

Region 3

Regional Emergency Support Plan



Reviewed/Updated January 2021

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Region 3 - Regional Emergency Support Plan – Table of Revisions

This document has been updated with all current information available, all subsequent additions, deletions, or amendments to this document shall be noted in the table below.

DATE OF REVISION	PERSON MAKING MODIFICATIONS	NATURE OF MODIFICATIONS
October 2013	C. Centrella	Letter of Promulgation
October 2011 • RESF 1 Transportation	C. Centrella	Revise Participating Organizations Remove Section VII-Attachments-Exhibits
October 2011 • RESF 2 Communications	C. Centrella	Update Sections for corrected content II. Policies III. Situation IV. Concept of Coordination IV.B Notification IV. D Coordination V. Execution for RESF 2 VI. Administrative Information – RESF 2
October 2011 • RESF 3 Public Works & Engineering	C. Centrella	Update Sections for corrected content Participating Organizations I. Introduction III. Situation IV. Concept of Coordination
October 2011 • RESF 5 Emergency Management	C. Centrella	Revise Participating Organizations Update Sections for corrected content I. Introduction II. Authorities III. Situation - Assumptions IV. Concept of Coordination B Notification C Coordination

		V. Administrative Information – RESF 5
October 2011 <ul style="list-style-type: none"> RESF 10 Oil & Hazardous Materials 	C. Centrella	Revise Participating Organizations Update Sections for corrected content II. Policies IV. Concept of Coordination B Notification V. Administrative Information – RESF 10
October 2013 <ul style="list-style-type: none"> RESF 11 Animal Response 	C. Centrella	Revise Participating Organizations
October 2011 <ul style="list-style-type: none"> RESF 15 External Affairs 	C. Centrella	Revise Essential Elements of Information
October 2011 <ul style="list-style-type: none"> RESF 19 Functional Needs Management 	C. Centrella	Update Sections for corrected content Revise – IV. Concept of Coordination to reflect non-response
October 2011 <ul style="list-style-type: none"> RESF 20 Faith Based Organizations 	C. Centrella	Update Sections for corrected content II.Policies
October 2011 <ul style="list-style-type: none"> RESF 21 Collegiate Services 	C. Centrella	Add RESF 21 to R-3 RESP
October 2012		Reviewed no updates
October 2014		Reviewed no updates
October 2016		Reviewed no updates
October 2018		Internal review no updates
January 2020	C. C	Add text for Public Affairs Section IV Concept of Coordination
May 2021	C. Centrella	Revise RESF 16 – 21 Into RESF 5 and RESF-6
May 2021	C.Centrella	Add Blue Plan and R-3 PHERP

Region 3 – Regional Emergency Support Plan Letter of Promulgation

The preservation of life, property and the environment is an inherent responsibility of local, state, and federal government. Without County government in the state of Connecticut the need for sub-state regional planning and coordination is addressed through the Regional Emergency Planning Team in each of the five Division of Emergency Management and Homeland Security (DEMHS) emergency planning and preparedness regions.

For the forty one municipalities in CT Region 3 the Capitol Region Emergency Planning Council (CREPC) is the designated Regional Emergency Planning Team as a result of the FY 2007 State Homeland Security Grant Program (SHSGP) deliverables established by the then CT Department of Emergency Management and Homeland Security.

One of the primary deliverables for the 2007 SHSGP was the development of regional operations plans known as the Regional Emergency Support Plan (RESP). This document provides the guidance for sub-state regional planning, collaboration, and coordination for CT-Region 3, and has been approved by the Policy Board of the Capitol Region Council of Governments as the parent organization of CREPC, and the fiduciary for the Homeland Security Grant Programs. The Region 3 RESP is also approved and endorsed by DEMHS. The duties and authorities for the Region 3 RESP is captured within Title 28 of the CT General Statute, writ large.

This plan is but one important step in a comprehensive program addressing "All Hazards" in the region.

Sincerely,



Bruce Lockwood, Chair
Capitol Region Emergency Planning Council
October, 2013

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Regional Emergency Support Plan (RESP)

I. INTRODUCTION

The Capitol Region Council of Governments (CRCOG) is the largest of Connecticut's fifteen regional planning organizations. It was established under the Connecticut General Statutes as a voluntary association of municipal governments serving the City of Hartford and forty one (41) surrounding suburban and rural communities. The region covers approximately 1,078 square miles and houses approximately 1,086,000 (2010 US Census) people and comprises Region 3 of the State's Division of Emergency Management & Homeland Security (DEMHS).

CRCOG is dedicated to expanding the concept of voluntary cooperation among its member municipalities as the means to successfully respond too many of the region's pressing governmental and public challenges. The world in which emergency responders operate was changed forever on September 11, 2001. All Americans now understand in vivid detail that future disasters, especially terrorist events using weapons of mass destruction (WMD), will be large in scale, long in duration, and complex in terms of the hazards presented (RAND Science and Technology Policy Institute Report of December 11, 2001). With this focus in mind, CRCOG established the Capitol Region Emergency Planning Committee (CREPC) to serve as one of the four major committees under the Public Safety Council.

The mission of CREPC is to enhance the operational readiness of the member governments in handling hazardous materials incidents and all types of emergency incidents. Additionally, CREPC is responsible for developing hazardous materials emergency plans as well as overall emergency response plans for the capitol region. The Regional Emergency Deployment Plan (RED Plan) was a compilation of dedicated work by many expert officials. The plan was based on the following shared values:

- Willingness to share
- Concern for everyone
- Fiscal responsibility
- Patient sense of urgency
- Agenda free atmosphere

CREPC's direction in the future will be guided by these values and the sense that we know where we are going. We recognize the need, share a broad view, pledge to be prepared, and share our resources for the common good of all our citizens. The authority for a plan such as this comes from not only the desire to help each other, but also Connecticut General Statutes 7-148cc, which clearly spells out the ability for any municipality to —jointly perform any function that each may perform separately”.

To be in concert with Regional Plans being developed in the other DEMHS Regions, the plan was modified by DEMHS staff and CREPC in the fall of 2008 and renamed the Region 3 Regional Emergency Support Plan, R-3 RESP.

While transitioning the RED plan to a RESP, DEMHS acknowledges the Capitol Region's role in emergency management. Although all of the DEMHS regions have developed RESPs, the plan for Region 3 is unique. It is understood that when applying State-wide advisories and policies to Region 3 that modifications may need to be made.

The Robert T. Stafford Emergency Relief and Disaster Assistance Act (PL 930288, as amended, a.k.a. "The Stafford Act") is the federal legislation that creates a national program for disaster preparedness, response, recovery, and mitigation. Connecticut's emergency management program, developed under the authority of Title 28, complies with the federal program established by the Stafford Act.

The face of emergency preparedness is a continually changing process. In the past several years major initiatives have occurred on all levels of government to ensure the safety of our citizens, and programs continue to evolve. Locally, the RESP has moved forward in becoming institutionalized in the region, the Metropolitan Medical Response System (MMRS) has made a significant impact on our ability to protect first responders and citizens and to handle a major mass casualty incident (MCI).

The capitol region Citizen Corps Council (CCC) has established programs and formed Citizen Emergency Response Teams (CERT) in numerous municipalities within the region. Regional assets were used to establish the Capitol Region Hazardous Materials Response Team and Regional Incident Dispatch (RID) teams. The RESP is being tested and updated on a regular basis and a lexicon has been developed that allows all regional players to communicate with a much higher level of certainty and effectiveness. The regional lexicon is consistent with the National Incident Management System (NIMS) and the National Response Framework (NRF). The Regional Integrated Coordination System (RICS) provides the platform for effective use of resources during any emergency or incident. Through the DEMHS Strategic Plan in 2007, Enhanced Regional Collaboration has been identified as a priority. As a result of this planning initiative the State no longer funds individual local communities with grants from the State Homeland Security Grant Program (SHSGP). The SHSGP funds are sub-granted to a lead / designated RPO.

The Capitol Region Council of Governments (CRCOG), having administered numerous and significant homeland security grants & projects since fiscal year 2004 for the Capitol Region, has been designated as the DEMHS Region 3 lead Regional Planning Organization (RPO). The Metropolitan Medical Response System (MMRS) is now a homeland security grant program administered through CRCOG with program management duties coordinated by a private consultant. The Regional Integrated Coordination System (RICS) is now administered through Central Connecticut State University (Police Department) and the Capitol Region Medical Reserve Corps (CR-MRC) has become an operational unit with the acquisition of the Capitol Region Mobile Ambulatory Care Unit (CR-MACU). On the State level, the Department of Emergency Services and Public Protection (DESPP) provides leadership through its Division of Emergency Management and Homeland Security (DEMHS). The DEMHS Advisory Council now provides vital and collaborative input to the executive leadership of both DESPP and DEMHS.

At the Federal level, funding has been received that supports and enables the MMRS to function in the region. Additionally, grants allow the continued operation of both the Capitol Region Medical Reserve Corps (CR-MRC) and the Middletown Medical Reserve Corps (M-MRC). (CRCOG has

administered over thirty (30) Homeland Security projects totaling more than 13 million dollars). Federal training centers throughout the nation have been made available to first responders in the Region. Facilities such as The Center for Domestic Preparedness, in Anniston, Alabama, and the New Mexico Tech/Energetic Materials Research and Testing Center - First Responder Training for incident response to WMD/Bombings, in Socorro, New Mexico, as well as other training sites have provided valuable and much needed training.

A. Purpose

The purpose of the Region 3 Regional Emergency Support Plan (RESP) is to provide a framework for DEMHS Region 3 communities and agencies to collaborate in planning, communication, information sharing, and coordination activities before, during, or after a regional emergency.

The goal of this effort is to enhance the ability of each municipality to meet their emergency management objectives, which can be described as:

- maximize the preservation of life and property
- correct or alleviate, as expeditiously as possible, serious disaster or emergency-related conditions which present continued threats to the health or welfare of the residents of Region 3, and
- facilitate a return to normalcy by all practical means.

Local Government Members of the RESP Response Community

The following forty-one (41) towns and cities are members of the RESP response community. Twenty-nine (29) of the communities use CREPC as their Local Emergency Planning Committee (LEPC) for hazardous materials. Andover, Avon, Berlin, Bolton, Bloomfield, Bristol, Burlington, Canton, Cromwell, East Granby, East Haddam, East Hampton, East Hartford, East Windsor, Ellington, Enfield, Farmington, Glastonbury, Granby, Hartford, Hebron, Manchester, Marlborough, Middletown, New Britain, Newington, Plainville, Portland, Rocky Hill, Simsbury, Somers, South Windsor, Southington, Stafford, Suffield, Tolland, Vernon, West Hartford, Wethersfield, Windsor, and Windsor Locks. (All towns listed above except for Colchester lie within DEMHS Region 3)

Other CREPC Organizations

- State of Connecticut

Department of Emergency Services and Public Protection / Division of Emergency Management & Homeland Security, Department of the Military, Department of Transportation, Department of Public Health, Office of Statewide Emergency Telecommunications (OSET), Office of Emergency Medical Services, State Police Message Center, State Fire Marshal's Office, Connecticut Fire Academy, University of Connecticut Health Center, State Emergency Response Commission for Hazardous Materials, Connecticut State Office of the Chief Medical Examiner, Capitol Police Force, Central Connecticut State University Police Department, Connecticut State Militia, and Department of Energy and Environmental Protection

- Metropolitan District Commission

- Northeast Utilities
- Central Connecticut Regional Planning Agency (CCRPA)
- Office of Congressman John Larson
- United Technologies Inc. (Pratt & Whitney and Hamilton Sundstrand Divisions)
- Eleven (11) Acute Care Hospitals within the region
- Nineteen (19) local and regional health districts
- Area EMS private contract providers
- North Central Connecticut EMS Council, Inc. (CMED)
- Capitol Region Fire Chiefs Association
- Capitol Region Chiefs of Police Association
- United Way of the Capitol Area
- American Red Cross – Charter Oak Chapter of Connecticut and the Central Connecticut Chapter
- Salvation Army
- Eighth Utilities District, Manchester, CT
- Connecticut Hospital Association
- Newington Amateur Radio League - NARL
- Tolland County Emergency Communication
- Connecticut State Dental Association
- Connecticut Association of Directors of Health
- Citizens Corps Council
- Connecticut Radio Information System (CRIS)
- Eastern Region Helicopter Council
- Connecticut Canine Search and Rescue

B. Scope

1. This plan applies to all communities within DEMHS Region 3.
2. The scope of this plan is deliberately broad, intended to include the activities and capabilities of all organizations that play a role in emergency response. An incident can be considered regional when it involves multiple agencies from more than one municipality / jurisdiction, or there are implications from the incident/event for the region as a whole.

3. The term —regional emergency is used to describe the actual occurrence of an incident that has demonstrated regional impacts. This phrase covers the spectrum of emergencies regardless of cause.
4. Also, for the purposes of this plan, emergency classifications have been determined to be a Major Regional Incident (MRI), where significant disruptions will be experienced in multiple essential services; a Disruptive Regional Incident (DRI), where there may not necessarily be life-threatening events occurring in regards to the general public; and a Standard Regional Incident (SRI), where essential service problems may be occurring, but they are definable or limited in impact.
5. The activities included in this plan are scalable, allowing for an appropriate level of coordination and information exchange required to achieve regional objectives prior to, during, or following a regional emergency.

C. Organization

1. Capitol Region Council of Governments

CRCOG is the Regional Planning Organization (RPO) responsible for the administration of the Capitol Region Emergency Planning Committee (CREPC *pronounced see-rep-see*) overseeing regional planning and collaboration for Region 3 under the State's Homeland Security Strategy implemented in 2007. This responsibility includes functioning as the State's designated sub-grantee for the US DHS Homeland Security Grant Program.

2. Capitol Region Emergency Planning Council (CREPC)

The CREPC in collaboration with the DEMHS Region 3 Office maintains the Region 3 Regional Emergency Support Plan and facilitates the regional preparedness cycle through scheduling of planning, training, and exercises to test the viability of the planning assumptions and procedures. CREPC, in coordination with the DEMHS Regional Office, maintains a corrective action process to help identify, track and correct problems revealed in the exercises.

CREPC is responsible for the manning and operation of the Region 3 Regional Coordination Center (RCC). The RCC will be staffed with the necessary Regional Emergency Support Functions (RESF) to support local and regional operations during regional emergencies, or large scale operations.

3. Connecticut Department of Emergency Services and Public Protection (DESPP)

DESPP has grouped the 169 municipalities and two Tribal Nations into five Regions to facilitate planning, management, operations and program administration; these Regions are managed through the Division of Emergency Management and Homeland Security (see DEMHS Regional Map attachment).

During times of regional emergency operations, the DEMHS Region 3 Regional Coordinator will coordinate regional emergency management efforts in collaboration with CREPC and the Region 3 RCC.

D. Activating the Regional Emergency Support Plan and the DEMHS Regional Offices

Title 28, Chapter 517 of the Connecticut General Statutes establishes the authority of the State of Connecticut and its political subdivisions to prepare for and respond to natural disaster and other emergencies. In the event the Governor declares a state of civil preparedness emergency, pursuant to Connecticut General Statutes § 28-9, s/he may take direct operational control of any or all parts of the civil preparedness forces and functions in the State.

1. Activating the Regional Emergency Support Plan

When a local emergency threatens to escalate beyond the immediate mutual aid resources of a municipality, the Regional Emergency Support Plan may be activated.

The activation of RCC operations may begin with a local or state request for assistance via the Regional Integrated Coordination System (RICS) to the RESF-5 Duty Officer, or as referenced further in this document or the Capitol Region Regional Coordination Center Operations Handbook. After the RESF-5 Duty Officer has conferred with the requesting authority a decision will be made as to a full or partial activation of requisite RESF leadership to assist in the coordination of needed resources, or operations. If not already accomplished the DEMHS Region 3 Regional Coordinator shall be notified and collaborative planning with the Regional Office initiated as appropriate.

The RCC shall be the point of contact for local EOCs in requesting Regional assistance or support.

The conditions under which RESF-5 will activate / open the RCC are:

- a. Upon notification from the National Terrorism Advisory System of an “Imminent Threat” which effects Region 3
- b. Significant weather event pending, or actual which impacts Region 3
- c. Request for activation from the DEMHS Region 3 Coordinator, or SEOC
- d. Opening of the State EOC to monitor or address Region 3 issues / incidents
- e. Request for resource assistance from local designated authority as outlined in the Region 3 RESP
- f. Request from RESF or CREPC Chair
- g. Duty Officers assessment concludes that resource request from a single incident will impact resource capabilities of the Region
- h. A pre-approved planned event
- i. A pre-approved planning training and/ or exercise

2. Notifying the DEMHS Regional Coordinator

RICs, the DEMHS Duty Officer or a local EMD notified the DEMHS Regional Coordinator to inform DEMHS of the emergency situation and of the activation of the Regional Emergency Support Plan. If not already notified, the DEMHS Region 3 Regional Coordinator shall notify the CREPC RESF-5 Emergency Management Duty Officer via RICs for Region 3 RCC activation. This procedure is in effect 24/7, whether or not the Regional office is open. The Regional Coordinator, when notified, establishes necessary contact information, prepares and forwards a situation report to the DEMHS Operations Unit then alerts other DEMHS staff as appropriate. The DEMHS Regional Coordinator will continue to monitor the situation; operating from whatever location s/he happens to be at the time (home, office, etc). At this point, the RESP is activated, but the Regional Office may or may not be physically opened.

At his/her discretion, the DEMHS Region 3 Coordinator may monitor the situation from the DEMHS Region III Office or from the CREPC Regional Coordination Center (RCC). The RCC shall assign and maintain a Regional Liaison with the DEMHS Region 3 Coordinator in the event the DEMHS Region 3 Coordinator is not co-located with RCC operations.

Any requests bypassing the Region 3 RCC will be rerouted through the RCC to ascertain availability of Regional resource capability, make appropriate mission assignment, and to ensure overall regional coordination.

Any requests beyond Regional resource capabilities shall be forwarded by the RCC to the DEMHS Region 3 Coordinator for State action.

3. *Opening the DEMHS Regional Office*

During an emergency within the region, a call from RICS, or the Region 3 RCC, or local authority (i.e., EMD, CEO, Incident Commander) notifying the DEMHS Regional Coordinator of the event and perhaps requesting resources beyond what has already been provided by mutual aid partners, may result in a decision to physically open the DEMHS Regional Office.

If the DEMHS Regional Office is authorized by the DESPP Commissioner or designee to open, its staff may include: the DEMHS Regional Coordinator, the Regional Planner, the Regional Trainer and the Regional Secretary. Additional DEMHS staff may also be approved by the DEMHS Director or his/her designee. Non-DEMHS staff may also be approved by the DEMHS Director or his/her designee. Non-DEMHS individuals (when approved by the DEMHS Director or his/her designee) may be asked to serve as advisors and/or to support the coordinated regional response.

Once the Regional Office is activated it will serve as the DEMHS Region 3 Coordination Center, CT-RCC 3. (Advisory Bulletin 2009-3)

E. Organization of the Plan

1. **The RESP-** describes the purpose and scope as well as roles and relationships among member organizations as they relate to regional communications and coordination. The RESP also describes how the Regional Integrated Coordination System (RICS) facilitates effective regional decision-making. Central Connecticut State University (CCSU) administers the RICS communication function and the radio designation for regional communication is — “RICS”.
2. **Regional Emergency Support Functions (RESF)-**for the purpose of this plan, the phrase regional emergency support function (RESF) is used to indicate a very basic function shared by all jurisdictions. Individual RESF’s identify organizations with resources and capabilities that align with a particular type of assistance or requirement frequently needed in a large-scale emergency or disaster. RESF’s are discipline oriented work groups providing a convenient alignment or typing of similar organizations, subject matter expertise, and activities from participating jurisdictions. RESF’s can include any organization with which supports the specified function. The functional annexes in this plan use the same format to identify participating organizations, establish basic policies and planning assumptions that will guide activities, and explain how they will communicate and coordinate with each other and with others within the region when an emergency occurs. The RESF structure of the RESP parallels the emergency support function (ESF) structure of the National Response Framework (NRF), and complies with the National Incident Management System (NIMS).
3. **Supporting Annexes-** Each of these annexes is a plan within a plan and is prepared and targeted to address very specific subject or —hazard specific areas that may have unique considerations or may have cross cutting implications, such as addressing the Strategic National Stockpile (pharmaceuticals) or dealing with emergency evacuation planning.
4. **Appendices-**These provide general reference materials and information which provide background and guidance when using the RESP.

II. POLICIES

1. The RESP applies to all member organizations of the CREPC as well as DEMHS Region 3. This initiative encompasses the key players in the Capitol Region.
2. The RESP does not supersede existing policies, authorities, plans, or procedures that member organizations currently have in place. Information on existing policies of member organizations can be found in the appropriate state and local emergency operation plans.
3. Additional regional communications and coordination policies will be developed as necessary.

III. SITUATION

A. Regional Emergency Condition

A catastrophic or large scale event resulting in significant infrastructure impairment has occurred, is occurring, or is anticipated to be likely to occur within Region 3 or in a surrounding geographic area and will subsequently impact Region 3 resources. The demands placed on local emergency management officials and resources have exceeded or are anticipated to exceed their capacity to manage the incident.

A wide range of emergencies may occur within the region as a result of natural hazards, human-induced hazards, or terrorism incidents. These include:

- **Natural Hazards** – floods, winter storms (blizzards, ice storms, ice jams), tornadoes, thunderstorms, hurricanes, extreme heat or extreme cold, virus or epidemic, drought, and earthquakes.
- **Human-Induced Hazards** – special events, hazardous materials, workplace violence, power grid failure and transportation accidents/incidents, lost and missing persons.
- **Nation Security Hazards**- Civil unrest, attack
 - **Terrorism** – conventional weapons, incendiary devices, biological or chemical agents, radiological agents, nuclear agents, cyber-terrorism, and weapons of mass destruction.

A more detailed hazard risk assessment for both the State of Connecticut and Region 3 can be found in the “Hazard Risk Assessment” attachment to this plan. [\(Add attachment/link\)](#)

The consequences of these emergencies will impact on public health and safety and regional infrastructure to varying degrees.

B. Planning Assumptions

1. The RESP will not usurp or impinge on the authorities, plans, procedures or prerogatives of any participating jurisdiction, agency or organization.
2. The assumption is that regional communities will need to manage by themselves for up to 96 hours until substantial federal assistance can be mobilized.
3. All necessary decisions affecting response, recovery, protective actions, public health and safety advisories, etc. will be made by responsible officials under their existing authorities, policies, plans and procedures.
4. Emergency response decisions will be enhanced by the availability of timely and accurate information.
5. The RESP will focus on regional communication, to provide timely and accurate information that facilitates regional coordination.
6. The continuity of operations (COOP) or the state of being continuous in the conduct of functions, tasks, or duties necessary to accomplish our mission, (mission assurance), and

carry out the functions of the RESP will be assumed by the CREPC in coordination with the DEMHS Regional Office.

7. The continuity of government (COG) is dependent upon effective COOP and RESP capabilities.
8. The United States Department of Homeland Security (DHS) has developed the National Terrorism Advisory System (NTAS) to provide a comprehensive way to disseminate information regarding the risk of terrorist attacks (visit <http://www.dhs.gov/files/programs/ntas.shtm> to view program description).
9. A Major Regional Incident (MRI), which may cause numerous fatalities, injuries, property loss, and disruption of normal life support systems; will have an impact on the regional economic, physical, and social infrastructures.
10. A large number of casualties, damage to buildings and basic infrastructure, as well as disruption of essential public services will overwhelm the capabilities of individual jurisdictions to meet the needs of the situation.
11. Establishing common terminology and structuring the RESP for compatibility with local, state, and federal emergency plans improves regional communications and coordination.
12. The degree of state and federal involvement will be related to the severity of the event and the region's need for external support.
13. Certain strategic response assets exist within the region, such as, eleven (11) Mass Decontamination Units, mobile command post and communication vehicles, canteen units, rehabilitation units, a region hazardous materials response team, community emergency response teams (CERT), emergency response teams (ERTs) to support emergency functions, police emergency service units, a regional foam unit, mass casualty units, a regional pharmaceutical stockpile, and two Medical Reserve Corps.
14. There are five (5) designated Bioterrorism planning regions under the Connecticut Department of Public Health.
15. Local jurisdictions have declared a state of emergency and have activated their Local Emergency Operations Plan.
16. Local authorities have determined the need for regional assistance and have requested activation of the RESP.

IV. CONCEPT OF COORDINATION

A. General

1. Most emergencies are handled by individual jurisdictions using standard operational plans and procedures. When the capabilities of a jurisdiction are exceeded, adjacent communities may be engaged through standard mutual aid agreements. As the situation expands with a potential regional impact, regional partners (through the RESP) may be activated to support the emergency response efforts. The state and federal government are called to provide supplemental assistance as dictated by the changing nature and scope of the incident. Federal response capability related to a potential or actual terrorist threat or incident, particularly one involving weapons of mass destruction, is outlined in the United States Government Interagency Domestic Terrorism Concept of Operations Plan (CONPLAN). Federal guidance is outlined in the *National Strategy to Combat Weapons of Mass Destruction*, dated December 2002, *the Homeland Security Act of 2002*, *the Homeland Security Presidential Directive 5*, dated March 2003, *The National Strategy for The Physical Protection of Critical Infrastructures and Key Assets*, dated February 2003, and the post Katrina *Emergency Management Reform Act of 2006*.
2. State and local operation plans employ a multi-jurisdictional coordination structure that uses the principles of the unified command system under the National Incident Management System (NIMS) and the Incident Command System (ICS). NIMS/ICS principles include use of common terminology, modular organization, integrated communications, action planning, and pre-designated facilities. Connecticut has developed the State of CT - State Response Framework and through the Governor's Executive Order No. 10 established NIMS as the standard system within the State of Connecticut for the management of domestic incidents. All personnel with a direct role in emergency preparedness, incident management or response must complete *IS-700 NIMS: An Introduction* and *ICS 100: Introduction to ICS* and supervisors must complete *ICS 200: Basic ICS*. During FY07 *IS 800: National Response Plan (NRP) An Introduction* is required, in addition, certain middle management and command and general staff are required to complete *ICS 300: Intermediate ICS* and *ICS 400: Advanced ICS*. The Incident Command System is the standard operating procedure when the RESP is activated. It is important to understand that the NIMS/ICS is not the disaster plan, but rather the method by which all agencies will operate at the scene of an incident. Hospitals are encouraged to use the Hospital Incident Command System (HICS). Connecticut State Guidance comes from the Consequence Management Guide for Deliberately Caused Incidents Involving Chemical Agents. The Region also maintains a regional NIMS implementation plan.
3. Communication facilitates effective relationships among member organizations and ensures that the exchange of accurate information occurs on a regular basis. In this context, the word "communication" is used to describe the process by which information exchange takes place between members of the CRCOG executive leadership, CREPC, Chief Administrative Officers (CAO), the DEMHS Regional Office, state and federal agencies and other public sector agencies, ESF's, schools, hospitals and others as necessary to facilitate coordinated regional information sharing. The implication is that there will be timely and accurate information to share with each other that will be used to make good

decisions. The word “interoperability” is used to describe the ability of two or more (or different types) response agencies or radio systems to talk with each other.

4. To facilitate operations and communication capability, all agencies shall use —plain text language when performing at any regional emergency.

B. Organization

To facilitate the sharing of information, functional areas of activities that are potentially needed during a regional emergency have been identified. These functions divide the tremendous amount of information gathered in a regional emergency into discrete, definable sections for jurisdictions to share information with the region.

The regional emergency support functions (RESF's) are:

- RESF 1 – Transportation
- RESF 2 – Communications
- RESF 3 – Public Works and Engineering
- RESF 4 – Firefighting
- RESF 5 – Emergency Management
- RESF 6 – Mass Care, Housing and Human Services
- RESF 7 – Logistics Management & Resource Support
- RESF 8 – Public Health and Medical Services
- RESF 9 – Search and Rescue
- RESF 10 – Oil and Hazardous Materials Response
- RESF 11 – Animal Response
- RESF 12 – Energy (State function)
- RESF 13 – Public Safety and Security (Law Enforcement)
- RESF 14 – Long-term Community Recovery and Mitigation
- RESF 15 – External Affairs (Media)
- RESF 16 – Volunteer Management
- RESF 19 – Functional Needs Management
- RESF 20 – Disaster Interfaith Services
- RESF 21 – Collegiate Support Services

Events may impact only one RESF or have crosscutting implications for many RESF's. Each RESF is responsible for having the capacity to coordinate the aspects of any event that falls within their RESF area of responsibility. RESF's should be prepared at all times to provide information to decision makers and make recommendations. There will be events that never require executive decision-making at the elected official level. In these circumstances, coordination can be handled within each RESF area.

C. Notification and RESP Activation

Escalation of an Emergency: In Connecticut, communities may enter into mutual aid agreements with neighboring towns, including utilizing the Intrastate Mutual Aid Compact (C.G.S 28-22a) to obtain sufficient resources to deal with an emergency.

If any emergency situation intensifies or continues for an extended period of time, resources of any one town, or group of towns, could be depleted. Requests for assistance would then need to be addressed to more distant communities. Given these circumstances, Region 3 Regional Emergency Support Plan (RESP) can be activated for an effective regional response. Also, under the Intrastate Mutual Aid System (Connecticut General Statutes CREPC is prepared at any time to mobilize / coordinate resources needed to assist in a regional emergency via continuously staffing a RESF 5 Duty Officer position. The Regional Integrated Coordination System (RICS) alerts the Duty Officer and other designated officials of situations requiring either notification or activation of the RESP. RICS is the regional radio designation for the Regional Integrated Coordination System headquartered at the Campus Police Department for Central Connecticut State University. To optimize the regional emergency response, Incident Commanders (IC) or designated authorities should alert the CREPC Duty Officer as early as possible of any incident that could require a response exceeding the capability of local resources (plus mutual aid) or have a regional impact. The process of calling RICS to provide specific information about this potential and/or request activation of the RESP is called NOTIFICATION. Conceptually, notification is an appropriate method to provide a pre-alert or —alert/heads up to regional decision makers that an incident is in progress that may require additional resources. An early notification should provide RESF 5 Emergency Management personnel time to collect and analyze essential information or seek additional consultation before they activate the RESP.

☐ NOTIFICATION:

Alerting CREPC RESF 5 Duty Officer via RICS of conditions that may require RESP activation. Notification is a *coordinating process* and is the first step toward RESP ACTIVATION for CREPC members.

Any of the following can initiate NOTIFICATION.

- ☐ Incident Commander*
- ☐ Designated Authority**
- ☐ Chief Executive Officers
- ☐ RESF Committee or Sub-Committee Chairs
- ☐ Hospital Emergency Department Directors***

- Hospital Emergency Management Staff***
- State and Federal Authorities

*The Incident Commander or those designated by the IC will normally make the RESP notification. The IC is well defined and understood under NIMS/ICS, and the IC's authority to request regional resources is appropriate and unquestioned. **Designated authorities include town officials, emergency management directors, chiefs of police and fire, and other officials known to CREPC as knowledgeable about emergency management requirements, and assisting their local IC. ***For notification only. Activation of the RESP for hospital emergencies should be coordinated by RESF-5 by contacting the Hospital Commander, (Hospital Commander designated in accordance with the Joint Commission, formerly known as the Joint Commission on Accreditation of Healthcare Organizations. Upon Notification, RICS notifies the CREPC RESF 5 Duty Officer, ensures the notification is acknowledged, and the RESF 5 Duty Officer contacts the IC or other alerting office. After RESF 5 Duty Officer analysis and discussion with the notifying office, the RESP may be activated. However, it will only be activated if the CREPC RESF 5 Duty Officer and IC consensus is that resources beyond what the local jurisdiction can provide are needed. When activated, the RESP is activated only to the level and capabilities required to meet the needs of the current incident. Once activated, **INCIDENT COMMAND REMAINS LOCAL**.

□ ACTIVATION:

Action taken by CREPC RESF 5 to provide resources to a regional emergency situation or alert additional CREPC RESFs of an incident potentially impacting the region.

These are the conditions under which CREPC RESF 5 will activate the RESP.

- Upon an alert from the National Terrorism Advisory System (NTAS). The RESP will be activated on a partial basis for an Elevated Threat Alert of a credible threat of terrorist attacks and will be fully activated for an Imminent Threat Alert of a credible, specific, and impending threat of terrorist attacks which may impact Region 3.
- In response to a regional situation requiring regional resources to manage a disaster, emergency or large scale event.

This system of NOTIFICATION and ACTIVATION provides appropriate checks and balances to ensure resources are alerted and/or used appropriately. Upon RICS notification, RESF 5 always assesses requests prior to Activation. Activation will only occur with CREPC RESF 5 consensus regarding additional resources. RESP notifications and activations should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477, or via Intercity Radio, anytime 24/7 for notification.
- Requests for specific resources (for example, 25 medical transport units, 40 additional police officers, 10 engine companies, etc.) or the activation of the RESP may be made at this time.
- RESF 5 Duty Officers may anticipate resource needs in the absence of a specific request.

- RICS will send a notification message to the RESF 5 Duty Officer, designated back-ups and other key personnel.
- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency broadcast messaging system.
- The RESF chairs will call RESF 5 (or the designated Duty Officer) for immediate instructions on what actions to take for the event if not already provided in the alert message
- The RESF chairs shall be responsible for calling/notifying additional members of their particular emergency support function.

Incident/Event Status Levels

The following incident/event status levels have been developed for use at the State Emergency Operations Center (SEOC) and at the DEMHS Regional Offices in the following manner:

- M** **Monitoring Level:** Each DEMHS Regional Office, through its daily operations, is constantly in monitoring mode. Any reported situation, threat or unusual event warrants observation, verification of appropriate actions and possible follow-up by the DEMHS Regional Coordinator. CREPC establishes this same level through its RESF-5 Duty Officer, or incident specific RESF.
- P** **Partial Activation:** The Partial Activation Level is typically a limited DEMHS activation in response to a moderate event. The DEMHS Regional Coordinator, in concert with Commissioner-approved DEMHS staff, may be asked to report to the DEMHS Regional Office, when feasible. As the situation warrants, representatives of select Regional Emergency Support Function (RESF) groups may be asked to report to the DEMHS Regional Office. The participation of these individuals will be approved as described in Paragraph 2.3 below. The DEMHS Regional Coordinator may implement the Incident Command System (ICS) to coordinate response. CREPC establishes this level through the RESF-5 Duty Officer and designated RESF support in accordance with the Regional Coordination Center Operations Handbook.
- F** **Full Activation:** At the Full Activation Level, the DEMHS Regional Office may be activated on a 24-hour schedule due to a major event. Commissioner-approved DEMHS staff may be asked to report to the DEMHS Regional Office, when feasible. *As the situation warrants, representatives of select Regional Emergency Support Function (RESF) groups may be asked to report to the DEMHS Regional Office.*¹ The participation of these individuals will be approved as described in Paragraph 2.3 below. The DEMHS Regional Coordinator may implement ICS to coordinate response. In a full-scale activation, response, relief and recovery operations are expected to last for an extended period of time. CREPC establishes this level through activation of one of its RCC sites with the primary site being in

¹ This portion of the Advisory Bulletin does not apply to Region 3

Manchester, CT in accordance with the Regional Coordination Center Operations Handbook.

- H Highest Activation: At the Highest Activation Level, there are widespread and sustained threats to public safety that require a large-scale state and/or federal response. (Advisory Bulletin 2009-3) CREPC establishes this level through activation of its primary RCC site and liaison deployment in accordance with this document.

E. Coordination

The Regional Coordination Center (RCC) is a Multi-Agency Coordination Center (MACC) under NIMS. The RCC, if activated, will carry out the standard management, operational, planning, and logistical functions required under the NIMS/ICS for the region in collaboration with the DEMHS Regional Office (CT-RCC 3, once activated). Three RCC's are strategically located within the region in the Town of Manchester, the City of New Britain, and the Windsor Locks Office of Emergency Management. In addition, CREPC has the capability to establish a mobile RCC in a designated staging area. If an incident or event affects multiple jurisdictions or the entire region, RICS will be used to rapidly alert and/or convene the appropriate RESFs and potentially the CAOs to discuss the regional implications of the incident and discuss next steps. The responding entities and RESFs will inform/advise within the decision process, regional emergency information will be shared, situation reports will be provided, and proposed regional scale decisions discussed. The concept of universal access sheltering requires that existing community shelters should strive to be accessible and usable by as many members of the community as safely and reasonably possible.

The RESP addresses all types of regional events, those with a clear beginning and end, those with an address, and those without an address. The RESP covers Major Regional Incidents (MRI), Disruptive Regional Incidents (DRI), and Standard Regional Incidents (SRI). When assessing the need for regional notification or activation, there are several factors that must be taken into account: *timeframe, magnitude, and affected jurisdiction*.

First, the detection of any regional incident is critical to determining who must be notified and the amount of information available. Actual incidents can be fast-paced or slow to develop, and may be detected in several ways by direct observation, chemical or biological detection, or medical surveillance and may be reported as they occur by authorities, private entities, the media, and/or the state or federal government. Second, once the public or authorities are notified of a threatened, impending, or actual event, the magnitude of the event, or its potential, becomes the driving force behind decision-making. Third, another important consideration is the geographic area affected. The impacted zone may extend beyond the immediate disaster area to neighboring jurisdictions, and the incident may involve supporting jurisdictions, through mutual aid or other agreements. In such circumstances, inter-jurisdictional communication and coordination is critical.

Initial Actions

The goal of RICS is to ensure comprehensive, real-time connectivity during any regional emergency or incident scenario, thereby facilitating communication among local, state and federal government authorities. The RESF 5 Emergency Management function and the RICS system will provide the platform for interaction between RESFs. Each jurisdiction and/or functional area should utilize this capability to the fullest. **Notification** - Through RICS, the Regional Coordinator and other key

decision makers and Regional Emergency Support Function chairpersons are notified of the emergency. **Conference Calls** - A conference-calling capability brings together RESF chairpersons and subcommittee chairs, as necessary based on the situation, on a 24/7 basis, to discuss the event and determine if a Regional Coordination Center (RCC) needs to be opened. A conference call (or direct interaction) of an RESF and/or the Chief Administrative Officers (CAO) may be convened through RICS based on the request of any or all of the following (subject to internal agency standard operating procedures):

- o The local emergency dispatching center
- o The affected jurisdiction's CAO or designee
- o Any other jurisdiction's CAO
- o RESF committee or subcommittee chairperson
- o Chairperson of the CREPC

The initial action of notification is permanently located at a fixed location called RICS, with 24/7 emergency communication capability. The RICS is not intended to supersede, replace or duplicate the existing communications and information sharing that routinely occurs among state and local emergency management organizations. Rather, it is intended to focus on information and coordination from the regional perspective.

Continuing Actions

Additional RICS functions will be carried out as required during regional emergencies by members of various RESFs and/or the Regional Incident Dispatch (RID) team.

1. Incident tracking and status reporting - For certain regional events, an incident tracking and situation status reporting system may be activated on a secure web site available to authorized parties. Pre-designated staff will be assigned the job of continuously updating the information database.
2. Assessment - RICS facilitates assessment of regional emergencies by bringing together experts from responding entities and RESFs. The assessment information will be available to authorized parties.
3. Coordination of decision-making - The RCC and RICS facilitates the coordination of decision-making in areas such as early release of employees, evacuation, school closings, health issues, etc.
4. Creation of common messages - This RICS function is designed to ensure implementation of the — “many voices, common message” objective. RESF 15 External Affairs assists decision-makers by crafting the common message that is made available to the chief elected officials and other authoritative spokespersons.
5. In order to coordinate the release of emergency information and other public affairs functions, a **Joint Information Center (JIC)** may be established.

The JIC serves as a focal point for coordinated and timely release of incident-related information to the public and the media. Information about where to receive assistance is communicated directly to victims and their families in an accessible format and in appropriate languages for those with limited English proficiency. For sub-state regional events (non State Declared Emergencies) RESF-15 may serve as the focal point for assisting communities in their public information efforts. For State Declared Emergencies the CT-Governor's Office and the Governor's Communication Team shall be responsible for the establishment and management of the JIC.

Public Affairs

The term public affairs encompass a vast array of functions, including alerting the public of a potentially hazardous situation, providing instructions regarding necessary protective actions and where to obtain additional information regarding the hazard. Timely dissemination of information through effective utilization of the media and other area resources is essential to ensure public confidence and eliminate rumors, panic and unnecessary movement. These actions are necessary for any condition that impacts the public, whether naturally occurring or man-made. Therefore, it is paramount that facilities and public agencies do not release incident information without coordinating with, and receiving approval from, the Incident Commander and/or the Chief Elected Official.

Approved information shall be released by the designated Public Information Officer as established under the functions of the ESF-15 External Affairs Annex of this document, or as delegated by any community or designated agency. Provisions for public alerting and notification, public affairs and the release of accurate information in a timely fashion are also detailed in the ESF-15 Annex.

1. Functions Of the Public Information Officer (PIO)

- Facilities and public agencies shall develop media information plans. Such plans shall designate spokespersons who are available on 24-hour call. Spokespersons are prepared and authorized to discuss an emergency situation in depth with the media. The spokesperson assigned to speak on behalf of the Incident Commander shall be known as the CREPC Public Information Officer [PIO].
- The CREPC Public Information Officer shall establish a centralized news center that shall be used to coordinate all official announcements, statements and briefings
- The CREPC Public Information Officer shall make joint news releases as appropriate
- The CREPC Public Information Officer shall assist in coordinating media requests for information and assure authenticity and accuracy of information prior to its release
- All information for release must be cleared by the Incident Commander and/or Chief Executive

DEMOBILIZE

Demobilization is the orderly, safe, and efficient return of a resource to its original location and status. Demobilization should begin as soon as possible to facilitate accountability of the resources, and be fully coordinated with other incident management and response structures. As the regional effort in responding to an emergency diminishes, coordination across jurisdictions will contract and return to normal levels. Depending on the needs of the situation, RESFs will scale back use of RICS to share functional information.

Local, and State Actions. At the local, and State levels, demobilization planning and activities should include:

- Provisions to address and validate the safe return of resources to their original locations.
- Processes for tracking resources and ensuring applicable reimbursement.

Post Incident Analysis

The CREPC in collaboration with the DEMHS Region 3 Office will facilitate the evaluation of any regional emergency coordination efforts. Using information captured in RESF 5 Emergency Management and a variety of facilitation tools, appropriate organizations will be brought together to determine lessons learned and areas of improvement. These lessons learned will be used to improve the RESP.

E. Concurrent Implementation with Other Emergency Plans

The RESP should be implemented at the same time a jurisdiction's local emergency operations plan (LEOP) is implemented. Operational authority will remain with the jurisdictions. The RESP should also be implemented at the same time state and federal operations plans are implemented, with appropriate operational authority remaining within state and federal control.

F. Regional Coordinating Centers (RCC)

Any designated location where representatives of RESFs assemble for extended operations, analysis, recommendations, and decision-making is deemed an official RCC. Currently three locations have been pre-designated as RCC's; the Region's primary RCC is located at 321 Olcott St, in Manchester, New Britain City Hall, and Windsor Locks City Hall. Emergency operations centers (EOC) of member jurisdictions may be activated and in operation during a regional event. The locations may also serve as the regional coordination centers that support regional information sharing. Additionally, with the proper use of technology the region can operate virtually from multiple locations to maintain some of the functions associated with an RCC.

V. ORGANIZATIONS ACTIVE IN REGIONAL EMERGENCY SUPPORT FUNCTIONS

The following groups will carry out activities associated with the RESFs. See the specific RESFs for details on each group's roles and responsibilities. Capitol Region Emergency Planning Committee, DEMHS Region 3, cities and towns with membership in CREPC, public sector organizations, private sector organizations, utilities, schools and universities, volunteer organizations, community organizations, special interest associations, state agencies, Citizen Corps Council, Capitol Region – Metropolitan Medical Response System (MMRS), regional Medical Reserve Corps, and the Connecticut Association of Directors of Health.

VI. PREPAREDNESS CYCLE

The RESP will be maintained, reviewed, and updated following a preparedness cycle that includes “**Planning**”, “**Training**”, “**Exercise**” (including operating in exercise simulations and real world response) and “**Evaluation**” (including corrective actions). Involvement of agencies and organizations participating in the RESF's during all phases of this cycle ensures the RESP reflects current communication and coordination methodologies. CREPC is responsible for coordinating overall planning under the RESP including review and revision of the plan, annexes, supporting attachments, and supporting operational procedures; this planning takes place in concert with the DEMHS Region 3 Office the DEMHS Strategic Planning and Grants Unit as well as any underlying planning initiatives through the Region 3 Regional Emergency Planning Team (REPT). All agencies will contribute to the development of supporting material to the RESP, including regional support annexes and appendices, as well as supplements describing specific policies and procedures for public emergency operations. For security reasons, certain information may be designated as “**For Official Use Only (FOUO)**” and not released to the general public. All associated member municipalities and agencies shall appoint as many members as they choose to participate in CREPC activities and the RESP development. State and federal agencies are encouraged to send representatives to CREPC meetings to facilitate and improve response and to take part in regional exercise and training activities.

VII. SPECIAL REQUIREMENTS

A. Exercise Design Team

The Homeland Security Exercise and Evaluation Program (HSEEP) from the United States Department of Homeland Security will be utilized in conjunction with all regional exercises involving local, state and federal government. CREPC will maintain a standing Training and Exercise Planning Workgroup charged with the responsibility to plan for, design and execute simulated events. Real world events may be substituted for exercise simulations. The exercise design team will function as a full subcommittee of the Region 3 REPT.

B. Disaster Emergency Records

Detailed disaster response records will be maintained by RESF's, RICS, and the RCC as a requirement of the planning and finance functions under NIMS/ICS. Additionally, these records will be maintained and used for state and federal reimbursement requirements and documentation.

C. Mutual Aid and Liability

Through Title 28 of the CT General Statute, and specifically 28-22a *Intrastate Mutual Aid Compact*; all CREPC members, organizations, agencies, elements, and individuals agree and accept the mutual aid philosophy of helping when and where they can. It is understood by all entities that no responsibility to respond exists when the operational readiness of the responding entity would be jeopardized.

Connecticut General Statutes

In addition Connecticut General Statutes 28-1 Definitions reads:

(4) "Civil preparedness" means all those activities and measures designed or undertaken (A) to minimize or control the effects upon the civilian population of major disaster, (B) to minimize the effects upon the civilian population caused or which would be caused by an attack upon the United States, (C) to deal with the immediate emergency conditions which would be created by any such attack, major disaster or emergency, and (D) to effectuate emergency repairs to, or the emergency restoration of, vital utilities and facilities destroyed or damaged by any such attack, major disaster or emergency. Such term shall include, but shall not be limited to, (i) measures to be taken in preparation for anticipated attack, major disaster or emergency, including the establishment of appropriate organizations, operational plans and supporting agreements; the recruitment and training of personnel; the conduct of research; the procurement and stockpiling of necessary materials and supplies; the provision of suitable warning systems; the construction and preparation of shelters, shelter areas and control centers; and, when appropriate, the nonmilitary evacuation of the civilian population, pets and service animals; (ii) measures to be taken during attack, major disaster or emergency, including the enforcement of passive defense regulations prescribed by duly established military or civil authorities; the evacuation of personnel to shelter areas; the control of traffic and panic; and the control and use of lighting and civil communication; and (iii) measures to be taken following attack, major disaster or emergency, including activities for firefighting; rescue, emergency medical, health and sanitation services; monitoring for specific hazards of special weapons; unexploded bomb reconnaissance; essential debris clearance; emergency welfare measures; and immediately essential emergency repair or restoration of damaged vital facilities.

(5) "Civil preparedness forces" means any organized personnel engaged in carrying out civil preparedness functions in accordance with the provisions of this chapter or any regulation or order adopted pursuant to this chapter. All the police and fire forces of the state or any political subdivision of the state, or any part of any political subdivision, including all the auxiliaries of these forces and emergency medical service personnel licensed or certified pursuant to section 19a-179, shall be construed to be a part of the civil preparedness forces. The Connecticut Disaster Medical Assistance Team and the Medical Reserve Corps, under the auspices of the Department of Public Health, the Connecticut Urban Search and Rescue Team, under the auspices of the Department of Emergency Management and Homeland Security, and the Connecticut behavioral health regional crisis response teams, under the auspices of the Department of Mental Health and Addiction Services and the Department of Children and Families, and their members, shall be construed to be a part of the civil preparedness forces while engaging in authorized civil preparedness duty or while

assisting or engaging in authorized training for the purpose of eligibility for immunity from liability as provided in section 28-13 and for death, disability and injury benefits as provided in section 28-14. Any member of the civil preparedness forces who is called upon either by civil preparedness personnel or state or municipal police personnel to assist in any emergency shall be deemed to be engaging in civil preparedness duty while assisting in such emergency or while engaging in training under the auspices of the Department of Emergency Management and Homeland Security, the Department of Public Safety, the Division of State Police within the Department of Public Safety or a municipal police department, for the purpose of eligibility for death, disability and injury benefits as provided in section 28-14.

(6) "Mobile support unit" means an organization of civil preparedness forces created in accordance with the provisions of this chapter to be dispatched by the Governor or Commissioner of Emergency Management and Homeland Security to supplement civil preparedness forces in a stricken or threatened area.

(7) "Civil preparedness emergency" or "disaster emergency" means an emergency declared by the Governor under the provisions of this chapter in the event of serious disaster or of enemy attack, sabotage or other hostile action within the state or a neighboring state, or in the event of the imminence thereof.

(8) "Local civil preparedness emergency" or "disaster emergency" means an emergency declared by the chief executive officer of any town or city in the event of serious disaster affecting such town or city.

D. Strategic Planning Report

Periodic review of goals and objectives of the organization will be accomplished through the strategic planning process and posted on the CRCOG web site.

E. Publication

Questions, comments, and copies of the RESP can be obtained by contacting the Capitol Region Council of Governments Public Safety & Homeland Security Department, the CT-DEMHS Region 3 Office, or consulting the CRCOG website at www.crcog.org.

Appendix A: RESP Training Guidance

I. Introduction and Purpose

The RESP utilizes NIMS and ICS as the foundation for regional emergency response. Plan specifics which outline how to properly activate and execute the plan must be understood by all personnel in the region that are tasked with those responsibilities. To facilitate understanding of the Plan, a training program for the RESP is designed in accordance with the Instructional System Design (ISD) process. The purpose of *Appendix A: RESP Training Guidance* is to outline training requirements to effectively implement the RESP. These training requirements apply to the basic plan, all RESFs, annexes and appendices.

II. Situation and Assumptions

It is assumed that each individual performing duties under the RESP is properly trained in NIMS, qualified for the duties they are performing based on their professional experience and training, and are properly credentialed to be at the site performing those duties.

The RESP is one “block” in a series of nationally directed building blocks designed to combat emergencies. The building blocks start with the National Response Framework (NRF) at the highest governmental level and local EOPs at the local base/initiating level. All of these building blocks are part of the Regional NIMS Implementation Plan and require training. NIMS training is federally funded to ensure consistency across the nation when responding to any emergency situation.

NIMS and ICS training requirements are defined at the federal government level and are mandatory and essential to a proper emergency response. Refer to http://www.fema.gov/emergency/nims/nims_compliance.shtm for specific requirements. Each local jurisdiction is responsible for assessing their training needs based on their local concept for emergency management, and for ensuring training is completed to support the concept.

In addition, basic and advanced skill training, depending on a person’s emergency position, is required for first responders to perform effectively. It is the responsibility of the local first responder organization to ensure all personnel are properly trained and qualified for the situation they are responding to.

Credentialing of each emergency response individual is a complex process, but is essential to ensuring all individuals are qualified to be present and performing duties during any emergency. This process will be addressed in more detail in the future.

Anyone with an emergency management role requires NIMS training. The following list provides examples of personnel commonly involved in emergency management that require NIMS training. The list includes governmental organizations, non-governmental organizations and private sector organizations.

- Emergency Medical Service Personnel
- Firefighters
- Hospital Staff

- Law Enforcement Personnel
- Public Health Personnel
- Public Works/Utility Personnel
- Skilled Support Personnel
- Other Emergency Response Personnel
- Emergency/Disaster Support Personnel
- Volunteers supporting any emergency response or disaster relief activities
- All local jurisdiction personnel that support emergency planning, prevention, response and recovery efforts
- Education Department personnel with emergency responsibilities

The definitions of entry level, first line supervisor, middle management, and command and general staff determine who needs what level of NIMS training. Examples for clarification of the NIMS training requirements are available in the following table. This can assist jurisdictions in making decisions regarding training for their personnel, and ultimately each jurisdiction must make these decisions based on an individual's emergency role, not their normal duties.

Table A-1: NIMS Training Clarification	
Defined Federal Audience	Emergency Management Personnel
<i>Entry level first responders & disaster workers</i>	Any person with an emergency management/disaster response role. Examples include town/region/state employees designated to be part of the local/regional/state emergency planning or response organization, non-government or private sector personnel with emergency management roles, volunteers who support disaster relief efforts, and any person or organization referenced in any town Emergency Operating Procedures.
<i>First line supervisors</i>	All personnel designated as having a supervisory role in the local/regional/state Emergency Operating Procedures, any first responder who may be designated as the on-scene commander (including all qualified fire fighters, and law enforcement
	Officers in a supervisory capacity), and any individual trained under the requirements above for <i>Entry level first responders & disaster workers</i> who may be designated to supervise others during any phase of an emergency.

<i>Middle management</i>	All personnel who may be designated to perform in a leadership position in the Incident Command System, including incident commander, command staff officer, section chief, branch director, division or group supervisor, or unit leader, any department head or other individual designated as part of the leadership in the local/regional/state emergency response team, and any person designated to be on a multi-agency coordination system/emergency operations center staff.
<i>Command and general staff</i>	All personnel listed in <i>Middle management</i> with lead multi-agency coordination responsibilities, emergency managers, emergency management directors and emergency operations center managers.

Region 3 RESP specific training is desired for all personnel involved in decisions to activate the RESP or execute the Plan once activated. All RESF chairs should be trained in order to understand their role in the process.

III. Concept of Operations

NIMS and other ODP training program content is defined by the agency developing the training. Qualifications and training for professionals are defined by each profession. CREPC uses the Instructional System Design (ISD) model to develop and deliver RESP Plan training. Changes to the RESP Plan require a training subject matter expert (SME) review to ensure course objectives and content remain relevant. CREPC provides coordination for all NIMS training and provides appropriate reimbursement for completing NIMS and other ODP approved training by emergency response personnel from the region. (See Capitol Region Emergency Planning Committee (CREPC) FY2004/2005 Homeland Security Grant Program Request for Overtime/Additional Cost/Stipend Reimbursement form and instructions for reimbursement/stipend information.) Venues for RESP Plan training include normal CREPC meetings and other CREPC or member meetings set specifically for RESP Plan training. It is the responsibility of each member of CREPC to ensure their personnel are trained on the RESP. Personnel from all agencies referenced in the RESP Plan are invited to all RESP Plan training sessions to ensure seamless interaction during RESP-activation.

A. Course Training Objectives

Course objectives for RESP training are listed below.

1. Explain the origins and purpose of Regional Emergency Support Plan (RESP), and why it is needed for an effective regional disaster response.
2. Explain the relationship between the RESP, the National Incident Management System (NIMS), the National Response Framework (NRF) and local emergency operating procedures.
3. List the five RESP Incident/Event Status Levels and describe the conditions that each level pertains to.

4. Describe the purpose of Regional Emergency Support Functions (RESF) and what their functions are when the RESP Plan is activated.
5. Explain how changing levels of the Department of Homeland Security National Terrorism Advisory System (NTAS) could lead to activation of the RESP Plan.
6. Describe circumstances that require the RESP Plan to be activated.
7. Explain the role of RICS in RESP Plan activation and management of incidents.
8. Explain how the RESP Plan is activated to include who can activate the RESP, the decision process to determine if the RESP Plan requires activation, the actual process for activating the RESP Plan and the information required to be passed when activating the RESP.
9. Walk through a scenario requiring activation of the RESP to include the process used to determine that activation is required, the process of activation, managing information flow and tasking, the process of reporting to the incident and establishing operations, and incident stand down and post incident analysis.
10. Describe how the CREPC corrective action process is used to help identify, track and correct problems revealed in exercises and actual events.

IV. Organization and Assignment of Responsibilities

CREPC, in coordination with DEMHS, develops RESP training, determines who will deliver RESP training and coordinates RESP training sessions. CREPC members will provide facilities suitable for RESP training which will include PowerPoint projection capability and other normal classroom type facilities.

V. Administration and Logistics

CREPC, in coordination with DEMHS, will provide all training handouts/course materials, and maintain attendance records for RESP training sessions.

Appendix B: RESP Exercise Guidance

CREPC exercise guidance is provided via the following policy statement and is subject to change.

Region 3 Training and Exercise Planning Workgroup Coordination of Exercises Policy

Scope:

This policy applies to all DEMHS Region 3 participating towns, agencies and Regional Emergency Support Functions. Exercises in the context of this policy include all types of exercises, drills, TTXs, etc.

Goal:

To coordinate the participation of Region 3 jurisdictions, agencies and Regional Emergency Support Functions (ESF) in scheduled exercises so as to maximize productive participation, ensure an effective Region 3 exercise program, and prevent overtaxing regional resources.

Strategies:

The Region 3 Training and Exercise Planning Workgroup (T&EPW) shall:

1. Identify all proposed exercises within Region 3 on the Region 3 Training and Exercise Schedule
2. Assist in identifying the goals and objectives of each proposed exercise to determine its value to participating agencies
3. Identify common interests and objectives among regional exercises
4. Encourage a higher level of participation while managing the number of regional exercises
5. Eliminate unnecessarily high demand for participation in exercises leading to a dilution of assets and interest
6. Coordinate proposed regional exercises with private, state, NGOs ' and federal exercises

Policy:

1. The T&EPW recommends that regional entities participate in an exercise at least once every six months to validate plans and policies.
2. Participating entities that wish to conduct a drill or exercise will complete an *Intent to Exercise* form to ensure effective local and regional coordination.
3. The T&EPW will review requests according to the above stated goal and strategies and make recommendations to continue as described in the Intent to Exercise form, or, combine the exercise with an existing planned or proposed exercise. Exercises will be added to the Region 3 Training and Exercise Schedule.
4. If Regional agencies or assets are requested to participate in a proposed exercise, the T&EPW may recommend or not recommend Regional participation based on the proposed goals and objectives of the exercise and the overall assessment of the value of the proposed exercise based on Regional exercise program requirements. The final decision to conduct an exercise or to

participate in an exercise remains with the individual community or agency based on their specific exercise requirements.

