S	S		
Transportation Services / Provision of								S	S	S	P			S				S				S		S	S		
Transportation System Restoration		S							S					S						P							
Utility System Restoration		S											P	S	P					S							
Vegetative Disease Control / Remediation		S		P					S					S		P											
Water Control Facilities Restoration		S		S					S					S	P												
Wildlife Care / Rehabilitation				S												P											S

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**Legal Considerations (Authority).** Recovery operations have potential legal consequences that must be carefully considered before being implemented. Although legal considerations will not dictate whether or not recovery actions will occur (they will), there are always legal issues associated with such actions. For example, both public and private property will be affected. Privately owned property has an economic value that may require compensation to the owner if the property is taken, used, or damaged / destroyed in recovery operations. In many cases, private entities will provide essential services that help facilitate post-incident recovery (e.g., private utilities, waste removal companies, etc.). A plethora of federal and state laws, programs, regulations, executive orders and directives, and policy / guidance documents may govern post-incident recovery operations, enable recovery activities, or provide recovery assistance. Space does not permit all of them to be listed in this plan. However, the most important and relevant authorities related to recovery in Michigan are the federal Stafford Act and the Michigan Emergency Management Act, as both are gateways to post-incident recovery mechanisms which may include financial and/or direct assistance. In addition, the federal National Response Framework (NRF) and National Disaster Recovery Framework (NDRF) provide mechanisms for mobilizing federal direct and financial assistance in support of recovery operations.

*Relevant Federal Authorities.*

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended. The Stafford Act, P.L. 100-707, was signed into law November 23, 1988. The Stafford Act renamed and amended the Disaster Relief Act of 1974, P.L. 93-288. The Stafford Act was subsequently amended by the Disaster Mitigation Act of 2000, P.L. 106-390 (October 30, 2000), as well as several Acts signed into law in October of 2006 (i.e., Department of Homeland Security Appropriations Act of 2007, P.L. 109-295, October 4, 2006; Pets Evacuation and Transportation Standards Act of 2006, P.L. 109-308, October 6, 2006; and Security and Accountability for Every Port Act of 2006, P.L. 109-347, October 13, 2006). The Stafford Act authorizes the President to provide financial and other assistance to State and local governments, certain private non profit organizations, and individuals to support response, recovery, and mitigation efforts following Presidential emergency or major disaster declarations. The Act addresses recovery related issues including the use and coordination of relief organizations, recovery assistance, and restoration of damaged facilities. The Act also provides temporary housing and other assistance to eligible individuals and households who have basic and essential needs as a result of the major disaster or emergency.

The Post-Katrina Emergency Management Reform Act (PKEMRA). This is Title VI of the Department of Homeland Security Appropriations Act of 2007, P.L. 109-295, which clarified and modified the Homeland Security Act with respect to the organizational structure, authorities, and responsibilities of FEMA and the FEMA Administrator. The PKEMRA made changes – some appearing in the Homeland Security Act and some in the Stafford Act – which directed FEMA, among other things, to take the following actions related to recovery from major disasters:

- Establish the National Emergency Family Registry and Locator System to reunify separated family members
- Establish the National Emergency Child Locator Center to locate missing children
- Strengthen coordination and support of precautionary evacuations and recovery efforts
- Provide transportation assistance for relocating and returning individuals displaced from their residences
- Provide case management assistance to identify and address unmet needs of victims of major disasters

Pets Evacuation and Transportation Standards Act of 2006. Amended the Stafford Act to ensure that state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency. Refer to the MEMP Animal Care Support Plan.

FEMA Disaster Assistance Policies / Guidance. A large number of FEMA disaster assistance policies / guidance documents may be applicable to state recovery support operations – too many in fact to list. However, the FEMA web site contains the complete catalog of Public Assistance Grant Program policies (“9500 Series”) and guidance documents which can be viewed and downloaded in both individual subject and consolidated reference document formats.

The web address for these resources is: <http://www.fema.gov/government/grant/pa/9500toc.shtm>

The web address short-cut to the consolidated reference document (“Complete Public Assistance Policy Reference Manual”) is: <http://www.fema.gov/pdf/government/grant/pa/policy.pdf>

National Response Framework. Although many elements of the NRF may support the State’s recovery efforts, the following ESFs and Annexes may be particularly relevant during significant operations:

- ESF #1 – Transportation
- ESF #2 – Communications
- ESF #3 – Public Works and Engineering
- ESF #6 – Mass Care, Emergency Assistance, Temporary Housing and Human Services
- ESF #7 – Logistics
- ESF #8 – Public Health and Medical Services
- ESF #10 – Oil and Hazardous Materials Response
- ESF #11 – Agriculture and Natural Resources
- ESF #12 – Energy
- ESF #14 – Long-Term Community Recovery (now transitioned to the NDRF)
- Critical Infrastructure and Key Resources Support Annex
- Private Sector Coordination Support Annex
- Volunteer and Donations Management Support Annex

(Refer to the “Federal ESF – Counterpart State ESF Coordination Matrix” in the MEMP Emergency Management System section for information on federal ESF / state ESF coordination responsibilities.)

National Disaster Recovery Framework. The NDRF guides and coordinates federal efforts to support state, local and tribal government recovery operations subsequent to a Presidential major disaster declaration under the Stafford Act. The NDRF provides recovery assistance through the following six Recovery Support Functions (RSFs):

- Community Planning and Capacity Building
- Economic
- Health and Social Services
- Housing
- Infrastructure Systems
- Natural and Cultural Resources

(Refer to the “Federal RSF – Counterpart State ESF / Support Plan Coordination Matrix” found as Attachment 3 to this Support Plan for information on state-level coordination responsibilities with federal RSFs.)

**Note:** To review a comprehensive list of federal enabling / supporting authorities for recovery, refer to the online versions of the National Response Framework and National Disaster Recovery Framework at the following web addresses:

<http://www.fema.gov/pdf/emergency/nrf/nrf-authorities.pdf> (National Response Framework)

<http://www.fema.gov/recoveryframework/> (National Disaster Recovery Framework)

USDA Disaster Assistance Programs. The United States Department of Agriculture (USDA) has a wide range of disaster response and recovery programs, some of which operate independently from FEMA. These programs are targeted toward agriculture and rural areas and include both grants and loans. Most programs are created under 7 CFR 1945-A. Detailed information on the USDA’s programs is available at: <http://fsa.usda.gov/FSA/webapp?area=home&subject=deap&topic=landing>

*Relevant State Authorities.*

Emergency Management Act (Public Act 390 of 1976, MCL 30.401 et seq.). This Act provides the Governor with the authority to enable, direct, and support incident recovery by: 1) issuing executive orders, proclamations, and directives related to recovery which have the force and effect of law to implement the Act (30.403); 2) declaring a state of disaster or state of emergency to authorize the deployment of state resources and seek / accept federal assistance for recovery purposes (30.403-404); 3) entering into reciprocal aid agreements or compacts with other states, the federal government, or a province of Canada for the purpose of receiving goods and/or services to support recovery operations (30.404); 4) suspending a regulatory statute, order, or rule prescribing the procedures for conduct of state business, when strict compliance with the statute, order, or rule would prevent, hinder, or delay necessary recovery actions (30.405); 5) transferring the direction, personnel, or functions of state departments and agencies for the purpose of facilitating recovery (30.405); 6) commandeering or utilizing private property necessary to facilitate recovery (30.405); 7) directing and compelling evacuation from and/or controlling ingress and egress to and from stricken / threatened areas if necessary to facilitate recovery activities (30.405); 8) providing for the availability and use of temporary emergency housing to aid in recovery (30.405); 9) providing funding to eligible applicants (in accordance with the provisions set forth in 30.418-419) for eligible recovery-related expenses incurred during a declared disaster or emergency; and 10) directing other actions which are necessary and appropriate to facilitate and/or support incident recovery (30.405). This broad authority provides the Governor with considerable latitude and resources to address the plethora of issues that typically are present during incident recovery.

**Situation and Planning Assumptions.** The incident recovery functions addressed in this plan each present unique challenges due to their differing characteristics and requirements.

*Initiating Disaster Conditions.* Although recovery operations occur after every disaster or emergency, in most cases state involvement is limited to activities related to the provision of assistance under federal relief programs provided through the Stafford Act or related federal authorities. However, catastrophic incidents – though rare in Michigan – present a much wider array of issues and problems for state agencies to address in what is often a very compressed timeframe. Catastrophic incidents may result in large-scale evacuation and mass sheltering of individuals due to necessary protective actions, individuals may be left homeless by significant property damage, and critical infrastructure, essential services and the environment may be severely impacted. These situations create the need for significant state agency involvement in the incident recovery process.

Based on past experiences in Michigan and elsewhere, the types of incidents most likely to result in catastrophic-level damage and impacts to warrant active state involvement in and oversight of recovery operations include:

- Tornadoes / severe storms
- Floods
- Terrorist attacks (that result in significant physical damage and/or areas of contamination from a weapon of mass destruction, as well as evacuations and/or mass sheltering)
- Nuclear power plant incidents
- Large-scale hazardous material incidents
- Prolonged electric power failures

*General Planning Assumptions.* The following is assumed with regard to recovery operations in general:

**Note:** Assumptions help define the nature, scope, magnitude, anticipated duration, and expectations of the recovery support services provided by and/or coordinated through the state-level assets listed in the six recovery functional areas addressed in this plan. In addition to the following general recovery assumptions, each separate recovery functional area has its own set of assumptions which are listed at the beginning of its plan section.

- The successful management of large-scale recovery operations requires a united, cooperative effort by local, state and federal agencies, NGOs, private sector entities, advocacy groups and the general public.
- Effective recovery planning and organization at the local and state levels will enable disaster relief and recovery efforts to be more expedient, better organized and coordinated.
- Recovery measures aimed at protecting public safety, health, and general welfare will generally be a higher priority than measures aimed at protecting improved property and/or the environment, facilitating commerce, or otherwise promoting economic activity.

**Note:** Although both types of measures are needed in a recovery operation, cascading events, resource shortages (including recovery personnel) and/or other unforeseen circumstances will likely require that less emphasis be placed on addressing property and economic concerns and more emphasis be placed on public safety, health, and security concerns.

- When notified of an impending catastrophic incident or when a catastrophic incident appears imminent, a relatively high percentage of the general population of a jurisdiction will take reasonable steps to provide for their personal survival and sustenance.

**Note:** Unfortunately, while many individuals and families maintain basic survival supplies for the first 72 hours after an incident as a basic preparedness activity, many others will not even have this basic 72-hour level of preparedness and will require immediate attention and assistance. After the initial 72-hour post-incident period the vast majority of the general population will require government assistance of some degree for basic day-to-day survival.

- Natural, technological, and human-caused incidents have many recovery commonalities; however, each type of incident also causes unique types of conditions and concerns that must be addressed by recovery planners.

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- Local emergency management program jurisdictions will plan for recovery operations and implement appropriate recovery activities as required.

**Note:** Recovery procedures will be integrated into existing EOPs / EAGs or contained in separate, stand-alone support plans. In addition, many local emergency management program jurisdictions will have or be a functional part of a “County (City, Community) Recovery Task Force” (CRTF), the local counterpart to the “State Recovery Task Force” (SRTF). The SRTF and CRTFs will strive to use similar organizational structures and common terminology – in accordance with the NIMS – and have compatible plans and procedures.

- Local recovery resources will be utilized to their fullest extent before state or federal recovery support assistance is requested. This includes activation of mutual aid agreements, use of regional resources, and use of NGO and private sector resources (donated or otherwise).
- The SRTF will provide a centralized coordination mechanism for governmental, NGO and private sector activities during both the short- and long-term recovery periods. The SRTF will help provide for close and ongoing coordination with federal disaster programs and services provided under the Stafford Act and other authorities to ensure timely and appropriate provision of recovery assistance to individuals, institutions and communities in need.
- Although recovery efforts will be divided into short- and long-term concerns with corresponding completion time frames, it is likely that many if not all recovery activities will be occurring (at least to some degree) simultaneously during the recovery period. The simultaneous implementation of programs and activities will require close and ongoing coordination and monitoring by the SRTF for several weeks to possibly several months.
- State and federal recovery support will only be provided when local resources (including mutual aid and the use of regional, NGO and private sector resources) are overwhelmed and there is a substantiated need for supplemental assistance.
- Public information will be a critical component of an overall recovery strategy. The public, when informed of reasonable measures to take to facilitate or support incident recovery, will generally take those steps to the best of their ability.

**Note:** An effective public information campaign will require the use of multiple information dissemination means including traditional print and electronic media, web sites, social networking mechanisms, religious / cultural / advocacy organizations, and door-to-door campaigns as required.

- Federal recovery web sites will be available and fully utilized by individuals and families, governmental agencies, private nonprofit organizations, businesses, and Indian Tribes to obtain recovery information and/or register for recovery assistance.

**Note:** The State of Michigan web site may be used by the SRTF to supplement and link to the various web sites but will not duplicate information found on the federal web sites. Primary sites for individuals, families and businesses include but are not limited to [disasterassistance.gov](http://disasterassistance.gov); [fema.gov/rebuild](http://fema.gov/rebuild); [fema.gov/assistance](http://fema.gov/assistance); and [sba.gov/services/disaster assistance](http://sba.gov/services/disaster-assistance). Primary web sites for governmental agencies, private nonprofit organizations, Indian Tribes, and nongovernmental applicants to obtain recovery information include but are not limited to [fema.gov/government/recovery](http://fema.gov/government/recovery) and [cfdp.gov](http://cfdp.gov). The latter is the Catalog of Federal Domestic Assistance which contains detailed information on all available federal programs, including many “non traditional” programs that might be used during the long-term recovery process.

- Recovery activities and operations will be carried out in accordance with applicable federal and state laws and local ordinances, to the extent possible given incident circumstances. Deviations from enabling authorities will be kept to an absolute minimum.

**Note:** This includes various land use and development regulation mechanisms which may influence the nature and speed of the long-term recovery process.

- Recovery operations will normally commence once incident conditions have stabilized and/or response operations have been completed or substantially completed.

**Note:** In some cases, recovery operations may begin before response operations have been completed or substantially completed.

- The length of recovery operations will vary by function. Some recovery operations will be completed quickly while others may last from several months to several years.
- The recovery process is necessarily split into short-term and long-term activities but with recognition that some activities are both short-term and long-term in nature and there is often no clear dividing line between when short-term activities end and long-term activities begin.

**Note:** In general, short-term recovery activities focus on restarting critical community elements such as utilities and infrastructure, essential services, and economic and social systems in order to meet immediate needs. Long-term recovery activities include but are not limited to the resumption of full community services, completion of larger-scale repair and replacement work, economic stabilization, environmental restoration, and adaptation to post-incident conditions by the citizenry and affected organizations.

- Military resources may be used extensively in short-term recovery activities but generally will not be used extensively for long-term recovery. When they are involved, military elements will work with affected agencies and communities to transfer responsibility to more appropriate resources as soon as possible so that military support resources can be redeployed to military missions.
- Hazard mitigation activities must be an integral part of the recovery process because of the “window of opportunity” presented during the post-incident period to effectively reduce or eliminate future risk to human life, property and the environment.

**Note:** Mitigation activities undertaken during the recovery process will be in accordance with the priorities set forth in the affected community’s hazard mitigation plan and/or the Michigan Hazard Mitigation Plan.

**Operations and Organization.** The following organizational and operational procedures apply to all recovery support activities, regardless of initiating condition:

*Activation and Mobilization Procedures.* The Information and Planning ESF and MSP/EMHSD Publication 901 – “Michigan Damage Assessment Handbook,” describe the damage assessment system used by state agencies and local governments in Michigan. That system helps determine the extent of loss or harm from natural, technological, and human-caused disasters. Part of the analysis that occurs during the process of collection and compiling the damage and impact assessment data involves identifying the anticipated needs of the affected communities with regard to both short-term and long-term recovery. This “needs assessment” portion of the process is crucial because of its direct relationship to organized action by the SRTF and the other resources identified in this plan.

In most cases, supplemental assistance needs are articulated by the affected local governments in the submittal of their assessment data to the SEOC via the MI CIMS or through other approved means. Other times it may be the SEOC staff that determines the need for recovery support, based on discussions with state and local officials and/or their knowledge of incident circumstances. Local governments may also articulate recovery support requirements to the SEOC through the use of the MI CIMS Resource Request / Task Assignment board.

The determining factors for implementation of this plan and activation of the SRTF will include but are not limited to:

- The nature, scope, and severity of the incident
- The anticipated duration of the incident recovery
- The presence of problems or conditions which the State is uniquely qualified to address and/or is legally required to address
- The need for ongoing technical and/or materiel assistance to aid recovery
- The need to coordinate and monitor the recovery activities of multiple agencies and organizations
- The activation of federal or state recovery programs which require state-level management and oversight

When the decision to activate the SRTF and implement recovery support actions has been made within the SEOC, the SEOC Operations Chief will work with the SEOC Incident Commander and other key SEOC staff to determine the nature, extent and anticipated duration of support services to be provided. This will enable the support service providers to mobilize staff and resources as required to fulfill their support missions under the general framework of the SRTF.

*Communications Plan.* The SRTF will work with involved agencies and organizations to develop an incident-specific emergency communications plan for personnel and facilities involved in the recovery support operation. At a minimum, this plan will address the following issues and considerations:

- The type(s) of communications methods that will be used in the operation, and for what purposes
- Communications equipment assigned to personnel
- Frequencies, channels, and use protocols for 800 MHz radio communications (if used)
- Repair or replacement of damaged, inoperable, missing or stolen communications equipment
- Reporting formats, times, and intervals for status updates and coordination calls, as appropriate

If possible, standard Incident Command System forms found in the MI CIMS will be used to record part of this information – specifically forms ICS 205-OS (Incident Radio Communications Plan) and ICS 205a-OS (Communications List). The remainder of the plan will be in narrative and/or tabular format. The completed plan will be included as part of the SEOC Incident Action Plan (as applicable) and/or posted in the MI CIMS File Library and be available to all involved parties at any time.

*Assessment Procedures.* The SRTF and other recovery support resources activated under this plan are responsible for continuously assessing the status of recovery support operations and reporting this information to the SEOC via the MI CIMS and other appropriate means. This will be done by each involved agency / organization through updates to the MI CIMS Activity Log, EM Program Status, Damage Assessment, and Shared Activities boards (and others as applicable), as the recovery support operation progresses. Costs of providing / coordinating recovery support which is directly related to the preservation of public safety and/or health will be tallied under the “Public Property Damages – Category B: Emergency Protective Measures” section of the Damage Assessment board.

The MSP/EMHSD, as the steward agency for the SRTF and recovery support operations in general, will keep SEOC staff (if still activated) apprised of the status of the recovery support assistance being provided by the SRTF and other resources activated under this plan.

*Public Information Plan.* Timely and thorough public information releases regarding recovery issues are essential to a successful recovery support operation. Although most public information releases will be issued through the affected local governments, the SRTF and other activated resources should contribute to the public information process to ensure that unified and factually correct information is being transmitted to the public. To aid in that process, sample information materials have been pre-developed and can be found as Attachment 1 in the Attachments section below. These materials include sample press releases, public service announcements, and handbills / door hangers for a public information campaign.

The State Public Information Officer (SPIO) will work with the PIOs from all involved agencies and organizations (collectively referred to as the Joint Information Team – JIT) to develop an event-specific public information plan for the recovery support operation through the Joint Information Center (JIC). The plan will include the parameters, rules, and guidelines for the dissemination of information pertaining to the recovery support operation. The plan will also help to address rumors and misinformation that may arise and ensure that the recovery support operation runs as smoothly as possible. At a minimum, this plan will address the following issues and considerations:

- Specifics regarding the size and general nature of the incident-impacted population (as appropriate)
- Specifics regarding the recovery support resources in use and assistance being provided
- The methods that will be used to disseminate the information (e.g., electronic and print media, internet sites, functional needs advocacy organizations, door-to-door, social networking sites, etc.)
- Where public concerns, complaints, and questions can be directed (e.g., SEOC or local EOC, web site, specific governmental office, etc.)

The completed plan (in narrative and/or tabular format) will be posted in the MI CIMS File Library and be available to involved parties at any time.

*Health and Safety Plan.* The SRTF will work with the Safety Officers from involved agencies and organizations to develop an incident-specific health and safety plan for personnel and facilities involved in the recovery support operation. The ultimate purpose of the plan is to help personnel avoid accidents during recovery support operations and to protect personnel from exposure to hazardous conditions. At a minimum, this plan will address the following issues and considerations:

- Methods for disseminating health and safety information to all personnel involved in recovery support operations
- Minimum health and safety standards that are to be followed at all times
- Monitoring procedures to ensure compliance with the minimum health and safety standards
- Corrective actions for incidents of non-compliance with the minimum health and safety standards
- Known hazards / potential hazards at recovery support facilities (as appropriate)
- Safe use of equipment (as required)
- Safe handling of potentially hazardous materials (as required)
- How to identify and report hazardous / potentially hazardous conditions (process to be followed and person to report to at each facility)

If possible, standard Incident Command System forms found in the MI CIMS will be used to record part of this information – specifically forms ICS 206-OS (Medical Plan) and ICS-OS 208 (Safety Message/Plan). The remainder of the plan will be in narrative and/or tabular format. The completed plan will be included as part of the SEOC Incident Action Plan (as applicable) and/or posted in the MI CIMS File Library and be available to all involved parties at any time.

*Logistics Support / Resource Requirements for Plan Implementation.* Logistics support for the implementation of this plan will be provided through the SEOC Operations and Logistics Sections, as prescribed in the Direction and Control ESF. Involved departments / agencies and organizations will provide the personnel, facilities, technical expertise, equipment, materials and financial resources necessary to implement their respective assigned tasks, as prescribed in this plan and other MEMP sections and as dictated by incident circumstances. The resources required to provide this assistance will come from existing department / agency and organization stockpiles or capabilities and/or will be procured by the department / agency and/or organization if existing stockpiles or capabilities are not adequate to meet incident requirements.

The State may also seek uncompensated donations of goods and services from business and industry or other private or public sector entities (including individuals) if required to fully implement the plan and provide needed assistance. In extreme circumstances, the Governor has the authority under 1976 PA 390, as amended, MCL 30.405 to “commandeer” private property (subject to appropriate compensation) if necessary to cope with a disaster or emergency.

As appropriate, the MSP/EMHSD will contact and coordinate with FEMA and other involved federal agencies for the purpose of obtaining supplemental assistance under the NRF, the federal Stafford Act, or other mechanisms. The MSP/EMHSD may also coordinate with other states for the provision of assistance under the national EMAC and/or other aid-providing organizations for assistance (compensated or uncompensated) under separate aid agreements. If additional state financial resources are required to fully implement this plan, a supplemental appropriations request may be submitted to the Michigan Legislature by the MDTMB in the manner and process prescribed in the Resource Support ESF.

Federal financial and/or materiel support of recovery functions will be managed by the MSP/EMHSD and other recipient state departments / agencies in accordance with the appropriate federal laws, rules and regulations as prescribed in the Direction and Control ESF and/or supporting State Administrative Plans for the providing program (e.g., PAGP). Materiel support provided through the EMAC will be managed by the MSP/EMHSD in accordance with established EMAC procedures and processes.

*Plan Maintenance.* The MSP/EMHSD will maintain this plan, with input provided by governmental and nongovernmental partners and stakeholders as appropriate. The plan will be reviewed annually as part of the larger MEMP review and it will be updated as soon as practicable afterward to reflect identified changes in operational procedure, organizational structure, capabilities or resources. Refer to “Plan Maintenance” in the Planning Preliminaries section of the MEMP for additional details.

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## **CRITICAL INFRASTRUCTURE RESTORATION CONSIDERATIONS**



**Planning Assumptions Specific to Critical Infrastructure Recovery Operations.** With regard to critical infrastructure recovery, it is assumed:

- Critical infrastructure restoration will be a high priority for both public and private infrastructure owners. Private infrastructure owners will generally restore damaged systems in accordance with the restoration priorities established by state and local emergency management officials. If such priorities have not been established and/or clearly articulated by public officials, then private sector restoration activities will occur in accordance with the priorities established by the infrastructure owner.
- Private infrastructure owners will provide accurate and timely estimates to government officials regarding damage impacts and the estimated length of service interruption.
- Most restoration activities cannot occur until debris has been adequately cleared from roadways and/or utility easements, and around critical infrastructure. Restoration of critical infrastructure electrical service and communication systems will begin as soon as major transportation routes are cleared of debris to allow emergency vehicles and crews to enter the disaster area.
- Restoration of electric power will be the pacing activity for reestablishing water and sewage systems, and the restoration of power will be paced by the clearance of debris along the transmission line easements.
- Waste disposal, water treatment and distribution, wastewater collection and treatment, electric power, and telecommunications, being critical for the continued operation of many other public and private services, will be top restoration priorities.
- Emergency response and recovery facilities related to critical infrastructure which have no emergency power or telecommunications service (e.g., emergency operations or command centers, response / recovery centers), medical facilities which have no emergency power, damaged emergency communication centers and facilities, and designated facilities providing emergency food, water and ice are essential priorities and will be addressed early in the recovery.
- Special care centers, nursing home facilities having no emergency power, law enforcement and fire stations having no emergency power, detention centers, adult congregate living facilities, facilities serving as disaster application centers for federal disaster relief, and public and private facilities necessary for resource management and distribution activities will be the next essential priorities to address early in the recovery.

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- Local governments and state agencies will inspect damaged buildings and infrastructure under their stewardship and set priorities for their demolition, repair or continued use with temporary safety measures such as shoring or bracing.
- Most critical public and quasi-public infrastructure repair, restoration or reconstruction costs (up to 75%) will be eligible for federal PAGP funding if a federal major disaster declaration (under the Stafford Act) is granted for the incident.
- Physical damage to roads, bridges and other critical transportation infrastructure will be restored in a manner to ensure access by and facilitate the movement of emergency services and recovery resources and the conduct of recovery activities.

**Electric Power Restoration Priorities.** Electrical power restoration priorities by facility type are generally established locally / regionally between electrical service providers and emergency management officials. For large-scale incidents (affecting several regions of the state or the entire state), it may be necessary and appropriate for the State (through the SEOC) to recommend facility restoration priorities to service providers to ensure a uniform and timely statewide recovery and the greatest protection of public health, safety and property. If possible, key partners and stakeholders will be thoroughly consulted before such priorities are established. Although incident-specific circumstances will likely impact restoration priorities to some degree, in most cases the priorities should remain fairly constant. In general, the recommended facility electric power restoration priorities for the State of Michigan will be (in descending but flexible priority order):

- Level I, II and III Trauma Centers
- Acute Care Medical Centers
- 911 Dispatch Centers
- State and Local Emergency Operations / Command Centers
- Burn Centers
- Surgical (Non-Elective) and Urgent Care Medical Centers
- Food Cold Storage Warehouses
- Water / Wastewater Treatment Facilities
- Major Fueling Stations
- Emergency Medical Transport Facilities
- Fire Stations
- Police Stations
- Radio Stations
- Long-Term Care Facilities
- Telecommunications – Wireless
- Telecommunications – Hardwire
- Major Business Districts
- Correctional Facilities and Mental Health Facilities (Inpatient)
- Hospice Care Facilities
- Fuel Refineries
- Government Facilities
- Shelters, Staging Areas, and Points of Distribution

**Key Resources.** The following key resources (i.e., organizations, programs, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level recovery support efforts related to critical infrastructure restoration operations:

*Infrastructure Restoration Plans.* In general, private, quasi-public, and public infrastructure owners / service providers have restoration plans in place which guide their recovery operations after a damaging incident. Typically, these plans will address the full range of activities required to assess damages and impacts to the infrastructure, institute temporary measures (if feasible) to allow continuation of service at reduced levels, and permanently repair, restore or reconstruct the infrastructure to its pre-incident condition. Depending on the type of infrastructure, these restoration plans may be required by federal and/or state law or regulation. These plans are generally distributed on a “need to know” basis and therefore may not be available on the internet or otherwise made public. Some of these plans are kept on file in the SEOC to aid in response and recovery operations.

*Michigan Infrastructure Protection Plan.* The Michigan Infrastructure Protection Plan (MIPP), a state-level counterpart to the National Infrastructure Protection Plan (NIPP), outlines how each critical infrastructure sector can best protect its infrastructure and ensure its reliability, resiliency and recovery after an incident. (This plan also has “need to know” status and therefore is not publicly distributed.) The MSP/EMHSD maintains stewardship over the MIPP and works with subject matter experts from all infrastructure sectors in its development, maintenance and implementation. As appropriate during incident recovery, the MSP/EMHSD can mobilize those subject matter experts from applicable infrastructure sectors, under the framework of the SRTF, to coordinate and provide technical assistance in the assessment of continued vulnerability to, repair and restoration of critical infrastructure.

*Funding Programs for Infrastructure Repair, Restoration and Replacement.* There are numerous federal (and often state-administered) programs that can be used to fund the repair, restoration and replacement of critical infrastructure – too many to list in this space. The Catalog of Federal Domestic Assistance (CFDA), described earlier in this plan, provides the most comprehensive listing of these programs and their application and eligibility requirements. (Refer to [www.cfda.gov](http://www.cfda.gov).)

In addition, there are several programs available via a Presidential major disaster declaration under the federal Stafford Act (and/or via their own enabling authorities) which may be applicable to critical infrastructure recovery. The primary programs include but are not limited to:

HUD Disaster Recovery Assistance. The U.S. Department of Housing and Urban Development (HUD) can provide statutory and regulatory waivers to allow grantees (metropolitan cities, urban counties and states) to reprogram their Community Development Block Grant (CDBG) for disaster recovery activities. Critical infrastructure may be the focus of those activities, particularly if it is crucial to the economic and/or physical development of the affected community. The MEDC is the steward state agency for the CDBG Program in Michigan.

FEMA Public Assistance Grant Program. The PAGP under the Stafford Act provides supplemental grant assistance for the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private non-profit (PNP) organizations. The federal share of assistance under the PAGP is not less than 75% and in extreme cases may be increased above 75%. (Note: The 25% non-federal cost share is the responsibility of each responding state agency or local jurisdiction unless the Michigan Legislature approves a special appropriation to assist with cost share.) The MSP/EMHSD, as the steward state agency for the PAGP in Michigan and recipient of the federal grant funds, administers all subgrants provided to eligible applicants in accordance with

the provisions set forth in the “State of Michigan Administrative Plan for the Public Assistance Grant Program.”

Eligible applicants for the PAGP include states, local governments, Indian tribes and certain PNP organizations. Eligible PNP facilities must be open to the public and perform essential services of a governmental nature. Eligible PNP facilities generally include the following:

- Medical facilities such as hospitals, outpatient and rehabilitation facilities
- Custodial care facilities that provide institutional care for persons who require close supervision and some physical constraints in their daily activities
- Educational facilities such as primary and secondary schools, colleges and universities
- Emergency facilities such as fire departments, rescue squads and ambulance services
- Utilities such as water, sewer and electrical power systems
- Museums, zoos, community centers, libraries, homeless shelters, senior citizen centers, shelter workshops and facilities which provide health and safety services of a governmental nature

To be eligible, all work must be required as the result of the disaster, be located within the designated disaster area, and be the legal responsibility of an eligible applicant. Work that is eligible for supplemental federal grant assistance is classified as either emergency work or permanent work, and either category of work may relate to critical infrastructure restoration activities:

#### Emergency Work

- **Category A:** Debris removal from public roads and rights-of-way, as well as from private property when determined to be in the public interest.

**Note:** Effective October 1, 2012, the PAGP now funds debris removal on Federal Aid System (FAS) highways, in addition to funding repair and restoration activities on non-FAS highway infrastructure (see Category C below).

- **Category B:** Emergency protective measures performed to eliminate or reduce immediate threats to the public or to property, including search and rescue, warning of hazards, and demolition of unsafe structures.

#### Permanent Work

Work to restore an eligible damaged facility to its pre-disaster design. The work may range from minor repairs to replacement. Categories of permanent work include:

- **Category C:** Roads, streets, bridges and normal right-of-way elements such as culverts, curbs, gutters, shoulders, ditches, lighting and signs.

**Note:** Permanent repair of Federal Aid System (FAS) roads is not eligible under the PAGP. Permanent repair of FAS roads is funded by the Federal Highway Administration (FHWA) Emergency Relief Program (see separate description below). However, the PAGP will fund repair and restoration activities on non-FAS roads.

- **Category D:** Water control facilities (e.g., dikes, levees, irrigation works, drainage channels, pumping facilities). Note: Permanent repair of flood control works is the responsibility of the U.S. Army Corps of Engineers (USACE) and the Natural Resource Conservation Service (NRCS).
- **Category E:** Public buildings and related contents and equipment, including public mass transportation systems.
- **Category F:** Public utilities (e.g., water treatment and delivery systems, power generation facilities and distribution lines, sewage collection and treatment facilities).
- **Category G:** Public parks, recreational facilities, and facilities such as playgrounds, swimming pools, cemeteries, and improved / maintained beaches.

SBA Disaster Loan Program. The U.S. Small Business Administration (SBA) can provide both direct and bank-participation low-interest disaster loans to qualified homeowners and businesses to repair or replace damaged or destroyed private property. Private critical infrastructure owners could use these loans to fund the repair and restoration of their infrastructure. This loan program is activated when a Presidential major disaster declaration is issued, or (in cases where the damages are less extensive) when the SBA Administrator declares a "disaster loan area" (SBA administrative declaration) under the SBA's own statutory authority. The MSP/EMHSD is the primary state liaison agency to the SBA for activation of the Disaster Loan Program. The MSP/EMHSD will work with the Executive (Governor's) Office to request activation of the program when incident assessments indicate a potential need for the funding to address identified damage. Refer to MSP/EMHSD Publication 901 – "Michigan Damage Assessment Handbook" for more detailed information on the many varied provisions of the program.

National Flood Insurance Program. Homeowners and business owners that incur flood damages and that have a flood insurance policy under the National Flood Insurance Program (NFIP) may be eligible for payments to assist in repairing or restoring their damaged property. (A Presidential declaration is not required to activate this assistance – only a qualifying flood event.) Private critical infrastructure owners that have a flood insurance policy could use the proceeds to fund the repair and restoration of their infrastructure that was damaged in a flood.

Department of Defense Direct Assistance. The DOD may be able to provide assistance for debris removal and temporary restoration of essential public facilities and services. Normally, such assistance is provided only during the immediate aftermath of an incident which, in all likelihood, will result in a Presidential emergency or major disaster declaration under the Stafford Act, and then only when threats to life and property are present which cannot be effectively dealt with by the State or its local governments. Department of Defense emergency assistance is normally limited in duration to a maximum of 10 days. The MSP/EMHSD will work with the MDMVA and FEMA to arrange for direct DOD assistance for debris removal and/or critical infrastructure restoration if incident conditions require such action.

USACE Flood Protection and Recovery Assistance. The U.S. Army Corps of Engineers can provide flood protection and recovery assistance for critical infrastructure, which, depending on the incident circumstances, could consist of: 1) flood emergency preparation; 2) flood fighting operations; 3) emergency repair and restoration of flood control works; and 4) emergency repair and restoration of any completed federally-authorized flood or shore protection project threatened or damaged by abnormal wind, wave or water action. (The projects referenced in item 4 may be protecting critical infrastructure from flooding and/or erosion.) The Corps emergency response authority also allows for emergency channel and bridge debris removal following a flood. Generally, Corps emergency work provides only the minimum necessary actions to restore essential public services and preserve life and property. It is not intended to take the place of or eliminate the necessity of subsequent general clean-up, debris removal, and recovery work done through the federal PAGP. The MSP/EMHSD is the primary liaison state agency to the USACE for flood protection and recovery assistance for critical infrastructure.

FHWA Emergency Relief Program. The Federal Highway Administration Emergency Relief Program can provide assistance for the repair and restoration of roads, bridges and standard right-of-way elements on the Federal Aid System (FAS). The FHWA emergency relief funds are coordinated through the MDOT, although all funding decisions are made by the FHWA. This assistance does not specifically require a Presidential major disaster declaration, although it is often activated when a declaration is granted. The FHWA Emergency Relief Program funds repair and restoration activities

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on FAS highway infrastructure and the FEMA PAGP funds repair and restoration activities on non-FAS highway infrastructure.

*Other Transportation Infrastructure Programs.* The MDOT administers several other federal and state (non-disaster focused) transportation programs which may be used in certain circumstances to provide assistance with critical transportation infrastructure repair and restoration. These programs include but are not limited to the following:

- Michigan Transportation Fund (receiving fund for several programs dedicated to highway purposes)
- Transportation Related Trust Fund (combined trust fund for several dedicated highway and bridge trust funds)
- Surface Transportation Program and Small Urban Program
- Highway Trust Fund
- Railroad Rehabilitation and Repair Program
- Michigan Rail Loan Assistance Program
- State Infrastructure Bank

The MDOT web site ([www.michigan.gov/mdot](http://www.michigan.gov/mdot)) has detailed background information on each program.

*Drainage Infrastructure Repair / Restoration.* The MDARD can provide limited technical assistance to aid county Drain Commissioners in assessing drainage infrastructure damage and mitigating future damage. The Michigan Association of County Drain Commissioners and the Michigan Stormwater-Floodplain Association may also be able to mobilize technical assistance resources from member agencies and organizations to aid other members in need. Federal agencies that may be able to provide technical assistance regarding drainage infrastructure restoration include but are not limited to the USACE and the NRCS.

*Water Distribution and Wastewater Treatment Infrastructure Repair / Restoration.* The MDEQ can provide limited technical assistance to aid local water distribution and wastewater treatment system operators in assessing system damage and operational viability and mitigating future damage and disruption. In addition, federal agencies such as the U.S. Environmental Protection Agency (USEPA), USDA and NRCS may be able to provide technical and/or funding assistance to aid in repairing / restoring damaged system infrastructure. Possible funding sources include but are not limited to:

The USEPA State Revolving Fund and Drinking Water Revolving Fund are administered in Michigan by the MDEQ and provide low-cost financing to communities for the construction, repair, and rehabilitation of drinking water systems and wastewater collection and treatment facilities. The SRF is a low interest loan financing program that assists qualified local communities with the construction of needed water pollution control facilities. The DWRF is a low interest loan financing program designed to assist water suppliers in satisfying the requirements of the federal Safe Water Drinking Act.

The USDA Water and Waste Disposal Program makes grants and direct and guaranteed loans to develop water and waste disposal systems in rural areas. During an emergency, funds would be made available for loans or grants for the repair of rural water and waste disposal systems damaged by natural disasters. The funds cover any facility that did not receive assistance from other sources, so that the communities affected can continue to provide safe drinking water and wastewater treatment facilities.

The NRCS Emergency Watershed Protection Program provides funding to undertake emergency measures, including the purchase of floodplain easements, for runoff retardation and soil erosion prevention to safeguard lives and property from floods, drought, and the products of erosion on any watershed whenever fire, flood or any other natural occurrence is causing or has caused a sudden impairment of the watershed.

*Dam Safety Considerations and Dam Repair / Restoration.* The MDEQ can provide technical assistance to aid local dam owners / operators in assessing physical damage to their dam, determining its operational viability in light of the damage, and mitigating additional damage and downstream impacts. Supplemental technical assistance may be available from the membership of the Association of State Dam Safety Officials, and from federal agencies such as the NRCS (through its Watershed Rehabilitation Program) and FEMA (through its National Dam Safety Program). Funding programs for dam repair / restoration (or removal) are currently limited in number and scope and may be a challenge for long-term recovery.

### SHORT-TERM CRITICAL INFRASTRUCTURE RESTORATION TASKS AND EXECUTION

#### MSP/EMHSD:

- **Activate the State Recovery Task Force (SRTF) to address critical infrastructure restoration needs.** The SRTF will be integrated into the SEOC structure (if the SEOC is still activated) as described in the “State Recovery Task Force” section earlier in this plan.
- **Work with the MDLARA to communicate electrical service restoration priorities to service providers to facilitate statewide recovery.** (Refer to the “Electric Power Restoration Priorities” section earlier in this plan.)
- **Coordinate and administer the federal Public Assistance Grant Program (PAGP) to provide funding to repair, restore or replace damaged public facilities.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate and/or conduct assessments of vulnerability of critical infrastructure from actual or potential incident-related damage / impacts.** In some situations, the MSP/EMHSD may be able to work with other MSP, state agency, or private sector specialists to conduct assessments of the physical and operational vulnerability of critical infrastructure from actual or potential incident-related damage and impacts. Normally this assessment process would be conducted as a pre-incident function. However, in the event of a little- or no-notice terrorist attack or other significant incident the assessments can be conducted during the response and early recovery phases to reduce physical and operational vulnerabilities of affected or potentially affected critical infrastructure. (Refer to the WMD Attack Procedures.)

#### MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):

- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDA / FSA on impacts to farms and agricultural production.**

- **Coordinate and provide guidance to food establishments on food safety and the resumption of business.**

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Coordinate the assessment, repair and restoration of damaged state mental health facilities.** (Refer to the Public Works and Engineering ESF.)
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Coordinate the assessment, repair and restoration of damaged state correctional facilities.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Assess damage to and impact on public schools.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate public school facility and operations restoration.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Coordinate the assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection / treatment facilities.** (Refer to the Public Works and Engineering ESF.)
- **Provide information to and solicit applications from eligible applicants for Drinking Water Revolving Fund and State Revolving Fund grant programs for water distribution and wastewater treatment system repairs.**
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Coordinate the assessment, repair and restoration of damaged oil and gas wells or pipelines (gathering lines).** (Also refer to the Public Works and Engineering ESF for related infrastructure safety task assignments.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Coordinate the assessment, repair and restoration of damaged state training and rehabilitation (juvenile justice) facilities, and the MCTI.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **As appropriate, work with the MSP/EMHSD to communicate restoration priorities to electrical service providers to facilitate statewide incident recovery.** (Refer to the “Electric Power Restoration Priorities” section in this plan.)
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Coordinate the assessment, repair and restoration of damaged energy and telecommunications infrastructure.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate the assessment, repair and restoration of damaged petroleum and natural gas pipelines.** (Also refer to the Public Works and Engineering ESF for related infrastructure safety task assignments.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Coordinate / provide military support to civil authorities.** Support is provided by mission and may include but is not limited to the restoration of public facilities and provision of supplemental engineering services. (Refer to the Resource Support ESF and Public Works and Engineering ESF.)
- **Coordinate the assessment, repair and restoration of damaged state military facilities.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Coordinate the assessment, repair and restoration (including decontamination, as required) of damaged state facilities.** (Refer to the Public Works and Engineering ESF and WMD Attack Procedures – CBRNE Attack.)
- **Develop and implement an appropriate response and recovery strategy for cyber attacks.** (Refer to the Technological Disaster Procedures / Cyber Attacks.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Maintain, repair, and restore the state highway / trunkline system.** (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair and restore state-owned rail lines.** (Refer to the Public Works and Engineering ESF.)
- **Provide funding for transportation system development and maintenance.** (Refer to the Public Works and Engineering ESF.)
- **Assess damage to and impact of failed transportation infrastructure and accidents (road, air, rail, mass transit, and marine).** (Refer to the Public Works and Engineering ESF.)

- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Provide photographic documentation of emergency or disaster-related damage.** (Refer to the Information and Planning ESF.)
- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and Hazard Mitigation Grant Program (HMGP).** (Refer to the Public Works and Engineering ESF.)
- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide immediate and long-term economic development and recovery assistance.** (Refer to the Resource Support ESF.)

**ALL STATE DEPARTMENTS / AGENCIES:**

- **Report cyber attacks to the MDTMB and take appropriate response actions.** (Refer to the Technological Disaster Procedures / Cyber Attacks.)

**LONG-TERM CRITICAL INFRASTRUCTURE RESTORATION TASKS AND EXECUTION**

**MSP/EMHSD:**

- **Activate the State Recovery Task Force (SRTF), if not already done during the short-term recovery phase.** (Refer to the “State Recovery Task Force” section earlier in this plan.)
- **Coordinate and administer federal Hazard Mitigation Assistance (HMA) to provide funding for cost-effective mitigation measures to reduce the long-term risk to public facilities from disaster damage.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate and administer the federal Public Assistance Grant Program (PAGP) to provide funding to repair, restore or replace damaged public facilities.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate disaster debris clearance and management activities, as required.** (This activity may aid in the rapid restoration of critical infrastructure. Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDA / FSA on impacts to farms and agricultural production.**

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- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** (Refer to the Health and Environmental Protection ESF.)
- **Coordinate and provide guidance to food establishments on food safety and the resumption of business.**
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)

### **MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Coordinate the assessment, repair and restoration of damaged state mental health facilities.** (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

- **Coordinate the assessment, repair and restoration of damaged state correctional facilities.** (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF EDUCATION (MDOE):**

- **Coordinate public school facility and operations restoration.** (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Coordinate the assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection / treatment facilities.** (Refer to the Public Works and Engineering ESF.)
- **Provide information to and solicit applications from eligible applicants for Drinking Water Revolving Fund and State Revolving Fund grant programs for water distribution and wastewater treatment system repairs.**
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Coordinate the assessment, repair and restoration of damaged oil and gas wells or pipelines (gathering lines).** (Also refer to the Public Works and Engineering ESF for related infrastructure safety task assignments.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Coordinate the assessment, repair and restoration of damaged state training and rehabilitation (juvenile justice) facilities, and the MCTI.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Coordinate the assessment, repair and restoration of damaged energy and telecommunications infrastructure.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate the assessment, repair and restoration of damaged petroleum and natural gas pipelines.** (Also refer to the Public Works and Engineering ESF for related infrastructure safety task assignments.)

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Coordinate the assessment, repair and restoration (including decontamination, as required) of damaged state facilities.** (Refer to the Public Works and Engineering ESF and WMD Attack Procedures – CBRNE Attack.)
- **Coordinate and implement an appropriate response and recovery strategy for cyber attacks.** (Refer to the Technological Disaster Procedures / Cyber Attacks.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Maintain, repair, and restore the state highway / trunkline system.** (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair and restore state-owned rail lines.** (Refer to the Public Works and Engineering ESF.)
- **Provide funding for transportation system development and maintenance.** (Refer to the Public Works and Engineering ESF.)
- **Assess damage to and impact of failed transportation infrastructure and accidents (road, air, rail, mass transit, and marine).** (Refer to the Public Works and Engineering ESF.)
- **Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems.** (Refer to the Information and Planning ESF.)
- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and Hazard Mitigation Grant Program (HMGP).** (Refer to the Public Works and Engineering ESF.)

- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide immediate and long-term economic development and recovery assistance.** This also includes coordinating with the Michigan Economic Development Corporation (MEDC), which has resources that can supplement the MDT's various programs to aid in economic recovery. Critical infrastructure restoration may be an eligible activity under the various economic development programs, if directly tied to the furtherance of economic development in the affected community. (Refer to the Resource Support ESF.)

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## **HOUSING CONSIDERATIONS**



**Planning Assumptions Specific to Housing Operations.** With regard to housing recovery, it is assumed:

- Most repair and replacement costs for damaged housing are covered by private insurance. Individuals that do not have private insurance or are under-insured will be most likely to require housing assistance during the incident recovery phase.
- Housing restoration can take weeks, months, and even years after an emergency and long-term alternative housing options should be considered early in the recovery operation.
- Affected individuals and families will desire to live as close to their original place of residence as possible so housing options should (where feasible) be sought within or in close proximity to the impacted area.
- A viable state housing recovery strategy must include short-term temporary sheltering, longer term interim (transitional) housing, permanent replacement housing, and expedient housing repair provisions to properly address all possible situational contingencies.
- Federal funding assistance will be required to support housing operations that go beyond the short-term temporary sheltering phase.
- Most housing options will be from the private, quasi-public or private nonprofit sectors, although suitable types of governmental facilities may be used for short-term sheltering or even longer term transitional housing if other options are not readily available.

**Key Resources.** The following key resources (i.e., organizations, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level recovery support efforts related to housing:

*Federal Resources.* Federal housing programs that may be able to aid in housing recovery in Michigan include but are not limited to:

Federal IHP and PAGP. If the initiating incident results in a Presidential major disaster declaration, the Individuals and Households Program (IHP) and/or Public Assistance Grant Program (PAGP) may be activated (upon state request and federal approval) to provide services and assistance to incident-impacted individuals and/or communities. IHP assistance that is potentially pertinent to housing recovery may include but is not limited to:

- Temporary housing or rental payments
- Provisions for expedient home repairs to make damaged homes livable and keep them occupied
- Food, clothing, furniture, appliances and other household necessities
- Essential utilities activation at the temporary housing (if applicable)
- Other basic housing needs as dictated by program regulations and incident circumstances

Initially, costs for providing housing recovery assistance may be covered under the PAGP, Category B (Emergency Protective Measures), such as was done in the 2005 nationwide Hurricane Katrina evacuation and sheltering operation. This is particularly so in rapidly evolving incidents where services have to be provided to large numbers of individuals quickly. Eventually, this assistance is likely to be transitioned over to the IHP – depending on incident circumstances and the types of assistance requested and granted under the declaration.

Federal IHP assistance is coordinated by the MDHS (which provides liaison to the IHP administrators, and advocates for the State) and the SIAO from the MSP/EMHSD, in accordance with the Human Services ESF. Federal PAGP assistance is coordinated by the SPAO from the MSP/EMHSD as specified in the Public Works and Engineering ESF.

HUD Disaster Recovery Assistance. The U.S. Department of Housing and Urban Development (HUD) can provide statutory and regulatory waivers to allow grantees (metropolitan cities, urban counties and states) to reprogram their Community Development Block Grant (CDBG) for disaster recovery activities. The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable in communities, and to create jobs through the expansion and retention of businesses. Housing may be the focus of recovery activities funded by the CDBG, particularly if it benefits low and moderate income persons, prevents or eliminates slums or blight, and addresses immediate threats to the health or welfare of the community for which other funding is not available. The MSHDA, housed within the MEDC, is the steward state agency for the housing element of the CDBG Program in Michigan.

SBA Disaster Loan Program. The SBA can provide both direct and bank-participation low-interest disaster loans to qualified homeowners and renters for restoring or replacing disaster damaged real and personal property. The loan amount is limited to the amount of uninsured SBA verified losses. This loan program is activated when a Presidential major disaster declaration is issued, or (in cases where the damages are less extensive) when the SBA Administrator declares a "disaster loan area" (SBA administrative declaration) under the SBA's own statutory authority. The MSP/EMHSD is the primary state liaison agency to the SBA for activation of the Disaster Loan Program. The MSP/EMHSD will work with the Executive (Governor's) Office to request activation of the program when incident assessments indicate a potential need for the funding to address identified damage. Refer to MSP/EMHSD Publication 901 – Michigan Damage Assessment Handbook for more detailed information on the many varied provisions of the program.

FEMA Disaster Temporary Housing Operational Guide / National Disaster Housing Strategy. FEMA's housing documents provide a framework for intergovernmental cooperation and coordination in meeting disaster-related sheltering and temporary housing needs. The documents offer an array of potential housing solutions to states and provide information on FEMA's various types of sheltering and temporary housing assistance. They are potentially valuable resources for developing strategies for meeting the sheltering and temporary housing needs of Michigan residents and long-term evacuees in Michigan.

*State Resources.* Several state departments and agencies may be able to assist in housing recovery efforts, including but not limited to:

Michigan State Housing Development Authority. The MSHDA, housed within the MEDC, administers programs which create and preserve safe and decent affordable housing and address homeless issues. As the primary housing agency for the State of Michigan, the MSHDA may be able to assist individuals in finding temporary or permanent housing through its online “Michigan Housing Locator” database (a rental housing search tool) or by working with community-based organizations to identify and make available various types of housing options to meet recovery needs. The MSHDA is also the steward state agency for the housing element of the CDBG Program in Michigan.

MOSA / AAAs. The MOSA, through its network of Area Agencies on Aging (AAAs), can assist in identifying senior or senior-compatible housing resources in various regions around the state. This assistance can be mobilized via the MOSA EMC in the SEOC.

MDHS. The MDHS, through its network of county offices, can assist in identifying available housing resources in their respective service areas. MDHS staff routinely assists clients with housing-related needs as part of their normal case management work, and this expertise can be tapped during incident recovery to identify housing resources for those made homeless due to a disaster or emergency. This assistance can be mobilized via the MDHS EMC in the SEOC.

In addition, Michigan Rehabilitation Services (MRS) provides a wide array of assistance services to persons with disabilities to enable them to gain employment and function independently. The MRS also operates the Michigan Career and Technical Institute (MCTI) for eligible adults who have a physical, mental, or emotional disability. The MCTI provides vocational and technical training programs and supportive services to prepare persons with disabilities for gainful employment. MRS counselors are also available at the 25 Michigan Works! Service Centers located around the state. The MRS can provide advice and assistance regarding the housing needs of individuals with disabilities.

MDLARA. The MDLARA Bureau of Services for Blind Persons provides services to blind or visually impaired individuals so that they can achieve employability and/or function independently. The Bureau can provide advice and assistance regarding the housing needs of blind / visually impaired individuals.

MDCR. The MDCR Division on Deaf and Hard of Hearing provides services to and advocates on behalf of individuals with disabilities in Michigan. The DDHH can provide advice and assistance regarding the housing needs of deaf / hard of hearing individuals.

Public College / University Housing Resources. If available, student dormitories and apartments at Michigan’s 15 public colleges / universities could be used to temporarily house individuals and families until arrangements could be made for more permanent housing options.

**Note:** Although this is a potential option, displacement of the student population from dormitories and apartments is not likely except in the most extreme of circumstances because that would simply create another set of problems to address. In addition, public colleges / universities are autonomous institutions and are not considered “state” facilities in the traditional sense – i.e., facilities used by Executive Branch departments and agencies.

*Nongovernmental Resources.* Michigan has numerous NGOs (e.g., advocacy, faith-based, vocational, etc.) which provide or coordinate the provision of affordable and accessible housing to individuals and families, and/or that assist in repairing / restoring housing damaged in a disaster or

emergency. Many of these organizations are locally-based and therefore are identified and coordinated through local EOPs. The following NGOs are statewide in operation and are the best resources to tap to address multi-jurisdictional housing recovery needs:

Michigan Voluntary Organizations Active in Disaster. The MIVOAD is a nationally sanctioned coalition of private and church-based relief organizations dedicated to providing disaster relief assistance to individuals and communities in need. The MIVOAD serves as a clearinghouse for the myriad disaster relief and human service organizations that operate in Michigan and elsewhere across the country. The MIVOAD is governed by an Executive Board, elected by the membership. That Board provides the single point of contact for mobilizing all MIVOAD resources. The MIVOAD member organizations are experienced and skilled in all facets of disaster operations, and can perform a wide variety of functions. This includes the ability to provide expedient home repair / restoration services so that homes can be made livable and therefore remain viable housing stock. MIVOAD support assistance can be mobilized via the MIVOAD representative in the SEOC.

**Note:** the MIVOAD has the following member organizations: Lutheran Social Services of Michigan; Seventh Day Adventist / Adventist Community Services (ACS); United Methodist Committee on Relief (UMCOR); Salvation Army; Mennonite Disaster Services; American Red Cross (ARC); Michigan Crisis Response Association; ACCESS; International Aid; Southern Baptist Disaster Response; Church World Service; 2-1-1; Church of the Brethren; and Michigan React.

American Red Cross. While primarily focused on meeting the needs of the affected population, the ARC, through a mass care response will provide food, clothing, immediate short-term sheltering and individual client services. A component of those services may include limited housing restoration assistance (e.g., cleaning supplies, funds for basic household necessities) to enable individuals to quickly restore their home to livable condition, thereby eliminating the need for temporary alternative housing. ARC support assistance can be mobilized via the ARC representative in the SEOC.

Salvation Army. The Salvation Army (a member organization of the MIVOAD) can provide limited housing assistance (partnering with other relief organizations) to enable homeowners to quickly restore their damaged home to livable condition. Salvation Army support assistance can be mobilized via the MIVOAD representative in the SEOC.

## SHORT-TERM HOUSING RECOVERY TASKS AND EXECUTION

### EXECUTIVE OFFICE (GOVERNOR):

- **Provide for temporary emergency housing.** (Refer to the Direction and Control ESF.)
- **Seek assistance from the federal government (to address housing and other recovery needs).** (Refer to the Direction and Control ESF.)

### MSP/EMHSD:

- **Review and evaluate assessment data (to determine housing recovery needs).** (Refer to the Direction and Control ESF and Information and Planning ESF.)
- **Coordinate FEMA / State Preliminary Damage Assessment (to include the assessment of housing recovery needs).** (Refer to the Information and Planning ESF.)
- **Prepare Governor’s request for Presidential emergency or major disaster declaration (to include housing recovery needs).** (Refer to the Information and Planning ESF.)

- **Coordinate the identification and procurement of additional temporary housing resources, as required.** (Refer to the Resource Support ESF.)
- **Monitor the provision of human services in Presidentially-declared disasters.** This monitoring will include the provision of temporary housing and housing repairs. Strong advocacy for the State is essential in the early implementation stages of the program to ensure that housing issues are fully addressed and that all potential applicants are aware and take advantage of the assistance for which they are eligible to meet their temporary housing or housing repair needs. (Refer to the Human Services ESF.)
- **Activate the State Recovery Task Force (SRTF) to address housing and other recovery needs.** The SRTF will be integrated into the SEOC structure (if the SEOC is still activated) as described in the “State Recovery Task Force” section earlier in this plan.)

**MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** (Refer to the Human Services ESF.)

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.** (Refer to the Human Services ESF.)
- **Assist in identifying available housing resources.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Coordinate an individual assistance needs assessment (to include housing recovery needs).** (Refer to the Human Services ESF.)
- **Assist in identifying available housing resources.** (Refer to the Human Services ESF.)
- **Provide liaison to the federal Individuals and Households Program.** The IHP can provide funding assistance for temporary housing and to make expedient repairs to damaged homes. Strong advocacy for the State is essential in the early implementation stages of the program to ensure that housing issues are fully addressed and that all potential applicants are aware and take advantage of the assistance for which they are eligible to meet their temporary housing needs. (Refer to the Human Services ESF.)
- **Implement the Michigan Disaster Donations Management Plan, as required.** Disaster donations may include materials needed to make repairs to damaged homes, thus making them habitable and reducing the need for temporary alternative housing. (Refer to the Resource Support ESF.)
- **Identify volunteer opportunities for emergent volunteers.** Emergent volunteers may be needed to aid in cleaning up and/or making repairs to damaged homes, thus making them habitable again in the shortest possible time. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Provide insurance information to disaster victims (to facilitate housing recovery).** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Coordinate the establishment of group manufactured home sites for temporary disaster housing (as required).** (Refer to the Human Services ESF.)
- **Provide licensing information to disaster victims (to facilitate housing recovery).** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide tax assistance to disaster victims (to include housing losses).** (Refer to the Human Services ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide housing assistance to low and moderate income disaster victims.** (Refer to the Human Services ESF.)
- **Provide temporary housing assistance for functional needs populations.** (Refer to the Human Services ESF.)
- **Assist in the identification and procurement of additional temporary housing resources.** (Refer to the Human Services ESF.)

**LONG-TERM HOUSING RECOVERY TASKS AND EXECUTION**

**MSP/EMHSD:**

- **Activate the State Recovery Task Force (SRTF), if not already done during the short-term recovery phase.** (Refer to the “State Recovery Task Force” section earlier in this plan.)
- **Administer federal and state disaster relief funds (to include federal IA or PA funds to address housing recovery needs).** (Refer to the Direction and Control ESF.)
- **Monitor the provision of human services in Presidentially-declared disasters.** This monitoring will include the provision of temporary housing and housing repairs through the duration of the recovery phase. (Refer to the Human Services ESF.)
- **Coordinate the identification and procurement of additional temporary housing resources, as required.** (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** This monitoring will include the provision of housing services through the duration of the recovery phase. (Refer to the Human Services ESF.)
- **Monitor and advocate for the recovery needs of individuals with disabilities.** This monitoring and advocacy will include the provision of housing services through the duration of the recovery phase. (Refer to the Human Services ESF.)

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Monitor the provision of assistance to elderly disaster victims.** This monitoring will include the provision of housing services through the duration of the recovery phase. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Provide liaison to the federal Individuals and Households Program.** Monitoring of the IHP through closeout may take many months, if not years. (Refer to the Human Services ESF.)
- **Implement the Michigan Disaster Donations Management Plan, as required.** Monitoring and management of donated materials to make home repairs may occur for many weeks into the recovery phase if a large number of homes require repair. (Refer to the Human Services ESF.)
- **Monitor the provision of assistance to clients.** MDHS county offices will monitor the provision of disaster (including housing) assistance to affected clients as part of their normal case management work (to the extent allowed by privacy laws) to ensure that the clients housing needs are adequately addressed.

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Coordinate the establishment of group manufactured home sites for temporary disaster housing (as required).** If group manufactured (mobile) home sites are required as an element of temporary housing, ongoing monitoring and eventual oversight of the closure and restoration of the group sites may take many months, if not years. (Refer to the Human Services ESF.)
- **Monitor the provision of assistance to functional needs clients.** The Bureau of Services for Blind Persons will monitor the provision of disaster (including housing) assistance to affected clients as part of their normal case management work (to the extent allowed by privacy laws) to ensure that the clients' housing needs are adequately addressed.

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide tax assistance to disaster victims (to include housing losses).** Casualty loss claims will likely extend through the tax year in which the initiating incident occurred. Assistance will be limited to standard information dissemination methods (i.e., MDT web site) unless Disaster Recovery Centers (DRCs) are established by FEMA in the disaster area and there is a clearly defined need for MDT tax specialists at those sites. (Refer to the Human Services ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide housing assistance to low and moderate income disaster victims.** (Refer to the Human Services ESF.)
- **Provide temporary housing assistance for functional needs populations.** (Refer to the Human Services ESF.)
- **Assist in the identification and procurement of additional temporary housing resources.** (Refer to the Human Services ESF.)

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## **ECONOMIC STABILIZATION CONSIDERATIONS**



**Planning Assumptions Specific to Economic Stabilization Operations.** With regard to economic recovery, it is assumed:

- Economic stabilization will include a combination of measures aimed at stabilizing and restoring both private and public sector elements of local and regional economies, as well as the State's economy.
- Economic stabilization will include (but not necessarily be limited to) repair and reconstruction activities, provision of targeted aid, monitoring and prevention of price gouging, hoarding and financial institution failure, and restoration of infrastructure and energy resources to facilitate economic recovery.
- Community and economic development officials will have primary responsibility for implementation of the economic recovery plan; emergency management officials will support (rather than direct) this process.
- Federal financial arrangements and private insurance payments can sometimes take several months to several years to complete depending on the nature and complexity of the claims and reconstruction process.

**Note:** This is generally outside the control of local and state officials and may negatively impact the speed and vigor of the recovery.

- Most businesses and governmental agencies will have business continuity plans adequate for short-term and small scale incidents; however, many of those businesses and agencies will not have adequate continuity plans for long-term and/or larger scale incidents.
- Federal and state casualty loss tax provisions for affected individuals, businesses and organizations are necessary and critically important long-term economic stabilization measures.
- Economic stabilization includes both objective and non-objective "markers" which can help measure the success (or non-success) of state and local recovery efforts. These markers, when met or exceeded, will largely determine when the recovery period is over and a return to "normality" has been achieved.

**Key Resources.** The following key resources (i.e., organizations, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level recovery and economic stabilization efforts:

*Federal Resources.* Federal programs that may be able to aid in economic stabilization and recovery in Michigan include but are not limited to:

Federal IHP and PAGP. Under a Presidential major disaster declaration, the Individuals and Households Program (IHP) and/or Public Assistance Grant Program (PAGP) may be activated (upon state request and federal approval) to provide services and assistance to incident-impacted individuals and/or communities. These programs will stabilize the local / regional economy by 1) providing financial resources to enable disaster victims to purchase needed goods and services locally and make repairs to damaged homes, and 2) providing grants to governmental agencies and eligible private nonprofit organizations to aid in the repair and restoration of damaged public and PNP facilities. The infusion of grant dollars into the local / regional economy by these two programs generally provides a significant economic boost to the affected area and (along with private insurance) the primary means for long-term economic recovery.

Federal IHP assistance is coordinated by the MDHS (which provides liaison to the IHP administrators, and advocates for the State) and the SIAO from the MSP/EMHSD, in accordance with the Human Services ESF. Federal PAGP assistance is coordinated by the SPAO from the MSP/EMHSD as specified in the Public Works and Engineering ESF.

USDA Agricultural Relief Programs. If the incident was weather-related and damaged or otherwise negatively impacted agricultural resources, the USDA has a wide range of aid programs to address issues from debris clearance to crop loss to home and equipment repair. USDA recovery assistance is coordinated by the MDARD in accordance with the Health and Environmental Protection ESF.

Economic Development Administration Programs. The U.S. Department of Commerce / Economic Development Administration (EDA) can provide funding to aid in the long-term recovery of communities affected by disaster through its Public Works and Economic Development Program (CFDA No. 11.300) and Economic Adjustment Assistance Program (CFDA No. 11.307). The MEDC coordinates federal EDA assistance on behalf of the State of Michigan. Refer to [www.cfda.gov](http://www.cfda.gov).

SBA Disaster Loan Program. The U.S. Small Business Administration (SBA) can provide both direct and bank-participation low-interest disaster loans to qualified homeowners and businesses to repair or replace damaged or destroyed private property. This loan program is activated when a Presidential major disaster declaration is issued, or (in cases where the damages are less extensive) when the SBA Administrator declares a "disaster loan area" (SBA administrative declaration) under the SBA's own statutory authority. The MSP/EMHSD is the primary state liaison agency to the SBA for activation of the Disaster Loan Program. The MSP/EMHSD will work with the Executive (Governor's) Office to request activation of the program when incident assessments indicate a potential need for the funding to address identified damage. Refer to MSP/EMHSD Publication 901 – Michigan Damage Assessment Handbook for more detailed information on the many varied provisions of the program.

NFIP. Homeowners and business owners that incur flood damages and that have a flood insurance policy under the NFIP may be eligible for payments to assist in repairing or restoring their damaged property. (A Presidential major disaster declaration is not required to activate this assistance – only a qualifying flood event.) Flood insurance is a major form of recovery assistance for homeowners and business owners that live / operate in participating communities and that carry the insurance. It can help stabilize the local economy when a major damaging flood occurs by providing an infusion of timely financial assistance to repair damaged homes and businesses.

Special Tax Considerations. The Internal Revenue Service (IRS) allows certain casualty losses to be deducted on federal income tax returns for the year of the loss or through an immediate amendment to the previous year's return. The IRS can also expedite tax refunds to taxpayers in a federally declared disaster area. An expedited refund can provide a relatively quick source of cash to individuals and families in time of greatest need. This benefit is available to any taxpayer in a federally declared disaster area, and does not specifically require an IA declaration.

Other Federal Economic Development / Recovery Programs. A wide array (too many to list) of other federal economic development and recovery programs can be found on the federal Catalog of Domestic Assistance (CFDA) web site at [www.cfda.gov](http://www.cfda.gov). In addition, the following federal web sites also provide information on available funding programs for economic recovery:

- [disasterassistance.gov](http://disasterassistance.gov)
- [fema.gov/rebuild](http://fema.gov/rebuild)
- [fema.gov/assistance](http://fema.gov/assistance)
- [sba.gov/services/disaster assistance](http://sba.gov/services/disaster%20assistance)
- [fema.gov/government/recovery](http://fema.gov/government/recovery)

These sites can aid in identifying the primary as well as many "non traditional" programs that might be used during the long-term recovery process by governmental agencies, businesses, NGOs, and individuals and families.

*State Resources.* The stability of the State's economy and impacted local / regional economies during incident recovery is heavily influenced by several factors, including but not limited to:

- The level of damage and nature and extent of negative impacts incurred by local governments, state government, businesses, NGOs and individuals / families
- Successful state oversight of financial and insurance institutions to ensure their continued viability
- The ability to adjust state budget expenditures to address incident-related requirements
- Continuation of critical state economic functions and services
- Continuation of public funding programs for Michigan residents and local units of government
- Continued support of higher education (to keep higher education affordable and promote / enhance economic stability and vitality)

Several state departments and agencies have key roles and/or oversee resources, programs and processes that address one or more of the above factors and help stabilize Michigan's economy during the recovery from a significant or catastrophic incident. These include but are not limited to:

Identification and Assessment of Incident-Related Damage and Impacts. The MSP/EMHSD maintains stewardship over and coordinates the State's damage / impact assessment system in accordance with 1976 PA 390, as amended, and the Information and Planning ESF. This system is crucial to determining actual / potential economic impacts to impacted jurisdictions, local / regional economies, and the State's economy. Any effort by the State of Michigan to stabilize the economy and promote / enhance economic recovery in incident-affected areas must first start with a timely and accurate identification and assessment of incident-related damage and impacts. This process is also the gateway to supplemental funding and materiel assistance from the federal government (under the Stafford Act) and/or materiel assistance from other states (under the EMAC), both of which can be instrumental in maintaining economic stability and enhancing economic recovery in Michigan. If necessary, the Michigan Rapid Impact Assessment Team (MRIAT) can be activated by the MSP/EMHSD to assist local emergency management program jurisdictions in conducting their local assessments.

**Note:** The State's damage / impact assessment system and process is described in and governed by the Information and Planning ESF, MSP/EMHSD Publication 105 – Michigan Rapid Impact Assessment Team Assignments and Standard Operating Procedures, and MSP/EMHSD Publication 901 – Michigan Damage Assessment Handbook.

State Coordinated Economic Development Programs. Long-term restoration of the economic base of the affected area may be enhanced by several state coordinated economic development programs, including but not limited to the:

- Community Development Block Grant (CDBG) Program
- Michigan Works! Association and Workplace Development Authority (WDA) Programs
- Rural Housing and Economic Development (RHED) Program
- Michigan Economic Development Corporation (MEDC)
- Michigan Finance Authority / Local Government Loan Program

The MEDC is an autonomous, public economic development corporation working to promote Michigan's economic interests in the global economy. (The MEDC does not report to an Executive Branch department or agency; rather, it reports directly to the Michigan Legislature.) The Michigan Finance Authority, an autonomous entity within the MDT, is one of 10 public finance authorities that issues loans to Michigan local units of government for various public purposes. The Authority's Local Government Loan Program provides loans for equipment purchases, building improvements, and public infrastructure needs (among other uses). The Michigan Works! Association, an NGO, is not housed within the MEDC but its mission is closely aligned and coordinated with the various Workplace Development Authority (WDA) workforce programs under the MEDC's Michigan Strategic Fund. The RHED Program, administered by the MSHDA, provides capacity-building and program grants to PNPs and public agencies supporting housing and community development in rural areas.

These programs, individually or in tandem, can help stabilize and enhance the economic posture of a Michigan community or region trying to recover from a major disaster or emergency.

State Regulation of Financial Institutions. How financial institutions choose to conduct their business can have a positive or negative impact on economic stability. State government has an ability to influence business practices within the financial sector. Public Act 276 of 1999 provides for the supervision and regulation of banking organizations by the State in a manner that oversees financial business practices, encourages institutions to conserve their assets, promotes competition, and attempts to maintain public confidence in the business. The MDIFS is the lead agency for monitoring Michigan banks, insurance companies, savings and loan associations, credit unions, and mortgage companies. The MDIFS has the mission of ensuring that financial institutions "are safe, sound, and entitled to the public trust." More specifically, the MDIFS is responsible for chartering, regulating, examining, and supervising financial institutions. The MDIFS also oversees troubled financial institutions and proactively conducts audits and business risk assessments. A Commissioner of Financial Institutions (appointed by the Governor with the consent of the Senate) within the MDIFS (per Public Act 161, 1988) is to promulgate rules carrying out the above administrative procedures (Public Act 306, 1969, Sections 24.201-24.328).