5. Some exercises will be regionally sponsored and some sponsored by other agencies (CT DPH, DEMHS or hospitals for example). Every attempt will be made to support all exercises on the Regional exercise calendar.
6. All proposed exercises will be developed in accordance with Homeland Security Exercise and Evaluation Program (HSEEP) principles.
7. Overtime/backfill reimbursement *may* be available in accordance with Homeland Security grant guidelines for HSEEP compliant exercises. Entities seeking reimbursement must notify CRCOG as soon as possible to ensure proper reimbursement coordination.
8. It is understood that participation in any exercise is dependent on the actual, real time events occurring on the day of the exercise. Any participating agency may withdraw from an exercise if that agency's presence is required elsewhere for an actual emergency.

Appendix C: Homeland Security Advisory System (HSAS) Guidance and State of Connecticut Readiness Evaluation System

This appendix is under development. **Needs final disposition; e.g. status and use**

Terms and Definitions

ARC	American Red Cross
CAO	Chief Administrative Officer
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CCC	Citizen Corps Council
CCRPA	Central Connecticut Regional Planning Agency
CDOT	Connecticut Department of Transportation
CEO	Chief Executive Officer
CERT	Community Emergency Response Team
CFR	United States Code of Federal Regulations
CMED	Coordinated Medical Emergency Direction
	North Central Connecticut EMS Council, Inc
CONPLAN	U. S. Government Interagency Domestic Terrorism Concept of Operations Plan
CP8	Command Post 8 (Newington Fire Department)
CRCOG	Capitol Region Council of Governments
CRCOPA	Capitol Region Chiefs of Police Association
CREPC	Capitol Region Emergency Planning Council (<i>pronounced see-rep-see</i>)
CRFCA	Capitol Region Fire Chiefs Association
CRMRC	Capitol Region Medical Reserve Corps
DEMHS	Division of Emergency Management & Homeland Security (State of CT)
DESPP	Department of Emergency Services and Public Protection (State of CT)
DHS	U. S. Department of Homeland Security
DRI	Disruptive regional incident
DWI	Disaster Welfare Information System
EEI	Essential element of information
EOC	Emergency Operations Center
ERT	Emergency Response Team
FEMA	Federal Emergency Management Agency

HAZMAT	Hazardous Materials
HICS	Hospital Incident Command System
IC	Incident Commander
ICS	Incident Command System
LEOP	Local Emergency Operation Plan
MACS	Multi-Agency Coordination System
MACU	Mobile Ambulatory Care Unit
MCI	Mass casualty incident
MDT	Mobile dispatch team
MMRS	Metropolitan Medical Response System
MRC	Medical Reserve Corps
MRI	Major regional incident
NTAS	National Terrorism Advisory System
NARL	Newington Amateur Radio League
NIMS	National Incident Management System
NPS	National Pharmaceutical Stockpile
NRP	National Response Plan
ODP	Office of Domestic Preparedness
OSHA	Occupational Safety and Health Administration
RCC	Regional Coordination Center
R-ESF	Regional Emergency Support Function
RED Plan	Regional Emergency Deployment Plan
RESP	Regional Emergency Support Plan
RICS	Regional Integrated Coordination System
RID	Regional Incident Dispatch Team
RPO	Regional Planning Organization
SAR	Search and Rescue
SERC	State Emergency Response Commission for Hazardous Materials
SNS	Strategic National Stockpile

SRI	Standard Regional Incident
USAR	Urban Search and Rescue
VOAD	Voluntary Organizations Active in Disaster
WMD	Weapon of Mass Destruction

Regional Emergency Support Function # 1: Transportation

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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Transportation Organizations

- Department of Homeland Security
 - Federal Emergency Management Agency
- U. S. Department of Transportation
- Department of Defense
- National Transportation Safety Board

Connecticut State Transportation Organizations

- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of Transportation
 - CT Transit
- Bradley Airport
- Connecticut Military Department
 - CT National Guard

Local and Private Sector Organizations

- Area school bus providers
- Connecticut School Transportation Association (COSTA)
- Local towing and recovery companies
- Towing and Recovery Professionals of Connecticut (TRPC)
- Local departments of human services
- Local senior citizen service organizations
- Amtrak (Springfield Line)
- Connecticut Southern Railroad
- Springfield Terminal

New England Central Railroad

- Providence & Worcester Railroad
- Pan Am Railways
- Central New England Railroad
- Commercial Bus Services: Greyhound, Peter Pan/Arrow, Dattco, New Britain Transportation
- Rideshare and Vanpool Programs: The Rideshare Company
- Trucking and Hauling Associations: Motor Transport Association of CT
- Eastern Region Helicopter Council

I. INTRODUCTION

A. Purpose

The purpose of RESF 1 Transportation is to facilitate communication and coordination among regional jurisdictions and agencies concerning transportation issues and activities during a major disaster in DEMHS Region 3, the Capitol Region.

B. Scope

Transportation, RESF 1 is intended to focus on disruptions of the regional transportation system requiring inter-jurisdictional coordination and information sharing. Transportation disruptions can occur as a result of direct impacts upon the transportation infrastructure (e.g. disasters) or from surges in requirements placed on the system by emergencies in other functional areas.

II. POLICIES

1. RESF 1 Transportation will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction, unless the Governor Declares a State of Emergency.
2. The National Incident Management System and the incident command system (NIMS/ICS) will be the organizational structure used during a response.
3. CREPC, in coordination with the DEMHS Regional Coordinator will facilitate coordination among member organizations to ensure that RESF 1 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Emergency Support Plan (RESP).
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS) and the DEMHS Regional Office as required by the incident and in accordance with existing ICS protocols. RICS is available at 860-832-3477 twenty-four hours a day.
5. The affected jurisdiction or agency wherein the incident occurs will be the lead jurisdiction or agency for that event and will be responsible for coordinating evacuation and sheltering within that municipality.
6. Upon activation of the RESP, CREPC in coordination with the DEMHS Regional Coordinator will determine the need for standing up the Transportation, RESF-1 team at the Regional Office and maintain communications with the Connecticut Department of Transportation (CONNDOT) relative to regional needs and resources.

III. SITUATION

A. Regional Emergency Condition

1. A major disaster/incident requiring a large-scale evacuation and sheltering of the population has occurred somewhere in the State including one or more DEMHS regions. The situation requires warning and notification to the public; mobilization of transportation

resources, implementation of traffic control; and opening of shelters. Resource elements are being deployed in accordance with the Regional Emergency Support Plan (RESP).

2. A regional emergency may adversely impact the transportation infrastructure throughout the region, both by utilizing a significant portion of available resources and simultaneously stressing major roadways and rail corridors.
3. A major disaster/incident has occurred in the region. The situation requires the mobilization of transportation assets. Resource elements are being deployed in accordance with the RESP.

B. Planning Assumptions

1. Planning partners will include public and private organizations.
2. CREPC will not assume any command and control activities.
3. The RESP will promote inter-jurisdictional cooperation and coordination while preserving the unique characteristics and operating procedures of each member municipality.
4. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
5. Local resources have been depleted.
6. Infrastructure damage and communications disruptions will inhibit efficient coordination of transportation support during the immediate response and post disaster period.
7. The availability of personnel with language skills will be critical. Foreign Language Emergency Response Teams (FLERT) may be used for this mission.
8. A wide range of incidents may occur which will have varying degrees of impact on the regional transportation system.
9. Transportation disruptions will impact the movement of relief supplies throughout the region.

Incidents Involving State Emergency Operations Center (SEOC) Activation

1. The State Emergency Operations Center (SEOC) will be activated including the Transportation Resource Management function at the State Armory.
2. The primary responsibility for arranging local evacuation and obtaining transportation resources remains with the municipality with assistance from existing mutual aid partners, CREPC through the RCC, and from the State through the Regional Office.
3. There may be occasions when it is advisable to activate this Regional Emergency Support Plan (RESP) without an official declaration of a civil preparedness emergency at the local level. This partial activation of the RESP could secure and deploy regional resources without becoming fully operational at this point in time.
4. CREPC, in coordination with the DEMHS Regional Office, will provide a platform for coordinating regional planning and response of local, regional, tribal and state

resources. The DEMHS Regional Office will promote inter-jurisdictional cooperation and coordination while preserving existing unique characteristics, operating procedures and inter-jurisdictional agreements of municipalities and tribal nations. The DEMHS Regional Office will not assume any command and control activities that are vested in and recognized as the responsibility of the jurisdiction(s) where the emergency event or incident is occurring.

5. The DEMHS Regional Office, in conjunction with CREPC, will coordinate regional resources as necessary when requested by authorized local authorities and/or as is appropriate due to the nature and severity of the incident(s). Current and longstanding mutual aid agreements between cities and towns will first be utilized.
6. Regional municipalities, in accordance with their local EOPs, are responsible for determining overall evacuation transportation requirements, coordinating transportation for Functional Needs Populations, establishing evacuation bus routes and designating staging areas for public transportation dependent populations.
7. If the Governor declares a “State of Emergency in Connecticut”, the State will assume some Direction and Control activities. Direction and control is also vested in, and recognized as, the responsibility of the jurisdiction(s) where the incident or event is occurring. Coordination of Direction and Control activities between CREPC, the State and local authorities will be coordinated by the State DEMHS Regional Coordinators as directed by the State EOC.
8. Capabilities and resources differ across the jurisdictions. When local resources, current mutual aid, and regional resources have been depleted, the DEMHS Regional Office will provide additional resources as available to support emergency operations.

IV CONCEPT OF COORDINATION

A. General

1. Upon the threat and/or occurrence of a regional incident, the RESF 1 will be notified through the Regional Integrated Communications System (RICS) or the DEMHS Regional Office.
2. Local municipalities will coordinate and execute their respective authority and program responsibilities including their Emergency Operations Plans (EOPs) during the regional emergency.
3. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
4. RESF 1 Transportation will establish the ability to collect, analyze, synthesize, and disseminate information concerning regional transportation related issues, in conjunction with RICS.
- . Requests for information regarding transportation issues will be directed to RICS or directly to RESF 5 Emergency Management at the Regional Coordination Center (RCC). As necessary, the SEOC will be contacted through the DEMHS Regional Office.

6. In order to maximize all federal and state benefits, including post-event reimbursements, a local state of emergency must be declared by the local Chief Executive Officer (CEO). If necessary, the DEMHS Regional Coordinator will advise the local authority of this obligation.
7. There may be occasions when it is advisable to activate the Regional Emergency Support Plan (RESP) without an official declaration of a civil preparedness emergency at the local level. This partial activation of the RESP could secure and deploy regional resources without becoming fully operational at this point in time.

B. Scenarios that may require activation of Transportation, RESF-1

1. Natural Disasters

- Hurricanes
- Flooding
- Blizzard
- Ice Storm
- Forest Fire

2. Human Made Disasters

- Conflagration (fire)
- Nuclear Plant Incident
- Infrastructure Failure
- Acts of Terrorism
 - Chemical Release
 - Biological Release
 - Nuclear Bomb Incident
 - Other Explosive

C. Notification

Upon notification by any jurisdiction of a potential or actual regional emergency, RICS will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.

- RICS will notify the on call RESF-5 Duty Officer with incident information and contact number.
- After gathering sufficient incident information the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- When requested the chair of RESF 1 Transportation will call the RESF 5 duty officer for instructions.
- The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- The chair of RESF 1 shall be responsible for calling/notifying additional members of the emergency support function.

D. Coordination

1. Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency. Provide periodic situation reports of the affected jurisdictions/agency to RICS (or directly to RESF 5 Emergency Management).

2. Continuing Actions

Regional support will depend on the severity and duration of the regional evacuation emergency. Evaluate continuing needs.

3. Stand Down

The demobilization process will follow NIMS/ICS accepted practices

4. After Action Critique

CREPC, in conjunction with the DEMHS regional office, will coordinate the after action critique effort to include all transportation agencies and supporting RESF's.

IV. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 1

A. Transportation, RESF 1 Participating and Supporting Agencies

Transportation partners participating in a regional response will, to the best of their ability, contribute information to RICS as required by the incident and the Regional Support Plan (RESP) policy.

B. Essential Elements of Information (EEI)

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the agencies during emergency situations. RESF 5 Emergency Management is responsible for exchange, analysis, reporting and dissemination of regional information. The RESF 5 annex contains detailed information about the process of information exchange and describes the essential elements of information (EEI), which have been

determined as the minimum information to satisfy coordination needs between the RESF's and with RICS. Transportation, RESF-1, has the responsibility to coordinate information on transportation and traffic management issues with Emergency Management, RESF-5.

2. In the event of a regional emergency, RESF-5, local, state, and regional transportation agencies will be able to exchange information, including, but not limited to:
 - Jurisdictions involved
 - Overall priorities of response
 - Actual impacts on the function and/or jurisdiction (social, economic, or political)
 - Assessment of Transportation System- Description of significant disruptions in transportation service delivery
 - Status of communication systems
 - Status of Recovery Programs -Short-term and medium-term recovery plans
 - Status of resources, emergency management personnel, equipment, supplies and facilities affected by the incident/threat of incident.
 - Other RESF's potentially impacted
 - Logistical and Resource problems/issues
 - Liability issues and concerns
 - Recommendations for emergency ingress/egress
 - Weather data affecting operations
 - Status of critical facilities and distribution systems
 - Status of key personnel
 - Status of emergency declarations
 - Major issues and activities of other RESFs
 - Historical and demographic information
 - Status of energy and power systems
 - Needs and damage assessment
 - Status of federal operations

C. Functions Before and During a Regional Emergency

1. Mitigation Phase

During the mitigation phase, all transportation agencies will accomplish the following:

- Train on RESP activation and implementation.

- Train on NIMS/ICS protocols.
- Participate, as determined, in disaster exercise drills.
- Regional equipment needs will be determined and requested.
- Regional evacuation transportation and traffic management needs will be analyzed and planned for.
- Train on the RCC setup, the DEMHS Regional Office setup and the coordination functions of RESF 5 Emergency Management, the communication functions of RESF 2 and RESF-1 Transportation.

2. Preparation Phase

During the preparation phase, all Transportation, RESF-1 personnel and supporting agencies will accomplish the following:

- Train on NIMS/ICS protocols
- Train on the *Regional Evacuation and Shelter Guide* (as annexed to this RESP) activation and implementation.
- Participate, as determined, in disaster exercise drills
- Train on the Regional Office's EOC structure, on the regional emergency communications system setup, and on the coordination function of Transportation, RESF-1 procedures.

3. Emergency/Response phase

During the emergency phase, Transportation RESF 1 will perform all required mission-related activities in the safest manner possible. Coordination efforts will be through the RICS and DEMHS Regional Offices. RESF 1 resources shall be utilized in any function, which will speed the recovery from the emergency incident within the parameters of their individual training and/or capabilities. Functions may include, but are not limited to, the following:

- Provide leadership in coordinating and integrating the overall regional effort to provide emergency management of transportation resources and traffic management in the areas affected by the incident.
- Coordinate an assessment of emergency management transportation needs
- Determine the need for additional personnel and other resources
- As appropriate, initiate requests through the Regional Office for assistance to supplement local resources.

4. Recovery phase

During the recovery phase, Transportation RESF 1 will continue to perform any associated emergency functions initiated during the emergency phase. Additionally, any associate

function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 1

Administrative information and supplemental data for RESF 1 operations is contained in the following policies and/or documents:

- Departmental standard operating procedures, standard operating guidelines, training manuals, general orders, and policy directives.
- RICS will be administered by and through CCSU (police department).
- Standard regional guidance concerning decontamination procedures will be utilized by all regional agencies.
- “Plain language” text will be used in all regional communications.
- U. S. Department of Transportation - General Overview Document; Planned Evacuations Using Highways Document; No Notice Evacuation Document; and Planned Evacuations Using other Modes Document.
- Presidential Policy Directive 8: National Preparedness Goal
- The 15 National Planning Scenarios
- Universal Task List
- Target Capabilities List (Version 2.0)
- Regional Transportation Resources, found at; www.crcog.org/resf1.pdf
- Highway Diversion Plans, found at; www.crcog.org/homeland_sec/DivPlans.html
- Other RESF 1 documents found at: www.crcog.org/homeland_sec/RESF1.html

Regional Emergency Support Function # 2: Communications

Participating Organizations		
	Regional Coordinating Organizations	
	Federal Government Communications Organizations	
	Connecticut State Communications Organizations	
	Local Government Communications Jurisdictions	
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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC) of the Capitol Region Council of Governments (CRCOG)
- Central Connecticut Regional Planning Agency (CCRPA)
- Central Connecticut State University (Police Department)
- Capitol Region Chiefs of Police Association (CRCOPA)
- Capitol Region Fire Chiefs Association

Federal Government Communications Organizations

- Department of Homeland Security
 - Office of Emergency Communications
 - Federal Emergency Management Agency
 - United States Coast Guard
- Department of Justice, Federal Bureau of Investigation
- Federal Aviation Administration
- Transportation Safety Administration

Connecticut State Communications Organizations

- Connecticut Department of Energy and Environmental Protection DEEP
- Connecticut Department of Transportation
- Connecticut Department of Emergency Services and Public Protection DESPP
 - Office of Statewide Emergency Telecommunications OSET
 - Division of Emergency Management and Homeland Security
 - CT State Police Communications
- Connecticut Department of Public Health – Office of Emergency Medical Services OEMS

Local Government Communications Jurisdictions

- Tolland County Mutual Aid Fire Service
 - Station TN Emergency Communications
- All CREPC member jurisdictions

Private Organizations

- North Central CMED (Coordinated Medical Emergency Direction)
- Metropolitan District Commission (MDC)
- Newington Amateur Radio League (NARL) Amateur Radio Emergency Services (ARES)
- United Technology – Pratt Whitney and Hamilton Sunstrand
- Wireless/Cellular Service Providers
- Internet Service Providers
- Hardware telephone service providers
- Commercial Ambulance Providers
- Connecticut Hospital Association
- Connecticut Association of Directors of Health (CADH)
- Life Star Communications Center

Foreword

A Regional Emergency Support Function (RESF) outlines the coordinative operational structure to be accessed during an incident whose scope and intensity has exhausted the resources of any one local jurisdiction, or group of jurisdictions linked by mutual aid agreements, to effectively cope.

RESF-2 Communications details the actions to be taken when activating and implementing interoperable communication options such as the Regional Tactical Interoperable Communications Plan (TIC-P) so first responders and organizations can communicate; As needed, on demand, and as authorized; At all levels of government; and Across all disciplines.

I. INTRODUCTION

A. Purpose

The purpose of RESF 2 Communications is:

- 1) To ensure the coordination and transfer of information during both emergency and health and welfare situations.
- 2) To coordinate the establishment, use, maintenance, augmentation, coordination and back-up provision for all type of communications devices and systems needed during emergency response operations.
- 3) Maintain the Region 3 TIC-P, to include review and updating as needed.

Both the hardware and capacity for interoperability of all types of communication equipment is included. RESF 2 is divided into a subcommittee for emergency communications and a subcommittee for health and welfare communications.

RESF 2 facilitates the coordination and communications of information concerning regional actions to be taken to support emergency response elements. RESF 2 covers hardware and technical communications procedures between jurisdictions, agencies, regional emergency support functions, and the Regional Integrated Coordination System (RICS).

B. Scope

1. Coordination with telecommunications industry for preparedness planning and aiding in restoration of telecommunications infrastructure
2. Protection, restoration and maintenance of cyber and IT resources
3. Coordination of communications hardware and technical communications procedures among jurisdictions, agencies, regional emergency support functions, the Regional Coordination Center (RCC) and the State Emergency Operations Center (SEOC). Communications, RESF-2 does not include the development of a message; only the transport and delivery of the message.
4. Coordination of required temporary communications, including activation of the Amateur Radio Emergency Service network, and the restoration of permanent communications.

II. POLICIES

1. RESF 2 Communications will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be used.
3. CREPC, in coordination with the DEMHS Regional Coordinator, will facilitate coordination among member organizations to ensure that RESF 2 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Emergency Support Plan (RESP).

4. Essential information will be conveyed through the RICS as required by the incident and in accordance with existing ICS protocols. RICS is available at 860-832-3477 twenty-four hours a day.
5. Communication tools currently in use throughout the region include but are not limited to: Intercity, ICALL/I-TAC (8-Call/8-TAC), RAFS, Regional emergency broadcast messaging system for RESF and RESP notifications, CT State Police Emergency Radio Network (CSPERN), STOCs, Med-Net, Police Department Hot Lines, DEMHS high band radio system, satellite telephones, Internet Services, NAWAS, Mobile Data Terminal (CAPTAIN System), State-wide Fire Network 46.16, Hardwire plain old telephone service (POTS), and wireless service providers.
6. Reverse emergency notification telephone systems.

III. SITUATION

A. Regional Emergency Condition

1. A regional emergency may be of such severity and magnitude as to require communication and coordination among local decision makers in the region to facilitate a synchronized, effective response.
2. RESF 2 Communications will support the transmission of timely and appropriate incident information before, during, and after an incident to support local jurisdictions, RICS, the RCC, and other organizations as required.
3. Commercial communications facilities may sustain widespread damage.

B. Planning Assumptions

1. Planning partners will include public and private organizations.
2. Regional and local officials will focus on coordinating lifesaving activities concurrent with re-establishing control in the disaster area.
3. A local civil preparedness emergency shall be declared by the CEO of the affected jurisdiction before inter-regional or statewide assistance may be provided or before any federal reimbursement or public assistance may be secured.
4. CREPC will not assume any command and control activities.
6. CREPC, in conjunction with the DEMHS Regional Office will provide a platform for coordinating regional planning and response of local, regional, tribal and state resources. The DEMHS Regional Office will promote inter-jurisdictional cooperation and coordination while preserving existing unique characteristics, operating procedures and inter-jurisdictional agreements of municipalities and tribal nations. The DEMHS Regional Office will not assume any command and control activities that are vested in and recognized as the responsibility of the jurisdiction(s) where the emergency event or incident is occurring.

7. The CREPC in coordination with DEMHS Regional Office will coordinate resources within the region as necessary when requested by authorized local authorities and/or as is appropriate due to the nature and severity of the incident(s). Current and longstanding mutual aid agreements between cities and towns will be utilized first.
8. Sharing information during a regional emergency benefits all communities.
9. There are immediate and continuous information needs unique to the jurisdictional decision makers.
10. Initial damage reports may be fragmented and provide an incomplete picture concerning the extent of damage to communications facilities.
11. Mobile communication units will be available to support field operations including the Regional Incident Dispatching Team (RID).

IV CONCEPT OF COORDINATION

A. General

1. If CREPC or any R-3 RESP member agency determines that a regional emergency incident is taking place or may take place, they may activate RESF 2.
2. Local municipalities will coordinate and execute their respective authority and program responsibilities during the regional emergency. They will provide information about the situation through RICS to RESF 5 Emergency Management.
3. RESF 2 will establish a capability to collect, analyze, synthesize, and disseminate regional information concerning regional technical communications, hardware, and communications related issues to the RICS and between all support agencies and RESF's.
4. RESF 2 will create call down lists to foster regional communications in the course of a regional emergency.
5. Through the TIC-P RESF 2 will develop an inventory of technical communications hardware and systems to facilitate communication in the course of a regional emergency.
6. RESF 2 will develop a list of chief technical officers who can provide communications advice and troubleshooting in the event of a regional emergency.
7. If RESF5 determines that an emergency incident requires more resources than they have available, then a request is made to the Region 3 DEMHS Regional Office.

B. Notification

RICS, in coordination with CREPC and the DEMHS Regional Office, will provide a communication platform to support the coordinated response of the participating agencies. RESF 2 will provide the technical expertise and staffing to carry out the requirements of the communication system. RESF 5 Emergency Management provides for the interaction of the multi-directional flow of communications. The notification from RICS may be by radio, phone, Internet, or email. RESF-2

leadership, to include the RID Team, will be notified in any situation which the RESP has been, or may be activated.

The activation of RICS should follow this format:

- o A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- o RICS will notify the on call RESF-5 Duty Officer with incident information and contact number.
- o After gathering sufficient incident information the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC broadcast emergency messaging system.
- o The chair of RESF 2 Communications will call the ESF 5 duty officer and receive instructions.
- o The chair of RESF 2 will ensure that the appropriate RESF-2 personnel and resources are immediately notified of the situation/incident.
- o The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- o The chair of RESF 2 and the co-chair shall be responsible for calling or notifying additional members of the emergency support function.
- o RESF 2 along with RESF 5 and RESF 15 External Affairs will normally be called out for any activation of the RESP.

The radio designation for the chair of RESF 2 Communications is Intercity Car#272.

D. Coordination

1. Initial Actions

Prior to a regional emergency, RESF 2 Communications, will develop and make accessible any information not normally held within the TIC_P for call down lists and technical communications hardware resources to the RICS/RCC. RESF 2 will make recommendations to the RESF-5 Chair or RCC and associated agencies (including the DEMHS Regional Office) concerning types of technical systems and hardware. This will ensure effective and redundant communications throughout the region.

2. Continuing Actions

Communications RESF-2's actions last as long as necessary. Over time, the regional communications mission may transition to local jurisdictions.

3. Stand Down

RESF 2 will scale down its operation as conditions warrant.

4. After Action Critique

CREPC, in coordination with the DEMHS Regional Coordinator, will coordinate the after action critique effort to include all agencies and supporting R-ESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 2

A. RESF 2 Responsibilities

RESF 2 is responsible for all the elements of communications mission as determined by the emergency incident or the Regional Coordination Center (RCC).

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. Participating agencies are responsible for providing information on their functional activities to RESF 5 for RCC operations:
 - o Jurisdictions involved
 - o Status of transportation systems
 - o Description of significant service disruptions
 - o Status of communication systems
 - o Access points to the disaster areas
 - o Status of operating facilities
 - o Hazard-specific information
 - o Weather data affecting operations
 - o Seismic or other geophysical information
 - o Status of critical facilities and distribution systems
 - o Status of key personnel
 - o Major issues and activities of RESF's
 - o Resource and logistical issues
 - o Status of technical support capability
 - o Estimates of potential impact
 - o Needs assessment and damage estimates

Mitigation phase

During the mitigation-phase all RESF 2 personnel and supporting agencies will accomplish the following:

- o Train on RESP activation and implementation.
- o Train on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o Regional equipment needs will be determined and requested.
- o All personnel will be trained on the RCC setup, especially for communications and coordination function of RESF 5.
- o Regional Incident Dispatch (RID) teams will be trained on the operation of all mobile communications vehicles in the region.
- o Technical advisory support will be established.
- o Communications resources will be cataloged and current information maintained through the TIC-P.

Emergency phase

During the emergency phase, RESF 2 Communications will establish all emergency and health and welfare communication links in support of the mission to include the operation of mobile communication units and Regional Incident Dispatch (RID) teams.

Recovery phase

During the recovery phase, RESF 2 Communications will continue to perform coordination functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 2

Plain language text will be used in all regional communications.

Administrative information and supplemental data for RESF 2 operations is contained in the following policies and/or documents:

- o Region 3 Tactical Interoperable Communications Plan (TIC-P)
- o RICS will be administered by and through CCSU (police department)
- o Operational guidelines for all mobile communications vehicles
- o Operational guidelines for RID team

Regional Emergency Support Function #3: Public Works and Engineering

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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- UCONN T2 Center
- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Organizations

- U.S. Department of Homeland Security
 - Federal Emergency Management Agency
 - U. S. Coast Guard
- U.S. Department of Health and Human Services
- U.S. Environmental Protection Agency
- U.S. Geological Survey
- U.S. Army Corps of Engineers

Connecticut State Organizations

- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of Public Health
- Connecticut Department of Energy and Environmental Protection
- Connecticut Department of Transportation

Local Organizations

- All local community Public Works Departments

Private Organizations

- Metropolitan District Commission
- Eight District Utilities District – Manchester, CT
- American Public Works Association (Council of Emergency Management)

I. INTRODUCTION

A. Purpose

The purpose of RESF 3 Public Works and Engineering is to develop and implement a system of resources and response capability to handle regional emergencies concerning water supply, wastewater, solid waste, transportation infrastructure, debris management and support of other ESF's during and after a potential or actual regional emergency.

B. Scope

RESF 3 is intended to focus on the communication and coordination related to the following situations:

- A. Potential or actual disruptions of critical services that have a regional impact.
- B. Coordination of emergency restoration of critical public facilities, including the temporary and permanent restoration of water supplies, wastewater treatment systems, transportation infrastructure, and waste management facilities.
- C. Coordination of emergency contracting to support public health and safety, such as providing for potable water, ice, power, and/or other temporary support to public health and safety.
- D. Coordination of monitoring, tracking and modeling of water and wastewater events, including debris removal, which may affect the water supply.

II. POLICIES

- A. RESF 3 Public Works and Engineering will not usurp or override the policies of any federal agency, state government, tribal government, or local government or other jurisdiction.
- B. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a response.
- C. CREPC, in coordination with the DEMHS Regional Coordinator, will facilitate coordination among member organizations to ensure that RESF 3 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan (RESP).
- D. Essential information will be conveyed through the Regional Integrated Communication System (RICS), and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. RICS is available at 860-832-3477 twenty-four hours a day.
- E. At the request of a participating organization, RESF 3 convenes agencies and organizations participating in regional emergency support functions to provide technical expertise and information necessary to develop accurate assessment and analysis of a developing or ongoing situation.

- F. RESF 3 will share information with appropriate local, state, and federal agencies, utilities, the private sector, and non-profit organizations.
- G. Jurisdictions agree to respect the existing contractual arrangements between jurisdictions and their contractors so that there will not be competition for resources that are already under contract to a jurisdiction.

III. SITUATION

A. Regional Emergency Condition

1. A major disaster may be of such severity and magnitude as to require a multi-agency and inter-jurisdictional response effort, including several municipalities, and/or tribal nations and support organizations in one or more DEMHS regions. Typically, these situations may require wide area warning and notification for the public and may include regional mobilization of transportation resources, implementation of traffic control and opening of shelters. History has shown that during major incidents and disaster, the availability and coordination of necessary assets can exceed the capability of the affected local jurisdictions.
2. A regional emergency, or threat of disruption of service, may adversely impact: water supply and water distribution systems; wastewater collection and treatment plants; and solid waste, debris and transportation infrastructure management throughout the region.
3. Regional public emergencies severely impacting all or most of the region, as well as small regional public emergencies would both warrant attention.

B. General Planning Assumptions

1. Planning partners will include public and private organizations.
2. CREPC will not assume any command and control activities.
3. Primary agencies and support agencies under RESF 3 will perform tasks under their own authority, as applicable, in addition to missions required of them under the RESP.
4. There are immediate and continuous information needs unique to the jurisdictional decision makers.
5. RESF 7, Logistics Management Resource Support, in coordination with the CREPC RCC and the DEMHS Region 3 Office, will function as the facilitator of regional or state resources fulfillment of local emergency needs should local and/or mutual aid resources be exhausted.
6. CREPC, in coordination with the DEMHS Regional Office, will coordinate regional planning and response of local, regional, tribal and state resources. CREPC and the DEMHS Regional Office will promote inter-jurisdictional cooperation and coordination while preserving existing unique characteristics, operating procedures and inter-jurisdictional agreements of municipalities and tribal nations. The DEMHS Regional

Office will not assume any command and control activities that are vested in and recognized as the responsibility of the jurisdiction(s) where the emergency event or incident is occurring.

7. Assessment of the emergency will determine critical needs and estimate the potential workload for both state and federal assistance. Early damage assessments will be general and incomplete and may be inaccurate.
8. Basic needs such as water, wastewater, refrigeration, and emergency electrical power needs may not be available with the loss of public services.
9. The water supply, wastewater management, and solid waste, debris and transportation management infrastructure management activities may be hampered by damaged facilities, equipment, and infrastructure, as well as disrupted communications, transportation, and infrastructure.
10. Access to emergency areas may be dependent upon the reestablishment of ground routes.
11. Local authorities and private organizations are responsible for obtaining required waivers and clearances.
12. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.

C. Water and Wastewater Planning Assumptions

1. There will be increasing and conflicting demands for water for firefighting, potable water, and sanitation which exceed available resources.
2. Due to a need for severe water use restrictions, the public may need to be informed on ways to conserve water. These restrictions will require vigilant enforcement to ensure compliance.
3. Local governments may need to coordinate hygienic measures due to impaired wastewater systems as outlined under RESF-8, Public Health and Medical Services.
4. Emergency water supply points may need to be established and supported for the distribution of potable water.
5. The water supply or wastewater treatment infrastructure may be temporarily or permanently inoperable, causing raw sewage to run into receiving waters, including the Connecticut River.

D. Solid Waste and Debris Management Planning Assumptions

1. Debris management includes the emergency clearance of debris for access in and out of the region and longer-term removal, processing, permits and waivers, handling reduction, sorting, transporting, disposal, and all other associated activities.

2. Debris needs to be cleared to enable reconnaissance of the damaged areas and passage of emergency personnel and equipment. Public Works employees may be exposed to a hazardous environment in the early response phase.
3. Because the right of disposal facilities to refuse acceptance of waste from a disaster may complicate disposal for local governments wishing to preserve their landfill space, plans should address additional or alternative capacities.
4. In a regional emergency where waste/debris results, it may not immediately be known whether the waste is hazardous. This determination is the local responsibility.

IV CONCEPT OF COORDINATION

A. General

1. Both major and minor, potential or actual regional public emergencies, involving water supply, wastewater, transportation infrastructure, solid waste and debris removal, will be cause for activation of RESF 3.
2. RESF 3's function will establish a capability to collect, analyze, synthesize, and disseminate information concerning regional water supply, wastewater management, transportation infrastructure and solid waste and debris management related issues.
3. The supporting regional agencies that comprise RESF 3 will coordinate and execute their program responsibilities during the regional emergency.
4. The RESF 3 representative within the CREPC Regional Coordination Center (RCC), in coordination with DEMHS Regional Office, will handle all information requests regarding emergency regionally related issues.
5. RESF 3 will provide damage information to RESF 5 Emergency Management, for overall damage assessment, the damage situation, and RESF 3 related activities.

B. Notification

Upon notification by any jurisdiction of a potential or actual regional emergency, RICS will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- o A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources (for example, 25 medical transport units, 40 additional police officers, 10 engine companies, etc.) or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- o RICS will notify the on call RESF-5 Duty Officer with incident information and contact number.

- o After gathering sufficient incident information the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- o When requested the chair of RESF 3 Public Works and Engineering will call the ESF 5 duty officer and receive instructions.
- o The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- o The chair of RESF 3 shall be responsible for calling/notifying additional members of the emergency support function.

C. Coordination

General

There will be coordination and likely interaction and support with other regional emergency support functions:

RESF 1 Transportation

- o Fuel Suppliers
- o Transportation facilities - DOT
- o Transportation Facilities-Local
- o Transportation contractors

RESF 2 Communications

- o Coordination of the interoperable communication networks

RESF 4 Firefighting

- o Coordination of water supplies for firefighting

RESF 5 Emergency Management

- o Coordination and communication with RICS

RESF 7 Resource Support

- o Coordination of needed resources
- Logistical Assistance and Transportation

RESF 8 Public Health and Medical Services

- o Involvement with first responder safety and health
- Logistical Assistance and Transportation

RESF 9 Search and Rescue

- o Coordination of search and extrication of victims with debris removal operations

RESF 10 Oil and Hazardous Materials Response

- o Coordination of spills involving hazardous materials

ESF 12 Energy (No regional ESF-12, see State of CT State Response Framework)

- o Coordination of energy supplies

RESF 13 Public Safety and Security (Law Enforcement)

- o Perimeter control & traffic management
- o Coordination of evidence collection maintain chain of custody associated with debris removal

Initial Actions

1. Upon detection of a water supply or wastewater incident, any participating agency will first make an internal assessment of the situation. If that organization determines that the event is of regional significance, they will notify RICS to activate the RESP.
2. Based on the nature and extent of the regional emergency, the applicable portions of the RESP will be utilized.
3. The assembled subject matter experts will determine the type and extent of the regional emergency, ongoing actions, responses and public messages, identify the next steps, and discuss any other key regional issues.

Continuing Actions

1. Additional decision making meetings may occur.
2. There will be continuous monitoring, coordination, communication, and response for each incident with information facilitated through RICS and the RCC in coordination with the DEMHS Regional Office.

Stand Down

All applicable subgroups or subcommittees will determine when the regional emergency will be terminated. The local government or governments will issue a formal declaration of termination.

After Action Critique

CREPC, in coordination with the DEMHS Regional Office, will coordinate the after action critique effort to include all public works agencies and support RESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 3

A. RESF 3 responsibilities

RESF 3 supporting agencies will contribute essential elements of information to RICS or to RESF 5 Emergency Management in the RCC.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. Participating agencies are responsible for providing information on their essential functional activities to RICS or directly to RESF 5 for RCC operations:
 - o Jurisdictions involved
 - o Social, economic and political impact
 - o Description of significant service disruptions
 - o Status of communication systems
 - o Access points to the disaster areas
 - o Hazard-specific information
 - o Status of operating facilities
 - o Status of critical facilities and distribution systems
 - o Status of key personnel
 - o Major issues and activities of RESF 3
 - o Resource and logistical issues
 - o Estimates of potential impact
 - o Other RESF's potentially impacted
 - o Logistical problems
 - o Injuries and medical emergencies
 - o Short, medium, and long range plans for recovery
 - o Needs assessment and damage estimates
 - o Status of state or federal operations, if known

Mitigation Phase

During the mitigation phase all RESF personnel and supporting agencies will accomplish the following:

- o Train on the RESP activation and implementation
- o Train on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o Regional equipment needs will be determined and requested.
- o All personnel will be trained on the RCC setup and coordination function of RESF 5 Emergency Management and the communication functions of RESF

Emergency phase

During the emergency phase, RESF 3 Public Works and Engineering will perform all required mission related activities in the safest manner.

Recovery phase

During the recovery phase, RESF 3 will continue to perform any functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 3

Administrative information and supplemental data for RESF 3 operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department).
- o “Plain language” text will be used in all regional communications.
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities List (Version 2.0)
- o Map of critical RESF-3 facilities including water supply reservoirs, treatment facilities, wastewater treatment plants, solid waste management facilities resource locations, transportation routes, commodity distribution points, and debris storage areas.

Regional Emergency Support Function #4 Firefighting

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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Capitol Region Fire Chiefs Association
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Firefighting / Coordination Organizations

- U. S. Department of Agriculture, Forest Service
- U. S. Department of Homeland Security
 - Federal Emergency Management Agency
- U. S. Department of Defense

Connecticut State Organizations

- State Fire Marshal's Office
- Connecticut Fire Academy
- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security

Local and Private Organizations

- Hartford County Fire Plan
- All fire departments
- Tolland County Mutual Aid Fire Service (TN- Regional 911)
- North Central Air Disaster Plan
- National Fire Protection Association

I. INTRODUCTION

A. Purpose

The purpose of RESF 4 Firefighting is to provide for the rapid mobilization, deployment, and utilization of regional fire resources during a major disaster in the Capitol Region, DEMHS Region 3.

A more detailed description of firefighting resource mobilization and coordination with the state of Connecticut, including Region 3, can be found in the *Connecticut Fire Service, Fire-Rescue Disaster Response Plan*.

B. Scope

RESF 4 is intended to focus on developing and implementing a regional disaster response capability for fire resources. firefighting: RESF-4 identifies, requests mobilization of, and coordinates the response of specific firefighting resources with DEMHS Region 3.

Whereas catastrophic events may require the use of firefighting resources from the local, state and federal level, coordination of efforts at the regional level during catastrophes is essential. Therefore, the role of the RESF-4 team cannot be overemphasized.

II. POLICIES

- A. RESF 4 Firefighting will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
- B. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a response.
- C. A local civil preparedness emergency shall be declared by the CEO of the affected jurisdiction before, inter- regional, or statewide assistance may be provided or before any federal reimbursement or public assistance may be secured.
- D. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF-4 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan RESP.
- E. Essential information will be conveyed through the Regional Integrated Communication System (RICS) and the DEMHS Regional Office as required by the incident and in accordance with existing ICS protocols. RICS is available at 860-832-3477 twenty-four hours a day, seven days a week.
- F. At the request of RICS, RESF-5 Emergency Management and/or the DEMHS Region 3 Coordinator, the RESF-4 team will provide technical expertise and the information necessary to develop an accurate assessment of an ongoing situation. The RESF-4 Team will share information with the appropriate private, local, state and federal agencies involved in related activities.

- G. CREPC, in coordination with the DEMHS Regional Office, will provide a platform for coordinating regional planning and response of local, regional, tribal and state resources. The Regional Office will promote inter-jurisdictional cooperation and coordination while preserving existing unique characteristics, operating procedures and inter-jurisdictional agreements of municipalities and tribal nations. The DEMHS Regional Office will not assume any command and control activities that are vested in and recognized as the responsibility of the jurisdiction(s) where the emergency event or incident is occurring.

III. SITUATION

A. Regional Emergency Condition

1. A regional emergency may adversely impact the firefighting infrastructure throughout the region.
2. A major disaster/incident has occurred in the region. The situation requires the mobilization of firefighting resources. Resource elements are being deployed in accordance with the regional and/or statewide disaster plan.
3. A variety of situations may occur that require the coordination of firefighting activities on a regional level, including: large structure fires, wild land fires, urban interface fires, air disasters, large scale flooding events, major storms, or coordinated terrorist events are some examples of situations that may rapidly exceed local firefighting abilities.
4. Events of this type may significantly disrupt transportation, energy and communication networks with the Region, further complicating the process of searching for and rescuing victims.

B. Planning Assumptions

1. Planning partners will include public and private organizations.
2. Firefighting activities are lifesaving and time critical activities; coordination and prioritization of firefighting tasks during regional emergencies is essential.
3. Due to the nature of firefighting activities, the RESF-4 team may play a key role during the initial hours or days following a major event and may require the support of other regional emergency support functions within the DEMHS Regional Office.
4. Sharing information during a regional emergency will benefit all communities. There are immediate and continuous information needs unique to the jurisdictional decision makers.
5. CREPC will not assume any command and control activities.
6. The RESP will promote inter-jurisdictional cooperation and coordination while preserving the unique characteristics and operating procedures of each member municipality.
7. The RESF-4 team will not assume direct command and control over any firefighting activities or organizations.

8. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
9. Local and standard mutual aid resources have been depleted.
10. Infrastructure damage and communications disruptions will inhibit efficient coordination of firefighting support during the immediate response and post-disaster period.
11. Multi-lingual messages and the availability of personnel with language skills will be critical.
12. A large number of fire service providers may be lost in the incident.
13. Nine (9) operational Mass Decontamination Units exist in the region. These nine units are located at: East Hartford (FD); Bradley Airport (FD); UCONN Health Center (FD); the regional hazmat team (West Hartford FD); New Britain (FD); Vernon (FD); Bristol (FD); Hartford (FD); and Southington (FD).
14. There is one regional foam unit in the region and a total of five in the state.
15. The Capitol Region-Hazardous Materials Response Team (headquartered with West Hartford FD) is available in the region.
16. The Metropolitan Medical Response System (MMRS) has provided Chemical Anti-Nerve Agent kits (Mark 1/Duo-Dotes) to all fire departments that requested them.
17. The fire service had developed a hospital decontamination response plan (dated May 22, 2003) that provides the response of two (2) decontamination units to each of the eleven (11) Acute Care Hospitals in the region.
18. Section 7-313(e) of the Connecticut General Statutes gives command authority to the senior fire officer in-charge, when at an emergency call.
19. During a civil preparedness emergency proclaimed by the Governor under Section 28-9, C. G. S., the Governor may take direct operational control of any or all parts of the civil preparedness forces and functions in the State. Civil preparedness forces shall include all State and local police and fire personnel and any other organized personnel engaged in carrying out civil preparedness functions.

IV. CONCEPT OF COORDINATION

A. General

1. Upon the threat and/or occurrence of a regional incident, the RESF-4 will be notified.
2. Local municipalities will coordinate and execute their respective authority and program responsibilities during the regional emergency.
3. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.

4. RESF-4 Firefighting will establish the ability to collect, analyze, synthesize, and disseminate information concerning regional firefighting related issues, in conjunction with RICS.
5. Requests for information regarding firefighting issues will be directed to RICS or directly to RESF-5 Emergency Management at the Regional Coordination Center (RCC).

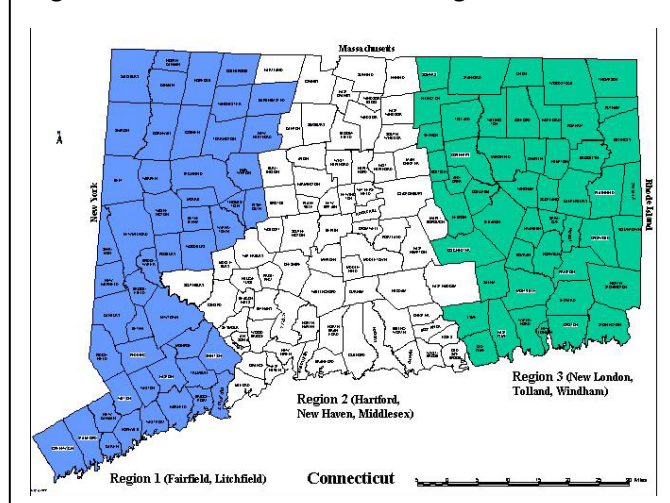
B. Connecticut Fire Service, Fire-Rescue Disaster Response Plan

According to the *Connecticut Fire Service, Fire-Rescue Disaster Plan*, established under CGS 7-323 or (7), the state is divided into three large regions for the purposes of fire coordination (see Figure 1). Each of the three regions has a designated Regional Fire Coordinator, tasked with facilitating responses within the region. In addition, each Connecticut county has a designated Fire Coordinator who works on the sub-regional level in support of the Regional Fire Coordinator.

Disaster response, is overseen by the State Fire Coordinator, who is responsible for leading State Emergency Support Functions for both Firefighting: SESF-4 and Urban Search & Rescue: SESF-9 upon activation of the State EOC.

Because the DEMHS Region encompasses parts of the State Fire Coordination regions as well as municipalities from Connecticut counties not fully aligned with the DEMHS Region, coordination of resources may require the collaboration of multiple regional and county fire coordinators.

Figure 1. State Fire Coordination Regions



A current list of State, Regional, and County Fire Coordinators (and alternates), including contact information, is included as an attachment to this plan.

C. Notification

Upon notification by any jurisdiction of a potential or actual regional emergency, RICS will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF-2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.

- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- The chair of RESF-4 Firefighting will call the ESF 5 Duty Officer for instructions.
- The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- The chair of RESF-4 shall be responsible for calling/notifying additional members of the emergency support function.

D. Coordination

Initial Actions

Firefighting RESF-4 will conduct an assessment of Firefighting related needs and capabilities within the Region, including but not limited to:

- Current requests from local municipalities within the Region. A local civil preparedness emergency shall be declared by the CEO of the affected jurisdiction before any federal reimbursement or public assistance may be secured. However, the CEO may request additional assistance from the DEMHS Regional Office.
- Ability to coordinate intra-regional Firefighting assets based on:
 - Scope of the incident
 - Municipalities directly affected or already involved in the response effort
 - Available resources within the region, based on the Firefighting: RESF-4 inventory list as outline in the *Connecticut Fire Service, Fire-Rescue Disaster Plan*, as well as the DEMHS Resource Typing program initiated in 2008.
- Based on the assessment of intra-regional resources, Firefighting: RESF-4 will determine the need for resources from outside of Region 3. Such resources may include municipal or private agencies from towns outside of the Region, State resources including CT-TF-1 (Urban Search and Rescue), the National Guard, CT State Police, or Federal resources including Firefighting strike teams or task forces.
 - Requests for any resources (local, state or federal) from outside the Region will be made by Firefighting: RESF-4 to the SEOC through the Regional Coordinator.

Coordinate with other RESF's to share information regarding the regional emergency.

Provide periodic situation reports via the Chief Administrative Officers of the affected jurisdictions to RICS (or directly to RESF-5 Emergency Management).

Continuing Actions

Continue information sharing, monitoring and tracking of trends. Evaluate continuing needs.

Stand Down

The demobilization process will follow ICS accepted practices.

After Action Critique

CREPC, in coordination with the DEMHS Regional Office, will coordinate the after action critique effort to include all fire service agencies and supporting RESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 4

A. RESF-4 Participating and Supporting Agencies

Firefighting RESF-4 is responsible for assessment and coordination of firefighting and related activities within Region 3 during catastrophic events.

Fire services regional partners participating in a regional response will, to the best of their ability, contribute discipline-specific information to RICS as required by the incident and the Regional Support Plan (RESP) policy.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations. RESF 5 Emergency Management is responsible for exchange, analysis, reporting and dissemination of regional information. The RESF-5 annex contains detailed information about the process of information exchange and describes the essential elements of information (EEI), which have been determined as the minimum information to satisfy coordination needs between the RESF's and with RICS.
2. In the event of a regional emergency, local, state, and regional fire service agencies will be able to exchange information, including, but not limited to:
 - Jurisdictions involved
 - Agencies participating in the response
 - Detailed damage reports
 - Intra-regional response capabilities
 - Extra-regional response capabilities and availability
 - Weather or other conditions that may affect the response
 - Overall priorities of response
 - Description of significant disruptions in fire service delivery
 - Status of communication systems
 - Relevant historical and demographic information

- Short-term and medium-term recovery plans
- Recommendations on emergency ingress/egress
- Status of resources, personnel, equipment, and facilities
- Firefighter safety
- Radiological/chemical/biological hazards consultation and technical assistance, decontamination of victims and personnel
- Logistical problems
- Liability issues and concerns
- Status of USAR or Hazardous Materials operations
- Injuries and medical emergencies in coordination with RESF 8
- RESF 6 Mass Care issues concerning evacuated citizens

C. Functions Before and During a Regional Emergency

Mitigation phase/Prevention Phase

During the mitigation phase all firefighting agencies will accomplish the following:

- RESF-4 will plan and implement a response capability of 100 fire service personnel within fifteen (15) minutes of the request. The plan will also establish the response capability of 400 fire service personnel within one (1) hour of the request.
- All agency personnel will be trained on RESP activation and implementation.
- All agency personnel will be trained on NIMS/ICS protocols.
- Agency personnel will participate, as determined, in disaster exercise drills.
- Regional Incident Dispatch teams (RID) will be trained on the Mobile Command Post communication functions.
- Selected personnel will be trained as team members for incident command overhead teams.
- Regional equipment needs will be determined and requested.
- Assist DEMHS with ensuring that the Resource Typing inventory for the Region is continuously updated

Emergency phase

- During the emergency phase, RESF-4 and all associated resources will be utilized to capacity as needed to control and stabilize the emergency. RESF 4 resources shall be utilized in any function, which will speed the recovery from the emergency incident within the parameters of their individual training and/or capabilities

Recovery phase

During the recovery phase, RESF-4 will continue to perform any associated emergency functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 4

Administrative information and supplemental data for RESF-4 operations is contained in the following policies and/or documents:

- Departmental standard operating procedures, standard operating guidelines, training manuals, general orders, and policy directives.
- Emergency medical procedures will conform to guidelines issued by medical control authorities, RESF-8 and public health authorities.
- RICS will be administered by and through CCSU (police department).
- Standard regional guidance concerning decontamination procedures will be utilized by all regional agencies.
- “Plain language” text will be used in all regional communications
- State of Connecticut Mass Decontamination Guidance and Mobilization Plan
- MMRS Protocol - Use and Storage of Nerve Agent Antidote (Mark I) kits.
- State of Connecticut, Consequence Management Guide for Deliberately Caused Incidents Involving Chemical Agents, DEMHS, January 2005.
- Presidential Policy Directive 8: National Preparedness Goal
- The 15 National Planning Scenarios
- The National Response Framework
- State of Connecticut, Statewide Fire and Rescue Disaster Plan
- State of Connecticut, Region 3, Regional Emergency Operations Plan
- Universal Task List
- Target Capabilities List (Version 2.0)

Regional Emergency Support Function #5 Emergency Management

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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC) of the Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Coordinating Organizations

- U.S. Department of Homeland Security
 - FEMA
 - Office of Emergency Preparedness
- National Emergency Training Center (FEMA, Emmetsburg, MD)

Connecticut State Coordinating Organizations

- Connecticut Department of Emergency Services and Public Protection
 - o Division of Emergency Management and Homeland Security (DEMHS)
- Connecticut Military Department
- University of Connecticut Health Center
 - o John Dempsey Hospital
- Connecticut Department of Public Health
 - o Office of Emergency Medical Services
- Connecticut Department of Energy and Environmental Protection
 - o State Emergency Response Commission for Hazardous Materials- (SERC)
 - o Office of Emergency Statewide Communications (OSET)
- Connecticut Department of Transportation
 - o CT Transit

Private Organizations

- Metropolitan District Commission
- Connecticut Hospital Association
- Connecticut State Dental Association
- American Red Cross – Connecticut Chapter

- The Salvation Army – Disaster Services
- United Way of Connecticut
- Amateur Radio Emergency Service (ARES)
- American Medical Response (AMR)
- United States Postal Service (USPS)
- WCCC-AM 1290, Marlin Broadcasting Company
- Connecticut Association of Directors of Health (CADH)
- American Planning Association (Chicago, IL)
- National Weather Service (Disaster Preparedness Office)
- Emergency Management Institute (Sterling, VA)
- National Association of Urban Flood Management Agencies

I. INTRODUCTION

Purpose

The purpose of RESF 5 Emergency Management is to facilitate regional emergency preparedness and response activities of local municipalities, tribal nations, other supporting government and private departments, agencies and districts through the Capitol Region Emergency Planning Committee (CREPC) and the DEMHS Regional Office. RESF 5 role is the collection, processing, and dissemination of information about a potential or actual regional emergency. Additionally, RESF 5 serves as the coordination point for all regional resources and staffs the Regional Coordination Center (RCC).

Scope

RESF 5 is the emergency management element of the regional communication and coordination effort. The function is executed through CREPC the Regional Integrated Coordination System (RICS) and the Regional Coordination Center in conjunction with the Connecticut Division of Emergency Management and Homeland Security (DEMHS) Regional Office. This plan facilitates interaction with local Emergency Operations Plans (EOPs), the state-Emergency Operations Plan, and the National Response Framework.

Regional events warranting the use of RICS may include deliberate acts, accidents, incidents, threats, and forecasted events such as snowstorms. Incidents involving problems or disruptions of critical systems are also included.

Additionally, RESF-5 includes a sub-section for planning and coordination for Educational Services, formerly RESF-21 Collegiate Services. RESF-5 Emergency Management – Educational Services section has established priorities and agendas to meet the needs of emergency management and planning within its constituent educational organizations in Region 3 to include K-12 Schools and Higher Education institutions.

II SELECTED STATUTORY AUTHORITY AND POLICIES

A. Citations

1. Connecticut General Statutes Title 28.
2. Connecticut Intrastate Mutual Aid System, C.G.S. 28-22a
3. Connecticut General Statutes Section 19a-131, et seq. (Public Health Emergency Response Act).
4. Connecticut General Statutes Section 7-148 cc – Joint Performance of Municipal Functions.

B. Directives

1. RESF 5 Emergency Management will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and Incident Command System (ICS) will be the organizational structure used during a response.
3. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 5 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan (RESP).
4. Essential information will be conveyed through the Regional Coordination Center (RCC) and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. The RICS function will shift to the RCC or a Mobile Communications Vehicle/field unit within one (1) hour depending on scope of the incident.
5. At the request of a participating organization, RESF 5 convenes agencies and organizations participating in regional emergency support functions to provide technical expertise and information necessary to develop accurate assessment and analysis of a developing or ongoing situation.
6. RESF 5 will share information with appropriate local, state, and federal agencies, utilities, the private sector, and non-profit organizations.

III SITUATION

A. Regional Emergency Condition

1. A regional emergency may be of such severity and magnitude as to require a multi-agency and inter-jurisdictional response effort, including one or more DEMHS regions. Typically, these situations may require wide area warning and notification of the public and may include regional mobilization of transportation resources, implementation of traffic control and opening of shelters. History has shown that during major incidents and disasters, the availability and coordination of necessary assets can exceed the capability of the affected local jurisdictions.
2. A regional disaster may require communication and coordination among regional decision makers to facilitate a synchronized, effective response.
3. RESF 5 will support the communication of timely and appropriate incident information before, during, and after an incident to support local jurisdictions and organizations to determine appropriate actions.

4. In the event of a major evacuation in Southeast Connecticut due to a release or potential release of radiation at the Millstone Nuclear Power Plant in Waterford, the State's Radiological Emergency Preparedness Plan (REP Plan) would be executed by the State Emergency Operations Center; such an event is likely to impact the state as a whole as well as neighboring states. RESF-5 will provide support for those communities in Region 3 designated as "Host Communities" as appropriate.
5. Such a regional emergency could produce a large concentration of casualties, injuries, widespread illness, chemical, biological, or radiological contamination and other problems that could overwhelm the region's healthcare community.
6. Extended situations of several days or weeks will increase the risk of disease and injury and pose a growing threat to public health. Specific areas of concern include evacuation, mass care shelters, animal control, vector control, sanitation, potable water, wastewater and solid waste management and debris management.

B. Planning Assumptions

1. CREPC will not assume any command and control activities. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
2. Planning partners will include public and private organizations. Sharing information on a regional basis will benefit all communities during an emergency.
3. There are immediate and continuous information needs unique to the jurisdictional decision makers.
4. The chairs and co-chairs of each of the ESFs have identified key members of their committee and have a system in place to immediately notify them of pending situations/events.
5. The RESF Teams have identified communication infrastructures as well as key ESF personnel to aid in the coordination of local and regional resources.
6. The CREPC Regional Coordination Center (RCC) coordinates local resources including some that are not considered "civil preparedness" resources by state law.
7. The RCC, in conjunction with the DEMHS Region 3 Office, will coordinate regional resources as necessary when requested by authorized local authorities and/or as is appropriate due to the nature and severity of the incident(s). Current and longstanding mutual aid agreements between cities and towns will first be utilized.
8. Upon activation of this plan a liaison officer may be assigned to the DEMHS Region 3 Office as deemed appropriate by RESF-5 and the DEMHS Region 3 Coordinator.
9. When appropriate, a CREPC liaison may be assigned to the State Emergency Operations Center to represent unique Region 3 resources such as the Metropolitan Medical Response System and the Capitol Region Mobile Ambulatory Care Unit.

10. A local civil preparedness emergency shall be declared by the CEO of the affected jurisdiction before statewide assistance may be provided or before any federal reimbursement or public assistance may be secured.
11. CREPC, through the RCC and in conjunction with the DEMHS Region 3 Office, will provide a platform for coordinating regional planning and response of local, regional, tribal and state resources. CREPC and the DEMHS Regional Office will promote inter-jurisdictional cooperation and coordination while preserving existing unique characteristics, operating procedures and inter-jurisdictional agreements of municipalities and tribal nations.
12. Bioterrorism events are highly likely to be “incidents without an address” and therefore be full-scale events before local emergency management personnel are aware of the event. This type of event could originate in public health or hospital settings and would dictate that public health would be the incident commander.
13. Under CT General Statute 28-22a, mutual aid can be sought by one town from any other town in the state, regardless of whether the towns have a written mutual aid agreement each political subdivision within the state is automatically be a participating member of the compact.
 - a. In the event of a serious disaster affecting any political subdivision, the CEO of that political subdivision may declare a local civil preparedness emergency and shall notify the DEMHS Commissioner through the DEMHS Regional Office of such declaration not later than 24 hours after such declaration.
 - b. Such declaration shall activate the emergency operations plan for that jurisdiction (as established under subsection (a) of section 38-7 of the general statutes, authorizing the request or furnishing of aid and assistance.
 - c. Any request for assistance made by the CEO who has declared a local civil preparedness emergency shall be made to the CEO of any other participating compact members.

The obligation of a participating political subdivision to provide assistance is subject to:

- An official declaration of local civil preparedness emergency by the affected political subdivision;
- The need to provide reasonable resources to protect its own jurisdiction before providing resources to the requesting entity;
- Recognizing that the personnel of a responding jurisdiction, while continuing under the command and control of their jurisdiction (including emergency medical treatment, standard operating and other protocols), shall be under the *operational* control of the officials within the incident management system of the receiving jurisdiction.

14. Under 28-7(f), “in the event of a serious disaster or of a sudden emergency, then such action is deemed necessary for the protection of the health and safety of the people, and upon request of the local chief executive authority, the Governor or the commissioner may authorize the temporary use of such civil preparedness forces, including civil preparedness auxiliary police and firemen, as he deems necessary. Personnel of such civil preparedness forces shall be so employed only with their consent.”
15. If the Regional Emergency Support Plan (RESP) is activated, the Governor may declare a civil preparedness emergency under Connecticut General Statutes Title 28. The Governor may also declare a public health emergency under the Public Health Emergency Response Act, Conn. Gen. Stat. 19a-131a.
16. If the Governor declares that a state of emergency exists in Connecticut, the Governor may take direct *operational* control of any or all parts of the civil preparedness forces or functions in the state (Conn. Gen. Stat. §28-9). At this point, all local assets become state assets.
 - a. Command and control is also vested in and recognized as the responsibility of the jurisdiction(s) where the incident or event is occurring: the Incident Commander remains in charge of the incident.
 - b. When the incident increases to the establishment of an Area Command, the local jurisdiction is still in charge of the incident unless command is transferred properly to another authority.
 - c. Directing additional (civil preparedness) resources may be initiated, ordered and controlled by the Governor to send help, but the incident is still controlled locally by the parameters within the Incident Command Structure (ICS).
 - d. CREPC, through the RCC will coordinate information and resources among affected jurisdictions within the region and maintain communication with the DEMHS Regional Officer and the State EOC.
17. Any questions or requests for National Guard Civil Support Team 14, the FBI, State Police, or State quarantine questions will be directed to the State EOC.

IV. CONCEPT OF COORDINATION

A. General

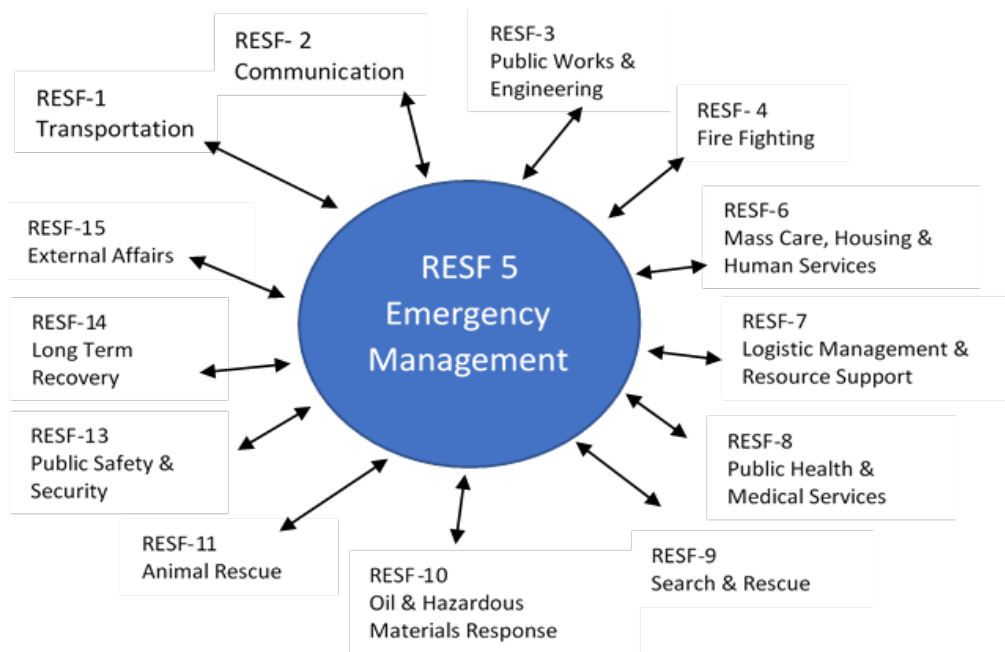
1. At the request of the CREPC RESF-5 Duty Officer or the DEMHS Region 3 Coordinator, RESF 5 Emergency Management convenes the appropriate agencies, organizations, ESF committee chairpersons, and ESF sub-committee chairpersons to provide technical expertise and information necessary to develop accurate assessment and analysis of the situation. The chairperson of RESF 5 or the Duty Officer will decide the need for and designate the site of the Regional Coordination Center (RCC).

2. The chair of RESF 5 retains all functional responsibilities in the organizational structure not delegated.
3. Local municipalities will coordinate and execute their respective authority and program responsibilities during the regional emergency. They will provide information about the situation by way of established regional emergency communication networks and protocols to RESF 5.
4. There may be occasions when it is advisable to activate this RESP without an official declaration of a civil preparedness emergency at the local level. This partial activation of the RESP could secure and deploy regional resources without becoming fully operational at this point in time.
5. Support agencies will coordinate and execute their responsibilities, as per the RESP.
6. RESF 5 will provide a gross assessment of regional impacts including the boundaries of the damage area, injuries, type and severity of damages, and the status of critical facilities.
7. RESF 5 will provide a general assessment of the status of government operations in the affected area and validate the status of operating facilities.
8. In circumstances where the situation involves or has the potential to involve state or federal agencies, RESF 5 will facilitate information sharing relationships as necessary.
9. The RESF-5 Chairperson / RCC Manager will establish the ability to collect, analyze, synthesize and disseminate information concerning potential or occurring regional incidents, and provide overall guidance to the RCC in conjunction with the DEMHS Region 3 Office and assist with regional coordination activities. Such information, provided by local jurisdictions, will be maintained by RESF -5 and distributed to appropriate entities by way of regional emergency communication protocols.
 - a. Gather and display essential elements of information (EEI's) to facilitate coordinated activities.
 - i. Critical information will be reported to the RCC as it develops, and reported information will include but not limited to those EEIs outlined in each of the individual ESF Annexes.
 - b. Gross assessment of regional impacts including the boundaries of the damage area/s, injuries, type and severity of damages, and status of critical facilities
 - c. General assessment of the status of government operations in the affected area/s and validate the status of operating facilities.
10. RESF 5 will gather and display essential elements of information (EEI's) to facilitate coordinated activities.

Critical information will be reported to the State EOC as it develops, and reported information will include but not be limited to the essential elements of information outlined in each of the individual ESF Annexes.

11. Essential elements of information support the development of regional strategies for decision-making.
12. The RCC should be activated when an Imminent Threat Alert has been issued by the National Terrorism Advisory System which may impact Region 3.
13. To activate RICS call 860-832-3477 anytime twenty-four hours a day.
14. An operational period is the period of time RESF 5 will be engaged in support of regional communication and co-ordination. It is the length of time established to achieve the objectives of RESF 5. Actual duration of operational periods will be determined by the situation.
15. As the following figure suggests, RESF-5 will be interacting with other activated RESF teams in order to coordinate response activities
16. Requests for information regarding RESF-5 Emergency Management issues may be directed to the RCC.

As the following figure proposes, RESF-5 will be interacting with other activated RESF teams in order to coordinate response activities



B. Notification

Upon notification to RICS or the DEMHS Regional Office of a potential or actual regional emergency, RICS and / or the RCC will provide a communication platform (or system) to support the coordinated response of the participating agencies. RESF 5 provides for the interaction of the multi-directional flow of communications among the appropriate RESFs and the affected local jurisdictions and/or tribal nations.

NOTIFICATION - Alerting CREPC RESF 5 Duty Officer via RICS of conditions that may require RESP activation. Notification is a coordinating process and is the first step toward RESP ACTIVATION for CREPC members.

ACTIVATION- Action taken by CREPC RESF 5 to provide resources to a regional emergency situation or alert additional CREPC RESFs of an incident potentially impacting the region.

The notification of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 to provide incident summary and/or request specific resources. RICS will notify the on-call RESF-5 Duty Officer with incident information and incident contact number.
- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the RESFs and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- The chair of RESF 5 Emergency Management (or the duty officer) will receive a call from the other RESF chairs and co-chairs asking for immediate instructions on necessary response actions.
- The Duty Officer for RESF 5 (or the RESF 5 Chair) will determine, based on the request and situation, the need to establish a CREPC Regional Coordination Center (RCC). The RCC may be at any one of the pre-designated fixed sites or one of the Regional mobile communication vehicles.
- The chairperson of RESF 5 shall be responsible for calling/notifying additional members of the emergency management emergency support function.
- The RESF chairs shall be responsible for calling/notifying additional members of their particular emergency support function.
- RESF 2 Communications along with RESF 5 and RESF 15 External Affairs normally is called out for any activation of the RESP.
- Should the situation warrant, RESF -5 will then contact appropriate agencies and organizations to provide technical expertise and information necessary to develop accurate assessments and analyses of the situation.
- The radio designation for the chairperson of RESF 5 Emergency Management is Unit 275.

C. Coordination

Initial Actions

RESF 5 Emergency Management begins communication and coordination operations at the occurrence of the regional emergencies or upon a pre-incident emergency declaration. In some instances, this could precede the onset of a regional emergency (e.g., hurricane), when RESF 5 would operate a monitoring function.

- a. RESF-5 will be activated through direction from the RESF-5 Duty Officer, RESF-5 Chair, the DEMHS Region 3 Coordinator or a pre-designated special event.
- b. Information and planning activities begin in the jurisdictions, the CREPC RCC, and the DEMHS Regional Office.
- c. Information will be shared through the RCC and the DEMHS regional communications systems.
- d. RESP agencies will use the RCC to communicate and coordinate according to their respective emergency management functions.
- e. Conference calls and broadcast alert messages will be initiated as required.
- f. The DEMHS Region 3 Coordinator will notify the State Emergency Operations Center (SEOC) of RCC activation.

The conditions under which RESF-5 will activate / open the RCC are:

1. Upon notification from the National Terrorism Advisory System of an “Imminent Threat” which effects Region 3
2. Significant weather event pending, or actual which impacts Region 3
3. Request for activation from the DEMHS Region 3 Coordinator, or SEOC
4. Opening of the State EOC to monitor or address Region 3 issues / incidents
5. Request for resource assistance from local designated authority as outlined in the Region 3 RESP
6. Request from RESF or CREPC Chair
7. Duty Officers assessment concludes that resource request from a single incident will impact resource capabilities of the Region
8. A pre-approved planned event
9. A pre-approved planning training and/ or exercise

Continuing Actions

RESF 5's actions last as long as necessary. Over time, the regional coordination may down transition to local jurisdictions. This transition does not change the mission of Emergency Management, nor does it affect the basic functions of information gathering, processing, dissemination, and planning. As the tempo of disaster operations slows, the level of effort for RESF 5 and the RCC is gradually reduced, but support will continue as necessary.

- a. The focus shifts to the economic impact of the regional emergency, the effectiveness of program delivery, and the identification of recovery issues.

- b. The emphasis in planning during the recovery phase shifts from the daily action plan to long-range management plans. RESF 5 will assist in regional coordination and communication related to this planning.
- c. Situation reporting and formal briefings should continue through the recovery phase, although the frequency of both should be gradually reduced.

Stand Down

RESF 5 will scale down its operation as conditions warrant, following NIMS/ICS accepted practices.

After Action Critique

CREPC, in conjunction with the DEMHS Regional Office, will coordinate the after action critique effort to include all agencies and supporting RESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 5

A. RESF 5 responsibilities

RESF 5 Emergency Management is responsible for the exchange, analysis, reporting and dissemination of regional information as required by the incident and the RESP. Regional essential elements of information (EEI) have been determined as the minimum information to satisfy coordination needs between the RESF's.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.

RESF-5 is responsible for the exchange, analysis, reporting and dissemination of regional information.

2. Participating agencies are responsible for providing information on their functional activities to RESF 5 for RCC operations:
 - Jurisdictions involved
 - Social, economic and political impact
 - Status of transportation systems
 - Description of significant service disruptions
 - Status of communication systems
 - Access points to the disaster areas (emergency ingress and egress)
 - Status of operating facilities
 - Hazard-specific information
 - Weather data affecting operations

- Seismic or other geophysical information
- Status of critical facilities and distribution systems
- Status of key personnel
- Status of disaster or emergency declaration
- Major issues and activities of other RESFs
- Resource and logistical issues
- Donations
- Historical and demographic information
- Status of energy systems
- Estimates of potential impact
- Actual impacts on the function and/or jurisdiction (social, economic, or political).
- Status of recovery programs, short-term and medium-term (human services, infrastructure, etc.)
- Needs assessment and damage estimates
- Status of state or federal operations, if known

Mitigation phase

During the mitigation phase, all RESF personnel and supporting agencies will accomplish the following:

- Train on the RESP activation and implementation.
- Train on NIMS/ICS protocols.
- Participate, as determined, in disaster exercise drills.
- Regional equipment needs will be determined and requested.
- Train on the regional coordination center (RCC) setup and coordination function of RESF 5.
- Regional Incident Dispatch teams (RID) will be trained on the operation of all Command Posts.
- Train on pertinent DEMHS Regional Office operations, and the regional emergency communications system for those assigned liaisons.

Emergency phase

During the emergency phase, RESF 5 Emergency Management will establish the RCC and perform the information, planning, and coordination role described in the purpose section of this annex.

Coordination efforts will be through the RCC in conjunction with the DEMHS Region 3 Office, using the regional emergency communications system.

Functions include, but are not limited to, the following:

- a. Work in conjunction with the DEMHS Region 3 Office in coordinating and integrating overall regional emergency management activities.
- b. Assure integrated and timely information to those areas affected by the incident.
- c. Coordinate an assessment of emergency management needs.
- d. Determine the need for additional personnel and other resources.
- e. As appropriate, initiate requests through the DEMHS Region 3 Office for assistance to supplement regional/local resources.

Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

Recovery phase

During the recovery phase, RESF 5 will continue to perform any associated coordination functions initiated during the emergency phase. In addition, concurrent or follow-up operations/missions that complement emergency operations will be instituted.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 5

Administrative information and supplemental data for RESF 5 operations is contained in the following policies and/or documents:

- RICS will be administered by and maintained through the Central Connecticut State University CCSU (police department).
- Regional Incident Dispatch teams (RID) will be developed and coordinated by RESF 2 Communications.
- If activated, the Governor's Emergency Communications Team at the SEOC will, for the most part, handle public information and media relations and will support regional communication efforts.
- "Plain language" text will be used in all regional communications
- Support agency policy and procedures manual
- Capitol Region Emergency Response Team Program Guidance Manual.
- The FEMA Strategic Plan, fiscal years 2009-2012. .
- National Response Framework
- A National Strategy for The Physical Protection of Critical Infrastructures and Key Assets dated February 2003.

- The National Strategy to Combat Weapons of Mass Destruction, dated December 2011.
- The Homeland Security Act of 2002 (November 2002).
- The National Strategy for Homeland Security dated July 2002.
- The State of Connecticut Response Framework
- The State of Connecticut Consequence Management Guide for Deliberately Caused Incidents Involving Chemical Agents dated October 2002.
- Presidential Policy Directive 8: National Preparedness Goal
- The 15 National Planning Scenario
- Universal Task List
- US DHS – FEMA Target Capabilities List
- Connecticut Guide to Emergency Preparedness, Connecticut Department of Public Health and the Department of Emergency Management and Homeland Security.
- National Disaster Recovery Framework
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RESF-5 Emergency Management – Educational Services

PARTICIPATING ORGANIZATIONS

Local Municipal Services

All K-12 School Systems in Region 3

Regional Coordinating Organizations

- Capitol Region Emergency Planning Council (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Coordinating Organizations

- Department of Homeland Security
 - FEMA

Connecticut State Coordinating Organizations

- Connecticut Department of Public Health
- Connecticut Department of Emergency Services and Public Protection (DESPP)
 - Division of Emergency Management and Homeland Security (DEMHS)
- Connecticut Department of Transportation

Private Organizations

- Goodwin College
- Saint Joseph College
- Trinity College
- University of Hartford
- Wesleyan University
- Connecticut Conference of Independent Colleges
- American Red Cross – Connecticut Region
- The Salvation Army – Disaster Services
- United Way of Connecticut
- Connecticut Association of Directors of Health (CADH)
- Connecticut Association of Boards of Education (CABE)
- Connecticut Association of Public School Superintendents (CAPSS)
- Connecticut Interlocal Risk Management Agency (CIRMA)

I. INTRODUCTION

A. Purpose

The purpose of RESF 5's Educational Service section is to facilitate the operational and logistical support of K-12 school systems and independent colleges in Region 3 during a potential or actual regional emergency.

B. Scope

RESF 5's Educational Services is the emergency management and preparedness element of the regional communication and coordination effort for all section K-12 school system and higher education member institutions. The function is executed through RESF 2 Communications and the Regional Integrated Coordination System (RICS), and or the Regional Coordination Center.

Regional events warranting the use of RICS may include deliberate acts, accidents, incidents, threats, and forecasted events such as snowstorms. Incidents involving problems or disruptions of critical systems are also included.

II POLICIES

1. RESF 5's Educational Services will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and Incident Command System (ICS) will be the organizational structure used during a response.
3. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that specified procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan (RESP).
4. Essential information will be conveyed through the Regional Integrated Coordination System (RICS) and the DEMHS Regional Office, as required by the incident and in accordance with existing NIMS and ICS protocols. The RICS function may shift to a mobile field operation based on the scope of the incident.
5. At the request of a participating organization, RESF 5 will gather data from member institutions participating in regional emergency support functions to provide information necessary to develop accurate assessment and analysis of a developing or ongoing situation.
6. RESF 5's Educational Services will share information with appropriate local, state, and federal agencies, utilities, the private sector, and non-profit organizations.

III SITUATION

A. Regional Emergency Condition

1. A regional emergency may be of such severity and magnitude as to require communication and coordination among regional decision makers to facilitate a synchronized, effective response.
2. RESF 5 will support the communication of timely and appropriate incident Information among the region's independent colleges before, during, and after an incident to support local jurisdictions and organizations to determine appropriate actions.

B. Planning Assumptions

1. CREPC will not assume any command and control activities. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
2. Sharing information during a regional emergency will benefit all communities.
3. There are immediate and continuous information needs unique to the jurisdictional decision makers.
4. RESF 5 has identified emergency response team (ERT) needs and support teams as appropriate for Educational Services.
5. The section chair of RESF 5's Educational Services has identified key members of the committee and has a system in place to immediately notify them of pending situations/events.

IV. CONCEPT OF COORDINATION

A. General

1. RESF 5's Education Services will provide a general assessment of the status of member organizations in the affected area.
2. In circumstances where the situation involves or has the potential to involve state or federal agencies, RESF 5 will facilitate information sharing relationships as necessary.
3. RESF 5's Educational Services will gather and display essential elements of information (EEI's) to facilitate coordinated activities. Critical information will be reported to the RICS, or the RCC as it develops, and reported information will include but not be limited to the essential elements of information outlined in each of the individual RESF Annexes.
4. Information provided by RESF 5's Educational Services supports the development of regional strategies for decision-making.
5. To activate RICS call 860-832-3477 anytime twenty-four hours a day.

6. An operational period is the period of time RESF 5's Educational Services will be engaged in support of regional support and coordination efforts for collegiate services. Actual duration of operational periods will be determined by the situation.

B. Notification

RESF 2 Communications will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS
- When requested the section chair of RESF 5's Educational Services will call the ESF 5 Duty Officer for instructions.
- The section chairperson of RESF 5's Educational Services shall be responsible for calling/notifying additional members of the information and planning emergency support function.

C. Coordination

Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency. Provide periodic situation reports to RESF 5 Emergency Management. Assist in the formation of the incident action plan.

Continuing Actions

RESF 5's Educational Services actions last as long as necessary. Over time, the regional coordination may down transition to local jurisdictions. This transition should ease the burden on faith-based organizations as shelter and feeding operations are consolidated.

Stand Down

RESF 5's Educational Services will scale down its operation as conditions warrant.

After Action Critique

CREPC will coordinate the after-action critique effort to include all fire service agencies and supporting RESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 5's EDUCATIONAL SERVICES

A. RESF 5's Educational Services Responsibilities

RESF 5's Educational Services is responsible for the exchange, analysis, reporting and dissemination of regional information concerning the operational and logistical missions in place at member organizations and institutions. Essential elements of information (EEI) concerning all areas of functional needs operations will be assembled and provided to the RCC.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. Participating agencies are responsible for providing information on their functional activities through RICS to RESF 5 for RCC operations:
 - Jurisdictions involved
 - Status of campus facilities
 - Status of transportation systems
 - Description of significant service disruptions
 - Status of communication systems
 - Access points to the disaster areas
 - Status of key personnel
 - Wellbeing of campus residents and staff
 - Resource and logistical issues
 - Needs assessment

Mitigation phase

During the mitigation phase, all RESF personnel and supporting agencies will accomplish the following:

- Train on RESP activation and implementation.
- Train on NIMS/ICS protocols.
- Participate, as determined, in disaster exercise drills.
- Regional equipment needs will be determined and requested.
- Train on the regional coordination center (RCC) setup and coordination function of RESF 5 as appropriate.

Emergency phase

During the emergency phase, RESF 5's Educational Services will advise and support the RCC by supplying information, planning assistance, and coordination. Educational Services will be the point of contact for coordination and logistics management for the member institutions.

Recovery phase

During the recovery phase, RESF 5's Educational Services will continue to perform any associated coordination functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, may be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 5's EDUCATIONAL SERVICES

Administrative information and supplemental data for Educational Services operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department).
- o "Plain language" text will be used in all regional communications
- o Capitol Region Emergency Response Team Program Guidance Manual.
- o A Nation Prepared, FEMA Strategic Plan, fiscal years 2003-2008.
- o The Homeland Security Act of 2002 (November 2002).
- o The National Strategy for Homeland Security dated July 2002.
- o National Response Framework (2008)
- o Natural Disaster Plan, State of Connecticut DEMHS, (2005)
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities Listing (2005)

Regional Emergency Support Function #6

Mass Care, Emergency Assistance, Housing, and Human Services

Participating Organizations		
	Regional Coordinating Organizations	
	Federal Mass Care Organizations	
	Connecticut Mass Care Organizations	
	Private Relief Organizations	
I	Introduction	
	A. Purpose	
	B. Scope	
II	Policies	
III	Situation	
	A. Regional Emergency Condition	
	B. Planning Assumptions	
IV	Concept of Coordination	
	A. General	
	B. Notification	
	C. Coordination	
	Initial Actions	
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	After Action Critique	
V	Execution for Regional Emergency Support Function 6	
	A. RESF 6 responsibilities	
	B. Essential Elements of Information (EEI)	
	Mitigation Phase	
	Emergency Phase	
	Recovery Phase	

VI	Administrative Information for Regional Emergency Support Function 6	
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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC) of the Capitol Region
- Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)
- Federal Mass Care Organizations
- The American Red Cross (ARC) – Connecticut Chapter

Connecticut Mass Care Organizations

- Disaster Services Unit of the Connecticut Chapter Greater Hartford Chapter of ARC
- The Voluntary Organizations Active in Disaster (VOAD): a collaboration of non-profit, government agencies and businesses organized to aid during times of disaster.
- Foodshare
- Connecticut Food Bank
- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Home Land Security

Private Relief Organizations

- American Red Cross – Connecticut Region
- The Salvation Army
- The Seventh-Day Adventists

I. INTRODUCTION

A. Purpose

1. The purpose of the RESF 6 Mass Care is to coordinate efforts on a regional scale to support local jurisdictions on sheltering, feeding, and emergency first aid following a catastrophic disaster or other event. RESF 6 is also responsible for operating a Disaster Welfare Information (DWI) System to collect, receive and report information about the status of victims and assist with family reunification within the disaster area.

In addition, RESF 6 coordinates with the State Emergency Operations Center, SEOC and may assist RESF-7 Logistics Support and Resource Management with coordination of donations and bulk distribution of emergency relief supplies. RESF-6 may also assist with providing support to the critical mission of providing emergency food services to both citizens and emergency responders during a major disaster in the capitol region.

2. Mass care, Housing and Human Services, RESF-6, coordination may include but is not limited to, the following: Work with sheltering agencies to monitor the status, capacity, and needs of shelters within DEMHS Region 3.
 - Receive and act on (or route) requests for support from shelters (or agencies administering shelters, i.e. ARC) operating in DEMHS Region 3
 - Upon activation of the Regional Emergency Support Plan (RESP), collaborate with other RESFs (e.g., Resource Support, RESF-7 and Transportation, RESF-1) and shelter administering agencies to facilitate the timely distribution of supplies to shelters operating in DEMHS Region 3
 - Identification of local points of distribution (PODs).
 - Facilitate transportation of supplies from state-wide staging to PODs.
 - Support sheltering agencies (ARC) in the establishment and maintenance of the Disaster Welfare Information system; facilitate the timely transfer of DWI information to the DEMHS Regional Office and SEOC.
 - Identification and support of Regional shelter facilities for response and recovery personnel.
 - Identification of needs, organization of resource support for “shelter in place” situations
 - This includes support for facilities not able to evacuate, particularly requests from agencies who house special populations
3. The process of coordination may involve, but is not limited to, the following:
 - Incident Commander
 - Local Emergency Operations Center (LEOC)
 - CREPC Regional Coordination Center (RCC)

- DEMHS Regional Office
- State Emergency Operations Center (SEOC)
- Connecticut Department of Public Health (DPH)
- Connecticut Department of Mental Retardation (DMR)
- Department of Mental Health and Addiction Services (DMHAS)
- Department of Children and Families (DCF)
- Office of Protection and Advocacy for Individuals with Disabilities
- American Red Cross
- Salvation Army
- Other private organizations.

B. Scope

RESF 6 Mass Care, Housing and Human Services is an organizational structure designed to monitor, coordinate and support providers of mass care services. Such providers include but are not limited to the American Red Cross and government agencies, federal, state, tribal or local. RESF 6 should not be thought of as a direct provider of mass care services. RESF 6 is an organizational structure which monitors the activities of organizations providing mass care and attempts to coordinate those activities through RESF 5 Emergency Management to ensure that redundant services are not being provided and that essential mass care services are being provided. RESF 6 supports mass care providers by procuring resources and personnel necessary to sustain or augment the operations of mass care providers active in the disaster area. RESF 6 Mass Care is intended to focus on the development and implementation of a food distribution system. The scope of this system would be to plan and organize pre-event, event, and post-event requirements. Mission support teams (emergency response teams) will be established that are both local and regionally oriented under the Citizen Corps Council concept.

RESF-6 also acts as a conduit for DWI, facilitating the flow of DWI to appropriate agencies.

Additionally, RESF-6 includes sub-sections for planning and coordination for Volunteer Management, formerly RESF-16 Volunteer Management Functional Needs Management, formerly RESF-19 Functional Needs, and Disaster Faith Services, formerly RESF-20 Faith Based Organizations. RESF-6 and its sub-sections have established priorities and agendas to meet the needs of emergency management and planning within its constituent groups and organizations for Mass Care, Emergency Assistance, Housing and Human Services educational organizations in Region 3.

II. POLICIES

1. RESF 6 Mass Care will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.

2. The Capitol Region Emergency Planning Committee (CREPC), in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 6 procedures are appropriately followed and are in concert with the stated missions and objectives of the RESP.
3. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a response.
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS) as required by the incident. To activate RICS call 860-832-3477 anytime twenty-four hours a day.

III. SITUATION

A. Regional Emergency Condition

1. The regional mass care community will experience disruptions in the delivery of routine services.
2. A major disaster/incident has occurred somewhere in the region. The situation requires the mobilization of mass care resources. Resource elements are being deployed in accordance with the regional and/or statewide disaster plan.
3. A regional emergency could produce a large concentration of disaster victims with mass care needs.
4. Extended situations of several days or weeks will complicate issues regarding relocation, shelters, food and vehicles.
5. Local jurisdictions are unable to provide adequate resources for the sheltering operation due to the scope of the incident, local resource disruption, the extended time frame of the sheltering operation, or the number of individuals requiring shelter.

B. Planning Assumptions

1. The primary organization for providing mass care in a major disaster is the American Red Cross (ARC). The ARC is mandated by Congress to respond to all disasters.
 - The ARC, will facilitate but does not provide functional needs shelter care
 - The ARC does not provide animal sheltering (except for service animals)
 - The ARC does not provide shelters for rescue and recovery personnel
 - Depending on the scope of the disaster, the ARC may request logistical or operational support from the local emergency management officials.
2. Planning partners will include public and private organizations.
3. The RESP will promote inter- and intra-jurisdictional cooperation and coordination.

4. The associated stress of the incident may result in the region's mass care system becoming overwhelmed, producing urgent need for Regional Shelters shelter and food.
5. Mass care services provided by the ARC generally include serving of prepared meals, shelter accommodations, limited medical assistance, and either distribution of bulk food commodities, or issuing vouchers for food and other essential needs.
6. Local authorities and local ARC Chapters will generally be expected to meet mass care needs of disaster victims for the first 72 hours following a catastrophic disaster.
7. DEMHS issued *Universal Access Guidance for Municipalities* in 2007. The concept of universal access sheltering requires that existing community shelters should strive to be accessible and usable by as many members of the community as safely and reasonably possible. This document is included in Appendix B of the Regional Evacuation and Shelter Guide. *FEMA has also promulgated shelter guidance for operators of shelters explaining the laws that require individuals with Functional Needs be accepted in any general population shelter. The shelter operators must meet the functional needs of this segment of the population. To accomplish this, shelter operators should develop relationships with various partners who can provide durable medical equipment and personal care services needed.*
8. In a catastrophic disaster, the ARC will conduct a major relief operation initially relying upon Red Cross personnel and resources from ARC Area's

within the state supported after a short time by other ARC resources mobilized

through the ARC Regional and National organizations.
9. Multi-lingual messages and the availability of personnel with language skills will be critical.
10. Establish and train a designated number of emergency response shelter teams.
11. The Connecticut State Animal Response Team (SART) has identified a Regional animal sheltering coordinator who will facilitate sheltering of animals in Region 3.
12. DWI will be collected and managed by the ARC, except for DWI collected from non-ARC shelters. RESF 6, in conjunction with the DEMHS Regional Office will facilitate the flow of DWI among regional municipalities and the SEOC.

IV. CONCEPT OF COORDINATION

A. General

1. Upon the threat and/or occurrence of a regional incident, the R-ESF 6 Mass Care may be activated.
2. Private relief organizations shall direct requests for mass care assistance to the American Red Cross relief operation, which shall forward such requests to the RESF 5 in the CREPC Regional Coordination Center (RCC).

3. The RESF 5 shall review such requests. If the request is consistent with state response priorities, or should otherwise be accorded a high priority, RESF 5 shall attempt to coordinate the provision of the requested mass care assistance through available regional agencies.
4. If assistance is not available through assets of regional agencies, then the RESF 5 in conjunction with the American Red Cross shall consider a request for state mass care assistance. The RESF 5 Chairperson will then request assistance from State Emergency Operations Center.
5. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
6. RESF 6 will establish the ability to collect, analyze, synthesize, and disseminate information concerning mass care.

B. American Red Cross Concept of Operations

1. The American Red Cross and Shelter Operation

Since 1905, the ARC has been chartered by Congress to respond to all disasters and be the lead agency for mass care needs in times of catastrophe. While local jurisdictions across the country are responsible for the public health and mass care needs of their residents, the ARC acts as a partner during times of crisis to assist municipalities in meeting their mass care needs. After more than a century of providing disaster services, the ARC has developed a substantial amount of experience, resources, and capacity to provide disaster services. The American Red Cross is also a federal signatory of the National Response Plan and the lead agency for Mass Care, Housing & Human Services, and RESF-6.

2. American Red Cross Organization

At the local level, ARC services are provided by an ARC Chapter. The size and capability of a local chapter can vary, depending on local circumstances. The ARC has organized regional Chapters throughout the country that oversees local chapters in their region. ARC regions may include multiple states. If a region is experiencing demands beyond its capacity, the ARC region can request assistance from other regions through the ARC national office.

3. The ARC in Connecticut

The ARC in Connecticut has developed a State Relations Disaster Liaison Team in order to ensure a smooth integration of disaster services with local and state emergency management operations. The ARC has identified liaisons at both the state and regional level, based on the DEMHS regional model.

A map defining the ARC Chapters in Connecticut is included as an attachment to this appendix and can also be found at www.ctredcross.org.

4. ARC Shelter Operations

a. Routine Local Incidents

The ARC in Connecticut responds to hundreds of disaster assistance requests each year. In most cases, these requests are handled efficiently at the local level. Most commonly, accommodations are required for a limited number of people (one or two families) after a house fire, localized flooding, or other limited scope incidents. In these situations, the ARC frequently will provide temporary accommodations and financial assistance for emergency needs such as clothing or food.

In cases where a larger number of people are affected, the ARC may temporarily establish a shelter in a municipal or other facility in order to gather information and arrange for more long-term accommodations. Again, most often this is a short-term (hours) operation during which the ARC will make arrangements based on existing MOUs with hotel and food providers.

b. Larger Scale Incidents and Municipal Shelters

In some situations, the actual or threatened scope of an incident is large enough that shelter and mass care programs can quickly require more aggressive management than that previously described.

Typically, as large-scope incidents evolve, municipalities will open “municipal” shelters for their residents.

For example, as a hurricane approaches, a municipality might anticipate widespread power outages and flooding in their town. The CEO may elect to open a local shelter (community center, school, etc.) for residents of the town. In many cases, the municipal shelter will be “staffed” by the public works department or local emergency management officials. Most often, a few residents will come to the shelter to weather the storm, and return to their homes after a few hours.

If damage is significant, the shelter may remain in operation for hours to days, but primarily serve as a place of temporary services and information while providing some refuge and sleeping quarters rather than a primary place of residence. In other words, residents of the town may be temporarily displaced to a shelter, stop by the shelter periodically throughout the day to get information on the status of repairs, to get a meal, or to take a shower. Under these circumstances, the local jurisdiction may be capable of maintaining shelter operations without outside agency assistance. If, however, residents require a more robust shelter (multiple families require a primary residence for an extended duration), the municipality may decide to request ARC assistance. At this point the municipal shelter may become a “Red Cross” shelter.

5. Types of Red Cross Shelters

Shelter operations are provided by a complex blend of personnel, resources, and facilities. As such, there can often be a blurry distinction between what constitutes a “Red Cross Shelter” from a “Independent Shelter.” Red Cross chapters provide a variety of services, resources, and expertise before, during, and after a disaster. Exactly what form a shelter takes is entirely dependent on the resources utilized during an event.

a. Red Cross Surveyed Shelters

During the process of disaster planning, municipal and/or Red Cross planners may conduct an assessment of possible shelter facilities. Upon request, Red Cross staff may survey possible shelter sites to evaluate the site's potential to be an effective shelter. The ARC has developed a "Shelter Facility Survey" to guide this process (see attachments). The ARC survey prompts evaluation of site accessibility, gives capacity guidelines, assesses utilities available, and addresses lavatory and food service capacity, as well as other important considerations.

It is important to note, however, that a shelter identified as "Red Cross Surveyed" does not mean the shelter will be operated by the Red Cross. For instance, a municipality may request that a site be surveyed by the ARC for appropriateness prior to a disaster. During a disaster, a shelter may be opened at that site but staffed and managed by the municipality or another private organization. Therefore, the shelter would not be a "Red Cross" shelter but may be "Red Cross Surveyed."

b. Red Cross Collaborative Shelters

In many cases, shelters may be operated with some level of ARC assistance while not being "managed" by the Red Cross. In these cases, the shelters are managed by municipalities (typically) or other organizations in collaboration with the ARC. For instance, a municipality may open a shelter which it intends to run as a municipal asset.

However, the municipality may request ARC assistance in the initial start-up of the shelter. The ARC may send a shelter expert to the municipality to assist with set-up, floor plan, registration process, or other aspects of the shelter operation. Once functioning, the municipality continues the operation, and the ARC expert returns to the chapter to provide other needed functions. Under the Incident Command System, ARC may become part of the Operations Section of the shelter, as well as the Planning Section.

Another example would be a situation where a municipal shelter is operated by the local jurisdiction, but receives supplies (cots, shelter kits, etc.) from the ARC. The ARC is a fundamental part of the shelter's success, but the municipality retains operational control and responsibility for the shelter.

c. Community Partner Shelters

The ARC is continuously seeking partner organizations that are willing to provide shelters as a service to their communities but are not specifically "Red Cross" shelters. The net effect is an overall increase in local (or regional) shelter capacity while mitigating demands on Red Cross resources during a disaster.

For example, if a local church has a strong commitment to community service, they might decide to provide a shelter during disasters. The ARC could survey their facility, train the members in shelter management, and provide guidance regarding staffing patterns, equipment storage, and other logistics. During a disaster, the church group is now able to establish and run a shelter, without real-time support or involvement of the ARC.

As a result of all of these possible scenarios, it is difficult to describe exactly what form a shelter will take, or who is responsible for what aspect of a shelter's operation. It is most likely that shelters operating in support of a particular incident will be a hybrid of ARC, municipal, and/or private resources.

In theory, shelter operations are supported by the agency administering the shelter. In other words, if a municipal shelter requires bottled water, the shelter should request water from the municipal EOC, and the EOC should provide the water. An ARC shelter with a similar request would channel that request to its local ARC chapter, who in turn would provide the water. In the same way, a private shelter would make requests to their parent organization. In reality, shelters are supported by multiple organizations.

During limited scope disasters, requests for assistance are addressed by both the municipality and the ARC in collaboration with one another. More widespread disasters will likely require pooling of resources and regional allocation to ensure that the needs of all shelters are met. In this scenario, the RESF-6 team plays a vital role by providing a central location where municipal, private, and ARC representatives can organize shelter support.

d. Regional Sheltering

By ARC policy, Red Cross shelters do not restrict access to shelters by residence status. Conversely, shelters operated by municipal authorities can exercise the right to restrict access to local residents only. Therefore, any ARC shelter could be viewed as a "regional" shelter. Whereas most disasters are of limited scope, the distinction between local and regional shelters is seldom of concern.

During a catastrophic regional event, however, this distinction may have more relevance. During the initial stages of a catastrophic event, it is likely that each municipality will open shelters under local municipal control. As the population seeking shelter increases, or the duration of sheltering activities continues into days or weeks, it is also likely that many of these municipalities will request ARC assistance.

It is reasonable to expect that the CT ARC will not have the resources to staff and equip shelters in every municipality in the region. More so, from a logistical perspective, it is more reasonable to create a large regional shelter than to maintain supply and staffing resources for multiple local shelters.

In the event of a wide-spread disaster where multiple jurisdictions are requesting ARC assistance for sheltering, the ARC may elect to consolidate multiple municipal shelters into regional shelters. Local jurisdictions may continue to operate local shelters but may do so at the risk of not having ARC support.

The RESF-6 Mass Care team should be prepared to assist the ARC with the logistical support required to operate large regional public shelters. Additionally, the CT-ARC should be aware of municipal shelters that will continue operations locally and anticipate

increased support requests from these shelters if the ARC is consolidating its resources in support of regional shelters.

6. Disaster Welfare Information

The ARC facilitates welfare information flow during disasters. ARC's Welfare Information Center processes requests for information during an event. During the summer of 2005, the ARC fundamentally changed the design of its welfare information system from an "outside – inside" approach to an "inside –outside" approach. Functionally, this means that the ARC promotes the flow of welfare information from those affected by the disaster to those not affected.

The ARC focuses its welfare information efforts on making communication available to evacuees and other disaster victims, so that they may contact concerned relatives outside of the affected area. This process is coordinated through available telecommunications equipment, such as telephone and internet communications. As such, ARC encourages local shelter planners to emphasize the availability of these resources when choosing shelter locations.

The local Red Cross Chapter will handle "outside-in" requests, but only cases that involve medical or mental health emergencies. Examples of welfare information requests that would qualify for routing through the welfare information center include requests about the welfare of individuals who are:

- Insulin dependent diabetic
- Oxygen dependent
- On dialysis
- Blind or seeing impaired
- Recent heart attack or stroke victims
- In a wheelchair
- Broken leg / foot / ankle
- Bed ridden / paralyzed

Upon entering a Red Cross shelter, individuals must register with the shelter reception staff. Residents complete a "Shelter Registration Form" (attached) which is kept on file at the shelter office. Shelter population data is routinely reported to the supervising ARC Chapter, which in turn supplies population data to the ARC regional office. The State Relations Disaster Liaison Team provides shelter data, upon request, to the SEOC and Regional Office.

Many municipal shelters utilize a similar system of shelter information management, with population data being shared with the local EOC, who in turn furnishes appropriate information to the Regional Office. Local shelter operation protocols are available in their respective LEOP.

B. Notification

Upon notification by any jurisdiction or proper authority of a potential or actual regional emergency, RESF 2 Communications will provide a communication platform to support the coordinated response of the participating agencies. RESF 5 Emergency Management provides for the multi-directional flow of communications. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources (for example, 25 medical transport units, 40 additional police officers, 10 engine companies, etc.) or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- ⊖ RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient incident information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- The chair and co-chairs of RESF 6 Food Service will call the ESF 5 Duty Officer for instructions.
- The Duty Officer for RESF 5 will determine, based on the request and situation, the need to establish a Regional Coordination Center (RCC).
- The chair of RESF 6 shall be responsible for calling/notifying additional members of the emergency support function.

C. Coordination

Initial Actions

RESF 6 Mass Care will be activated through the RESF 5 Emergency Management at the RCC, or through the DEMHS Regional Office.

Mobilization of ARC resources and personnel will follow their standard operating procedures.

Additional actions may include:

- Performing an assessment of the current shelter operations within the region, including but not limited to:
 - Number and capacity of ARC shelters in operation or being placed into operation
 - Number and capacity of municipal shelters in operation or being placed into operation
- Assess the status availability and contact with organizations that may be able to assist with shelter operations.

- Identify predicted needs of the regional shelter operations. Some considerations include:
 - Length shelter operations are expected to continue
 - Extent of infrastructure damage as it relates to supporting shelter activities
 - Availability of local, regional, state and federal resources to support shelter operations
 - Predicted changes in population shelter needs over the next hours/days

Continuing Actions

RESF 6 activities will last as long as necessary. Additional mass care activities may be initiated dealing with the support of first responders.

Regional status assessments should be performed at regular intervals based on the incident management operational period schedule. Regional status assessments should include the following:

- Current number of shelters in operation
- Agencies operating shelters within the region
- Pending requests for assistance
- Animal shelters in operation
- Populations sheltered in place
- Agencies providing assistance to shelter operations and the nature of their support.
- Up to date DWI summaries

Stand Down

RESF 6 will scale down its operation as conditions warrant. The demobilization process will follow ICS accepted practices.

After Action Critique

CREPC, in conjunction with the DEMHS Regional Office, will coordinate the after action critique effort to include all agencies and supporting RESF's.

V. EXECUTION FOR EMERGENCY SUPPORT FUNCTION 6

A. RESF 6 Responsibilities

RESF 6 Mass Care services regional partners participating in a regional response and will, to the best of their ability, contribute information to RICS as required by the incident and the RESP policy.

B. Essential Elements of Information (EEI)

1. One of the primary purposes of the RESP-is to facilitate the exchange of information among the signatory agencies during emergency situations. RESF 5 Emergency Management is responsible for exchange, analysis, reporting and dissemination of regional information.

2. RESF 6 Mass Care is responsible for providing essential elements of information (EEI) on their functional activities through RICS to RESF 5 for RCC operations:

- Jurisdictions involved
- Shelters
 - Number and capacity of ARC shelters in operation
 - Number and capacity of municipal shelters in operation
- Identification of populations within the region who are sheltering in place
- Soup Kitchens
- Mobile Canteens
- Food Supply
- Availability of local, regional, state and federal resources to support shelter operations
- Mass Care issues concerning schools, children, family assistance centers, family reunification centers, and foster care
- Status of their communications systems
- Status of key personnel at ARC
- Resource and logistical issues
- Status of operating facilities
- Status of the emergency response shelter teams
- Status of Responding Canteen Units
- Logistical problems
- Public Health Inspection needs

Mitigation phase

During the mitigation-phase all RESF 6 personnel and supporting agencies will accomplish the following:

- Train on RESP activation and implementation.
- Train on NIMS/ICS protocols.
- Train on the RCC setup and coordination function of RESF 5
- Establish and train emergency shelter response teams.
- Pre-planning focused on sheltering needs for identified functional needs populations
- When available, storage and maintenance of regional sheltering supplies
- Public education regarding emergency preparedness and personal actions in the event of a sheltering emergency.

Emergency phase

During the emergency phase, RESF 6 Mass Care will establish/supervise efforts to provide sheltering, feeding, disaster welfare information, and bulk distribution of emergency relief supplies.

- Pre-staging of sheltering supplies and staff
- Preparation of shelter facilities
- Establishment of communication with shelters and supporting agencies
- Monitoring of regional conditions that may impact the ability or need to perform shelter operations
- Establish protocol for flow of DWI with shelters

Recovery phase

During the recovery phase, RESF 6 will continue to perform mission essential functions initiated during the emergency phase. Additionally, support activities for first responders may begin during this phase.

VI. ADMINISTRATIVE INFORMATION FOR EMERGENCY SUPPORT FUNCTION 6

Plain language text will be used in all regional communications. Administrative information and supplemental data for RESF 6 operations is contained in the following policies and/or documents:

- RICS will be administered by and through CCSU (police department).
- Internal ARC policies and procedures will be followed.
- Local officials shall make appropriate facilities available for mass care operations.

- Local officials shall notify utility company liaisons of mass care facilities without emergency power that should be prioritized for power restoration.
- The American Red Cross will work with other agencies to coordinate the resources necessary to respond to the mass care needs of the community, including CREPC.
- Requests for assistance will be coordinated through the American Red Cross.
- The American Red Cross and the Salvation Army will coordinate to increase all resources with the help of their National Organization within 72 hours.
- Whenever possible, shelters will be set up in facilities already designated within the Capitol Region Planning Committee area.
- The Salvation Army has facilities available for shelter. Use of shelters will be coordinated through the RCC.
- The lead support agency will work with all voluntary agencies to coordinate needed manpower for a regional response. It is important to note that the number of volunteers consistently fluctuates in all voluntary agencies. Therefore there is an increased need for coordination between agencies.
- The Salvation Army and the American Red Cross both have agreement with merchants within the local community. They will be utilizing these agreements for initial response. Second Harvest and CREPC will also help to coordinate food needs as necessary.
- The ARC has 3 national and 4 local mass care vehicles located in the state to be used for response. They have several others available within a two-hour time period.
- The Salvation Army has six canteen trucks located in the CT/RI region. The availability of vehicles for both agencies is dependent on the extent of disasters.
- Capitol Region Emergency Response Team Program Guidance Manual.
- Humanitarian Charter and minimum standards in disaster response. Geneva: The Sphere Project 2004 www.sphereproject.org/handbook/index.htm
- Field Operations guide for disaster assessment and response. Washington, D.C: Office of Foreign Disaster Assistance, 2005m
https://www.usaid.gov/sites/default/files/documents/1866/fog_v4_0.pdf
- Presidential Policy Directive 8: National Preparedness Goal
- State of Connecticut Natural Disaster Plan
- State of Connecticut Radiological Emergency Plan
- The 15 National Planning Scenarios
- Universal Task List
- Target Capabilities List (Version 2.0)

RESF-6 Mass Care, Emergency Assistance, Housing & Human Services – Volunteer Management

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organization

Capitol Region Council of Governments

Capitol Region Emergency Planning Committee (CREPC)

- Central Connecticut Regional Planning Agency (CCRPA)
- Capitol Region Citizen Corps Council (ESF 16 Volunteer Management)

State Coordinating Agency

- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Statewide Citizens Corps Council Advisory Committee
- Connecticut Department of the Military
- Connecticut Department of Public Health

Federal Coordinating Agency

- U. S. Department of Homeland Security
 - FEMA

Local Coordinating Jurisdictions

- All member towns and cities of CREPC

Private and Volunteer Organizations

- The American Red Cross – Connecticut Region
- The Salvation Army
- Faith based organizations
- United Way
- Area Chambers of Commerce
- Service based organizations
- Amateur Radio Relay League
- American Legion
- ESPN, Inc.
- Mohegan Sun
- Connecticut State Animal Response Team
- National Voluntary Organizations Active in Disasters

I. INTRODUCTION

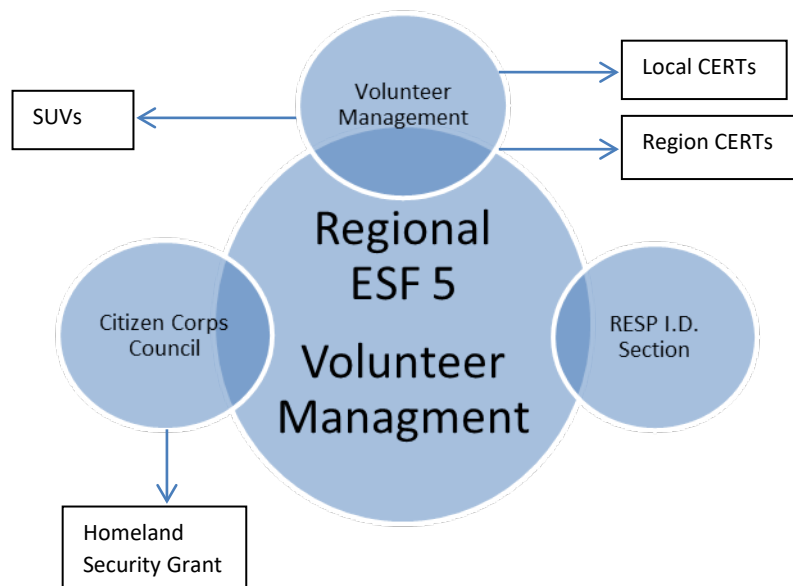
A. Purpose

The purpose of Regional Emergency Support Function 6 – Volunteer Management (REF-6 Volunteer Management) section is to facilitate communication and coordination among regional jurisdictions regarding the need for volunteer services before, during, and after a regional emergency. Full-time volunteers serving in an on-going capacity for an emergency support function are not included under RESF-6 Volunteer Management. For example, volunteer firefighters, fire-police programs, and fire or police cadet programs.

B. Scope

REF-6 Volunteer Management focuses on activities in response to the disruption of resource availability and ensuring that assets are available both on a regional scale and to individual member communities. RESF-6 Volunteer Management shall have the specific responsibilities outlined below:

1. The coordination of volunteer organizations, CERT teams, citizen corps elements, and spontaneous unsolicited volunteer (SUV) resources. Conceptually RESF-6 Volunteer Management is responsible for several major functions involving governance, functioning as the Regional Citizen Corps Council and accountability and credentialing of citizen corps elements. Additionally, RESF-6 Volunteer Management is responsible for volunteer management, both planned (local CERTs and region CERTs) and unplanned, such as SUV's that occur at a specific incident or event.



2. The development of a strategic plan to meet regional volunteer management needs. This plan becomes an annex to the Regional Emergency Support Plan (RESP) and shall include public education, training opportunities, volunteer programs, and in collaboration with RESF-6 Functional Needs Management Section, collect potential volunteer requirements for at risk populations. Additionally, RESF-6 Volunteer Management will coordinate and implement the statewide strategic plan for CERT.
3. Develop regional recruiting initiatives for all elements of the Citizen Corps. Included is the responsibility for marketing activities and promotional programs in conjunction with RESF 15 External Affairs (media).
4. Establish a tracking system for accountability purposes for all elements and individuals of the citizen corps. Included in this responsibility is the issuing of identification and credentialing of all citizen corps elements.
5. Foster an increased collaboration between first responders and volunteer groups.
6. Utilize, where possible and appropriate, citizens in all aspects of crime prevention, mitigation, preparedness, disaster response and recovery, and public health activities.
7. Recruit regional training teams to administer the applicable CERT training programs.
8. Work within existing channels of communications to provide efficient and effective response to all emergencies.

II. POLICIES

1. RESF-6 Volunteer Management will not usurp or override the policies of any federal, state, or local governmental jurisdiction.
2. RESF-6 Volunteer Management will not usurp or override any official memoranda of understanding (MOU's) that exist between an organization and any entity of government.
3. Jurisdictions will respect existing contractual agreements to eliminate competition for resources and assets. Specifically recruited volunteers (such as volunteer firefighters) will not be considered as elements of the Citizen Corps.
4. The Capitol Region Council of Governments (CRCOG) will facilitate coordination of all citizen corps initiatives through the Capitol Region Emergency Planning Committee (CREPC). This will ensure that RESF-6 Volunteer Management procedures are maintained in concert with the mission and objectives of the RESP.
5. The emergency support function chairpersons shall serve as the Citizen Corps Council for the Regional Planning Organization (CRCOG). Additionally, any other interested person associated with any regional response capability may serve on the Citizen Corps Council.
6. RESF-6 Volunteer Management will be used to collect information, communicate, and coordinate activities between regional organizations, agencies, and local jurisdictions concerning volunteer management.

7. The Regional Integrated Communication System (RICS) will be used as the communication system on the regional level among RESF-6 Volunteer Management members.
8. Essential elements of information (EEI's) will be collected by local organizations, agencies, or jurisdictions and reported through RICS.
9. As required, RESF-6 Volunteer Management will provide liaison to RESF 5 Emergency Management and/or to the Regional Coordination Center (RCC). Additionally, RESF 6 Volunteer Management will work closely with all other emergency support functions as dictated by the incident itself.
10. RESF-6 Volunteer Management shall be responsible for spontaneous unsolicited volunteers and determine how best to utilize their expertise or balance the needs of the emergency.

III. SITUATION

A. Regional Emergency Condition

A regional emergency may result from a significant natural or human caused disaster, a technological emergency, power / utility disruptions, or any other regional emergency that causes extensive damage. A regional emergency could create significant impacts on resource availability throughout the region, placing serious demands on RESF-6 Volunteer Management. Any major regional emergency will require the coordination efforts of RESF-6 Volunteer Management activities.

B. Planning Assumptions

1. Regional communication and coordination will eliminate redundancy and facilitate an efficient and effective response.
2. Agencies and organizations under RESF-6 Volunteer Management will perform tasks under their predetermined operational procedures and mission assignments for the individual CERT's. During an emergency, RESF-6 Volunteer Management will provide response elements to RESF 5 Emergency Management for assignment in the field as appropriate.
3. Emergency situations may be localized, requiring resource supplementation through RESF-6 Volunteer Management or can cover multiple jurisdictions. Incidents can be specific to certain economic or demographic groups of any scale or origin.

IV. CONCEPT OF COORDINATION

A. General

1. RESF-6 Volunteer Management members will engage in planning, training, and evaluation activities.
2. Before, during, and after a regional incident, the organizations, agencies, and jurisdictions that comprise RESF-6 Volunteer Management will execute their responsibilities and authorities within their individual operation plans and communicate and coordinate under the RESP.
3. In order to augment existing communication, RESF-6 Volunteer Management will collect local information regarding volunteer availability, and will provide this information to regional organizations, agencies, and jurisdictions through RICS or the RCC.
4. As dictated by the emergency, RESF-6 Volunteer Management will coordinate volunteer management functions with the other regional emergency support functions. Coordination may include, but is not limited to:
 - RESF 1 Transportation – coordination of the transportation of volunteers
 - RESF 2 Communications – coordination of amateur radio (HAM) volunteers, and volunteer incident dispatch teams.
 - RESF 3 Public Works and Engineering – coordination of providing potable water to volunteers
 - RESF 5 Emergency Management – coordination and communication with RICS/RCC
 - RESF 6 Mass Care, Housing and Human Services – coordination of volunteers as needed
 - RESF 8 Public Health and Medical Services – coordination of the Capitol Region Medical Reserve Corps
 - RESF 11 Animal Protection – coordination of animal rescue, shelter and evacuation volunteers
 - RESF 13 Public Safety and Security (Law Enforcement) coordinate security of volunteer management sites.
 - RESF 15 External Affairs (media) – coordination of messages to the public regarding volunteers
 - RESF 6 Functional Needs Management Section– coordinate functional needs CERT teams and volunteers.
 - RESF 6 Disaster Faith Services Section – coordinate religious volunteer elements that evolve from any emergency.
 - Collaborate with State of CT as appropriate regarding VOAD services

B. Organization

Coordination and communication activities for a regional event begins with notification of an actual incident or possible activation of the RESP through RICS. RESF-6 Volunteer Management will activate the various teams involved with RESF-6 Volunteer Management as dictated by the incident and direction from RESF 5 Emergency Management.

C. Notification

Upon notification by any jurisdiction or authorized representative of CREPC of a potential or actual regional incident requiring RESF-6 Volunteer Management support, RICS will conduct the standard alert procedures. RESF 5 Emergency Management will determine the immediate need or anticipated involvement of RESF-6 Volunteer Management in the unfolding incident. Communications will be made in accordance with RICS protocols and in cooperation with RESF 2 Communications and the DEMHS Regional Office.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 6 VOLUNTEER MANAGEMENT SECTION

A. RESF-6 Volunteer Management Responsibilities

The primary purpose of RESF-6 Volunteer Management is to facilitate communications and coordination among various CERT teams, organizations, agencies, and jurisdictions concerning volunteer activities in the region. Local responders will function within their established operating procedures. RICS will be used for information exchange.