State Regulation of Insurance Companies. Insurance companies, together with mutual and pension funds, are one of the biggest institutional investors into the stock, bond and real estate markets and their possible impact on economic stability is expected to grow due to issues such as an aging society, widening income disparity and globalization. State government can influence how the insurance industry conducts its business and the impacts it might have on the State's economy. The

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

Insurance Code (Public Act 216, 1956) calls for a Commissioner of Insurance within the MDIFS to implement the Code, including the need to:

- Regulate the incorporation or formation of domestic insurance and surety companies
- Prescribe the conditions under which the companies and organizations may exercise their powers
- Facilitate the purchase of insurance at fair and reasonable rates
- Require security for losses occurred out of certain accidents
- Conduct assessments within insurance companies (Including an audit and assessment of risk-based capital requirements)
- Conserve, rehabilitate or liquidate an unsound or insolvent insurer
- Provide protection to policyholders, claimants and creditors of unsound or insolvent insurers
- Penalize violators of the Code

The functions conducted by the MDIFS and the Commissioner are essential in stabilizing Michigan's economy.

State Budget Adjustments. A significant or catastrophic incident is likely to cause impacts that will require a state budgetary response in order to respond adequately to the incident, stabilize the economy and promote / enhance economic recovery. Under the Michigan Constitution (1963), the State's budget must be a balanced budget so any mid-budget adjustments required to address revenue shortfalls and incident-related damage and impacts will have to be offset by corresponding cutbacks or shifts in other funded programs and priorities. In accordance with the Resource Support ESF, the budgetary adjustment process is coordinated for Executive Branch departments and agencies by the MDTMB. As required by incident-related circumstances and conditions, the MDTMB will work with the Michigan Legislature to introduce special appropriations requests to address incident-related increased costs for the State and/or affected local governments. These costs may include but are not limited to emergency contracting services or equipment / materials procurement, disaster relief program cost-sharing, overtime costs for personnel, and repairs / reconstruction of damaged facilities. In the aftermath of a non-federally declared incident, requests for funding assistance under the State's disaster and emergency contingency fund (1976 PA 390, as amended, MCL 30.419) may require special legislative appropriation in order to provide adequate funding to help stabilize local / regional economies.

Critical State Economic Functions and Services. There are a number of state functions and services that promote economic stability. For example, programs that attract and retain businesses, increase worker skills, promote diversity in the manufacturing sector, invest in the State's infrastructure, encourage urban area development, support entrepreneurial and small business growth, support private industry investments in new technologies, and reduce state-related business costs. The state budget and functions related to it also help promote economic stability. The state departments and agencies that are the primary coordinators and/or providers of these functions and services include but are not limited to the MDLARA, MEDC, MDEQ, MDOT, MDTMB / State Budget Office, and MDT. The economic functions performed by these departments and agencies are critical to the stabilization of Michigan's economy and the affected local / regional economies.

Public Payments. Federal and state funds distributed to Michigan residents and local units of government play a significant role in stabilizing Michigan's economy. Payments for unemployment compensation, social security, retirement, tax refunds, medical care, road maintenance, school operation, and low income housing are examples. In many cases the continued flow of these funds is necessary for residents (e.g., low income families, veterans, and the aged, unemployed and disabled) and/or local agencies to survive. Department / agency Continuity of Operations Plans (COOPs) identify these critical functions and put in place provisions to ensure their uninterrupted continuation

subsequent to a significant or catastrophic incident. The State's Executive Branch COOP effort is coordinated by the MDTMB and housed in a secure, web based environment.

Higher Education Funding. Funding to public colleges and universities (including community and junior colleges) promotes economic stability by 1) ensuring the State's workforce has the skills and talent to remain employed (and thus not be reliant on state aid), and 2) attracting companies to establish businesses within the state (thus increasing state revenue through taxes). In addition, as a major employer in Michigan public higher education accounts for many jobs within the state that contribute to the State's tax base and local economies. Michigan's public colleges and universities have also been instrumental in the creation of many small business spin-offs that have contributed significantly to new job creation.

Under the Michigan Constitution (1963), the Michigan Legislature appropriates funds to public supported colleges and universities. Uninterrupted continuation of this critical funding process is identified and addressed in the Michigan Continuity of Government Plan (MCOGP) – a support plan to the MEMP – and Legislative and individual institution COOP efforts. Together, these continuity planning activities will help to stabilize Michigan's economy subsequent to a significant or catastrophic incident by ensuring that continuation of public higher education funding is adequately addressed.

Post-Incident Energy Resource Stabilization. The State of Michigan (MDLARA/MPSC) has in place a number of measures which can aid in stabilizing the availability and use of energy resources subsequent to a significant or catastrophic incident which could result in an energy emergency. Since energy is so closely tied to economic stability and vitality, it is critically important to stabilize energy resources in order to stabilize the economy. As described in the Technological Disaster Procedures / Energy Emergencies, the MDLARA/MPSC maintains plans for responding to various types of energy emergencies and also has provisions in place for declaring a "State of Energy Emergency" to allow the Governor to take specific measures to conserve the use of energy resources. If necessary, the MDLARA/MPSC can implement these and other appropriate measures post-incident to help stabilize the economy and hasten economic recovery.

*Nongovernmental Resources.*

Relief Organizations. NGO resources help enhance local / regional economic stability because the financial assistance provided by NGOs to affected individuals and families is spent locally and materiel resources provided have often been purchased locally or regionally by the providing NGO. The NGOs that are likely to provide financial and/or materiel assistance during the recovery process include but are not limited to the ARC, Salvation Army and member organizations of the MIVOAD. A number of other NGOs (e.g., community- and/or faith-based, advocacy, vocational, etc.) may also provide assistance – particularly in the areas of housing and human services – which will aid in hastening economic recovery and stabilizing the economy. The MDHS and the SIAO from the MSP/EMHSD are responsible for coordinating human service recovery assistance activities in accordance with the Human Services ESF.

Private and Public Philanthropic Organizations. Private financial institutions and public and private foundations (based both inside and outside Michigan) may be able to provide financial recovery support assistance. Examples of Michigan-based organizations include the Kresge Foundation, Charles Steward Mott Foundation, W. K. Kellogg Foundation, and community foundations. Examples of nationally-based organizations include but are not limited to the Bank of America Charitable Foundation, JP Morgan Chase Foundation, CitiGroup Foundation, Ford Foundation, and Wells Fargo Foundation.

**Note:** Not all philanthropic organizations offer financial assistance for disaster recovery related purposes; many have pre-determined, targeted giving patterns for such activities as the arts, education, animals, medical research, etc.

The Council of Michigan Foundations is a nonprofit membership organization of grant makers that works to strengthen, promote and increase philanthropic activities in Michigan. The Council publishes a directory (available online at [www.michiganfoundations.org](http://www.michiganfoundations.org) and in hardcopy) of its membership, their individual giving requirements, and their historical giving patterns. This directory includes the various community foundations found in counties and municipalities around the state. These philanthropic organizations could potentially be tapped to provide financial assistance to aid in the economic recovery of affected Michigan jurisdictions – and especially to provide aid to individuals and families that have incident-related needs unmet by other programs or services. In accordance with the Human Services ESF and Resource Support ESF, this function is shared jointly by the MDHS and MSP/EMHSD, respectively

## SHORT-TERM ECONOMIC STABILIZATION TASKS AND EXECUTION

### MSP/EMHSD:

- **Activate the State Recovery Task Force (SRTF) to address economic stabilization and other recovery needs.** The SRTF will be integrated into the SEOC structure (if the SEOC is still activated) as described in the “State Recovery Task Force” section earlier in this plan.
- **Coordinate FEMA / State Preliminary Damage Assessment (to include the assessment of economic stabilization and recovery needs).** (Refer to the Information and Planning ESF.)
- **Prepare Governor’s request for Presidential emergency or major disaster declaration (to include economic stabilization and recovery needs).** (Refer to the Information and Planning ESF.)
- **Coordinate disaster debris clearance and management activities, as required (to aid economic recovery).** Debris must be cleared from roadways and from around critical public and private facilities in order for economic activities to resume and economic recovery to occur. (Refer to the Public Works and Engineering ESF.)
- **Monitor the provision of human services in Presidentially-declared disasters.** The funding provided to individuals and families under the Individual Assistance (IA) component of a Presidential major disaster declaration (i.e., primarily from the IHP) aids economic recovery in the declared area. Strong advocacy for the State’s interests by the SIAO (and the state IHP liaison from the MDHS) in the early program implementation stages is vitally important. (Refer to the Human Services ESF.)

### MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):

- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** Federal agricultural disaster assistance will help stabilize the agricultural component of affected local / regional economies as well as the State’s economy. (Refer to the Health and Environmental Protection ESF.)
- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** The funding provided to local governments through the PAGP, Category D (Water Control Facilities), under a Presidential major disaster declaration for drainage system damage can be substantial and greatly aids economic recovery in the declared area. As

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the State's primary subject matter experts for drainage systems, strong advocacy for the State's interests by MDARD staff in the early PAGP implementation stages is vitally important and can make a substantial difference in the amount of funding received for drainage system damage under the PAGP. (Historically, drainage system damage in Michigan has been difficult to properly assess without MDARD technical assistance. This is due in part to the nature, size, complexity and technical aspects of Michigan's artificial drainage system.) (Refer to the Public Works and Engineering ESF.)

- **Coordinate and provide guidance to food establishments on food safety and the resumption of business (to promote economic recovery).**

### **MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Monitor and investigate incidents of price gouging associated with a shortage.** (Refer to the Resource Support ESF.)

### **MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Implement and administer the Disaster Food Stamp Program.** Disaster food stamps are a vital component of economic recovery for low income individuals and households affected by an incident which results in a Presidential major disaster declaration. (Refer to the Human Services ESF.)
- **Provide liaison to the federal Individuals and Households Program.** The IHP is the primary individual assistance mechanism under a Presidential major disaster declaration, and the funding received by eligible individuals and families aids economic recovery in the declared area. Strong advocacy for the State's interests in the early program implementation stages is vitally important. (Refer to the Human Services ESF.)
- **Identify individuals and families requiring assistance under the State Emergency Relief Program.** (Refer to the Human Services ESF.)

### **MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Provide insurance information to disaster victims.** Private insurance proceeds are a vital component of economic recovery for individuals that incurred damage to their home, business or personal property. (Refer to the Human Services ESF.)
- **Implement appropriate economic stabilization measures.** (Refer to the Human Services ESF.)

### **MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Provide unemployment assistance to disaster victims (through the U. S. Department of Labor's Disaster Unemployment Assistance Program).** Disaster unemployment assistance is a vital component of economic recovery for individuals rendered unemployed by incident-related damage and/or conditions. A Presidential major disaster declaration is required to activate the program. (Refer to the Human Services ESF.)
- **Coordinate a State of Energy Emergency declaration (as required).** (Refer to the Technological Disaster Procedures / Energy Emergencies.)

- **Implement appropriate economic stabilization measures.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Maintain, repair, and restore the state highway / trunkline system.** (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair and restore state-owned rail lines.** (Refer to the Public Works and Engineering ESF.)
- **Provide funding for transportation system development and maintenance.** (Refer to the Public Works and Engineering ESF.)
- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and Hazard Mitigation Grant Program (HMGP).** Advocacy for the State's interests by MDOT engineering staff (e.g., ensuring all damage is accounted for, providing technical information about system elements, etc.) early in the assessment and program implementation stages can make a difference in the amount of funding received for highway system damage under the PAGP. (Refer to the Public Works and Engineering ESF.)
- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** Advocacy for the State's interests by MDOT engineering staff (e.g., ensuring all damage is accounted for, providing technical information about system elements, etc.) early in the assessment and program implementation stages can make a difference in the amount of funding received from the FHWA for highway system damage. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide immediate and long-term economic development and recovery assistance.** This also includes coordinating with the MEDC, which has resources that can supplement the MDT's various programs to aid in economic recovery. (Refer to the Resource Support ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide current information on damaged tourist destinations in Michigan.** The Michigan Travel and Tourism Office (part of the MEDC) can provide potential tourists with up-to-date information on damaged areas, facilities or attractions throughout the incident recovery period. This will help stabilize (and perhaps boost) the tourism elements of local / regional economies and therefore aid in economic recovery. (Refer to the Information and Planning ESF.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

**LONG-TERM ECONOMIC STABILIZATION TASKS AND EXECUTION**

**MSP/EMHSD:**

- **Activate the State Recovery Task Force (SRTF), if not already done during the short-term recovery phase.** (Refer to the “State Recovery Task Force” section earlier in this plan.)
- **Coordinate and administer federal and state disaster relief funds.** The MSP/EMHSD is empowered to receive, administer and apportion federal and state disaster relief funding. This includes federal Public Assistance (PA), Hazard Mitigation Assistance (HMA), and Individual Assistance (IA), as well as grants from the State’s disaster and emergency contingency fund provided under 1976 PA 390, as amended, MCL 30.419. Maximizing federal and state disaster relief funds contributes to economic stabilization in the incident-affected area. (Refer to the Direction and Control ESF.)
- **Coordinate disaster debris clearance and management activities, as required (to aid economic recovery).** The MSP/EMHSD can provide disaster debris management assistance to affected local jurisdictions if required to address the debris issue in a timely, efficient and cost-effective manner. State management assistance may be desirable in multi-jurisdictional, technically difficult and/or environmentally sensitive operations, or operations involving federal public assistance funding. (Refer to the Public Works and Engineering ESF.)
- **Monitor the provision of human services in Presidentially-declared disasters.** The funding provided to individuals and families under the Individual Assistance (IA) component of a Presidential major disaster declaration (i.e., primarily from the IHP) aids economic recovery in the declared area. Continued strong advocacy for the State’s interests by the SIAO (and the state IHP liaison from the MDHS) throughout program implementation and into the long-term recovery phase will help ensure that the maximum economic benefit for the State’s eligible disaster victims is achieved. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Prepare the Governor’s request for a USDA Agricultural Disaster Designation.** The federal relief assistance received under this type of declaration (granted for weather-related incidents that significantly damage or affect crops) can be instrumental in stabilizing the agricultural component of affected local / regional economies as well as the State’s economy. (Refer to the Information and Planning ESF.)
- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** The MDARD will monitor and coordinate this assistance throughout the recovery process to help stabilize the agricultural component of affected local / regional economies as well as the State’s economy. (Refer to the Health and Environmental Protection ESF.)
- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** The MDARD will continue to provide technical assistance and advocacy for drainage system damage throughout the PAGP implementation process to maximize the Category D (Water Control Facilities) funding received under a Presidential major disaster declaration involving PA. (Refer to the Public Works and Engineering ESF.)

- **Coordinate and provide guidance to food establishments on food safety and the resumption of business (to promote economic recovery).**

**MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Monitor and investigate incidents of price gouging associated with a shortage.** The MDAG will continue to monitor and investigate alleged price gouging for the duration of the recovery period in an effort to help stabilize the post-incident economy. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Implement and administer the Disaster Food Stamp Program.** (Refer to the Human Services ESF.)
- **Provide liaison to the federal Individuals and Households Program.** Depending on incident circumstances, active implementation of the IHP by FEMA may continue for several months. The MDHS will continue to provide liaison to FEMA, monitor IHP implementation and advocate for Michigan's interests for the duration of the incident recovery process. (Refer to the Human Services ESF.)
- **Identify individuals and families requiring assistance under the State Emergency Relief Program.** Depending on incident circumstances, implementation of assistance under the SER Program may continue for several months into the incident recovery period. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Provide insurance information to disaster victims.** The need to provide insurance information to disaster victims may continue for several months into the incident recovery period. (Refer to the Human Services ESF.)
- **Implement appropriate economic stabilization measures.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Provide unemployment assistance to disaster victims (through the U. S. Department of Labor's Disaster Unemployment Assistance Program).** (Refer to the Human Services ESF.)
- **Coordinate a State of Energy Emergency declaration (as required).** The Governor's State of Energy Emergency will remain in effect for the duration of the emergency or 90 days, whichever is shorter. The State of Energy Emergency may be extended upon approval of the Michigan Legislature, and it may be terminated by a majority vote of both houses of the Legislature. The MPSC will continue to monitor and stabilize the State's energy situation for as long as required during incident recovery. (Refer to the Technological Disaster Procedures / Energy Emergencies.)

- **Implement appropriate economic stabilization measures.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Maintain, repair, and restore the state highway / trunkline system.** (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair and restore state-owned rail lines.** (Refer to the Public Works and Engineering ESF.)
- **Provide funding for transportation system development and maintenance.** (Refer to the Public Works and Engineering ESF.)
- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and Hazard Mitigation Grant Program (HMGP).** MDOT technical assistance with PAGP projects may be required throughout the recovery period, from the development of initial PA project worksheets to the provision of engineering advice and expertise as projects are implemented. (Refer to the Public Works and Engineering ESF.)
- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** Continued advocacy for the State's interests by MDOT engineering staff throughout the recovery period will help ensure the State receives the maximum relief assistance possible for highway system damage under this program. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF TREASURY (MDT):**

- **Provide immediate and long-term economic development and recovery assistance.** The MDT will continue to provide assistance to affected entities throughout the recovery process to aid in economic recovery. (Refer to the Resource Support ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide current information on damaged tourist destinations in Michigan.** Depending on the severity of damage and impacts, this task may continue for many months into the incident recovery period. (Refer to the Information and Planning ESF.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

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## **INDIVIDUAL AND FAMILY SERVICES CONSIDERATIONS**



**Planning Assumptions Specific to Individual and Family Service Operations.** With regard to recovery of individuals and families, it is assumed:

- Michigan citizens affected by the incident will generally have, at best, basic provisions to be self-sufficient for no more than three days (72 hours). A good share of those affected will not even have this basic level of preparedness and will require immediate attention.

**Note:** This will result in considerable pressure on state and local government to provide for the basic life sustainment needs of its citizens, further reinforcing the need for timely implementation of appropriate response and recovery operations.

- In many cases, low and moderate income individuals and families will be uninsured or under-insured for disaster losses and will require assistance from governmental agencies and/or NGOs to sufficiently recover from the incident in a timely manner.
- Functional needs populations (e.g., the elderly, homebound individuals, persons with disabilities, severely impoverished individuals, etc.), which are especially vulnerable in catastrophic incidents, will be quickly identified and provided particular attention during the incident response and recovery phases.
- The ARC, a Congressionally-chartered NGO mandated to provide disaster relief assistance to persons and areas in need, will accommodate individuals with functional needs at all ARC operated facilities.

**Note:** Meeting basic needs of the affected population will likely include food, clothing, shelter, disaster mental health and basic health services. The ARC will meet its commitment to inclusiveness by assessing the needs of each client and addressing functional and/or access needs in general population shelters. ARC shelter workers will provide the needed services directly, whether coordinated with governmental or nongovernmental partners to offer the required assistance.

- NGOs involved in the relief and/or operational support effort (e.g., ARC, MIVOAD) will coordinate their actions through the affected local EOCs and the SEOC, or alternate facilities identified for each.

**Note:** Such coordination is necessary to ensure maximum efficiency and effectiveness of the relief / support effort.

- Resources (commodities) provided by the federal government, via the EMAC or other mutual-aid agreement, or through NGOs and/or the private sector to support incident response and recovery operations and/or the affected population will be managed in accordance with the provisions set forth in MSP/EMHSD Publication 107 – Michigan Disaster Logistics and Donations Management Plan – a support plan to the MEMP.

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- Donated goods and services to support incident response and recovery operations and/or the affected population will be managed in accordance with the provisions set forth in MSP/EMHSD Publication 107 – Michigan Disaster Logistics and Donations Management Plan – a support plan to the MEMP.
- Profound sadness, grief, and anger are normal reactions to an abnormal event and are to be expected in disaster victims. Acknowledging feelings helps disaster victims recover more effectively.
- In general, the elderly will be slower to recover (physically, psychologically and financially) from a catastrophic incident than will be younger victims because of increased health problems, fixed incomes and traditional under-utilization of disaster aid.
- Under a Presidential major disaster declaration, federal privacy laws will in most cases prohibit the disclosure of information about and the recovery needs of specific individuals that have registered for federal individual assistance programs. This will require that separate assessments be conducted by involved state and local agencies and NGOs providing relief to specific individuals.
- Under the framework of the SRTF, all participating agencies and NGOs providing recovery assistance to individuals and families will work cooperatively together and share information (where allowed by law) to maximize the effectiveness and appropriateness of recovery support operations and address identified unmet needs.
- Recovery efforts involving residents willingly evacuated from other states by the federal government (i.e., due to a catastrophic incident) should result in a federal major disaster or emergency declaration under the Stafford Act.

**Note:** Under the federal declaration, many of the initial (immediate recovery phase) costs to the State of Michigan associated with the evacuee assimilation process will be paid by the federal government under Stafford Act or other appropriate authorities. However, longer-term costs associated with the new residents will likely have to be borne by the affected local governments and/or steward state departments / agencies.

- Legal issues regarding individual citizenship will be encountered during recovery support operations.

**Note:** Illegal immigrants discovered during these operations will be appropriately dealt with following established local, state and federal laws and regulations.

- Reliable functional needs population estimates will be available from the affected local emergency management program jurisdiction (or steward state agency in the absence of locally available data) as a basic component part of the recovery planning effort.

**Note:** These estimates, if available locally, will be included in the recovery procedures found in local EOPs / EAGs or separate, stand-alone support plans.

- Functional needs population care givers and/or advocates will take reasonable steps to provide for the personal survival and sustenance needs of the persons under their care / stewardship for up to a 72-hour period after the incident occurs. However, like the general population, after this initial 72-hour period the vast majority of functional needs populations will also require government and/or NGO relief and recovery assistance.

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- Functional needs populations will receive considerable media attention during disasters and emergencies; therefore, recovery support activities related to functional needs populations will also receive considerable scrutiny as the incident progresses.
- Spontaneous volunteers will show up unannounced to “help people” in a disaster – especially early in the recovery period. Often these volunteers will generate considerable media attention and inquiries may be made by the media regarding how the volunteers will be used.

**Note:** While these volunteers present considerable potential benefits such as cost-effective assistance, experience and expertise, their lack of screening also presents considerable challenges (including potential legal liability) to the recovery operation. In most cases such individuals will be referred to the Michigan Volunteer Registry, Michigan Community Service Commission and/or established relief organizations for registration, screening and deployment upon need.

**Key Resources.** The following key resources (i.e., organizations, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level recovery support efforts related to the provision of individual and family services:

**Note:** Refer to the Housing Considerations section in this plan for additional resources (specific to housing) which may also be of benefit to individuals and families.

**Federal Resources.** Federal programs that may be able to provide recovery assistance to individuals and families include but are not limited to:

**Federal IHP.** If the initiating incident results in a Presidential major disaster declaration, the Individuals and Households Program (IHP) may be activated (upon state request and federal approval) to provide services and assistance to incident-impacted individuals. IHP assistance that is potentially pertinent to aid individuals and families in recovering may include but is not limited to:

- Temporary housing or rental payments
- Provisions for expedient home repairs to make damaged homes livable and keep them occupied
- Replacement of a destroyed home that is not covered by private insurance
- Essential utilities activation at the temporary housing (if applicable)
- Other basic housing needs as dictated by program regulations and incident circumstances

The Other Needs Assistance (ONA) component of the IHP provides for other necessary expenses and serious needs caused by the incident, including but not limited to:

- Costs of the repair or replacement of damaged or destroyed personal property such as food, clothing, furniture, appliances and other household necessities
- Costs of the repair and/or replacement of a vehicle that is no longer usable because of incident-related damage
- Costs of medical treatment or the purchase of medical equipment required because of incident-related physical injuries
- Costs of funeral services, burial or cremation and other funeral expenses related to a death caused by the incident
- Other incident-related costs such as generators, moving and storage expenses, etc.

Affected individuals and families do not apply for ONA but are referred for assistance based on their ability to secure a disaster loan from the SBA. If the SBA determines that an applicant cannot afford a loan, the SBA will automatically refer the applicant back to FEMA for ONA. Also, ONA applicants must have filed for insurance benefits and received a determination from the insurance provider that

their property is not covered by insurance or the insurance settlement is insufficient to meet disaster-related losses.

Federal IHP assistance is coordinated by the MDHS (which provides liaison to IHP administrators, and advocates for the State) and the SIAO from the MSP/EMHSD, in accordance with the Human Services ESF.

SBA Disaster Loan Program. The SBA can provide both direct and bank-participation low-interest disaster loans to qualified homeowners and renters for restoring or replacing disaster damaged real and personal property. The loan amount is limited to the amount of uninsured SBA verified losses. This loan program is activated when a Presidential major disaster declaration is issued, or (in cases where the damages are less extensive) when the SBA Administrator declares a "disaster loan area" (SBA administrative declaration) under the SBA's own statutory authority. The MSP/EMHSD is the primary state liaison agency to the SBA for activation of the Disaster Loan Program. The MSP/EMHSD will work with the Executive (Governor's) Office to request activation of the program when incident assessments indicate a potential need for the funding to address identified damage. Refer to MSP/EMHSD Publication 901 – Michigan Damage Assessment Handbook for more detailed information on the many varied provisions of the program.

Crisis Counseling Program. Under a Presidential major disaster declaration, funding may be available through the Crisis Counseling Assistance and Training Program (CCP) to assist individuals, families and communities in recovering from the effects of a disaster through the provision of community-based outreach and psycho-educational services. Supplemental funding for crisis counseling is available to State Mental Health Authorities through two grant mechanisms:

- The **Immediate Services Program (ISP)**, which provides funds for up to 60 days of services immediately following a major disaster declaration
- The **Regular Services Program (RSP)**, which provides funds for up to nine months following a major disaster declaration

**Note:** The federal Substance Abuse and Mental Health Services Administration (SAMHSA) works with FEMA through an interagency agreement to provide technical assistance, consultation, and training for state and local mental health personnel, grant administration and program oversight. FEMA maintains monitoring responsibility for the ISP, and FEMA has designated SAMHSA as the authority responsible for monitoring the RSP.

The MDCH, as Michigan's designated State Mental Health Authority, will work with the MSP/EMHSD in the application for and implementation of this program subsequent to a Presidential major disaster declaration if incident assessments reveal the need for supplemental crisis counseling assistance.

Disaster Unemployment Assistance. The federal Disaster Unemployment Assistance (DUA) Program provides unemployment benefits and re-employment services to individuals who have become unemployed because of a major disaster (and covered under a Presidential major disaster declaration). Benefits begin with the date the individual was unemployed due to the disaster and can extend up to 26 weeks after the declaration date. The MDLARA administers the DUA Program in Michigan.

USDA Agricultural Relief Programs. If the incident was weather-related and damaged or otherwise negatively impacted agricultural resources, the USDA has a wide range of aid programs for affected individuals and families and agricultural enterprises to address issues from debris clearance to crop loss to home and equipment repair. USDA recovery assistance is coordinated by the MDARD in accordance with the Health and Environmental Protection ESF.

Disaster Food Stamp Program. The Disaster Food Stamp Program (a USDA program that is non-agricultural in nature) can be implemented subsequent to a Presidential major disaster declaration to provide for the distribution of disaster food stamps to eligible low income households in the declared area to enable them to purchase adequate amounts of food. The Disaster Food Stamp Program is administered In Michigan by the MDHS in accordance with the Human Services ESF.

NFIP. Homeowners and business owners that incur flood damages and that have a flood insurance policy under the National Flood Insurance Program (NFIP) may be eligible for payments to assist in repairing or restoring their damaged property. (A Presidential major disaster declaration is not required to activate this assistance – only a qualifying flood event.) Flood insurance is a major form of recovery assistance for homeowners and business owners that live / operate in participating communities and that carry the insurance.

Legal Services. Free legal advice may be available to low-income individuals and families who require legal services as a result of a major disaster. This program is coordinated by FEMA and services are provided by the Young Lawyers Division of the American Bar Association. Assistance that participating lawyers provide includes but is not limited to:

- Assistance with insurance claims (e.g., life, medical, property, etc.)
- Counseling on landlord-tenant problems
- Assistance in consumer protection matters, remedies and procedures
- Replacement of wills and other important legal documents destroyed in the incident

This program is coordinated directly by FEMA through the IA case management process.

Special Tax Considerations. The Internal Revenue Service (IRS) allows certain casualty losses to be deducted on federal income tax returns for the year of the loss or through an immediate amendment to the previous year's return. The IRS can also expedite tax refunds to taxpayers in a federally declared disaster area. An expedited refund can provide a relatively quick source of cash to individuals and families in time of greatest need. This benefit is available to any taxpayer in a federally declared disaster area, and does not specifically require an IA declaration.

Federal Commodities. If the incident is of such magnitude and severity that recovery cannot be accomplished using existing governmental and NGO resources and private donations, federally-provided commodities may be required to meet the basic sustenance and life sustainment needs of affected individuals and families. This recovery strategy may be employed if any or all of the following circumstances are in place during the incident recovery period:

- Existing commodities required to sustain life are in such short supply that the health, safety and general well being of the affected population is significantly threatened
- The federal government is better situated (or possibly the only entity in position) to provide for the timely delivery and distribution of commodities identified to be in particular need by individuals and families in affected areas
- The State and/or affected local communities are unable to provide for identified recovery needs of affected individual and families (due to lack of financial resources or other reason) and those needs will go unmet unless the federal government intervenes
- Private sector disaster donations cannot meet the incident-created demand for needed commodities
- The State and/or affected local communities are in a position to manage the logistics operation without significantly (and negatively) impacting other response and/or recovery operations

Disaster logistics operations will be managed and implemented in accordance with MSP/EMHSD Publication 107 – Michigan Disaster Logistics and Donations Management Plan and/or counterpart logistics management plans of the affected local jurisdictions. In accordance with the Human Services ESF, the MSP/EMHSD is responsible for the implementation and management of the State's disaster logistics operation, with technical assistance provided by the SRTF and FEMA as required.

Other Federal Assistance Programs. The federal Catalog of Domestic Assistance (CFDA) web site at [www.cfda.gov](http://www.cfda.gov) provides information on other federal programs which may be accessed to provide additional recovery assistance to individuals and families. The following federal web sites also provide information on available funding programs for recovery:

- [disasterassistance.gov](http://disasterassistance.gov)
- [fema.gov/rebuild](http://fema.gov/rebuild)
- [fema.gov/assistance](http://fema.gov/assistance)
- [sba.gov/services/disaster assistance](http://sba.gov/services/disaster%20assistance)
- [fema.gov/government/recovery](http://fema.gov/government/recovery)

These sites can aid in identifying “non traditional” programs (outside the standard umbrella of assistance programs) that might be used during the long-term recovery process by governmental agencies, businesses, NGOs, and individuals and families.

*State Resources.* State resources that may be able to provide recovery assistance to individuals and families include but are not limited to:

State Emergency Relief (SER) Program. The MDHS administers the SER Program through its network of county offices. The SER Program provides immediate help to individuals and families facing conditions of extreme hardship or for emergencies that threaten health and safety. Through a combination of direct financial assistance and contracts with nonprofit organizations such as the Salvation Army and local Community Action Organizations, the SER Program helps low income households meet emergency needs such as heat and utilities, home repairs, relocation assistance, home ownership services, and burial services. The SER Program can be accessed in concert with other forms of assistance to meet the post-incident emergency recovery needs of individuals and families. Application for SER Program and other forms of MDHS assistance is made through MDHS county offices.

Emergency Grants for Veterans. The MDMVA administers the Michigan Veterans Trust Fund (MVTF) to provide grants (but not loans) for emergencies or hardships experienced by eligible wartime veterans, and their families, residing in Michigan. Although by law the MVTF cannot provide assistance for long-term problems or chronic financial difficulties, when an eligible applicant is unable to temporarily provide the basic necessities of life without causing a hardship, a situation for a possible MVTF grant exists. The assistance must be essential and not for the relief of an inconvenience, or the purchase of a want or desire. Application for an MVTF grant is made through the MVTF county committee serving the applicant's county of residence (list is available on the MDMVA web site). Although this assistance is not open to all disaster victims, it nonetheless provides a potential avenue of temporary assistance for eligible wartime veterans and their families to aid in recovering from incidents which cause them significant hardship.

MOSA / AAAs. The MOSA, through its network of AAAs, can assist in identifying senior program resources in various regions around the state which can be accessed to meet the post-incident recovery needs of seniors and senior households. This assistance can be mobilized via the MOSA EMC in the SEOC.

MDLARA. The Bureau of Services for Blind Persons provides services to blind or visually impaired individuals so that they can achieve employability and/or function independently. The Bureau can provide advice and assistance regarding the general recovery needs of blind / visually impaired individuals.

MDHS. Michigan Rehabilitation Services (MRS), within the MDHS, provides a wide array of assistance services to persons with disabilities to enable them to gain employment and function independently. The MRS also operates the Michigan Career and Technical Institute (MCTI) for eligible adults who have a physical, mental, or emotional disability. The MCTI provides vocational and technical training programs and supportive services to prepare persons with disabilities for gainful employment. MRS counselors are also available at the 25 Michigan Works! Service Centers located around the state. The MRS can provide advice and assistance regarding the general recovery needs of individuals with disabilities.

MDCR. The MDCR Division on Deaf and Hard of Hearing provides services to and advocates on behalf of deaf / hard of hearing individuals. The DDHH can provide advice and assistance regarding the general recovery needs of deaf / hard of hearing individuals.

Disaster Donations. If necessary and appropriate, the SRTF may proactively solicit donations of needed goods, services and materials to provide recovery assistance to individuals and families. This recovery strategy may be employed if any or all of the following circumstances are in place during the incident recovery period:

- The private sector is better situated to provide for the timely delivery and distribution of items and services identified to be in particular need by individuals and families in affected areas
- There is a clearly established desire on the part of the public and/or private companies to donate free of charge to and/or obligation by the State
- The State and/or affected local communities are unable to provide for identified recovery needs of affected individuals and families (due to lack of financial resources or other reason) and those needs can be met in a timely and cost-effective manner by private donations
- Federally-provided commodities to support the identified recovery needs of affected individuals and families are not available because a Presidential major disaster declaration has not been granted, the federal government is not in a position to deliver required commodities in a timely manner, and/or other mitigating reasons
- The State and/or affected local communities are in a position to manage the donations operation without significantly (and negatively) impacting other response and/or recovery operations

Disaster donations operations will be managed and implemented in accordance with MSP/EMHSD Publication 107 – Michigan Disaster Logistics and Donations Management Plan and/or counterpart donations management plans of the affected local jurisdictions. In accordance with the Human Services ESF, the MDHS is responsible for the implementation and management of the State's donations operation, with technical assistance provided by the MSP/EMHSD and SRTF as required.

Civil Rights Investigatory / Legal Services. The MDCR investigates complaints filed by individuals to determine whether unlawful discrimination has occurred. This service is available to individuals and families during the incident recovery period who feel they may have been the victim of discrimination with regard to housing, public accommodations, public service, education, employment in the provision of disaster assistance. The MDCR enforces two state laws:

- The Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended
- The Persons with Disabilities Civil Rights Act, PA 220 of 1976, as amended

**Note:** Because the Elliott-Larsen Civil Rights Act covers some of the same jurisdictions as Title VII of the U.S. Civil Rights Act of 1964 and the Age Discrimination and Employment Act, the MDCR is also authorized to investigate complaints under those two acts through an agreement with the U.S. Equal Employment Opportunity Commission (EEOC). The MDCR has a similar agreement with the U.S. Department of Housing and Urban Development (HUD) to accept HUD housing complaints under the Fair Housing Act, Title VIII, U.S. Civil Rights Act of 1968, as amended.

The MDCR has staff attorneys that serve as legal advisors to all enforcement units within the MDCR. Persons that feel they have been discriminated against in any of the areas protected by law can contact the MDCR for investigatory and legal assistance. In addition, if patterns of potential discrimination appear in the provision of recovery assistance, the MDCR EMC will be notified by the SRTF (or SEOC IC staff – if the SEOC is still operational) for appropriate follow up and resolution by MDCR investigatory and legal staff.

State Animal Response Team. Animal care support to individuals and families during the recovery period can be provided, as required, by the SART under the umbrella of the MEMP Animal Care Support Plan. Refer to that plan for more details.