B. Essential Elements of Information

The primary purpose of the RICS is to facilitate the exchange of information among the coordinating agencies during a regional event. EEI's have been determined as the minimum essential elements of information to satisfy coordination needs for all the regional emergency support functions. EEI's should be exchanged through RICS and will include at least the following:

- Status of transportation system and facilities
- Status of food supply and distribution schedule
- Location of useable mass care facilities, including shelters and feeding stations
- Availability of first aid support
- Location of hazardous areas
- Status of volunteer organizations and CERT teams
- Status of potable water supply
- Jurisdictions involved
- Overall priorities

- Status of efforts under local, state, and federal emergency operations
- Credentials and certification of affiliated and non-affiliated volunteers
- Security controls
- Logistical problems
- Prioritization of service/deliveries

Mitigation Phase

During the mitigation phase, all regional emergency support function personnel and supporting agencies will accomplish the following:

- Train on the RESP activation and implementation
- Train on NIMS/ICS protocols
- Participate, as determined, in disaster exercise drills
- Train on equipment specific to CERT mission(s), includes evaluating equipment needs and requests as such.
- Train on the regional coordination center (RCC) setup and coordination function of RESF 5 Emergency Management.

Emergency Phase

During the emergency phase, RESF-6 Volunteer Management - Volunteer Management will function in their assigned mission within the Regional Coordination Center (RCC) or designated operational area.

Recovery Phase

During the recovery phase, RESF-6 V Volunteer Management will continue to perform all assigned mission duties. Additionally, operations involving volunteer management may intensify during this phase depending on the length of the recovery operations.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 6 VOLUNTEER MANAGEMENT SECTION

Administrative information and supplemental data for RESF-6 Volunteer Management operations is contained in the following policies and/or documents:

- RICS will be administered by and through CCSU (police department)
- “Plain language” text will be used in all regional communications
- Connecticut Statewide Strategy Memo for CERT Operations

- Performance requirements as specified in CFDA No. 83.564 Citizen Corps/CERT grant process – Connecticut Division of Emergency Management and Homeland Security
- Regional Citizen Corps Strategic Plan
- Presidential Policy Directive 8: National Preparedness Goal
- The 15 National Planning Scenarios
- Universal Task List
- Target Capabilities List (Version 2.0)
- Local CERT SOPs/SOG's

REGIONAL EMERGENCY SUPPORT FUNCTION 6 – DISASTER FAITH SERVICES

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Coordinating Organizations

- Department of Homeland Security
 - FEMA

Connecticut State Coordinating Organizations

- Connecticut Department of Public Health
 - Office of Emergency Medical Services
- Connecticut Department of Transportation
- Connecticut Department Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security

Regional Organizations

- Capitol Region Citizen Corps Council – ESF 16
- RESF-8 Public Health and Medical Services – Behavioral Health Section

Private Organizations

- Connecticut Radio Information System (CRIS)
- American Red Cross –Connecticut Region
- The Salvation Army – Disaster Services
- United Way of Connecticut
- Connecticut Association of Directors of Health (CADH)

I. INTRODUCTION

A. Purpose

The purpose of RESF 6 Disaster Faith Services is to facilitate the operational and logistical support of faith based shelter and commodity distribution centers during a potential or actual regional emergency.

B. Scope

RESF 6 Disaster Faith Services is the interfaith element of the regional communication and coordination effort. The function is executed through RESF 2 Communications and the Regional Integrated Communication System (RICS).

Regional events warranting the use of RICS may include deliberate acts, accidents, incidents, threats, and forecasted events such as snowstorms. Incidents involving problems or disruptions of critical systems are also included.

II. POLICIES

1. RESF 6 Disaster Faith Services will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and Incident Command System (ICS) will be the organizational structure used during a response.
3. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 20 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan (RESP).
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS) and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. The RICS function may shift to a mobile field operation based on the scope of the incident.
5. At the request of a participating organization, RESF 20 will gather data from faith based organizations participating in regional emergency support functions to provide information necessary to develop accurate assessment and analysis of a developing or ongoing situation.
6. RESF 20 will share information with appropriate local, state, and federal agencies, utilities, the private sector, and non-profit organizations.

III. SITUATION

A. Regional Emergency Condition

1. A regional emergency may be of such severity and magnitude as to require communication and coordination among regional decision makers to facilitate a synchronized, effective response.
2. RESF 20 will support the communication of timely and appropriate incident information before, during, and after an incident to support local jurisdictions and organizations to determine appropriate actions.

B. Planning Assumptions

1. CREPC will not assume any command and control activities. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
2. Sharing information during a regional emergency will benefit all communities.
3. There are immediate and continuous information needs unique to the jurisdictional decision makers.
4. ESF 20 has identified emergency response team (ERT) needs and support teams as appropriate.
5. The chair of ESF 20 has identified key members of the committee and has a system in place to immediately notify them of pending situations/events.

IV. CONCEPT OF COORDINATION

A. General

1. RESF 6 Disaster Faith Services will provide a general assessment of the status of faith based organizational capabilities.
2. In circumstances where the situation involves or has the potential to involve state or federal agencies, RESF 20 will facilitate information sharing relationships as necessary.
3. RESF 6 Disaster Faith Services will gather and display essential elements of information (EEI's) to

facilitate coordinated activities. Critical information will be reported to the RICS as it develops and reported information will include but not be limited to the essential elements of information outlined in each of the individual ESF Annexes.
4. Information provided by RESF 20 supports the development of regional strategies for decision-making.
5. To activate RICS call 860-832-3477 anytime twenty-four hours a day.

6. An operational period is the period RESF 6 Disaster Faith Services will be engaged in support of regional functional needs coordination. Actual duration of operational periods will be determined by the situation.

B. Notification

RESF 2 Communications will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS
- When notified the chair of RESF 6 Disaster Faith Services will call the ESF 5 Duty Officer for instructions.
- The chairperson of RESF 6 Disaster Faith Services shall be responsible for calling/notifying additional members of the information and planning emergency support function.

C. Coordination

Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency.

Provide periodic situation reports to RESF 5 Emergency Management. Assist in the formation of the incident action plan.

Continuing Actions

RESF 6 Disaster Faith Services actions last as long as necessary. Over time, the regional coordination may down transition to local jurisdictions. This transition should ease the burden on faith-based organizations as shelter and feeding operations are consolidated.

Stand Down

RESF 20 will scale down its operation as conditions warrant.

After Action Critique

CREPC will coordinate the after-action critique effort to include all fire service agencies and supporting RESF's.

V. EXECUTION FOR RESF 6- DISASTER FAITH SERVICES

B. RESF 6 Disaster Faith Services

RESF 6 Disaster Faith Services is responsible for the exchange, analysis, reporting and dissemination of regional information concerning the operational and logistical missions in place at various faith based facilities. Essential elements of information (EEI) concerning all areas of functional needs operations will be assembled and provided to the RCC.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. Participating agencies are responsible for providing information on their functional activities through RICS to RESF 5 for RCC operations:
 - o Jurisdictions involved
 - o Status of transportation systems
 - o Description of significant service disruptions
 - o Status of communication systems
 - o Access points to the disaster areas
 - o Status of critical facilities and distribution systems
 - o Status of key personnel
 - o Resource and logistical issues
 - o Needs assessment

Mitigation phase

During the mitigation phase, all RESF personnel and supporting agencies will accomplish the following:

- o Train on RESP activation and implementation.
- o Train on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o Regional equipment needs will be determined and requested.
- o Train on the regional coordination center (RCC) setup and coordination function of RESF 5 as appropriate.

Emergency phase

During the emergency phase, RESF 6 Disaster Faith Services will advise and support the RCC by supplying information, planning assistance, and coordination.

Recovery phase

During the recovery phase, RESF 20 will continue to perform any associated coordination functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, may be performed.

VI. ADMINISTRATIVE INFORMATION FOR RESF 6- DISASTER BASED SERVICES SECTION

Administrative information and supplemental data for RESF 6 Disaster Faith Services operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department).
- o “Plain language” text will be used in all regional communications
- o Capitol Region Emergency Response Team Program Guidance Manual.
- o A Nation Prepared, FEMA Strategic Plan, fiscal years 2003-2008.
- o The Homeland Security Act of 2002 (November 2002).
- o The National Strategy for Homeland Security dated July 2002.
- o National Response Framework (2008)
- o Natural Disaster Plan, State of Connecticut DEMHS, (2005)
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities Listing (2005)

RESF 6 – FUNCTIONAL NEEDS MANAGEMENT SECTION

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Coordinating Organizations

- U.S. Department of Homeland Security
 - FEMA

Connecticut State Coordinating Organizations

- Connecticut Department of Public Health
 - Office of Emergency Medical Services
- Connecticut Department of Transportation
 - CT Transit
- Connecticut Office of Protection and Advocacy
- Connecticut Department of Developmental Services
- Connecticut Department of Social Services
- Connecticut Department of Mental Health and Addiction Services
- Connecticut State Commission on the Deaf and Hearing Impaired
- Connecticut Board of Education and Services to the Blind (BESB)
- Connecticut Department Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security

Regional Organizations

- Capitol Region Citizen Corps Council – ESF 16
- Region 3 Animal Response Team (R3ART)-ESF 11

Private Organizations

- Connecticut Hospital Association
- Connecticut Radio Information System (CRIS)
- American Red Cross – Connecticut Region

- The Salvation Army – Disaster Services
- United Way of Connecticut
- Connecticut Association of Directors of Health (CADH)
- Connecticut Lions Club
- American Lung Association – Connecticut Chapter
- Connecticut State Animal Response Team

I. INTRODUCTION

A. Purpose

The purpose of RESF 6 Functional Needs Management is to act as an advisor to CREPC and all Regional ESFs on all matters pertaining to citizens with Functional Needs. Additionally A “Disability Training Team” is assigned to RESF-6 with the mission to train and educate first responders and CERT members in dealing with citizens with disabilities during times of emergencies.

B. Scope

RESF 6 is the Functional Needs Management element of the regional communication and coordination effort. The function is executed through CREPC and its ESFs.

-Regional events warranting the use of RICS may include deliberate acts, accidents, incidents, threats, and forecasted events such as snowstorms. Incidents involving problems or disruptions of critical systems are also included.

II POLICIES

1. RESF 6 Functional Needs Management will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 6 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan (RESP).
3. Essential information will be conveyed through the RCC and the DEMHS Regional Office as required by the incident and in accordance with existing ICS protocols.
4. At the request of a participating organization, RESF 6 convenes agencies and organizations participating in regional functional needs emergency support functions to provide technical expertise and information necessary to develop accurate assessment and analysis of a developing or ongoing situation.
5. RESF 6 will share information with appropriate local, state, and federal agencies, utilities, the private sector, and non-profit organizations.

III SITUATION

A. Regional Emergency Condition

1. A regional emergency may be of such severity and magnitude as to require communication and coordination among regional decision makers to facilitate a synchronized, effective response.
2. RESF 6 will support the communication of timely and appropriate incident information before, during, and after an incident to support local jurisdictions and organizations to determine appropriate actions.

B. Planning Assumptions

1. CREPC will not assume any command and control activities. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
2. Sharing information during a regional emergency will benefit all communities.
3. There are immediate and continuous information needs unique to the jurisdictional decision makers.
4. ESF 6 has identified support teams as appropriate.
5. The chair of ESF 6 has identified key members of the committee and has a system in place to immediately notify them of pending situations/events.

IV. CONCEPT OF COORDINATION

A. General

1. RESF 6 will provide a general assessment of the status of functional needs operations in the affected area.
2. In circumstances where the situation involves or has the potential to involve state or federal agencies, RESF 6 will facilitate information sharing relationships as necessary.
3. RESF 6 will gather and display Essential elements of information (EEI's) to facilitate coordinated activities. Critical information will be reported to the RCC as it develops, and reported information will include but not be limited to the essential elements of information outlined in each of the individual ESF Annexes.
4. Information provided by RESF 6 supports the development of regional strategies for decision-making.
5. To activate RICS call 860-832-3477 anytime twenty-four hours a day.
6. ESF-6 will provide advisor / subject matter expertise only to support Regional operations. This support can be accomplished virtually.

B. Notification

RESF 2 Communications in conjunction with the DEMHS Regional Office will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient incident information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.

C. Coordination

Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency.

Assist in the formation of the incident action plan when appropriate.

Continuing Actions

RESF 19's support actions last as long as necessary. Over time, the regional coordination may transition down to local jurisdictions. This transition does not change the mission of Functional needs Management, nor does it affect the basic functions of information gathering, processing, dissemination, and planning.

Stand Down

RESF 6 will scale down its operation as conditions warrant.

After Action Critique

CREPC will coordinate the after action critique effort to include all agencies and supporting RESF's.

V. EXECUTION FOR RESF 6 – FUNCTIONAL NEEDS MANAGEMENT SECTION

A. RESF 6 Functional Needs Management Section responsibilities

RESF 6 Functional Needs Management is responsible for the exchange, analysis, reporting and dissemination of regional information concerning functional needs citizens and registrants of the functional needs registry. Essential elements of information (EEI) concerning all areas of functional needs operations will be assembled and provided to the RCC.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. Participating agencies are responsible for providing information on their functional activities through RESF 5 for RCC operations:
 - o Jurisdictions involved
 - o Social, economic and political impact
 - o Status of transportation systems
 - o Description of significant service disruptions
 - o Status of communication systems
 - o Access points to the disaster areas
 - o Status of functional needs evacuations
 - o Status of functional needs shelters
 - o Service animal needs status
 - o Status of critical facilities and distribution systems
 - o Status of key personnel
 - o Resource and logistical issues
 - o Status of Medical Reserve Corps support
 - o Needs assessment and damage estimates
 - o Status of state or federal operations, if known

Mitigation phase

During the mitigation phase, RESF 6 personnel and supporting agencies will accomplish the following:

- o Train on the RESP activation and implementation.
- o Train on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o Regional equipment needs will be determined and requested.

Emergency phase

During the emergency phase, RESF 6 Functional Needs Management will advise and support the RCC by supplying information, planning assistance, and coordination.

Recovery phase

During the recovery phase, RESF 6 will continue to perform any associated coordination functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

VI. ADMINISTRATIVE INFORMATION FOR RESF 6 - FUNCTIONAL NEEDS MANAGEMENT SECTION

Administrative information and supplemental data for RESF 6 operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department).
- o “Plain language” text will be used in all regional communications
- o Capitol Region Emergency Response Team Program Guidance Manual.
- o A Nation Prepared, FEMA Strategic Plan, fiscal years 2003-2008.
- o The Homeland Security Act of 2002 (November 2002).
- o The National Strategy for Homeland Security dated July 2002.
- o National Response Framework
- o Natural Disaster Plan, State of Connecticut DEMHS, (2005)
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o US DHS Target Capabilities List
- o National Disaster Recovery Framework

Regional Emergency Support Function #7

Logistics Management and Resource Support

Participating Organizations		
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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC) of the Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Resource Support Organizations

- U. S. Department of Transportation
- Department of Homeland Security
 - Federal Emergency Management Agency
- Department of Defense
- General Services Administration

Connecticut State Resource Support Organizations

- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of the Military
- Connecticut Department of Transportation
 - CT Transit
- Connecticut Department of Energy and Environmental Protection
- Connecticut Department of Public Health
- Bradley International Airport

Local and Private Sector Organizations

- All local governmental jurisdictions
- All local volunteer support organizations
- Capitol Region Medical Reserve Corps
- Commercial Bus Services
- Railroad Companies
- Trucking and Hauling Associations

- Salvation Army (Southern New England Division – CT and RI)
- United States Postal Service

I. INTRODUCTION

A. Purpose

The purpose of RESF 7 – Logistics Management & Resource Support is to facilitate communication and coordination through the collection, processing, and dissemination of information among regional jurisdictions, agencies and organizations concerning emergency resource support, and logistics management issues and activities during any major disaster in Region 3.

Coordination among DEMHS Regions, regional jurisdictions, local municipalities, and agencies concerning emergency resource & logistics management issues, particularly regarding transportation and sheltering resources, and activities during a major disaster in the Capitol Region is critical to a successful execution of a large-scale evacuation of people within the DEMHS Region 3, though out the State and/or to states contiguous with Connecticut.

B. Scope

RESF 7 is designed to provide a framework for incidents that require inter-jurisdictional coordination and information sharing regarding resources during large-scale events and specifically Evacuation and Sheltering in a major emergency.

II. POLICIES

1. RESF 7 Resource Support will not usurp or override the policies of any Federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a response.
3. CREPC, in coordination with the DEMHS Regional Coordinator, will facilitate coordination among member organizations to ensure that RESF 7 procedures are appropriately followed and are in concert with the stated missions and objectives of the RESP.
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS), and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. RICS is available at 860-832-3477 twenty-four hours a day.

III SITUATION

A. Regional Emergency Condition

1. A Statewide or regional emergency may adversely impact the availability of resources throughout the region, especially transportation resources including bus transportation, ambulances, wheel chair vans and passenger rail.
2. A major disaster, or incident of sufficient magnitude, has occurred in the region which

requires the mobilization of multiple resources from multiple jurisdictions, organizations, or regions.

3. A major disaster/incident requiring a large-scale evacuation and sheltering of the population has occurred or is likely to occur in the region or somewhere in the State. The situation requires warning and notification to the public, the mobilization of resources (including transportation), implementation of traffic control and the opening, staffing and stocking of shelters. Resource elements are being deployed in accordance with the regional and/or statewide disaster plan.
4. A significant segment of the population, particularly in large urban areas, is public transportation-dependent. Transportation resources will need to be provided and coordinated for the safe and expeditious evacuation of this population.
5. A significant portion of the affected population will require specialized evacuation transportation, shelters that are wheelchair accessible and/or capable of accommodating service animals, English or sign-language translators, culture-specific dietary needs and other important considerations when planning for evacuation and sheltering. Henceforth, this Plan will refer to such persons as populations with functional needs.

B. Planning Assumptions

1. Planning partners will include public and private organizations. Sharing information on a regional basis will benefit all communities during an emergency.
2. A local civil preparedness emergency shall be declared by the CEO of the affected jurisdiction before inter-jurisdictional, regional, or statewide assistance may be provided or before any federal reimbursement or public assistance may be secured.
3. For the State of Connecticut through DEMHS, the primary relationships of the Regional Offices are always with the Chief Executive Officers (CEOs) and Emergency Management Directors (EMDs) of all political subdivisions within their respective DEMHS Regions.
4. CREPC, in conjunction with the DEMHS Region 3 Office, will provide a platform for regional planning and response of local, regional, tribal and state resources. The DEMHS Regional Office will promote inter-jurisdictional cooperation and coordination while preserving existing unique characteristics, operating procedures and inter-jurisdictional agreements of municipalities and tribal nations. The DEMHS Regional Office will not assume any command and control activities that are vested in and recognized as the responsibility of the jurisdiction(s) where the emergency event or incident is occurring.
5. CREPC will not assume any command and control activities.
6. The RESP will promote inter-jurisdictional cooperation and coordination while preserving the unique characteristics and operating procedures of each member municipality.
7. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
8. CREPC, in conjunction with the DEMHS Region 3 Office will coordinate regional resources as necessary when requested by authorized local authorities and/or as is

appropriate due to the nature and severity of the incident(s). Current and longstanding mutual aid agreements between cities and towns will first be utilized.

9. Under Public Act No. 07-56, mutual aid can be sought by one town from any other town in the state, regardless of whether the towns have a written mutual aid agreement. Effective October 1, 2007, each political subdivision within the state shall automatically be a participating member of the compact.
 - a. In the event of a serious disaster affecting any political subdivision, the CEO of that political subdivision may declare a local civil preparedness emergency and shall notify the DEMHS Commissioner through the DEMHS Regional Office of such declaration not later than 24 hours after such declaration.
 - b. Such declaration shall activate the emergency operations plan for that jurisdiction (as established under subsection (a) of section 38-7 of the general statutes, authorizing the request or furnishing of aid and assistance.
 - c. Any request for assistance made by the municipal CEO who has declared a local civil preparedness emergency shall be made to the CEO of any other participating compact members. Requests may be oral or in writing and shall be reported to the DESPP Deputy Commissioner for DEMHS, via the DEMHS Regional Office, not later than 24 hours after the request. Oral requests shall be reduced to writing not later than 48 hours after the request.
 - d. The obligation of a participating political subdivision to provide assistance is subject to:
 - i. An official declaration of local civil preparedness emergency by the affected political subdivision;
 - ii. The need to provide reasonable resources to protect its own jurisdiction before providing resources to the requesting entity;
 - iii. Recognizing that the personnel of a responding jurisdiction, while continuing under the command and control of their jurisdiction (including emergency medical treatment, standard operating and other protocols), shall be under the *operational* control of the officials within the incident management system of the receiving jurisdiction.
10. Under 28-7(f), “in the event of a serious disaster or of a sudden emergency, when such action is deemed necessary for the protection of the health and safety of the people, and upon request of the local chief executive authority, the Governor or the DESPP Commissioner or designee may authorize the temporary use of such civil preparedness forces, including civil preparedness auxiliary police and firemen, as he deems necessary. Personnel of such civil preparedness forces shall be so employed only with their consent.”
11. If the Regional Emergency Support Plan (RESP) is activated, the Governor may declare a civil preparedness emergency under Connecticut General Statutes Title 28. The Governor

may also declare a public health emergency under the Public Health Emergency Response Act, Conn. Gen. Stat. §19a-131a.

12. If the Governor declares that a state of emergency exists in Connecticut, the Governor may take direct *operational* control of any or all parts of the civil preparedness forces or functions in the state (Conn. Gen. Stat. §28-9). At this point, all local assets become state assets.
 - a. Command and control is also vested in and recognized as the responsibility of the jurisdiction(s) where the incident or event is occurring: the Incident Commander remains in charge of the incident.
 - b. When the incident increases to the establishment of an Area Command, the local jurisdiction is still in charge of the incident unless command is transferred properly to another authority.
 - c. Directing additional (civil preparedness) resources may be initiated, ordered and controlled by the Governor to send help, but the incident is still controlled locally by the parameters within the National Incident Management System and the Incident Command System (ICS).
 - d. Coordinating information and resources among affected jurisdictions within the region, and maintaining communication with the State EOC on resource needs and activities, remains a primary function of the DEMHS Regional Office.
13. Local resources have been depleted. Capabilities and resources differ across the jurisdictions.
14. Jurisdictions have different contracting capabilities.
15. Resource sharing and taking advantage of CRCOG's cooperative purchasing programs, provides the ability to leverage capabilities and pricing across the region.
16. Infrastructure damage and communications disruptions will inhibit efficient coordination of resource support during the immediate response and post-disaster period.
17. The availability of personnel with language skills will be critical.
18. A wide range of incidents may occur which will have varying degrees of impact on the regional resource support system.

IV. CONCEPT OF COORDINATION

A. General

1. Upon the threat or occurrence of a regional incident, the RESF 7 will be notified.
2. Resource and information details will be determined by the Logistics Management & Resource Support, RESF-7 in consultation with the DEMHS Regional Office.
3. Local municipalities will coordinate and execute their respective authority and program responsibilities during the regional emergency.

4. Each jurisdiction/agency will implement its emergency contracting and procurement activities as necessary.
5. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
6. RESF 7 Resource Support will establish the ability to collect, analyze, synthesize, and disseminate information concerning regional resource related issues, in conjunction with RICS.
7. Requests for information regarding transportation issues will be directed to RICS or directly to RESF 5 Emergency Management at the Regional Coordination Center (RCC).

B. Notification

Upon notification by any jurisdiction of a potential or actual regional emergency, RESF-2 Communications will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

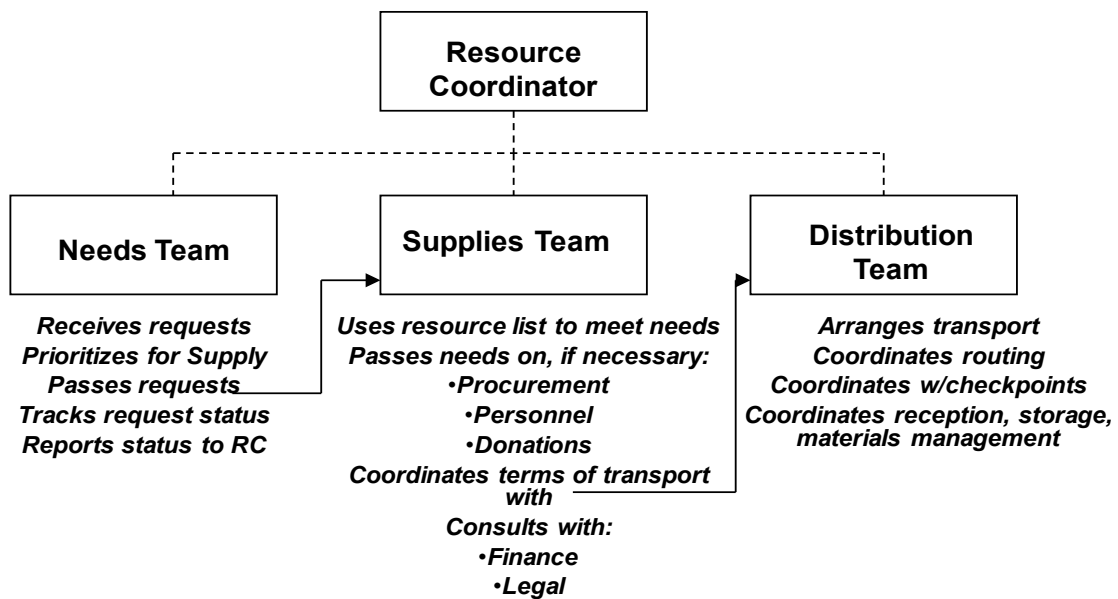
- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources (for example, 25 medical transport units, 40 additional police officers, 10 engine companies, etc.) or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient incident information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- The chair of RESF 7 Resource Support will call the ESF 5 Duty Officer and receive instructions.
- The Duty Officer RESF 5 will determine, based on the request and situation, the need to establish a Regional Coordination Center (RCC).
- The chair of RESF 7 shall be responsible for calling/notifying additional members of the emergency support function.

C. Coordination

Initial Actions

1. Coordinate with jurisdictions, agencies, organizations, or other RESFs regarding the regional emergency gathering essential information critical to the request and coordination of resources and logistics management needs.

2. Depending upon the type, severity and duration of the regional emergency, the Plan's resource inventory may be activated to deploy resources appropriate for the emergency.
3. Depending upon the type, severity, and duration of the regional emergency, the Plan's resource inventory may be activated to deploy resources appropriate for the evacuation and shelter needs of the affected population, including persons with functional needs.
Resources include but are not limited to:
 - Transportation vehicles (including those for functional needs populations), routes, traffic and crowd control managers
 - Shelter sites, staff and provisions within and external to the region
 - Health and Medical services
 - Communications
 - Donations
 - Volunteers
 - Evacuee support services
 - Resources available from the State and/or neighboring states should shortfalls occur
4. Activate regional emergency communications protocols with impacted municipalities and the SEOC, through the DEMHS Regional Coordinator, to assure unobstructed channels and participation of pivotal off-site contact personnel.
5. Activate and maintain the resource management function, as well as designate the core cadre of the RESF-7 Team performing it. Additional facilities and teams may be designated at this point, e.g., donations receiving areas, checkpoints and warehouses, coordination with volunteer agencies, etc.
6. This Team may be further divided into Needs, Supply and Distribution Teams, depending upon the nature and extent of the emergency. Figure 1 follows this process and should be regarded as a fluid representation of all components seamlessly interacting with one another while acknowledging that one decision-maker will be managing the process:



Activate the Point of Distribution (POD) plan for DEMHS Region 3 (as specified in *Attachment A* to this RESF) to prepare for the distribution of needed commodities from storage to staging to destination. Planning factors to consider include but are not limited to:

- Shelter requirements, generally 3 pallets water, 1 pallet ice, 1 pallet Meals Ready to Eat (MRE) per 500-person facility.
- Commodity-specific allocations:
- Ice: 8 lbs (1 bag) / person / day (for medical purposes only)
- Water: 3 liters or 1 gal / person
- MREs: 2 MREs / person / day
- Tarps: 1 20' x 25'
- Distribution point planning assumptions:
- Victims will drive through a distribution point and be served without leaving vehicle
- Each car represents average family of 3
- Each vehicle passing through point will receive 2-3 bags of ice, 1 case water, 6 MREs, 1 tarp
- Distribution points will be open to the public 12 hours per day
- Resupply of distribution points will occur at night
- One distribution point with one lane of traffic and 3 loading points can service 140 cars/hour. Assuming the 12-hour day, about 1,680 vehicles or $1,680 \times 3 = 5,000$ persons can be served.
- Establish resource allocation priorities, including, but not limited to:
- sustainability of response agencies during the first 24 hours of the emergency

7. Establish resource allocation priorities, including, but not limited to:

- Sustainability of response agencies during the first 24 hours of the emergency identification and availability of resources for extended duration of the emergency.
- Supplier of last resort, i.e., local service agencies in impact area should exhaust their own and mutual aid resources before drawing upon the regional resource management function
- Distribution of goods and services

9. Information sharing

- Coordinate with other RESF's to share information regarding the regional emergency.
- Provide periodic situation reports of the affected jurisdictions/agency to RICS (or directly to RESF 5).

Continuing Actions

1. Regional resource support will depend on the severity and duration of the regional emergency. The RESF 7 Team will provide an ongoing needs assessment, as well as regular resource availability, tracking and status updates to the RCC, RESF 5, DEMHS Region Coordinator and other appropriate agencies by way of regional emergency communications protocols. Such activities will include, but not be limited to:

- Notification of suppliers: availability should be validated and key items reserved
- Checking requests against known supplies

- Deploying supplies, including transportation, donations, warehousing
 - Notifying and activating distribution team
 - Notifying requesters of supply deployment
 - Maintaining financial and legal accountability
2. CREPC, in coordination with the DEMHS Regional Coordinator, will assure ongoing traffic control to assure priority of evacuee transport, as well as rapid dispatch of needed resources from staging areas and resource suppliers to shelters and other destinations.

Stand Down

Once the crisis subsides and needs have largely been met, the DEMHS Regional Coordinator in coordination with the CREPC RCC will direct the RESF-7 Team to address the following areas:

1. Deactivation of all facilities and staff as soon as feasible, with all reports / documentation filed.
2. Disposal of excess stocks:
 - Loaned equipment must be returned to owners
 - Surplus property managed via SOPS
 - Warehouse space may be needed for excess donations; donations coordination would then be deployed to find takers
 - Financial settlement with private property owners, vendors and public inter-jurisdictional entities
 - Acknowledgements out to suppliers and donors, public officials, etc.

The demobilization process will follow ICS accepted practices

After Action Critique

CREPC, in conjunction with the DEMHS Regional Office, will coordinate the after action critique effort to include all transportation agencies and supporting RESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 7

A. RESF 7 Participating and Supporting Agencies

All resource support agencies participating in a regional response will, to the best of their ability, contribute information to RICS as required by the incident and the RESP.

B. Essential Elements of Information (EEI)

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the agencies during emergency situations. RESF 5 Emergency Management is responsible for exchange, analysis, reporting and dissemination of regional information. The RESF 5 annex contains detailed information about the process of information exchange and describes the

essential elements of information (EEI), which have been determined as the minimum information to satisfy coordination needs between the R-ESF's and with RICS.

2. In the event of a regional emergency, local, state, and regional transportation agencies will be able to exchange information, including, but not limited to:
 - Jurisdictions involved
 - Status of transportation systems
 - Overall priorities of response
 - Status of communication systems
 - Ongoing status of Needs, Supply and Distribution Teams
 - Short-term and medium-term recovery plans
 - Status of resources, personnel, equipment, and facilities
 - Other RESF's potentially impacted
 - Logistical problems
 - Liability issues and concerns
 - Recommendations for emergency ingress/egress for responders
 - Resource availability
 - Overall priorities for response
 - Status of upcoming events and requirements
 - Status of the RESF 18 Donations Management program

C. Functions Before and During a Regional Emergency

Mitigation phase

During the mitigation phase all resource support agencies will accomplish the following:

- Train on RESP activation and implementation.
- Ongoing assessment and refinement of this Plan as needed.
- Maintenance and updated inventory of regional mass evacuation, sheltering, emergency relief and personnel resources
- Monitoring of evolving regional changes that will be impacted by a critical incident requiring evacuation and/or shelter, for example:
 - An increase in aging and/or access and functional needs populations requiring more care than can be accommodated by American Red Cross-approved shelters or, indeed, by standard public transportation vehicles
 - Decertification of formerly approved shelters due to violations, changes in ownership or management; identification of shelter sites deemed unusable during hurricanes and/or flood emergencies, etc.
 - Demographic shifts in ethnicity resulting in more multi-lingual, culturally-specific needs of populations to be evacuated and/or sheltered.

Preparedness Phase

During the preparedness phase, CREPC, the DEMHS Regional Coordinator and the RESF-7 Team will execute activities that will include, but not be limited to:

- Training on implementation of resource management that will be critical to an incident requiring the activation of the Regional Evacuation and Sheltering Guide
- Train on NIMS/ICS protocols.
- Participate, as determined, in disaster exercise drills.
- Regional equipment needs will be determined and requested.
- Participation in and/or coordination of the resource & logistics management component on a regional evacuation and shelter drill.
- Train on the RCC setup and coordination function of RESF 5 Emergency
- Management and the communication functions of RESF 2

Emergency phase

During the emergency phase, RESF 7 will be utilized to capacity as needed to stabilize the resource shortfalls. RESF 7 resources shall be utilized in any function, which will speed the recovery from the emergency.

The RESF 7 Team will be working closely with RESF-1, 5 and 6 to coordinate acquisition and efficient deployment of needed transportation, sheltering, feeding, disaster welfare information and bulk distribution of emergency relief supplies.

The following activities might be designated to be executed as follows by the RCC in coordination with the DEMHS Regional Office; these are action highlights and by no means all-inclusive:

Resource Coordinator

- Coordinates with the Emergency Management: RESF-5 Team regarding needs and priorities for meeting needs
- Directs the activities of the Needs, Supply and Distribution teams
- Determines the needs for and directs activation of facilities necessary for the coordinated reception, storage and physical distribution of resources

Needs Team

- Receives requests and reports on status of fulfilling requests
- During multiple scene emergencies, monitors resource demands from Incident Command Logistics Officers and maintains list of all staging area resources, itemized by incident location
- Prioritizes needs for Supply Team, with concurrence of Resource Coordinator

Supply Team

- Deploys previously-identified resources appropriate to the emergency. This can include donation sites, transport vehicles, functional needs resources, personnel (skilled and volunteer), food, blankets and other emergency relief supplies
- Keeps Needs Team informed of action taken on requests
- Keeps Distribution Team informed of expected movement of resources, along with the priority designation for these resources
- Requests transportation from Distribution Team (with concurrence of Resource Coordinator)

Depending upon emergency scope and duration, this team may also designate members to administer:

- Donations
- Procurement specialties (e.g., seeing eye dogs, translators, generators)
- Personnel
- Financial and/or legal issues

Distribution Team

- When multiple scene emergencies occur, establishes liaison with all Incident Command Staging Officers to monitor location, passage and inventory of resources
- Monitors and continuously reports on location, passage and inventory of resources
- Advises Resource Coordinator of potential shortfalls in resources in order to request additional resources from the RCC to avoid actual shortfalls.

Recovery phase

During the recovery phase, RESF 7 will continue to perform any associated emergency functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

D. Implementation of Evacuation Transportation Support

The primary purpose of the Regional Evacuation and Sheltering Plan RESF-7 Resource Appendix is to provide guidance on how supplemental transportation resources will be obtained and utilized to support regional evacuation. This applies to bus transportation, ambulances, wheelchair vans and other available transportation. The sequence of access to transportation resources follows:

1. Municipal Transportation Responsibilities

- Use of Local Resources. Every municipality has the primary responsibility for executing local evacuation and providing transportation resources to Functional needs Residents and public transportation-dependent residents through local sources utilizing existing agreements with transportation providers or transportation resources under local control.

This would include school buses or other available forms of transportation. Municipalities should have written agreements with transportation providers to cover requirements in evacuation scenarios.

- Use of Pre-existing Mutual aid Agreements. After local transportation agreements are exhausted, municipalities will utilize transportation resources that may be available under existing mutual aid agreements with surrounding towns to the extent possible. (In a large scale regional emergency, transportation mutual aid may not be available; neighboring municipalities may need all available transportation).
2. Coordination at the Regional Level – The RESF-7 Team will coordinate and manage available supplemental transportation resources to Region 3 municipalities as follows:
- Available Municipal-Controlled Resources. In the event that some municipalities in Region 3 have excess uncommitted transportation resources available, the RESF-7 Team will inform the municipalities that these will be designated “stand-by” and reported as such to the RCC Resource Manager.
 - State Transportation Resources. These are State-controlled resources such as rail transportation, transit buses and other types of transportation available through the SEOC Resource Manager. When the RCC anticipates a shortfall, it will ask the DEMHS Regional Office to obtain the needed resources. The DEMHS Regional Office will then request these resources from the SEOC, who will then deploy them appropriately, advising the Region 3 DEMHS Regional Office.
 - Emergency Medical Transportation. This includes ambulances, wheelchair vans and other transportation coordinated by the Department of Public Health (DPH) Office of Emergency Medical Services (OEMS) through the SEOC. The Regional RESF-7 Team will coordinate with the Regional RESF-8 team in making requests to the RCC and allocating these resources to communities as necessary.
 - Private Bus Transportation Resources from Providers that have agreed to support State emergency transportation needs. A large number of private bus transportation providers have entered into Letters of Agreement with the State to provide available resources and drivers during emergencies. These resources will be either managed through the SEOC Resource Manager or control of the resources located within Regions or may be allocated directly to the Regional RESF-7 Team when emergencies are confined to a particular Region. In either case, requests from Regional municipalities will be coordinated by the DEMHS Regional Office RESF-7 Team.
 - Regional Transportation Coordination Procedures. The RESF-7 Team will expeditiously manage and coordinate needs from municipalities with assets available locally or through the SEOC Resource Manager. This function will require close coordination with Local Resource Managers. The following forms will be used for this purpose:

Regional Emergency Transportation Request (Attachment D). Transportation Resource Availability Sheet (Attachment E). Do these exist ?

VI. ADMINISTRATIVE INFORMATION FOR RESF-7

Administrative information and supplemental data for RESF-7 operations is contained in the following policies and/or documents:

- SEOC Resource Manager standard operating procedures.
- Jurisdictional EOP Resource Annexes.
- State of Connecticut NIMS Implementation Plan
- National Response Framework
- Agency standard operating procedures.
- RICS will be administered by and through CCSU (police department).
- Jurisdictional emergency procurement procedures.
- “Plain language” text will be used in all regional communications. Capitol Region Emergency Response Team Program Guidance Manual.
- Presidential Policy Directive 8: National Preparedness Goal
- The 15 National Planning Scenarios
- Universal Task List
- Target Capabilities List (September 2007).

VII ATTACHMENTS (TBD)

A. Region 3 State-Controlled Transit Bus and Passenger Rail Resources

B. DEMHS TSA Bus Resources

C. Regional Emergency Transportation Request Form

D. Regional Transportation Resource Availability Do these exist, can they be links??

Regional Emergency Support Function # 8

Public Health and Medical Services

Participating Organizations		
	Regional Coordinating Organizations	
	Federal Government Health, Mental Health, and Medical Services Organizations	
	Connecticut Health, Mental Health, and Medical Services Organizations	
	Local and Private Organizations	
I	Introduction	
	A. Purpose	
	B. Scope	
II	RESF 8 Concept of Coordination	
III	Situation	
	A. Regional Emergency Condition	
	B. Planning Assumptions	
IV	Communications	
	A. General	
	B. Notification	
	C. Coordination	
V	Initial Actions	
VI	Continuing Actions	
VII	Stand Down	
VIII	After Action Critique	
IX	Execution for Regional Emergency Support Function 8	
	A. RESF 8 Participating and Supporting Agencies	
	B. Essential Elements of Information	
	Mitigation Phase	
	Emergency Phase	
	Recovery Phase	
X	RESF 8 Administrative Information	

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC) of the Capitol Region Council of Governments
- Medical Reserve Corps – Region 3
- North Central Connecticut EMS
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Health, Mental Health and Medical Services Organizations

- U. S. Department of Health and Human Services
- National Institutes of Health
- Centers for Disease Control and Prevention
- Food and Drug Administration
- Health Resources and Services Administration (HRSA)
- U.S. Department of Homeland Security
 - Metropolitan Medical Response System (MMRS)
 - FEMA
 - Office of Emergency Preparedness
- U.S. Department of Defense
- U. S. Veterans Administration

Connecticut Health, Mental Health, and Medical Services Organizations

- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of Mental Health and Addiction Services
- Connecticut Department of Public Health
- UCONN Health Center – John Dempsey Hospital
- Connecticut Military Department
- Connecticut Office of the Chief Medical Examiner

Local and Private Organizations

- Region 3 Local Public Health Departments/Districts
- Acute Care Hospitals – Region 3
- Fire Service providers
- Law Enforcement providers
- Volunteer and Commercial Emergency Medical Service providers
- Connecticut Association of Directors of Health (CADH)
- Hartford Hospital – Center of Excellence
- Capitol Region Metropolitan Medical Response System
- Center for Mental Health-Studies of Emergencies (Rockville, MD)
- National Disaster Medical System (Rockville, MD)
- Community Emergency Response Teams (CERT)
- Long Term Care Facilities – Region 3 (Skill Nursing Facilities)
- CT Association of Not for Profit Providers For Aging (CANPFA)

I. INTRODUCTION

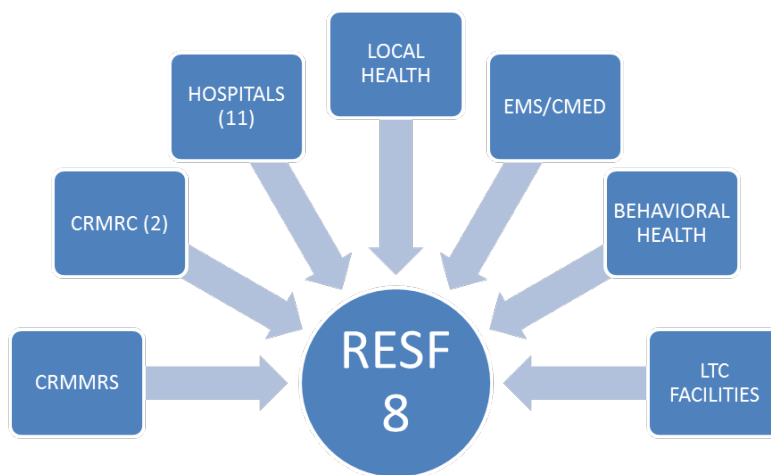
A. Purpose of RESF 8

The purpose of RESF 8 Public Health and Medical Services is to facilitate communication, cooperation, and coordination among local municipalities and supporting agencies concerning regional health and medical services issues and activities in relation to a regional emergency.

B. Scope

RESF 8 Public Health and Medical Services focuses on information regarding disruptions of health and medical services with local impact requiring inter-municipality coordination. RESF 8 is currently composed of seven (7) major elements. These elements are diagramed in Figure 1. The Metropolitan Medical Response System (MMRS) facilitates and enhances planning for regional response to mass care incidents and public health emergencies. Additionally, RESF 8 coordinates the interaction of the North Central Connecticut Medical Emergency Dispatch (CMED) system with components of RESF 8. The Capitol Region Medical Reserve Corps functions under RESF 8 for operational purposes and under RESF 16 Volunteer Management for administrative purposes.

Figure 1.



II. RESF 8 Concept of Coordination

1. RESF 8 Public Health and Medical Services will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction. Upon the threat and/or occurrence of a regional public health or medical incident, the RESF 8 will be activated.
2. Local municipalities will coordinate and execute their respective health and medical service authority and program responsibilities during the regional emergency.
3. Support agencies will coordinate and execute their responsibilities as outlined under the Regional Emergency Support Plan (RESP). RESF 8 will establish and maintain the ability to collect, analyze, synthesize, and disseminate information concerning regional health, behavioral health, and medically related issues, including disease surveillance.
4. CREPC, in conjunction with the DEMHS Regional Office and the CT Department of Public Health, facilitates coordination among member organizations to ensure that RESF 8 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Emergency Support Plan (RESP).
5. Essential information is conveyed through the Regional Integrated Coordination System (RICS) as required by the incident; to activate RICS call 860-832-3477 anytime twenty-four hours a day.

III. SITUATION

A. Regional Emergency Condition

Any or all of these conditions may be present creating a Regional Emergency Condition:

1. A major disaster/incident has occurred somewhere in the region. The situation requires the mobilization of the Region's hospital, public health, and/or emergency medical resources.
2. The regional health and medical community is experiencing disruptions in the delivery of routine services. Traditional mutual aid resources have been depleted. Resource elements are being deployed in accordance with regional and/or statewide disaster plans.
3. A regional emergency may produce a large concentration of specialized injuries or illness, mass casualties, mass fatalities, or other problems that overwhelm the healthcare community.
4. If aberrancies are noticed by the jurisdictions through their bio-surveillance systems, preventive actions may be undertaken by RESF 8 to reduce the impact on the region.

5. Any or all of these events could cause a Medical Surge, defined as an event that exceeds the management capacity of the local or regional healthcare system.
6. Prolonged incidents of several days or weeks surely will complicate issues related to environmental public health concerns such as: relocation, shelters, food safety, vector control, potable water, and wastewater and solid waste management.

B. Planning Assumptions

1. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a regional response.
2. Planning partners will include public and private organizations. Local and standard mutual aid resources will have been depleted.
3. Command and control is vested in and is recognized as the responsibility of the jurisdiction(s) where the incident or event is occurring. RESF 8 Public Health and Medical Services will not assume any command and control activities.
4. The Regional Emergency Support Plan (RESP) will promote inter-jurisdictional cooperation and coordination while preserving the unique characteristics and operating procedures of each member municipality.
5. RESF 8 will be capable of coordinating the regional response to a mass casualty incident (MCI) of 500 non-ambulatory and 1000 ambulatory patients.
6. Early surveillance by the CT Department of Public Health (DPH), as well as monitoring by the DEMHS Regional Coordinator and RESF 8, will result in shared information that will be quickly communicated to all hospitals in the region when a multiple casualty event has occurred or is anticipated.
7. Regional hospitals can usually manage an influx of 500-600 patients. But many people who arrive at the hospitals may be better served elsewhere.
8. The constraint on adequate hospital expansion to meet a surge of patients is available staffing, not equipment and supplies.
9. Hospitals have agreements or understandings with community clinics and other locations where ambulatory patients can be referred for outpatient care, reassurance and/or education.
10. If the state has declared a public health emergency, one or more hospitals in the region, or a state mobile hospital facility, may be designated to manage only patients “from the event.”
11. The Capitol Region MMRS (CRMMRS) maintains a pharmaceutical stockpile that provides chemical antidote protection for regional first responders, and antibiotic protection for up to 10,000 victims.
12. Mass Decontamination guidance and a statewide hazmat mobilization plan have been developed to decontaminate approximately 1,000 persons an hour.
13. Immunization procedures capable of medicating 50,000 citizens in each Mass Dispensing Area (MDA) have been developed.
14. Local Public Health Departments/Districts may be required to enact Quarantine and Isolation restrictions.

15. The region's behavioral health system may become overwhelmed, producing an urgent need for mental health crisis counseling for emergency victims, response personnel, and the general public.
16. Multi-lingual and multi-cultural communications will be critical.
17. Persons with Functional Needs may not have been identified prior to the event, and may not "present themselves" until a disaster or catastrophic event occurs.
18. A large number of medical service providers may be lost in the incident.

IV COMMUNICATIONS

Notification and Activation

Upon notification by any jurisdiction of a potential or actual regional emergency, RESF-2 Communications will provide a communication platform to support the coordinated response of the participating agencies. RESF 5 Emergency Management facilitates the multidirectional flow of communications in cooperation with RESF-2 Communications and the DEMHS Regional Office.

The activation of the Regional Emergency Support Plan (RESP) is accomplished through the following format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources (for example, 25 medical transport units, 40 additional police officers, 10 engine companies, etc.), or the authority may simply request the activation of the RESP, allowing the RCC to anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS.
- The chairperson of each RESF will call the ESF 5 Duty Officer and request instructions.
- The Duty Officer for RESF 5 will determine, based on the request and situation, the need to establish a Regional Coordination Center (RCC).
- The chairperson of RESF 8 shall be responsible for calling/notifying the co-chairs of RESF 8 and any additional members of RESF 8 deemed necessary for the response.

Region 3 RESF 8 Communications Messaging Plan

Communications within RESF 8 and with its external partners follows this format:

1. Message Definitions:

- Regional Notification-only Advisory: No Action Required – This notice *requires no action* on the part of regional partners; it is an informational statement only, sent to notify RESF 8 partners of a local event that may or may not require a regional response. This is a “heads up” message that may not be issued in every incident
- Regional Stand-by Advisory: Action Required - This notice *requires action* on the part of RESF 8 partners. RESF 8 Section Leaders shall increase awareness in the operational posture of their organizations, and shall be prepared to supply resources to support a regional response to an incident
 - Upon receipt of this notice, RESF 8 Section Leaders shall institute an inventory of their available resources, both equipment and personnel, and submit the results to the RESF 8 Duty Officer by e-mail
- Regional Response Preparation Notice: Action Required - This notice *requires action* on the part of RESF 8 partners, in that they need to prepare specific resources, as designated by the RESF 8 Duty Officer or the Regional Coordination Center, for deployment to an incident site
- Regional Response Activation Notice: Action Required - This notice *requires action* on the part of RESF 8 partners, in that the partners will deploy the requested resources to a designated incident site
- Regional Response Stand-down Notice: Action Required – This notice *requires action* on the part of RESF 8 partners, and will specify the steps needed to identify inventory and resources to be prepared for stand-down and recovery

V. INITIAL ACTIONS

Public Health Section– There are seventeen (17) public health agencies in CT Region 3. The Public Health component of RESF 8 functions as the advisory to the local incident commander or to the Regional Coordination Center (RCC) for any event involving a response from the public health or medical community. Local Public Health may play the lead role in responding to any bio-terrorist event or incident involving infectious diseases. Local health directors may provide liaison to the RCC or to the CR-MMRS Medical Advisory Team. Local public health directors serve as lead planners in developing policies and procedures for the prophylaxis and immunization of residents.

Hospitals Section– The eleven (11) acute care hospitals and one specialty hospital in the region will mobilize staff and implement internal policy and procedures for the reception of large numbers of casualties in accordance with the Region 3 Hospital Mutual Aid Plan (HMAP). The Region 3 HMAP is managed directly through the HMAP web portal at mutualaidplan.org. The acute care hospitals in Region 3 are: Bristol Hospital; Connecticut Children’s Medical Center in Hartford; Hartford Hospital; Hospital of Central CT- (Bradley Memorial) in Southington; Hospital of Central CT-(New Britain General), UConn John Dempsey Hospital in Farmington; Johnson Memorial Hospital in Stafford; Manchester Memorial Hospital; Rockville General Hospital in Vernon; and Saint Francis Hospital and Medical Center in Hartford. The special services hospital is the Hospital for Special Care in New Britain.

Collectively these facilities provide an average daily census of 1,037 adult patients and 94 pediatric patients for a total of 1,130 patients. The number of staffed beds in the region is 1,864. The difference provides an average daily vacancy of 737 beds. Pharmaceutical stockpiles for both chemical and biological events have been pre-positioned at designated locations. Medical control for first responders, emergency air transportation, patient decontamination, and forward movement of patients will be accomplished as necessary.

Emergency Medical Services and CMED Section – EMS assumes the leadership role in field operations involving mass casualty incidents (MCI) or at any event involving the delivery of emergency medical services or transportation of patients. North Central CT Coordinated Medical Emergency Direction (NCC-CMED) serves as a second echelon radio communication system that manages and coordinates the transport of patients by emergency medical services personnel in Region 3.

Behavioral Health Section – The Behavioral Health component assesses the impact and stress of any given incident and can deploy behavioral health professionals to assist both the victims and the rescuers. Stress analysis will be continuous throughout the length of the incident and may continue for a recommended post-event period.

Metropolitan Medical Response System Section – The Capitol Region Metropolitan Medical Response System (CR-MMRS) program is the cornerstone of medical response preparation in the region. Components of the CR-MMRS include planning, logistics, response structure, training, pharmaceuticals, integration of health services, and forward movement of patients planning including an EMS Mobilization Plan, and mass decontamination and burn casualty protocols. The CR-MMRS has pre-positioned a pharmaceutical stockpile for the protection of first responders and their families. At the direction of ESF 5 Emergency Management, a CR-MMRS Medical Assistance Team (MAT) may be activated for any regional emergency.

Medical Reserve Corps Section – The Capitol Region MRC is the operational component of Capitol Region-MMRS, and is mobilized as necessary in direct support of the Capitol Region Mobile Ambulatory Care Unit (CR-MACU), or when Public Health Points of Dispensing (POD) have been activated, or in support of other regional medical operations. The MRC is composed of a commander, deputy commander, and several sub-elements, each

with a team leader. The Middletown MRC is composed of a commander, deputy commander and approximately 60 personnel and can be mobilized in direct mission support of the State of Connecticut Mobile Hospital and Public Health Points of Distribution (POD). The MRC's function operationally under RESF 8, while administration is a function of RESF 16 Volunteer Management.

VI. Continuing Actions

Each component section of RESF 8 shall perform its operational mission, information sharing, monitoring and tracking of developing situations until advised to stand down.

VII. Stand Down

The demobilization process for each of the RESF 8 sections will follow ICS accepted practices as determined by RESF 5.

VIII. After Action Review

CREPC, in coordination with the DEMHS Regional Office, shall develop the RESF 8 after action review to include all health and medical services agencies and supporting RESF's.

IX. Execution of RESF 8

A. RESF 8 Participation by Supporting Agencies

To the best of their ability, regional healthcare partners participating in a regional response will contribute information to RICS or to the RCC as required by the incident and by the terms of the Regional Emergency Support Plan (RESP).

B. Essential Elements of Information

1. One of the primary purposes of the RESP Plan is to facilitate the exchange of information among various responding agencies during emergency situations. RESF 5 Emergency Management is responsible for exchanging, analyzing, reporting and disseminating regional information. RESF 5 protocols contains detailed information about the process of information exchange, and describes the essential elements of information (EEI), the minimum information required to coordinate the response by RESF's, the DEMHS Regional Office, and the RICS.2. In the event of a regional emergency, RESF 8 can exchange accurate and timely information with local, regional and state agencies. Information may include but is not limited to:
 - Jurisdictions involved
 - Status of health and medical service personnel, resources, equipment, supplies and facilities impacted by the incident or the threat of incident
 - Actual impacts on the function and/or jurisdiction (social, economic, or political)
 - Health surveillance, including infectious disease surveillance

- Short-term and medium-term recovery plans
- Recommendations on emergency ingress/egress
- Assessment of health/medical needs, including in-patient capacity
- Patient identification, tracking and evacuation requirements
- In-hospital care
- Food/drug/medical device safety
- Worker health safety
- Radiological/chemical/biological hazards consultation and technical assistance
- Decontamination of victims and personnel
- Behavioral health care for victims and emergency personnel
- Public health information and risk communications
- Vector control
- Potable water/wastewater and solid waste disposal testing
- Veterinary services and animal control
- Victim identification
- Credentialing requirements
- ⊖ Liability issues and concerns
- RESF 6 Mass Care issues concerning schools, children, family assistance centers, family reunification centers, and foster care
- Status and activation of the MMRS pharmaceutical stockpile
- Reception of the Strategic National Stockpile
- Location and distribution of medications and other medical supplies
- Security services at health and medical services facilities

C. Mitigation phase

During the mitigation phase, all RESF 8 personnel and supporting agencies shall accomplish the following:

- Train on the RESP activation and implementation
- Train on NIMS/ICS protocols
- Participate in disaster exercise drills

All RESF 8 personnel with Regional coordination responsibilities will be trained on the RCC setup and coordination function of RESF 5 Emergency Management, and the communications functions of RESF 2

During mitigation, each RESF 8 section will accomplish but is not limited to the following:

1.Public Health Section

- Develop and train on a health surveillance system for the region
- Determine the procedures for mass immunization locally and in the region
- Develop standards for infection control and security of public health emergency operations
- Periodically review local public health resource typing competencies

2.Hospital Section

- Train on and adopt the Hospital Incident Command System (HICS)
- Develop procedures for storage of the MMRS pharmaceutical stockpile
- Develop procedures for quick identification of in-patient capacity
- Develop procedures to accommodate a surge of patients from an incident
- Develop procedures for the forward movement of patients
- Develop standards for lockdown and security of hospital operations
- Train on internal hospital decontamination procedures

3.Emergency Medical Services Section

- Train on regional mass casualty incident protocols and procedures, including the Region 3 MCI Protocol and the statewide Forward Movement of Patients Plan
- Develop and train on an ambulance and equipment relocation policy for the region based on the statewide EMS Mobilization Plan
- Train on the statewide burn patient management protocol
- Develop and train on a system for patient identification and tracking
- Train on field decontamination procedures

4.Behavioral Health Section

- Establish the behavioral health support component of RESF 8
- Train first responders in stress assessment procedures for field operations

- Establish policy for coordinating crisis intervention procedures among the various agencies

5. Metropolitan Medical Response System Section

- Develop training requirements for all RESF 8 components
- Develop pharmaceutical protection procedures for first responders, their families, and for victims of chemical or biological incidents
- Develop standards for activation and deployment of the MMRS pharmaceutical stockpile
- Assist in developing standards for field and hospital decontamination procedures
- Develop activation and deployment procedures for a Medical Advisory Team (MAT)

6. Capitol Region Medical Reserve Corps Section

- Train and orient leaders and members of the units
- Establish policy and procedure for field operation
- Establish deployment procedures under the auspices of ESF 5 Emergency Management

7. Coordinated Medical Emergency Direction/ EMS Section

- Coordinate radio traffic at the second echelon level in the region
- Maintain “surge capacity” and bed availability status on all regional hospitals
- Train on the statewide Forward Movement of Patients Plan and the Region 3 MCI Protocol

D. Emergency phase

During the emergency phase, RESF 8 performs all required mission-related activities in the safest manner in coordination with RESF 5, RICS and the RCC, and in conjunction with the DEMHS Regional Office.