Nongovernmental Resources. Michigan has numerous NGOs (e.g., advocacy, faith-based, vocational, community-based, etc.) which provide or coordinate the provision of assistance to individuals and families negatively impacted by an incident. Many of these organizations are locally-based and therefore are identified and coordinated through local EOPs. The NGO resources most likely to be tapped by the SRTF to address multi-jurisdictional incident recovery needs for individuals and families include but are not limited to:

MIVOAD. The MIVOAD is a nationally sanctioned coalition of private and church-based relief organizations dedicated to providing disaster relief assistance to individuals and communities in need. The MIVOAD serves as a clearinghouse for the myriad disaster relief and human service organizations that operate in Michigan and elsewhere across the country. The MIVOAD is governed by an Executive Board, elected by the membership. That Board provides the single point of contact for mobilizing all MIVOAD resources. The MIVOAD member organizations are experienced and skilled in all facets of disaster operations, and can perform a wide variety of functions. This includes the ability to identify, assess and provide for the basic recovery needs of individuals and families (e.g., housing, basic sustenance, temporary transportation, etc.). MIVOAD support assistance can be mobilized via the MIVOAD representative in the SEOC.

**Note:** the MIVOAD has the following member organizations: Lutheran Social Services of Michigan; Seventh Day Adventist / Adventist Community Services (ACS); United Methodist Committee on Relief (UMCOR); Salvation Army; Mennonite Disaster Services; American Red Cross (ARC); Michigan Crisis Response Association; ACCESS; International Aid; Southern Baptist Disaster Response; Church World Service; 2-1-1; Church of the Brethren; and Michigan React.

American Red Cross. While primarily focused on meeting the basic needs of the affected population, the ARC, through a mass care response will provide food, clothing, immediate short-term sheltering

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and individual client services (which include disaster health and mental health services). ARC support assistance can be mobilized via the ARC representative in the SEOC.

Salvation Army. The Salvation Army (a member organization of the MIVOAD) can provide limited recovery assistance to enable individuals and families to meet their basic sustenance needs, receive counseling and support, and begin to put their homes and lives back together as quickly as possible. Salvation Army support assistance can be mobilized via the MIVOAD representative in the SEOC.

Michigan 2-1-1, Inc. The Michigan Association of United Ways, an umbrella organization representing county / local United Ways in Michigan, operates the Michigan 2-1-1 health and human service information and referral system. Michigan 2-1-1 is the health and human service equivalent of the 9-1-1 system used for emergencies. Callers to Michigan 2-1-1 can receive information on and/or referrals to over 8,000 health and human service agencies with more than 35,000 public, nonprofit and faith-based health and human service programs. Michigan 2-1-1 is answered 24 hours per day / seven days per week / 365 days per year by regional and local 2-1-1 Call Centers staffed by professional information and referral specialists. Translation service is available for non-English speaking callers. Currently, Michigan 2-1-1 can be accessed by over 80% of Michigan's population – including much of southern Lower Michigan and the Upper Peninsula and parts of Central Michigan. Additional coverage areas are under development.

Michigan 2-1-1 can be a valuable health and human service information and referral tool for individuals and families during incident recovery, and will factor prominently in the SRTF's strategy for maximizing recovery information and assistance to individuals and families.

Community / Faith-Based Organizations. Local NGOs (e.g., Community Action Agencies, faith-based organizations, etc.) can often provide assistance to individuals and families in need during the incident recovery period. Normally, these NGOs will be included in the human service elements of local EOPs. They should be incorporated into the SRTF structure, as appropriate, to maximize the range of assistance options for affected individuals and families. The MDHS and the SIAO from the MSP/EMHSD are responsible for coordinating with these organizations for the purpose of recovery assistance, in accordance with the Human Services ESF.

Private and Public Philanthropic Organizations. Private financial institutions and public and private foundations (based both inside and outside Michigan) may be able to provide financial recovery support assistance to local community agencies and/or NGOs for distribution to needy individuals and families affected by a significant incident. Examples of Michigan-based organizations include the Kresge Foundation, Charles Steward Mott Foundation, W. K. Kellogg Foundation, and community foundations. Examples of nationally-based organizations include but are not limited to the Bank of America Charitable Foundation, JP Morgan Chase Foundation, CitiGroup Foundation, Ford Foundation, and Wells Fargo Foundation.

**Note:** Not all philanthropic organizations offer financial assistance for disaster recovery related purposes; many have pre-determined, targeted giving patterns for such activities as the arts, education, animals, medical research, etc.

The Council of Michigan Foundations is a nonprofit membership organization of grant makers that works to strengthen, promote and increase philanthropic activities in Michigan. The Council publishes a directory (available online at [www.michiganfoundations.org](http://www.michiganfoundations.org), and in hardcopy) of its membership, their individual giving requirements, and their historical giving patterns. This directory includes the various community foundations found in counties and municipalities around the state. These philanthropic organizations could potentially be tapped to provide financial assistance to aid in the economic recovery of affected Michigan jurisdictions – and especially to provide aid to individuals and

families that have incident-related needs unmet by other programs or services. In accordance with the Human Services ESF and Resource Support ESF, this function is shared jointly by the MDHS and MSP/EMHSD, respectively

**Sequence of Assistance Delivery.** Provision of disaster assistance to individuals and families follows a sequential order of accessing programs and resources, and this sequence is different for federally declared and non-declared incidents (see chart below). Adherence to the sequence of delivery allows governmental agencies and NGOs to work cooperatively together and minimizes the likelihood of duplication of benefits and effort. This not only maximizes limited resources and enhances coordination but also ensures that the recovery operation for individual and family services stays focused, on track and on time. In addition, it reduces the chances of legal action against the client because duplication of benefits is in many cases illegal and carries penalties of fines, imprisonment or both.

The sequences of delivery depicted on the next page will be followed (to the extent practicable) by the SRTF for federally declared and non-declared incidents, respectively.

**Case Management and Coordination.** Coordinated delivery of relief assistance to individuals and families will require the establishment of a case management system by the relief providing agencies and organizations under the SRTF umbrella. Although each participating agency / organization has its own case management system for the clients it serves, there is great possibility that individuals and families will “slip through the cracks” and miss assistance opportunities unless individual relief actions are adequately coordinated through a single case management system. In addition, duplication of benefits may occur (which is prohibited by federal law) if relief information is not shared and coordinated.

The National Voluntary Organizations Active in Disaster (NVOAD) “Long-Term Recovery Manual” advocates a case management system that allows for effective case management but still protects the confidentiality and privacy of involved individuals and families. The forms and support materials related to this case management system can be found in Attachment 2. This suggested case management system is provided for general guidance purposes only. Adaptation of the system and materials to incident specific conditions by the SRTF is appropriate and expected.

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**Sequences of Delivery for Recovery Assistance to Individuals and Families  
Federally Declared Incident and Non-Declared Incident**

<b>FEDERALLY DECLARED INCIDENT</b>	<b>NON-DECLARED INCIDENT</b>
<b>1. Local Government and NGOs</b> (e.g., food, shelter, clothing, medical, etc.) ▼	<b>1. Local Government and NGOs</b> (e.g., food, shelter, clothing, medical, etc.) ▼
<b>2. Personal / Family Insurance and Resources</b> (e.g., insurance, personal funds, family) ▼	<b>2. Personal / Family Insurance and Resources</b> (e.g., insurance, personal funds, family) ▼
<b>3. FEMA IHP – Housing Assistance</b> <ul style="list-style-type: none"> <li>• Temporary Housing (lodging, rental, mobile homes / trailers)</li> <li>• Expedient Repairs (repair damage not covered by insurance)</li> <li>• Replacement (replace home not covered by insurance)</li> <li>• Permanent Housing Construction (insular / remote areas)</li> </ul> ▼	<b>3. Local Community and Agency Resources</b> <ul style="list-style-type: none"> <li>• Faith-Based / Advocacy / Professional Organizations</li> <li>• Community Action Agencies / Food Pantries</li> <li>• Civic Clubs / Voluntary Service Organizations</li> <li>• MDHS County Office – State Emergency Relief Program</li> <li>• Mental Health and Medical Clinics</li> </ul> ▼
<b>4. SBA Disaster Loans</b> <ul style="list-style-type: none"> <li>• Homeowner (up to \$200,000)</li> <li>• Business Owner (up to \$500,000)</li> <li>• Personal Property (up to \$40,000)</li> </ul> (SBA loan denial; insufficient or denial of insurance settlement) ▼	<b>4. Long-term Recovery Assistance</b> (SRTF Coordinates; Offered by Various Agencies / NGOs) <ul style="list-style-type: none"> <li>• Needs Assessment / Case Management</li> <li>• Community Organizing</li> <li>• Spiritual / Emotional / Mental Health Care</li> <li>• Structural Rebuilding / Rehabilitation</li> <li>• Material and Financial Support (e.g., legal services, special tax considerations, unemployment assistance, donations)</li> </ul>
<b>5. FEMA ONA</b> <ul style="list-style-type: none"> <li>• Medical / Dental Expenses</li> <li>• Funeral / Burial Expenses</li> <li>• Personal Property (e.g., clothing, household items)</li> <li>• Transportation (repair / replacement of vehicle)</li> <li>• Other Expenses (e.g., generator, moving / storage expenses)</li> </ul> ▼	
<b>6. Long-term Recovery Assistance</b> (SRTF Coordinates; Offered by Various Agencies / NGOs) <ul style="list-style-type: none"> <li>• Needs Assessment / Case Management</li> <li>• Community Organizing</li> <li>• Spiritual / Emotional / Mental Health Care</li> <li>• Structural Rebuilding / Rehabilitation</li> <li>• Material and Financial Support (e.g., legal services, special tax considerations, unemployment assistance, donations)</li> </ul>	

Source: The chart above is a modified version of a model chart found in the National Voluntary Organizations Active in Disasters (NVOAD) “Long-Term Recovery Manual”

**SHORT-TERM INDIVIDUAL AND FAMILY SERVICES TASKS AND EXECUTION**

**MSP/EMHSD:**

- **Activate the State Recovery Task Force (SRTF) to address individual and family services and other recovery needs.** The SRTF will be integrated into the SEOC structure (if the SEOC is still activated) as described in the “State Recovery Task Force” section earlier in this plan.
- **Coordinate FEMA / State Preliminary Damage Assessment (to include the assessment of individual and family recovery needs).** (Refer to the Information and Planning ESF.)
- **Prepare Governor’s request for Presidential emergency or major disaster declaration (to include individual and family recovery needs).** (Refer to the Information and Planning ESF.)

- **Implement the Michigan Disaster Logistics Management Plan, as required.** (Refer to the Resource Support ESF.)
- **Provide technical assistance to the MDHS for disaster donations management, as required.** (Refer to the Resource Support ESF.)
- **Monitor the provision of human services in Presidentially-declared disasters.** The funding provided to individuals and families under the Individual Assistance (IA) component of a Presidential major disaster declaration (i.e., primarily from the IHP) aids economic, social and physical recovery in the declared area. Strong advocacy for the State's interests by the SIAO (and the state IHP liaison from the MDHS) in the early program implementation stages is vitally important. (Refer to the Human Services ESF.)
- **Provide technical assistance to the MDCH in the application for federal crisis counseling assistance.** (Refer to the Human Services ESF.)
- **Post recovery information on the State of Michigan web site and appropriate social media outlets.** (Refer to the Human Services ESF.)

#### **MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Assist with and coordinate animal care and animal health in shelters.** The MDARD will work with the State Animal Response Team (SART) and involved County Animal Response Teams (CARTs) and veterinary care providers to address identified care issues for animals belonging to individual and families. This may include (but is not limited to) the coordination of required vaccinations and licensing, temporary sheltering and care of animals, and the development and/or dissemination of information materials for owners regarding state and local animal laws and regulations. (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)
- **Assist in food procurement, safety and sanitation, and the identification and establishment of warehousing and feeding facilities.** (Refer to the Human Services ESF.)
- **Coordinate with the USDA and other appropriate departments / agencies in the assessment of damage and impact to agricultural resources and enterprises.** This MDARD service will benefit individuals and families that own, operate or are otherwise dependent on agriculture or agricultural-related enterprises for their livelihood. These assessments must be completed very early in the incident recovery period. (Refer to the Health and Environmental Protection ESF and Information and Planning ESF.)
- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** The federal government offers a wide array of agricultural disaster assistance programs through the USDA and its various operating agencies, and other federal agencies. The MDARD coordinates this assistance on behalf of the State of Michigan to help stabilize the agricultural component of affected local / regional economies and the State's economy, and to provide relief to individuals and families whose livelihood is provided by and/or dependent on agriculture. This process must start early in the incident recovery period. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** (Refer to the Human Services ESF.)
- **Monitor and advocate for the recovery needs of individuals with disabilities.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Coordinate a mental health needs assessment.** The needs assessment process will start during the incident response period and carry over into the early phases of the incident recovery period as initial assessments are revised based on progressing incident conditions and circumstances. (Refer to the Health and Environmental Protection ESF.)
- **Coordinate crisis counseling services with Community Mental Health Services Programs.** CMHSPs normally provide crisis counseling services for disaster victims and emergency response personnel. The MDCH will also work early in the recovery period with the MSP/EMHSD, as required, in the application for and implementation of the federal Crisis Counseling Assistance and Training Program (CCP) subsequent to a Presidential major disaster declaration. (Refer to the Health and Environmental Protection ESF.)
- **Identify volunteer opportunities for emergent volunteers.** (Refer to the Resource Support ESF.)
- **Coordinate the allocation of medications essential to public health.** (Refer to the Health and Environmental Protection ESF.)
- **Issue health advisories and protective action guides to the public.** (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.** This needs assessment process will start during the incident response period and carry over into the early phases of the incident recovery period as initial assessments are revised based on progressing incident conditions and circumstances. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Coordinate an individual assistance needs assessment.** This needs assessment process will start during the incident response period and carry over into the early phases of the incident recovery period as initial assessments are revised based on progressing incident conditions and circumstances. (Refer to the Human Services ESF.)
- **Coordinate and monitor the provision of human services to disaster victims.** (Refer to the Human Services ESF.)

- **Identify individuals and families requiring assistance under the State Emergency Relief Program.** (Refer to the Human Services ESF.)
- **Identify individuals / families in need of crisis counseling assistance.** (Refer to the Human Services ESF.)
- **Coordinate with the American Red Cross to assist in family reunification.** (Refer to the Human Services ESF.)

**Note:** The ARC "Safe and Well" web site, a tool that enables individuals to communicate from inside a disaster-affected area to family or other loved ones outside the area, will serve as the primary family reunification system. Individuals can register themselves as "safe and well" through the internet or at any ARC shelter or facility, and concerned family members / loved ones can search for messaged posted by those who register.

- **Implement and administer the Disaster Food Stamp Program.** (Refer to the Human Services ESF.)
- **Implement the Michigan Disaster Donations Management Plan, as required.** Depending on identified recovery needs, the SRTF may proactively solicit donations of needed goods, services and materials to provide recovery assistance to individuals and families. These resources may also be donated absent SRTF solicitation (i.e., as unsolicited donations). Disaster donations operations will be managed and implemented in accordance with the Michigan Disaster Logistics and Donations Management Plan (MSP/EMHSD Publication 107) and/or counterpart donations management plans of the affected local jurisdictions. The MDHS is responsible for the implementation and management of the State's donations operation, with technical assistance provided by the MSP/EMHSD and SRTF as required. The donations operation will be implemented as early as possible in the recovery period. (Refer to the Human Services ESF.)
- **Identify volunteer opportunities for emergent volunteers.** (Refer to the Resource Support ESF.)
- **Provide vocational rehabilitation services.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Provide insurance information to disaster victims.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Provide licensing information to disaster victims.** The MDLARA can provide licensing information to individuals and families to aid the recovery effort. Some of this information may be made available via the MDLARA web site (at the department's discretion); other information may need to be requested directly from the appropriate MDLARA office. (Refer to the Human Services ESF.)
- **Provide unemployment assistance to disaster victims (through the U. S. Department of Labor's Disaster Unemployment Assistance Program).** (Refer to the Human Services ESF.)
- **Provide rehabilitation services for the blind.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Identify potentially eligible applicants for emergency grants for veterans.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF STATE (MDOS):**

- **Provide branch office facilities for use as Disaster Recovery Centers.** If FEMA and State staff elect to use DRCs as a means of conveying essential recovery information to affected individuals and families subsequent to a Presidential major disaster declaration, then appropriate Secretary of State branch office facilities in the declared area may be made available for possible use as DRCs during the early recovery period. This would only be done if suitable alternate facilities in the affected area are not available and normal Secretary of State functions at the branch office could continue unencumbered. (Refer to the Resource Support ESF.)

**MICHIGAN STATE POLICE (MSP):**

- **Provide critical incident aftermath services for disaster responders.** (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Through the Office of the State Employer, provide post-incident counseling assistance to affected state employees.** (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide job training assistance to disaster victims.** (Refer to the Human Services ESF.)
- **Provide housing assistance to low / moderate income disaster victims.** (Refer to the Human Services ESF and the “Housing Considerations” section of this plan.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

**AMERICAN RED CROSS (ARC):**

- **Establish and operate mass care shelters and feeding facilities for disaster victims.**
- **Provide mass care guidance to the MDHS, support departments / agencies and NGOs.**
- **Support the management and coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items.**
- **Support reunification efforts.** This will be done through the ARC “Safe and Well” web site and in coordination with the MDHS, other support departments / agencies and NGOs.
- **Provide emergency relief supplies to those in need.** As required, the ARC can mobilize stockpiles of essential emergency relief supplies (e.g., cots, blankets, food and beverages, clean-

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up kits, personal comfort kits, etc.) from ARC chapters throughout the state as well as Disaster Field Supply Centers located around the country, for distribution to those in need.

- **Provide trained disaster services personnel.** The ARC can provide trained personnel from its Disaster Services Human Resources (DSHR) system in Michigan to staff mass care operations, drawing upon trained personnel from other chapters and units throughout the United States if warranted.

### **MICHIGAN VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS (MIVOAD), MICHIGAN CITIZEN CORPS, AND OTHER NONGOVERNMENTAL RELIEF ORGANIZATIONS (WORKING WITH THE ARC):**

- **Provide supplemental support to individuals and families.** As required and within available resources, the ARC, MIVOAD, and other applicable NGOs will coordinate with the appropriate steward state departments / agencies (e.g., MSP/EMHSD, MDHS, MDCH, MOSA, etc.) and affected local jurisdictions, under the framework of the SRTF, in the provision of supplemental support to individuals and families during the initial stages of incident recovery. Assistance may include but is not limited to:
  - Basic sustenance (i.e., food, water, baby formula)
  - Basic counseling (crisis / spiritual)
  - Essential furnishings (e.g., beds, dining table and chairs, baby cribs, etc.)
  - Bedding (e.g., mattresses, sheets, pillows, etc.)
  - Repair assistance (i.e., cleanup / repair of temporary housing units; cleanup / repair of damaged primary residences to make them habitable)
  - Transportation assistance (i.e., for essential purposes such as medical appointments, employment)
  - Child care assistance (i.e., for essential purposes such as medical appointments, employment)
  - Essential medical equipment (e.g., wheel chairs, walkers, canes, etc.)

ARC, MIVOAD and other NGO assistance will be coordinated through the SEOC and local EOCs (if still activated). If those facilities are not still activated, coordination will occur through direct contact with the designated EMC for the steward agencies and affected jurisdictions. Appropriate entries will be made in the MI CIMS to ensure a permanent record is maintained of the coordination that occurred and the assistance that was rendered. ARC, MIVOAD and other NGO assistance will not be provided indefinitely, but rather until established governmental assistance programs take effect and/or individuals and families become acceptably self-sufficient.

### **LONG-TERM INDIVIDUAL AND FAMILY SERVICES TASKS AND EXECUTION**

#### **MSP/EMHSD:**

- **Activate the State Recovery Task Force (SRTF), if not already done during the short-term recovery phase.** (Refer to the “State Recovery Task Force” section earlier in this plan.)
- **Implement the Michigan Disaster Logistics Management Plan, as required.** Management and closeout of the logistics operation would be expected to continue into the later stages of the recovery period. (Refer to the Resource Support ESF.)

- **Provide technical assistance to the MDHS for disaster donations management, as required.** Management and closeout of the donations operation would be expected to continue into the later stages of the recovery period. (Refer to the Resource Support ESF.)
- **Monitor the provision of human services in Presidentially-declared disasters.** The funding provided to individuals and families under the Individual Assistance (IA) component of a Presidential major disaster declaration (i.e., primarily from the IHP) aids economic, social and physical recovery in the declared area. The SIAO and state IHP liaison from the MDHS are expected to advocate for the State's interests throughout the recovery period. This advocacy role will take place initially in the JFO, and after that facility closes from the normal work offices of the SIAO and MDHS IHF liaison. (Refer to the Human Services ESF.)
- **Monitor the provision of crisis counseling assistance.** (Refer to the Human Services ESF.)
- **Post recovery information on the State of Michigan web site and appropriate social media outlets.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Assist with and coordinate animal care and animal health in shelters.** (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)
- **Assist in food procurement, safety and sanitation, and the identification and establishment of warehousing and feeding facilities.** (Refer to the Human Services ESF.)
- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** The MDARD will coordinate the provision of federal agricultural disaster assistance to eligible farmers (and other individuals and families whose livelihood is provided by and/or dependent on agriculture) as part of the long-term incident recovery. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF CIVIL RIGHTS (MDCR):**

- **Ensure equal access to disaster-related services.** (Refer to the Human Services ESF.)
- **Monitor and advocate for the recovery needs of individuals with disabilities.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Identify volunteer opportunities for emergent volunteers.** (Refer to the Resource Support ESF.)
- **Coordinate the allocation of medications essential to public health.** (Refer to the Health and Environmental Protection ESF.)
- **Issue health advisories and protective action guides to the public.** (Refer to the Health and Environmental Protection ESF.)

- **Coordinate crisis counseling services with Community Mental Health Services Programs.** The MDCH will work with the MSP/EMHSD and CMHSPs to implement the federal Crisis Counseling Assistance and Training Program (CCP), as applicable, and monitor the provision of crisis counseling / mental health services to individuals and families in need. If the CCP is not available or implemented, the MDCH will work with CMHSPs to provide crisis counseling / mental health services to individuals and families in need using whatever resources are available to fund such services. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate and monitor the provision of assistance to, elderly disaster victims.** Area Agencies on Aging will continue to monitor the provision of relief assistance to elderly disaster victims to ensure they are able to adequately recover from the incident. Depending on incident conditions, this activity may continue well into the long-term recovery period. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Coordinate and monitor the provision of human services to disaster victims.** (Refer to the Human Services ESF.)
- **Identify individuals and families requiring assistance under the State Emergency Relief Program.** (Refer to the Human Services ESF.)
- **Identify individuals / families in need of crisis counseling assistance.** (Refer to the Human Services ESF.)
- **Coordinate with the American Red Cross to assist in family reunification.** (Refer to the Human Services ESF.)

**Note:** The ARC "Safe and Well" web site, a tool that enables individuals to communicate from inside a disaster-affected area to family or other loved ones outside the area, will serve as the primary family reunification system. Individuals can register themselves as "safe and well" through the internet or at any ARC shelter or facility, and concerned family members / loved ones can search for messages posted by those who register.

- **Implement and administer the Disaster Food Stamp Program.** (Refer to the Human Services ESF.)
- **Implement the Michigan Disaster Donations Management Plan, as required.** The donations operation will be implemented as early as possible in the recovery period; however, depending on incident circumstances, it may continue well into the long-term recovery period. (Refer to the Human Services ESF.)
- **Identify volunteer opportunities for emergent volunteers.** Although this need will normally occur early in the recovery when interest in the incident is greatest, it is possible that emergent volunteer activity may continue well into the long-term recovery period. (Refer to the Resource Support ESF.)
- **Provide vocational rehabilitation services.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Provide insurance information to disaster victims.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Provide licensing information to disaster victims.** (Refer to the Human Services ESF.)
- **Provide unemployment assistance to disaster victims (through the U. S. Department of Labor’s Disaster Unemployment Assistance Program).** (Refer to the Human Services ESF.)
- **Provide rehabilitation services for the blind.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Identify potentially eligible applicants for emergency grants for veterans.** (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF STATE (MDOS):**

- **Provide branch office facilities for use as Disaster Recovery Centers.** Although DRCs are normally used early in the recovery process, it is possible that some locations may have to stay open for a longer period of time to accommodate the long-term recovery needs of the affected area. Secretary of State branch office facilities used as DRCs will remain open for as long as is required for incident recovery purposes, unless doing so would interfere with normal Secretary of State branch office functions. In those cases, alternate DRC locations will be established by FEMA and the MSP/EMHSD. (Refer to the Resource Support ESF.)

**MICHIGAN STATE POLICE (MSP):**

- **Provide critical incident aftermath services for disaster responders.** Depending on responder needs and incident circumstances, these services may continue for an extended period of time – perhaps well into the long-term recovery period. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Through the Office of the State Employer, provide post-incident counseling assistance to affected state employees.** Depending on employee needs and incident circumstances, these services may continue for an extended period of time – perhaps well into the long-term recovery period. (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide job training assistance to disaster victims.** (Refer to the Human Services ESF.)
- **Provide housing assistance to low / moderate income disaster victims.** (Refer to the Human Services ESF and the “Housing Considerations” section of this plan.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

**AMERICAN RED CROSS (ARC):**

- **Support the management and coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items.**
- **Support reunification efforts.** This will be done through the ARC “Safe and Well” web site and in coordination with the MDHS, other support departments / agencies and NGOs.
- **Provide emergency relief supplies to those in need.** As required, the ARC can mobilize stockpiles of essential emergency relief supplies (e.g., cots, blankets, food and beverages, clean-up kits, personal comfort kits, etc.) from ARC chapters throughout the state as well as Disaster Field Supply Centers located around the country, for distribution to those in need.
- **Provide trained disaster services personnel.** The ARC can provide trained personnel from its Disaster Services Human Resources (DSHR) system in Michigan to staff mass care operations, drawing upon trained personnel from other chapters and units throughout the United States if warranted.

**MICHIGAN VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTERS (MIVOAD), MICHIGAN CITIZEN CORPS, AND OTHER NONGOVERNMENTAL RELIEF ORGANIZATIONS (WORKING WITH THE ARC):**

- **Provide supplemental support to individuals and families.** As required and within available resources, the ARC, MIVOAD, and other applicable NGOs will coordinate with the appropriate steward state departments / agencies (e.g., MSP/EMHSD, MDHS, MDCH, MOSA, etc.) and affected local jurisdictions, under the framework of the SRTF, in the provision of supplemental support to individuals and families during the long-term incident recovery period. Assistance may include but is not limited to:
  - Basic sustenance (i.e., food, water, baby formula)
  - Basic counseling (crisis / spiritual)
  - Essential furnishings (e.g., beds, dining table and chairs, baby cribs, etc.)
  - Bedding (e.g., mattresses, sheets, pillows, etc.)
  - Repair assistance (i.e., cleanup / repair of temporary housing units; cleanup / repair of damaged primary residences to make them habitable)
  - Transportation assistance (i.e., for essential purposes such as medical appointments, employment)
  - Child care assistance (i.e., for essential purposes such as medical appointments, employment)
  - Essential medical equipment (e.g., wheel chairs, walkers, canes, etc.)

ARC, MIVOAD and other NGO assistance will be coordinated through the SEOC and local EOCs (if still activated). If those facilities are not still activated, coordination will occur through direct contact with the designated EMC for the steward agencies and affected jurisdictions. Appropriate entries will be made in the MI CIMS to ensure a permanent record is maintained of the coordination that occurred and the assistance that was rendered. ARC, MIVOAD and other NGO assistance will not be provided indefinitely, but rather until established governmental assistance programs take effect and/or individuals and families become acceptably self-sufficient.

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## **ESSENTIAL GOVERNMENTAL SERVICES CONSIDERATIONS**



**Planning Assumptions Specific to Essential Governmental Services Operations.** With regard to essential governmental services recovery, it is assumed:

- State support to local governments for the continuation of essential governmental services may include, as appropriate, the provision of technical assistance, funding assistance, materials / supplies, supplemental personnel, use of facilities and/or equipment, direct service delivery, or any combination of these elements.
- Each state department will have in place a current Continuity of Operations Plan (COOP) – developed in accordance with the framework and standards set forth by the MDTMB and consistent with federal Continuity Guidance Circular 1 and the Michigan Continuity of Government Plan (MCOGP) – which will improve the department’s capabilities to continue essential program functions and to preserve essential facilities, equipment and records across a broad range of potential emergencies. (This includes adequate devolution of operations provisions which allow for transfer of authority for an essential function or service from the primary operating staff to another agency’s or organization’s staff and facilities to sustain the function / service for an extended period of time.)
- The MCOGP will provide an adequate framework for the preservation and continuation of Constitutional and legal governance in Michigan and will be fully embraced and followed by the Executive, Judicial and Legislative Branches in time of catastrophe.
- Each county and municipal emergency management program jurisdiction in Michigan will have in place a current COG Plan – counterpart to and consistent with the MCOGP and federal CGC 1 – which will provide for the continuation of Constitutional and legal governance within the jurisdiction in time of catastrophe.
- Each local government agency will have in place a current COOP – consistent with the jurisdiction’s COG Plan and federal CGC 1 – which will improve the agency’s capabilities to continue essential functions and preserve essential assets in time of emergency or catastrophe. (This includes adequate devolution of operations provisions which allow for transfer of authority for an essential function or service from the primary operating staff to another agency’s or organization’s staff and facilities to sustain the function / service for an extended period of time.)
- The Michigan Mass Fatality Management Plan and counterpart local and regional mass fatality management plans will provide an adequate statewide framework for addressing human mass fatality management operations subsequent to a major fatality-producing disaster.

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

- The Michigan Disaster Debris Management Plan and counterpart local disaster debris management plans developed by county and municipal emergency management program jurisdictions will provide an adequate statewide framework for addressing disaster debris management operations subsequent to a major debris-generating disaster.
- The Michigan Disaster Logistics and Donations Management Plan and counterpart local disaster logistics and donations management plans developed by county and municipal emergency management program jurisdictions will provide an adequate statewide framework for addressing disaster logistics and donations management operations subsequent to a major disaster or catastrophic incident in which supplemental disaster commodities are required to support recovery and provide for the life sustainment needs of the affected population.
- State technical and/or management support (onsite) of disaster debris, logistics and mass fatality operations will likely be required subsequent to large scale and/or severe incidents that stretch the capabilities of affected local jurisdictions. These commitments may range in duration from several days to several weeks, depending on local capabilities and recovery conditions.
- State and local institutions (i.e., correctional, mental health, medical, juvenile justice, extended care, etc.) will have in place current and adequate site-specific contingency plans to address a broad range of potential emergencies. These plans will include recovery provisions to ensure that the essential services and functions provided by the institution can continue uninterrupted or at a reduced but still adequate level to protect safety, security, health and property.
- Subsequent to particularly catastrophic incidents, it is possible (though not probable) that select state departments and agencies may be required to provide substantial onsite service and/or management support of essential local governmental services (that protect public health, safety and property) if such services become temporarily disabled due to incident related conditions or circumstances. These situations may require a State resource commitment ranging from several days to several weeks in duration during the incident recovery phase.
- Private and quasi-public entities that provide essential services (e.g., critical communications and information technology systems, emergency medical services, garbage removal, landfills, etc.) will have in place current and adequate contingency plans to address a broad range of potential emergencies. These plans will include recovery provisions to ensure that the essential services can continue uninterrupted or at a reduced but still adequate level to protect safety, health and property.
- Many costs related to restoring essential governmental services to normal operational levels during incident recovery will be eligible for federal reimbursement under the Public Assistance Grant Program (PAGP) – if the incident results in a Presidential declaration under the Stafford Act which includes PA.

**Key Resources.** The following key resources (i.e., organizations, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level recovery support efforts related to the provision of essential governmental services:

*Federal Resources.* Federal programs that may be able to provide recovery assistance to support the provision of essential governmental services include but are not limited to:

Direct Federal Assistance. Under a Presidential major disaster or emergency declaration, direct federal assistance (i.e., technical, materiel, personnel, funding) may be available under certain circumstances to supplement state, tribal and local government efforts to save lives, protect property and the environment, and ensure the continuation of essential services. Normally this assistance is limited to those situations where state, tribal, and local government resources have been exhausted and capabilities have clearly been exceeded. Direct federal assistance is coordinated by FEMA and accomplished via mission assignment from FEMA to the federal agency or agencies (under one or more federal ESF and/or Recovery Support Function [RSF]) designated for such assistance in the National Response Framework (NRF) and/or National Disaster Recovery Framework (NDRF). Direct federal assistance requests are coordinated at the state level by and through the MSP/EMHSD.

**Direct Federal Support for Essential Governmental Service Functions**

Essential Governmental Service Potentially Involved Federal Support Element*	Continuity of Government	Debris Management	Logistics Management	Police, Fire, EMS	Public Works Services	Correctional Services	Mental Health Services	Communications / Information Technology	Disease Control	Food Safety	Mass Fatality Management	Justice Systems	Animal Care / Control Services
<b>NRF Elements:</b>													
ESF 1: Transportation		●			●								
ESF 2: Communications								●					
ESF 3: Public Works / Engineering		●			●								
ESF 4: Firefighting				●									
ESF 5: Information and Planning	●												
ESF 6: Mass Care, Emergency Assistance, Temporary Housing and Human Services	●		●				●						
ESF 7: Logistics	●		●										●
ESF 8: Public Health and Medical Services				●	●	●	●		●	●	●		
ESF 9: Search and Rescue				●									
ESF 10: Oil and Hazardous Materials Response		●											
ESF 11: Agriculture and Natural Resources						●			●	●			●
ESF 12: Energy	●				●								
ESF 13: Public Safety and Security	●			●		●						●	
ESF 14: Long-term Community Recovery (transitioned to NDRF)	●				●								
ESF 15: External Affairs	●												
<b>NDRF Elements:</b>													
Planning / Capacity Bldg RSF	●			●	●	●						●	
Economic RSF	●				●								
Health, Social, Community Ser RSF	●				●	●	●		●	●	●	●	●
Housing RSF	●	●			●								
Infrastructure Systems RSF	●	●	●	●	●	●	●	●	●	●	●	●	●
Natural / Cultural Resources RSF	●	●			●								

\*ESF = Emergency Support Function under the NRF; RSF = Recovery Support Function under the National Disaster Recovery Framework (NDRF).

**Note:** Actual incident conditions and circumstances will determine the types of direct federal assistance required to support the provision of essential governmental services to protect public health and safety, property and the environment. The SRTF will work with and through the MSP/EMHSD and FEMA to identify and arrange for the necessary assistance under the umbrella of the federal Stafford Act declaration.

FEMA Public Assistance Grant Program. This program may be utilized to fund repairs and activities that allow for the continuation of essential governmental services during the incident recovery period. The PAGP under the Stafford Act provides supplemental grant assistance for the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private non-profit (PNP) organizations. The federal share of assistance under the PAGP is not less than 75% and in extreme cases may be increased above 75%. (Note: The 25% non-federal cost share is the responsibility of each responding state agency or local jurisdiction unless the Michigan Legislature approves a special appropriation to assist with cost share.) The MSP/EMHSD, as the steward state agency for the PAGP in Michigan and recipient of the federal grant funds, administers all subgrants provided to eligible applicants in accordance with the provisions set forth in the “State of Michigan Administrative Plan for the Public Assistance Grant Program.”

Eligible applicants for the PAGP include states, local governments, Indian tribes and certain PNP organizations. Eligible PNP facilities must be open to the public and perform essential services of a governmental nature. Eligible PNP facilities generally include the following:

- Medical facilities such as hospitals, outpatient and rehabilitation facilities
- Custodial care facilities that provide institutional care for persons who require close supervision and some physical constraints in their daily activities
- Educational facilities such as primary and secondary schools, colleges and universities
- Emergency facilities such as fire departments, rescue squads and ambulance services
- Utilities such as water, sewer and electrical power systems
- Museums, zoos, community centers, libraries, homeless shelters, senior citizen centers, shelter workshops and facilities which provide health and safety services of a governmental nature

To be eligible, all work must be required as the result of the disaster, be located within the designated disaster area, and be the legal responsibility of an eligible applicant. Work that is eligible for supplemental federal grant assistance is classified as either emergency work or permanent work. Either category of work may potentially be used to fund activities aimed at continuing essential governmental services during incident recovery (i.e., facilities may need repair to allow for the provision of services; certain essential governmental services aimed at protecting the public and/or property may be eligible for funding):

#### Emergency Work

- **Category A:** Debris removal from public roads and rights-of-way, as well as from private property when determined to be in the public interest.