E. Recovery phase

During the recovery phase, RESF 8 continues to perform any associated mission functions initiated during the emergency phase. In addition, concurrent or follow-on operations/missions may be instituted during this phase to complement emergency operations.

X. RESF 8 ADMINISTRATIVE INFORMATION

Administrative information and supplemental data for RESF 8 operations is contained in the following policies and/or documents:

- RICS shall be administered by the Central CT State University (CCSU) Police Department
- “Plain language” text will be used in all regional communications-

Support agency policy and procedures documents include but are not limited to:

- State of Connecticut-The Forward Movement of Patients Plan (Final Draft November 2008)
- Appendix A – The Statewide EMS Mobilization Plan
- Appendix B-The State of CT Protocol for the Pre-Hospital Management of Multiple Burn Victims
- Capitol Region Medical Reserve Corps Annex (CR-MRC)
- Capitol Region MMRS Rapid Mass Decontamination Guidance appendix
- Middletown Medical Reserve Corps Annex (M-MRC)
- Connecticut Department of Public Health Pandemic Influenza Preparedness Plan
- U. S. Department of Health and Human Services Pandemic Influenza Plan (revised 2007)
- The National Response Framework
- Homeland Security Presidential Directive 8: National Preparedness
- The 15 National Planning Scenarios
- The Universal Task List
- National Target Capabilities List (Version 2.0)

Appendix A: Region 3 RESP Regional Emergency Support Function #8 Public Health and Medical Services

PUBLIC HEALTH

EMERGENCY RESPONSE PLAN



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RECORD OF REVISIONS

DATE	AUTHORIZED INDIVIDUAL	REVIEW TYPE (ANNUAL, POST EXERCISE, POST INCIDENT, ETC.)	PAGES AFFECTED	CHANGE SUMMARY
10.7.11	RESF-8 Public Health Group	Initial Review		
12.2.11	RESF-8 Public Health Group	Formal plan approval		
1.19.12	M. Marquis/CADH	Corrective Action Review	Multiple	Multiple changes made on several sections based on DPH review of PPHR application.
10.14	M. Marquis	ORR Deep Dive Review	Multiple	Identified several areas in plan, specifically including medical countermeasure that need to be updated based on regional capability and authority.
11.8.16	M. Marquis	Corrective Action Review, Annual Review	Multiple	Re-structuring of plan. Added public health preparedness capabilities and associated domains. Deleted redundancies throughout plan. Added to Authorities table. Corrected broken web and hyperlinks
3.26.18	M. Marquis / PHERP workgroup	PPHR application, Annual Review	All	PPHERP workgroup Revised plans based on corrective actions from previous real-world events and AARs. Regional Coordination Center Standard Operating Guide (RCC SOG) revised and attached as Appendix B.
7.10.18	M. Marquis	PPHR application review	Multiple	Internal DPH review of PPHR application necessitated additional language to be added to several sections within this plan. Links established.

INTRODUCTION

The Division of Emergency Management and Homeland Security (DEMHS) Region 3 Public Health Emergency Response Plan (PHERP) provides the regional strategic and operational framework for the response and management of any large-scale public health emergency. In the absence of County government structure in Connecticut, the response and management authorities lie at the state and local levels. According to the Connecticut General Statutes (CGS) Chapter 517, Section 28-22a:

This compact shall be known as the Intrastate Mutual Aid Compact and is made and entered into by and between the participating political subdivisions of this state. The purpose of this compact is to create a system of intrastate mutual aid between participating political subdivisions in the state. Each participant of this system recognizes that emergencies transcend political jurisdictional boundaries and that intergovernmental coordination is essential for the protection of lives and property and for best use of available assets. The system shall provide for mutual assistance among the participating political subdivisions in the prevention of, response to, and recovery from, any disaster that results in a declaration of a local civil preparedness emergency in a participating political subdivision, subject to that participating political subdivision's criteria for declaration. The system shall provide for mutual cooperation among the participating subdivisions in conducting disaster-related exercises, testing or training activities.

This Regional PHERP provides operational processes and procedures that the Regional Emergency Support Function-8 (RESF 8) Public Health and Medical section will apply to large-scale public health emergencies. These emergencies or disasters involve not only biological threats and pandemics (either naturally occurring or intentionally caused), but other “all-hazards” emergencies in which public health has a supporting role (e.g., chemical, radiological, natural disasters, and mass casualty incidents). This plan is an appendix to the Regional Emergency Support Plan (RESP) and its RESF-8 annex.

Further, this plan provides a structure for policy and communication, and links the plan to the appropriate public or private local, regional, state, and federal partners to coordinate an effective and efficient response. The Region utilizes the Incident Command System (ICS) as outlined in the National Incident Management System (NIMS), and as required by executive orders at the federal and state levels for all incidents or events. Basic strategies the Region 3 ESF-8 Public Health section will employ to prepare for and manage an emergency may include:

- Provide command and control support for a large-scale public health event using the Region 3 Incident Management Team (IMT-3);
- Activate regional public health emergency operations when an incident exceeds the day-to-day operational capacity of the community(ies) and/or there is a suspected case of highly transmissible disease;
- Outline concept of operations including activities for preparedness, response and recovery;
- Define roles and responsibilities for all regionally activated personnel and volunteers (specific to ESF-8);
- Collaborate and coordinate with local public health officials to identify and implement suitable disease control measures to limit the spread of disease;
- Generate, manage and disseminate timely, appropriate information to the public, medical community, response personnel and community leaders via the established regional Health Alert Network (HAN); and

- Support locality(ies) response activities to recovery activities to bring the jurisdiction(s) to pre-incident operations.

Scope of the Plan

This plan is the public health annex of the DEMHS Region 3 Regional Emergency Support Plan (RESP). This plan applies to all municipalities within the Capitol Region Emergency Planning Council (CREPC). CREPC is the council under which RESF 8 Public Health and Medical falls. For additional details relative to the RESP, please refer to the [Introduction IB- Scope](#).

This plan is compatible with federal, state and local emergency response plans, promotes the coordination of an efficient and effective regional response, utilizes the National Incident Management System, and establishes common goals, strategies, and terminology consistent with state and local plans. The Region 3 PHERP applies primarily to large-scale emergencies and disasters that would cause severe illness, injury and/or fatalities sufficient to overwhelm local public health and/or healthcare service capabilities.

This plan provides an overview of basic assumptions, concept of operations, organizational responsibilities, and overall response functions at the public health level. A copy of the Connecticut Public Health Emergency Response Authority, a list of acronyms, glossary, and references utilized in developing the plan are provided in the Appendices.

Local Role

Under most conditions, municipal officials will provide the initial emergency response to a known, suspected, or threatened public health emergency within its borders. The first responding units will establish incident command consisting of appropriate local organizations and initiate required notification, site security, and response operations in accordance with established procedures.

Consistent with Local Emergency Operations Plans, a municipal or local Emergency Operations Center (EOC) may be activated. Through the Local EOC, additional local resources and capabilities can be made available to the unified command by activation of the Intrastate Mutual Aid Compact, as well as specialized procedures for hazardous materials response, mass casualty incident management, search and rescue, and other related plans.

Local Directors of Health (DOH) have broad powers to preserve the public health and prevent the spread of disease within their jurisdictions (C.G.S. §19a-206).

Regional Role

- RESF 8 will communicate with the local DOH on the nature and magnitude of the public health emergency.
- RESF 8 will work with the local DOH to determine resource needs based on mission and resource typing for personnel and equipment.
- RESF 8 will coordinate needed resources working with the local DOH to determine:
 1. what (resource type) is needed
 2. duration of deployment
 3. location of needed personnel/equipment
- RESF 8 will liaise between DOH, CT-DPH, DEMHS and other identified stakeholders where appropriate.

- RESF 8 will maintain communication with the RESF 8 leads from each of the 5 DEMHS regions.

State Role

Connecticut's Department of Emergency Services and Public Protection (DESPP) will assume command to coordinate the State's response. State resources involved at the scene of an emergency will be under the operational control of the local Incident Commander; although direction of state resources will at all times remain with the Governor acting through the agency chain of command.

During a civil preparedness emergency proclaimed by the Governor (located in C.G.S. § 28-9), the Governor may take direct operational control of any or all parts of the civil preparedness forces and functions in the state. Civil preparedness forces include all State and local police and fire personnel, and any other organized personnel engaged in carrying out civil preparedness functions.

The CT-DPH Commissioner will coordinate the State's public health response.

Regional Demographics

The Region currently consists of 41 municipalities in north central Connecticut with a population of approximately 1.1 million residents, and includes:

- 12 acute care medical facilities (see [Table 3](#))
- approximately 100 first responder organizations comprised of local and state law enforcement agencies, fire departments, and EMS providers
- four (4) community health centers
- 17 local health departments/ districts which comprise 14 mass dispensing areas (MDAs).
- 10 Federally Qualified Health Care Centers (FQHCs) located in Connecticut. These FQHCs provide care for well over 200,000 patients per year. Many of these FQHCs provide care for vulnerable populations who may not have access to primary care physicians or other medical services.

A map detailing the 5 DEMHS Regions, including Region 3 is located in the appendices. The top portion of the Region borders Massachusetts. There are no other state or international borders within the Region.

Public Health Assets in the Region

11 Acute Care Hospitals	• 1 Specialty Acute Care Hospital
	• 4 Community Health Centers
Emergency Medical Services	• 18 Volunteer Services
	• 1 Commercial Services
	• 1 Municipal Service
	• 1 Non-Profit Service
	• 2 Coordinated Medical Emergency Dispatch (CMED)
Health Departments and Districts	• 7 Full-Time
	• 8 Districts
	• 2 Part-Time
14 Mass Dispensing Areas	
2 Medical Reserve Corps	• 2 Public Health Sub units
79 Long-Term Care Facilities (LTCF)	
Access to State and Hospital Laboratories	
Access to 100-Bed Mobile Field Hospital	
Access to Disaster Medical Assistance Team (DMAT)	
Access to 55-Bed Mobile Ambulatory Care Unit (MACU) (MRC)	
Regional Mass Casualty Trailer	
Mobile Oxygen Generating System	
New England Disaster Training Center	

SITUATION AND ASSUMPTIONS

Situation

The State of Connecticut and CREPC (Region 3) define a *public health emergency (PHE)* as: an occurrence or imminent threat of a communicable disease, except sexually transmitted disease, or contamination caused or believed to be caused by bio-terrorism, an epidemic or pandemic disease (either naturally occurring or man-made), a natural disaster, a chemical attack or accidental release or a nuclear attack or accident that poses a substantial risk of a significant number of human fatalities or incidents of permanent or long-term disability (C.G.S. PA 03-236).

The principal operational role of the RESF 8 during a public health incident is to coordinate the sharing of information, supplies and personnel, utilizing the Region 3 Public Health Emergency Response Plan (PHERP) as its primary guidance. The Region never assumes operational command and control, as that remains a local responsibility.

The activation of the Regional PHERP is determined by the needs of the local community or multiple communities when standard mutual aid is exhausted and those communities are in need of resources and logistical support. The RESF 8 Public Health (RESF 8 PH) section maintains resource inventories of personnel and supplies from local municipalities and health departments which are used to coordinate the acquisition of and deployment of available personnel or other resources to the communities in need.

Assumptions

- This plan will not deviate from overarching principles of the Region 3 RESP.
- Direction and guidance may come from CT-DPH.
- Worker and responder safety is critical.
- A regional PHE that may cause numerous fatalities, debilitating illnesses or injuries, property loss, and disruption of normal life will have an impact on the state's economic and social infrastructures.
- The all-hazards approach to planning and implementing response efforts has the greatest chance of providing a successful outcome.
- LHDs, hospitals, urgent care centers, school-based health centers, community health centers and LTCFs, and emergency response assets are all responsible for the protection of the health and welfare of the citizens within their jurisdiction.
- The local use of Unified Command is integral to the overall success of a response operation.
- A response to the occurrence of a PHE is dependent on the credibility, scope and nature of the incident.
- Release of a biological, chemical, nuclear, radiological or incendiary agent will result in a public health hazard.
- The Region will be capable of responding to a mass casualty incident (MCI) of 500 non-ambulatory and 1000 ambulatory patients. Regional hospitals can manage an influx of 500-600 patients requiring bed space through the CT Statewide Forward Movement of Patients Plan (FMOP).
- Resources from local and state governmental agencies and private organizations will be made available upon request. It may be several hours or days after an incident has occurred or been detected that federal resources become available.
- Resources in the affected area may be inadequate to respond to an emergency.

- Primary medical treatment facilities may be damaged or inoperable requiring activation of the FMOP plan.
- The constraint on adequate hospital expansion to meet a surge of patients is available staffing, not equipment/supplies.
- Early surveillance by the CT-DPH, as well as the DEMHS Regional Coordinator and RESF 8, will communicate information quickly to all LHDs and hospitals in the region when a mass patient incident exists or is anticipated. Additional actions may include decontamination, medical treatment, vaccination and isolation.
- An intentional release of infectious, radiological or chemical agents may not be recognized immediately. The first indications of such an attack may be clinical symptoms occurring hours to days later.
- Upon discovering the use of a bio-terrorism agent, the event becomes a criminal investigation under the jurisdiction of the FBI.
- The community response to a PHE is likely to be associated with high levels of anxiety, fear and hysteria. Many people coming to the hospitals may not have symptoms and may be better served elsewhere.
- As with any mass casualty incident, survival is dependent on resource availability and efficiency of deployment.
- Terrorist incidents may include cyber-terrorism which can damage or disrupt computer networks, telecommunication systems, or internet services used within the public health and healthcare system.
- Disruption of vital community networks for utilities, transportation, and/or communication could endanger the health and safety of the population.
- Widespread media interest in an incident and the need to educate the public will require additional resources for media management operations.

CONCEPT OF OPERATIONS (Coordination)

In the absence of County government structure in Connecticut, the response and management authorities lie at the state and local levels. The region supports these processes through three (3) C's- communication, collaboration and coordination.

Continuity of Operations (COOP)

When an emergency requires Regional resources, the DEMHS Region 3 Regional Integrated Coordination System (RICS) is activated by the local Health Director or local emergency management director requesting specific resources or activation of the Regional Emergency Support Plan (RESP) or Regional Public Health Emergency Response Plan (PHERP). The RESP and PHERP supplements, and should be used in concert with, the local PHERP. Operational authority remains with the appropriate jurisdiction.

Continuity of Operations in the context of Regional Coordination consists of the ability to have redundant locations to perform critical functions of communication and resource coordination, as well as the trained personnel to ensure that these functions can be carried out. RESF 8 will rely on the RESP (including the other RESFs), the CREPC Continuity of Operations Plan and the State Response Framework to provide additional staff and/or resources to complete the operation.

The Regional Coordination Center (RCC) operates as a regional coordination focal point in a Multi-Agency Coordination (MAC) System as described in NIMS. Staffing for the RCC is provided by CREPC RESF personnel, and a volunteer cadre that is sworn to a loyalty oath and trained to respond when called by regional emergency management officials. Each RESF has a chair and co-chair who will respond to the RCC as requested during RCC activation. The RESF-8 PH section has 3 personnel assigned to perform the functions of command and general leadership within the RCC, and have been trained in their functions including the protocols of operating within the RCC (see below for the 3 RESF 8 PH leads). CREPC has established and equipped 3 fixed locations for RCC operations with its primary site in Manchester, and back-up locations in South Windsor and Windsor Locks.

The activated RESF-8 desk at the RCC may include subject matter experts (SMEs) from public health, hospital, EMS, long-term care (LTC), Medical Reserve Corps (MRC), and Behavioral Health (BH).

RESF 8 PH Leads

Primary Public Health Section Chair (Lead)	Steve Huleatt, Director of Health, West Hartford-Bloomfield Health District
Secondary Public Health Section Chair (back-up)	Jennifer Kertanis, Director of Health, Farmington Valley Health District
Tertiary Public Health Section Chair (back-up)	Charles Brown, Director of Health, Central Connecticut Health District

Direction and Control

The RESF 8 role, in support of local operations, is to ensure the 3 C's- Communication, Collaboration, and Coordination occurs in all emergencies or incidents. This is accomplished by:

- maintaining a common operating picture,
- sharing situational awareness across the Region and the state,
- acquiring caches of available resources, and
- coordinating deployment and tracking of resources- including personnel and/or response teams

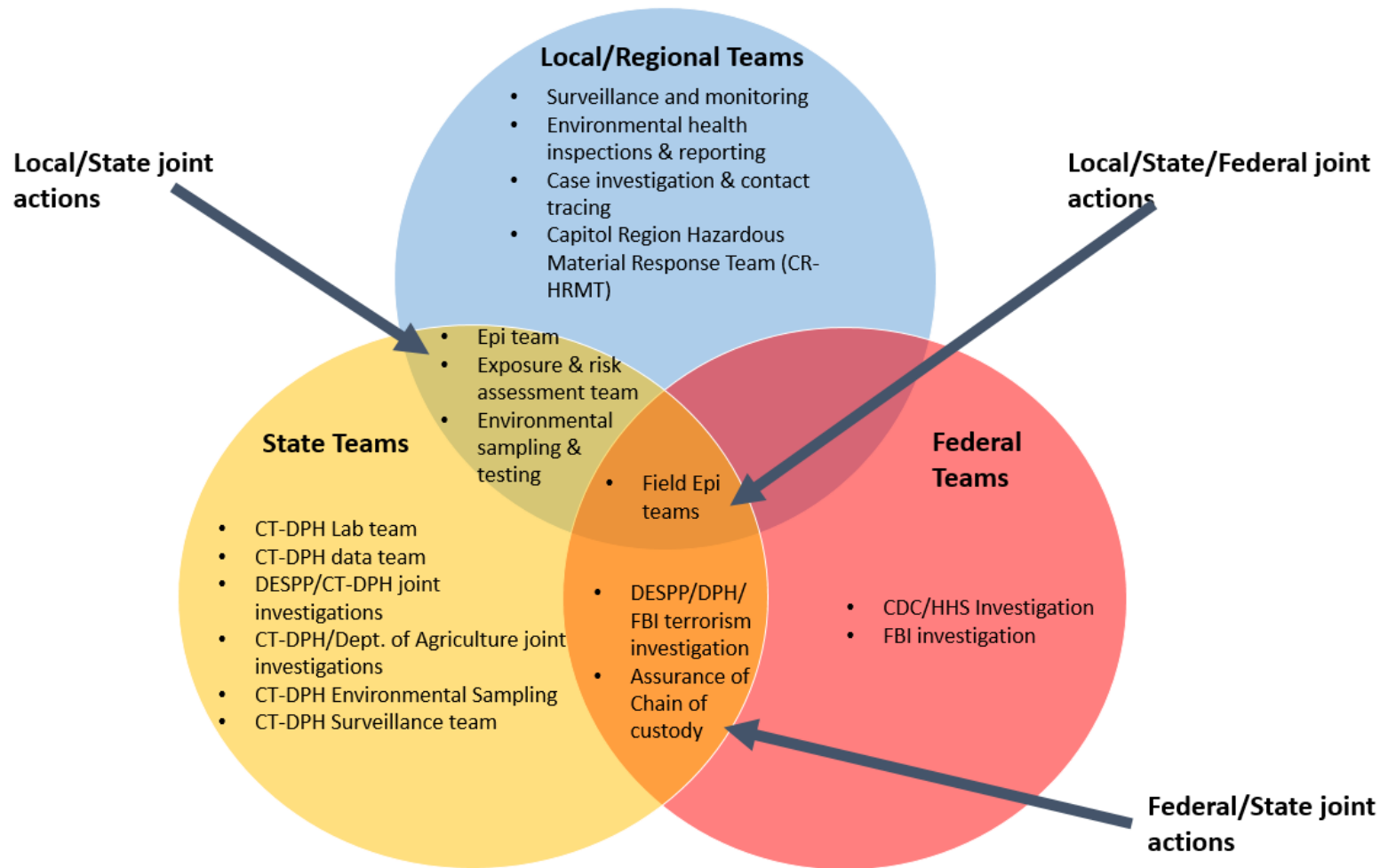
The Regional Coordination Center Standard Operating Guide (RCC SOG), located in [Appendix B](#), describes the communication, collaboration and coordination of activities of the RCC relative to public health needs. Specific notification procedures, resource requesting procedures and resource management procedures are outlined with this guide. The guide shall be used by the RESF 8 PH section at the RCC, as well as all local health departments/districts.

The Governor may activate the State's Incident Command System when a "State of Emergency" is declared or when a situation, such as a hurricane, is being monitored. The Governor and State Agency Commissioners gather at the State Emergency Operation Center (SEOC) and function as Unified Command. The SEOC is staffed by the state agencies. Similarly, the Region may activate the RCC either physically or virtually as indicated.

If the incident is considered a Public Health Emergency, the Governor may enact the Public Health Emergency Response Authority (PHERA) and the Commissioner of Public Health will activate the CT-DPH Emergency Command Center (ECC) to coordinate public health operations.

Organizational Responsibilities

Public health investigations may be precipitated by any number of events, including both natural occurrence and / or concern about an infectious agent or terrorism related. The component parts of an investigation will be similar, and a number of investigative teams may be formed at the local or state level. For a list of primary and secondary roles (and their contact information) at the federal, state, regional and local levels, (see [Table 2](#)). The Local/Regional, State teams and Federal teams and their respective responsibilities could include:



Organization within the State and CT-DPH

In collaboration with local and regional public health stakeholders, CT-DPH provides subject matter expertise and oversight to response efforts by providing investigation teams and other support to local health departments/districts. Within CT-DPH, the responsibility for primary investigation depends on the type and nature of the problem. It is assumed that for any investigation that is terrorism-related, that is multi-state and affects many Connecticut residents, or that is very large; the CDC will be asked to send technical and logistic support, as needed for investigation. Primary CT-DPH responsibilities for infectious disease, chemical exposure, and radiologic exposure can be located in their base plan of the PHERP.

Local Responsibilities / Local Health Departments

Local Health Directors act as agents of the Commissioner of the CT-DPH. Additionally, the local health departments carry out public health services in accordance with Title 19- Health and Safety of the CT General Statutes (CGS). Their duties and responsibilities during a public health emergency include but are not limited to:

- Responsible for local response to public health emergencies;
- Responsible for coordinating and delivering countermeasures to the general public (e.g., mass vaccination clinics);
- Responsible for implementing community-based isolation and quarantine;
- Coordinate with CT-DPH in surveillance and epidemiological investigation;
- Coordinate with CT-DPH in provision of information to health care providers and the public.

Both the Region and the LHDs ensure that planning and response activities remain consistent with the [CDC 15 Public Health Preparedness Capabilities](#) and the [CDC 10 Essential Public Health Services](#). Health Directors, health providers or other persons legally administering such offices, exercise complete legal authority over all operations conducted within their respective jurisdictions in accordance with assigned operational responsibilities contained in local Emergency Operations Plans and annexes.

The Local Health Departments/Districts in the Region include:

Bristol- Burlington Health District (includes Bristol and Burlington)	Middletown Health Department (FT)
Central CT Health District (includes Berlin, Newington, Rocky Hill and Wethersfield)	North Central CT Health District (includes East Windsor, Ellington, Enfield, Stafford, Suffield, Vernon and Windsor Locks)
Chatham Health District (includes East Haddam, East Hampton, Hebron, Marlborough and Portland)	New Britain Health Department (FT)
Eastern Highlands Health District (includes Andover, Bolton and Tolland)	Plainville-Southington Regional Health District (includes Southington and Plainville)
East Hartford Health Department (FT)	Somers Health Department (PT)
Farmington Valley Health District (includes Avon, Canton, East Granby, Farmington, Granby and Simsbury)	South Windsor Health Department (PT)
Glastonbury Health Department (FT)	West Hartford-Bloomfield Health District (includes

	West Hartford and Bloomfield)
Hartford Health Department (FT)	Windsor Health Department (FT)
Manchester Health Department (FT)	

Local Acute Care Hospitals and Healthcare Coalition (HCC) Partners

- Responsible for delivery of countermeasures to staff and patients (e.g., vaccination, post-exposure antibiotic prophylaxis) (hospital);
- Responsible for implementing isolation and quarantine of hospital or other institutional staff and patients (hospitals);
- Coordinate inter-regionally with hospitals and HCC partners to ensure forward movement of patients in evacuation or surge events is conducted swiftly and effectively (utilization of [Healthcare Mutual Aid Plan](#) (HMAP));
- Assist CT-DPH with surveillance and epidemiological investigation of patients and staff;
- Assist CT-DPH in provision of information to staff and patients.

Regional Responsibilities

The Capitol Region Emergency Planning Council (CREPC), in collaboration with the Region 3 DEMHS office, maintains the RESP and facilitates the regional preparedness cycle through scheduling of planning, training, and exercises to test the viability of the planning assumptions and procedures: <http://crcoq.org/2016/06/09/resp/>. CREPC, in coordination with the DEMHS Regional office, maintains a corrective action process to help identify, track and correct problems revealed in the exercises.

CREPC is responsible for the staffing and operation of the Region 3 Regional Coordination Center (RCC). The RCC will be staffed (pre-identified and trained discipline leads) with the necessary Regional Emergency Support Functions (RESF) to support local and regional operations during regional emergencies, or large-scale operations. In accordance with Executive Order Number 34, NIMS and ICS will be followed during all RCC operations. A detailed organization chart for the RCC is outlined in the [Incident Management](#) section of this plan. When the RCC and RESF 8 section is activated (virtual or physical), the RESF 8 Public Health (PH) section will utilize a [quick action guide](#) for common RCC action steps related to RESF 8 functions.

RESF 8 Public Health maintains a regional resource typing/inventory spreadsheet that denotes the preparedness trainings and certifications that all LHD staff hold. Further, the RESF 8 PH has a table of potential public health events and the anticipated response actions each event would likely require of an impacted agency. Additionally, the anticipated resource types that could be required are identified by each response action along with the most recent count of these resource types that are fully qualified within the Region. Please click this [link](#) to view the table and response actions. Newly introduced Public Health response teams (including task forces and strike teams) may be utilized to augment regional response operations. For detailed procedures on acquiring these assets, consult with the [Region 3 Resource Management Standard Operating Guide \(SOG\)](#).

Region 3 Healthcare Coalition / ESF-8 Responsibilities	
Preparedness / Planning	<ul style="list-style-type: none"> • Work within ICS/NIMS structure accordingly. • Assist individual health institutions and agencies in evaluating current emergency management plans for addressing a Public Health Emergency (PHE), and clearly identify areas for improvement. • Identify the current response capabilities of governmental agencies in our region, including public health and human services agencies, and identify areas for improvement. • Plan and prepare to implement a regional system of response to manage the health consequences of a Public Health Emergency. • Coordinate with Regional Training and Exercise Planning Workgroup for assessing training needs of emergency response personnel, and assist in developing a training/drill program and schedule to ensure that individuals achieve the appropriate levels of expertise commensurate with their roles in the emergency response system. • Maintain pharmaceutical stockpile needed to begin treatment for approximately 10,000 first responders and household family members or casualties resulting from exposure to biological agents. • Maintain pharmaceutical stockpile needed to protect first responders for potential exposure to toxic chemicals. Assure that the pharmaceuticals are securely stored and expiration dates are respected to ensure potency.
Response / Operations	<ul style="list-style-type: none"> • Engage and communicate with Region 3 Healthcare Coalition partners for situational awareness and situation status reporting purposes. • Establish and equip Public Health response teams to include Environmental, Epidemiological and Administrative support teams to respond to and to help mitigate a Public Health Emergency. • Activate the Capitol Region Medical Advisory Team (MAT) to assist or aid in development of RESF 8 response objectives. • Activate appropriate regional plans or response annexes to manage the unique consequences of an incident involving biological agents that includes early recognition, mass immunization and/or prophylaxis, mass patient care, mass fatality management, and the impact of such an incident on our environment.
Administrative Preparedness	<ul style="list-style-type: none"> • Develop appropriate budgets for equipment needed during a PHE to include: personal protective equipment for field and hospital personnel

	<p>as well as detection and decontamination equipment.</p> <ul style="list-style-type: none"> • Support efforts to regionalize emergency communications systems. • Identify and pursue opportunities for additional funding to ensure durability of the CR- MMRS.
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Personnel / Partner Notification and Activation: Activation Sequence

M Monitoring Level: Triggered through surveillance activities or direct request / partner notification
Region – RESF 5 and RESF 8, through its [On-Call Duty Officer network](#), monitors any reported situation, threat, or unusual event. Monitoring may be done through direct contact with stakeholders, Crisis Management Software and information system, and regional messaging processes.

During the Monitoring Level the following notifications may be made specific to RESF 8 PH activation:

- Regional Public Health Advisory Notice
- Regional Public Health Stand-by Notice
- Regional Public Health Preparation Notice

P Partial Activation: Triggered through direct request / partner notification or identified potential threat (i.e. emerging infectious disease, natural disaster, intentional acts, etc.) to region

Region – CREPC has established core functions which shall be in place during this activation level as detailed in the Regional Coordination Center Operations Handbook. The mission of RESF 8 will be to further support local public health and RESF 8-PH response as detailed within this document. During Partial Activation, the RCC will fully develop situational awareness and resource support operations through specific RESF participation as required by the event, as well as a Planning Section and interoperable communications.

During Partial Activation by the State and Region, the following notifications may be made specific to RESF 8 PH activation:

- Regional Public Health Stand-by Notice
- Regional Public Health Preparation Notice
- Regional Public Health Activation Notice

F Full Activation: Triggered through a direct threat (i.e. emerging infectious disease, natural disaster, intentional acts, etc.) and / or request or through CREPC Leadership / Duty Officer determination

Region – At Full Activation, the RCC is fully staffed by the Regional Emergency Support Functions as outlined in the [RCC Full Activation diagram](#). The mission is to support local resource needs and state operations as appropriate.

During Full Activation by the State and Region, the following notifications may be made specific to RESF 8 PH activation:

- Regional Public Health Stand-by Notice
- Regional Public Health Preparation Notice

- Regional Public Health Activation Notice

H Highest Activation (Used by State Agencies): Triggered through emergency or disaster declaration

At the Highest Activation Level, there is widespread and sustained threats to public safety that require a large-scale state and/or federal response.

There are four levels of response activation in an emergency. State declaratory actions or local needs will dictate the activation level. The Region 3 RESF 8 PH Regional Coordination Center Standard Operating Guide (RCC SOG) ([Appendix B](#)) and the [Region 3 Resource Management SOG](#) will be activated when Regional resources are requested, or when any public health emergency is declared.

Overarching RESF 8 Public Health Responsibilities

A public health emergency shall result in a rapid, comprehensive response by all components of the emergency planning agencies: fire, police, EMS, public health and hospitals.

Coordination of responders and resources shall be accomplished first on a local level via existing local mutual aid then expand through the Regional Integrated Communication System (RICS), as necessary.

The major activities of the RESF 8 Public Health section will be dependent on the activation level, and may include:

- Determining to activate intervention plans;
- Deciding what response infrastructure to mobilize;
- Crafting of mobilization orders, collaborating with the CT-DPH ICS planning unit on Incident Action Plans (IAPs);
- Developing and distributing technical assistance and medical recommendations;
- Communicating with EOCs and intervention partners;
- Monitoring dispensing site activities, coordinating with special response teams;
- Communicating with the media;
- Communicating with health providers, both community and hospital-based; and in conjunction with the infectious disease and epidemiology staff in the Operations Section; and
- Evaluating the effect of the response.

If or when medical/public health surge capacity is expected to be reached or exceeded, or if massive casualties result from the incident; non-traditional healthcare facilities and personnel may play a large role in providing medical care to the affected population. Therefore, the Region 3 RESF 8 plan provides guidelines for the strategic and tactical use of non-traditional healthcare resources. CREPC maintains both a [Healthcare Mutual Aid Plan](#) (HMAP) as well as [Long-Term Care Mutual Aid Plan](#) (LTC-MAP) which both outline specific activities for both hospitals and LTC facilities to conduct assessments and provide status reports on bed, equipment and staffing status. While RESF-8 Public Health should be aware of these resources, maintaining them does not fall within their direct purview.

RESF 8 Public Health Section Operational Structure

The overarching operational structure to be utilized in all aspects of emergency response will be the Incident Command System (ICS), a component of the larger National Incident Management System (NIMS). RESF 8 PH will work to ensure that ICS concepts, organizational framework, and operations are practiced and understood by their respective staffs at all levels.

The following several pages reveal tables organizing the operational roles and responsibilities for RESF 8 Public Health within the areas of Preparedness Phase, Response / Emergency Phase, Recovery Phase, and Evaluation and Maintenance Phase.

Preparedness Phase

RESF 8 Support Role – Assist in development and maintenance of local and regional Public Health Emergency Response Plans and related appendices.

During the preparedness phase, Directors of Health shall:

- Maintain community and regional partnerships that enable bio-terrorism and public health emergency planning to integrate municipal Emergency Operations Plans (EOP) and local PHERPs
- Enhance communication among traditional and non-traditional public health partners to facilitate active and passive surveillance for rapid detection of a biological event; including acute care hospitals, Federally Qualified Health Care Centers (FQHCs), Long Term Care / Skilled Nursing facilities (LTCs), schools and others, as needed.
- Ensure that emergency public health risk communication plans are in place.
- Verify call-down lists of public health officials, medical support staff, and volunteers in case of an emergency.
- Establish and maintain standard operating procedures and policies related to aspects of bio-terrorism and emergency response including; notification and call-down procedures, lab procedures and safe handling of specimens, chain of custody, chain of command, as well as a detention plan for quarantine of person(s), communicable disease control policies, surveillance and monitoring activities (food, water, and vector borne-hazardous materials).
- Maintain acceptable levels of community hygiene (sanitation) by ensuring quality of life as it pertains to:
 1. Potability of water supplies (public and private)
 2. Waste water disposal, solid waste systems, and other environmental health issues relating to: Schools, Daycare Centers, Assisted Living Facilities/Skilled Nursing facilities.
- Maintain communications channels with the State HAN.
- Coordinate with hospitals, urgent care centers, school-based health centers, community health centers and long-term care facilities, and other local emergency responders to prepare and deliver public health emergency education messages.
- Ensure citizen public health preparedness education.
- Ensure opportunities for staff training, volunteer training, and other forms of workforce development that will ensure a qualified workforce.
- Provide safety equipment needed to protect personnel at appropriate response levels (e.g. ICS training, PPE training, drills and exercises, etc.).
- Maintain database of public health volunteers.
- Maintain supply inventories for emergency use.

- Prepare public service announcements or make available data to be used in announcements concerning various communicable diseases, bio-terrorism agents, and potable water, sanitation and food supplies.

When requested for regional resources, the RESF 8 will follow existing communication and resource management protocols to identify, mobilize, deploy and track material or personnel resources sent to an impacted jurisdiction within the region.

Response / Emergency Phase

During the response / emergency phase, Directors of Health shall:

Work in a collaborative manner and in consultation with the CT-DPH, corresponding Centers for Emergency Medical Preparedness (CEMP) - Hartford Hospital and Yale New Haven Hospital, Region 3 hospitals (11 acute care and 1 specialized acute care and rehabilitation), Community Health Centers, school-based health centers, urgent care centers, long-term care facilities, and State and Local Emergency Managers to accomplish the following tasks:

RESF 8 Public Health Leads

RESF 8 Support Role – Receive request for support of local operations; coordinate resources as appropriate.

- Collect situational awareness intelligence and any situation reports on emergency.
- Identify / determine local and / or regional needs.
- Coordinate with Regional Incident Coordination System (RICS) and the RESF 8 Duty Officer to determine if RCC needs to be activated or if activities can be conducted virtually.
- Prepare communication and situational awareness to send to the LHDs within the Region.
- Collaborate with local, regional and state agency partners.
- Coordinate resources as indicated and monitor for additional needs for next operational period.

Public Health

RESF 8 Support Role – Receive request for support of local operations; coordinate resources as appropriate.

- Assure epidemiologic capacity to investigate a biological threat using objective tests to confirm the diagnosis.
- Coordinate the investigation with local, state, and/or federal law enforcement officials, as necessary.
- Communicate situational awareness and local needs with RICS including any needs to activate the region.
- Utilize established systems for the rapid distribution of risk communication materials during a public health emergency / bio-terrorism event.
- Activate risk communication plan(s) and provide information on the nature of the emergency and protective action messages across various media for the public to implement and adhere to.
- Mobilize necessary public health/medical staff and volunteers for emergency response duties.

(Reference municipal Emergency Operations Plans (EOP) and local PHERPs for medical provider and volunteer call down lists).

- Staff and RCC volunteers will be told to report via a regional public health activation notice to the staging area which will be determined based on the incident.
- Follow established local public health emergency protocols.

Epidemiological Support

RESF 8 Support Role – Receive and manage request to support and coordinate regional assets including utilization of task forces and strike teams comprised of LHD staff.

- Active and passive surveillance system(s) for communicable disease will be maintained and monitored.
- Assist in the dissemination of public information on control/prevention of communicable diseases.
- Report communicable disease or other illness(es) to all medical facilities, partners and practices.
- Facilitate access to community, mental health, social services, and other necessary services for individuals with access and functional needs during a crisis.
- Protect the health and ensure the safety of the region's residents, local public health and medical community staff, and volunteers in the case of a biological event or other public health emergency by ensuring infection control and worker safety precautions are being adhered to, as well as enforcing laws and regulations such as quarantine and/or isolation.
- Coordinate with local, and/or state partnerships to set up and execute appropriate necessary responses (e.g., mass care clinic(s), mass vaccination clinic(s), mass mortuary assistance, mental health support, etc.).

Environmental Health Services

RESF 8 Support Role – Receive request to support local operations and coordinate local environmental / sanitarian staff.

- Inspect food storage at mass feeding sites – serve as consultants to facilities.
- Ensure on-site inspections of damaged food stores.
- Inspect all incoming foods (such as donations).
- Conduct or assist with food and water borne illness investigations.
- Survey and test public water supply (treatment plants as to operational status).
- Survey and test private water systems in impacted areas.
- Provide public service announcements.
- Ensure Environmental surety

Administrative Preparedness

RESF 8 Support Role – Receive request to support local operations via situation reports to the RCC incident commander. For resource requests outside RESF 8, the RCC will utilize RESF 7 (Resource Management) to assist in obtaining requested resources; support managed through Region 3 RCC Finance and Administration or CT-IMT 3 Finance Section (Regional Incident Management Team). Receive

resource requests for personnel and / or materiel; support managed through RCC SOG and Resource Management Guide.

Staff augmentation or service providers coordinated through Capitol Region Medical Reserve Corps (CR-MRC), and/or Emergency System and Advanced Registration for Volunteer Healthcare Professionals (ESAR-VHP) to address medical surge needs.

- Maintain ample supplies of attendance logs, and other forms; based on incident to include, but not limited to: sharing of and documentation of confidential information.
- Assure appropriate attendance records for State and Federal Emergency Management Administration (FEMA) reimbursement.
- Maintain current employee / volunteer phone numbers and addresses.
- Coordinate with CT-DPH to leverage ESAR-VHP volunteers to augment workforce.
- Coordinate with RESF 7 to obtain requested resources outside scope of RESF 8.

Recovery Phase

RESF 8 Support Role –Support local jurisdictions in material or personnel resource needs during recovery phase. As the incident de-escalates or contracts, determination is made between RESF 8 and RESF 5 as to the functions that will be supplied by RESF 8 and RESF 5 in support of the locals to include liaison with state / local recovery processes. Activation level will be contingent upon overall information or resource needs.

During the recovery phase, the following entities shall work in consultation with the CT-DPH, as needed to:

Public Health

Assist / support local Directors of Health in continuation of response and recovery activities including:

- Identify short and long-term recovery objectives.
- Continue public health surveillance and monitoring of illness and / or death resulting from a public health emergency.
- Evaluate and assess response and remediation for biological event.
- Complete After-Action Report (AAR) on the event, including corrective action plan and any identified trainings.
- Assist staff, as needed, with completing required documentation of expenditures for state and federal reimbursement purposes.

Epidemiological Support Programs (Food borne, Water borne, Vector borne, Hazardous materials):

- Maintain active and passive surveillance to track cases of reportable diseases by monitoring surveillance systems as: FoodNet, Hospital Admission Syndromic System (HASS), Sentinel Influenza Program, and retail drug distribution.
- Coordinate with environmental health for sampling and follow-up.
- Follow-up interviews/counsel clients.

Environmental Health Services:

- Conduct environmental health remediation and monitoring, as necessary or required.
- Coordinate with other programs in preparing reports and action plans.
- Evaluate health risks by field assessments to include:
 1. potable water
 2. sewage disposal
 3. food safety
 4. solid waste
 5. vector control
 6. housing and air quality
- Monitor conditions at temporary housing locations:
 1. shelters / congregate care settings
 2. feeding sites
 3. water supply locations

Evaluation and Maintenance Phase

RESF 8 Support Role- Assist in revision of local and regional PHERPs and related appendices per AAR findings.

During the evaluation and maintenance phase, RESF 8 partners shall:

- Participate in drills, exercises and other methods of plan evaluation with emergency planning partners.
- Modify emergency preparedness plans to improve the effectiveness of the local and regional response.
- Provide or arrange for staff training necessary for skills development enhancement as indicated by performance during drills and/or exercises.

State Responsibilities

The Governor has overall authority for protecting the health, safety, and welfare of residents, as directed in the Connecticut General Statutes (C.G.S. §28-9). The CT-DPH Commissioner is designated as the principal official responsible for leading the State's response to a public health emergency.

CT-DPH is mandated to coordinate, plan, and administer a statewide emergency response to public health threats (C.G.S. §19a-176, PA 03-236) and to secure, compile, and disseminate information concerning the prevention and control of epidemics and conditions affecting or endangering the public health (C.G.S. §19a-2a). The Connecticut Public Health Emergency Response Plan provides operational roles, responsibilities and specific activities relative to the CT-DPH. A few of these responsibilities include:

- Determine the magnitude and extent of public health/medical problems associated with a catastrophic disaster and assist local public health officials in developing appropriate strategies to address the problems;
- Coordinate use of state laboratories for micro-bacteriological and chemical analyses;
- Organize, operate, and supervise teams for immunization of the general public or selected populations;
- Staff Disaster Recovery Centers (DRCs) and Disaster Field Offices (DFOs), as requested by DEMHS, to answer health-related questions from the public;
- Conduct and oversee surveillance and epidemiologic and environmental investigations with federal, state and local public health emergency partners;
- Assist the Department of Energy and Environmental Protection (DEEP) and local health departments in assessing biological, chemical, and radiation risks;
- Provide 24-hour staffing of the State Emergency Command Center (ECC) as requested by DEMHS.

Federal Response

All Federal Crisis Management Resources will operate as defined under the United States Government National Response Framework (NRF). The Federal Bureau of Investigation (FBI) is the lead federal agency for crisis management of criminal activities and works side-by-side with the CT-DPH public health investigation. The Federal Emergency Management Agency (FEMA) is the lead federal agency for consequence management. The U.S. Department of Health and Human Services Centers for Disease Control and Prevention (CDC) and the National Institute of Occupational Safety and Health (NIOSH) provide technical and logistical support for public health investigations. The Environmental Protection Agency (EPA) provides support for environmental sampling and environmental intervention. CT-DPH relies on the federal government for funding, guidance, staffing support and materiel, as needed to carry out a public health emergency response.

Non-Government Responders

Other sectors including health care, faith-based organizations, private/non-governmental, and academic sectors, as well as individuals and families, all play a vital role in responding to public health emergencies. Participants to be considered include the following:

- Health and medical care facilities and mortuaries.
- Non-government laboratories for surge capacity of the CT-DPH Lab.
- Critical infrastructure entities, such as utility companies.
- Academic institutions provide a volunteer pool which may be accessed by local public health, as well as contribute facility space for both closed and open Points of Dispensing (PODs).
- Resource agents or contractors providing vehicles, equipment, or supplies needed for responding to the event.
- Non-governmental and community-based organizations are important partners in recruiting and supporting volunteers, particularly medical professionals, in activities such as dispensing countermeasures and providing medical care to casualties, as needed.
- American Red Cross, visiting nurse associations, and local human services organizations are important partners in providing shelter and identifying vulnerable populations during an emergency.

Public Health Preparedness Capabilities

DEMHS Region 3 RESF 8 complies with Federal planning recommendations, including the use of a capabilities-based approach to public health emergency preparedness. Using the following six domains as the overarching categories for public health emergency response activities, ensures that all [15 Public Health Preparedness Capabilities](#) are addressed. The operational details for each of the domains and related capabilities will be outlined within the subsequent sections:

1. Community Resilience
 - a. Community Preparedness (Capability 1)
 - b. Community Recovery (Capability 2)
2. Incident Management
 - a. Emergency Operations Coordination (Capability 3)
3. Information Sharing
 - a. Emergency Public Information and Warning (Capability 4)
 - b. Information Sharing (Capability 6)
4. Surge Management
 - a. Fatality Management (Capability 5)
 - b. Mass Care (Capability 7)
 - c. Medical Surge (Capability 10)
 - d. Volunteer Management (Capability 15)
5. Countermeasures and Mitigation
 - a. Medical Countermeasure Dispensing (Capability 8)
 - b. Medical Material Management and Distribution (Capability 9)
 - c. Non-Pharmaceutical Interventions (Capability 11)
 - d. Responder Safety and Health (Capability 14)
6. Biosurveillance
 - a. Public Health Laboratory Testing (Capability 12)
 - b. Public Health Surveillance and Epidemiological Investigation (Capability 13)

In December 2017, the RESF 8 Public Health section conducted a regional Training Needs Assessment (TNA) which focused primarily on the CDC 15 Public Health capabilities. The TNA results provided multiple training and future exercise priority areas. It is anticipated that this TNA will be conducted regionally across all local health departments/districts every two years.

Community Resilience

Community Preparedness (Capability 1)

The Capitol Region Emergency Planning Council (CREPC) works collaboratively with all member communities including local residents, local/state government leadership, local non-profit organizations, as well as various local and regional stakeholders. Maintaining working relationships with these partners and services enables a cohesive and swift response to emergencies. CREPC and RESF 8 continues to provide educational opportunities for various member town departments on emergency preparedness and response activities, including to people with access and functional needs. Additionally, CREPC members routinely participate on regional and local school safety and security committees, and provide the often-missing public health voice to school safety plans.

Regional planning activities relative to community resilience include participating in, and at times conducting hazard vulnerability analyses, identifying areas where prevention and mitigation activities can reduce the threats of various emergencies, as well as identifying strategies to employ in direct response to and to aid in recovery. These latter strategies include working collaboratively with local, regional and state behavioral health partners to train staff and volunteers on disaster behavioral health tactics, monitor for post-disaster/crisis negative behavioral health effects, and providing resources to assist local communities in responding to and recovering from emergencies.

Hazard Analysis

The Hazard Vulnerability Analysis (HVA), included in this document ([Appendix D](#)) was conducted in November 2017. The Region 3 Healthcare Coalition (HCC) was contractually obligated to complete this assessment. Hospitals and local health departments were directed to complete individual, jurisdiction-specific HVAs. The completed HVAs were compiled and submitted as a comprehensive Region-wide document. These HVAs inform the Region 3 HCC Preparedness Plan, focused on RESF 8 activities. Further, the Region participates in a whole-community approach in assessing risks and vulnerabilities facing the Region. The Region 3 Training and Exercise Plan has been updated to address the findings of this HVA. The CREPC Citizen Preparedness Committee has recently conducted an HVA using the Kaiser model. This HVA informs the Region 3 Regional Emergency Support Plan (RESP).

The Region is the home to numerous Defense Based Industries (DBI), including the Connecticut Air National Guard Base in East Granby. The presence of these industries and military installations in Connecticut offers targets for terrorists that would significantly threaten the state's population. The Capitol Region is the busiest transportation corridor in the Northeast. The Region is centrally located in Connecticut within close proximity to Boston and New York, as well as two tribal nations with large casinos in an adjoining Region. Thus, any major natural or manmade disaster in these surrounding areas is likely to affect Connecticut and its residents. These geographic and transportation risks are just some of the hazard and vulnerabilities that the Region must address and plan for.

The Region 3 HCC works collaboratively to plan for and respond to the identified hazards and threats accordingly. Local and Regional all-hazard preparedness and response plans are updated regularly and the Region collectively subscribes to following the preparedness planning cycle, otherwise known as continuous quality improvement.

Disaster Behavioral Health- Public Health Emergency Response Personnel

The CT Department of Mental Health and Addiction Services (CT-DMHAS) has behavioral health personnel who comprise disaster behavioral health response teams (DBHRT). These teams may be called upon by individual local health departments, the Region, or as directed by the State to respond to public health emergencies. These teams of behavioral health staff are all trained in disaster behavioral health, and in turn provide education and training to a multitude of disciplines; including local public health, Medical Reserve Corps (MRC), Citizen Emergency Response Teams (CERT), and members of the general public. All behavioral health trainings that are made available to local public health are also maintained on the multi-year training and exercise plan (TEP). All staff and volunteers deployed to a regional emergency will be monitored for psychological stress and will be appropriately referred to mental/behavioral health counselor Employee Assistance Programs (EAP).

In addition to having DBHRT provide psychological first aid courses, there are multiple online courses on disaster behavioral health available through CT Train; CT's online training management system. Links to the CT.Train courses are found by searching via course number through:

<https://www.train.org/main/welcome>

"Merging Public Health and Behavioral Health Paradigms: Early Intervention and Psychological First Aid": Course ID: 1016646

"Psychological First Aid: The Role of MRC Volunteers in Disaster Response": Course ID: 1010549

"Psychological First Aid in Radiation Disasters (Web Based)": Course ID: 1024901

The DBHRN utilizes numerous tools and documents to assist in educating first responder groups such as police, fire, ems, public health and volunteer groups on prevention and management of deployment-related stress. Links to some of these tools are found here:

Tips for Managing and Preventing Stress

Returning to Work: Tips for Disaster Responders

Post Deployment Guide for First Responders

Post Deployment Follow-up Script (used by DBHRN)

Disaster Behavioral Health: Population-Wide Plan

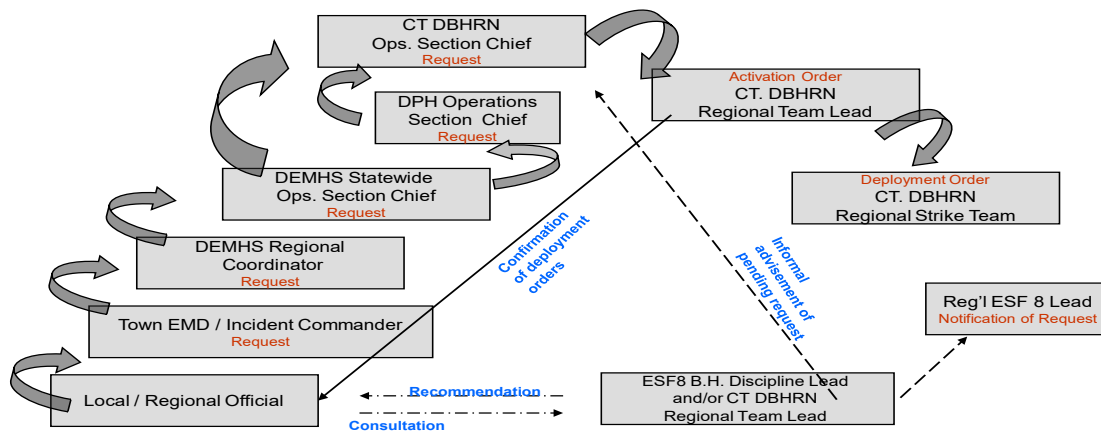
The CT-DMHAS is the lead agency that is responsible for addressing and responding to the behavioral health (BH) issues of the community during times of public health emergencies. Locally, there may also be resources available to assist in addressing and responding to BH issues. In the event of a public health emergency, or when disaster behavioral health response is needed, a request would be made through the pre-existing activation channels through the Regional Coordination Center (RCC) to the Division of Emergency Management and Homeland Security (DEMHS) then to CT-DMHAS. Once the request is made through CT-DMHAS, there is a sequence of events that occurs prior to activation and deployment. The activation sequence can be seen in Figure 1.

Additionally, there are local resources available for behavioral health (BH) counseling, such as using Pastoral Crisis Intervention Counselors through RESF 20 - Faith Based Organizations, the United Way 2-1-1 system; which the Department of Public Health has a contract with, and also through using existing public health

messaging systems (Websites, Facebook, Twitter, media, brochures and other flyers, etc.). Public messaging can be used to educate the public on BH resources, inform the public on how and where to obtain BH services, and tips on when to seek help and maintaining balanced mental/behavioral health during times of stress or disasters.

Figure 1

Request and Activation Process for CT-DBHRN Behavioral Health Assets



People with Access and Functional Needs

Providing services to the Vulnerable Populations, as defined by the U.S. Dept. of Health and Human Services (HHS) during a disaster in the Region, are the primary responsibility of the local municipalities and the State. Each of the 17 local PHERPs addresses actions and activities in their respective communities relating to preparation, response, and recovery for those populations. In some instances, individuals requiring special attention have already been identified, however all planning partners are aware that emergency preparedness and response plans must be all-inclusive when addressing needs of their communities. Some examples the Region considers as vulnerable populations include: people with functional needs or special needs, Oxygen dependent, electrically dependent, medically fragile, elderly, children, blind, non-English speaking, deaf, etc. Currently, the RESF 8 and Healthcare Coalition are working together to examine the [HHS emPower](#) data specific to Region 3. This data provides public health officials detailed census data on the percentage of population who are electrically dependent. This provides further information to local, regional and state planners about residents who require electricity for their basic needs. Once the data is culled through, it will be incorporated into the Regional preparedness plans (RESP, PHERP).

Databases have been developed at the local and state level for service providers and specialized care. The State provides services for Vulnerable Populations through its Office of Protection and Advocacy and the CT-Department of Social Services.

In support of local and state preparedness efforts for Vulnerable Populations, DEMHS Region 3 has developed a Regional Emergency Support Function (RESF 6 Functional Needs Management Section) which is managed by members of the Functional Needs community in the Region. RESF 6 is responsible for developing a specialized services database, training first responders in Functional Needs emergency

response and assistance, and serving as a liaison in outreach initiatives for Vulnerable Populations. This RESF is an available asset for the region to call upon for additional operational support as requested.

Community Recovery (Capability 2)

During the recovery phase, the RESF 8 Public Health will continue to perform any associated mission functions initiated during the emergency phase. Concurrent or follow-on operations/missions may be instituted during this phase to complement emergency operations. This may include assisting with drafting or disseminating public information regarding recovery actions. The Region will work within the RESF-15 External Affairs section for any joint messaging.

Additionally, the Region will facilitate and assist in After Action Conferences, which will result in the development of an After-Action Report and Improvement Plan. The AAR and Improvement Plan are managed by the Region 3 Training and Exercise Planning Workgroup (TEPW) in conjunction with RESF 5, Emergency Management. This step ensures identified areas for improvement and/or corrective actions are implemented and catalogued in the Region 3 multi-year training and exercise plan. Any necessary modifications to the Region 3 PHERP will be made and will result in re-training partners on those changes.

The recovery actions associated with the Stafford Act are managed and maintained by the CT Department of Emergency Services and Public Protection (CT-DESPP).

Incident Management

Emergency Operations Coordination (Capability 3)

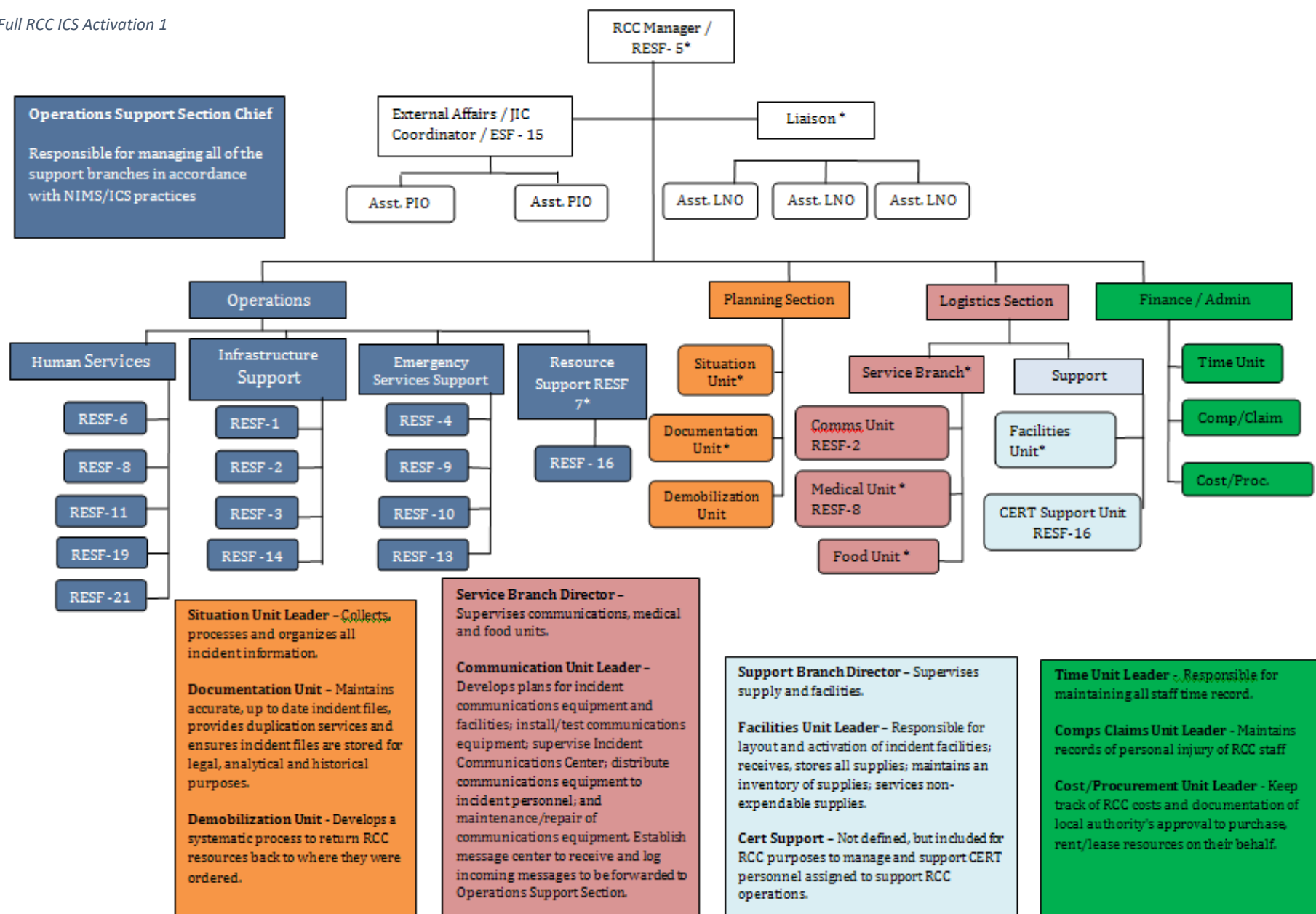
Regional Functional Staff Roles

The RCC, when established, is the operational component of CREPC / Region 3 Regional Emergency Planning Team (REPT) responsible for the coordination of support and resources during a large-scale regional incident or event. The CREPC Regional Emergency Support Function-5 (RESF 5, Emergency Management) Duty Officer initially establishes RCC operation, as needed. In concept, the RCC operates as a regional coordination focal point in a Multi-Agency Coordination System as described in NIMS.