**Note:** Effective October 1, 2012, the PAGP now funds debris removal on Federal Aid System (FAS) highways, in addition to funding repair and restoration activities on non-FAS highway infrastructure (see Category C below).

- **Category B:** Emergency protective measures performed to eliminate or reduce immediate threats to the public or to property, including search and rescue, warning of hazards, and demolition of unsafe structures.

#### Permanent Work

Work to restore an eligible damaged facility to its pre-disaster design. The work may range from minor repairs to replacement. (Bringing facilities back online may enable the provision of certain types of essential governmental services during incident recovery.) Categories of permanent work include:

- **Category C:** Roads, streets, bridges and normal right-of-way elements such as culverts, curbs, gutters, shoulders, ditches, lighting and signs.

**Note:** Permanent repair of Federal Aid System (FAS) roads is not eligible under the PAGP. Permanent repair of FAS roads is funded by the Federal Highway Administration (FHWA) Emergency Relief Program (see separate description below). However, the PAGP will fund repair and restoration activities on non-FAS roads.

- **Category D:** Water control facilities (e.g., dikes, levees, irrigation works, drainage channels, pumping facilities). Note: Permanent repair of flood control works is the responsibility of the U.S. Army Corps of Engineers (USACE) and the Natural Resource Conservation Service (NRCS).
- **Category E:** Public buildings and related contents and equipment, including public mass transportation systems.
- **Category F:** Public utilities (e.g., water treatment and delivery systems, power generation facilities and distribution lines, sewage collection and treatment facilities).
- **Category G:** Public parks, recreational facilities, and facilities such as playgrounds, swimming pools, cemeteries, and improved / maintained beaches.

Other Federal Infrastructure Repair / Restoration Programs. Many of the federal funding programs referenced in the “Critical Infrastructure Restoration” section of this plan are also applicable to the restoration of essential governmental services because associated critical infrastructure / facilities must often be restored before essential governmental services can be provided.

*State Resources.* State programs that may be able to provide recovery assistance to support the provision of essential governmental services include but are not limited to:

State Disaster and Emergency Contingency Fund. Under Section 19 of 1976 PA 390, as amended, MCL 30.419, funding may be available under the State Disaster and Emergency Contingency Fund to provide state assistance to eligible counties and municipalities when federal assistance is not available. (In addition, the Governor must have declared an emergency or disaster under the Act and authorized Section 19 expenditures, and the Michigan Legislature must have made a sufficient appropriation to the Fund to provide for eligible assistance.) Administrative Rules promulgated in 1994 for Section 19 assistance (R 30.56) specify the eligible public costs that may be reimbursed by the State Disaster and Emergency Contingency Fund. These include “resources that are used for the mitigation of the effects of, or in response to, a disaster or emergency.” Potentially eligible costs under this framework which pertain to the provision of essential governmental services during incident recovery include but are not limited to the following:

- Overtime for police, fire, public works, emergency medical service and other employees who are normally paid overtime
- Contracts with other political jurisdictions, private enterprise, or other persons, over and above normal contracts, that are required for disaster or emergency response
- Shelter supplies that are used during a disaster or emergency
- Gasoline, fuel and repair costs for equipment that is used for disaster or emergency response
- Necessary costs to support designated disaster relief worker volunteers
- Costs to repair public buildings, road systems, or other facilities that are damaged as a result of the disaster or emergency

Section 19 funding assistance is coordinated through the MSP/EMHSD.

**Direct State Assistance.** Under a Governor’s disaster or emergency declaration under 1976 PA 390, as amended (and in some cases without such a declaration), direct state assistance (i.e., technical, materiel, personnel) may be available under certain circumstances to supplement local government efforts to save lives, protect property and the environment, and ensure the continuation of essential services. Normally this assistance is limited to those situations where local government resources have been exhausted and capabilities have clearly been exceeded. Direct state assistance is coordinated by the MSP/EMHSD and accomplished via mission assignment through the SEOC to the state department(s) / agency(ies) designated for such assistance in the MEMP and/or one of its support plans (e.g., Michigan Disaster Debris Management Plan, Michigan Disaster Logistics and Donations Management Plan, Michigan Continuity of Government Plan, etc.).

**State Support for Essential Governmental Service Functions**

Essential Governmental Service \ State Department / Agency	Continuity of Government	Debris Management	Logistics Management	Police, Fire, EMS	Public Works Services	Correctional Services	Mental Health Services	Communications / Information Technology	Disease Control	Food Safety	Mass Fatality Management	Justice Systems	Animal Care / Control Services
Agriculture and Rural Development (MDARD)	●	●	●		●				●	●	●		●
Attorney General (MDAG)	●											●	
Civil Rights (MDCR)												●	
Civil Service Commission (MCSC)													
Community Health (MDCH)	●	●		●			●		●	●	●		
Corrections (MDOC)		●	●	●	●	●							
Education (MDOE)													
Environmental Quality (MDEQ)		●											
Licensing and Regulatory Affairs (MDLARA)	●			●									
Human Services (MDHS)	●	●	●										
Military and Veterans Affairs (MDMVA)	●	●	●	●	●			●			●		
Natural Resources (MDNR)		●	●	●									●
Office of Services to the Aging (MOSA)	●		●										
State (MDOS)													
State Police (MSP)	●		●	●		●		●			●		
MSP/EMHSD	●	●	●		●								
Technology, Management and Budget (MDTMB)	●	●	●					●					
Transportation (MDOT)		●	●		●								
Treasury (MDT)													
Michigan Judiciary / State Court Administrative Office (SCAO)	●											●	
Michigan Legislature / Legislative Council Facilities Agency	●												

**Nongovernmental Resources.** NGO resources that may be able to provide assistance to support the provision of essential governmental services during incident recovery include but are not limited to:

**MIVOAD.** The MIVOAD is a nationally sanctioned coalition of private and church-based relief organizations dedicated to providing disaster relief assistance to individuals and communities in need.

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

The MIVOAD serves as a clearinghouse for the myriad disaster relief and human service organizations that operate in Michigan and elsewhere across the country. The MIVOAD is governed by an Executive Board, elected by the membership. That Board provides the single point of contact for mobilizing all MIVOAD resources. The MIVOAD member organizations are experienced and skilled in all facets of disaster operations, and can perform a wide variety of functions. The MIVOAD has designated support roles with regard to debris management, logistics and donations management, and continuity of government functions at both the state and local levels – all of which are identified as an essential governmental service. MIVOAD recovery assistance in support of the provision of essential governmental services can be mobilized via the MIVOAD representative in the SEOC.

**Note:** the MIVOAD has the following member organizations: Lutheran Social Services of Michigan; Seventh Day Adventist / Adventist Community Services (ACS); United Methodist Committee on Relief (UMCOR); Salvation Army; Mennonite Disaster Services; American Red Cross (ARC); Michigan Crisis Response Association; ACCESS; International Aid; Southern Baptist Disaster Response; Church World Service; 2-1-1; Church of the Brethren; and Michigan React.

American Red Cross. The ARC can provide support to certain essential governmental services such as logistics and donations management and continuity of government operations. ARC support assistance can be mobilized via the ARC representative in the SEOC.

Michigan 2-1-1, Inc. The Michigan Association of United Ways, an umbrella organization representing county / local United Ways in Michigan, operates the Michigan 2-1-1 health and human service information and referral system. Michigan 2-1-1 is the health and human service equivalent of the 9-1-1 system used for emergencies. Callers to Michigan 2-1-1 can receive information on and/or referrals to over 8,000 health and human service agencies with more than 35,000 public, nonprofit and faith-based health and human service programs. Michigan 2-1-1 is answered 24 hours per day / seven days per week / 365 days per year by regional and local 2-1-1 Call Centers staffed by professional information and referral specialists. Translation service is available for non-English speaking callers. Currently, Michigan 2-1-1 can be accessed by over 80% of Michigan's population – including much of southern Lower Michigan and the Upper Peninsula and parts of Central Michigan. Additional coverage areas are under development.

Michigan 2-1-1 can be a valuable information and referral tool for essential governmental health and human services during incident recovery, and will factor prominently in the SRTF's strategy for maximizing the dissemination of recovery information and provision of assistance to those in need.

Professional / Technical / Advocacy Organizations. Most if not all essential governmental service functions have an allied, nongovernmental organization (professional, technical or advocacy in nature) which could potentially be tapped to provide support assistance during the incident recovery period to enable the continuation or aid in the resumption of essential governmental services. Examples include (but certainly are not limited to) the Michigan Fire Chiefs Association, Michigan Association of Chiefs of Police, Michigan Sheriffs Association, Michigan Rural Water Association, and American Water Works Association – Michigan Section, to name just a few. Contact with these NGOs (if not initiated locally) will occur through the steward state department / agency (e.g., MDEQ for the water system associations, MSP for the law enforcement associations, etc.) in the SEOC and/or under the framework of the SRTF.

## SHORT-TERM ESSENTIAL GOVERNMENTAL SERVICES TASKS AND EXECUTION

### MSP/EMHSD:

- **Coordinate continuity of government activities to facilitate recovery.** (Refer to the Direction and Control ESF.)
- **Activate the State Recovery Task Force (SRTF) to address essential governmental services and other recovery needs.** The SRTF will be integrated into the SEOC structure (if the SEOC is still activated) as described in the “State Recovery Task Force” section earlier in this plan.
- **Coordinate FEMA / State Preliminary Damage Assessment (to include the assessment of essential governmental service delivery capabilities and recovery needs).** (Refer to the Information and Planning ESF.)
- **Prepare Governor’s request for Presidential emergency or major disaster declaration (to include essential governmental service delivery and recovery needs).** (Refer to the Information and Planning ESF.)
- **Procure resources through the EMAC / MEMAC, as appropriate.** The MSP/EMHSD will procure resources through the EMAC and/or MEMAC as required during the recovery period to facilitate the delivery of essential governmental services. (Refer to the Resource Support ESF.)
- **Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.** The MSP/EMHSD will conduct resource searches as required to facilitate the delivery of essential governmental services during incident recovery. (Refer to the Resource Support ESF.)
- **Coordinate disaster debris clearance and management activities, as required.** Debris must be cleared from roadways and from around critical public and private facilities in the immediate post-incident recovery period in order for essential governmental services to be delivered and for general incident recovery to occur. The MSP/EMHSD can also provide limited technical and coordination assistance to local agencies, if required, to aid in debris clearance and management activities. (Refer to the Public Works and Engineering ESF.)
- **Implement the Michigan Disaster Logistics Management Plan, as required.** Disaster logistics management is an essential governmental service that may be required, beginning in the immediate post-incident recovery period, to provide for the basic sustenance and life sustainment needs of the affected population. The MSP/EMHSD can also provide limited technical and coordination assistance to local agencies, if required, to aid in disaster logistics management activities. (Refer to the Resource Support ESF.)
- **Assist in the procurement of additional drinking water supplies, as required.** (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and the agricultural environment.** (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Issue agricultural advisories and protective action guides.** (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Assist in food procurement, safety and sanitation, and the identification and establishment of warehousing and feeding facilities.** The MDARD may be required to carry out this role in support of state COG operations – specifically for staff feeding at the Alternate Seat of Government (ASG) – as prescribed in the Michigan Continuity of Government Plan (MSP/EMHSD Publication 110). (Refer to the Human Services ESF.)
- **Assist with and coordinate animal care and animal health in shelters.** The MDARD will coordinate with the State Animal Response Team (SART), Community / County Animal Response Teams (CARTs), and appropriate federal, local and tribal agencies and NGOs to provide for the care and control of animals in established shelters. This role also extends to the care of service animals during a state COG operation, as prescribed in the Michigan Continuity of Government Plan (MSP/EMHSD Publication 110). This activity will normally start during the response phase and continue well into incident recovery. (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)
- **Coordinate agricultural crop and livestock debris disposal and management operations.** As required during incident recovery to protect public health and safety, the MDARD will coordinate mass animal carcass (livestock) disposal operations in accordance with the MDARD Standard Operating Procedures for Mass Carcass Disposal. This activity will commence early in the recovery period. MDARD activities will be carried out in coordination with the MDEQ, MDCH, MSP/EMHSD, MDNR, local health departments and other involved local, tribal, federal and private sector entities. (Refer to the MEMP Animal Care Support Plan and the Natural Disaster Procedures / Widespread Plant or Animal Disease. Also refer to MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Provide technical assistance to prevent and mitigate the additional spread of disease and the impacts of disease on plants, livestock, humans, and the environment.** As required during incident recovery to protect public health and safety, the MDARD will quarantine and/or restrict movement of domestic animals and animal products affected with a reportable animal disease, according to the specific disease plan. This activity will commence early in the recovery period. (Refer to the MEMP Animal Care Support Plan and the Natural Disaster Procedures / Widespread Plant or Animal Disease.)

**Note:** The MDARD authority does not extend to wildlife; rather, that responsibility rests with the MDNR. Refer to the MDNR task assignment below.

- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** Drainage of water is an essential public works service. The MDARD will provide technical assistance to local officials, as required, during incident recovery to

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ensure the timely repair and restoration of inter-county drains. This activity will commence during incident response and may extend into the later stages of incident recovery. (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** As required, the MDAG will provide ongoing legal assistance to state officials involved in incident recovery activities related to the provision of essential governmental services. This service will particularly be required if state-level COG operations are implemented (as prescribed in the Michigan Continuity of Government Plan – MSP/EMHSD Publication 110), as legal issues may surface with regard to delegations of authority, lines of succession, vital records, resource usage, local-state-federal governmental authority and coordination, and the implementation of Constitutionally-mandated processes involving the three branches of state government, to name just a few. This activity will commence early in the response period and continue well into incident recovery. (Refer to the Direction and Control ESF.)

### **MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Coordinate the investigation and control of communicable disease.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Coordinate the allocation of medications essential to public health.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Issue public health advisories and protective action guides.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Coordinate crisis counseling services with Community Mental Health Services Programs.** (Refer to the Health and Environmental Protection ESF and the “Individual and Family Services” section earlier in this plan.)
- **Protect patients, staff and visitors in state mental health facilities.** The MDCH operates several in-patient mental health facilities that provide 24/7 treatment for adults, adolescents and children. Each facility has an all-hazards emergency plan to ensure the protection of patients, staff and visitors at the site, and to ensure that essential mental health services can continue to be offered during and after the incident. (Refer to the Public Safety ESF.)
- **Coordinate victim identification and mass fatality management services.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, WMD Attack Procedures, and Michigan Mass Fatality Management Plan.)
- **Provide technical assistance in the coordination of emergency medical services.** As required, the MDCH can provide limited technical assistance and coordinate the provision of supplemental materiel assistance to local life support agencies to help address extraordinary conditions experienced during the incident response and recovery. (Refer to the Health and Environmental Protection ESF.)

- **Facilitate the deployment of volunteer health professionals for emergency response.** As prescribed in the Michigan Continuity of Government Plan (MSP/EMHSD Publication 110), if required the MDCH can utilize the Michigan Volunteer Registry to identify and provide health and medical volunteers for first aid activities at the Alternate Seat of Government (ASG) in support of state COG operations. Health and medical volunteers may also be required for other recovery operations. (Refer to the Health and Environmental Protection ESF.)
- **Identify volunteer opportunities for emergent volunteers.** The MDCH Volunteer Registry can be used to match emergent volunteers (who desire to assist in the incident recovery effort) with volunteer opportunities through established NGOs seeking volunteers for such purposes. This need will normally occur early in the recovery when interest in the incident is greatest. The MDCH will also refer potential volunteers to the MDHS / Michigan Community Service Commission as appropriate. (Refer to the Resource Support ESF.)

#### **MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Conduct a needs assessment of, and coordinate / monitor the provision of assistance to, elderly disaster victims.** Area Agencies on Aging can assist the MOSA in identifying the essential governmental service needs of elderly disaster victims – particularly those that are homebound and/or with functional needs – and coordinating the provision of services to the affected elderly population to meet those needs. Normally, this needs assessment is conducted in conjunction with the American Red Cross, MDHS county offices, and other local volunteer organizations as part of the initial incident assessment by local government. Provision of essential services may occur during incident response and/or recovery, depending on needs and conditions. (Refer to the Human Services ESF.)
- **Identify and coordinate volunteer resources for recovery operations.** (Refer to the Resource Support ESF.)

#### **MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

**Note:** The following MDOC support will only be provided if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.

- **Provide resources to support emergency operations.** Specific recovery needs may include but are not limited to: road repair and restoration; debris and/or refuse clearance and removal; and logistics and/or donations management assistance. Depending on operational needs and incident conditions, these support activities may continue late into the incident recovery period. (Refer to the Resource Support ESF.)
- **Provide assistance to local jails requiring evacuation.** The MDOC will make available cell space and provide technical assistance, as required, to aid in the evacuation of local jails. (However, this will only be done if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.) In addition, the MDOC will monitor and track (via the MI CIMS and direct contact) the ongoing status of such evacuations and provide periodic updates to SEOC staff and for incident status reports. (Refer to the Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Support law enforcement activities.** The MDOC Emergency Response Team (ERT) will provide support (as available and required) to assist local and state law enforcement with basic

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security-related activities (i.e., observe and report, provide presence) that might be required during incident recovery. MDOC corrections officers may also be able to provide limited personnel support and/or technical assistance to local (county / municipal) corrections facilities in the event of severe staffing shortages or other operational difficulties at those facilities. (Refer to the Resource Support ESF and Public Safety ESF.)

### **MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Coordinate the procurement of additional drinking water supplies, as required.** (Refer to the Resource Support ESF.)
- **Provide debris management technical and operational assistance.** In the Michigan Disaster Debris Management Plan (MSP/EMHSD Publication 109), the MDEQ is tasked with providing several forms of technical and/or operational assistance to state and local disaster debris management operations during incident recovery. That assistance includes but is not limited to: 1) providing technical assistance and regulatory oversight regarding proper debris reduction, storage, and disposal; and 2) expediting required environmental permitting processes to accommodate debris activities that pose a potential threat to public health and/or safety. (Refer to the Michigan Disaster Debris Management Plan, the Health and Environmental Protection ESF, and the Public Works and Engineering ESF.)
- **Minimize environmental damage and contamination.** The MDEQ will, as required, work with involved agencies to examine and monitor appropriate environmental media and assess potential environmental quality issues related to post-incident conditions and recovery activities that may pose a threat to public health and/or safety, including but not limited to: 1) disaster debris disposal (see above related task); 2) mass animal carcass disposal; 3) flood-related surface water contamination; 4) release of polluting or hazardous materials; 5) public drinking water contamination; 6) severe Great Lakes shoreline erosion; and 7) land subsidence. (Refer to the Health and Environmental Protection ESF and the MEMP Animal Care Support Plan.)
- **Coordinate the assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection and treatment facilities.** If the federal Public Assistance Grant Program (PAGP) is activated under a Presidential major disaster declaration, MDEQ engineers and specialists may be requested to provide technical assistance to the MSP/EMHSD, FEMA and other federal, state and local agencies in the development and/or review of PAGP projects as part of the recovery process. MDEQ personnel are primarily responsible for providing assistance on projects involving dams and water distribution and wastewater collection / treatment infrastructure (PAGP Categories D and F, respectively), although assistance with other types of projects that fall under general MDEQ stewardship may also be required. This assistance will be required early in the recovery period, as project worksheets are initially developed.

In addition, MDEQ engineers and specialists may also be requested by the MSP/EMHSD and FEMA to serve on hazard mitigation survey teams as part of the Preliminary Damage Assessment (PDA) process and/or during the early recovery period. These teams will survey the damaged area(s) and/or review damage and impact information in order to formulate specific mitigation recommendations and strategies to help reduce or eliminate losses to human life and property from future hazard events of a similar nature. This assistance will be required early in the recovery to take advantage of the “window of opportunity” that exists in the immediate post-incident period. (Refer to the Public Works and Engineering ESF.)

- **Minimize risks from radiological exposure.** (Refer to the Health and Environmental Protection ESF.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Identify and coordinate volunteer resources for recovery operations.** (Refer to the Resource Support ESF.)
- **Identify volunteer opportunities for emergent volunteers.** (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Implement appropriate economic stabilization measures.** MDIFS regulation of insurance companies and financial institutions is an essential governmental service that creates economic stabilization during incident recovery. (Refer to the Human Services ESF.)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Implement appropriate economic stabilization measures.** MDLARA energy resource stabilization programs and regulatory areas are essential governmental services that can potentially contribute to the stabilization of Michigan's economy during incident recovery. (Refer to the Human Services ESF.)
- **Coordinate and monitor local fire service mutual aid assistance.** (Refer to the Resource Support ESF.)
- **Conduct workplace safety inspections and protect emergency response workers.** As required during incident recovery, the MIOSHA will conduct safety inspections to ensure that employees and emergency workers are provided with safe and healthful work environments in accordance with the Michigan Occupational Safety and Health Act (1974 PA 154, as amended). (Refer to the Public Safety ESF.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Coordinate / provide military support to civil authorities.** MDMVA support is provided by mission and may include but is not necessarily limited to providing personnel (soldiers), vehicles, materials and supplies, technical assistance, communications equipment, and MNG facilities (as available and required) to support essential governmental service recovery operations. Specific recovery functions that may require MDMVA support include but are not limited to: continuity of government; disaster debris, donations, logistics and mass fatality management; security and search and rescue support; and public facility restoration and engineering. (Refer to the Resource Support ESF, Public Works and Engineering ESF, and Public Safety ESF.)

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide supplemental transportation and equipment resources.** As required, the MDNR will provide supplemental transportation, equipment and facility resources in support of essential governmental service recovery operations – specifically for disaster debris, donations and

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logistics management functions. (Refer to the Resource Support ESF and Public Works and Engineering ESF.)

- **Support law enforcement activities.** Depending on internal staffing needs, the MDNR may be able to provide conservation officers to support law enforcement activities necessary to protect public safety and maintain order. This assistance may be required during the incident response and/or recovery periods. (Refer to the Public Safety ESF.)
- **Provide debris management technical and operational assistance.** (Refer to the Michigan Disaster Debris Management Plan and the Public Works and Engineering ESF.)
- **Provide maps and enhanced mapping capability for state emergency operations.** MDNR maps and mapping capabilities may be required to supplement the GIS capabilities of the SEOC, particularly with regard to certain essential recovery activities such as public assistance and/or hazard mitigation project development / implementation, wildfire redevelopment and restoration, and nuclear incident ingestion pathway regulation, decontamination and sampling / monitoring. (Refer to the Resource Support ESF.)

### **MICHIGAN STATE POLICE (MSP):**

- **Provide specialized resources to support emergency operations.** The MSP has an integral role in incident recovery operations – either as a lead agency or a support agency to local and/or federal law enforcement agencies. The nature and location of the incident will determine the MSP role(s). MSP activities during the incident recovery period may include but are not necessarily limited to: traffic control; access control; road closures; security; crime investigation (including fires); search and rescue; emergency transport; aerial reconnaissance; laboratory analysis; intelligence analysis and dissemination; bomb detection / removal; transportation industry liaison; victim identification / mass fatality management; communications support; and critical incident aftermath services. (Refer to the Resource Support ESF, Health and Environmental Protection ESF, and Public Safety ESF; the Technological Disaster Procedures; and the WMD Attack Procedures.)
- **Implement the Michigan Emergency Highway Traffic Regulation (EHTR) Plan.** The MSP and MDOT will jointly implement the EHTR Plan during the recovery period following a WMD attack (or other catastrophic incident) in order to regulate and control traffic on the state highway network (which includes all federal, state, county and local highway systems and facilities). (Refer to the Public Works and Engineering ESF and WMD Attack Procedures.)

### **MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Coordinate state department Continuity of Operations Plan implementation.** (Refer to the Direction and Control ESF.)
- **Coordinate the use of state facilities and equipment to support emergency operations.** (Refer to the Resource Support ESF.)
- **Provide information on state-contracted supplies and services (for emergency procurement).** (Refer to the Resource Support ESF.)

- **Coordinate requests for supplemental office space to support emergency operations.** The MDTMB can provide supplemental office space, as required, to support essential governmental services during recovery operations. (Refer to the Resource Support ESF.)
- **Assist in the procurement of additional drinking water supplies, as required.** The MDEQ has primary responsibility for this recovery task, but the MSP/EMHSD and MDTMB will assist as necessary. (Refer to the Resource Support ESF and Human-Related Disaster Procedures / Resource Shortages.)
- **Coordinate decontamination of state facilities.** (Refer to the WMD Attack Procedures.)
- **Through the Office of the State Employer, provide post-incident counseling assistance to affected state employees.** (Refer to the Health and Environmental Protection ESF.)
- **Review and submit special supplemental appropriation requests to the Legislature.** Federal and state disaster recovery programs will require a legislative appropriation very early in the recovery period to fund the assistance or provide for the state share of certain federal programs. (Refer to the Resource Support ESF.)
- **Provide technical assistance, as required, to support the information technology aspects of state emergency operations.** The MDTMB will provide for the communication and information technology needs of the recovery operation and its activated facilities. (Refer to the Warning and Communications ESF and Resource Support ESF.)
- **Develop and implement an appropriate response and recovery strategy for cyber attacks.** The MDTMB will address this essential governmental service with the assistance of the Michigan Cyber Civilian Corps, as appropriate. (Refer to the Technological Disaster Procedures / Cyber Attacks.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and FEMA Hazard Mitigation Grant Program (HMGP).** (Refer to the Public Works and Engineering ESF.)
- **Provide photographic documentation of emergency or disaster-related damage.** (Refer to the Information and Planning ESF.)
- **Maintain, repair, and restore the state highway / trunkline system.** (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair, and restore state-owned rail lines.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** (Refer to the Public Works and Engineering ESF.)

- **Assess damage to and impact of failed transportation infrastructure and accidents (road, air, rail, mass transit, and marine).** (Refer to the Public Works and Engineering ESF.)
- **Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.** (Refer to the Public Works and Engineering ESF.)
- **Implement the Michigan Emergency Highway Traffic Regulation (EHTR) Plan.** The MSP and MDOT will jointly implement the EHTR Plan during the recovery period following a WMD attack (or other catastrophic incident) in order to regulate and control traffic on the state highway network (which includes all federal, state, county and local highway systems and facilities). (Refer to the Public Works and Engineering ESF and WMD Attack Procedures.)

#### **MICHIGAN JUDICIARY AND MICHIGAN LEGISLATURE (LIAISONS):**

- **Coordinate continuity of government activities (within each respective Branch) to facilitate recovery.** (Refer to the Direction and Control ESF.)

### **LONG-TERM ESSENTIAL GOVERNMENTAL SERVICES TASKS AND EXECUTION**

#### **MSP/EMHSD:**

- **Activate the State Recovery Task Force (SRTF), if not already done during the short-term recovery phase.** (Refer to the “State Recovery Task Force” section earlier in this plan.)
- **Coordinate continuity of government activities to facilitate recovery.** COG operations are likely to continue well into the recovery period. The MSP/EMHSD will coordinate COG activities with stakeholder partners from the Executive, Judicial and Legislative Branches through to termination of operations and reconstitution of state government in Lansing or another designated location. (Refer to the Direction and Control ESF.)
- **Procure resources through the EMAC / MEMAC, as appropriate.** The MSP/EMHSD will continue to procure resources through the EMAC and/or MEMAC as required through the later stages of the incident recovery period to facilitate the delivery of essential governmental services. (Refer to the Resource Support ESF.)
- **Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.** The MSP/EMHSD will continue to conduct resource searches as required through the later stages of the incident recovery to facilitate the delivery of essential governmental services. (Refer to the Resource Support ESF.)
- **Coordinate and administer the federal Public Assistance Grant Program (PAGP) to provide funding to repair, restore or replace damaged public facilities.** The MSP/EMHSD will coordinate and administer the PAGP (if activated) during incident recovery to provide funding to facilitate the delivery of essential governmental services. The PAGP could possibly fund some services (i.e., under Categories A and B, Debris Removal and Emergency Protective Measures, respectively) and/or fund the repair, restoration or replacement of facilities used to provide essential governmental services. PAGP administration will likely continue into the later stages of,

and possibly beyond, the incident recovery period. (Refer to the Public Works and Engineering ESF.)

- **Coordinate disaster debris clearance and management activities, as required.** Debris management operations are likely to continue into the later stages of the incident recovery period. (Refer to the Public Works and Engineering ESF.)
- **Coordinate disaster logistics management activities, as required, to aid recovery.** In particularly large-scale or catastrophic incidents, logistics management operations may continue into the later stages of the incident recovery period. The MSP/EMHSD will continue to manage operations and/or provide limited technical and coordination assistance to local agencies, if required, to aid in their logistics management operations until all associated activities are closed out. (Refer to the Resource Support ESF.)
- **Assist in the procurement of additional drinking water supplies, as required.** The MDEQ has primary responsibility for this recovery task, but the MSP/EMHSD and MDTMB will continue to assist as necessary. In particularly catastrophic incidents, this activity may extend into the later stages of incident recovery. (Refer to the Resource Support ESF.)
- **Coordinate and administer state public assistance funding under Section 19 of 1976 PA 390, as amended.** For incidents that are not federally declared, there likely will be a need for state public assistance funding to provide for the delivery of eligible essential governmental services. This activity will likely extend into the later stages of incident recovery. (Refer to the Public Works and Engineering ESF.)

#### **MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and the agricultural environment.** (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Issue agricultural advisories and protective action guides.** These advisories and protective action guides will continue until the threat of contamination is gone. (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Assist in food procurement, safety and sanitation, and the identification and establishment of warehousing and feeding facilities.** In particularly large-scale or catastrophic incidents, this activity may continue into the later stages of incident recovery. The MDARD will continue to carry out this role – particularly in support of staff feeding efforts at the Alternate Seat of Government (ASG) during a COG operation – until needs have been adequately addressed and COG operations terminate. (Refer to the Human Services ESF.)
- **Coordinate post-incident animal control and care services.** (Refer to the Human Services ESF and MEMP Animal Care Support Plan.)
- **Coordinate agricultural crop and livestock debris disposal and management operations.** This activity will commence early in the recovery period but may extend into the later stages of recovery during particularly catastrophic incidents resulting in a large number of animal deaths. (Refer to the MEMP Animal Care Support Plan and the Natural Disaster Procedures / Widespread

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Plant or Animal Disease. Also refer to MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

- **Provide technical assistance to prevent and mitigate the additional spread of disease and the impacts of disease on plants, livestock, humans, and the environment.** This activity will commence early in the recovery period but may extend into the later stages of recovery during particularly widespread and severe animal disease outbreaks. (Refer to the MEMP Animal Care Support Plan and the Natural Disaster Procedures / Widespread Plant or Animal Disease.)

**Note:** The MDARD authority does not extend to wildlife; rather, responsibility rests with the MDNR. Refer to their task assignment below.

- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** This activity will commence during incident response and may extend into the later stages of incident recovery. (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** As required, the MDAG will provide ongoing legal assistance to state officials involved in incident recovery activities related to the provision of essential governmental services – particularly for COG operations. (Refer to the Direction and Control ESF.)

### **MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Coordinate the investigation and control of communicable disease.** Disease surveillance and control is an essential, ongoing governmental service that will continue throughout the incident recovery period. (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Coordinate the allocation of medications essential to public health.** Depending on incident conditions, this activity may extend into the later stages of incident recovery. (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Issue public health advisories and protective action guides.** This activity will continue throughout the recovery period, as long as there is a need to issue guidance to protect public health and safety. (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incident, and WMD Attack Procedures.)
- **Coordinate crisis counseling services with Community Mental Health Services Programs.** This essential governmental service will commence during incident response or the early phases of incident recovery and continue for as long as required during the recovery period. (Refer to the Health and Environmental Protection ESF and the “Individual and Family Services” section earlier in this plan.)
- **Protect patients, staff and visitors in state mental health facilities.** The MDCH operates several in-patient mental health facilities that provide 24/7 treatment for adults, adolescents and children. Each facility has an all-hazards emergency plan to ensure the protection of patients,

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staff and visitors at the site, and to ensure that essential mental health services can continue to be offered during and after the incident. (Refer to the Public Safety ESF.)

- **Coordinate victim identification and mass fatality management services.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, WMD Attack Procedures, and Michigan Mass Fatality Management Plan.)
- **Provide technical assistance in the coordination of emergency medical services.** As required, the MDCH can provide limited technical assistance and coordinate the provision of supplemental materiel assistance to local life support agencies to help address extraordinary conditions experienced during the incident response and recovery. (Refer to the Health and Environmental Protection ESF.)
- **Facilitate the deployment of volunteer health professionals for emergency response.** This activity may still be required in the later stages of incident recovery, especially (but not necessarily limited) to support first aid activities at the Alternate Seat of Government (ASG) during a COG operation. (Refer to the Health and Environmental Protection ESF.)

### MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):

- **Conduct a needs assessment of, and coordinate / monitor the provision of assistance to, elderly disaster victims.** Provision of essential services for the elderly (particularly those that are homebound and/or with functional needs) will continue throughout the incident recovery period – as long as the need for services remains. (Refer to the Human Services ESF.)
- **Identify and coordinate volunteer resources for recovery operations.** (Refer to the Resource Support ESF.)

### MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):

**Note:** The following MDOC support will only be provided if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.

- **Provide resources to support emergency operations.** Depending on operational needs and incident conditions, these support activities will continue for as long as required during the incident recovery period. (Refer to the Resource Support ESF.)
- **Provide assistance to local jails requiring evacuation.** The MDOC will continue to provide these support services for as long as required during the incident recovery period. In addition, the MDOC will continue to monitor and track (via the MI CIMS and direct contact) the ongoing status of local jail evacuations and provide periodic updates to SEOC staff and/or the SRTF, and for incident status reports. (Refer to the Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Support law enforcement activities.** The MDOC ERT will continue to provide security support for as long as required during incident recovery. However, for incidents with a particularly long recovery period (i.e., several weeks to possibly several months or more), MDOC support will be provided until more appropriate (longer term availability) security resources can be mobilized to assist local and state law enforcement agencies. Likewise, MDOC staffing support and/or technical assistance to local (county / municipal) corrections facilities (in the event of severe staffing shortages or other operational difficulties at those facilities) will be provided until more

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appropriate long-term resources can be mobilized. (Refer to the Resource Support ESF and Public Safety ESF.)

### **MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Coordinate the procurement of additional drinking water supplies, as required.** (Refer to the Resource Support ESF.)
- **Provide debris management technical and operational assistance.** MDEQ support of state disaster debris management operations will continue for as long as required during incident recovery. (Refer to the Michigan Disaster Debris Management Plan, the Health and Environmental Protection ESF, and the Public Works and Engineering ESF.)
- **Coordinate the assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection and treatment facilities.** As required during the later stages of incident recovery, MDEQ engineers and specialists will continue to support the development and/or review of PAGP projects (primarily for but not necessarily limited to dams, water supply and wastewater systems). In addition, MDEQ staff will continue to assist in the development and/or review of a hazard mitigation strategy for the incident. (Refer to the Public Works and Engineering ESF.)
- **Minimize environmental damage and contamination.** Although the bulk of the MDEQ support of this activity is likely to come early in the recovery period, support will continue to be provided for as long as required during incident recovery to ensure environmental damage and contamination is minimized. (Refer to the Health and Environmental Protection ESF and the MEMP Animal Care Support Plan.)
- **Minimize risks from radiological exposure.** Depending on the nature and scope of the incident, these long-term recovery activities may be required for an extended period of time (possibly several months to several years in duration). (Refer to the Health and Environmental Protection ESF.)

### **MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Identify and coordinate volunteer resources for recovery operations.** The Michigan Community Service Commission (MCSC) will continue to assist in identifying and coordinating volunteer resources to support essential governmental service operations for as long as required during incident recovery. (Refer to the Resource Support ESF.)