Staffing for the RCC is provided by CREPC RESF personnel, and a volunteer cadre that is sworn to a loyalty oath and trained to respond when called by regional emergency management officials. Regional staff roles shall follow the RCC Operations Handbook and the RCC Operations Support documents. The RCC facilitates the collection, analysis and dissemination of event-related information to identify the impact of the event, and to choose the most appropriate methods for regional response. For Public Health emergencies, the Region shall utilize the RESF 8 RCC SOG ([Appendix B](#)) for notifying the three-deep local health department staff, which may be called upon to augment regional coordination efforts.

CREPC has established and equipped 3 fixed locations for RCC operations with its primary site in Manchester, and back up locations in South Windsor and Windsor Locks. The Region has developed processes for monitoring events and certain coordination activities in a Virtual Environment. This virtual capability enhances the fixed location of the RCC's which would be activated as needed to support local or state operations. [Figure 2](#), of this document, illustrates the organizational chart of the RCC during a Full activation. Additional details on roles and responsibilities can be found in the aforementioned RCC Operations Handbook. Further, all RESF Operations Support have a Job Aid/Checklist that is made available for their use during RCC activation. An [example](#) of the Job Aid/Checklist can be found on page 27.

Figure 2



RESF 8 RCC Section-Chair (or designee) Job Aid

Mission: RESF 8 RCC Section Chair (or designee) mission is to coordinate RESF-8 activities as needed upon RESF activation or RESP activation. Oversee RESF 8 specific communication (including information sharing and situational awareness reporting), collaboration with RESF 8 partners within the region, and coordination of resources upon request.

When activated (Before shift):

- You will receive a call from RICS, the RESF-5 Duty Officer or other RESF 8 section advising of the activation and the request for RESF 8 to stand up.
- Develop situational awareness of the event to include: type and scope of incident, location of RCC, if activated, location(s) for reporting or staging, and expected actions of RESF 8.
 1. Determine what actions will be required to mount an operational public health/medical response at the regional level.
 2. Identify which RESF 8 sections will need to be activated. Identify appropriate Subject Matter Experts (SME), and provide deployment details, as necessary.
- Notify all of the RESF 8 leadership regarding activation.
 1. Advise any reporting support staff for RESF 8 of any technical requirements needed for response, e.g. laptops and connection cords, air cards, cell phones and chargers, personal supplies (hygiene, medications, etc.)
- Ensure point of contact information is accurate and disseminated amongst RESF 8 and RCC, as necessary.

During Shift:

- Check in at designated check-in location.
- Report immediately to the RCC Manager or Operations Support Section Chief.
- Receive briefing and assignment from the RCC Manager or Operations Support Section Chief (OSC).
- Establish the RESF 8 operational area, ensuring adequate space for reporting RESF 8 personnel. Organize and brief your subordinates.
- Meet with reporting RESF 8 personnel, individually or as a group, to define roles and responsibilities and to familiarize them with the current RCC command structure, reporting times, current status, etc.
- Assign specific tasks and responsibilities to subordinates.
- Prepare an appropriate RESF 8 Communications Plan.
- Determine RESF-8 RCC resource needs.
- Prepare a short summary of the RESF 8 RCC response structure (which RESF 8 sections are reporting to the RCC, who will fill those slots in the first operational period, etc.) for presentation to the OSC.
- Participate in all incident planning meetings as directed by the Operations Support Section Chief; provide input as needed on medical operations.
- Maintain all required forms and reports, including individual Form 214's, and send to the Operations Section.
- Prepare ICS Form 206 for the first operational period (refers strictly to operations at the RCC, not the larger incident) for presentation to the OSC.
- Determine anticipated length of operational period. Prepare RESF 8 details for Incident Action Plan development for the next Operational Period.
- Respond to demobilization orders and brief subordinates on demobilization.

After Shift

- Participate in hotwash and After Action Reviews as scheduled.

Information Management

Emergency Public Information and Warning (Capability 4)

Crisis Information and Risk Communication is a primary responsibility and function of local and state government. When requested, the region will assist with message development, gathering subject matter experts, providing a liaison to the State EOC if activated, and providing public messaging through the Regional ESF-15 (External Affairs). Further, the Region will assist and support dissemination of public and crisis information (including information related to recovery operations) to affected population(s), the general public, and vulnerable populations, as necessary; upon receiving approval from CT-DPH, or as requested by state and local government Public Information Officers (PIOs). Lastly, the Region also maintains a media contact list database and maintains this database annually.

Media

In collaboration with CDC, the Governor's Office, and DESPP, the CT-DPH Office of Communications will create and disseminate a media advisory that provides information regarding the situation, the major actions being taken, information about disease, public guidance, and resources. Additionally, RESF 15 will coordinate any regional messages or press releases with CT-DPH. Rumor control will be a primary concern and it will be imperative to immediately issue information updates and correct errors and misperceptions. The Office of Communications will work with United Way on rumor control and identifying trends in information so that accurate information may be posted online and included in media releases. The region also has access to the virtual operations support team (VOST). The VOST team is tasked with social media and media monitoring during an event. If relevant information is posted that may impact the response operations, they will share those details with the RCC in real time. The VOST team is an asset that needs to be specifically requested through the RCC. They will determine if the team can be activated, as it is housed in DEMHS Region 4.

The CT-DPH Office of Communications will release pre-approved messages and develop new materials, as needed, to address the needs of the media, public (to include Vulnerable Populations), and key stakeholders. The Media Portfolio includes Media response / release templates for local or regional use. As appropriate and feasible, staff will tailor disease education and communication materials to community needs.

Press Briefings

The Region will only comment on regional activities to support local operations. All requests for comment will be coordinated with the appropriate Joint Information Center (JIC), once established.

Personnel responding to media calls or local community calls from health care providers or individuals should take notes that enable identification and tracking types of questions or concerns, as frequently as possible.

Public Health Communication and Coordination of Resources

The Region 3 Public Health RCC SOG describes the methods and steps for local public health to communicate vertically and horizontally within the Region. Multiple methods of messaging will be utilized to ensure redundancy. Such methods include phone, fax, email, WebEOC, VEOCI and the Everbridge system. Everbridge provides the ability to require confirmation of receipt from end users, and will be used according to communication protocols. The RCC SOG is used solely by local public health and the public health section of the RCC and is beneficial for situational awareness and coordination of public health resources. Specific

procedures for coordinating resources with local health departments/districts are outlined in the Resource Management Guide. Both plans are located in [Appendix B to this PHERP](#).

Redundant communication procedures are tested quarterly with the local health departments and other healthcare coalition members in the Region and revised at least, annually or as needed based on exercise evaluation findings.

Information Sharing (Capability 6)

The Region utilizes existing State and Local communication networks and infrastructure as well as resources specifically developed for regional interoperability. The redundant communications methods listed below are used to connect local public health, healthcare, emergency management, law enforcement and other regional partners, and can be utilized within 12 hours of the need to do so. Additionally, the capabilities identified below allow any user to send messages immediately or as determined by the event.

The RESF 8 Public Health Section utilizes existing procedures to share situational awareness, situation reports, communicate resource request needs and coordinate resource management. This information management is primarily coordinated at the RCC. However, if a local health department identifies a need for regional response or resources to assist in a large local emergency, that LHD follows established protocols to notify the Regional Integrated Coordination System. RICS, in turn, notifies the RESF 5 Duty Officer of the event/need for resources.

Interoperable Communications

The Health Alert Network (HAN) is a nationwide information and communication system that links federal, state and local health agencies to share vital health information. The goal of the CT-HAN is to securely facilitate communication of critical health, epidemiological and bio-terrorism related information on a 24/7/365 basis to local health departments, health organizations and other key partners. The CT-HAN is utilized and maintained primarily by CT-DPH. The HAN is a composite of communication mechanisms including a Public Switched Telephone Network (PSTN), broadcast fax, a satellite communication system called MEDSAT, Iridium satellite phones, two separate VHF radio systems, 800 MHz I CALL/ITAC radios, and cellular phones. The HAN allows the option for users at the state or local level to confirm receipt or acknowledgement of a message.

The region uses similar information management technology to the state's systems. Like CT-DPH, the Region can require confirmation of receipt for messages that require action of the recipient. End-users of this technology are trained to its capabilities and importance of confirming receipt of messages.

Radio Systems

The Region 3 RCC maintains a public safety based interoperable radio system able to communicate across multiple frequency bands. Regional communication planning and network building is the function of RESF 2 Communications. If any LHD requires additional radio system equipment, they can request it through RICS to RESF 2. For details on the equipment RESF 2 maintains, follow this [link](#) to the RESF 2 section of the Regional Emergency Support Plan (RESP).

Information-Sharing Technology & Web Sites

State, regional and local emergency preparedness and response agencies / jurisdictions use a common Incident Management software platform maintained by the State of Connecticut. Situational reports are posted to the platform, and resources may be requested and tracked allowing for coordination of resource deployment.

The Capitol Region Council of Government (CRCOG) hosts and maintains the Region 3 ESF 8 website. All meeting agendas, minutes, and applicable plans can be accessed through their website: <http://crocog.org/public-safetyhomeland-security/crepc/resf-8/>. The CT-DPH Office of Communications will post pre-approved media and public materials related to an emergency to their website: <http://ct.gov/dph>.

Surge Management

Fatality Management (Capability 5)

The State of Connecticut Office of the Chief Medical Examiner is the designated authority responsible for the development and maintenance of “the” Mass Fatality Plan. This section highlights the broader aspects of the State plan and how the Region may support said plan.

A significant public health emergency may result in large numbers of fatalities. Initially, mass fatalities may be managed through the establishment of temporary morgue facilities. These facilities must be prepared to store the bodies of non-survivors for extended periods prior to final disposition. In addition, these facilities may also need isolation capability in cases where infection may be transmitted by exposure to corpses.

The CT Office of the Chief Medical Examiner (OCME), in conjunction with the Connecticut Department of Public Health (CT-DPH), shall make the determination as to what type of morgue facilities are the most suitable to control the possible spread of diseases.

Identities of non-survivors shall be tracked, and personal effects shall be organized for distribution to survivors or for disposal, depending on the nature of the biological agent. Final disposition of the deceased shall not occur until death certificates have been issued.

The method of disposition shall depend upon the nature of the agent used, and the public health concerns associated with large numbers of corpses. The options for final disposition will include normal burials, mass burials, normal cremations, and mass cremations. Social and religious concerns shall be considered and respected during final disposition.

Regional Emergency Support Function 8 Roles

The RESF 8 responsibilities during a mass fatality scenario are limited. RESF 8 will work with the American Red Cross / RESF 6 (Mass Care) to provide assistance to Family Assistance Centers (FAC) that are established. The Red Cross and local jurisdiction have primary responsibility for staffing and running the FAC. RESF 8 may facilitate supplementing staff with additional disaster behavioral health workers, sanitarians (to aid in assuring proper sanitation codes are being followed), or coordinating other equipment – related requests.

Additional regional assets available for request through the RICS / RCC during a mass fatality incident include, but are not limited to the following items or service support:

- ancillary medical or logistical supplies
- trailers (communications, decontamination, medical reserve corps cabana unit, mobile field hospital)
- assistance in identifying larger venue to establish FAC or reunification center
- engagement and coordination with other RESFs within Region 3 (fire (4), police (13), emergency management (5), resource management (7), volunteer management (16), faith-based organization (19), Mass Care-American Red Cross (6), public information (15), etc.)
- assist in identification of refrigeration units (trucks or facilities) for temporary storage of deceased victims

Detail and State Responsibilities

The Office of the State's Chief Medical Examiner (OCME) is responsible for establishing causes of death when the cause is:

- Unknown or obscure
- By violence

The OCME shall be the lead agency responsible for managing fatalities during a bio-terrorism event. Due to the challenge of managing a mass fatality incident, OCME may require immediate state and federal assistance through the State's Assistant Medical Examiners, the CT State Funeral Directors Association, U.S. Public Health Disaster Mortuary Teams (DMORTs), DMATs, Armed Forces Institute of Pathology Teams and other available resources, including the Coroners Association District Coordinators, the Connecticut National Guard, and Department of Defense Decontamination Teams.

Temporary Morgue Facilities

- Refrigerator Trucks/Containers:

Lease agreements with refrigerated truck providers shall be needed for this type of event. If necessary, trucks may be dispatched to individual facilities to remove large numbers of fatalities.

- Alternative Morgue Facilities:

Large open areas and enclosed structures may be converted into alternate morgue facilities. OCME shall locate appropriate storage facilities. If necessary, trailer-mounted air-conditioning units shall be employed to maintain appropriate temperatures.

- Hospitals with Large Numbers of Non-Survivors:

Capitol Region Acute Care Hospitals have an internal morgue capacity usually ranging from four (4) to twelve (12). As this capacity is exceeded, the hospitals may request access to additional facilities by request through RICS at 860-832-3477.

Victim Decontamination Policy and Procedures

OCME, in conjunction with CT-DPH, shall establish policy or procedures regarding care, safe handling, storage, decontamination, and final disposition (cremation, burial, etc.) of fatalities. OCME and CT-DPH shall establish policy or procedures for the safe handling (i.e., double bagging, etc.), decontamination, destruction, or final disposition of the victims' effects.

Identification/Investigation

An identification and tracking system is needed to properly manage a large number of fatalities that may result from a bio-terrorism event. OCME and CT-DPH shall maintain the database to assure accuracy.

Mass Care (Capability 7)

Roles and responsibilities relative to RESF 8 for mass care are supportive. Events or emergencies requiring mass care shelters to be established are primarily locally controlled and managed.

Local authorities within DEMHS Region 3 may request regional assistance by contacting the Regional Integrated Coordination System (RICS). The RCC in conjunction with the DEMHS Region 3 Office will coordinate the utilization of available health and medical resources in support of shelter and evacuation operations occurring in Region 3. The exact type of resources and nature of support will be determined by the RESF 8 staff of the RCC based on the demands of the incident and in accordance with the RCC SOG ([Appendix B](#)).

Additional regional assets available for request through the RICS / RCC during a mass care event include, but are not limited to the following items or service support:

- ancillary medical or logistical shelter supplies
- trailers (communications, decontamination, medical reserve corps cabana unit, mobile field hospital, oxygen trailer)
- engagement and coordination with other RESFs within Region 3 (transportation (1), fire (4), police (13), emergency management (5), resource management (7), volunteer management (16), faith-based organization (19), Mass Care-American Red Cross (6), public information (15), etc.)

Policies

- The decision to activate a local shelter or to evacuate a local population rests with local authorities. Similarly, the responsibility for evacuation and shelter administration rests with local authorities. The Regional Emergency Support Plan or the Regional Public Health Emergency Response Plan does not usurp or override the policies of any federal, state, municipal, or tribal government or other jurisdiction.
- The Capitol Region Emergency Planning Council (CREPC), in conjunction with the Division of Emergency Management and Homeland Security (DEMHS) Region 3 Office, will facilitate coordination among member organizations to ensure that RESF 8 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Evacuation and Shelter Guide.
- Essential information will be conveyed through and between the RCC and the DEMHS Region 3 Office, as required by the incident.

Initial Actions: Sheltering

The number and location of shelters activated, as well as the duration of their use, will be determined by local, state, and/or federal authorities. Requests for health and medical support of shelters will be assessed by the RESF 8 section at the RCC. Health and medical needs during shelter operations may include, but are not limited to:

- Health screening of arriving evacuees
- Health maintenance of sheltered populations (especially during extended shelter operation and/or in the presence of major infrastructure disruption)
 1. Acute behavioral health or medical complaints
 2. Chronic care issues such as:
 - a) Accessibility for persons with disabilities
 - b) Assistance with activities of daily living (ADL's)
 - c) Health supplies (Oxygen, nebulizers, insulin syringes, etc.)
 3. Ongoing care concerns such as:
 - a) Prescription refills
 - b) Continuation of rehabilitation programs, (occupational therapy, etc.)
- Health Surveillance within shelters
 1. Syndromic surveillance
 2. Sanitation (waste removal, food service inspection)
- Medical evacuation for medical emergencies
- Non-acute behavioral health issues

- Child / Elder care for shelter residents who continue to work or separated from caregivers

Health and medical operations in support of shelters may involve a wide cross-section of organizations. Some of these organizations may include:

- Public and Private EMS agencies in the Region
- Local Health Departments/Districts within the Region
- Hospitals within the Region
- American Red Cross
- Salvation Army
- Medical Reserve Corps
- CERT teams
- State and local Public Works / Departments of Transportation
- State Department of Public Health
- Metropolitan Medical Response System
- Faith-Based Organizations
- Civic Groups (Boy Scouts, Rotary Clubs, etc)
- Private organizations

Universal Access Shelter Guidance

The focus of Universal Access Shelters is to provide sheltering services to as many members of the community as safely and reasonably possible to include those with Functional Needs. These are not medical shelters, but do allow for those individuals who consider themselves “self” sufficient which may include aid from family members, Personal Care Assistants, and service animals. The Region utilizes the following federal sites as reference for planning and response activities for sheltering:

- https://www.fema.gov/pdf/about/odc/fnss_guidance.pdf
- <http://www.ada.gov/pcatoolkit/toolkitmain.htm>
- <https://www.phe.gov/Preparedness/planning/abc/Documents/fema-fnss.pdf>

Medical Shelters

Medical shelters may be required for evacuated populations who require on-going medical care. It is important to note that while some shelters (such as ARC shelters) provide on-site medical staff, populations requiring more than routine or occasional consultation and monitoring may not be easily assimilated into community shelters with limited or no available medical staff. Therefore, the RESF 8 staff of the RCC may need to facilitate the creation and maintenance of higher level medical shelters in accordance with the State of CT Supportive Care Sheltering Guidance. This may require the coordination of a wide range of organizations, which may include:

- Local Hospitals
- Local long-term care /skilled nursing facilities
- Area Visiting Nursing Associations
- Local medical suppliers
- State Department of Public Health
- The State Mobile Field Hospital
- Disaster Medical Assistance Team (DMAT)
- Medical Reserve Corps
- Metropolitan Medical Response System

- National Disaster Medical System (NDMS)
- United States Health & Human Services resources

If regional public health and medical resources are deployed in support of evacuation and/or shelter operations, the RCC RESF 8 section in conjunction with the DEMHS Regional Coordinator, will provide ongoing support and needs assessment of the health and medical operations.

Medical Surge (Capability 10)

The Region 3 Public Health Emergency Response Plan has been developed to manage three stages of severity of a public health emergency. These levels are defined as follows:

Stage I:	Developing Public Health Crisis -	0 to 100 patients
	Strategy:	Assess needs
	General Action:	Utilize existing local/regional response structure
Stage II:	Public Health Disaster	101 to 1,000 patients
	Strategy:	Establish alternate response structure
	General Action:	Augment regional resources with state assets
Stage III:	Catastrophic Public Health Event	1,001 to 10,000 or more patients
	Strategy:	Utilize all available state and federal resources
	General Action:	Integrate resources into regional response structure

The CREPC RESF 8 has developed a normal operational and surge capacity table outlining the normal and surge capacity for several key elements within the Region. This table, and the events identified which may cause a surge event is found [here](#).

Mass Patient Care

Plans have been developed to manage Mass Patient Care defined as treatment from incident site to treatment center and medical surge capabilities. Pre-hospital triage and treatment for a large-scale incident is managed through the Region 3 Mass Casualty Protocol. Medical Surge for the Region is managed through the State of CT Forward Movement of Patients Plan (FMOP), the Region 3 Long Term Care-Mutual Aid Plan (LTC-MAP) and the Region 3 Healthcare Mutual Aid Plan (HMAP). The Region 3 EMS Mobilization Plan is contained within the FMOP. These specific response plans can be found as attachments to the RESF 8 Annex. When mass patient care is established, the Region can provide assistance in coordinating messages to the public (including vulnerable populations) on the location of any mass patient care clinics or alternate care sites, who is eligible to receive care at these sites, and the anticipated length of operation. These messages will be coordinated through RESF 15 in collaboration with CT-DPH.

In the event of mass patient care, the local health departments may be requested to provide support or staffing as available to assist. If regional resource requests are submitted, the RESF 8 public health section will follow the protocol as outlined in [Appendix B](#) and will also utilize the resource typing worksheet to identify personnel resources that may be able to be used.

Roles and responsibilities for DEMHS Region 3 ESF-8 Public Health regarding mass patient care include, but are not limited to the following:

- Support local health departments as they supervise the sanitary and health conditions of reception center(s) and mass care facilities, congregate care facilities, and medical care centers for essential workers remaining in a hazard area after the evacuation of the general population.

- Coordinate with local EMD / DEMHS Regional Coordinator and EMS agencies to assist in the transportation and care of individuals from the disaster site(s) to medical facilities.
- As available, provide additional personnel to support LHDs in monitoring food handling and mass feeding sanitation service in emergency facilities, including increased attention to sanitation in commercial feeding and facilities that are used to feed disaster victims.
- Coordinate with local EMD / DEMHS Regional Coordinator, American Red Cross, and local social service agency to provide joint services and monitor needs during mass patient care operations.

[Table 3](#) provides general hospital capacities for licensed and staffed beds in the Region. Hospitals are required to report three (3) times on a day through the CT-DPH incident management and information sharing platform for daily bed count, bed type availability, and specific preparedness efforts that may be activated.

Additionally, each local Acute Care Hospital (ACH) has developed plans for Medical Surge both internally (within the hospital footprint) and Alternative Care Facilities (ACF) (external expansion). Each hospital is responsible for staffing their respective ACF with their own hospital staff which can also be supported through the CT ESAR-VHP. These plans are activated at hospital discretion only. The Region 3 HMAP provides the operational details for medical surge events.

The Capitol Region-Medical Reserve Corps (CR-MRC) maintains a fifty-five (55) bed Mobile Ambulatory Care Unit (MACU) for field deployment. The MACU can be used to establish a field triage and treatment unit prior to final patient disposition, e.g. minor treatment and release, or need for hospital emergency department treatment/ hospital admission. Additionally, the MACU can be deployed to a local ACH to address surge capacity issues for ED triage and treatment. Staffing is provided by the CR-MRC volunteers.

The Region 3 Long Term Care-Mutual Aid Plan addresses support and mutual aid among the Regions skilled nursing facilities and resident rehab centers. The LTC-MAP maintains a dynamic web-based application for status reporting of available resources and patient beds. The LTC-MAP is another asset for the Region to free up ACH bed capacity for medical surge.

Table 3 Region 3 Acute Care Hospital Bed Inventory and Morgue Capacity – January 2017

Hospital	Licensed Beds	Staff ed Beds	Routine Morgue Capacity	Morgue Capacity w/Surge
Bristol Hospital	152	85	2	2
Connecticut Children’s Medical Center	130	130	0	0
Hartford Hospital	539	435	16	22+ Reefer Truck (approx. 25-30)
John Dempsey Hospital (UConn Health Center)	194	194	8	8

Johnson Memorial Hospital	98	90	3	4
Manchester Memorial Hospital	153	132	4	6
Middlesex Hospital	275	212	5	8
St. Francis Hospital and Medical Center	617/651 with bassinets	540	12	16
The Hospital of Central Connecticut – New Britain Campus	414/32 bassinets	189	6	12
The Hospital of Central Connecticut – Southington Campus	84	25	2	2
Hospital for Special Care (Specialty Care Facility)	228	208	2	2

Volunteer Management (Capability 15)

Regional roles and responsibilities in the management and coordination of resources fall on the RESF Duty Officers, RESF-Chairs, and sub-chair Section Heads. These roles are filled by staff and volunteers from throughout the Region.

Staff and volunteers used to fill these roles are activated, regionally, through the Region's common emergency messaging broadcast system. All roles, responsibilities, and functions are fully detailed within the Region 3 Regional Coordination Center Standard Operating Guide ([Appendix B](#)). Once volunteers are notified of the request for deployment, they are assigned to mission support according to the request received, their skills, and Just-in-Time Training (JITT). Every staff member or volunteer who is deployed to support a regional response will receive job-specific training using job action sheets for individual positions and may be conducted via supervisor – led training, or pre-requisite training on specific job duties relative to their job. Assimilation of staff/volunteers will be coordinated through the volunteer check-in/check-out process utilized by the region. This location may be event - dependent and will be communicated upon deployment notification.

Additionally, certain Community Emergency Response Teams (CERTs) have specific missions to support the Region. CERTs are managed through local jurisdictions and made available to the Region for those events requiring a larger Regional response.

Public Health and Medical Services' mission support, to include staff augmentation and medical surge activities, is managed through the Capitol Region Medical Reserve Corps (CR-MRC) as the operations arm of the Region 3 RESF 8. The CR-MRC website is maintained by the Capitol Region Council of Governments (CRCOG): <http://www.getreadycapitolregion.org/volunteer/volunteering/>. The CR-MRC collects all medical credentials, where applicable, and verifies their status annually, or upon application to the CR-MRC.

Currently, the Region relies upon locally recruited volunteers and the State Emergency System and Advanced Registration for Volunteer Healthcare Professionals (ESAR-VHP). The ESAR-VHP system collects and maintains the credentials of all volunteers entered into the database. Verification of credentials is done

by the CT-DPH. For new or interested CR-MRC, CERT members, or other community volunteer opportunities, they are directed to the Get Ready Capitol Region [website](#) where they can register to volunteer. Those wishing to volunteer would answer basic questions about current skill sets and any medical credentials. They would then be assigned to the appropriate team lead for mission support. It is also intended to serve as a volunteer retention tool as well.

The Capitol Region works with CT State-wide Citizen Corps Council, Division of the Civilian Volunteer Medical Reserve Corps (DCV-MRC), Amateur Radio Emergency Service (HAM Radio), and local public health to recruit, train and retain volunteers. Additionally, the Region maintains RESF 16, Volunteer Management.

Countermeasures and Mitigation

Medical Countermeasure Dispensing & Medical Material Management and Distribution (Capability 8 & 9)

DEMHS Region 3 will assist the local MDAs with support, as requested, during mass dispensing. Additionally, all local MDAs and the Region will be cognizant of their role with the State Department of Public Health in mass dispensing. The State's SNS Plan provides confidential information on the location of the State's Receiving, Staging and Storing (RSS) facility, and how the medical countermeasures will be distributed to the MDAs. The local MDAs have been informed of the State's plan on distribution, and have continued that planning at the local level; including how they will maintain chain of custody of the materiel, how they secure the assets, and how they will distribute/dispense to the public.

The Region has discussed the possibility of standing up a regional RSS location, but no plans are in place at this time. Primary responsibility lies between the state and locals at this point.

The Region utilizes a First Responder template, where pre-identified first responders can receive the countermeasures prior to any Points of Dispensing (PODs) being activated for the public. They have first priority, along with other pre-identified critical infrastructure/key resource personnel. The first responders will have access to the Region's cache of the Metropolitan Medical Response System (MMRS) pharmaceuticals. Please refer to the [First Responder template](#) for additional details.

Priority designation to receive medical countermeasures may vary or change throughout the duration of an event. Local and regional public health officials will follow guidance established by CT-DPH and / or CDC.

Resource Request / Management

The Region does not have a primary role at this time to locate, procure or coordinate medical countermeasures, other than for first responders. The local mass dispensing plans describe the SNS request process in a standardized manner. The initial request for SNS assets is made at the State level. The locals will communicate with their local elected officials and with officials at CT-DPH of surveillance reports or other events being seen locally, and the State will make the initial determination on quantity of medical countermeasures based on the threat, surveillance reports and population. Local mass dispensing plans reflect re-supply requests to the state are not made at the POD level. Re-supply requests will be made by the local Mass Dispensing Area (MDA) Coordinator (1) to the State's Emergency Operations Center (SEOC) via their MDA emergency command structure and (2) to the CT-DPH Emergency Command Center (ECC). Both requests will be reconciled at the CT-DPH ECC and sent to the State's RSS facility for filling.

In accordance with the SNS definition of Local Medical Inventory, the following items are described within the Mass Dispensing Plan in each local MDA:

- threats that you must protect against;

- prophylactic medicines for dealing with those threats;
- quantity of the medicines and other items that you need in your local inventory, and the
- location of your local inventory so it is convenient to essential personnel when they need it.

These caches should be able to support mass prophylaxis operations for at least 72 hours. Further, the caches will not include any medical countermeasures, as those will be delivered by push pack by the CDC. Should local medical or supply inventories become depleted, the locals may request additional supplies from the Region via the RCC. The Region will attempt to reconcile all resource requests made and if they cannot be reconciled at the Regional level, then the request(s) will be forwarded up to the State for their assistance.

As a support organization, DEMHS Region 3 is not responsible for directly implementing mass prophylaxis and immunization services. Local MDAs within the region have plans in place to provide prophylaxis or immunization via open, closed, or alternative method PODs and are staffed by LHD personnel and local volunteers. Mass Dispensing plans have been based upon standard templates and provide for similarity in response actions and functional positions that the Region can utilize in its communication and resource coordination roles.

Each local mass dispensing area has predetermined the number of staff and volunteers they will need to fully staff their Point of Dispensing (POD) sites. The LHDs have identified how many staff and volunteers they have on hand to staff the PODs. If the numbers of staff and volunteers are less than what they need, then the Region can assist the LHDs in identifying and securing additional staff as requested (such as nurses, pharmacists, or other ancillary staff). Those personnel requests would be made and tracked through the RCC following the appropriate communication channels as outlined in the Region 3 RCC SOG. Additionally, standard Job Action Sheets (JAS) for Mass Dispensing essential response functions have been disseminated via regional planning meetings. Each local MDA plan has this information delineated.

Additional regional assets available for request through the RICS / RCC during a medical countermeasure dispensing or vaccination campaign include, but are not limited to the following items or service support:

- MMRS cache for first responders / families
- ancillary medical or logistical POD supplies
- trailers (communications, decontamination, medical reserve corps cabana unit, mobile field hospital)
- engagement and coordination with other RESFs within Region 3 (fire (4), police (13), hazmat (10), emergency management (5), resource management (7), volunteer management (16), faith-based organization (19), Mass Care-American Red Cross (6), public information (15), etc.)

Adverse Event Reporting

Adverse Event reporting is established and maintained through the local jurisdictions directly to CT-DPH. Each local mass dispensing plan provides specific information on how they plan to track and monitor for adverse events. This is purely a local responsibility. If necessary, the Region could utilize its communication functions (such as Everbridge Messaging or WebEOC) to poll each health department or district for situational awareness purposes during a mass prophylaxis or mass immunization response. If the MMRS cache is utilized for first responders, the RESF 8 Public Health section would assist the local jurisdiction in tracking and monitoring those individuals for adverse events.

Each local mass dispensing plan describes what provisions are in place for responding to people who have contraindications to the medical countermeasures. In most cases, the individual will be taken out of the

express dispensing line and will be counseled by medical staff at the clinic. If it is determined they cannot receive any of the available countermeasures, they will be directed to contact their primary care provider or if they do not have one to go to the emergency room or other urgent care clinic.

Non-Pharmaceutical Interventions (Capability 11)

According to [Connecticut General Statute 19a-221](#), the Director of Health has the authority to issue orders of quarantine or isolation to an individual infected with a communicable disease. In the event of a public health emergency, the Governor may give the Commissioner of CT-DPH the authority to place a quarantine or isolation order, in an effort to protect the public health and safety. The Commissioner may then give the authority to the local Director of Health to carry out such orders, as he/she is the only other Public Health Official authorized to sign these orders. The order must state the name(s) of the person(s) being quarantined or isolated, the reason(s) for the quarantine or isolation, how long the order will last, the location where the quarantined or isolated person(s) must stay, other steps that shall be taken to prevent the spread of the disease, and the rights of the quarantined or isolated person(s) to appeal the order.

The state of CT has a veterinarian on staff that addresses animal isolation and quarantine. The CT General Statutes (C.G.S 22-279) describe the isolation and quarantine (I&Q) authorities for animals. Additionally, there is a regional ESF-11, Animal Response group that may be able to provide assistance or guidance for the Region as requested.

Additionally, those in isolation or quarantine will continue to receive essentials services such as food, water, and shelter. Individuals or groups under isolation or quarantine orders will be assessed for any mental or behavioral health needs. The RESF 8 Public Health section has developed a [psychosocial assessment tool](#) to be utilized by any LHD to assess individuals support needs while under isolation or quarantine, including assessing the potential needs of the jurisdiction to provide for basic care needs such as food, medical care, emotional care, etc. This tool was developed and used during the Ebola epidemic with successful results.

If any needs arise, the state Disaster Behavioral Health Response Team (DBHRT) may be requested by the LHD or the Region. Furthermore, those individuals under I&Q will continue to receive basic care and will not be denied access to spiritual needs or requests.

Quarantine, isolation, and social distancing orders are put in place at the local or state levels. Although the Region has no legal authority or functional responsibility for Quarantine and Isolation matters, the Region will continue in its role supporting local and state government by collecting and disseminating information as requested on a need to know basis, assessing resource needs, and coordinating requested resources. It is the local health department responsibility to develop any messages concerning people under isolation or quarantine. Confidentiality laws (C.G.S 19a-25) will be adhered to at all times by local, regional and state public health officials. The Region may assist the LHDs in disseminating said messages as requested.

Regional assets available for request through the RICS / RCC during a quarantine/isolation or social distancing event include, but are not limited to the following items or service support:

- MMRS cache for first responders / families
- ancillary medical or logistical supplies- such as personal protective equipment
- trailers (communications, decontamination, medical reserve corps cabana unit, mobile field hospital)
- engagement and coordination with other RESFs within Region 3 (fire (4), police (13), hazmat (10), emergency management (5), resource management (7), volunteer management (16), faith-based organization (19), Mass Care-American Red Cross (6), public information (15), etc.)

- Subject matter expertise and situational awareness / information sharing

Community Mitigation

Community Mitigation is a set of public health actions taken by a community to slow or stop the spread of disease within that community. The overall goals of community mitigation for local public health are to assure that the sick get treated, infections are prevented and social and economic impacts are minimized.

The following examples are a few of the community mitigation strategies that could be employed:

- **Isolation** – of the ill individual in the home or health care setting depending on
 - the severity of the person's illness
 - the availability of health care options
- **Treatment** – of confirmed or probable cases so that their illness is limited or potential complications are prevented.
- **Voluntary Home Quarantine** – where exposed individuals stay at home so as to prevent the possible transmission of a disease to others.
- **Closure of Schools** – so that social contacts and social mixing in a school-like setting are reduced thereby limiting the chance for contact with ill individuals.
- **Social Distancing** – limiting community social gatherings (e.g. concerts, fairs, celebrations, sporting events, meetings, etc.) thereby reducing the possibility for spread of disease.
- **Hand Washing & Respiratory Etiquette** – frequent hand washing before and after touching people or surfaces, and covering your mouth and nose when coughing or sneezing- then repeat hand washing.

The need to implement community mitigation strategies will be made by the Director of Health in conjunction with the CT-DPH and local officials. Decision to implement will depend on:

- Disease severity,
- Virulence,
- Mode of transmission,
- Period of communicability, and
- Potential for community mitigation to curb spread of disease.

The following statements provide guidance and describe legal authority from the state DPH:

The state of CT defines isolation, quarantine, and social distancing as:

Personal Protection and Restriction of Public Gatherings

Personal protective measures can be used by individuals and by public health officials to minimize the potential for exposure and spread of illness. Thus, persons with or without symptoms of disease can be advised to use masks to limit the potential for spread or exposure when they go to public places. In addition, public health officials can limit public activity (e.g., shut down schools) to minimize the potential for large gatherings that might facilitate disease transmission. Examples of diseases for which masks might be used on a population basis include pandemic influenza and SARS. Diseases that could result in restrictions on public activity include pandemic influenza, SARS and smallpox.

Quarantine

Quarantine is the physical separation and confinement of an individual, group of individuals or individuals present within a geographic area *who have been exposed to a communicable agent of concern* and who have not completed the incubation period. Quarantine is needed until they no longer pose an imminent threat of developing illness and transmitting the agent to others. Diseases that might present a public health emergency for which quarantine could be needed include smallpox, plague, viral hemorrhagic fever, SARS and influenza.

Isolation

Isolation is the physical separation and confinement of an individual, group of individuals or individuals present within a geographic area *who are infected with a communicable agent of concern* to prevent them from coming into contact with and infecting others. Diseases that might present a public health emergency for which isolation may be required include smallpox, plague, viral hemorrhagic fever, SARS and influenza.

Responder Safety and Health (Capability 14)

Responder Safety and Health are important considerations for DEMHS Region 3. We engage directly with the volunteer and commercial first responders, including Police, Fire, EMS, and our hospital partners. From a local and regional preparedness planning perspective, RESF 8 routinely engages with these partners to discuss current events, participate in trainings or exercises, and continue strengthening our regional healthcare coalition. The Region is not directly responsible for conducting medical readiness screening for responders, as this is considered a local responsibility. During any RCC activation, the RCC manager will ensure the medical/safety plan ICS form is completed with the Incident Action Plan. This form completion addresses medical and safety needs of staff and volunteers stationed at the RCC, as well as the incident site.

In the event where medical countermeasures or other prophylaxis medication is needed, DEMHS Region 3 will work to provide the first responders and other previously identified critical infrastructure staff with the countermeasures necessary for their immediate response. Any adverse events should be reported to the RESF 8 chair or designee.

In recent experience during the Ebola epidemic in 2014-2015, the Region worked vigorously with healthcare coalition partners to draft, develop, and disseminate critical information regarding personal protective equipment (PPE) training (including N-95 fit testing, donning and doffing of PPE) and additional recommendations. Furthermore, the Region served as a clearinghouse for information sharing to the healthcare coalition partners.

Biosurveillance

Public Health Laboratory Testing (Capability 12)

In Region 3, public health laboratory services are a primary function of the CT-DPH in accordance with the Connecticut Laboratory Response Network. For detailed laboratory functions, roles and responsibilities please refer to the CT-DPH Laboratory Response Network Emergency Plan. Region 3 will continue its support role as requested by CT-DPH. This may include finding alternate transportation of samples to the State Laboratory.

Laboratory Capacity

The State Lab is equipped with a Bio-Safety Level 3 laboratory. The Connecticut Laboratory Response Network (CT-LRN) includes the Department of Public Health (CT-DPH) Bio-terrorism Response Laboratory, Connecticut Agricultural Experiment Station laboratory, University of Connecticut Patho-Biology laboratory, state and federal law enforcement partners, 30 acute care hospital laboratories, two private laboratories, and two local public health laboratories. During a biological event, specimen packaging and transport must be coordinated with the State Lab, local law enforcement, and the Federal Bureau of Investigation (FBI), which will maintain a proper chain of custody over specimens from the time of collection. The State Lab accepts bioterrorism samples at the request of the FBI, State Police Emergency Services Unit (ESU) or CT-DEEP HazMat Team ONLY. Chain of custody procedures are maintained throughout. Information on laboratory testing, including proper collecting, handling, shipping, transporting, and submission procedures, can be obtained by contacting the State's Bio-Response Laboratory Coordinator.

The Bio-terrorism Response Laboratory Supervisor from the CT-DPH laboratory serves as the coordinator for laboratories and law enforcement partners. With the exception of the CT-DPH laboratory, all of these laboratories have been designated as sentinel laboratories and are capable of ruling out Category A agents including; *Bacillus anthracis*, *Francisella tularensis*, *Yersinia pestis*, and *Brucella species*.

Additionally, the CT-LRN may utilize other laboratory services as necessary; especially in the event of exceeding surge capacity. Please click [here](#) for State affiliated labs.

Public Health Surveillance and Epidemiological Investigation (Capability 13)

The goal of public health investigation in an emergency is to gather information to inform public health intervention and communication. The objectives of public health investigation are to:

1. define the problem in person, place and time (who and how many are at risk, where is/was the risk, when did the risk begin and when did it end);
2. identify the source and magnitude of exposure;
3. determine whether exposure or the consequences of it are ongoing (is there person-to-person transmission; is there lingering environmental contamination of concern; are there consequences of exposure that may result in health problems later?); and
4. monitor the impact of intervention.

Tools of public health investigation include:

- Health-related surveillance

- Epidemiological and laboratory investigation
- Environmental investigation and communication with investigative partners and persons who may have been exposed.

Epidemiological data received from mandatory physician and laboratory reporting is shared by and between CT-DPH and the local health directors. All confidential patient/ health information shall be handled according to the [Connecticut General Statute 19a-25](#) and other relevant state public health authorities. The Connecticut Electronic Disease Surveillance System (CTEDSS) will be used to facilitate the collection, sharing and tracking of reportable disease information. Should information need to be shared regionally about an outbreak investigation throughout the jurisdiction or the Region, the DOH will assure no patient information is released.

Regional Responsibilities for Epidemiologic Investigation

When an epidemiologic investigation requires regional support, the RCC RESF 8 public health section will follow the communication protocols in the RCC SOG to identify and obtain additional personnel to be deployed to assist in the investigation. The RCC RESF 8 section will share situational awareness and situation reports as they become available to regional partners throughout the incident. Per confidentiality laws, no confidential or personally identifiable information will be shared.

Environmental Surety

Regionally, DEMHS Region 3 has established a process to determine corrective actions to environmental issues. The RESF 8 public health section has a table of potential public health events and the anticipated response actions each event would likely require of an impacted agency. This can be located by clicking [here](#). Additionally, the anticipated resource types that would potentially be needed are identified by each response action along with the most recent count of these resource types that are fully qualified within the region. Findings of environmental investigations would be reported to the appropriate agency, primarily CT-DPH, by the local health department/district within whose jurisdiction the incident resides. The responsibility for emergency actions would remain at the local level.

ADMINISTRATION AND LOGISTICS

Each municipality is responsible for their locales expenditures and financial obligations during an emergency. Region 3 is responsible for maintaining Regional operational readiness for the Regional Coordination Center. Local municipalities may authorize the Region to acquire resources on their behalf in accordance with applicable local by-laws or ordinances and State policy.

The RCC will maintain such records as required by the State EOC relating to expenditures and obligations during the emergency situation as prescribed by the Department of Emergency Services and Public Protection or the State Comptroller.

When resources available to the Region prove to be inadequate during emergency operations, requests should be made to obtain assistance through the DEMHS Region 3 Coordinator, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual aid agreements and understandings. All agreements and understandings should be entered into by duly authorized officials and should be formalized in writing. The Capitol Region Council of Governments (CRCOG) has the ability to enter into agreements of understanding with agencies, and has specific processes to follow. The RESF 8 public health subsection does not enter into any agreements. However, the RESF 8 public health section will maintain awareness of private or external MOUs and how to activate them as necessary.

PLAN DEVELOPMENT AND MAINTENANCE

The Region 3 PHERP was developed by the Regional PHERP workgroup and overseen by CREPC. The Regional Emergency Support Plan, Region 3 PHERP, and all associated attachments (including media contact lists) are subject to both a continuous informal review process and a formal annual review (see below for details on informal and formal reviews). Public health planning partners, through RESF 8, maintain representation on the Regional Emergency Planning Team (REPT). The REPT / CREPC is responsible for the development and maintenance of all regional plans in support of local and state operations. CREPC, meets quarterly. Combined RESF 8 / Healthcare Coalition meetings are held, at least quarterly, and the RESF 8 Public Health section meets monthly or bimonthly depending on agenda items. All meeting minutes are maintained on the Capitol Region Council of Governments (CRCOG) website: <http://crcog.org/public-safetyhomeland-security/crepc/resf-8/>.

This regional plan will be located on the CRCOG web site: <http://crcog.org/> and will be available for review and training. Additionally, the plan will be made available to all local health departments electronically and to the RCC in hard copy. LHD staff are informed of the plan location via regular RESF 8 meetings. Questions about the plan can be directed to CRCOG (during regular business hours) located at 241 Main Street - Fourth floor, in Hartford, Connecticut 06106. Telephone number is 860-522-2217.

Local health department staff and regional partners are regularly directed to the CRCOG website for updates to regional plans. All RESF 8 partners are required to attend / watch RESP training which can be accessed through CT. Train (<https://ct.train.org/>). Additionally, a regional training program for the RESP has been established at <http://crcog.org/2016/06/09/resp/>. In December 2017, a Regional Training Needs Assessment was developed and disseminated to all LHD employees in the region. The results have been reviewed by an ad hoc workgroup who has determined priority training and exercise needs. The Region 3 Multiyear Training and Exercise Plan was updated in 2018 to reflect these training and exercise priorities.

Informal review:

- An informal review of the plan may be performed at any time and each time the plan is implemented to determine if the plan is correct and current. This would include those corrective actions as identified within an After-Action Report's Improvement Plan.
- Editorial or administrative changes are made at any time to ensure that the information in the plan is correct and current.
- Editorial or administrative changes are distributed as soon as practical.
- Changes to the plan which require significant modifications in policy or procedures are presented to the full committee for consideration, review, and approval.

Formal Review:

- A workgroup designated by RESF 8 Chair will conduct a formal review of the plan, annually.
- The workgroup will present proposed changes to the RESF 8 Chair / CREPC for approval and implementation to be completed for submission no later than October of each year.

The results of all PHERP changes are distributed to the RESF 8 partners and captured within the plan's record of revisions.

AUTHORITY AND REFERENCES

Statutes, Regulations, Directives and National Guidance

Connecticut General Statutes	
Authorities and Powers Affecting Local Health Districts	
C.G.S Chapter 368a (19a-25)	Confidentiality of Records
C.G.S, Chapter 368e (19a-207)	Duties of local officials, Emergencies, Regulations
C.G.S, Chapter 368e (19a-215)	Commissioner’s lists of reportable diseases, emergency illnesses and health conditions and reportable laboratory findings. Reporting requirements. Confidentiality. Fines.
C.G.S, Chapter 368e (19a-216)	Examination and treatment of persons at communicable disease control clinics. Confidentiality
C.G.S, Chapter 368e (19a-221)	Order of quarantine or isolation of certain persons. Appeal of order. Hearing.
C.G.S, Chapter 368e (19a-222)	Vaccination
C.G.S., Chapter 368e (19a-223)	Municipalities may contract for health services.
C.G.S, Chapter 368g (19a-265)	Tuberculosis control. Emergency commitment.
C.G.S., Chapter 517 Section 28-8a	Municipal chief executive officers’ powers during emergency.
C.G.S., Chapter 368f (19a 240-249)	District Departments of Health
State Authorities and Powers	
C.G.S., Chapter 31 Section 3-1	(Governor’s) General powers and duties.
C.G.S., Chapter 517 Section 28-9	Civil Preparedness emergency; Governor’s powers.
C.G.S. Section 22-279	Quarantine of Animals
C.G.S., Section 22a-453	Coordination of activities with other agencies (by DEEP).
Mutual Aid and Immunity	
C.G.S., Chapter 517 Section 28-4	Agreements with other states.
C.G.S., Chapter 517 Section 28-6	Mutual aid or mobile support units.
C.G.S., Chapter 517 Section 28-7	Local and joint organizations: Organization; powers; temporary aid.
C.G.S., Chapter 517 Section 28-8	Outside aid by local police, fire or other preparedness forces.
C.G.S., Chapter 517 Section 28-13	Immunity from liability.
C.G.S., Chapter 517 Section 28-22a	Intrastate Mutual Aid Compact.

In the absence of County government structure in Connecticut, the response and management authorities lie at the state and local levels.

Authority for this Plan is contained in State of Connecticut General Statutes, Public Act 03-236, Section 8, and such Presidential Decision Directives, Executive Orders and Special Acts, as may be applicable. The State’s Emergency Response Plans and Annexes are required under Section 28-7(a) of Title 28, Chapter 517 of the Connecticut General Statutes. The Plan is effective upon approval by the Department of Emergency Services and Public Protection and the Governor. This Plan will supersede any and all previously written and approved Public Health Emergency Response Plans.

APPENDICES

APPENDIX A - REGION 3 RESF 8 SNAPSHOT OF FUNCTIONS

APPENDIX B - FORMS AND ANCILLARY DOCUMENTS

APPENDIX C - ACRONYMS, ABBREVIATIONS AND GLOSSARY

Appendix A- Region 3 RESF 8 Snapshot of Functions

Agency Communication Plan

Staff Roles and Responsibilities

- RESF 5 (Emergency Management) working with RESF 2 (Communications) notifies RESF 8 (Public Health) of an incident
- The RESF 8 duty officer may make initial notifications when an incident begins or is primarily in the public health realm
- RESF 8 will follow the Region 3 Regional Coordination Center Standard Operating Guide (RCC SOG) for communicating, coordinating, and collaborating with local health departments.
- RESF 15 (External Affairs) may also be activated to work with a Joint Information Center (JIC), the designated Public Information Officer (PIO), handle partner notification and Crisis and Risk Communications issues

Response Actions That Will Happen

- The Regional Coordination Center (RCC) Manager will ensure that all regional duty officers/Co-Chairs are notified and placed on standby or called in for duty
- RESF 2 establishes the Tactical Interoperable Communications Plan (TIC-P) to include acquiring assets and maintaining infrastructure
- Help establish schedules and processes (including documentation) for communications from the Incident Commander (IC) through to the RCC and State EOC and back
- Maintain communications with support and response partners via the CT-HAN, MEDSAT, WANS, radio, phone, internet, and other systems
- RESF 8 Public Health section will establish and maintain communication with Directors of Health (DOH) or other public health (PH) emergency responders within the region as necessitated by the event

Description of When Regional Response Actions Happen

- Upon activation of the RCC
- When the RESF 8 Duty Officer or designee determines the need to communicate widely to all DOH/PH emergency responders

Authority

- Local Emergency Operations Plans (EOPs) - municipal plans and Public Health Department Emergency Response Plans (PHERPs)
- REGION 3 CREPC, Regional Emergency Support Plan (RESP) and Connecticut General Statue Title 28 (Civil Preparedness and Emergency Services)
- This Regional Public Health Emergency Response Plan

Command and Control* - Activating Regional Coordination Center (RCC)

Staff Roles and Responsibilities

- RESF 5 Duty Officer will activate the RCC / RESP and its component RESF 8 Annex – Region 3 PHERP

Region 3: Public Health Emergency Response Plan

- RESF 8 Duty Officer or designee will alert public health and medical support staff as indicated by the incident
- Roles will be assigned - based on NIMS - by the RCC Manager in concert with the RESF Duty Officers
- *The RCC and RESF 8 duty officer do not exert command and control over operations external to the RCC
- *The RCC and RESF 8 duty officer communicate, collaborate and coordinate support for local incidents as requested.
- The local incident commander will keep the RCC and staff informed about the incident as it evolves

Response Actions That Will Happen

- The State Departments of Public Health (CT-DPH) and Emergency Services and Public Protection (DESPP) will be notified of the RCC activation of the Regional PHERP
- Regional support partners, local Emergency Management, and Local Health Departments (LHDs) will be notified of activation of the plan
- ICS will be established and a regional Incident Action Plan (IAP) will be developed
- The RCC IAP will outline public health issues and potential support capabilities
- The RESF section will utilize the RCC SOG and resource management plan when communicating with LHDs and coordinating resources. Standard messaging will follow the RCC SOG.

Description of When Response Actions Happen

- When assistance is requested from an IC or partner agency
- Declaration of a public health disaster by the Commissioner
- Declaration of a disaster within the State
- Any situation that may threaten the public's health

Authority

- Local Emergency Operations Plans (EOPs) - municipal plans and Local Health Department Emergency Response Plans (PHERPs)
- Region 3 CREPC Regional Emergency Support Plan (RESP) and Connecticut General Statue Title 28

Epidemiology Plan

Staff Roles and Responsibilities

- Local Health Directors and hospitals have authority and responsibilities in the areas of disease reporting and investigation
- The CT-DPH epidemiology office supports continued investigation efforts
- RESF 8 will communicate and coordinate with state and local epi-staff
- The RESF 8 public health section will coordinate epidemiological support utilizing the regional resource management plan and accompanying public health resource typing database

Response Actions That Will Happen

- Local public health departments may notify the RESF Duty Officer (DO) or designee to request epi support
- For situational awareness purposes, other local public health departments may be notified by the RESF 8 public health section, of an event requiring epidemiological support
- Local public health staff will complete requests to identify number and type of personnel that may be available to support a regional epi response

Region 3: Public Health Emergency Response Plan

- Requests, once completed will be returned to the RESF 8 PH section at the RCC
- RESF 8 will compile available resources and determine type and number of resources to be activated and deployed

Description of When Response Actions Happen

- When assistance is requested from an IC or partner agency
- When a Declaration of a Public Health Emergency requires epidemiological investigation
- When a State Disaster Declaration requires epidemiological investigation

Authority

- C.G.S. Chapter 368e (19a232) – Municipal Health
- C.G.S. Chapter 368f (19a240-249) – District/Department of Health
- Local PHERPs

Laboratory Data and Sample Testing Plan

Staff Roles and Responsibilities

- Local Health Departments will use standardized procedures to conduct sampling and ensure chain of custody for samples during the testing process
- The State Laboratory Response Network (CT-LRN) provides subject matter expertise and oversight of laboratory operations, data and sampling
- The Laboratory Supervisor will coordinate requests for services and ensure that pertinent information is forwarded to partner agencies (that may include the RCC)
- The RCC may be involved with the coordination of assets like the Capitol Region- Hazardous Materials Response Team (CR-HMRT), local Law Enforcement, and environmental/epidemiological teams

Response Actions That Will Happen

- The RCC may help coordinate and will monitor the activities of the CR-HMRT and other local resources
- Other actions in accordance with the State LRN and local SOPs

Description of When Response Actions Happen

- When a large and/or significant testing or sampling requirement arises

Authority

- State Emergency Operations Plans for the CT-LRN
- C.G.S. Section 19a-29a,b
- Public Health Code Sections 19a-36-a57 to a 63

Continuity of Operations Plan (COOP)

Staff Roles and Responsibilities

- Individual agencies at local, regional and state levels are responsible for their own COOP
- Local health department (LHD) directors are responsible for ensuring that essential health department services remain operational
- LHD director or local emergency management director will notify RICS of local COOP activation and will communicate resource needs as indicated
- The RCC manager determines RESF duty officer availability and scheduling at the start of operations
- The RESF 8 duty officer will ensure that public health and medical support staff are available

Region 3: Public Health Emergency Response Plan

Response Actions That Will Happen

- Individual agencies will activate their COOP plan as indicated and will notify RICS / RCC as indicated
- RCC will be ready to request from non-affected LHDs or agencies, any support resources needed to address the event
- RCC RESF 8 PH section will share situational awareness within the region, including LHDs, hospitals, EMS, behavioral health or other healthcare coalition partners

Description of When Response Actions Happen

- Within any agency, when normal operational capabilities are threatened or not possible, appropriate response actions will be taken to assure essential services continue

Authority

- Individual municipalities have responsibility to ensure COOP exists and is updated

Disaster Behavioral Health - Responders and the General Public

Staff Roles and Responsibilities

- A Region 3 Incident Commander (IC), RESF 8 DO (or designee) or RCC Manager will request mental health services, as needed
- The CT Department of Mental Health and Addiction Services (DMHAS), has teams of behavioral health staff that are available to staff disaster behavioral health response teams (DBHRT)

Response Actions That Will Happen

- Requests for DBHRT must be approved by CT DMHAS
- Agencies such as the American Red Cross, Salvation Army, and the United Way's 211 phone line information team and other ESF-8 partners may also provide services
- Family support centers near the incident may open (staffing can be by DBHRT members and/or the local chapter of the American Red cross)
- Population-wide (General Public) issues will be handled by DBHRT leaders through various social networks, websites, phone banks, print and broadcast media

Description of When Response Actions Happen

- The family support teams can often be in place within hours of the initial request depending incident
- Other outreach efforts can begin immediately

Authority

- CT-DMHAS, C.G.S. 368e (19a-183)

Crisis and Emergency Risk Communication Plan

Staff Roles and Responsibilities

- The RESF 15 (External Affairs) will be activated to handle interactions with the JIC, the designated PIO, partner notification and Crisis and Risk Communications issues
- The RESF 8 DO will work closely with the RCC staff to ensure accurate and timely information is available to all partners
- Local Health Departments or IC will often craft messages for review and release through the JIC, RCC and local EOC or town authorities

Region 3: Public Health Emergency Response Plan

Response Actions That Will Happen

- Coordinate with local IC on the activation of a JIC at the regional and/or state levels; assign staff responsibilities, including back-ups
- Support local and state agencies on press releases, briefings, educational material, etc.
- Help establish a streamlined and accurate information process for delivering timely information to the public
- Work with media partners and remind them that the PIO will be the single source of information and the contact for arranging interviews
- Help establish a schedule for regular press conferences and update this schedule, as needed

Description of When Response Actions Happen

- Upon activation of the JIC
- When assistance is requested from an IC or partner agency

Authority

- Region 3 CREPC, Regional Emergency Support Plan (RESP) and Connecticut General Statute Title 28 (Civil Preparedness and Emergency Services)

Mutual Aid and Resource Management Plan

Staff Roles and Responsibilities

- The RESF 7 will coordinate material and some personnel resource requests, overall
- The RESF 8 will help coordinate resource requests that draw from local public health agencies

Response Actions That Will Happen

- The Region 3 Resource Management Plan and accompanying Public Health Resource typing worksheet will be utilized to determine the number and type of public health resources available

Description of When Response Actions Happen

- When resource requests are made by an IC or partner agency
- As requested by the RESF 8 DO / designee or RCC staff

Authority

- Intrastate Mutual Aid System, Public Act No. 07-56
- C.G.S. 7-148c - Municipal Cooperation
- C.G.S. 19a-131 - Public Health Emergency Response
- C.G.S. Title 28

Quarantine, Isolation (Q/I) and Social Distancing Plan

Staff Roles and Responsibilities

- Local Health Directors (LHDs) have legal authority to impose quarantine and isolation restrictions
- LHDs are responsible for public education on social distancing and other practices that reduce disease transmission
- The RESF 8 will monitor and support quarantine, isolation and social distancing efforts implemented by LHDs

Region 3: Public Health Emergency Response Plan

Response Actions That Will Happen

- Local Health Directors will direct and coordinate epidemiological surveillance, environmental health services, community health services, health promotion and public information services
- The RESF 8 will use available regional resources to support local health directors with Q/I and social distancing actions
- The RCC Manager will ensure that all partner agencies are aware of Q/I and public education efforts

Description of When Response Actions Happen

- Upon implementation of Q/I and social distancing actions

Authority

- C.G.S. 19a-221 - Order of Quarantine or Isolation
- C.G.S. 19a-25 - Confidentiality of Records

Mass Patient Care

Staff Roles and Responsibilities

- The RESF 8 DO or designee may activate one or more element plans from the Region 3 Mass Casualty Protocols - Forward Movement of Patients Plan (FMOP) including the EMS Mobilization Plan, Healthcare Mutual Aid Plan (HMAP) and the Long Term Care Mutual Aid Plan (LTC-MAP)
- Leads from partner agencies like Centralized Medical Emergency Dispatch (CMED), local hospitals and the Capitol Region Medical Reserve Corps (CR-MRC) are responsible for implementation of related plans
- The RESF 8 monitors and maintains a support role in Mass Patient Care through coordination of response and resources

Response Actions That Will Happen

- Pre-hospital triage, treatment and transport for a large-scale incident will be managed through the Region 3 Mass Casualty Protocol
- Medical Surge for the Region will be managed through the State of CT Forward Movement of Patients Plan (FMOP), HMAP and the LTC-MAP
- The EMS Mobilization Plan, which is contained within the FMOP, may be activated
- Local Acute Care Hospitals (ACHs) may activate internal medical surge plans within the hospital footprint and/or Alternative Care Facilities external to their facilities
- A fifty-five (55) bed Mobile Ambulatory Care Unit (MACU) may be deployed

Description of When Response Actions Happen

- When Public Health Surge indicators (defined in the Regional Emergency Support Plan, RESF-8 Annex) are triggered
- Upon activation of any of the plans under the Mass Casualty Protocols

Authority

- C.G.S. PA 03-236
- Local hospital and patient care facility EOPs
- C.G.S. Title 28

Region 3: Public Health Emergency Response Plan

Mass Fatality Management Plan

Staff Roles and Responsibilities

- The RESF 8 will monitor and support mass fatality management activities as indicated
- The CT Office of the Chief Medical Examiner (OCME) will be the lead agency during a mass fatality event
- CT DPH will work with the OCME particularly in regard to morgue facilities and mass burial site selection
- Partner agencies such as the CT State Funeral Directors Association, U.S. Public Health Disaster Mortuary Teams (DMORTS), Armed Forces Institute of Pathology Teams, Coroners Association District Coordinators, Department of Defense (DOD) Decontamination Teams, and the CT National Guard may be asked to apply their skills

Response Actions That Will Happen

- OCME, in conjunction with the CT-DPH, will establish policy or procedures regarding safe handling, storage, decontamination, identification, tracking and the final disposition of victims and their effects

Description of When Response Actions Happen

- When storage capacity limits of partner agencies is exceeded or expected to be exceeded
- When mass fatality event has occurred or has the potential to occur

Authority

- C.G.S. 19a-400 et al
- Local PHERPs and MOUs with private partners

Mass Prophylaxis and Immunization Plan

Staff Roles and Responsibilities

- The RESF 8 will monitor and support mass prophylaxis and immunization operations as indicated
- The RESF 7 (Resource Management) and RESF 16 (Volunteer Management) will monitor the incident and assess the availability of equipment and personnel resources
- Local Health Departments and Mass Dispensing Areas (MDAs) have the primary responsibility to plan for and conduct vaccination efforts and dispense medical countermeasures to large groups

Response Actions That Will Happen

- The RESF 7, 8 and 16 will utilize the regional resource typing database and other databases to locate and request resources that are needed for mass prophylaxis and vaccination operations
- Region may utilize its communication functions (such as Everbridge Messaging or WebEOC) to poll health departments or MDAs for situational awareness purposes, as needed
- Local health departments and districts control the operations
- Regional public health response teams will be deployed as requested and available to assist with the local response

Description of When Response Actions Happen

- When there is a need to immunize a large segment of the population
- When there is a need to dispense medicines to a large segment of the population

Authority

- C.G.S. Title 28, Chapter 517
- Public Act 03-236 Section 8

Region 3: Public Health Emergency Response Plan

- C.G.S. Chapter 368e Section 19a-222 (vaccination)
- C.G.S. Chapter 368v Sections 19a-490,492 (hospitals and other health care providers)
- C.G.S. Chapter 19a (bio-terrorism response - dispensing countermeasures)
- Local PHERPs and Executive Orders
- Local or state Declared Emergencies

Environmental Health Response Plan

Staff Roles and Responsibilities

- The RESF will monitor and support the activities of local and state authorities who are responsible for environmental surety issues
- Local health departments and CT-DPH are primarily responsible for environmental surety issues including food, water and air quality, vector surveillance for injury and disease control, sanitation, waste management and toxic hazards
- The Capitol Region Hazardous Materials Response Team (CR-HMRT) and the CT-Department of Energy and Environmental Protection (DEEP) Emergency Response and Spill Prevention Unit along with local fire departments are responsible for the determination of the best course of action to mitigate a hazardous spill or release

Response Actions That Will Happen

- Local health departments will conduct environmental surety remediation and monitoring, as necessary or required
- State and regional assets will be deployed to assist with response, prevention and education activities
 1. Including use of the regional public health response teams as available

Description of When Response Actions Happen

- When the IC requests subject matter expertise related to environmental issues
- When an environmental public health emergency is a possibility
- When assistance is requested from an IC or partner agency
- When a Declaration of a Public Health Emergency requires environmental response
- When a State Disaster Declaration requires environmental response

Authority

- C.G.S. Chapter 319, 368, 439- 445 Section 22a
- C.G.S. Chapter 103 Section 7-246
- Local charters and EOPs

Public Health Surge Capacity and Volunteer Management Plans

Staff Roles and Responsibilities

- The RESF 8 will monitor surge triggers and be ready to support the incident with resources - including personnel resources from the Capitol Region Medical Reserve Corps (CR-MRC), and regional public health response teams as available
- The RESF 7 (Resource Management) and RESF 16 (Volunteer Management) will monitor the incident and assess the availability of equipment and personnel resources - particularly Community Emergency Response Teams (CERT)

Region 3: Public Health Emergency Response Plan

- Local, state and federal partners will support the incident response with available resources

Response Actions That Will Happen

- The Region 3 Resource Management Plan and accompanying public health resource typing worksheet will be used to backfill personnel, offer alternative facilities, equipment and capabilities to support the incident response
- The Volunteer Recruiting and Citizen Preparedness web site – <http://www.getreadycapitolregion.org/> – will be a recruitment, placement and educational tool for volunteer management
- As needed, the RCC will activate or request activation of the CT Health Care System Preparedness and Surge Capacity Plan (includes EMS actions), the surge capacity plan, and any or all of the mass patient care plans (including the Mass Casualty Protocols)
- Other response partners like the Yale/New Haven Health and Medical departments (epidemiological surge), CDC NIOSH (environmental investigation surge) and the Agency for Toxic Substances and Disease Registry (ATSDR) will be utilized

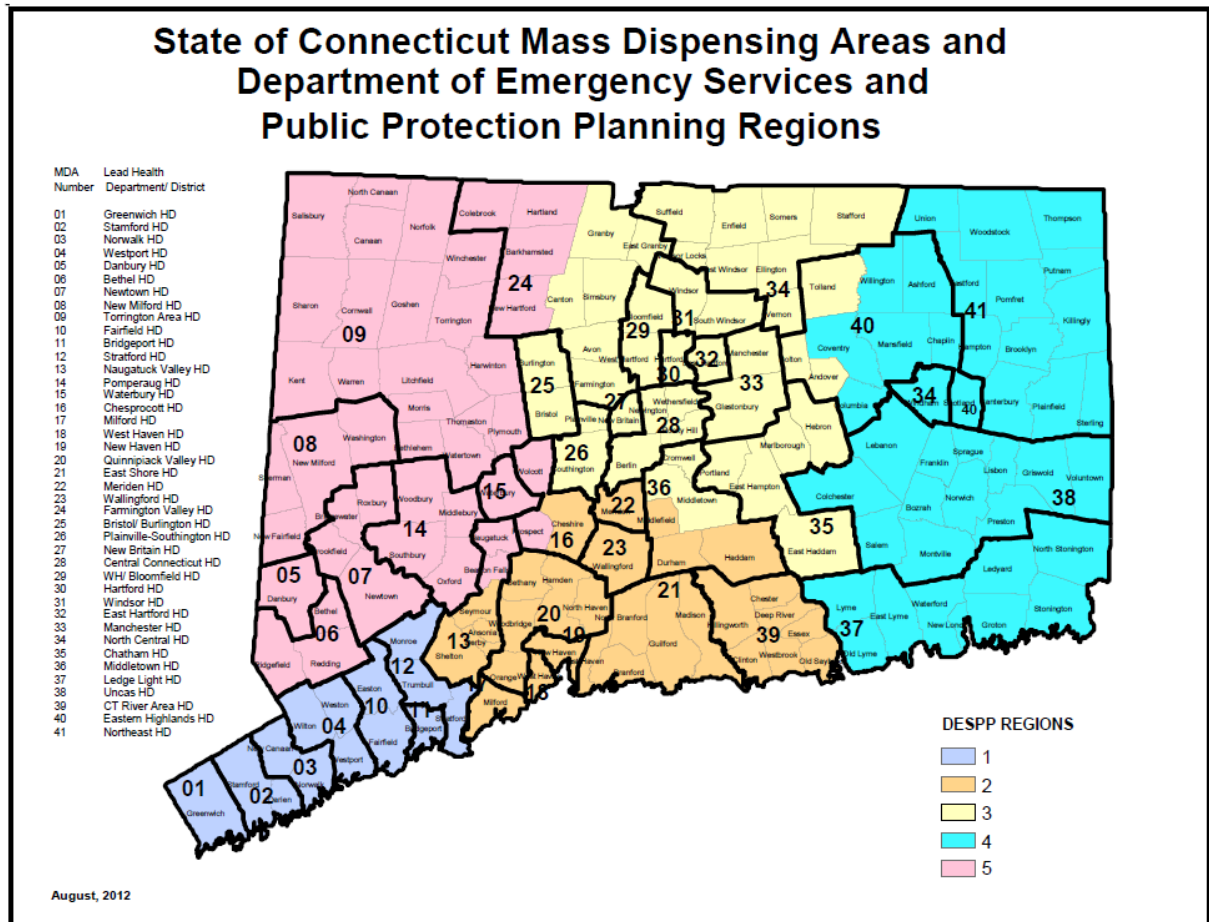
Description of When Response Actions Happen

- When public health surge indicators (defined in the Regional Emergency Support Plan, RESF 8 Annex and the Regional PHERP) are reached and regional support is requested
- When volunteers are requested by the IC or needed to support ongoing operations

Authority

- Intrastate Mutual Aid System, Public Act No. 07-56
- C.G.S. 7-148c - Municipal Cooperation
- C.G.S. 19a-131 - Public Health Emergency Response
- C.G.S. Title 28
- MOUs with private and public partners

Appendix B – Forms and Ancillary Documents



Connecticut Department of Public Health
Updated January 2017

Directory of Regional ESF8 Partners
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Table 1

Region 3 Public Health HVA

Risk Occurrence			Risk Response		
1	Communications Failure	37%	1	Mass Casualty (Trauma)	46%
2	Information Systems Failure	37%	2	Staffing Shortage	40%
3	Cyber Attack	35%	3	Communications Failure	37%
4	Hurricane	34%	4	Information Systems Failure	37%
5	Severe Blizzard/Snow Fall	32%	5	Natural Disaster – Major Hurricane	33%
6	High Winds	30%	6	Radiological Attack – Radiological Dispersal	32%
7	Electrical Failure / Power Outage	30%	7	Epidemic/Pandemic	32%
8	Ice Storm	29%	8	Evacuation	31%
9	Severe Thunderstorm	28%	9	Biological Disease Outbreak – Pandemic flu	31%
10	Drought	27%	10	Earthquake	30%
11	Staffing Shortage	27%	11	Natural Disaster – Major Earthquake	29%
12	Natural Disaster – Major Hurricane	26%	12	Radiological Incident (External)	28%
13	Temperature Extreme (Cold)	26%	13	Nuclear Detonation – Improvised Device	28%
14	Temperature Extreme (Hot)	26%	14	Hurricane	28%
15	Proximity to Bridges	25%	15	Tornado	28%
16	IT Network Failure	25%	16	Dam Inundation	27%
17	Proximity to flood plains, faults, and dams	24%	17	Biological Attack – Plague	26%
18	Proximity to Parks	24%	18	Biological Attack – Aerosol Anthrax	26%
19	Proximity to major trans. routes and airports	23%	19	Chemical Attack – Toxic Industrial Chemicals	26%
20	Proximity to Festivals	22%	20	Chemical Attack – Chlorine Tank Explosion	26%

Region 3: Public Health Emergency Response Plan

Table 2

Primary and secondary support roles [G2]																						
Quick reference tool to identify the respective roles and relationships of agencies to the Emergency Support Function's related activities. P= Indicates the agency that is designated as the primary or lead for all activities related to that specific ESF. S= Indicates other agencies that may have resources that could be used in support of the ESF.		Contact Information	ESF#2 -Communications	ESF#3 -Public Works	ESF#4 -Firefighting	ESF#5 -Emergency Management	ESF#6 -Mass care	ESF#7 -Resource Support	ESF#8 -Public Health & Medical	ESF#9 -Search & Rescue	ESF#10 -Oil & Hazardous Materials	ESF#11 -Agriculture & Natural Resources	ESF#12 -Energy	ESF#13 -Public Safety & Security	ESF#14 -Community Recovery & Mitigation	ESF#15 -External Affairs	Command & Control	Prevention and Containment	Epi Detection and Investigation	Lab Data and Sample Testing	Public Information/Communication	Recovery
RESPONSIBLE AGENCY																						
Region 3 / CREPC		RICS - 860-832-3477	S	S	S	S	S	S	S	S	S	S	S	S	S	S			S		S	S
Local Public Health Departments/Districts		Regional Messaging Software - Everbridge							P								P	P	P	S	S	S
State Agencies: General		CT - State Emergency Operations Center 860-566-3180	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S		S	S
Department of Public Health		860-509-8000- Main # 860-920-6500- Lab #					S		S						S		S	S	S	P	S	S
Division of Emergency Management & Homeland Security		Bill Turley - 860-529-6893, 860-250-2548, 860-708-0749	S	S	S	P	S	P	S	S	S	S	S	S	S	S	S	S	S		P	P
Department of Energy and Environmental Protection		860-424-3333				S		S			P			S				S	S	S	S	S
Department of Emergency Services and Public Protection		CT State Police Message Center 860-685-8190				S								P		S	S	S	S		S	S
CT National Guard 14th CST		860-548-3280																				
Department of Mental Health and Addiction Services		860-418-7000					S		S						S						S	S
Department of Administrative Services		CT - State Emergency Operations Center 860-566-3180						S														S
Federal Agencies																						
Federal Bureau of Investigation		New Haven Office - 203-777-6311									S			S			S	S	S	S	S	
FEMA		FEMA Region I Office- Boston MA 617-956-7506	S	S	S	P	S	S	S	S	S	S	S	S	S	S	S	S	S		S	S
Department of Health and Human Services		HHS Region I Office - Boston MA 617-565-1505					S		P								S	S	S	S	S	S

Normal and Surge Capacity for RESF 8

Events that may trigger or cause surge or exceed surge capacity include, but are not limited to the following:

- Mass casualty incidents with various injury types, or circumstances in which a specific level of care is required for multiple patients.
- Medical surge events may result from disasters of all types (human, natural, biological, technological and man-made).
- Many hazards identified on the most recent hazard vulnerability assessment can rise to the level of causing a surge event.

The following table indicates the normal operating capacity of resources and/or agencies within the Capitol Region.

Capacity Table	Normal Capacity	Surge Capacity	Source
Personnel	3 CRCOG staff / contractors	Fully expandable based on need and request	CR-MRC, CERT, LHD staff support from within Region 3, intra-regional LHD staff support. Duration of deployment dependent on requestor needs.
Treatment Facilities	11 acute care hospitals, 2 sub-acute hospitals. Combined staffed bed capacity: 2240. Combined licensed bed capacity: 2918. Routine morgue capacity: 60. Surge morgue capacity: 82 (plus reefer truck)	500 non-ambulatory and 1000 ambulatory patients. 500-600 patient surge requiring hospital bed space through statewide FMOP.	Statewide Forward Movement of Patient plan activation-decompression of non-affected hospitals to increase bed capacity. Hospital mutual aid plan activation (region 3 specific). Long-term care mutual aid plan activation (statewide)-allows for evacuation and movement of patients from non-affected LTCF to be moved or to decompress hospital beds to allow for surge of acute patients.

Laboratories	The State Lab is equipped with a Bio-Safety Level 3 laboratory. The Connecticut Laboratory Response Network (CT-LRN) includes the Department of Public Health (CT-DPH) Bio-terrorism Response Laboratory, Connecticut Agricultural Experiment Station laboratory, University of Connecticut Patho-Biology laboratory, state and federal law enforcement partners, 30 acute care hospital laboratories, two private laboratories, and two local public health laboratories.	The CT-LRN may utilize other laboratory services as necessary; especially in the event of exceeding surge capacity. CT-DPH maintains listing of state-affiliated labs to assist in surge events.	All labs already identified, and the <u>State-affiliated labs</u> .
Redundant Communications	Tactical redundant communication: phone, fax, email, SMS text, mobile, Everbridge Notification, WebEOC, VEOCI, HAM Radio Operators via local CERT teams, RESF-2 communication truck with STOCK boxes, caches of radios, and communication SMEs to assist local or regional needs.	All modalities to left can be used and expanded upon in a surge event, especially regarding communication equipment needs like radios and personnel.	Request to RICS for communication (equipment support). Region 3 ESF-2 will receive resource request and determine capability to deploy requested assets. Duration of deployment dependent on requestor needs.

Region 3: Public Health Emergency Response Plan

Pharmacologic Supplies	Capitol Region MMRS (CRMMRS) maintains a pharmaceutical stockpile that provides chemical antidote protection for regional first responders, and antibiotic protection for up to 10,000 victims.	LHDs within region may have access to ancillary medical supplies (needles, syringes, alcohol swabs, etc.) but not pharmaceuticals. Additional ancillary supplies could be obtained just in time through local vendors.	LHDs, local medical vendors, CR-MMRS may provide cache to local first responders in need of mass prophylaxis.
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Region 3: Public Health Emergency Response Plan

Security	Local law enforcement, CT State Police, CT National Guard	Same as normal capacity. Surge would include calling in all staff from each agency, enforcing overtime, utilizing non-law enforcement personnel like local CERT teams or fire departments.	Surge would include calling in all staff from each agency, enforcing overtime, utilizing non-law enforcement personnel like local CERT teams or fire departments. Duration is dependent on event and need.
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Appendix C- Acronyms, Abbreviations and Glossary

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

A

AAR	After Action Report
ACF	Alternate Care Facility
ACH	Acute Care Hospital
ARC	American Red Cross
ATSDR	Agency for Toxic Substances and Disease Registry. Based in Atlanta, Georgia, this agency is a federal public health division of the U.S. Department of Health and Human Services. It serves the public by using the best science, taking responsive public health actions, and providing trusted health information to prevent harmful exposures and diseases related to toxic substances.

B

C

CADH	Connecticut Association of Directors of Health. CADH is a non-profit organization, comprised of Connecticut's local health directors, that works to strengthen public health throughout the state. Since it was incorporated in 1996, CADH has and continues to convene, engage, mobilize, and support Connecticut's local health departments and fortify their leadership role in establishing healthier Connecticut communities. CADH is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and is a state affiliate of the National Association of County and City Health Officials (NACCHO).
CAP	Corrective Action Plan
CDC	Centers for Disease Control and Prevention (U.S. DHHS). The CDC works to protect public health and safety by providing information to enhance health decisions; and it promotes health through partnerships with state health departments and other organizations.
CEMP	Centers for Emergency Medical Preparedness. Medical facilities (like Hartford and Yale New Haven hospitals) that create healthcare value above the average found in a specific location.
CEO	Chief Executive Officer. The official of the community who is charged with the authority to implement and administer laws, ordinances and regulations; a mayor, first selectman, town/city manager.
CEDSS	Connecticut Electronic Disease Surveillance System (CEDSS or Maven)
CERC	Crisis Emergency Risk Communication
CERT	Community Emergency Response Team

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

CFR	Code of Federal Regulations
CGS	Connecticut General Statutes
CHOC	Connecticut Helps Oversight Council. A group of state agencies and nonprofit organizations convened by DEMHS and/or DCF and/or DMHAS on behalf of the Governor to coordinate resources and services for disaster victims. Includes OPM, DCF, DMHAS, DOI, DOL, DPH, DSS, Office of Victim Advocate, Office of Victim Services, American Red Cross, United Way, Salvation Army, Catholic Charities, Governor's Prevention Partnership, Center for Trauma and Response, Family and Children's Agency and CT Volunteer Organizations Active in Disaster (VOAD).
CHA	Connecticut Hospital Association
CMED	Centralized Medical Emergency Dispatch. Coordinates and communicates between hospitals and pre-hospital emergency medical service providers. Also coordinates movement of medical resources to a mass casualty incident scene and the distribution of patients. There are 13 communications centers that perform the C-MED function. They are located in Bridgeport, Colchester, Groton, Litchfield, New Haven, Norwich, Prospect, Thompson, Tolland, Waterford, Westbrook and West Hartford.
CRCOG	Capitol Region Council of Governments. CRCOG is the largest of Connecticut's fifteen regional planning organizations. We are established under the Connecticut General Statutes as a voluntary association of municipal governments serving the City of Hartford and 29 surrounding suburban and rural communities. The region is more than 800 square miles in size and it houses approximately 750,000 people. CRCOG is dedicated to expanding the concept of voluntary cooperation among its member municipalities as the means to successfully respond to many of the region's pressing governmental and public challenges.
CREPC	Capitol Region Emergency Planning Committee
CR-HMRT	Capitol Region Hazardous Materials Response Team
CRI	Cities Readiness Initiative
CR-MAT	Capitol Region Medical Advisory Team. This team assists with the development of RESF – 8 response objectives.
CR-MMRS	Capitol Region Metropolitan Medical Response System. The primary focus of the MMRS program is to enhance existing local and regional emergency preparedness systems to respond effectively to a public health or medical crisis. Through a process of planning for and implementing specially designed contract deliverables, local law enforcement, fire services, Hazmat teams, EMS, hospitals, public health agencies, and other "first responder" personnel can respond more effectively during the first hours of a public health or medical crisis.
CR-MRC	Capital Region Medical Reserve Corps

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

CSP	Connecticut State Police
CT	Connecticut
CT-HAN	Connecticut's Health Alert Network. A composite of communication mechanisms including, but not limited to, broadcast fax, email, a restricted website, a Wide Area Notification System (WANS), two way radios and satellite phones. It provides a 24/7 flow of critical health information to public health partners.
CT-LRN	Connecticut Laboratory Response Network. This state laboratory that is a part of a national network of labs that is able to test for Category A biological agents and measure human exposure to toxic chemicals. The national network of laboratories are configured to respond quickly to needs for rapid testing, timely notification and secure messaging of results associated with acts of biological or chemical terrorism and other high priority public health emergencies.
CT-N	Connecticut Network
CTNG	Connecticut National Guard
CT-OCME	Connecticut Office of the Chief Medical Examiner
<u>D</u>	
DAS	Department of Administrative Services (State of Connecticut)
DBHRN	Disaster Behavioral Health Response Network
DBHRT	Disaster Behavioral Health Response Team
DBI	Defense Based Industries
DCV-MRC	Division of the Civilian Volunteer – Medical Reserve Corps. A volunteer agency authorized by the federal Department of Health and Human Services.
DCF	Department of Children and Families (State of Connecticut)
DCP	Department of Consumer Protection (State of Connecticut)
DDS	Department of Developmental Services (State of Connecticut) formerly called the Department of Mental Retardation.
DEMHS	Division of Emergency Management and Homeland Security (State of Connecticut). Formerly the Department of Emergency Management and Homeland Security.
DEEP	Department of Energy and Environmental Protection (State of Connecticut).
DESPP	Department of Emergency Services and Public Protection (State of Connecticut). Parent agency to the Division of Emergency Management and Homeland Security.

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

DFA	Direct Federal Assistance
DFO	Disaster Field Office
DHHS	Department of Health and Human Services (US)
DHS	Department of Homeland Security (US)
DMAT	Disaster Management Assistance Teams
DMHAS	Department of Mental Health and Addiction Services (State of Connecticut)
DMORT	Disaster Mortuary Response Team (State of Connecticut)
DMV	Department of Motor Vehicles (State of Connecticut)
DOAG	Department of Agriculture (State of Connecticut)
DOC	Department of Corrections (State of Connecticut)
DOIT	Department of Information Technology (State of Connecticut)
DOL	Department of Labor (State of Connecticut)
DOT	Department of Transportation (State of Connecticut)
DPH	Department of Public Health (State of Connecticut)
DPUC	Department of Public Utility Control (State of Connecticut)
DPW	Department of Public Works (State of Connecticut)
DRC	Disaster Recovery Center. This is a facility located in or near a Presidentially-declared disaster area which individual disaster victims and business owners may visit for guidance and information on a variety of federal and non-federal disaster assistance programs, telephonic registration for disaster assistance, status reports concerning previously submitted applications for disaster assistance, interactive recovery workshops, emotional support, clarification of written correspondence from disaster relief agencies and other forms of assistance.
DRI	Disruptive Regional Incident
DSS	Department of Social Services (State of Connecticut)
<u>E</u>	
EAS	Emergency Alert System. A statewide association of broadcast and cable media stations which assist federal, state and local officials by disseminating emergency public information related to weather and other emergencies.
ECC	Emergency Command Center. An office of CT – DPH that is responsible for developing

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

	strategy and message maps for emergency risk communications.
ED	Emergency Department
EM	Emergency Management
EMAC	Emergency Management Assistance Compact. A Congressionally-sanctioned, interstate mutual aid compact to which most states, including Connecticut, belong.
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency (US)
ERT	Emergency Response Team. The ERT consists of federal disaster relief officials from the Federal Emergency Management Agency and other federal agencies. The ERT deploys to the Joint Field Office following a Presidential declaration of disaster or emergency and works under the direction of the Federal Coordinating Officer. The ERT provides operational, administrative and logistical support to federal response activities in the field. The ERT also provides support for the dissemination of information to the general public, the media and Congress.
ESF	Emergency Support Function. A category of disaster response or recovery operations identified in the National Response Framework (NRF) and assigned to ESF Coordinator, Primary and Support Federal Agencies. The Federal ESF agencies support State and local response and recovery operations and other Federal ESF agencies.
ESF # 1	Emergency Support Function # 1 -Transportation
ESF # 2	Emergency Support Function # 2 - Communications
ESF # 3	Emergency Support Function # 3 - Public Works and Engineering
ESF # 4	Emergency Support Function # 4 - Firefighting
ESF # 5	Emergency Support Function # 5 - Emergency Management
ESF # 6	Emergency Support Function # 6 - Mass Care, Emergency Assistance, Housing, and Human Services (Primarily Medical Reserve Corps liaison in CREPC)
ESF # 7	Emergency Support Function # 7 – Logistics Management and Resource Support
ESF # 8	Emergency Support Function # 8 - Public Health and Medical Services
ESF # 9	Emergency Support Function # 9 - Search and Rescue

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

ESF # 10	Emergency Support Function # 10 - Oil and Hazardous Materials Response
ESF # 11	Emergency Support Function # 11 - Agriculture and Natural Resources (Primarily Animal rescue and care for CREPC)
ESF # 12	Emergency Support Function # 12 – Energy (Unfilled position in CREPC - liaisons exist at the local and state levels.)
ESF # 13	Emergency Support Function # 13 - Public Safety and Security
ESF # 14	Emergency Support Function # 14 - Long-Term Community Recovery (Primarily Business Continuity Planning and liaison for local corporations)
ESF # 15	Emergency Support Function # 15 - External Affairs (Media)
ESF # 16	Emergency Support Function # 16 - Volunteer Management (Primarily Community Emergency Response Team and Spontaneous Unsolicited Volunteers)
ESF # 17	Emergency Support Function # 17 - (Unfilled position in CREPC)
ESF # 18	Emergency Support Function # 18 - (Unfilled position in CREPC)
ESF #19	Emergency Support Function # 19 - Special Needs Management
ESF # 20	Emergency Support Function # 20 – Disaster Faith Services
ESF # 21	Emergency Support Function # 21 – Collegiate Services (including Campus CERTs)
ESAR-VHP	Emergency System and Advanced Registration for Volunteer Healthcare Professionals. A national network of state based registries of health professionals.
<u>F</u>	
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer. A FEMA official appointed by the President, the FCO is responsible for the overall integration of Federal emergency management resource allocations and activities in support of, and in coordination with State, tribal, and local requirements. The FCO ensures that federal disaster assistance is provided in a timely and coordinated fashion and in accordance with all applicable laws, regulations and agreements between FEMA and the State.
FEMA	Federal Emergency Management Agency
FMOP	Forward Movement of Patients
FQHC	Federally Qualified Health Centers
<u>G</u>	

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

H

HAN	Health Alert Network
HAZMAT	Hazardous Materials
HCC	Healthcare Coalition
HMAP	Healthcare Mutual Aid Plan.
HPP	Hospital Preparedness Program

I

IA	Individual Assistance. Disaster assistance provided to an individual victim or business owner.
IAP	Incident Action Plan
IC	Incident Commander. Individual responsible for the management of all incident operations at the incident site.
ICP	Incident Command Post
ICS	Incident Command System. A standardized organizational structure used to command, control, and coordinate the use of resources and personnel responding to the scene of an emergency. ICS concepts and principles include common terminology, modular organization, integrated communication, unified command structure, consolidated action plan, manageable span of control, designated incident facilities, and comprehensive resource management.
IMT	Incident Management Team

J

JAS	Job Action Sheet. Guidance on the primary responsibilities of a particular position.
JFO	Joint Field Office. The primary field location for the coordination of response and recovery operations in a Presidentially-declared disaster or emergency. The JFO houses the Federal Coordinating Officer (FCO) and staff comprising the federal Emergency Response Team (ERT). The JFO operates with a schedule (up to 24 hours per day) sufficient to sustain federal response operations. The State Coordinating Officer (SCO) usually maintains a staff at the JFO, as well.
JIC	Joint Information Center. An intergovernmental public information center established to ensure the coordinated release of information by federal, state and local officials to the media and the public regarding disaster-related activities and recovery programs.
JITT	Just in Time Training. Specific instruction on how to accomplish a particular job. The training materials are simple – a short video or instruction sheet. The training usually requires

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

	a short amount of time and is generally accomplished with in 24 hours of the job action.
<u>K</u>	
<u>L</u>	
LEPC	Local Emergency Planning Committee
LFA	Lead Federal Agency
LHD	Local Health Department. Local Health Departments can be Districts that encompass more than one municipality.
LTCF	Long Term Care Facility
LT-MAP	Long Term Care Mutual Aid Plan
<u>M</u>	
MACU	Mobile Ambulatory Care Unit.
MCI	Mass Casualty Incident. Any incident that causes emergency medical service providers to alter their normal pre-hospital patient care protocols in order to provide the most effective possible pre-hospital patient care. An MCI can also be defined as any single incident with a threshold number of casualties established in the local mass casualty plan.
MDA	Mass Dispensing Area
MEDSAT	MEDSAT is a satellite communications system linking CT-DPH, the acute care hospitals, the CMEDs and other emergency response and management agencies.
MEDNET	MEDNET is a VHF radio system linking the CMEDs but also accessible from the RCC.
MMRS	Metropolitan Medical Response System. A federally funded initiative to enhance a local jurisdiction's capability to respond to a mass casualty incident resulting from any cause including weapons of mass destruction.
MRC	Medical Reserve Corps
MRI	Major Regional Incident
MSA	Metropolitan Statistical Area. A geographic entity that is defined by the U.S. Office of Management and Budget (OMB) for use by federal agencies in collecting, tabulating and publishing federal statistics including data used for determining dispensing strategies.
<u>N</u>	
NACCHO	National Association of City and County Health Officials
NDMS	National Disaster Medical System

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

NGO	Non-Governmental Organization. A nonprofit entity serving a public purpose, not a private benefit.
NHC	National Hurricane Center
NIMCAST	NIMS Capability Assessment Support Tool. A web-based self-assessment tool for states and local governments to use to evaluate their incident response and management capabilities.
NIMS	National Incident Management System. As directed by the President and administered by the U.S. DHS, this is a system that includes a standardized approach to incident management and response, training, credentialing, communications, equipment, and technologies. The NIMS system provides a consistent, nationwide approach for federal, state, local, and tribal governments; the private sector; and non-governmental organizations (NGOs) to work together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. The NIMS includes a core set of concepts, principles, and terminology – the Incident Command System (ICS). The NIMS includes, and is in the process of developing, multi-agency coordination systems; training; identification and management of resources; qualification and certification of personnel; and the collection, tracking, and reporting of incident information and resources.
NIOSH	National Institute of Occupational Safety and Health
NOAA	National Oceanographic and Atmospheric Administration. Federal level parent organization for the National Weather Service.
NODE	Notification of Drill or Exercise. A summary of exercise objectives that is sent to CT DPH and allows them to monitor contract deliverables and foster collaboration with other agencies.
NRF	National Response Framework. Promulgated by U.S. DHS in January 2008, The NRF is a guide to how the nation conducts an all-hazards response. The NRF describes how federal agencies will coordinate with each other to provide support and assistance to state, local, and tribal governments; non-governmental organizations; and the private sector.
NWS	National Weather Service
<u>O</u>	
OEM	Office of Emergency Management (State of Connecticut) is now called DEMHS – Division of Emergency Management and Homeland Security.
OEMS	Office of Emergency Medical Services (State of Connecticut) This office is part of DPH.
OPM	Office of Policy and Management (State of Connecticut)
<u>P</u>	

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

PA	Public Assistance. FEMA disaster assistance program which provides relief to a public entity such as a state agency or local unit of government. In some circumstances, private non-profit entities may be eligible.
PHE	Public Health Emergency
PHERP	Public Health Emergency Response Plan
PIO	Public Information Officer. Designated spokesperson who deals with the media.
POD	Point of Dispensing. Location for distribution of supplies and vaccines from the Strategic National Stockpile.
PPE	Personal Protective Equipment
<u>Q</u>	
<u>R</u>	
RCC	Regional Coordination Center. In CT Region 3, the primary RCC is located in Manchester, CT. Alternate sites are located in New Britain, CT and Windsor Locks, CT.
RCC SOG	Regional Coordination Center Standard Operating Guide
RESF	Regional Emergency Support Function. See ESF
REPT	Regional Emergency Planning Team. Within the state of CT, the 5 DEMHS regions have established self-governing entities made up of municipal executives who work together to determine regional needs, embrace wider partnerships and find joint solutions that are financially efficient. In DEMHS region 3, the Capitol Region Emergency Planning Committee is the REPT.
RICS	Regional Integrated Coordination System
RSS	Receiving Staging and Storage. Operations related to materiel management (receiving, storage, staging, inventory management and distribution) at a warehousing location. Typically, this relates to the emergency Strategic National Stockpile (SNS) materiels positioned for delivery to public health departments, hospitals and other authorized agencies for subsequent dispensing to agency employees, institutional residents and the public.
<u>S</u>	
SARS	Severe Acute Respiratory Syndrome
SCO	State Coordinating Officer. State official designated by the Governor in the FEMA-State Agreement following a Presidentially-declared disaster or emergency to coordinate state and local response and recovery activities with those of the federal government. The SCO is usually the State Emergency Management and Homeland Security Commissioner.

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

SEOC	State Emergency Operations Center
SME	Subject Matter Expert. An individual who possesses specific and in depth knowledge of a particular subject.
SNS	Strategic National Stockpile
SOP	Standard Operating Procedures
SHMO	State Hazard Mitigation Officer. State official designated by the Governor in the FEMA-State Agreement to ensure compliance with federal hazard mitigation requirements under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended.
SRF	State Response Framework. The SRF describes how Connecticut agencies will coordinate with each other to provide support and assistance to regional, local, and tribal governments; non-governmental organizations; and the private sector.
SRI	Standard Regional Incident
STOCS	State Tactical On Scene Channel System. The purpose of STOCS is to provide an interoperable radio system for on scene tactical use. It is intended to allow individuals and groups of responders to communicate when working at the scene of an incident, using their existing portable radio equipment.
SUV	Spontaneous Unsolicited Volunteers. Individuals who volunteer to support an operation at the time of the operation. Generally, these individuals can be processed and trained on site or in a staging area just before they are put to work.
<u>I</u>	
TIC-P	Tactical Interoperable Communications Plan
<u>U</u>	
UC	Unified Command
USDA	United States Department of Agriculture
<u>V</u>	
Virtual Environment	Any electronic capability that allows individuals to be linked (via email, text, cell phones, hard lines, radios, internet application, etc.) and conduct the operations necessary to support desired activities. Individuals operating in this environment do not need to be at the same physical location.
<u>W</u>	
WANS	Wide Area Notification System
WebEOC	Web-Based Emergency Operation Center. Maintained by the Department of Emergency

ACRONYMS, ABBREVIATIONS, AND GLOSSARY

	Services and Public Protection, WebEOC is an internet based application for incident and crisis management.
WIC	Women Infants and Children
WMD	Weapon of Mass Destruction
<u>X</u>	
<u>Y</u>	
<u>Z</u>	

Appendix B: Region 3 RESP
Regional Emergency Support Function #8
Public Health and Medical Services

Metropolitan Medical Response System Plans



Regional Emergency Support Function #9

Search and Rescue

Participating Organizations		
	Regional Coordinating Organizations	
	Federal Government Urban Search and Rescue Organizations	
	Connecticut State Urban Search and Rescue Organizations	
	Trained and Certified Local Search and Rescue Volunteers	
	Private Organizations	
I	Introduction	
	A. Purpose	
	B. Scope	
II	Policies	
III	Situation	
	A. Regional Emergency Condition	
	B. Planning Assumptions	
IV	Concept of Coordination	
	A. General	
	B. Notification	
	C. Coordination	
	Initial Actions	
	Continuing Actions	
	Stand Down	
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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Capitol Region Fire Chiefs Association
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Urban Search and Rescue Organizations

- U. S. Fire Administration
- U.S. Department of Homeland Security
 - FEMA
 - United States Coast Guard

Connecticut State Urban Search and Rescue Organizations

- Connecticut Fire Academy

USAR

- Connecticut Department Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of the Military

Local and Private Organizations

- Local fire department technical rescue teams
- Area animal rescue teams
- National Association for Search and Rescue
- Local trained and certified volunteer Search and Rescue Teams
- International Police Work Dog Association (IPWDA)

I. INTRODUCTION

A. Purpose

The purpose of RESF 9 Search and Rescue (SAR) is to facilitate communication and coordination concerning search and rescue capabilities during an emergency or disaster in the Capitol Region, DEMHS Region 3.

B. Scope

RESF 9 is intended to focus on developing and implementing a regional disaster response capability for SAR resources.

The primary components and services of Search and Rescue include

- Structural Collapse (Urban) Search and Rescue (US&R)
- Waterborne Search and Rescue
- Inland/Wilderness Search and Rescue
- Aeronautical Search and Rescue
- Cadaver Search and Rescue / Recovery

SAR services include the performance of distress monitoring, communications, location of distressed personnel, coordination, and execution of rescue operations including extrication or evacuation along with the provisioning of medical assistance and civilian services through the use of public and private resources to assist persons and property in potential or actual distress

The RESF-9 team provides for the strategic collaboration of search and rescue efforts, and does not exert any direct operational control over Search and Rescue resources.

II. POLICIES

1. RESF 9 Search and Rescue will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. RESF 9 will support the Connecticut State USAR program and Search and Rescue.
3. The National Incident Management System (NIMS) and the Incident Command System (ICS) are the organizational structure used during a response.
4. CREPC, in conjunction with DEMHS, will facilitate coordination among member organizations to ensure that RESF 9 procedures are appropriately followed and are in

concert with the stated missions and objectives of the Regional Emergency Support Plan, RESP.

5. Essential information will be conveyed through the Regional Integrated Communication System (RICS) as required by the incident and in accordance with existing ICS protocols. RICS is available at 860-832-3477 twenty-four hours a day.
6. RESF 9 will function within its training parameters. Technical rescues include structural collapse, confined space incidents, trench rescue situations, surface water operations, dive operations, rope rescues, inland/wilderness rescue, aeronautical rescue, and ice rescue operations.

III SITUATION

A. Regional Emergency Condition

1. A regional emergency may adversely impact the search and rescue infrastructure throughout the region.
2. A major disaster/incident has occurred in the region. The situation requires the mobilization of Search and Rescue resources. Resource elements are being deployed in accordance with the regional and/or statewide response plan.
3. Additionally, events of this type may significantly disrupt transportation, energy and communications networks within the Region, further complicating the process of searching for and rescuing victims.
4. A lost or missing person is considered an emergency and should be managed as such.

B. Planning Assumptions

1. Planning partners will include public and private organizations.
2. CREPC will not assume any command and control activities.
3. Search & Rescue RESF 9 will not assume direct command and control over any search and rescue activities or organizations.
4. The RESP will promote inter-jurisdictional cooperation.
5. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
6. Local and standard mutual aid resources have been depleted.

7. Infrastructure damage and communications disruptions will inhibit efficient coordination of Search and Rescue operations during the immediate response and post-disaster period.
8. The availability of personnel with language skills will be critical.
9. A large number of fire service providers may be lost in the incident.
10. Search and Rescue operations may impact the movement of relief supplies throughout the region.
11. The state emergency operation center (SEOC) and/or RESF 5 Emergency Management at the regional coordination center (RCC) will be the point of contact for the purposes of coordinating Search and Rescue operations.
12. Search and rescue activities are life-saving and time critical activities and coordination and prioritization of SAR tasks during regional emergencies is essential.
13. Due to the nature of the search and rescue activities, SAR RESF 9 may play a key role during the initial hours or days following a major event and may require the support of other regional emergency support functions.

IV. CONCEPT OF COORDINATION

A. General

1. Upon the threat and/or occurrence of a regional incident, the RESF 9 will be notified.
2. Local municipalities will coordinate and execute their respective authority and program responsibilities during the regional emergency.
3. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
4. RESF 9 SAR will establish the ability to collect, analyze, synthesize, and disseminate information concerning regional firefighting related issues, in conjunction with RICS or directly to RESF 5 Emergency Management at the Regional Coordination Center (RCC).

B. Notification

Upon notification by any jurisdiction of a potential or actual regional emergency, RESF-2 Communications will provide a communication platform (or system) to support the coordinated response of the participating agencies. RESF 5 Emergency Management provides for the interaction of the

multi-directional flow of communications, in coordination with RESF-2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources (for example, K-9 Search Teams, 25 medical transport units, 40 additional police officers, 10 engine companies, etc.) or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient incident information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- The chair of RESF 9 Search and Rescue will call the ESF 5 Duty Officer and as for instructions.
- The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- The chair of RESF 9 shall be responsible for calling/notifying additional members of the emergency support function.

C. Coordination

Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency. Provide periodic situation reports to RICS or directly to RESF 5 Emergency Management in the RCC.

Based on the assessment of intra-regional resources, the RESF-9 team will determine the need for resources that are not available within the Region 3.

Requests for resources (local, state, federal) from outside the Region will be made to the SEOC through the DEMHS Regional emergency communication system protocols.

Continuing Actions

Continue information sharing. Evaluate continuing needs. RESF 9 SAR will coordinate with RESF 4 Firefighting and RESF 2 Communications for communication and coordination issues regarding regional energy needs, including fuel.

RESF 9 will participate in development of an ongoing regional emergency specific Regional Action Plan, as required by law 29 CFR 1910.120 (Q) 2.

Stand Down

The demobilization process will follow NIMS/ICS accepted practices

After Action Critique

CREPC, in conjunction with the DEMHS Regional Office, will coordinate the after action critique effort to include all USAR, first responder agencies and supporting RESF's.

V. EXECUTION - REGIONAL EMERGENCY SUPPORT FUNCTION 9

A. RESF 9 Participating and Supporting Agencies

Search and Rescue regional partners participating in a regional response will, to the best of their ability, contribute information to RICS as required by the incident and the Regional Emergency Support Plan (RESP) policy.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations. RESF 5 Emergency Management is responsible for exchange, analysis, reporting and dissemination of regional information. The RESF 5 annex contains detailed information about the process of information exchange and describes the essential elements of information (EEI), which have been determined as the minimum information to satisfy coordination needs between the RESF's and with RICS.
2. In the event of a regional emergency, local, state, and regional SAR/fire service agencies will be able to exchange information, including, but not limited to:
 - Jurisdictions involved
 - Agencies participating in the response
 - Overall priorities of response
 - Intra-regional response capabilities
 - Extra-regional response capabilities and availability
 - Access points to emergency areas
 - Security procedures
 - Initial and continuing assessment of situation
 - Accountability procedures

- Major issues affecting SAR
- Weather or other conditions that may affect the response
- Resource shortfalls
- Status of communication systems
- Detailed damage reports
- Short-term and medium-term recovery plans
- Status of resources, personnel, equipment, and facilities
- Safety concerns
- Radiological/chemical/biological hazards consultation and technical assistance, decontamination of victims and personnel
- Logistical problems
- Liability issues and concerns
- Status of SAR operations
- Injuries and medical emergencies in coordination with RESF 8

Mitigation phase

During the mitigation phase all SAR personnel will accomplish the following:

- Train on RESP activation and implementation.
- Train on NIMS/ICS protocols.
- Participate, as determined, in disaster exercise drills.
- Regional capabilities will be assessed.
- Assist agencies within the DEMHS Region to develop Search and Rescue capabilities as opportunities present.
- Regional equipment needs will be determined and requested.

Emergency phase

During the emergency phase, RESF 9 and all associated resources will be utilized to capacity as needed to control and stabilize the emergency. RESF 9 resources shall be utilized in any function, which will speed the recovery from the emergency incident within the parameters of their individual training and/or capabilities

Recovery phase

During the recovery phase, RESF 9 will continue to perform any associated emergency functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, will be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 9

Administrative information and supplemental data for RESF 9 operations is contained in the following policies and/or documents:

- Departmental standard operating procedures, standard operating guidelines, training manuals, general orders, and policy directives.
- Emergency medical procedures will conform to guidelines issued by medical control authorities, RESF 8 guidance, the Metropolitan Medical Response System (MMRS), hospital authorities, and public health authorities.
- RICS will be administered by and through CCSU (police department).
- Capitol Region MMRS Rapid Access Decontamination Protocol.
- Capitol Region MMRS Protocol for the Use of Nerve Agent Antidote Kits.
- “Plain language” text will be used in all regional communications.
- Presidential Policy Directive 8: National Preparedness Goal
- National Response Framework
- State of Connecticut, Statewide Fire and Rescue Disaster Plan
- The 15 National Planning Scenarios
- Universal Task List
- Target Capabilities List (Version 2.0)

Regional Emergency Support Function #10

Oil and Hazardous Material Response

Participating Organizations		
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	Federal Government Hazardous Materials Organizations	
	Connecticut State Hazardous Materials Organizations	
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	A. RESF 10 Participating and Supporting Agencies	
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VI	Administrative Information for Regional Emergency Support Function 10	

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Capitol Region Fire Chiefs Association
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Hazardous Materials Organizations

- U. S. Department of Homeland Security
 - US Coast Guard
 - FEMA
- U. S. Department of Agriculture, Forest Service
- U. S. Fire Administration
- Department of Defense
- Department of Justice
 - Federal Bureau of Investigation
 - Bureau of Alcohol, Tobacco, Firearms and Explosives

Connecticut State Hazardous Materials Organizations

- Connecticut Department of the Military
 - CT National Guard – 14th Civil Support Team
- State Fire Marshal's Office
- Connecticut Fire Academy
- Connecticut Department of Energy and Environmental Protection
- State Emergency Response Commission for Hazardous Materials (SERC)
- Connecticut Department of Emergency Services and Public Protection (DESPP)
 - Division of Emergency Management and Homeland Security (DEMHS)

Local

- Capitol Region Hazardous Materials Response Team
- Local Emergency Planning Committees for the 12 communities not using CREPC (For their LEPC)
- Advisory Committee on Nonmilitary Radiation Emergencies (Chicago, Ill)
- American Association of Railroads
- American Petroleum Institute
- Chemical Manufacturers Association
- Chlorine Institute
- Hazard Management Group (P. O. Box X, Oak Ridge, IN 37831)
- Hazardous Materials Advisory Council
- National Agricultural Chemicals Association
- Nuclear Regulatory Commission
- American Trucking Association (Hazmat)

I. INTRODUCTION

A. Purpose

The purpose of RESF 10 Oil & Hazardous Materials is to provide for the rapid mobilization, deployment, and utilization of regional hazardous materials resources during a major disaster in DEMHS Region 3, the Capitol Region.

B. Scope

RESF 10 is intended to focus on developing and implementing a regional hazardous materials response capability through the fire service. The system developed will be a component of the Regional Emergency Support Plan (RESP).

II. POLICIES

1. RESF 10 Oil & Hazardous Materials will not usurp or override the policies of any federal agency, state government, tribal government or local government or jurisdiction.
2. The Capitol Region Hazardous Materials response team will be composed of a minimum of 60 personnel selected on the basis of interest, training, education, and availability for the assignment.
3. The regional HAZMAT team is available for use anywhere in the State of Connecticut through coordination with the DEMHS and/or DEEP.
4. The Incident Command System (ICS) component of The National Incident Management System (NIMS) will be the organizational structure used during a response.
5. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 10 procedures are appropriately followed and are in concert with the stated missions and objectives of the RESP.
6. Essential information will be conveyed through the Regional Integrated Coordination System (RICS), and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. To activate RICS call 860-832-3477 anytime twenty-four hours a day.

III. SITUATION

A. Regional Emergency Condition

1. A regional emergency may adversely impact the hazardous materials capability throughout the region.
2. A major disaster/incident has occurred somewhere in the region. The situation requires the mobilization of or the stand-by status of the regional hazardous materials response team.

B. Planning Assumptions

1. The regional hazardous materials team members will include public and private organizations.
2. The DEMHS Regional Office will not assume any command and control activities but will work closely with RESF 5 and serve as a conduit for meeting region-wide needs with SEOC resources under their direction.
3. CREPC will not assume any command and control activities.
4. Use of the response team will constitute a level three event based on the incident/event status levels.
5. The RESP will promote inter-jurisdictional cooperation and coordination while preserving the unique characteristics and operating procedures of each member municipality.
6. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
7. A large number of fire service providers may be lost in the incident.

IV. CONCEPT OF COORDINATION

A. General

1. In the event of a regional incident, RESF 10 will be notified.
2. Local municipalities will coordinate and execute their respective authority and program responsibilities during the regional emergency.
3. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
4. RESF 10 will establish the ability to collect, analyze, synthesize, and disseminate information concerning regional hazardous materials related issues, in conjunction with RICS and/or RESF 5 Emergency Management.

5. Requests for information regarding hazardous materials issues will be directed to RICS or directly to RESF 5 Emergency Management.

B. Notification

- Upon notification by any jurisdiction of a potential or actual regional hazardous materials emergency, RESF-2 Communications will be notified to provide a communication platform to support the coordinated response of the participating agencies. RESF 5 Emergency Management provides for the interaction of the multi-directional flow of communications.

The notification of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources (for example, fire units are on scene of an identified chemical spilled with injuries to occupants) or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact number.
- After gathering sufficient information the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- When requested the chair of RESF 10 Hazardous Materials will call the ESF 5 Duty Officer and request instructions. The Duty Officer of RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- The chair of RESF 10 shall be responsible for calling/notifying any other members of the emergency support function.

C. Coordination

Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency.

Provide periodic situation reports via the Incident Commander (IC) of the affected jurisdictions through the RICS.

Continuing Actions

Continue information sharing, monitoring and tracking of trends. Evaluate continuing needs.

Stand Down

The demobilization process will follow IMS/ICS accepted practices.

After Action Critique

CREPC, in coordination with the DEMHS Regional Office, will coordinate the after action critique effort to include all fire service agencies and supporting RESFs.

V. EXECUTION - REGIONAL EMERGENCY SUPPORT FUNCTION 10

A. RESF 10 Participating and Supporting Agencies

Fire services regional partners participating in a regional hazardous materials response will, to the best of their ability, contribute information to RICS as required by the incident and the Regional Emergency Support Plan, RESP.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the signatory agencies during emergency situations.
2. In the event of a regional hazardous materials emergency, local, state, and regional fire service agencies will be able to exchange information, including, but not limited to:
 - o Jurisdictions involved
 - o Overall priorities of response
 - o Products involved and stabilization plan
 - o Description of significant disruptions in fire service delivery
 - o Status of communication systems
 - o Decontamination procedures
 - o Hospital notification
 - o Relevant demographic information
 - o Recommendations on emergency ingress/egress
 - o Status of resources, personnel, equipment, and facilities
 - o Firefighter safety
 - o Radiological/chemical/biological hazards consultation and technical assistance, decontamination of victims and personnel

- o Logistical problems
- o Liability issues and concerns
- o Status of hazardous materials operations
- o Injuries and medical emergencies in coordination with RESF 8

Mitigation phase

During the mitigation phase the RESF-10 will accomplish the following:

- o Plan and build a hazardous materials response capability through the Capitol Region Hazardous Materials Response Team.
- o All personnel will be trained on RESP activation and implementation.
- o All team members will be trained on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o All personnel will be cross-trained to function in any deployment role at the scene of a hazardous materials incident.
- o Selected personnel will be trained as team members for incident command overhead teams.
- o Regional equipment needs will be determined and requested.

Emergency phase

During the emergency phase, RESF 10 will stabilize the hazardous materials event. RESF 10 resources shall be maintained strictly for use in a nuclear, chemical, radiological, or biological event, including decontamination operations. They will accomplish this through a

measured response based on the type of request from the jurisdiction to include, but not limited to, 4 personnel as a survey team to 13 personnel for a Level A entry.

Recovery phase

During the recovery phase, the regional hazardous materials team will continue to be a restricted use resource and in accordance with any specific hazard response dictum.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 10

Administrative information and supplemental data for RESF 10 operations is contained in the following policies and/or documents:

- o Departmental standard operating procedures, standard operating guidelines, training manuals, general orders, and policy directives.

- o Emergency medical procedures will conform to guidelines issued by medical control authorities, hospital authorities, and public health authorities.
- o Standard regional hazardous materials training documents or manuals.
- o Regional response team standard operating guidelines.
- o National Fire Protection Association standards.
- o OSHA regulations and guidance.
- o Standard regional guidance concerning decontamination procedures will be utilized by all regional agencies.
- o “Plain language” text will be used in all regional communications
- o The Regional Hazardous Materials Analysis - 2003.
- o Regional Local Emergency Planning Committee documents.
- o State of Connecticut Mass Decontamination Guidance and Mobilization Plan .
- o Capitol Region MMRS Protocol for the Use of Nerve Agent Antidote Kits.
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities List (Version 2.0).
- o Consequence Management Guide for Deliberately Caused Incidents Involving Chemical Agents, DEMHS, January 2005.
- o Connecticut General Statutes, Section 22a-601 (b), 603, 607, 608 (c), 609, 610, and 611.
- o Title 42, Section 11001 (c), 11003 (a-e, and g), 11004 (a), 11022, 11044 and 11046.
- o 29 CFR 1910.120 (1) (2) and (8)

Regional Emergency Support Function #11

Agriculture and Natural Resources will be handled at the State level

Animal Response

Participating Organizations		
	Regional Coordinating Organizations	
	Federal Government Animal Protection Support Organizations	
	Connecticut State Animal Support Organizations	
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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC) of the Capitol Region Council of Governments (CRCOG)
- Connecticut State Animal Response Team Steering Committee
- Federal Government Animal Protection Support Organizations
- U. S. Department of Homeland Security
- U. S. Department of Agriculture
- National Veterinary Response Teams

Connecticut State Animal Protection Support Organizations

- Connecticut Department of Agriculture, Animal Control Division
- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of the Military
- Connecticut Department of Energy and Environmental Protection
 - DEEP Wildlife Division

Local

- Community Emergency Response Teams (CERT)
- Connecticut Association of Directors of Health (CADH)
- Region 3 Animal Response Team (R3ART)

Private

- American Red Cross –Connecticut Region
- American Veterinary Medical Association’s Veterinary Medical Response Teams
- Connecticut State Animal Response Team

- Connecticut Veterinary Medical Association
- Connecticut Veterinary Medical Foundation
- Salvation Army
- Faith Based Organizations

I. INTRODUCTION

A. Purpose

The purpose of RESF 11 Animal Protection is to provide emergency animal protection services during a major disaster in the Capitol Region. Additionally, this document explains the roles and responsibilities of the Region 3 Animal Response Team (R3ART) during an actual emergency.

B. Scope

RESF 11 Animal Protection is intended to focus on the development and implementation of the animal response and evacuation system. The scope of this system would be to plan and organize pre-event, event, and post-event requirements. Mission support teams (emergency response teams) will be established that are regionally oriented under the Citizen Corps Council concept. Actions of R3ART may include retrieval, shelter, control, feeding, preventative immunization of animals and emergency veterinary care. Given their propensity to flee under most circumstances and the risk of injury to humans and animals, wildlife should be left to their own survival and escape instincts.

II POLICIES

1. RESF 11 Animal Protection will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a response.
3. The Capitol Region Emergency Planning Committee (CREPC), in coordination with the DEMHS Regional Coordinator, will facilitate coordination among member organizations to ensure the RESF 11 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Emergency Support Plan.
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS), and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. To activate RICS call 860-832-3477 any time twenty-four hours a day.

III. SITUATION

A. Regional Emergency Condition

A regional incident has occurred that requires extensive animal response or protection services to citizens and/or emergency response personnel in the Capitol Region 3.

B. Planning Assumptions

1. The region can provide emergency animal response teams (ARTs) to assist with animal response operations.
2. CREPC will not assume any command and control activities.
3. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
4. The owners of pets and livestock, when notified of an impending emergency, will take reasonable steps to shelter and protect their animals.
5. The region will plan for emergency events and carry out the response and recovery operations using local resources.
6. Plans shall include the anticipated sheltering of animals according to CGS 07-11.
7. Public information about the care and protection of animals will be provided to ESF 5 Emergency Management for dissemination.