### **MICHIGAN DEPARTMENT OF INSURANCE AND FINANCIAL SERVICES (MDIFS):**

- **Implement appropriate economic stabilization measures.** This activity may continue into the later stages of incident recovery. (Refer to the Human Services ESF.)

### **MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Implement appropriate economic stabilization measures.** This activity may continue into the later stages of incident recovery. (Refer to the Human Services ESF.)

- **Conduct workplace safety inspections and protect emergency response workers.** This activity may continue into the later stages of incident recovery. (Refer to the Public Safety ESF.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Coordinate / provide military support to civil authorities.** The MDMVA will continue to provide resources and direct assistance to support essential governmental services for as long as required during incident recovery. (Refer to the Resource Support ESF, Public Works and Engineering ESF, and Public Safety ESF.)

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide supplemental transportation and equipment resources.** (Refer to the Resource Support ESF and Public Works and Engineering ESF.)
- **Support law enforcement activities.** (Refer to the Public Safety ESF.)
- **Provide debris management technical and operational assistance.** (Refer to the Michigan Disaster Debris Management Plan and the Public Works and Engineering ESF.)
- **Provide maps and enhanced mapping capability for state emergency operations.** (Refer to the Resource Support ESF.)

**MICHIGAN STATE POLICE (MSP):**

- **Provide specialized resources to support emergency operations.** MSP law enforcement support activities will continue for as long as required during incident recovery. Most activities will be completed early in the recovery period; others, such as crime / fire investigation and critical incident aftermath services, may extend well into the later stages of incident recovery. (Refer to the Resource Support ESF, Health and Environmental Protection ESF, and Public Safety ESF; the Technological Disaster Procedures; and the WMD Attack Procedures.)
- **Implement the Michigan Emergency Highway Traffic Regulation (EHTR) Plan.** Implementation of the EHTR Plan will continue during the recovery period for as long as required by incident conditions and circumstances. (Refer to the Public Works and Engineering ESF and WMD Attack Procedures.)

**MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Coordinate state department Continuity of Operations Plan implementation.** (Refer to the Direction and Control ESF.)
- **Coordinate the use of state facilities and equipment to support emergency operations.** (Refer to the Resource Support ESF.)
- **Provide information on state-contracted supplies and services (for emergency procurement).** (Refer to the Resource Support ESF.)

- **Coordinate requests for supplemental office space to support emergency operations.** (Refer to the Resource Support ESF.)
- **Assist in the procurement of additional drinking water supplies, as required.** In particularly catastrophic incidents, this activity may extend into the later stages of incident recovery. (Refer to the Resource Support ESF and Human-Related Disaster Procedures / Resource Shortage.)
- **Coordinate decontamination of state facilities.** State facility decontamination activities will likely extend well into the later stages of incident recovery. (Refer to the WMD Attack Procedures.)
- **Through the Office of the State Employer, provide post-incident counseling assistance to affected state employees.** Depending on incident conditions and circumstances, this service may extend well into the later stages of incident recovery. (Refer to the Health and Environmental Protection ESF.)
- **Review and submit special supplemental appropriation requests to the Legislature.** Most of these will be submitted very early in the recovery period to fund assistance or provide for the state share of certain federal programs. There may be a need, however, to submit requests later in the recovery period to address previously unforeseen conditions or unidentified needs. (Refer to the Resource Support ESF.)
- **Provide technical assistance, as required, to support the information technology aspects of state emergency operations.** (Refer to the Warning and Communications ESF and Resource Support ESF.)
- **Develop and implement an appropriate response and recovery strategy for cyber attacks.** (Refer to the Technological Disaster Procedures / Cyber Attacks.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and FEMA Hazard Mitigation Grant Program (HMGP).** (Refer to the Public Works and Engineering ESF.)
- **Provide photographic documentation of emergency or disaster-related damage.** (Refer to the Information and Planning ESF.)
- **Maintain, repair, and restore the state highway / trunkline system.** (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair, and restore state-owned rail lines.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** (Refer to the Public Works and Engineering ESF.)

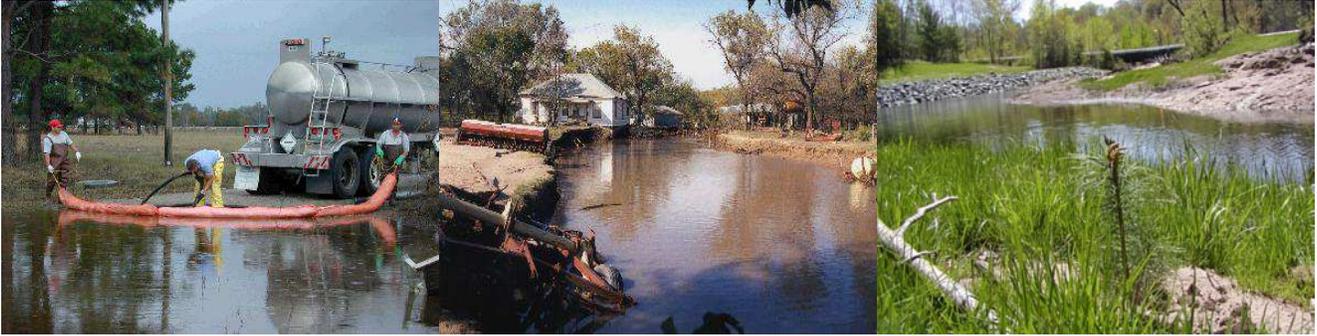
- **Assess damage to and impact of failed transportation infrastructure and accidents (road, air, rail, mass transit, and marine).** (Refer to the Public Works and Engineering ESF.)
- **Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points in coordination with the MSP and local jurisdictions.** Although this task normally occurs during incident response, an extended incident (e.g., nuclear power plant incident, WMD attack, etc.) involving longer-term evacuation will create the need for longer-term traffic control measures to be put in place, well into the later stages of incident recovery. This will require coordination with the MSP (and local law enforcement and public works agencies) and periodic monitoring, upkeep and adjustment by MDOT staff. (Refer to the Public Works and Engineering ESF.)
- **Implement the Michigan Emergency Highway Traffic Regulation (EHTR) Plan.** Implementation of the EHTR Plan will continue during the recovery period for as long as required by incident conditions and circumstances. (Refer to the Public Works and Engineering ESF and WMD Attack Procedures.)

**MICHIGAN JUDICIARY AND MICHIGAN LEGISLATURE (LIAISONS):**

- **Coordinate continuity of government activities (within each respective Branch) to facilitate recovery.** COG and COOP operations are likely to continue well into the later stages of incident recovery. (Refer to the Direction and Control ESF.)

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## **ENVIRONMENTAL RESTORATION CONSIDERATIONS**



**Planning Assumptions Specific to Environmental Restoration Operations.** With regard to environmental restoration and recovery, it is assumed:

- Environmental restoration operations will be comprehensive and will address (as appropriate) the following: land and land cover; subterranean areas and their resources; water (surface bodies and subsurface); air; vegetation (including aquatic); wildlife; and manmade structures / materials occupying and/or manmade improvements made in impacted areas. Environmental restoration will include not only the physical environment itself but also the condition and functionality of the affected physical environment (e.g., air quality and movement, water quality and quantity, water carrying capacity, soil fertility and capacity, vegetation stability and vitality, solar access and quality, etc.). Restoration activities will include any long-term monitoring and/or sampling required to ensure the safety and/or vitality of restored areas and/or environmental media.
- State support to local governments for environmental restoration operations may include, as appropriate, the provision of technical assistance, funding assistance, materials / supplies, supplemental personnel, use of facilities and/or equipment, direct service delivery, or any combination of these elements.
- Federal environmental agencies will have primacy authority over environmental restoration operations unless that authority has specifically been transferred to a state department / agency or other organization by law or other formal action.
- Every attempt will be made to identify a responsible third party (or parties) to fund all or part of required environmental restoration operations when environmental damage has been caused by negligence, malice, or accidental actions or other lack of due diligence on the part of the third party(ies).
- Certain environmental restoration operations may take several months or even several years to complete and resolve, especially if the operations are challenged legally by the responsible third party (or parties) and/or other involved organizations.
- Environmental restoration operations will seek to bring affected areas back to their pre-incident conditions, to the extent possible.

**Note:** It is recognized that some areas may never be brought back to their pre-incident conditions.

- Assessments performed and/or procured by federal, state and local environmental agencies will provide the basis for determining the nature, scope, magnitude, anticipated duration and cost of environmental restoration operations. Assessments provided by the responsible third party (or parties) and/or other organizations will be considered (as deemed appropriate) during this process but will not provide the basis for making these determinations.
- Disaster debris management operations will attempt to contribute to (and not detract from) environmental restoration by following identified best practices in the clearance, removal, transport, storage and ultimate disposal of incident-related debris, as prescribed in established debris management plans. Debris management implementing agencies and organizations will coordinate activities with the MDEQ and other appropriate federal, state and local environmental agencies throughout the operation.

**Key Resources.** The following key resources (i.e., organizations, personnel, equipment, facilities, and materials) have been identified as being potentially relevant to state-level recovery support efforts related to environmental restoration operations:

*Federal and State Resources.* Major federal and state programs and resources that may be able to provide assistance to support environmental restoration operations include but are not limited to:

Responsible Party Reimbursement. Subsequent to a spill or release of hazardous materials (i.e., oil, chemical, radiological, etc.) that causes environmental degradation and/or otherwise adversely affects public health and safety, the U.S. Environmental Protection Agency (USEPA) and the MDEQ have legal authority to order the identified responsible party to clean up the spill / release and restore the affected environment to its pre-incident condition. This work (which is done at the expense of the responsible party) is typically handled by private cleanup / restoration contractors specializing in such services. For the State, this will normally be the preferred course of action to ensure a comprehensive cleanup and restoration operation with minimal or no cost to involved governmental departments and agencies. The MDEQ will be the lead department for pursuit of responsible party reimbursement, with support provided as needed by the MDAG.

Direct Federal Assistance. Under a Presidential major disaster or emergency declaration, direct federal assistance (i.e., technical, materiel, personnel, funding) may be available under certain circumstances to supplement state, tribal and local government efforts to save lives, protect property and the environment, and ensure the continuation of essential services. Normally this assistance is limited to those situations where state, tribal, and local government resources have been exhausted and capabilities have clearly been exceeded. Direct federal assistance is coordinated by FEMA and accomplished via mission assignment from FEMA to the federal agency or agencies under one or more federal ESF and/or Recovery Support Function (RSF) designated for such assistance in the National Response Framework (NRF) and/or National Disaster Recovery Framework (NDRF). Direct federal assistance requests are coordinated at the state level by and through the MSP/EMHSD.

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**Direct Federal Support for Environmental Restoration Functions**

Environmental Restoration Function \ Potentially Involved Federal Support Element*	Environmental Contamination Remediation	Debris Management (esp. reduction and disposal measures)	Radiological Deposition / Contamination	Natural Area Restoration on State Lands	Vegetative Disease Control / Remediation	Infestation Control / Remediation	Water Quality Restoration	Hazard Dam Repair / Restoration	Historic Structure Repair / Restoration	Environmental Mapping to Track Restoration	Environmental / Wildlife Surveys	Wildlife Rehabilitation	Responsible Party Legal Proceedings
<b>NRF Elements:</b>													
ESF 1: Transportation		●	●										
ESF 2: Communications													
ESF 3: Public Works / Engineering	●	●						●	●				
ESF 4: Firefighting													
ESF 5: Information and Planning										●			
ESF 6: Mass Care, Emergency Assistance, Temporary Housing, Human Services													
ESF 7: Logistics													
ESF 8: Public Health and Medical Services													
ESF 9: Search and Rescue													
ESF 10: Oil and Hazardous Materials Response	●	●	●				●			●	●	●	●
ESF 11: Agriculture and Natural Resources		●		●	●	●	●		●			●	
ESF 12: Energy													
ESF 13: Public Safety and Security													
ESF 14: Long-term Community Recovery (transitioned to NDRF)	●	●	●				●		●				
ESF 15: External Affairs	●	●	●	●	●	●	●	●	●			●	●
<b>NDRF Elements:</b>													
Planning / Capacity Bldg RSF													
Economic RSF													
Health, Social, Community Service RSF													
Housing RSF													
Infrastructure Systems RSF							●	●					
Natural / Cultural Resources RSF				●			●	●					

\*ESF = Emergency Support Function under the NRF; RSF = Recovery Support Function under the NDRF

(Actual incident conditions and circumstances will determine the types of direct federal assistance required to support environmental restoration operations to protect public health and safety, property and the environment. The SRTF will work with and through the MSP/EMHSD and FEMA to identify and arrange for the necessary assistance under the umbrella of the federal Stafford Act declaration.)

FEMA Public Assistance Grant Program. This program may be utilized to fund certain repairs and activities that allow for the restoration of the environment during the incident recovery period. The PAGP under the Stafford Act provides supplemental grant assistance for the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private non-profit (PNP) organizations. The federal share of assistance under the PAGP is not less than 75% and in extreme cases may be increased above 75%. (Note: The 25% non-federal cost share is the responsibility of each responding state agency or local jurisdiction unless the Michigan Legislature approves a special appropriation to assist with cost share.)

The MSP/EMHSD, as the steward state agency for the PAGP in Michigan and recipient of the federal grant funds, administers all subgrants provided to eligible applicants in accordance with the provisions set forth in the "State of Michigan Administrative Plan for the Public Assistance Grant Program."

Eligible applicants for the PAGP include states, local governments, Indian tribes and certain PNP organizations. Eligible PNP facilities must be open to the public and perform essential services of a governmental nature. Eligible PNP facilities generally include the following:

- Medical facilities such as hospitals, outpatient and rehabilitation facilities
- Custodial care facilities that provide institutional care for persons who require close supervision and some physical constraints in their daily activities
- Educational facilities such as primary and secondary schools, colleges and universities
- Emergency facilities such as fire departments, rescue squads and ambulance services
- Utilities such as water, sewer and electrical power systems
- Museums, zoos, community centers, libraries, homeless shelters, senior citizen centers, shelter workshops and facilities which provide health and safety services of a governmental nature

To be eligible, all work must be required as the result of the disaster, be located within the designated disaster area, and be the legal responsibility of an eligible applicant. Work that is eligible for supplemental federal grant assistance is classified as either emergency work or permanent work. Either category of work may potentially be used to fund activities aimed at restoring the environment during incident recovery (i.e., facilities may need repair to allow for the provision of certain environmental restoration functions; certain environmental restoration activities may be eligible for funding):

#### Emergency Work

- **Category A:** Debris removal from public roads and rights-of-way, as well as from private property when determined to be in the public interest. (This work directly contributes to restoration of the environment.)

**Note:** Effective October 1, 2012, the PAGP now funds debris removal on Federal Aid System (FAS) highways, in addition to funding repair and restoration activities on non-FAS highway infrastructure (see Category C below).

- **Category B:** Emergency protective measures performed to eliminate or reduce immediate threats to the public or to property, including search and rescue, warning of hazards, and demolition of unsafe structures. (Certain types of work aimed at preventing further environmental degradation, especially if the work is essential to protecting public health and/or safety, may be eligible under this category.)

#### Permanent Work

Work to restore an eligible damaged facility to its pre-disaster design. The work may range from minor repairs to replacement. (Bringing facilities back online may enable the provision of certain environmental restoration functions during incident recovery.) Categories of permanent work include:

- **Category C:** Roads, streets, bridges and normal right-of-way elements such as culverts, curbs, gutters, shoulders, ditches, lighting and signs. Note: Permanent repair of Federal Aid System (FAS) roads is not eligible under the PAGP. Permanent repair of FAS roads is funded by the Federal Highway Administration (FHWA) Emergency Relief Program (see note in green box).

**Note:** Permanent repair of Federal Aid System (FAS) roads is not eligible under the PAGP. Permanent repair of FAS roads is funded by the Federal Highway Administration (FHWA) Emergency Relief Program (see separate description below). However, the PAGP will fund repair and restoration activities on non-FAS roads.

- **Category D:** Water control facilities (e.g., dikes, levees, irrigation works, drainage channels, pumping facilities). Note: Permanent repair of flood control works is the responsibility of the U.S. Army Corps of Engineers (USACE) and the Natural Resource Conservation Service (NRCS).
- **Category E:** Public buildings and related contents and equipment, including public mass transportation systems.
- **Category F:** Public utilities (e.g., water treatment and delivery systems, power generation facilities and distribution lines, sewage collection and treatment facilities). (Note: Some of these facilities may be integral to the environmental restoration effort.)
- **Category G:** Public parks, recreational facilities, and facilities such as playgrounds, swimming pools, cemeteries, and improved / maintained beaches. (Note: Some of these facilities may be integral to the environmental restoration effort.)

Federal and State Environmental Restoration Funding. The U.S. Environmental Protection Agency (USEPA) and MDEQ have recovery programs available that can aid affected jurisdictions in restoring the environment subsequent to a spill or release of hazardous materials (i.e., oil, chemical, radiological, etc.) that causes environmental degradation and/or otherwise adversely affects public health and safety. Several programs are also available for general land cleanup and land restoration and redevelopment. Refer to the USEPA web site ([www.epa.gov/cleanup](http://www.epa.gov/cleanup)) and the MDEQ web site ([www.michigan.gov/deq](http://www.michigan.gov/deq)) for a current listing of available environmental recovery programs, their applicability, and their eligibility requirements. These programs may involve grants, loans, or both to fund eligible activities.

Direct State Assistance. The MDEQ and MDNR, as the State's environmental stewardship agencies, provide a comprehensive array of technical, regulatory, and educational / advisory services designed to manage, protect and preserve all aspects of Michigan's natural environment, including air, water, land and wildlife. In addition, these stewardship roles also include the oversight and regulation of many human activities that may adversely impact the natural environment and/or potentially threaten public health and safety. This includes but is not limited to the management of wildland fires, hazardous materials and waste (including radioactive materials), invasive plant and animal species, soil erosion and sedimentation, floodplains and floodways, and certain natural resource extraction operations; the design, maintenance and operation of dams and water, wastewater and storm water systems; and regulation of certain outdoor activities that may impact environmentally sensitive areas. MDEQ and MDNR staff will provide direct assistance (i.e., technical, materiel, personnel, funding) in these and other functional areas under their respective stewardships, as required, to aid local governments, business and industry, and individual citizens with environmental restoration activities during incident recovery. Direct MDEQ and MDNR staff assistance can be mobilized through the EMC for each respective department.

Michigan Disaster Debris Management Plan. The Michigan Disaster Debris Management Plan (MSP/EMHSD Publication 109) provides an organizational and operational framework for the State of Michigan to assist affected local jurisdictions in managing the clearance, separation, removal, storage, reduction, and disposal of disaster debris subsequent to a large-scale / catastrophic debris generating disaster within this state. It is based on the basic waste management approach of reduction, reuse, and reclamation. The efficient and rapid management of disaster debris will help to protect the health and safety of the affected population, minimize threats to the environment, and ensure that critical response and recovery activities can proceed in a timely and unencumbered

manner. The Michigan Disaster Debris Management Plan (and counterpart local disaster debris management plans), if properly followed during recovery operations, will help ensure that disaster debris does not become an environmental issue that impedes environmental restoration efforts and diverts valuable resources away from other environmental needs.

Nuclear Facilities Emergency Management Plan. The MDEQ is the State's radiological control agency and maintains the Nuclear Facilities Emergency Management Plan (NFEMP) to guide response to and recovery from a radiological incident involving one of the three commercial nuclear power plants operating in Michigan. If an incident occurs which involves an off-site radiological release and deposition of radiological material, the MDEQ will work with the U.S. Nuclear Regulatory Commission (NRC), FEMA, the MSP/EMHSD and other state and local departments and agencies to plan for the decontamination of facilities and long-term cleanup of the radiological material as part of the incident environmental recovery operation. The NFEMP is a key guiding element of that recovery process.

Vegetative and Animal Disease Remediation Plans. The MDARD and MDNR have numerous remediation plans in place to provide for the response to and recovery from various vegetative and animal disease outbreaks. These plans and/or key information elements from them are available for reference at each department's web site ([www.michigan.gov/mdard](http://www.michigan.gov/mdard) and [www.michigan.gov/dnr](http://www.michigan.gov/dnr)) as well as the multi-agency "Emerging Disease Issues" web site ([www.michigan.gov/emergingdiseases](http://www.michigan.gov/emergingdiseases)). The plans are also available through the MDARD and MDNR EMCs.

Michigan State University Extension. Michigan State University Extension (MSUE) can provide technical information on and assistance with a wide array of topics related to environmental recovery and restoration. MSUE staff is located throughout Michigan, and the staff can be teamed with on-campus faculty members as appropriate to address recovery issues concerning agriculture, natural resources (including animals), and community and economic development. Extension staff technical expertise and assistance with environmental recovery and restoration operations can be mobilized directly via each affected local Extension office. For larger, multi-jurisdiction (regional) operations, contact can be made via the MDARD liaison to the MSUE.

Volunteer Resources. Environmental restoration operations may (depending on needs and circumstances) require volunteers to aid governmental personnel and/or private contractors in cleanup, rehabilitation and recovery activities. Volunteer resources can be mobilized from several sources, including but not necessarily limited to the following:

- Michigan Citizen Corps (Community Emergency Response Teams) – mobilized via the MSP/EMHSD or local emergency management office
- Michigan Volunteer Registry (for specific professions / skill sets) – mobilized via the MDCH
- Michigan Community Service Commission (from established community service programs and Volunteer Michigan) – mobilized via the MDHS
- Area Agencies on Aging (senior volunteers) – mobilized via the MOSA
- Specific Advocacy Organizations (for specific functions, e.g., wildlife rehabilitation, tree planting, environmental surveys, etc.) – most mobilized via the MDNR or MDEQ
- Nongovernmental Relief Organizations (general volunteers, probably without specific environmental skill sets) – mobilized via the MSP/EMHSD or MDHS

If it is determined that volunteers are required for environmental restoration operations, the SRTF can work with the steward department / agency identified above to mobilize the appropriate number and type of volunteers and assign them to specific missions and locations during recovery operations.

*Nongovernmental Resources.* Key NGO resources that may be able to provide support to state-level environmental restoration operations include but are not limited to:

Advocacy Organizations. The many advocacy organizations in Michigan that represent and advocate for the environment in general or specific elements of the environment (e.g., wildlife, endangered species, forests, water and/or land management, etc.) will be requested (as appropriate) to provide whatever support they can muster to aid in environmental restoration operations. This may include direct (hands-on) assistance by volunteers and/or professional staff, funding assistance, technical (advisory) assistance, or assistance with public information and relations. Contact with these organizations will be via the state department most closely associated with the mission of the organization (i.e., MDEQ, MDNR and MDARD in most cases).

State Animal Response Team. The SART (Michigan) may be able to assist in environmental restoration operations involving wildlife – by providing direct assistance and/or coordinating with wildlife restoration resources that might be tapped to aid in the rescue, recovery, care, sheltering and rehabilitation of affected wildlife. SART assistance is mobilized via the MDARD or MDNR representatives in the SEOC. (Refer to the MEMP Animal Care Support Plan for additional information on the SART and animal care support operations.)

## SHORT-TERM ENVIRONMENTAL RESTORATION TASKS AND EXECUTION

### MSP/EMHSD:

- **Activate the State Recovery Task Force (SRTF) to address environmental restoration and other recovery needs.** The SRTF will be integrated into the SEOC structure (if the SEOC is still activated) as described in the “State Recovery Task Force” section earlier in this plan.
- **Coordinate FEMA / State Preliminary Damage Assessment (to include the assessment of environmental restoration and recovery needs).** (Refer to the Information and Planning ESF.)
- **Prepare Governor’s request for Presidential emergency or major disaster declaration (to include environmental restoration and recovery needs).** (Refer to the Information and Planning ESF.)
- **Coordinate and administer the federal Public Assistance Grant Program (PAGP) to provide funding to repair, restore or replace damaged public facilities.** The MSP/EMHSD will coordinate with FEMA and project subapplicants to ensure appropriate environmental restoration measures are incorporated into public facility repair and rebuilding projects funded under this program. (Refer to the Public Works and Engineering ESF.)
- **Coordinate and administer federal Hazard Mitigation Assistance (HMA) to provide funding for cost-effective mitigation measures to reduce the long-term risk to public facilities from disaster damage.** The MSP/EMHSD will coordinate with FEMA and project subapplicants to ensure appropriate environmental restoration measures are incorporated into mitigation projects funded under the various HMA programs. (Refer to the Public Works and Engineering ESF.)
- **Procure resources through the EMAC / MEMAC, as appropriate.** The MSP/EMHSD will procure resources through the EMAC and/or MEMAC as required during the early incident

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recovery period to facilitate environmental restoration activities. (Refer to the Resource Support ESF.)

- **Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.** The MSP/EMHSD will conduct resource searches as required to facilitate environmental restoration activities during incident recovery. (Refer to the Resource Support ESF.)
- **Coordinate disaster debris clearance activities, as required, to aid recovery.** Debris must be cleared from roadways and from around critical public and private facilities in the immediate post-incident recovery period in order for environmental restoration activities and general incident recovery to occur. In addition, the clearance, removal and disposal of disaster debris in-and-of itself is an essential environmental restoration activity. The MSP/EMHSD can provide limited technical and coordination assistance to local agencies, if required, to aid in debris clearance activities. (Refer to the Public Works and Engineering ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Implement and coordinate the State’s radiological emergency program.** In the event of a nuclear incident, the MSP/EMHSD will implement and coordinate the State’s radiological emergency program. There are major elements of that program for which the MSP/EMHSD is responsible during the recovery period which help protect public health and safety and contribute to restoration of the environment. (Refer to the Technological Disaster Procedures / Nuclear Power Plant Incidents.)

### MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):

- **Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and the agricultural environment.** MDARD environmental restoration efforts during incident recovery will focus on conducting investigations and assessments of incident-related damage and impacts to the agricultural environment to assure: 1) food and feed safety and wholesomeness; 2) agricultural facility health and safety; and 3) timely restoration of damaged agricultural lands to allow for continued productive farming activities. Appropriate monitoring, sampling, inspection and regulatory actions will be taken to assess impacts and mitigate potential harm. Restoration of damaged agricultural lands may require federal assistance (see related task). (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Issue agricultural advisories and protective action guides.** As appropriate and required for incident conditions, the MDARD will issue agricultural advisories and protective action guides regarding damage and/or contamination of the agricultural environment and recommended mitigative measures for restoring the environment to its safe and productive use. The MDARD will coordinate its activities with federal counterparts, the MDCH, and local health departments as appropriate. These advisories and protective action guides will continue until the threats to public health and safety are gone. (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Prepare the Governor’s request for a USDA Agricultural Disaster Designation.** Some of this funding may contribute to environmental restoration efforts. (Refer to the Information and Planning ESF.)

- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** The MDARD will coordinate with the USDA and/or other federal agencies to activate and administer appropriate federal agricultural assistance programs to aid in restoration of the agricultural environment during incident recovery. Such assistance may be provided under the umbrella of a Presidential major disaster declaration under the Stafford Act, under a separate USDA agricultural disaster designation (see related task), or through individual agency statutory authorities. (Refer to the Health and Environmental Protection ESF.)
- **Assist in post-incident wildlife care services.** The MDNR has primary stewardship over wildlife in Michigan so the MDARD role will strictly be supportive in nature and likely will not go beyond the initial stages of incident recovery. (Refer to the Health and Environmental Protection ESF and MEMP Animal Care Support Plan.)
- **Provide technical assistance to prevent and mitigate vegetative damage.** If an insect infestation occurs that threatens to damage or has caused widespread and/or severe damage to trees and other vegetation in an area of the state, the MDARD will work with the USDA, MDNR, MSU Extension and other appropriate agencies to prevent and mitigate the potential for damage and/or to stop its spread. This activity will commence during the infestation response and will extend into the later stages of recovery from the infestation. (Refer to the Natural Disaster Procedures / Insect Infestation.)
- **Provide technical assistance to prevent and mitigate the additional spread of disease and the impacts of disease on plants, livestock, humans, and the environment.** Disease prevention and mitigation measures (for plants and/or livestock) will commence during the initial stages of incident response and will extend into the later stages of recovery from the disease outbreak. (Refer to the MEMP Animal Care Support Plan for livestock operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease.)
- **Coordinate agricultural crop and livestock debris disposal and management operations.**

*Crops.* This activity will commence early in the recovery period and, depending on the nature and scope of the operation, may extend into the later stages of incident recovery.

*Livestock.* The MDARD will coordinate mass animal carcass (livestock) disposal operations in accordance with the MDARD Standard Operating Procedures for Mass Carcass Disposal. This activity will commence early in the recovery period and, depending on the nature and scope of the operation, may extend into the later stages of incident recovery. Proper (environmentally sound) burial of animal carcasses is an important environmental restoration activity because it has a direct impact on environmental health as well as the health and safety of the public.

(Refer to the MEMP Animal Care Support Plan for livestock operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease. Also refer to MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** Repair of damaged drainage channels is an important environmental restoration activity during incident recovery. The MDARD will provide technical assistance to local officials, as required, during incident recovery to ensure the timely repair and restoration of inter-county drains. This activity will commence during incident response and may

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extend into the later stages of incident recovery. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** As required, the MDAG will provide ongoing legal assistance to state officials involved in environmental restoration activities during incident recovery. This service will particularly be required if the State pursues responsible party reimbursement as a means of paying for necessary environmental restoration activities subsequent to an incident caused or exacerbated by the responsible party. MDAG services will likely be required early in the response period and continue well into incident recovery. (Refer to the Direction and Control ESF.)

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Issue public health advisories and protective action guides.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Identify volunteer opportunities for emergent volunteers.** (Refer to the Resource Support ESF.)
- **Coordinate the assessment, repair and restoration of damaged state mental health facilities.** The MDCH will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving state mental health facilities under its stewardship. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Identify and coordinate volunteer resources for recovery operations.** As required, the MOSA will work with Area Agencies on Aging (AAAs) to identify and mobilize senior volunteers for environmental restoration operations during incident recovery. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

**Note:** The following MDOC support will only be provided if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.

- **Provide resources to support emergency operations.** The primary need for MDOC support during environmental restoration operations will be for disaster debris and/or refuse clearance and removal, although other support needs may become apparent as the incident recovery progresses. (Refer to the Resource Support ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Support law enforcement activities.** In most situations, it is not likely that MDOC resources will be required to support environmental restoration; however, if incident circumstances dictate the need for MDOC support it will be mobilized if available. (Refer to the Resource Support ESF and Public Safety ESF.)

- **Coordinate the assessment, repair and restoration of damaged state correctional facilities.** The MDOC will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving state correctional facilities under its stewardship. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Minimize environmental damage and contamination.** As the State's primary environmental stewardship and enforcement agency, the MDEQ provides a comprehensive array of technical, regulatory, and educational / advisory services designed to manage, protect and preserve all aspects of Michigan's natural environment, including air, water, land and wildlife. The MDEQ main areas of concern during disaster-related environmental restoration operations will include but are not necessarily limited to: 1) disaster debris storage, reduction and disposal (including the mass disposal of animals); 2) surface and subsurface water contamination; 3) hazardous material releases; 4) contamination of public drinking water supplies; 5) severe Great Lakes shoreline erosion; and 6) responsible party cost recovery.

The MDEQ will provide enforcement personnel, as required, to investigate and recommend for prosecution cases where state and/or federal environmental laws have been broken which result in environmental damage and/or harm to public health and safety or property. Although this is an ongoing function, it will be particularly relevant during incident recovery when the cause(s) of environmental damage may need to be investigated and responsible parties identified for comprehensive environmental restoration purposes. (Refer to the Health and Environmental Protection ESF. Also refer to the MEMP Animal Care Support Plan for information on the MDEQ role in mass disposal of animal operations.)

- **Provide monitoring, sampling and analysis services.** The MDEQ will establish monitoring methods and procedures appropriate to the incident to determine the scope of environmental impact for environmental restoration purposes. It will also provide for sample collection and laboratory analysis of contaminated resources as part of the environmental restoration and recovery. (See separate task regarding post-incident radiological monitoring, sampling and analysis. Refer to the Health and Environmental Protection ESF and the Technological Disaster Procedures / Hazardous Material Incidents and Nuclear Power Plant Incidents.)
- **Provide debris management technical and operational assistance.** In the Michigan Disaster Debris Management Plan (MSP/EMHSD Publication 109), the MDEQ is tasked with providing several forms of technical and/or operational assistance to state and local disaster debris management operations during incident recovery. That assistance includes but is not limited to: 1) providing technical assistance and regulatory oversight regarding proper debris reduction, storage, and disposal; and 2) expediting required environmental permitting processes to accommodate debris activities that potentially pose a threat to public health and/or safety. (Refer to the Michigan Disaster Debris Management Plan and the Health and Environmental Protection ESF and Public Works and Engineering ESF.)
- **Coordinate the assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection and treatment facilities.** The MDEQ will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving dams, water supply systems, and wastewater collection and treatment facilities under its regulatory stewardship.

If the federal Public Assistance Grant Program (PAGP) is activated under a Presidential major disaster declaration, MDEQ engineers and specialists may be requested to provide technical assistance to the MSP/EMHSD, FEMA and other federal, state and local agencies in the development and/or review of PAGP projects as part of the recovery process. MDEQ personnel are primarily responsible for providing assistance on projects involving dams and water distribution and wastewater collection / treatment infrastructure (PAGP Categories D and F, respectively), although assistance with other types of projects that fall under general MDEQ stewardship (and contribute to environmental restoration) may also be required. This assistance will be required early in the recovery period, as project worksheets are initially developed.

In addition, MDEQ engineers and specialists may also be requested by the MSP/EMHSD and FEMA to serve on hazard mitigation survey teams as part of the Preliminary Damage Assessment (PDA) process and/or during the early recovery period. These teams will survey the damaged area(s) and/or review damage and impact information in order to formulate specific mitigation recommendations and strategies to help reduce or eliminate losses to human life and property (including the natural environment) from future hazard events of a similar nature. This assistance will be required early in the recovery to take advantage of the “window of opportunity” that exists in the immediate post-incident period. (Refer to the Public Works and Engineering ESF.)

- **Request federal hazardous material recovery assistance.** The MDEQ has a member, appointed by the Governor, on the federal Regional Response Team (RRT) for hazardous material incidents. If deemed necessary, the MDEQ member may request RRT technical advice and assistance with environmental restoration operations during incident recovery. (Refer to the Technological Disaster Procedures / Hazardous Material Incidents.)
- **Minimize risks from radiological exposure.** MDEQ radiological control activities implemented during incident recovery contribute significantly to environmental restoration. As the State’s primary environmental protection and radiological control agency, this includes providing oversight of decontamination operations required as a result of a WMD attack (involving chemical, biological, radiological, nuclear, or explosive / incendiary materials), industrial accident or other reason. Certain other state departments have primary responsibility for decontamination of facilities under their stewardship (e.g., MDTMB for non-institution state facilities, MDOC for correctional facilities, etc.) but the MDEQ is responsible for overall monitoring and provision of technical assistance for any decontamination operation involving state facilities. Decontamination will normally commence early in incident recovery, and activities may continue well into the later stages of the recovery period. (Refer to the Health and Environmental Protection ESF and WMD Attack Procedures.)

**MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Identify and coordinate volunteer resources for recovery operations.** As required, the Michigan Community Service Commission (MCSC) will assist in identifying and coordinating volunteer resources to assist in environmental restoration operations – specifically for disaster debris management but not necessarily limited to that function. (Refer to the Resource Support ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Identify volunteer opportunities for emergent volunteers.** Environmental restoration operations are likely to attract emergent (unaffiliated) volunteers, especially in the early stages of incident recovery. (Refer to the Resource Support ESF.)

- **Coordinate the assessment, repair and restoration of damaged state training and rehabilitation (juvenile justice) facilities, and the MCTI.** The MDHS will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving state training and rehabilitation (juvenile justice) facilities under its stewardship, and the Michigan Career and Technical Institute. (Refer to the Public Works and Engineering ESF.)

#### **MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Coordinate the establishment of group manufactured home sites for temporary disaster housing.** Environmental restoration will be one of the integral factors considered in the multi-agency process used to establish (and eventually dismantle) group mobile sites for temporary disaster housing. (Refer to the Human Services ESF.)
- **Coordinate the assessment, repair and restoration of damaged energy and telecommunications infrastructure.** The MDLARA will coordinate with public and private infrastructure owners to ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving energy and telecommunications infrastructure under its regulatory stewardship. (Refer to the Public Works and Engineering ESF.)
- **Conduct workplace safety inspections and protect emergency response workers.** The Michigan Occupational Safety and Health Administration (MIOSHA) will, as appropriate, monitor workplace conditions and worker safety and health during environmental restoration operations involving hazardous materials or hazardous activities. (Refer to the Public Safety ESF.)

#### **MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Coordinate / provide military support to civil authorities.** MDMVA support is provided by mission and may include but is not necessarily limited to providing personnel (soldiers), vehicles, materials and supplies, technical assistance, communications equipment, and MNG facilities (as available and required) to support environmental restoration operations during incident recovery. Specific environmental restoration functions that may require MDMVA support include but are not limited to disaster debris management, public facility restoration and engineering, and decontamination. (Refer to the Resource Support ESF and Public Works and Engineering ESF, and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate the assessment, repair and restoration of damaged state military facilities.** The MDMVA will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving state military facilities under its stewardship. (Refer to the Public Works and Engineering ESF.)

#### **MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide supplemental transportation and equipment resources.** As required, the MDNR will provide supplemental transportation, equipment, material and facility resources in support of critical environmental restoration activities (e.g., disaster debris management) during incident recovery. (Refer to the Resource Support ESF and Public Works and Engineering ESF, and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

- **Coordinate the assessment, repair and restoration of damaged state parks, state recreation areas, and other state recreation lands.** The MDNR will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving state parks, recreation areas, and other state recreation lands under its stewardship. (Refer to the Public Works and Engineering ESF.)
- **Support law enforcement activities.** As the State's primary natural resource law enforcement agency, the MDNR will provide conservation officers, as required, to investigate and recommend for prosecution cases where state and/or federal natural resource laws have been broken which result in natural resource damage and/or harm to public health and safety or property. Although this is an ongoing function, it will be particularly relevant during incident recovery when the cause(s) of natural resource damage may need to be investigated and responsible parties identified for comprehensive environmental restoration purposes. (Refer to the Public Safety ESF.)
- **Provide debris management technical and operational assistance.** In the Michigan Disaster Debris Management Plan (MSP/EMHSD Publication 109), the MDNR is tasked with providing several forms of technical and/or operational assistance to state and local disaster debris management operations during incident recovery. That assistance includes but is not limited to: 1) coordinating forest and wildlife debris disposal / management operations; and 2) providing (within staffing limitations) forestry crews for direct vegetative debris clearance and removal assistance to local and/or state managed debris operations. (Refer to the Michigan Disaster Debris Management Plan and the Public Works and Engineering ESF.)
- **Coordinate post-incident wildlife care services.** The MDNR will coordinate with the State Animal Response Team (SART) and MDARD to address necessary and appropriate post-incident wildlife care and rehabilitation services as part of environmental restoration operations. The MDNR's primary roles will include coordination of SART resources with the MDARD, arranging (as needed) for supplemental wildlife care and rehabilitation resources (e.g., from the federal government or other governmental entities, NGOs and volunteers), and maintaining primary stewardship over wildlife resources and wildlife care and rehabilitation activities. (Refer to the MEMP Animal Care Support Plan and the Health and Environmental Protection ESF.)
- **Provide maps and enhanced mapping capability to support recovery operations.** MDNR maps and mapping capabilities may be required to supplement the GIS capabilities of the SEOC, particularly with regard to certain essential recovery activities that support environmental restoration such as public assistance and/or hazard mitigation project development / implementation, wildfire redevelopment and restoration, and nuclear incident ingestion pathway regulation, decontamination and sampling / monitoring. (Refer to the Resource Support ESF.)
- **Provide technical assistance to prevent and mitigate tree damage.** If an insect infestation or plant disease incident occurs that threatens to damage or has caused widespread and/or severe damage to trees and other vegetation on state park or recreation lands, the MDNR will work with the USDA, MDARD, MSU Extension and other appropriate agencies to prevent and mitigate the potential for severe damage and/or to stop its spread. This activity will commence during the infestation response and will extend into the later stages of recovery from the infestation. (Refer to the Natural Disaster Procedures / Insect Infestation and Widespread Plant or Animal Disease.)

- **Provide technical assistance to prevent and mitigate the impacts of disease on forests and wildlife.** Disease prevention and mitigation measures (for trees and/or wildlife) will commence during the initial stages of incident response and will extend into the later stages of recovery from the disease outbreak. (Refer to the MEMP Animal Care Support Plan for wildlife operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease.)

- **Coordinate forest and wildlife debris disposal and management operations.**

*Trees.* This activity will commence early in the recovery period and, depending on the nature and scope of the operation, may extend into the later stages of incident recovery.

*Wildlife.* This activity will commence early in the recovery period and, depending on the nature and scope of the operation, may extend into the later stages of incident recovery. Proper (environmentally sound) burial of animal carcasses is an important environmental restoration activity because it has a direct impact on environmental health as well as the health and safety of the public.

(Refer to the MEMP Animal Care Support Plan for wildlife operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease. Also refer to MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

#### **MICHIGAN STATE POLICE (MSP):**

- **Provide specialized resources to support emergency operations.** Potential MSP field activities during an environmental restoration operation may include but are not necessarily limited to: traffic and access control; road closures; security; aerial reconnaissance (see separate task below); and communications support. (Refer to the Resource Support ESF.)
- **Provide photographic documentation of emergency or disaster-related damage.** As required, the MSP will support the production of videos and/or still photographs (aerial and/or ground level) of environmental restoration operations during incident recovery. These resources can be used to monitor and assess the progression of restoration operations throughout the recovery period, and they can be posted online to keep interested parties apprised of ongoing activities. (Refer to the Information and Planning ESF.)

#### **MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):**

- **Coordinate the assessment, repair and restoration of damaged state facilities.** The MDTMB will ensure that appropriate environmental restoration measures are incorporated into repair and rebuilding (including decontamination) projects involving state facilities under its stewardship. (Refer to the Public Works and Engineering ESF.)
- **Coordinate the use of state facilities and equipment to support emergency operations.** As required, the MDTMB will provide supplemental transportation, equipment, personnel (work crews), and materials and supplies to support environmental restoration operations. These resources may include existing MDTMB assets as well as resources procured from the private sector via established MDTMB procurement mechanisms (see separate task assignment below). (Refer to the Resource Support ESF.)

- **Provide information on state-contracted supplies and services (for emergency procurement).** Goods and services required for environmental restoration operations may be procured from private sector vendors via established MDTMB procurement mechanisms. (Refer to the Resource Support ESF.)
- **Coordinate decontamination of state facilities.** State facilities damaged or affected by a WMD attack may require decontamination. The MDTMB will coordinate this process, if needed, for non-institutional state facilities as an environmental restoration activity during the incident recovery period. (Refer to the WMD Attack Procedures.)
- **Review and submit special supplemental appropriation requests to the Legislature.** Federal and state disaster recovery programs will require a legislative appropriation very early in the recovery period to fund the assistance or provide for the state share of certain federal programs that facilitate or aid environmental restoration. (Refer to the Resource Support ESF.)
- **Coordinate requests for supplemental office space to support emergency operations.** The MDTMB will arrange for supplemental office space, as needed, to accommodate state-level environmental restoration operations. (Refer to the Resource Support ESF.)
- **Provide technical assistance, as required, to support the information technology aspects of state emergency operations.** The MDTMB will provide for the information technology needs of state staff involved in the environmental restoration operation and its activated facilities. (Refer to the Warning and Communications ESF and Resource Support ESF.)
- **Activate the state's donations management web site, as required.** If it appears that there may be a large number of donors wishing to make financial contributions to the state's post-incident environmental restoration efforts, the MDTMB will activate a web site to provide specific guidance to potential donors. (Refer to the Resource Support ESF.)

**MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and FEMA Hazard Mitigation Assistance Grant Program (HMGP).** MDOT staff expertise may be required in support of the development and/or review of the environmental restoration aspects of projects funded under these two federal programs. (Refer to the Public Works and Engineering ESF.)
- **Provide aerial photographic documentation of emergency or disaster-related damage.** (Refer to the Information and Planning ESF.)
- **Maintain, repair, and restore the state highway / trunkline system.** Appropriate environmental restoration measures will be incorporated into MDOT repair and rebuilding (including decontamination) activities on the state highway / trunkline system. (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair, and restore state-owned rail lines.** Appropriate environmental restoration measures will be incorporated into MDOT repair and rebuilding (including decontamination) activities on state-owned rail lines. (Refer to the Public Works and Engineering ESF.)

- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** The MDOT will coordinate with the FHWA to ensure appropriate environmental restoration measures are incorporated into Federal Aid System roadway and related element repair and rebuilding (including decontamination) projects funded under this program. (Refer to the Public Works and Engineering ESF.)
- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** If the need arises during environmental restoration operations, the MDOT will coordinate with the USDOT to temporarily limit access and traffic through areas being restored. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide current information on damaged tourist destinations in Michigan.** The Michigan Travel and Tourism Office (part of the MEDC) will provide up-to-date information on tourist-oriented destinations that suffer significant environmental damage and/or will be part of significant environmental restoration operations. (Refer to the Information and Planning ESF.)
- **Assist in identifying structures, sites, facilities, items, artifacts, and geographic features of importance in disaster areas.** (Refer to the Health and Environmental Protection ESF.)
- **Coordinate the issuance of grants for the restoration of disaster damaged historic properties and sites.** Activities associated with the PAGP will likely occur earlier in the recovery when project worksheets are written and/or required environmental reviews (i.e., NEPA) are conducted for identified projects. Activities associated with the HMGP will likely occur later in the recovery period when specific projects (involving historic properties / sites) are developed and/or required environmental reviews (i.e., NEPA) are conducted for identified projects. (Refer to the Health and Environmental Protection ESF.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

**MICHIGAN JUDICIARY AND MICHIGAN LEGISLATURE (LIAISONS):**

- **Expedite judicial and legislative proceedings, as required, to facilitate emergency operations.** In order to prevent or recover from an environmental catastrophe, it may be necessary to expedite judicial and/or legislative proceedings to meet the situation-specific needs of the environmental restoration operation. (For example, emergency enabling authority or funding may be required to allow environmental restoration activities to commence immediately in order to protect public health and safety, property, and natural resources.) In such cases, the Michigan Judiciary and Michigan Legislature liaisons in the SEOC will work with their respective staffs to ensure that the necessary actions are taken in the most expedient manner possible. (Refer to the Direction and Control ESF.) Special appropriation actions will be coordinated with the MDTMB, in accordance with the Resource Support ESF.

## LONG-TERM ENVIRONMENTAL RESTORATION TASKS AND EXECUTION

### MSP/EMHSD:

- **Activate the State Recovery Task Force (SRTF), if not already done during the short-term recovery phase.** (Refer to the “State Recovery Task Force” section earlier in this plan.)
- **Coordinate and administer the federal Public Assistance Grant Program (PAGP) to provide funding to repair, restore or replace damaged public facilities.** The MSP/EMHSD will coordinate and administer the PAGP (if activated) during incident recovery to possibly provide funding to facilitate some environmental restoration activities. Either category of PAGP work (i.e., emergency work or permanent work) may potentially be used to fund activities aimed at restoring the environment (i.e., facilities may need repair to allow for the provision of certain environmental restoration functions; certain environmental restoration activities may be eligible for funding). PAGP administration will likely continue into the later stages of, and possibly beyond, the incident recovery period. The MSP/EMHSD will coordinate with FEMA and project subapplicants to ensure appropriate environmental restoration measures are incorporated into public facility repair and rebuilding projects funded under this program. (Refer to the Public Works and Engineering ESF. Also refer to MSP/EMHSD Publications 005 – State of Michigan Administrative Plan for the Public Assistance Grant Program, and 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate and administer federal Hazard Mitigation Assistance (HMA) to provide funding for cost-effective mitigation measures to reduce the long-term risk of public facilities from disaster damage.** The MSP/EMHSD will coordinate and administer the various federal HMA programs during incident recovery to provide possible funding to facilitate some environmental restoration activities. Certain types of mitigation projects or categories of work fundable under federal HMA (e.g., bank stabilization, acquisition and relocation / demolition of hazard prone structures to create permanent open space, creation of flood storage, etc.) may directly contribute to environmental recovery and restoration. Mitigation program administration will in almost all cases continue into the later stages of, and possibly beyond, the incident recovery period. The MSP/EMHSD will coordinate with FEMA and project subapplicants to ensure appropriate environmental restoration measures are incorporated into mitigation projects funded under the various HMA programs. (Refer to the Public Works and Engineering ESF.)
- **Procure resources through the EMAC / MEMAC, as appropriate.** (Refer to the Resource Support ESF.)
- **Conduct web searches and resource inventory searches to fill anticipated or identified resource needs.** (Refer to the Resource Support ESF.)
- **Coordinate disaster debris clearance activities, as required, to aid recovery.** Debris management operations – and any associated environmental restoration activities – are likely to continue into the later stages of incident recovery. (Refer to the Public Works and Engineering ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Implement and coordinate the State’s radiological emergency program.** In the event of a nuclear incident, radiological emergency activities to help protect public health and safety and contribute to the restoration of the environment will almost certainly continue into the later stages

of incident recovery period. (Refer to the Technological Disaster Procedures / Nuclear Power Plant Incidents.)

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT (MDARD):**

- **Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and the agricultural environment.** MDARD monitoring, sampling, inspection and regulatory services in support of environmental restoration efforts will likely continue into the later stages of incident recovery. Restoration of damaged agricultural lands may require federal assistance (see related task). (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Issue agricultural advisories and protective action guides.** These advisories and protective action guides will continue until the threats to public health and safety are gone. (Refer to the Health and Environmental Protection ESF and Technological Disaster Procedures / Nuclear Power Plant Incidents.)
- **Prepare the Governor's request for a USDA Agricultural Disaster Designation.** Depending on incident conditions and circumstances, this activity may not occur until the later stages of incident recovery – once all requisite damage and impact assessments have been completed. (Refer to the Information and Planning ESF.)
- **Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and related food enterprises.** Grant administration will likely continue into the later stages of incident recovery. (Refer to the Health and Environmental Protection ESF.)
- **Assist in post-incident wildlife care services.** (Refer to the Health and Environmental Protection ESF and MEMP Animal Care Support Plan.)
- **Provide technical assistance to prevent and mitigate vegetative damage.** Prolonged insect infestations and/or disease outbreaks may require months or possibly even years of effort to prevent and mitigate the potential for severe vegetative damage and to stop its spread. (Refer to the Natural Disaster Procedures / Insect Infestation.)
- **Provide technical assistance to prevent and mitigate the additional spread of disease and the impacts of disease on plants, livestock, humans, and the environment.** Disease prevention and mitigation measures (for plants and/or livestock) will commence during the initial stages of incident response and will extend into the later stages of recovery from the disease outbreak. (Refer to the MEMP Animal Care Support Plan for livestock operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease.)
- **Coordinate agricultural crop and livestock debris disposal and management operations.**

*Crops.* This activity will commence early in the recovery period and, depending on the nature and scope of the operation, may extend into the later stages of incident recovery.

*Livestock.* The MDARD will coordinate mass animal carcass (livestock) disposal operations in accordance with the MDARD Standard Operating Procedures for Mass Carcass Disposal. This

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activity will commence early in the recovery period and, depending on the nature and scope of the operation, may extend into the later stages of incident recovery. (This is particularly likely during catastrophic incidents resulting in a large number of animal deaths.) Proper (environmentally sound) burial of animal carcasses is an important environmental restoration activity because it has a direct impact on environmental health as well as the health and safety of the public.

(Refer to the MEMP Animal Care Support Plan for livestock operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease. Also refer to MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

- **As necessary, assist local jurisdictions with the assessment, repair and restoration of damaged inter-county drains.** This activity will commence during incident response and may extend into the later stages of incident recovery. (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF ATTORNEY GENERAL (MDAG):**

- **Provide legal assistance to state officials.** Responsible party reimbursement proceedings (if legally challenged) may extend this activity for months (and possibly even years) beyond the incident recovery period. (Refer to the Direction and Control ESF.)

### **MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH):**

- **Issue public health advisories and protective action guides.** (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents, and WMD Attack Procedures.)
- **Identify volunteer opportunities for emergent volunteers.** (Refer to the Resource Support ESF.)
- **Coordinate the assessment, repair and restoration of damaged state mental health facilities.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN OFFICE OF SERVICES TO THE AGING (MOSA):**

- **Identify and coordinate volunteer resources for recovery operations.** The MOSA will continue to work with Area Agencies on Aging (AAAs) to identify and mobilize senior volunteers for environmental restoration operations for as long as is required during incident recovery. (Refer to the Resource Support ESF.)

### **MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC):**

**Note:** The following MDOC support will only be provided if it does not compromise institutional security and/or otherwise negatively impact the ability of the MDOC to carry out its core public safety and custodial care missions.

- **Provide resources to support emergency operations.** Depending on operational needs and incident conditions, MDOC support activities will continue for as long as required during the incident recovery period. (Refer to the Resource Support ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

- **Support law enforcement activities.** For incidents with a particularly long recovery period (i.e., several weeks to possibly several months or more), MDOC support will be provided until more appropriate (longer term availability) security resources can be mobilized to assist local and state law enforcement agencies. (Refer to the Resource Support ESF and Public Safety ESF.)
- **Coordinate the assessment, repair and restoration of damaged state correctional facilities.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ):**

- **Minimize environmental damage and contamination.** MDEQ activities in support of environmental restoration and minimization of environmental damage and contamination will continue for as long as required during incident recovery. (Refer to the Health and Environmental Protection ESF. Also refer to the MEMP Animal Care Support Plan for information on the MDEQ role in mass disposal of animal operations.)
- **Provide monitoring, sampling and analysis services.** MDEQ monitoring, sampling and analysis services for environmental restoration purposes will continue for as long as required during incident recovery. (See separate task regarding post-incident radiological monitoring, sampling and analysis. Refer to the Health and Environmental Protection ESF and the Technological Disaster Procedures / Hazardous Material Incidents and Nuclear Power Plant Incidents.)
- **Provide debris management technical and operational assistance.** The MDEQ will continue to provide debris management technical and/or operational assistance (including mass animal carcass disposal operations) for as long as required during incident recovery. Depending on the nature, scope and magnitude of debris management operations, MDEQ technical assistance and regulatory oversight may be required for an extended period of time – possibly several months or more. (Refer to the Health and Environmental Protection ESF, Public Works and Engineering ESF, MEMP Animal Care Support Plan, and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate the assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection / treatment facilities.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. In addition, the MDEQ will continue to provide technical assistance to PAGP and hazard mitigation activities (related to environmental restoration) for as long as required during incident recovery. Although initial survey and project identification and development activities will occur earlier in the recovery period, it is likely that MDEQ assistance will still be required into the later stages of incident recovery as projects and implementation strategies are finalized, problems are resolved, and required environmental reviews (i.e., NEPA) are conducted as part of grant processes. Both program areas (public assistance and hazard mitigation) may require sporadic MDEQ assistance for an extended period – possibly several months or more. (Refer to the Public Works and Engineering ESF.)
- **Request federal hazardous material recovery assistance.** The MDEQ will continue to coordinate federal RRT assistance with environmental restoration operations for as long as

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required during incident recovery. (Refer to the Technological Disaster Procedures / Hazardous Material Incidents.)

- **Minimize risks from radiological exposure.** Long-term population protection and environmental restoration activities (including decontamination) related to a nuclear power plant incident, WMD attack, hazardous material incident or industrial accident will continue for as long as required during incident recovery (possibly several months to several years in duration) in accordance with the NFEMP (for a nuclear power plant incident) and the appropriate MEMP disaster-specific procedure. (Refer to the Health and Environmental Protection ESF, Technological Disaster Procedures / Nuclear Power Plant Incidents and Hazardous Material Incidents, and WMD Attack Procedures.)

### **MICHIGAN DEPARTMENT OF HUMAN SERVICES (MDHS):**

- **Identify and coordinate volunteer resources for recovery operations.** The Michigan Community Service Commission (MCSC) will continue to identify and mobilize volunteer resources to assist in environmental restoration operations for as long as required during incident recovery. The need will be primarily for disaster debris management activities but not necessarily limited to that function. (Refer to the Resource Support ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate the assessment, repair and restoration of damaged state training and rehabilitation (juvenile justice) facilities, and the MCTI.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS (MDLARA):**

- **Coordinate the establishment of group manufactured home sites for temporary disaster housing.** Environmental restoration will be one of the integral factors considered in the multi-agency process used to establish (and eventually dismantle) group mobile sites for temporary disaster housing. If required, establishment of sites will likely occur during the earlier stages of recovery. If the sites are to be dismantled when there is no longer a need for temporary housing, that process will likely occur well beyond the incident recovery period. The MDLARA will monitor site dismantling to ensure that all appropriate environmental restoration measures are taken to restore the site to at least its original condition, and ideally even better than its original condition. (Refer to the Human Services ESF.)
- **Coordinate the assessment, repair and restoration of damaged energy infrastructure.** This activity will continue for as long as required during incident recovery, until all damaged infrastructure has been repaired, service has been restored, and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)
- **Conduct workplace safety inspections and protect emergency response workers.** This activity will continue throughout environmental restoration operations until the need for monitoring services associated with incident activities no longer exists. (Refer to the Public Safety ESF.)

**MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (MDMVA):**

- **Coordinate / provide military support to civil authorities.** The MDMVA will continue to provide support to environmental restoration operations for as long as required during the incident recovery period. (Refer to the Resource Support ESF and Public Works and Engineering ESF, and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate the assessment, repair and restoration of damaged state military facilities.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR):**

- **Provide supplemental transportation and equipment resources.** (Refer to the Resource Support ESF and Public Works and Engineering ESF, and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate the assessment, repair and restoration of damaged state parks, state recreation areas, and other state recreation lands.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)
- **Support law enforcement activities.** This activity will continue for as long as required during incident recovery. (Refer to the Public Safety ESF.)
- **Provide debris management technical and operational assistance.** The MDNR will continue to provide debris management technical and operational assistance for as long as required during incident recovery. Depending on the nature, scope and magnitude of debris management operations, MDNR technical assistance and regulatory oversight may be required for an extended period of time – possibly several months or more. (See related task below pertaining to MDNR coordination of forest and wildlife debris disposal and management operations.) MDNR materiel assistance will (likely) be required primarily during the earlier stages of the debris management operation. (Refer to the Public Works and Engineering ESF and MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)
- **Coordinate post-incident wildlife care services.** Depending on the nature, scope and magnitude of post-incident care and rehabilitation activities, MDNR technical assistance and regulatory oversight may be required for an extended period of time – possibly several months or more. (Refer to the MEMP Animal Care Support Plan and the Health and Environmental Protection ESF.)
- **Provide maps and enhanced mapping capability to support recovery operations.** (Refer to the Resource Support ESF.)
- **Provide technical assistance to prevent and mitigate tree damage.** This activity will likely extend into the later stages of incident recovery. Prolonged infestations and/or disease outbreaks may require months or possibly even years of effort to prevent and mitigate the potential for

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

severe tree damage and to stop its spread. (Refer to the Natural Disaster Procedures / Insect Infestation and Widespread Plant and Animal Disease.)

- **Provide technical assistance to prevent and mitigate the impacts of disease on forests and wildlife.** Disease prevention and mitigation measures (for trees and/or wildlife) will extend into the later stages of recovery from the disease outbreak. (Refer to the MEMP Animal Care Support Plan for wildlife operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease.)
- **Coordinate forest and wildlife debris disposal and management operations.** This activity may extend into the later stages of incident recovery. (Refer to the MEMP Animal Care Support Plan for wildlife operations and the Natural Disaster Procedures / Widespread Plant or Animal Disease. Also refer to MSP/EMHSD Publication 109 – Michigan Disaster Debris Management Plan.)

### MICHIGAN STATE POLICE (MSP):

- **Provide specialized resources to support emergency operations.** MSP law enforcement activities in support of environmental restoration operations will continue for as long as required during incident recovery. Most activities will be completed early in the recovery period; others, such as access control to contaminated areas, security at recovery sites and facilities, crime investigation (including fires), and aerial reconnaissance of ongoing operations, may extend well into the later stages of incident recovery. (Refer to the Resource Support ESF.)
- **Provide photographic documentation of emergency or disaster-related damage.** This activity will continue for as long as required during incident recovery, until all relevant environmental restoration operations have been completed. (Refer to the Information and Planning ESF.)

### MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET (MDTMB):

- **Coordinate the assessment, repair and restoration of damaged state facilities.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)
- **Coordinate the use of state facilities and equipment to support emergency operations.** The MDTMB will continue to support environmental restoration operations for as long as required during incident recovery. (Refer to the Resource Support ESF.)
- **Coordinate requests for supplemental office space to support emergency operations.** Although the bulk of the work related to this activity will likely be accomplished early in the recovery period, it is possible that additional (or alternate) office space may be required as restoration operations mature and facility needs change. (Refer to the Resource Support ESF.)
- **Coordinate decontamination of state facilities.** The MDTMB will continue to coordinate this process for non-institutional state facilities during incident recovery, until it is completed and the facilities can safely be reopened and reused. (Refer to the WMD Attack Procedures.)

- **Review and submit special supplemental appropriation requests to the Legislature.** If additional legislative appropriation requests are required during the later stages of incident recovery to directly fund environmental restoration activities and/or provide for the state cost share of federal programs that facilitate or aid environmental restoration, the MDTMB will prepare and submit those requests through the State Budget Office. (Refer to the Resource Support ESF.)
- **Provide technical assistance, as required, to support the information technology aspects of state emergency operations.** (Refer to the Warning and Communications ESF and Resource Support ESF.)
- **Provide information on state-contracted supplies and services (for emergency procurement).** (Refer to the Resource Support ESF.)
- **Activate the state's donations management web site, as required.** Although the bulk of the work related to this activity will likely be accomplished early in the recovery period, it is possible that the web site will have to be maintained into the later stages of incident recovery if there are still donors wishing to make financial contributions and/or state funding support needs for environmental restoration change. (Refer to the Resource Support ESF.)

#### **MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT):**

- **Provide technical assistance to FEMA Public Assistance Grant Program (PAGP) and FEMA Hazard Mitigation Assistance Grant Program (HMGP).** The MDOT will continue to provide technical assistance to PAGP and HMGP activities (related to environmental restoration) for as long as required during incident recovery. Although initial survey and project identification and development activities will occur earlier in the recovery period, it is likely that MDOT assistance will still be required into the later stages of incident recovery as projects and implementation strategies are finalized, problems are resolved, and required environmental reviews (i.e., NEPA) are conducted as part of grant processes. Both program areas (public assistance and hazard mitigation) may require sporadic MDOT assistance for an extended period – possibly several months or more. (Refer to the Public Works and Engineering ESF.)
- **Provide aerial photographic documentation of emergency or disaster-related damage.** (Refer to the Information and Planning ESF.)
- **Maintain, repair, and restore the state highway / trunkline system.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)
- **Maintain, repair, and restore state-owned rail lines.** This activity will continue for as long as required during incident recovery, until all damaged facilities have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)
- **Coordinate Federal Highway Administration (FHWA) Emergency Relief Program.** This activity will continue for as long as required during incident recovery, until all damaged facilities

## RECOVERY SUPPORT PLAN TO THE MICHIGAN EMERGENCY MANAGEMENT PLAN

have been repaired and associated environmental restoration measures have been taken. (Refer to the Public Works and Engineering ESF.)

- **Coordinate with the USDOT for transportation response activities, including limiting or restricting air, rail, water, and vehicular traffic.** This activity will continue for as long as reasonably required during incident recovery. (Refer to the Public Works and Engineering ESF.)

### **MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC):**

- **Provide current information on damaged tourist destinations in Michigan.** This activity will continue for as long as reasonably required during incident recovery, until damaged destinations have been adequately restored to allow tourism to resume. (Refer to the Information and Planning ESF.)
- **Assist in identifying structures, sites, facilities, items, artifacts, and geographic features of importance in disaster areas.** Although the bulk of the work related to this activity will likely occur in the earlier stages of incident recovery, the SHPO will continue to provide assistance as required during the later stages of environmental restoration operations to ensure that significant archaeological, cultural or historical items and/or areas are not overlooked. (Refer to the Health and Environmental Protection ESF.)
- **Coordinate the issuance of grants for the restoration of disaster damaged historic properties / sites.** Activities associated with the PAGP will likely occur earlier in the recovery when project worksheets are written and/or required environmental reviews (i.e., NEPA) are conducted for identified projects. Activities associated with the HMGP will likely occur later in the recovery period when specific projects (involving historic properties / sites) are developed and/or required environmental reviews are conducted for identified projects. (Refer to the Health and Environmental Protection ESF.)

**Note:** This is not an Executive Branch department or agency; rather, the MEDC is an autonomous agency which reports directly to the Michigan Legislature. Coordination with this agency will be handled through an appropriate agency representative, if available and provided. If not, then coordination with the agency will be provided through a designated SEOC Legislative Liaison.

### **MICHIGAN JUDICIARY AND MICHIGAN LEGISLATURE (LIAISONS):**

- **Expedite judicial and legislative proceedings, as required, to facilitate emergency operations.** Expedited judicial and/or legislative proceedings may be required at any point during incident recovery to address the situation-specific needs (anticipated or unforeseen) related to post-incident environmental restoration. Special appropriation actions will be coordinated with the MDTMB, in accordance with the Resource Support ESF. Legislative changes (i.e., new laws to address incident-specific environmental issues or circumstances) will be coordinated with the MDEQ, MDNR or other state department having stewardship over the issue involved. (Refer to the Direction and Control ESF.)

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## SAMPLE PRESS RELEASE FOR STATE DISASTER RECOVERY TASK FORCE

Date

### **FOR IMMEDIATE RELEASE**

#### **FOR MORE INFORMATION CONTACT:**

Name / Title of SRTF Representative or MSP/EMHSD representative  
Telephone Number / Facsimile Number / E-Mail Address  
Name of Agency / Web Site Address

### **Recovery Efforts Underway in (name of jurisdiction)**

A number of state agency efforts are underway to assist (name of jurisdiction) in recovering from the (describe incident conditions) that occurred as a result of the (describe type of incident) that struck the (region / county / city / township – select appropriate one) on (date). These efforts include:

#### **Critical Infrastructure Restoration**

- (Insert relevant actions in bullet point format.)

#### **Housing**

- (Insert relevant actions in bullet point format.)

#### **Economic Stabilization**

- (Insert relevant actions in bullet point format.)

#### **Individual and Family Services**

- (Insert relevant actions in bullet point format.)

#### **Essential Governmental Services**

- (Insert relevant actions in bullet point format.)

#### **Environmental Restoration**

- (Insert relevant actions in bullet point format.)

#### **(List other Recovery Functions as Appropriate)**

- (Insert relevant actions in bullet point format.)

#### **Further Information**

Additional information on these and other recovery efforts underway in (name of jurisdiction) can be found on the (State of Michigan / MSP/EMHSD / MSP – select appropriate one) web site at (insert web address). In addition, the (name of jurisdiction) Emergency Management Office at (phone number / e-mail address / mailing address) or the (list alternate local agency / organization, if appropriate) at (phone number / e-mail address / mailing address) can also provide information from (list days / hours of operation).

## SAMPLE PUBLIC SERVICE ANNOUNCEMENT

(Name of jurisdiction) Office of Emergency Management  
OR  
State Recovery Task Force (SRTF) / MSP/EMHSD / FEMA (if joint release)  
(c/o Agency / Address / Web Address)

FOR USE UNTIL (DATE)

RECOVERY EFFORTS UNDERWAY IN (NAME OF JURISDICTION)

**60 SECONDS**

In response to the recent (describe type of incident and/or incident conditions) in the (name of jurisdiction), a number of efforts are underway to assist homeowners, businesses, governmental agencies and community organizations in recovering from the devastation. To aid you and your loved ones during this difficult time, you should know the following:

*(Note: Information should be in bullet point format; each bullet no longer than 5 seconds; a total of 4-5 bullets maximum.)*

- (List relevant actions that need to be taken by individuals, families, businesses, and community organizations.)
- (List available assistance options, how to obtain that assistance, and during what time frame.)
- (List other relevant, incident-specific information as appropriate.)

Remember, the actions YOU take NOW will help you in recovering as quickly as possible from this devastating event. Help is available. Please take advantage of it. For further information, call (telephone number) or visit the (name of agency) web site at (web site address). Thank you.

**SAMPLE HANDBILL / DOOR HANGER: DISASTER RECOVERY**

**(NAME OF JURISDICTION)**

*(Note: Insert incident- and/or recovery-related photographs below in the place of these sample photographs.)*



**RECOVERY EFFORTS ARE UNDERWAY**

In response to the recent [\(describe type of incident and/or incident conditions\)](#) in the [\(name of jurisdiction\)](#), a number of efforts are underway to assist homeowners, businesses, governmental agencies and community organizations in recovering from the devastation. To aid you and your loved ones during this difficult time, you should know the following:

*(Note: Information should be in bullet point format; a total of 4-5 bullets maximum to keep it to one page.)*

- [\(List relevant actions that need to be taken by individuals, families, businesses, and community organizations.\)](#)
- [\(List available assistance options, how to obtain that assistance, and during what time frame.\)](#)
- [\(List other relevant, incident-specific information as appropriate.\)](#)

Remember, the actions YOU take NOW will help you in recovering as quickly as possible from this devastating event. Help is available. Please take advantage of it. For further information, call [\(telephone number\)](#) or visit the [\(name of agency\)](#) web site at [\(web site address\)](#).

**THANK YOU.**

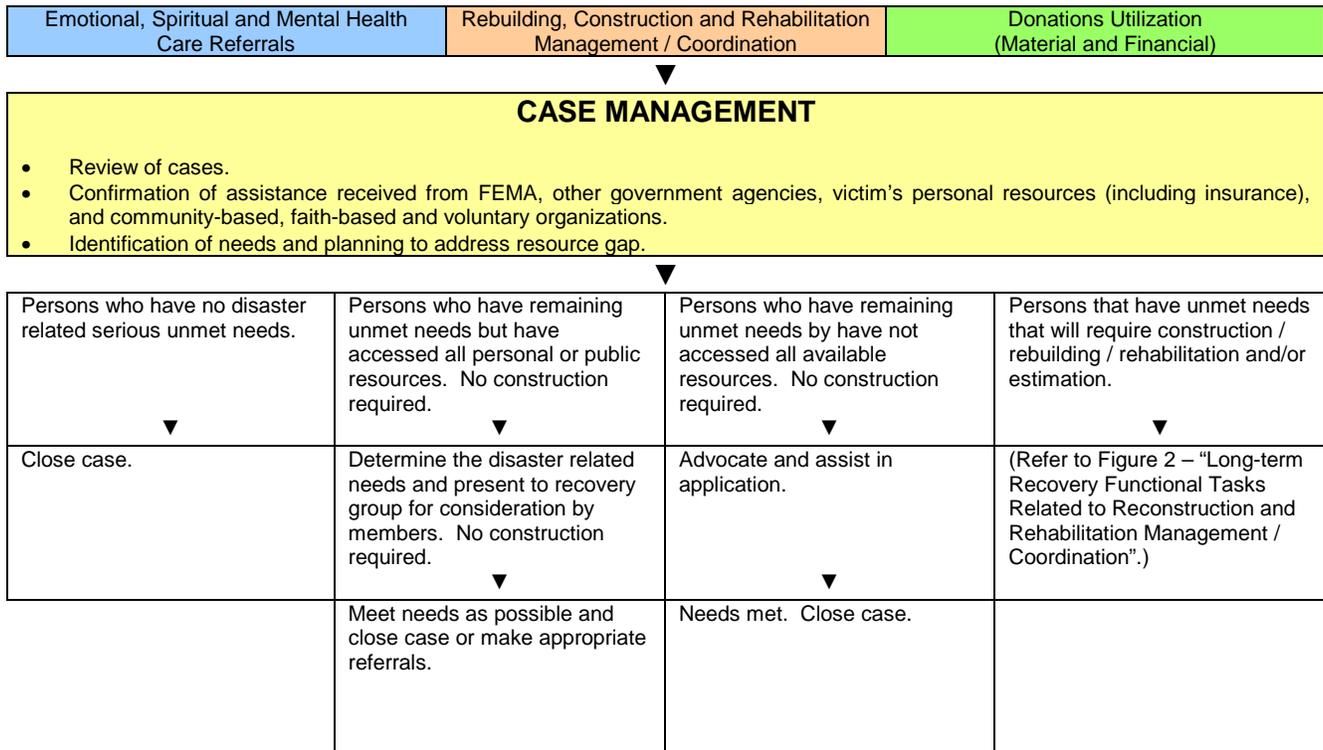
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**LONG-TERM RECOVERY ASSISTANCE CASE MANAGEMENT FOR INDIVIDUALS AND FAMILIES**

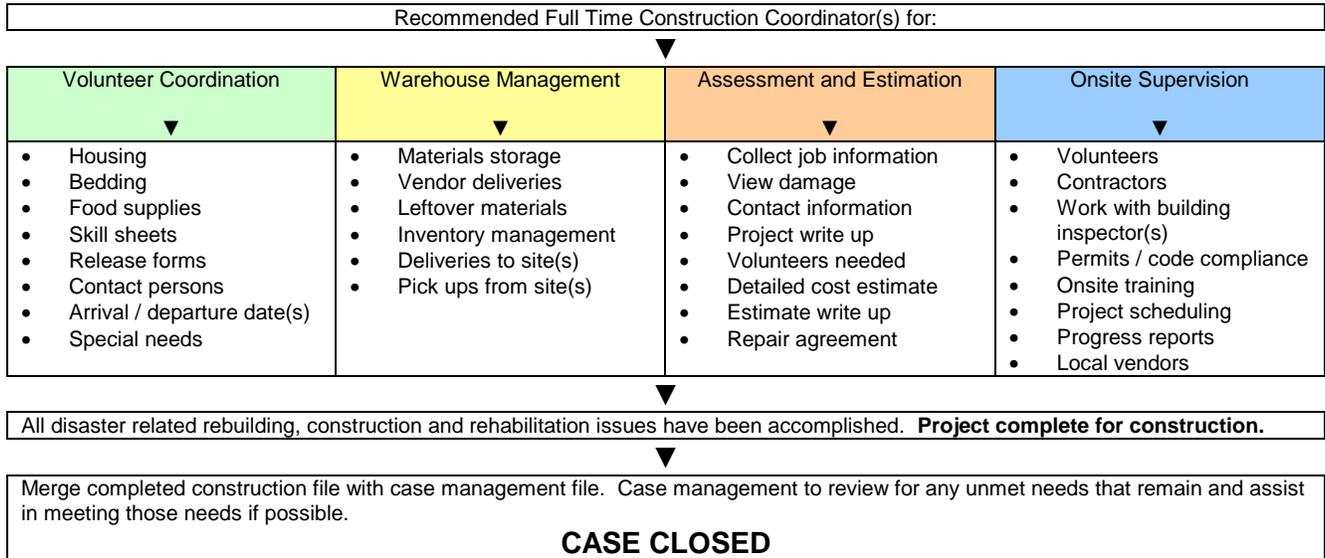
Case management is defined by the NVOAD “Long-Term Recovery Manual” as: “The process of determining needs experienced by a disaster victim, identifying available resources (both personal and from assistance programs) to address the needs, discerning the unmet needs, and securing resources for those needs.” Ideally, cases are handled by a single agency that works in concert with other agencies through a committee process.

Figures 1 and 2 illustrate sequence of delivery paths based on the NVOAD model, and Figure 3 depicts a suggested step-by-step case management process for disaster related recovery needs. These are provided as general guidance to follow in the delivery of long-term recovery assistance to individuals and families by participating agencies and organizations operating under the umbrella of the SRTF. Adaptation of this guidance by the SRTF to meet incident specific needs is appropriate and expected.

**Figure 1: Sequence of Recovery Assistance Delivery Through Long-term Recovery Groups**

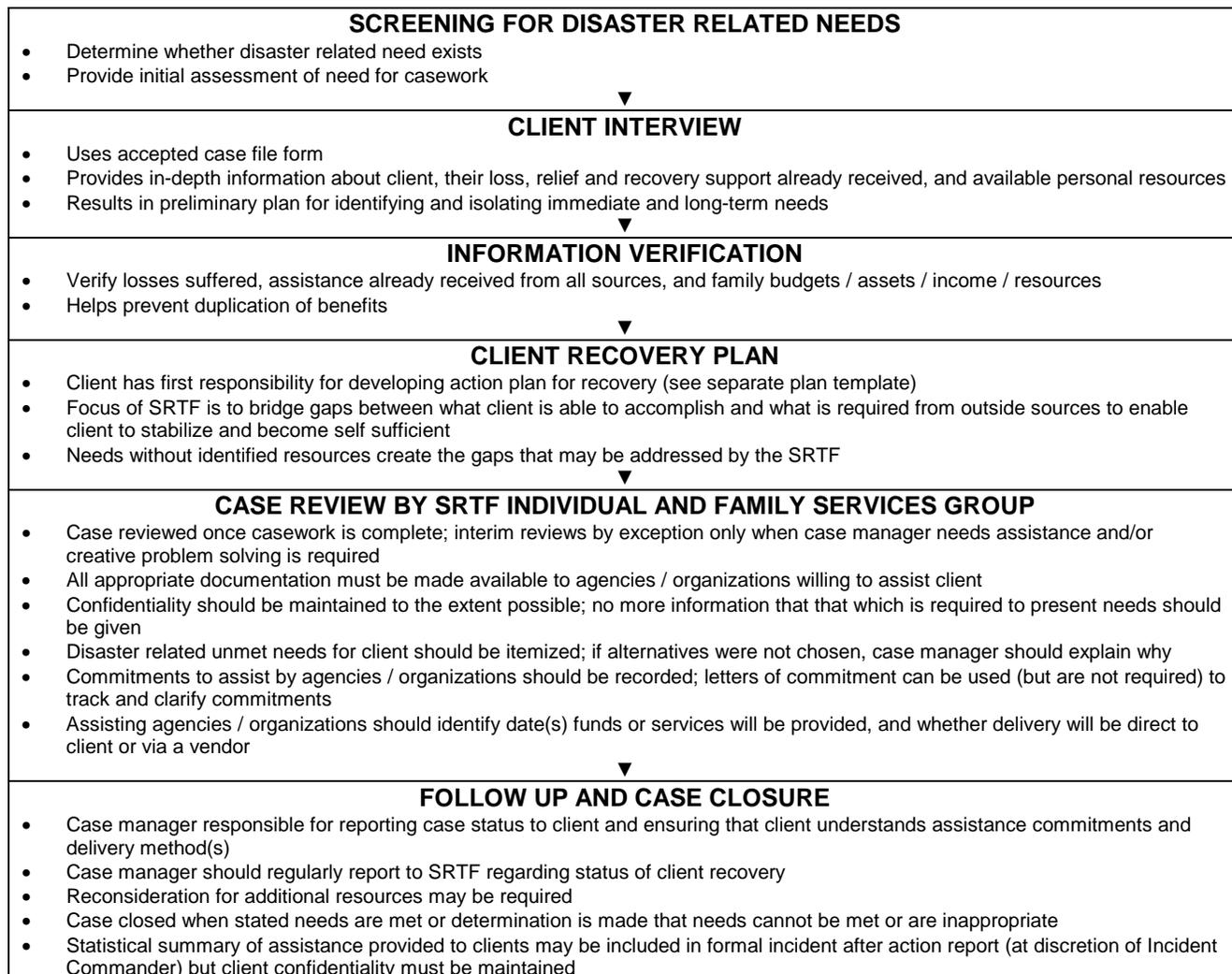


**Figure 2: Long-term Recovery Functional Tasks Related to Reconstruction and Rehabilitation Management / Coordination**



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**Figure 3: Suggested Case Management Process**



**Determining Unmet Long-term Recovery Needs:**

- Disaster caused serious unmet need is something clients cannot provide for themselves
- It may be a loss of life, injury, income, housing, vehicle or household goods
- It may be caused by stress
- It is **NOT** a pre-disaster condition and/or ongoing social issue
- It is not intended to be an upgrade to the client’s previous living condition, although this may happen in reconstruction / rehabilitation in order to provide safe, sanitary, secure and appropriate living quarters
- It should be identified by the client, verified by the caseworker, and agreed upon by the recovery group
- It is understood that assistance from the recovery group is reserved for serious and basic life needs which are not otherwise resourced
- In spite of all best efforts, it may not be possible to meet all needs and it may be necessary to decline assistance to some requests

**Confidentiality Issues:**

- Confidentiality is a legal consideration for the recovery group
- Disclosure of family names is typically required in order to give all participating agencies / organizations an opportunity to verify previous assistance and conflicts of interest
- Client confidentiality extends to all those that service a client's case – including vendors paid to provide goods and/or services

**Client Responsibilities:**

- Be willing to accept responsibility for own recovery – exploring all available options, identifying personal resources, accessing public and private resources, making decisions, carrying out recovery plan, and following through with referrals
- Cooperate fully with case manager in giving information about personal resources and situation
- Provide documentation and verification required for the completion of casework process
- Accept the possible limitations of the recovery group assistance

**Case Manager Job Description:**

The Case Manager's primary role in long-term recovery after a disaster is to identify client's needs and connect them to resources, working with the SRTF to do whatever is necessary to get them back on their feet. The Case Manager works over the long-term with clients to make an in-depth assessment of their disaster related needs and to assist in the development of a recovery plan. The Case Manager's relationship with clients is as an advocate, and the development of such a relationship is a key first step in successful case management. Effective case management in a large disaster may require a commitment (part time) over a period of 18 months to two years or more.

Key responsibilities of the Case Manager include but are not limited to:

- Make contact with clients as soon as feasible
- Secure and maintain a "Release of Confidential Information" form for each client
- Assist clients in developing a Recovery Plan by jointly reviewing the assistance they have received, identifying any unmet urgent needs, and determining possible sources for gaps in resources
- Refer the client to another program or agency / organization when appropriate
- Present individual cases to the SRTF, when appropriate
- Follow up with other agencies / organizations to assure that assistance commitments have been met
- Remain in contact with the client until the disaster related needs are met and/or the case is closed
- Close or refer the case when no more can be accomplished, being certain to take time for closure with the family
- Keep detailed records of every case, every home visit, every referral, every contact with resources on the client's behalf, etc.
- Network with other agencies / organizations to stay informed about services and resources
- Maintain confidentiality at all times and in all locations
- Attend training sessions as required or appropriate
- Enable clients to take responsibility for their recovery, acting as an advocate and facilitator (as opposed to a "rescuer")

### Sample Case Management Forms

The following sample forms (developed based on NVOAD guidance and modified as required to fit the layout and formatting of this plan) are provided as general guidance for SRTF case management work. Adaptation of these forms to meet incident specific needs and conditions is appropriate and expected. In most cases, these forms would be completed by the case manager in consultation with the other appropriate involved person / persons (i.e., client, other agency staff, etc.).

#### Case Management Sample Form 1: Release of Confidential Information

##### RELEASE OF CONFIDENTIAL INFORMATION

(Insert name of client), hereby authorizes the State Recovery Task Force (Note: insert alternate or additional name as appropriate) to release to the agency, organization or person designated below any information maintained by the State Recovery Task Force (Note: insert alternate or additional name as appropriate) that is relevant for the purpose of providing assistance for my disaster needs caused by (insert name or description of disaster, including FEMA declaration number if applicable).

(Insert name of client), hereby authorizes the agency, organization or person designated below to release to the State Recovery Task Force (Note: insert alternate or additional name as appropriate) any information maintained by the agency, organization or person relevant and necessary for the purpose of providing assistance for my needs caused by (insert name or description of disaster, including FEMA declaration number if applicable).

I further understand that the release of information does not guarantee that assistance will be provided, but that without the information my case cannot be presented to the State Recovery Task Force (Note: insert alternate or additional name as appropriate) for consideration.

Name of Agency(ies), Organization(s) or Person(s) Designated:

\_\_\_\_\_  
Signature of Client (Head of Household)

\_\_\_\_\_  
Signature of Client (Spouse)

\_\_\_\_\_  
Name of Client (Printed)

\_\_\_\_\_  
Name of Spouse (Printed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pre-Disaster Address of Client

\_\_\_\_\_  
FEMA Registration Number  
(if applicable)

**Sample Case Management Form 2: Client Screening Checklist**

**CLIENT SCREENING CHECKLIST**

Client Name: \_\_\_\_\_  
Pre-Disaster Address: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
Current Phone / E-Mail (if applicable): \_\_\_\_\_

Housing Information (check those that apply):

\_\_\_\_\_ Own      \_\_\_\_\_ Rent      \_\_\_\_\_ SFD      \_\_\_\_\_ MH      \_\_\_\_\_ Duplex  
\_\_\_\_\_ Destroyed      \_\_\_\_\_ Major Damage      \_\_\_\_\_ Minor Damage  
\_\_\_\_\_ Insurance (Structure)      \_\_\_\_\_ Insurance (Contents)

Owners Only:

\_\_\_\_\_ Date Purchased      \_\_\_\_\_ Price      \_\_\_\_\_ Balance  
Own Land?      \_\_\_\_\_ Yes      \_\_\_\_\_ No

1. Are insurance, federal, state, local and/or family resources sufficient to meet disaster-caused needs?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

Explain: \_\_\_\_\_  
\_\_\_\_\_

2. What is family's stated need?

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Has family obtained estimates for repairs or replacement of the residence?

\_\_\_\_\_ Yes      \_\_\_\_\_ No      \_\_\_\_\_ Amount of Estimates

4. Has family obtained permits and arranged inspections?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

5. Has family checked code / elevation requirements?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

6. Is further involvement needed by other agencies?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

Explain: \_\_\_\_\_  
\_\_\_\_\_

7. Additional comments (include number of family members and ages):

\_\_\_\_\_  
\_\_\_\_\_

Name / title of person completing form: \_\_\_\_\_

Date: \_\_\_\_\_

**Sample Case Management Form 3: Client Disaster Recovery Plan**

Name of Case Manager: \_\_\_\_\_

Name of Client: \_\_\_\_\_

All identified needs of the client: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Available resources (through funds or materials owned by the client or received for the purpose of recovery from the disaster) to resolve these needs: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Needs with no resources to address them (in prioritized order): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Prioritized needs (basic living needs) for which the case manager will offer assistance in resolving: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Possible sources of assistance for addressing these needs: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Client accepts responsibility for the following actions relative to this Recovery Plan: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Client signature: \_\_\_\_\_

Spouse signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Case manager accepts responsibility for the following actions relative to this Recovery Plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Case manager signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Sample Case Management Form 4: Agency / Organization Commitment Letter**

**AGENCY / ORGANIZATION COMMITMENT LETTER**

Date: \_\_\_\_\_

Name of Agency / Organization: \_\_\_\_\_

Representative Making Commitment: \_\_\_\_\_

Name of Client: \_\_\_\_\_

1. Type of Assistance to be Provided (check those that apply):

\_\_\_\_\_ Cash (\$ \_\_\_\_\_)                      \_\_\_\_\_ Services ( \_\_\_\_\_ )

\_\_\_\_\_ Building Materials ( \_\_\_\_\_ )

\_\_\_\_\_ Building Services ( \_\_\_\_\_ )

\_\_\_\_\_ Household Items ( \_\_\_\_\_ )

\_\_\_\_\_ Other ( \_\_\_\_\_ )

2. Assistance to be Delivered to (check those that apply):

\_\_\_\_\_ Client                      \_\_\_\_\_ Vendor                      \_\_\_\_\_ Other ( \_\_\_\_\_ )

3. Assistance to be Delivered by (date): \_\_\_\_\_

4. Other Circumstances for Delivery of the Assistance: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Federal RSF – Counterpart State ESF Coordination Matrix**

<b>FEDERAL RSF</b> (from National Disaster Recovery Framework)	COMMUNITY PLANNING AND CAPACITY BUILDING RSF	ECONOMIC RSF	HEALTH AND SOCIAL SERVICES RSF	HOUSING RSF	INFRASTRUCTURE SYSTEMS RSF	NATURAL AND CULTURAL RESOURCES RSF
<b>STATE ESF</b>						
DIRECTION AND CONTROL	S					
WARNING AND COMMUNICATIONS						
INFORMATION AND PLANNING				S	S	S
HEALTH AND ENVIRONMENTAL PROTECTION	S	S	S	S	S	P
HUMAN SERVICES	S		P	P		S
RESOURCE SUPPORT	P	P	S	S	S	S
PUBLIC WORKS AND ENGINEERING		S		S	P	S
PUBLIC SAFETY	S				S	

**P = LEAD STATE ESF: RESPONSIBLE FOR COORDINATION WITH THE FEDERAL RSF**  
**S = SUPPORT STATE ESF: RESPONSIBLE FOR SUPPORTING THE PRIMARY STATE ESF**

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**Composite Recovery Task Assignments Quick Reference Checklist**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Michigan State Police / Emergency Management and Homeland Security Division (MSP/EMHSD)	Activate SRTF	Recovery Support Plan		
	Review and evaluate assessment data	IP ESF		
	Coordinate FEMA / State Preliminary Damage Assessment	IP ESF		
	Prepare Governor's request for Presidential emergency or major disaster declaration	IP ESF		
	Communicate restoration priorities to electrical service providers	Recovery Support Plan		
	Coordinate assessments of vulnerable critical infrastructure	WMD Attack (CBRNE) Procedures		
	Coordinate and administer federal Public Assistance Grant Program	PWE ESF		
	Coordinate and administer federal Hazard Mitigation Assistance	PWE ESF		
	Procure resources through the EMAC / MEMAC	RS ESF		
	Conduct searches to fill anticipated / identified resource needs	RS ESF		
	Coordinate disaster debris clearance and management activities	PWE ESF		
	Coordinate identification and procurement of additional temporary housing	RS ESF		
	Assist in procurement of additional drinking water supplies	RS ESF		
	Implement Michigan Disaster Logistics Management Plan	HS ESF		
	Provide technical assistance to MDHS for disaster donations management	RS ESF		
	Provide technical assistance to MDCH in application for federal crisis counseling assistance	HS ESF		
	Monitor provision of human services in Presidentially-declared disasters	HS ESF		
	Coordinate COG activities to facilitate recovery	DC ESF		
	Administer federal and state disaster relief funds	DC ESF		
	Implement and coordinate State's radiological emergency program	NPP Incident Procedures		
Post recovery information on State's web site and social media outlets	HS ESF			
Coordinate disaster debris clearance and management activities	PW ESF			
Coordinate and administer state public assistance funding	PW ESF			

**Composite Recovery Task Assignments Quick Reference Checklist (cont.)**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Executive Office (Governor)	Provide for temporary emergency housing	DC ESF		
Michigan Dept. of Agriculture and Rural Development (MDARD)	Seek assistance from federal government	DC ESF		
	Coordinate with USDA in assessment of damage and impact to agricultural resources and enterprises	HEP ESF; IP ESF		
	Prepare Governor's request for USDA Agricultural Disaster Designation	IP ESF		
	Coordinate with federal authorities in administering federal assistance related to agricultural damage, farmers and food enterprises	HEP ESF		
	Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems	IP ESF		
	Assist in food procurement, safety and sanitation, and identification / establishment of warehousing and feeding facilities	HS ESF		
	Assist in post-incident wildlife care services	HEP ESF; Animal Care Support Plan		
	Issue agricultural advisories and protective action guides	HEP ESF		
	Coordinate post-incident animal control and care services	HEP ESF; Animal Care Support Plan		
	Provide technical assistance to prevent and mitigate vegetative damage	Insect Infestation Procedures		
	Assist with assessment, repair and restoration of damaged inter-county drains	PWE ESF		
	Assist with / coordinate animal care and animal health in shelters	HS ESF; Animal Care Support Plan		
	Coordinate agricultural crop / livestock debris disposal and management	Animal Care Support Plan; Widespread Plant or Animal Disease Procedures		
	Provide technical assistance to prevent and mitigate spread of disease and disease impacts on plants, livestock, humans, and environment	Animal Care Support Plan; Widespread Plant or Animal Disease Procedures		
	Coordinate and conduct monitoring, sampling, inspection and regulatory services to protect human and animal food supplies and agricultural environment	HEP ESF		
	Coordinate with USDA/FSA on impacts to farms and agricultural production	Recovery Support Plan		
	Coordinate / provide guidance to food establishments on food safety and resumption of business	Recovery Support Plan		
Michigan Dept. of Attorney General (MDAG)	Provide legal assistance to state officials	DC ESF		
	Monitor and investigate incidents of price gouging associated with a shortage	RS ESF		

**Composite Recovery Task Assignments Quick Reference Checklist (cont.)**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Michigan Dept. of Civil Rights (MDCR)	Ensure equal access to disaster-related services	HS ESF		
	Monitor and advocate for recovery needs of individuals with disabilities	HS ESF		
Michigan Civil Service Commission (MCSC)	No identified recovery tasks			
Michigan Dept. of Community Health (MDCH)	Coordinate allocation of medications essential to public health	HEP ESF		
	Coordinate investigation and control of communicable disease	HEP ESF		
	Monitor and report damage to critical private sector facilities, infrastructure, and systems	IP ESF		
	Provide technical assistance in coordination of emergency medical services	HEP ESF		
	Issue health advisories and protective action guides to public	HEP ESF		
	Coordinate victim identification and mass fatality management services	HEP ESF		
	Coordinate mental health needs assessment	HEP ESF		
	Coordinate crisis counseling services with CMHSPs	HEP ESF		
	Protect patients, staff and visitors in state in-patient mental health facilities	PS ESF		
	Coordinate assessment, repair and restoration of damaged state mental health facilities	PWE ESF		
Michigan Office of Services to the Aging (MOSA)	Facilitate deployment of volunteer health professionals for emergency response	HEP ESF		
	Identify volunteer opportunities for emergent volunteers	RS ESF		
	Conduct needs assessment of, and coordinate / monitor provision of assistance to, elderly disaster victims	HS ESF		
	Assist in identifying available housing resources	HS ESF		
Michigan Dept. of Corrections (MDOC)	Identify and coordinate volunteer resources for recovery operations	RS ESF		
	Provide resources to support emergency operations	RS ESF		
	Provide assistance to local jails requiring evacuation	NPP Incident Procedures		
	Support law enforcement activities	RS ESF; PS ESF		
Michigan Dept. of Education (MDOE)	Coordinate assessment, repair and restoration of damaged state correctional facilities	PWE ESF		
	Assess damage to and impact on public schools	PWE ESF		
	Coordinate public school facility and operations restoration	PWE ESF		

**Composite Recovery Task Assignments Quick Reference Checklist (cont.)**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Michigan Dept. of Environmental Quality (MDEQ)	Coordinate assessment, repair and restoration of damaged dams, water supply systems, and wastewater collection / treatment systems	PWE ESF		
	Coordinate assessment, repair and restoration of damaged oil and gas wells or pipelines (gathering lines)	PWE ESF		
	Solicit applications for Drinking Water and State Revolving Funds	Recovery Support Plan		
	Coordinate procurement of additional drinking water supplies	RS ESF		
	Support law enforcement activities	PS ESF		
	Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems	IP ESF		
	Provide debris management technical and operational assistance	HEP ESF; PWE ESF		
	Minimize risks from radiological exposure	HEP ESF		
	Minimize environmental damage and contamination	HEP ESF		
	Provide monitoring, sampling and analysis services	HEP ESF		
	Request federal hazardous material recovery assistance	Hazardous Material Incident Procedures		
Michigan Dept. of Human Services (MDHS)	Provide technical assistance to federal recovery programs	PWE ESF		
	Coordinate an individual assistance needs assessment	HS ESF		
	Identify individuals / families requiring assistance under State Emergency Relief Program	HS ESF		
	Identify individuals / families in need of crisis counseling assistance	HS ESF		
	Assist in identifying available housing resources	HS ESF		
	Implement Michigan Disaster Donations Management Plan	RS ESF		
	Implement and administer Disaster Food Stamp Program	HS ESF		
	Coordinate and monitor provision of human services to disaster victims	HS ESF		
	Provide vocational rehabilitation services	HS ESF		
	Coordinate with ARC to assist in family reunification	HS ESF		
	Monitor provision of assistance to clients	Recovery Support Plan		
	Provide liaison to federal IHP	HS ESF		
	Coordinate assessment, repair and restoration of damaged state training / rehabilitation facilities, and the MCTI	PWE ESF		
	Identify volunteer opportunities for emergent volunteers	RS ESF		
Identify / coordinate volunteer resources for recovery operations	RS ESF			

ATTACHMENT 4 TO RECOVERY SUPPORT PLAN: COMPOSITE RECOVERY TASK ASSIGNMENTS QUICK REFERENCE CHECKLIST

**Composite Recovery Task Assignments Quick Reference Checklist (cont.)**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Michigan Dept. of Insurance and Financial Services (MDIFS)	Provide insurance information to disaster victims Implement appropriate economic stabilization measures	HS ESF Recovery Support Plan		
Michigan Dept. of Licensing and Regulatory Affairs (MDLARA)	Communicate restoration priorities to electrical service providers Coordinate assessment, repair and restoration of damaged energy and telecommunications infrastructure Coordinate assessment, repair and restoration of damaged petroleum and natural gas pipelines Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems Monitor provision of assistance to functional needs clients Provide unemployment assistance to disaster victims Coordinate establishment of group manufactured home sites for temporary housing Provide rehabilitation services for the blind Provide licensing information to disaster victims Conduct workplace safety inspections and protect emergency response workers Coordinate and monitor local fire service mutual aid assistance Implement appropriate economic stabilization measures Coordinate State of Energy Emergency declaration	Recovery Support Plan PWE ESF PWE ESF IP ESF Recovery Support Plan HS ESF HS ESF HS ESF HS ESF PS ESF RS ESF HS ESF Energy Emergency Procedures		
Michigan Dept. of Military and Veterans Affairs (MDMVA)	Coordinate / provide military support to civil authorities Coordinate assessment, repair and restoration of damaged state military facilities Identify potentially eligible applicants for emergency grants for veterans Provide emergency grants for veterans	PWE ESF; RS ESF PWE ESF HS ESF Recovery Support Plan		
Michigan Dept. of Natural Resources (MDNR)	Coordinate assessment, repair and restoration of damaged state parks, state recreation areas, and other state recreation lands Provide supplemental transportation and equipment resources Support law enforcement activities Provide debris management technical and operational assistance Coordinate forest and wildlife debris disposal and management operations Coordinate post-incident wildlife care services. Provide maps / enhanced mapping capability for state emergency operations Provide technical assistance to mitigate and prevent tree damage Provide technical assistance to prevent and mitigate impacts of disease on forests and wildlife	PWE ESF RS ESF; PWE ESF PS ESF PWE ESF Animal Care Support Plan; Widespread Plant or Animal Disease Procedures HEP ESF; Animal Care Support Plan RS ESF Insect Infestation Procedures; Widespread Plant or Animal Disease Procedures Animal Care Support Plan; Widespread Plant or Animal Disease Procedures		

**Composite Recovery Task Assignments Quick Reference Checklist (cont.)**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Michigan Dept. of State (MDOS)	Provide branch office facilities for Disaster Recovery Centers	RS ESF		
Michigan (Dept. of) State Police (MSP)	Provide specialized resources to support emergency operations Provide photographic documentation of damage Implement Michigan Emergency Highway Traffic Regulation Plan Provide critical incident aftermath services for disaster responders	PS ESF; RS ESF; HEP ESF IP ESF PWE ESF HEP ESF		
Michigan Dept. of Technology, Management and Budget (MDTMB)	Coordinate assessment, repair and restoration of damaged state facilities Coordinate state department COOP implementation Coordinate use of state facilities and equipment to support emergency operations Provide information on state-contracted supplies and services Coordinate requests for supplemental office space to support emergency operations Review and submit special appropriations requests to Legislature Provide technical assistance to support IT aspects of state emergency operations Assist in procurement of additional drinking water supplies Coordinate decontamination of state facilities Coordinate and implement an appropriate response / recovery strategy for cyber attacks Activate State's donations management web site Through OSE, provide post-incident counseling to affected state employees	PWE ESF DC ESF RS ESF RS ESF RS ESF RS ESF WC ESF; RS ESF RS ESF WMD Attack Procedures Cyber Attack Procedures RS ESF HEP ESF		
Michigan Dept. of Transportation (MDOT)	Assess damage and impact of failed transportation infrastructure and accidents Maintain, repair and restore state highway / trunkline system Maintain, repair and restore state-owned rail lines Provide photographic documentation of emergency / disaster damage Monitor and report damage and impacts to critical private sector facilities, infrastructure, and systems Coordinate FHWA Emergency Relief Program Provide technical assistance to FEMA PAGP and HMGP Coordinate with USDOT for transportation response activities Provide state highway / trunkline traffic control measures, evacuation routing, and access control and perimeter points Implement Michigan Emergency Highway Traffic Regulation Plan Provide funding for transportation system development and maintenance	PWE ESF PWE ESF PWE ESF IP ESF IP ESF PWE ESF PWE ESF PWE ESF PWE ESF PWE ESF PWE ESF PWE ESF		

**Composite Recovery Task Assignments Quick Reference Checklist (cont.)**

Department / Agency	Recovery Task (Tasks not in any particular order for implementation purposes, and not necessarily phrased exactly as the actual plan task assignment)	Primary MEMP Element or Support Plan (if applicable)	Relevant to Incident? (Y / N)	Date / Time Task Implementation Initiated / Completed
Michigan Dept. of Treasury (MDT)	Provide tax assistance to disaster victims	HS ESF		
	Provide immediate and long-term economic development and recovery assistance	RS ESF		
Michigan Economic Development Corporation (MEDC)	Provide temporary housing assistance for functional needs populations	HS ESF		
	Provide information on damaged tourist destinations	IP ESF		
	Provide job training assistance to disaster victims	HS ESF		
	Assist in identifying historical, archaeological and cultural features in disaster areas	HEP ESF		
	Coordinate grants for restoration of damaged historic properties and sites	HEP ESF		
	Provide housing assistance to low / moderate income disaster victims	RS ESF		
	Assist in identifying and procuring additional temporary housing	HS ESF		
Michigan Judiciary	Expedite judicial proceedings to facilitate emergency operations	DC ESF		
	Coordinate COG activities within branch to facilitate recovery	DC ESF		
Michigan Legislature	Expedite legislative proceedings to facilitate emergency operations	DC ESF		
	Coordinate COG activities within branch to facilitate recovery	DC ESF		
American Red Cross (ARC)	Provide trained disaster services personnel	Recovery Support Plan		
	Establish and operate mass care shelters and feeding facilities for disaster victims	Recovery Support Plan		
	Provide mass care guidance to MDHS, support departments / agencies and NGOs	Recovery Support Plan		
	Support management / coordination of sheltering, feeding, supplemental disaster health services, and bulk distribution of emergency relief items	Recovery Support Plan		
	Support reunification efforts	Recovery Support Plan		
Michigan Voluntary Organizations Active in Disasters (MIVOAD); Michigan Citizen Corps	Provide emergency relief supplies to those in need	Recovery Support Plan		
	Provide supplemental support to individuals and families	Recovery Support Plan		
All State Departments / Agencies	Report cyber attacks to MDTMB and take appropriate response actions	Cyber Attack Procedures		

**Table Notes:** This table is a composite of all recovery task assignments, covering the six functional areas addressed by this Support Plan. The “Primary MEMP Element or Support Plan” column indicates from which **primary** MEMP ESF\*, Disaster-Specific Procedure, or Support Plan each task originated, if applicable. The two yellow shaded columns on the right are for use during incidents. Users should review each task and determine whether or not it is applicable to the incident circumstances (Yes or No). For each task that is relevant (marked “Yes” or “Y”), users should indicate by date and time when task implementation was initiated and then ultimately completed. This table allows for easy tracking of all recovery task assignments during recovery operations.

\*Acronyms for MEMP ESFs: Direction and Control ESF = DC ESF; Warning and Communications ESF = WC ESF; Information and Planning ESF = IP ESF; Health and Environmental Protection ESF = HEP ESF; Human Services ESF = HS ESF; Resource Support ESF = RS ESF; Public Works and Engineering ESF = PWE ESF; Public Safety ESF = PS ESF

## EMAP Recovery Plan Content Requirements

### September 2007 EMAP Emergency Management Standards 4.6.1, 4.6.2 and 4.6.4

**Planning Process: Standard 4.6.1** The program, through formal planning processes involving program stakeholders, has developed the following plans: strategic; communications; emergency operations; mitigation; **recovery**; continuity of operations; and continuity of government. The process addresses all hazards identified in Chapter 4.3 and provides for regular review and update of plans.

**Planning Process: Standard 4.6.2** Plan shall address the following: (1) purpose, scope and/or goals and objectives; (2) authority; (3) situation and assumptions; (4) functional roles and responsibilities for internal and external agencies, organizations, departments and positions; (5) logistics support and resource requirements necessary to implement plan; (6) concept of operations; and (7) plan maintenance.

**Planning Process: Standard 4.6.4** The recovery plan or strategy shall address short- and long-term recovery priorities and provide guidance for restoration of critical functions, services, vital resources, facilities, programs and infrastructure to the affected area.

With this Recovery Support Plan, the State of Michigan met the above requirements for Standards 4.6.1, 4.6.2 and 4.6.4 in the September 2007 EMAP Emergency Management Standards.

### September 2010 EMAP Emergency Management Standards 4.6.1, 4.6.2 and 4.6.4

**Operational Planning: Standard 4.6.1** The Emergency Management Program, through formal planning processes involving stakeholders, has developed the following plans: communications (see 4.10.1); emergency operations; **recovery**; continuity of operations; and continuity of government. The process addresses all hazards identified in Chapter 4.3 and provides for regular review and update of plans.

**Operational Planning: Standard 4.6.2** The emergency operations plan, communications, **recovery**, continuity of operations and continuity of government plans shall address the following: (1) purpose, scope and/or goals and objectives; (2) authority; (3) situation and assumptions; (4) functional roles and responsibilities for internal and external agencies, organizations, departments and positions; (5) logistics support and resource requirements necessary to implement plan; (6) concept of operations; and (7) plan maintenance.

**Operational Planning: Standard 4.6.4** The **recovery** plan or strategy shall address short- and long-term recovery priorities and provide guidance for restoration of critical functions, services, vital resources, facilities, programs, and infrastructure to the affected area.

With this Recovery Support Plan, the State of Michigan met the above requirements for Standards 4.6.1, 4.6.2 and 4.6.4 in the September 2010 EMAP Emergency Management Standards.

### September 2013 EMAP Emergency Management Standards 4.6.1, 4.6.2 and 4.6.4

**Operational Planning: Standard 4.6.1** The Emergency Management Program, through formal planning processes involving stakeholders, has developed the following plans: (1) emergency operations; (2) **recovery**; (3) continuity of operations; and (4) continuity of government. The process addresses all hazards identified in Chapter 4.3 and provides for regular review and update of plans.

**Operational Planning: Standard 4.6.2** The emergency operations plan, **recovery**, continuity of operations and continuity of government plans shall address the following: (1) purpose, scope and/or goals and objectives; (2) authority; (3) situation and assumptions; (4) functional roles and responsibilities for internal and external agencies, organizations, departments and positions; (5) logistics support and resource requirements necessary to implement plan; (6) concept of operations; and (7) plan maintenance.

**Operational Planning: Standard 4.6.4** The **recovery** plan shall address short- and long-term recovery priorities and provide guidance for restoration of critical community functions, services, vital resources, facilities, programs, and infrastructure to the affected area.

With this Recovery Support Plan, the State of Michigan meets the above requirements for Standards 4.6.1, 4.6.2 and 4.6.4 in the September 2013 EMAP Emergency Management Standards.

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