IV. CONCEPT OF COORDINATION

A. General

1. In the event of a regional incident, RESF 11 will be notified.
2. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
3. Animal Response operations will be conducted under the ICS system.
4. Requests for information regarding animal response operations will be directed to RICS or directly to RESF 5 Emergency Management.

B. Notification

Upon notification by any jurisdiction of a potential or actual regional incident involving prolonged evacuation or animal response activities, RESF 2 Communications will provide a communication platform to support the coordinated response of the participating agencies. RESF

5 Emergency Management provides for the interaction of the multi-directional flow of communication.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on call RESF-5 Duty Officer with incident information and contact number.
- After gathering sufficient incident information the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- When notified the chair of RESF 11 Animal Protection will call the ESF 5 Duty Officer and ask for instructions.
- The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- The chair of RESF 11 shall be responsible for calling/notifying additional members of the emergency function.

C. Coordination

Initial Actions

Coordinate with other RESFs to share information regarding the regional emergency.

Provide periodic situation reports via the incident commander (IC) of the affected jurisdictions through the RICS. The R3 ART will function with response units that include: Small Animal Shelter Unit and Large Animal Response Unit.

Continuing Actions

Continue information sharing, monitoring and tracking of trends in animal response requirements. Evaluate continuing needs. Continue to provide ongoing care for animals under RESF 11 control. Facilitate return of animals to owners as soon as possible.

Stand Down

The demobilization process will follow NIMS/ICS accepted practices. Unclaimed animals to be managed consistent with Connecticut state law and exigencies of current situation.

After Action Critique

CREPC, in conjunction with the DEMHS Regional Coordinator, will coordinate the after action critique effort to include all animal response teams, supporting agencies and supporting RESFs.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 11

A. RESF 11 Animal Protection Participating and Supporting Agencies

Animal response regional partners participating in a regional animal emergency or evacuation event will, to the best of their ability, contribute information to RICS as required by the incident and the RESP policy. R3ART will coordinate animal response operations under the direction of the Incident Commander or as a support operation under the direction of the Regional Coordination Center.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. In the event of a regional emergency or evacuation event involving animals, local, state, and regional support agencies will be able to exchange information, including, but not limited to:
 - o Jurisdictions involved
 - o Status of emergency response trailers
 - o Status of food/water supplies
 - o Status of emergency animal response teams assisting in the operation
 - o Status of communication systems
 - o Logistical problems
 - o Public Health inspection needs

- o Animal shelter operations
- o Status of functional needs service animals
- o Status of the Governor's First Horse Guard Militia Company

Mitigation Phase

During the mitigation phase, RESF 11 leadership, teams, and support agencies will accomplish the following:

- o All personnel will be trained on the RESP activation and implementation.
- o All emergency animal response teams (ARTs) and supporting agencies will be trained on NIMS/ICS protocols.

Emergency Phase

During the emergency phase, RESF 11 will provide animal response and evacuation services to the extent that the mission requires

Recovery Phase

During the recovery phase, RESF 11 will continue to provide services initiated in the emergency phase. Additional animal shelter services may be initiated during the recovery phase.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 11

Administrative information and supplemental data for RESF 11 operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department).
- o “Plain language” text will be used in all regional communications.
- o Target Capabilities List (Version 2.0)
- o R3ART Operations Manual

Regional Emergency Support Function #13

Public Safety and Security

Participating Organizations	
	Regional Coordinating Organizations
	Capitol Region Public Safety Council
	Federal Law Enforcement Organizations
	Connecticut Law Enforcement Organizations
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	Recovery Phase
VI	Administrative Information for Regional Emergency Support Function 13

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Capitol Region Chiefs' of Police Association
- Capitol Region Public Safety Council
- Capitol Region Training Committee
- Capitol Region Intelligence Committee
- Capitol Region RAFS Committee
- Capitol Region Investigative Support Team
- Capitol Region Legislative Committee
- Capitol Region Mobile Data Technical Review Committee

Federal Law Enforcement Organizations

- US Department of Justice
 - Federal Bureau of Investigation
 - Joint Terrorism Task Force
 - US Marshals Service
 - Drug Enforcement Administration
 - Bureau of Alcohol, Tobacco, Firearms, and Explosives
- US Department of Homeland Security

Connecticut State Law Enforcement Organizations

- Connecticut Department of Emergency Services and Public Protection
 - Division of Connecticut State Police
 - Division of Emergency Management and Homeland Security
- Statewide Narcotics Task Force

I. INTRODUCTION

A. Purpose

The purpose of R-ESF 13 Public Safety and Security is to enforce the law, control traffic, protect the citizens, and provide for the safety and well-being of the public during a major disaster in Region 3, the Capitol Region.

B. Scope

R-ESF 13 has developed and implemented a regional disaster response capability to mobilize law enforcement personnel. The system developed is a component of the Regional Emergency Support Plan (RESP) as well as facilitates interaction with the State Response Framework and the Federal Response Framework. The Capitol Region Chiefs' of Police Association (CRCOPA) is staffed by the Capitol Region Council of Governments and currently utilizes a Region wide mutual aid compact (CRCOPA Mutual Aid or Blue Plan) and resource directory². This agreement affects 33 municipalities in the Capitol Region. The directory denotes the law enforcement resources available to member towns and cities for both preplanned major events and emergency/disaster incidents.

II. POLICIES

1. RESF 13 will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. CREPC, in conjunction with the Capitol Region Chiefs of Police Association, will facilitate coordination among member organizations to ensure that RESF 13 procedures are appropriately followed and are in concert with the stated missions and objectives of the RESP. Essential information will be conveyed through the Regional Integrated Communication System (RICS) and the DEMHS Regional Office, as required by the incident. To activate RICS call 860-832-3477 anytime twenty-four hours a day.

III SITUATION

A. Regional Emergency Condition

1. The first officer at the scene of an emergency condition shall notify the shift supervisor of the scope of the condition and the resources required.
2. The regional law enforcement community will experience disruptions in the delivery of routine services.

² These documents are law enforcement sensitive and are available upon request to proper authorities and jurisdictions.

3. A major disaster/incident has occurred somewhere in the region. The situation requires the mobilization of law enforcement personnel in mass to deal with the unfolding incident. Resource elements are being deployed in accordance with the regional plan and/or the mutual aid compact and/or statewide disaster plans.
4. A regional emergency could produce a large disruption of public order and traffic conditions and could compromise the safety and security of those involved.
5. Extended situations of several days or weeks will complicate issues regarding public order and the safety and security of individuals may be an issue.

B. Planning Assumptions

1. Planning partners include public and private organizations.
2. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring. Command will vest with the local incident commander.
3. The RESP will promote inter-jurisdictional cooperation and coordination while preserving the unique characteristics and operating procedures of each member municipality.
4. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be the organizational structure used during a response.
5. Local resources have been depleted or stressed.
6. The regional emergency disaster plan allows for the activation of specialized response teams. These teams may include, but would not be limited to, SWAT teams, Dive/SCUBA teams, Bomb Squad, or K-9 units.
7. The CRCOPA Mutual Aid Compact can provide a response of approximately 114 officers during the day, 85 in the evening and 59 on the night shift. With Prior notice, 266 officers can be deployed.
8. Procedures for the request of assistance are defined in the CRCOPA (Police) Mutual Aid Compact.
9. Law enforcement personnel will support the transportation function by controlling key access points.
10. A terrorist release of WMD may lead to toxic water/air/land environments that threaten surviving populations and response personnel, including exposure to hazardous chemicals, biological agents, radiological substances, and contaminated water supplies and food products.
11. Multi-lingual messages and the availability of police and dispatchers with language skills will be critical.
12. A large number of law enforcement personnel may be lost in the incident.

IV. CONCEPT OF COORDINATION

A. General

1. Upon the threat and/or occurrence of a regional incident, the RESF 13 and CRCOPA Mutual Aid Compact will be activated and all applicable regional personnel will also be called upon.
2. Local municipalities will coordinate and execute their respective law enforcement authority during the regional emergency.
3. Support agencies will coordinate and execute their responsibilities as outlined under the RESP.
4. R-ESF 13 will establish the ability to collect, analyze, synthesize, and disseminate information concerning regional law enforcement issues. This intelligence function will be coordinated through the Capitol Region Intelligence Committee
5. In accordance with the CRCOPA Mutual Aid Compact, localities requiring the support of outside law enforcement agencies, regardless of the immediacy of the incident, should direct their request to the Officer in Charge of the respective law enforcement agency.

B. Notification

Upon notification by any jurisdiction of a potential or actual regional emergency, RICS will provide a communication platform to support the coordinated response of the participating agencies. RESF 2 Communications in conjunction with the DEMHS Regional Office provides for the multi-directional flow of communications.

C. Coordination

Initial Actions

The agency requesting assistance will provide the following information to the assisting agencies:

- o Specific personnel resources requested
- o Specific asset resources requested
- o Identification of a staging area

Continuing Actions

During the active period of the emergency each element of RESF 13 Public Safety and Security (Law Enforcement) will perform its operational mission.

Stand Down

The demobilization process for each of the RESF 13 elements will follow ICS accepted

practices.

After Action Critique

CREPC, in conjunction with the DEMHS Regional Office, will coordinate the after action critique effort to include all law enforcement agencies and supporting RESF's.

V. EXECUTION FOR EMERGENCY SUPPORT FUNCTION 13 PUBLIC SAFETY AND SECURITY (LAW ENFORCEMENT)

A. RESF 13 Participating and Supporting Agencies

Law enforcement regional partners participating in a regional response will, to the best of their ability, contribute information to RICS as required by the incident and the RESP policy.

B. Essential Elements of Information (EEI)

1. One of the primary purposes of the RESP is to facilitate the exchange of information among agencies during emergency situations. R-ESF 5 Emergency Management is responsible for exchange, analysis, reporting and dissemination of regional information. RESF 5 contains detailed information about the process of information exchange and describes the essential elements of information (EEI), which have been determined as the minimum essential information categories to satisfy coordination needs between the RESF's, RICS and the DEMHHS Regional Office.
2. In the event of a regional emergency, RESF 13, state, local, and regional agencies will be able to exchange information, including, but not limited to:
 - o Jurisdictions involved
 - o Status of law enforcement personnel, resources, vehicles, equipment, citizens and facilities impacted by the incident/threat of incident
 - o Actual impacts on the function and/or jurisdiction (social, economic, or political)
 - o Relevant historical and demographic information
 - o Short-term and medium-term recovery plans

Mitigation phase

During the mitigation phase all RESF 13 personnel and supporting agencies will accomplish the following:

- o Train on the CRCOP Mutual Aid Compact
- o Train on the RESP activation and implementation.
- o Train on IMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.

- o RESF-13 appointed personnel will be trained on the RCC setup and coordination function of RESF 5 Emergency Management and the communication functions of RESF 2.

Emergency phase

- o Additional resources may be obtained via the mutual aid compact.
- o The requesting municipality should designate a staging area for outside agencies.
- o The requesting agency will designate an officer to coordinate the assignments of outside agencies.

Recovery phase

Assisting agency personnel will report back to the staging area for debriefing at the conclusion of the event. As the situation deescalates, outside resources should be returned to their respective agencies as soon as possible.

VI. ADMINISTRATIVE INFORMATION FOR EMERGENCY SUPPORT FUNCTION 13

The Capitol Region Council of Governments staffs the Capitol Region Chiefs of Police Association. All records and information regarding the Police Mutual Aid Compact are stored in CRCOG offices. The plan is updated regularly.

Administrative information and supplemental data for RESF 13 operations is contained in the following policies and/or documents:

- o RICS will be administered by through CCSU (police department).
- o “Plain language” text will be used in all regional communications.
- o Support agency policies and procedures manuals
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities List (Version 2.0)

Appendix A: Region 3 RESP Regional Emergency Support Function #13

Public Safety and Security

Capitol Region Chiefs of Police

BLUE PLAN





Capitol Region Chiefs of Police Association

Memorandum

Date: January 26, 2021
To: CRCOPA Membership
From: Chief James Kenny
Subject: Emergency Activation Procedure – *Blue Plan*

The Capitol Region Chiefs of Police Association (CRCOPA) has a long successful track record of mutual aid response to incidents within the Capitol Region. In the recent past, we have seen an increase in violent incidents reaffirming a critical need for a more refined response to calls for mutual aid. The recent Newtown incident once again shows the importance of a good mutual aid response plan. A controlled response ensures that the proper number of officers and necessary equipment arrive on scene expeditiously to assist the local Chief of Police.

This document frames a system that can be activated by any of the Capitol Region Chiefs of Police Association members. The Capitol Region Chiefs of Police are ready to fully execute the system to improve the coordination of personnel and equipment in order to meet the emergency needs of the region in an enhanced methodical manner.

The procedure will involve the use of:

- CRCOPA Mutual Aid Compact
- CRCOPA SWAT Tier Resource Directory
- RAFS Procedure

This document outlines a proposed action plan for activating defined mutual aid within our communities. Training has taken place with all agencies and work continues to educate the line officers, field supervisors, and communications personnel. In addition, department are reviewing their local departments' Standard Operation Procedures to ensure they include the Blue Plan. The Blue Plan leverages systems that CRCOPA has been building since the 1960's – Mutual Aid, RAFS, enhanced tactical capabilities, Regional Equipment and other items. This plan includes the Connecticut State Police into our tiered plan. In the near future we will begin on defining the next levels of support – other regions, our federal partners and the military.

Each community will need to establish a staging area where responding Units will report. In most cases under a Level 1 response, Units will report directly to incident locations. Under Level 2 responses, responding Units will report to secondary staging areas (usually the local PD) for deployment instructions. This document needs direct review by each Chief to ensure it reflects all appropriate details.

For each of the departments in the Capitol Region we have prepared a two-page summary that details and selects departments that will be responding to your requests for mutual aid. We have worked with your command staffs to ensure it is as accurate as possible. You should review your specific plan on a regular basis and if there is a need to adjust the plan in any way, you will need to contact CRCOPA to ensure the plan is modified with the changes.

I would remind you that each department will need to do the following to ensure the plan will be implemented as designed:

1. Ensure that the summary plan for your department is placed into your communication center.
2. Ensure that your dispatchers are well trained in the document. Note that we have developed a standard text for requesting mutual aid. Dispatchers just need to read what is written for each level of response (Levels 1, 2 and 3).
3. A review of RAFS is in order as the system is based on a dual dispatch over RAFS 1 and the Hot Line. Once we are sure that all dispatch centers are monitoring RAFS 1, we can move to a single band dispatch.
4. Ensure that your line supervisors know this plan well. The current Capitol Region POST Review Training Course that your officers, supervisors, and command staffs attend includes training on the plan. Internal review at roll calls will back up this training.
5. Stating type of incident is required. This prevents unnecessary calls to the agency involved for details. The call should go out as “Mutual Aid” to ensure that our local supervisors will be able to properly handle the influx of assistance until a local Command Center can be established.

NOTE: All communications on RAFS 1 or 2 are Plain English only (no codes) to comply with NIMS, interoperability, and Homeland Security Standards.

Avon

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Avon Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

“The Avon Police are requesting Mutual Aid from the following Departments for a” describe critical incident”:

- ***Bloomfield PD – 2 Units***
- ***Canton PD – 1 Unit***
- ***Farmington PD – 2 Units***
- ***Simsbury PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***West Hartford PD – 3 Units***
- ***UConn- PD– 1Unit***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Avon Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Bristol PD – 2 Units***
- ***New Britain PD – 2 Units***
- ***Newington PD – 2 Units***
- ***Plainville PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Suffield PD – 1 Unit***

Responding units should proceed to Avon Police Headquarters located at 60 West Main Street, Avon and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2."

Note: In addition to this, the dispatcher will notify Farmington Police Department and request Chief Paul Melanson to respond to Avon HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Avon Police are requesting additional Mutual Aid from the following department”:

- ***Berlin – 1 Unit***
- ***Hartford 3 Units***
- ***State Police – Troop H – 2 Troopers***
- ***Southington PD – 2 Units***
- ***Wethersfield – 1 Unit***

Responding units should proceed to Avon Police Headquarters located at 60 West Main Street, Avon and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2."

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit: NCMEST Regional SWAT Channel 1

Secondary SWAT Unit: West Hartford SWAT Channel 1 or 2

Primary Bomb Squad: Hartford Bomb Squad -

Specialized Equipment Vehicle: Avon SWAT/Communication Vehicle # 1

Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Berlin

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Berlin Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

“The Berlin Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Cromwell PD – 1 Unit***
- ***New Britain PD – 3 Units***
- ***Newington PD – 2 Units***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***Wethersfield PD – 2 Units***
- ***Rocky Hill PD – 2 Units***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Berlin Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Plainville PD – 2 Units***
- ***Southington PD – 2 Units***
- ***Farmington PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 2 Units***

Responding units should proceed to Berlin Police Headquarters located at 240 Kensington Road, Berlin and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Berlin HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Berlin Police are requesting additional Mutual Aid from:

- ***Bristol PD – 3 Units***
- ***East Hartford PD – 3 Units***
- ***Hartford – 3 Units***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Berlin Police Headquarters located at 240 Kensington Road, Berlin and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	New Britain SWAT Channel 1
Secondary SWAT Unit:	CREST SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Wethersfield SWAT/Communication Vehicle # 1 Avon Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Bloomfield

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Bloomfield Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Bloomfield Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Avon PD –1 Unit*
- *Hartford PD – 3 Units*
- *Simsbury PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *West Hartford PD – 2 Units*
- *Windsor PD – 2 Units*
- *UConn- PD – 1Unit*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Bloomfield Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Hartford PD –3 Units*
- *Enfield PD – 2 Units*
- *Granby PD – 1 Unit*
- *South Windsor PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Suffield PD – 1 Unit*

- *Windsor Locks PD – 1 Unit*

Responding units should proceed to Bloomfield Police Headquarters located at 785 Park Avenue, Bloomfield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Bloomfield HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Bloomfield Police are requesting additional Mutual Aid from:

- *Canton PD – 1 Unit*
- *East Windsor PD – 1 Unit*
- *Manchester PD – 2 Units*
- *Newington PD – 2 Units*
- *Plainville PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Wethersfield PD – 2 Units*

Responding units should proceed to Bloomfield Police Headquarters located at 785 Park Avenue, Bloomfield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	West Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Bristol

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Bristol Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Bristol Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Farmington PD – 2 Units***
- ***New Britain PD – 3 Units***
- ***Plainville PD – 2 Units***
- ***Plymouth PD – 1 Unit***
- ***Southington PD - 2 Units***
- ***State Police – Troop L – 2 Troopers and 1 Supervisor***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Bristol Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Avon PD – 1 Unit***
- ***Berlin PD – 1 Unit***
- ***Middletown PD – 1 Unit***
- ***Newington PD – 2 Units***
- ***State Police – Troop L – 2 Troopers***
- ***West Hartford PD – 2 Units***

Responding units should proceed to Bristol Police Headquarters located at 131 North Main Street, Bristol and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to Bristol HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Bristol Police are requesting additional Mutual Aid from:

- ***East Hartford PD – 2 Units***
- ***Hartford PD – 3 Units***
- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop L – 2 Troopers***
- ***Wethersfield PD – 2 Units***

Responding units should proceed to Bristol Police Headquarters located at 131 North Main Street, Bristol and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CRERT Regional SWAT Channel 1
Secondary SWAT Unit:	Newington SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Canton

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Canton Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Canton Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Avon PD – 2 Units***
- ***Farmington PD – 2 Units***
- ***Granby PD – 1 Unit***
- ***Simsbury PD – 1 Units***
- ***State Police – Troop L – 2 Troopers and 1 Supervisor***
- ***New Hartford (RT/Constable) – 1 Unit***
- ***Burlington (RT/Constable) – 1 Units***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Canton Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Berlin PD – 1 Unit***
- ***Bloomfield PD – 2 Units***
- ***New Britain PD – 2 Units***
- ***Newington PD – 2 Units***
- ***MDC PD – 1 Unit***

- *State Police – Troop L – 2 Troopers*

Responding units should proceed to Canton Police Headquarters located at 45 River Road, Canton and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to Canton HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Canton Police are requesting additional Mutual Aid from:

- *Hartford PD – 3 Units*
- *East Hartford PD – 3 Units*
- *Plainville PD – 1 Unit*
- *State Police – Troop L – 2 Troopers*
- *West Hartford PD - 2 Units*

Responding units should proceed to Canton Police Headquarters located at 45 River Road, Canton and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	West Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Central Connecticut State University

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The CCSU PD Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The CCSU Police are requesting Mutual Aid from the following Departments for a “describe critical incident” at the given location of the incident:

- *New Britain PD – 3 Units*
- *Newington PD – 2 Units*
- *Farmington PD 1 Units*
- *West Hartford PD – 2 Unit*
- *Berlin PD – 1 Unit*
- *State Police – Troop H– 2 Troopers and 1 Supervisor*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast starting:

CCSU Police are requesting additional Mutual Aid from the following departments for a “describe critical incident” on the Campus:

- *Bristol PD – 2 Units*
- *Avon PD – 1 Units*
- *Meriden PD – 2Units*

- *Southington PD – 2 Units*
- *Hartford PD – 2 Units*
- *Wethersfield PD – 2 Units*
- *State Police – Troop H – 2 Troopers*

Responding units should proceed to CCSU Kaiser Parking Lot, Kaiser Drive, New Britain. and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to CCSU HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast starting:

“CCSU Police are requesting additional Mutual Aid from:

- *Simsbury PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Rocky Hill PD - 1 Units*
- *Southington PD – 3 Unit*
- *Middletown PD–2 Units*
- *Cheshire PD – 2 Units*

Responding units should proceed to CCSU staging at Kaiser Parking Lot, Kaiser Drive, New Britain. and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	New Britain SWAT Channel 1
Secondary SWAT Unit:	Newington SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Coventry

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Coventry Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Coventry Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***East Hartford PD – 2 Units***
- ***Glastonbury PD – 2 Units***
- ***Manchester PD – 3 Units***
- ***State Police – Troop C – 2 Troopers and 1 Supervisor***
- ***Vernon PD – 2 Units***
- ***South Windsor PD – 1 Unit***
- ***UConn – PD – 1 Unit***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Coventry Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***East Windsor PD – 1 Unit***
- ***Hartford PD – 3 Units***
- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop C – 2 Troopers***
- ***Wethersfield PD – 1 Unit***
- ***Windsor PD – 1 Unit***

Responding units should proceed to Coventry Police Headquarters located at 1585 Main Street, Coventry and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Coventry HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:
- “*Coventry Police are requesting additional Mutual Aid from:*
 - *Bloomfield PD – 2 Unit*
 - *New Britain PD – 3 Units*
 - *Newington PD – 1 Units*
 - *State Police – Troop C – 2 Troopers*
 - *West Hartford PD – 2 Units*

Responding units should proceed to Coventry Police Headquarters located at 1585 Main Street, Coventry and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Cromwell

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Cromwell Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Cromwell Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Berlin PD – 1 Unit***
- ***East Hampton PD – 1 Unit***
- ***Middletown PD - 3 Units***
- ***Newington PD – 2 Units***
- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***Wethersfield PD – 2 Units***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene. This response will normally deliver an additional 10 police units.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Cromwell Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***East Hartford PD – 3 Units***
- ***Farmington PD – 1 Unit***
- ***Hartford PD – 3 Units***

- *New Britain PD – 3 Units*
- *State Police – Troop H – 2 Troopers*

Responding units should proceed to Cromwell Police Headquarters located at 5 West Street, Cromwell and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Cromwell HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Cromwell Police are requesting additional Mutual Aid from:

- *Manchester PD – 2 Units*
- *Glastonbury PD - 2 Units*
- *Plainville PD – 1 Unit*
- *Portland PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Southington PD – 2 Unit*

Responding units should proceed to Cromwell Police Headquarters located at 5 West Street, Cromwell and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

East Hampton

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The East Hampton Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The East Hampton Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Cromwell PD – 1 Unit***
- ***Glastonbury PD – 2 Units***
- ***Rocky Hill PD - 2 Units***
- ***Middletown PD – 2 Units***
- ***Portland PD – 1 Unit***
- ***State Police – Troop K – 2 Troopers and 1 Supervisor***
- ***Wethersfield PD – 1 Unit***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

“East Hampton Police are requesting additional Mutual Aid from the following departments for a critical incident”:

- ***Berlin PD – 2 Units***
- ***New Britain PD – 3 Units***

- *Newington PD – 2 Units*
- *State Police – Troop K – 2 Troopers*
- *West Hartford PD – 1 Units*

Responding units should proceed to East Hampton Police Headquarters located at 1 Community Drive, East Hampton and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to East Hampton HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“East Hampton Police are requesting additional Mutual Aid from:

- *Bristol PD – 2 Units*
- *East Hartford PD - 4 Units*
- *Plainville PD – 1 Unit*
- *Southington PD – 2 Unit*
- *State Police – Troop K – 2 Troopers*

Responding units should proceed to East Hampton Police Headquarters located at 1 Community Drive, East Hampton and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	Middletown SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

East Hartford

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The East Hartford Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The East Hartford Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Glastonbury PD – 2 Units*
- *Hartford PD - 3 Units*
- *Manchester PD – 3 Units*
- *South Windsor PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

East Hartford Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Windsor PD – 1 Unit*
- *Glastonbury PD – 2 Units*
- *State Police – Troop H – 2 Troopers*
- *West Hartford PD – 3 Units*
- *Windsor PD – 2 Units*
- *Vernon PD – 2 Units*
- *UConn PD – 1 Unit*

Responding units should proceed to East Hartford Police Headquarters located at 31 School Street, East Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to East Hampton HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“East Hartford Police are requesting additional Mutual Aid from:

- ***Bloomfield PD – 2 Units***
- ***Bristol PD – 2 Units***
- ***Newington PD – 2 Units***
- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD – 2 Units***

Responding units should proceed to East Hartford Police Headquarters located at 31 School Street, East Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	EHPD SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

East Windsor

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The East Windsor Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The East Windsor Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *East Hartford PD – 3 Units*
- *Enfield PD - 3 Units*
- *South Windsor PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Windsor PD – 2 Units*
- *Windsor Locks PD – 1 Unit*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

East Windsor Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Bloomfield PD – 2 Units*
- *Manchester PD – 3 Units*
- *Simsbury PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Suffield PD – 1 Unit*
- *Vernon PD – 2 Units*
- *UConn PD – 1 Unit*

Responding units should proceed to East Windsor Police Headquarters located at 25 School Street, East Windsor and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to East Windsor HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Vernon PD should be contacted to have Chief Kenny respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“East Windsor Police are requesting additional Mutual Aid from:

- ***Granby PD – 1 Unit***
- ***Hartford PD – 3 Units***
- ***Newington – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 2 Units***
- ***Wethersfield PD – 1 Units***

Responding units should proceed to East Windsor Police Headquarters located at 25 School Street, East Windsor and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Enfield

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Enfield Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Enfield Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***East Hartford PD – 3 Units***
- ***East Windsor PD - 1 Unit***
- ***South Windsor PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***Suffield PD – 1 Unit***
- ***Vernon PD – 2 Units***
- ***Windsor PD – 2 Unit***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Enfield Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Bloomfield PD – 2 Units***
- ***Hartford PD – 3 Units***
- ***Newington – 1 Unit***
- ***Manchester PD – 3 Units***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD – 1 Unit***
- ***UConn –1 Unit***

Responding units should proceed to Enfield Police Headquarters located at 293 Elm Street, Enfield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Enfield HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Vernon PD should be contacted to have Chief Kenny respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Enfield Police are requesting additional Mutual Aid from:

- ***Granby PD – 1 Unit***
- ***East Hartford PD – 3 Units***
- ***Simsbury – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 3 Units***
- ***Windsor Locks PD – 1 Unit***

Responding units should proceed to Enfield Police Headquarters located at 293 Elm Street, Enfield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Farmington

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Farmington Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Farmington Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Canton PD – 1 Unit*
- *Bristol PD – 2 Units*
- *New Britain PD – 2 Units*
- *Newington PD – 2 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *West Hartford PD – 2 Units*
- *UConn - PD – 2 Units*

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Farmington Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Berlin PD – 1 Unit*
- *Bloomfield PD – 2 Units*
- *Hartford PD – 3 Units*
- *Plainville PD – 1 Unit*
- *Simsbury PD – 1 Unit*
- *Southington PD – 2 Units*
- *State Police – Troop H – 2 Troopers*

Responding units should proceed to Farmington Police Headquarters located at 319 New Britain Ave, Farmington and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Farmington HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police HOTLINE and RAFS 1. The dispatcher will make a third general broadcast stating:

“Farmington Police are requesting additional Mutual Aid from:

- ***East Hartford – 3 Units***
- ***Manchester PD – 3 Units***
- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield Pd - 2 Units***

Responding units should proceed to Farmington Police Headquarters located at 319 New Britain Ave, Farmington and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	CRERT Regional SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Glastonbury

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Glastonbury Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Glastonbury Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Cromwell PD – 1 Units*
- *East Hartford PD - 4 Units*
- *Manchester PD – 3 Units*
- *Rocky Hill PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Wethersfield PD – 1 Unit*
- *UConn– 1 Unit*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Glastonbury Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Berlin PD – 1 Unit*
- *East Hampton PD – 1 Unit*
- *New Britain PD – 3 Units*
- *Newington PD – 2 Units*

- **Portland PD – 1 Unit**
- **State Police – Troop H – 2 Troopers**
- **Vernon PD – 2 Unit**

Responding units should proceed to Glastonbury Police Headquarters located at 2108 Main Street, Glastonbury and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Glastonbury HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Glastonbury Police are requesting additional Mutual Aid from:

- ***Middletown PD – 3 Units***
- ***New Britain PD – 3 Units***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 3 Units***

Responding units should proceed to Glastonbury Police Headquarters located at 2108 Main Street, Glastonbury and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle: W	Wethersfield SWAT/Communication Vehicle # 2
	Avon Communication Vehicle # 1 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Granby

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Granby Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Granby Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Avon PD – 1 Unit***
- ***Bloomfield PD – 2 Units***
- ***Enfield PD – 3 Units***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***Suffield PD – 1 Unit***
- ***Simsbury PD – 1 Unit***
- ***Windsor PD – 2 Units***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Granby Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Canton PD – 1 Unit***
- ***Manchester PD – 3 Units***
- ***South Windsor PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 3 Units***
- ***Windsor Locks PD – 1 Unit***

Responding units should proceed to Granby Police Headquarters located at 15 North Granby Road, Granby and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Granby HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Granby Police are requesting additional Mutual Aid from:

- ***Bristol PD – 2 Units***
- ***East Hartford PD – 3 Units***
- ***East Windsor PD – 1 Unit***
- ***Hartford PD – 3 Units***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Granby Police Headquarters located at 15 North Granby Road, Granby and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	CRERT Regional SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Hartford

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Hartford Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Hartford Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Bloomfield PD – 2 Units***
- ***East Hartford PD – 4 Units***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***West Hartford PD – 2 Units***
- ***Windsor PD – 2 Units***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Hartford Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Glastonbury PD – 2 Units***
- ***Newington PD – 2 Units***
- ***New Britain PD – 3 Units***
- ***South Windsor PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield Pd – 2 Units***

Responding units should proceed to Hartford Police Headquarters located at 253 High Street, Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Hartford HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Hartford Police are requesting additional Mutual Aid from:

- ***East Windsor PD – 1 Unit***
- ***Farmington PD – 2 Units***
- ***Manchester PD - 4 Units***
- ***State Police – Troop H – 2 Troopers***
- ***Vernon PD – 2 Units***
- ***UConn– 1 Unit***

Responding units should proceed to Hartford Police Headquarters located at 253 High Street, Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	Hartford SWAT Channel 1
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Secondary SWAT Unit:	West Hartford SWAT Channel 1 or 2
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Primary Bomb Squad:	Hartford Bomb Squad -
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Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Manchester

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Manchester Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Manchester Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *East Hartford PD – 4 Units*
- *Glastonbury PD – 2 Units*
- *South Windsor PD - 2 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Vernon PD – 2 Unit*
- *Coventry PD – 1 Unit*
- *UConn– 1 Unit*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Manchester Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Windsor PD – 1 Unit*
- *Hartford PD – 3 Units*
- *Rocky Hill PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Wethersfield PD – 2 Units*
- *Windsor PD – 2 Units*

Responding units should proceed to Manchester Police Headquarters located at 239 East Middle Tpke, Manchester and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Manchester HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Manchester Police are requesting additional Mutual Aid from:

- ***Bloomfield PD – 2 Units***
- ***East Hampton PD – 1 Unit***
- ***New Britain PD – 3 Units***
- ***Portland PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 3 Units***

Responding units should proceed to Manchester Police Headquarters located at 239 East Middle Tpke, Manchester and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Middletown

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Middletown Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Middletown Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Berlin PD – 2 Units*
- *Cromwell PD – 1 Unit*
- *East Hampton PD – 1 Unit*
- *Rocky Hill PD – 2 Units*
- *New Britain PD 2 Units*
- *State Police – Troop F – 2 Troopers and 1 Supervisor*
- *Wethersfield PD – 2 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Middletown Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Glastonbury PD – 2 Units*
- *Farmington PD – 2 Unit*
- *Newington PD – 2 Units*
- *State Police – Troop F – 2 Troopers*
- *West Hartford PD – 2 Units*

Responding units should proceed to Middletown Police Headquarters located at 222 Main Street, Middletown and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Middletown HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Middletown Police are requesting additional Mutual Aid from:

- ***Bristol PD – 2 Units***
- ***East Hartford PD – 4 Unit***
- ***Plainville PD – 1 Units***
- ***Meriden PD – 3 Units***
- ***State Police – Troop F – 2 Troopers***

Responding units should proceed to Middletown Police Headquarters located at 222 Main Street, Middletown and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	Middletown SWAT Channel 1
Secondary SWAT Unit:	CREST Regional SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

New Britain

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The New Britain Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The New Britain Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Hartford PD – 3 Units*
- *Newington PD – 2 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Wethersfield PD – 2 Units*
- *West Hartford PD – 2 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

New Britain Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Berlin PD – 2 Units*
- *Bristol PD – 2 Units*
- *Farmington PD – 2 Units*
- *Plainville PD – 1 Unit*
- *Rocky Hill PD – 2 Units*
- *State Police – Troop H – 2 Troopers*
- *UConn PD – 1 Unit*

Responding units should proceed to New Britain Police Headquarters located at 10 Chestnut Street, New Britain and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to New Britain HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“New Britain Police are requesting additional Mutual Aid from the following Departments for a critical incident:

- ***Cromwell PD- 1 Unit***
- ***Bloomfield PD – 2 Units***
- ***East Hartford PD – 2 Units***
- ***Glastonbury PD – 2 Units***
- ***Southington PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to New Britain Police Headquarters located at 10 Chestnut Street, New Britain and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	New Britain SWAT Channel 1
Secondary SWAT Unit:	Newington SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Newington

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Newington Communications Center will upon request of the Chief of Police or his/her designee request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating”

The Newington Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Hartford PD – 3 Units***
- ***New Britain PD – 3 Units***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***Wethersfield PD – 2 Units***
- ***West Hartford PD – 2 Units***

Responding units should proceed to - BROADCAST LOCATION – and report to the incident commander.”

Each Department must confirm that they have received our request and that they are responding with the requested resources”. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using the dispatcher will make a second general broadcast stating:

Newington Police are requesting additional Mutual Aid from the following departments or a “describe critical incident”:

- ***Berlin PD – 2 Units***
- ***Cromwell PD – 1 Unit***
- ***Glastonbury PD – 2 Units***
- ***Farmington PD – 2 Units***
- ***Rocky Hill PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Newington Police Headquarters located at 131 Cedar Street and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Newington HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid using RAFS 1 in the following manner:
- “The dispatcher will make a third general broadcast stating:

“Newington Police are requesting additional Mutual Aid from the following:

- ***Bristol PD - 2 Units***
- ***South Windsor PD – 1 Unit***
- ***East Hartford PD – 4 Units***
- ***Plainville PD – 1 Unit***
- ***New Britain PD SWAT Unit***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Newington Police Headquarters located at 131 Cedar Street and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	Newington SWAT Channel 1
Secondary SWAT Unit:	CRERT Regional SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Plainville

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Plainville Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Plainville Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Bristol PD – 3 Units*
- *Farmington PD – 2 Units*
- *New Britain PD – 3 Units*
- *Southington PD – 2 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Plainville Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Berlin PD – 2 Units*
- *Newington PD – 2 Units*
- *Plymouth PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *West Hartford PD – 3 Unit*

Responding units should proceed to Plainville Police Headquarters located at 19 Neil Court, Plainville and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to Plainville HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Plainville Police are requesting additional Mutual Aid from the following:

- ***Bloomfield PD – 2 Units***
- ***Canton PD – 1 Unit***
- ***Cromwell PD- 1 Unit***
- ***Hartford PD – 3 Units***
- ***Glastonbury PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Plainville Police Headquarters located at 19 Neil Court, Plainville and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CRERT Regional SWAT Channel 1
Secondary SWAT Unit:	Newington SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Portland

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Portland Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Portland Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Berlin PD – 2 Units*
- *Cromwell PD – 1 Unit*
- *East Hampton PD – 1 Unit*
- *Rocky Hill PD – 1 Units*
- *New Britain PD 2 Units*
- *State Police – Troop K – 2 Troopers and 1 Supervisor*
- *Glastonbury PD – 2 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Portland Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Farmington PD – 2 Unit*
- *Newington PD – 2 Units*
- *State Police – Troop K – 2 Troopers*
- *West Hartford PD – 2 Units*
- *Wethersfield PD – 2 Units*
- *UConn PD– 1 Unit*

Responding units should proceed to Portland Police Headquarters located at 265 Main Street, Portland and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Portland HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Portland Police are requesting additional Mutual Aid from the following:

- ***Bristol PD – 2 Units***
- ***East Hartford PD – 4 Unit***
- ***Meriden PD – 3 Units***
- ***Plainville PD – 1 Units***
- ***State Police – Troop K – 2 Troopers***

Responding units should proceed to Middletown Police Headquarters located at 222 Main Street, Middletown and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	Middletown SWAT Channel 1
Secondary SWAT Unit:	CREST Regional SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Rocky Hill

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Rocky Hill Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Rocky Hill Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Berlin PD – 1 Unit***
- ***Cromwell PD – 1 Unit***
- ***East Hampton PD – 1 Unit***
- ***Glastonbury PD – 2 Units***
- ***Middletown PD – 3 Units***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***
- ***Wethersfield PD – 2 Units***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Rocky Hill Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***East Hartford PD – 3 Units***
- ***Farmington PD – 1 Unit***
- ***New Britain PD – 3 Units***
- ***Newington PD – 2 Units***
- ***Plainville PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Rocky Hill Police Headquarters located at 699 Old Main Street, Rocky Hill and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2."

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Rocky Hill HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

Rocky Hill Police are requesting additional Mutual Aid from the following:

- ***Hartford PD – 3 Units***
- ***Manchester PD – 2 Units***
- ***Southington PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD – 3 Units***

Responding units should proceed to Rocky Hill Police Headquarters located at 699 Old Main Street, Rocky Hill and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2."

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Simsbury

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Simsbury Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Simsbury Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Bloomfield PD – 2 Units*
- *Canton PD – 1 Unit*
- *Farmington PD – 2 Units*
- *Granby PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Windsor PD – 2 Units*
- *West Hartford PD – 1 Unit*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Simsbury Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Bristol PD – 2 Units*
- *New Britain PD – 3 Units*
- *Plainville PD - 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *West Hartford PD – 2 Units*
- *Suffield PD – 1 Unit*

Responding units should proceed to Simsbury Police Headquarters located at 933 Hopmeadow Street, Simsbury and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to Simsbury HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Simsbury Police are requesting additional Mutual Aid from the following:

- ***Hartford PD – 3 Units***
- ***Newington PD – 2 Units***
- ***Southington PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD – 2 Units***

Responding units should proceed to Simsbury Police Headquarters located at 933 Hopmeadow Street, Simsbury and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	West Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Southington

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Southington Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

“The Southington Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***Berlin PD – 1 Unit***
- ***Bristol PD – 2 Units***
- ***Farmington PD – 2 Units***
- ***New Britain PD – 3 Units***
- ***Plainville PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers and 1 Supervisor***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Southington Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***Hartford PD – 3 Units***
- ***Newington PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD – 2 Units***
- ***West Hartford PD – 3 Units***

Responding units should proceed to Southington Police Headquarters located at 69 Lazy Lane, Southington and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to Southington HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS** 1. The dispatcher will make a third general broadcast stating:

“Southington Police are requesting additional Mutual Aid from the following:

- *Avon PD – 1 Unit*
- *Cromwell PD – 1 Unit*
- *East Hartford PD – 2 Units*
- *Meriden PD – 2 Units*
- *Cheshire PD – 2 Units*
- *State Police – Troop H – 2 Troopers*
- *Wethersfield PD – 2 Units*

Responding units should proceed to Southington Police Headquarters located at 69 Lazy Lane, Southington and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CRERT Regional SWAT Channel 1
Secondary SWAT Unit:	Newington SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

South Windsor

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The South Windsor Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The South Windsor Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *East Hartford PD – 4 Units*
- *East Windsor PD – 1 Unit*
- *Manchester PD – 3 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Vernon PD – 2 Units*
- *UConn PD– 1 Unit*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

South Windsor Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Enfield PD – 3 Units*
- *Glastonbury PD – 2 Units*
- *Hartford PD - 3 Units*
- *State Police – Troop H – 2 Troopers*
- *Windsor Locks PD – 1 Unit*

Responding units should proceed to South Windsor Police Headquarters located at 151 Sand Hill Road, South Windsor and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to South Windsor HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“South Windsor Police are requesting additional Mutual Aid from:

- ***Bloomfield PD - 2 Units***
- ***Suffield PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***West Hartford PD - 3 Units***
- ***Wethersfield PD – 1 Unit***
- ***Windsor PD – 2 Units***

Responding units should proceed to South Windsor Police Headquarters located at 151 Sand Hill Road, South Windsor and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Suffield

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Suffield Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Suffield Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Bloomfield PD – 2 Units*
- *Canton PD – 1 Unit*
- *Enfield PD – 3 Units*
- *Granby PD – 1 Unit*
- *Simsbury PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Windsor PD – 2 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Suffield Police is requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Farmington PD – 1 Unit*
- *East Hartford PD – 2 Units*
- *Plainville PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *West Hartford PD – 2 Units*
- *Windsor Locks – 1 Unit*

Responding units should proceed to Suffield Police Headquarters located at 911 Mountain Road, Suffield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Suffield HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Vernon PD should be contacted to have Chief Kenny respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

Suffield Police are requesting additional Mutual Aid from the following:

- ***East Windsor PD – 1 Unit***
- ***Hartford PD – 3 Units***
- ***New Britain PD – 3 Units***
- ***South Windsor PD – 2 Units***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Suffield Police Headquarters located at 911 Mountain Road, Suffield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	WHPD SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

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University of Connecticut Police Department – Farmington

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The UConn PD Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The UConn PD - Farmington is requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Farmington PD – 2 Unit*
- *Bristol PD – 2 Units*
- *New Britain PD – 2 Units*
- *Newington PD – 2 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *West Hartford PD – 2 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

UConn PD - Farmington is requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *Canton PD – 1 Unit*
- *Bloomfield PD – 2 Units*
- *Hartford PD – 3 Units*
- *Plainville PD – 1 Unit*
- *Simsbury PD – 1 Unit*
- *Southington PD – 2 Units*
- *State Police – Troop H – 2 Troopers*

Responding units should proceed to UConn Police – Farmington Headquarters located at 236 Farmington Avenue, Farmington and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to Farmington HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“UConn PD - Farmington is requesting additional Mutual Aid from:

- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD- 2 Units***
- ***Berlin PD – 1 Unit***
- ***East Hartford – 3 Units***
- ***Manchester PD – 3 Units***

Responding units should proceed to UConn Police - Farmington Headquarters located at 236 Farmington Avenue, Farmington and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.”

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	CRERT Regional SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

University of Connecticut Police Department - Hartford

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The UConn PD Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The UConn Police are requesting Mutual Aid from the following Departments for a “describe critical incident” at the Hartford Campus:

- *Hartford PD – 3 Units*
- *Bloomfield PD – 2 Units*
- *East Hartford PD – 3 Units*
- *West Hartford PD – 2 Units*
- *Windsor PD – 1 Units*
- *State Police – Troop H– 2 Troopers and 1 Supervisor*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast starting:

UConn Police – Hartford is requesting additional Mutual Aid from the following departments for a “describe critical incident” at the Hartford Campus:

- *Glastonbury PD – 2 Units*
- *Newington PD – 2 Units*
- *New Britain PD – 2Units*
- *South Windsor PD – 2 Units*
- *Windsor PD – 2 Units*
- *Wethersfield PD – 2 Units*
- *State Police – Troop H – 2 Troopers*

Responding units should proceed to Hartford Police Headquarters located at 253 High Street, Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Hartford Police HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Vernon PD should be contacted to have Chief Kenny respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast starting:

“UConn Police – Hartford is requesting additional Mutual Aid from:

- *East Windsor PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Farmington Pd - 2 Units*
- *Manchester Pd – 3 Unit*
- *Rocky Hill PD–2 Units*
- *Windsor Locks PD – 2 Units*

Responding units should proceed to UConn staging at Hartford Police Headquarters located at 253 High Street, Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	Hartford SWAT Channel 1
Secondary SWAT Unit:	CREST SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

University of Connecticut Police Department -Storrs Campus

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The UConn PD Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The UConn-Storrs Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Coventry PD – 1 Unit*
- *Vernon PD – 2 Unit*
- *South Windsor PD – 2 Units*
- *Manchester PD – 3 Units*
- *East Windsor PD – 1 Units*
- *State Police – Troop C– 2 Troopers and 1 Supervisor*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

UConn-Storrs Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Hartford PD – 3 Units*
- *Glastonbury PD – 2 Units*
- *Hartford PD – 3 Units*
- *Wethersfield PD – 2 Units*
- *Windsor PD – 2 Units*
- *Enfield PD – 2 Units*
- *State Police – Troop C – 2 Troopers*

Responding units should proceed to UConn Storrs Police Headquarters located at 126 North Eagleville Road, Storrs and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to UConn PD HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Windsor Locks PD should be contacted to have Chief Osanitsch respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc.) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“UConn-Storrs Police are requesting additional Mutual Aid from:

- ***Rocky Hill PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Newington PD - 2 Units***
- ***West Hartford PD– 2 Unit***
- ***Bloomfield PD–2 Units***
- ***Windsor Locks PD – 2 Units***

Responding units should proceed to UConn Storrs Police Headquarters located at 126 North Eagleville Road, Storrs and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Vernon

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Vernon Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

“The Vernon Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- ***East Hartford PD – 3 Units***
- ***Glastonbury PD 2 Units***
- ***Manchester PD – 3 Units***
- ***South Windsor PD 2 Units***
- ***State Police – Troop C – 2 Troopers and 1 Supervisor***
- ***Coventry PD – 1 Unit***
- ***UConn PD – 1 Unit***

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Vernon Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- ***East Windsor PD – 1 Unit***
- ***Hartford PD – 3 Units***
- ***State Police – Troop C – 2 Troopers***
- ***Wethersfield PD – 2 Units***
- ***Windsor PD - 2 Units***

Responding units should proceed to Vernon Police Headquarters located at 725 Hartford Turnpike, Vernon and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Vernon HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Vernon Police are requesting additional Mutual Aid from the following:

- ***Bloomfield PD – 2 Units***
- ***Enfield PD – 2 Units***
- ***New Britain PD – 2 Units***
- ***State Police – Troop C – 2 Troopers***
- ***West Hartford PD – 3 Units***

Responding units should proceed to Vernon Police Headquarters located at 725 Hartford Turnpike, Vernon and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1 Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

West Hartford

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The West Hartford Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The West Hartford Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Bloomfield PD – 2 Units*
- *Farmington PD – 2 Units*
- *Hartford PD – 3 Units*
- *Newington PD 2 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *UConn PD – 1 Unit*

Responding units should proceed to - BROADCAST LOCATION of INCIDENT – and report to the incident commander. All responding units should adjust their radio systems to RAFS 2.”

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

West Hartford Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *New Britain PD – 3 Units*
- *Rocky Hill PD 1 Unit*
- *Simsbury PD – 1 Unit*
- *South Windsor PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Wethersfield PD – 2 Units*
- *Windsor PD – 2 Units*

Responding units should proceed to West Hartford Police Headquarters located at 103 Raymond Road, West Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Farmington Police Department and request Chief Melanson to respond to West Hartford HQ as the ESF 13 Coordinator. If Chief Melanson is unavailable, then Vernon PD should be contacted to have Chief Kenny respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“West Hartford Police are requesting additional Mutual Aid from:

- ***Canton PD – 1 Unit***
- ***East Hartford PD – 4 Units***
- ***Manchester PD 4 Units***
- ***Plainville PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to West Hartford Police Headquarters located at 103 Raymond Road, West Hartford and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	WHPD SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Avon SWAT/Communication Vehicle # 1
	Wethersfield Communication Vehicle # 2 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Wethersfield

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Wethersfield Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Wethersfield Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Berlin PD – 2 Units*
- *Cromwell PD – 1 Unit*
- *Glastonbury Pd – 2 Units*
- *Hartford PD – 3 Units*
- *Newington PD – 2 Units*
- *Rocky Hill PD 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Wethersfield Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Hartford PD – 3 Units*
- *New Britain PD – 3 Units*
- *State Police – Troop H – 2 Troopers*
- *Southington PD – 2 Units*
- *West Hartford PD – 3 Units*

Responding units should proceed to Wethersfield Police Headquarters located at 250 Silas Deane Highway, Wethersfield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Wethersfield HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Wethersfield Police are requesting additional Mutual Aid from the following:

- ***East Hampton PD – 1 Unit***
- ***Farmington PD – 1 Unit***
- ***Manchester PD – 3 Units***
- ***Middletown PD – 3 Units***
- ***Portland Pd – 1 Unit***
- ***State Police – Troop H – 2 Troopers***

Responding units should proceed to Wethersfield Police Headquarters located at 250 Silas Deane Highway, Wethersfield and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	CREST Regional SWAT Channel 1
Secondary SWAT Unit:	Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Wethersfield SWAT/Communication Vehicle # 2 Avon Communication Vehicle # 1 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Windsor

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Windsor Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Windsor Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Bloomfield PD – 2 Units*
- *Hartford PD – 3 Units*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Windsor Locks PD – 1 Unit*
- *West Hartford PD – 3 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

“Windsor Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Hartford PD – 3 Units*
- *Enfield PD – 3 Units*
- *Granby PD – 1 Unit*
- *Manchester PD – 3 Units*
- *State Police – Troop H – 2 Troopers*
- *Suffield PD – 1 Unit*

Responding units should proceed to Windsor Police Headquarters located at 340 Bloomfield Avenue, Windsor and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Windsor Locks Police Department and request Chief Osanitsch to respond to Windsor HQ as the ESF 13 Coordinator. If Chief Osanitsch is unavailable, then Vernon PD should be contacted to have Chief Kenny respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Windsor Police are requesting additional Mutual Aid from the following:

- ***Avon PD – 1 Unit***
- ***East Windsor PD – 1 Unit***
- ***Farmington PD – 1 Unit***
- ***Newington PD – 2 Units***
- ***Plainville PD – 1 Unit***
- ***Simsbury PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD – 2 Units***
- ***UConn PD – 1 Unit***

Responding units should proceed to Windsor Police Headquarters located at 340 Bloomfield Avenue, Windsor and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMESTS Regional SWAT Channel 1
Secondary SWAT Unit:	West Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Windsor SWAT/Communication Vehicle # 2 Avon Communication Vehicle # 1 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Windsor Locks

Level 1 Response (Ring 1 – immediate surrounding towns):

Immediate Response Frequency: RAFS Channel 1 - ***NO CODES - PLAIN LANGUAGE***

- The Windsor Locks Communications Center will upon request of the Chief of Police or his/her designee shall request Mutual Aid in the following manner using a simulcast broadcast on the State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a general broadcast stating:

The Windsor Locks Police are requesting Mutual Aid from the following Departments for a “describe critical incident”:

- *Avon PD – 1 Unit*
- *Bloomfield PD – 2 Units*
- *Hartford PD – 3 Units*
- *Simsbury PD – 1 Unit*
- *State Police – Troop H – 2 Troopers and 1 Supervisor*
- *Windsor PD – 2 Units*

*Responding units should proceed to - **BROADCAST LOCATION of INCIDENT** – and report to the incident commander. All responding units should adjust their radio systems to **RAFS 2**.”*

Each Department must confirm that they have received our request and that they are responding with the requested resources. If a town/city cannot respond, then the dispatcher should move to a Level 2 Response and request officers from the listings until the necessary police units are on scene.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 2 Response (Ring 2 – secondary surrounding towns):

- In the case where a Level 1 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a second general broadcast stating:

Windsor Locks Police are requesting additional Mutual Aid from the following departments for a “describe critical incident”:

- *East Hartford PD – 3 Units*
- *Enfield PD – 3 Units*
- *Granby PD – 1 Unit*
- *South Windsor PD – 1 Unit*
- *State Police – Troop H – 2 Troopers*
- *Suffield PD – 1 Unit*

Responding units should proceed to Windsor Locks Police Headquarters located at 4 Volunteer Drive, Windsor Locks and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

Note: In addition to this the dispatcher will notify Vernon Police Department and request Chief Kenny to respond to Windsor Locks HQ as the ESF 13 Coordinator. If Chief Kenny is unavailable, then Farmington PD should be contacted to have Chief Melanson respond as the ESF Coordinator.

NOTE: The local department can activate any services (SWAT, Negotiators, etc) it feels are needed at any time

Level 3 Response (Ring 3 – additional towns and SWAT Units)

- In the case where a Level 2 response is not sufficient and additional officers are needed the communications unit will request additional Mutual Aid in the following manner using The State Police **HOTLINE** and **RAFS 1**. The dispatcher will make a third general broadcast stating:

“Windsor Locks Police are requesting additional Mutual Aid from the following:

- ***Canton PD – 1 Unit***
- ***East Windsor PD – 1 Unit***
- ***Farmington PD – 1 Unit***
- ***Newington PD – 2 Units***
- ***Plainville PD – 1 Unit***
- ***Simsbury PD – 1 Unit***
- ***State Police – Troop H – 2 Troopers***
- ***Wethersfield PD – 2 Units***

Responding units should proceed to Windsor Locks Police Headquarters located at 4 Volunteer Drive, Windsor Locks and report to the Staging Area Commander. All responding units should adjust their radio systems to RAFS 2.

In addition, the following specialized units should be activated when approved by the Incident Commander:

Primary SWAT Unit:	NCMEST Regional SWAT Channel 1
Secondary SWAT Unit:	West Hartford SWAT Channel 1 or 2
Primary Bomb Squad:	Hartford Bomb Squad -
Specialized Equipment Vehicle:	Windsor Locks SWAT/Communication Vehicle # 2 Avon Communication Vehicle # 1 (if needed)

NOTE: Responding units without RAFS radio capability may be issued portable radios from one of the communications vehicles.

Regional Emergency Support Function #14

Long Term Community Recovery

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PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)

Federal Government Coordinating Organizations

- US Department of Homeland Security
 - FEMA
- Small Business Administration
- Department of Commerce

Connecticut State Coordinating Organizations

- Connecticut Department Emergency Services and Public Protection (DESPP)
 - Division of Emergency Management and Homeland Security (DEMHS)
- Connecticut Department of Transportation
- Connecticut Department of Consumer Protection
- Connecticut Department of Energy and Environmental Protection

Regional Organizations

- Capitol Region Citizen Corps Council – ESF-5 Emergency Management

Private Organizations

- Hartford Metro Alliance
- CT Chapter of Association of Contingency Planners
- Security Communication Access Network (SCAN)
- American Red Cross –Connecticut Region
- The Salvation Army – Disaster Services
- United Way of Connecticut

I. INTRODUCTION

A. Purpose

The purpose of RESF 14 Long Term Community Recovery is to provide a mechanism for coordination of information and resources among the private sector and the state, regional, and local stakeholders.

B. Scope

RESF 14 Long Term Community Recovery is the point of contact for the private sector to Regional recovery efforts. The function is executed through RESF 2 Communications and the Regional Integrated Communication System (RICS), or the Regional Coordination Center (RCC).

Regional events warranting the use of RICS may include deliberate acts, accidents, incidents, threats, and forecasted events such as snowstorms. Incidents involving problems or disruptions of critical systems are also included. RESF-14 support and activities will vary depending on the magnitude and type of incident.

II POLICIES

1. RESF 14 Long Term Community Recovery will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.
2. The National Incident Management System (NIMS) and Incident Command System (ICS) will be the organizational structure used during a response.
3. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 20 procedures are appropriately followed and are in concert with the stated missions and objectives of the Regional Support Plan (RESP).
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS) and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols. The RICS function may shift to a mobile field operation based on the scope of the incident.
5. At the request of a participating organization, RESF 14 will gather data from identified private sector planning and response partners participating in regional emergency support functions to provide information necessary to develop accurate assessment and analysis of a developing or ongoing situation.
6. RESF 14 will share information with the private sector, appropriate local, state, and federal agencies, utilities, and non-profit organizations.

III SITUATION

A. Regional Emergency Condition

1. A regional emergency may be of such severity and magnitude as to require communication and coordination among regional decision makers to facilitate a synchronized, effective response.
2. RESF 14 will support the communication of timely and appropriate incident information before, during, and after an incident to support local jurisdictions and organizations to determine appropriate actions.

B. Planning Assumptions

1. CREPC will not assume any command and control activities. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.
2. Sharing information during a regional emergency will benefit all communities.
3. There are immediate and continuous information needs unique to the jurisdictional decision makers.
4. RESF-14 has identified emergency response team (ERT) needs and support teams as appropriate.
5. The chair of RESF-14 has identified key members of the committee and has a system in place to immediately notify them of pending situations/events.

IV. CONCEPT OF COORDINATION

A. General

1. RESF 14 will provide a general assessment of the status of community and private sector partners and seek guidance to long term recovery efforts.
2. In circumstances where the situation involves or has the potential to involve state or federal agencies, RESF 14 will facilitate information sharing relationships as necessary.
3. RESF 14 will gather and display essential elements of information (EEI's) to facilitate coordinated activities. Critical information will be reported to the RICS as it develops, and reported information will include but not be limited to the essential elements of information outlined in each of the individual RESF Annexes.
4. Information provided by RESF 14 supports the development of regional strategies for decision-making and private sector integration into response and recovery efforts.

5. To activate RICS call 860-832-3477 (24 hour operation).
6. An operational period is the period of time RESF 14 will be engaged in support of regional functional needs coordination. Actual duration of operational periods will be determined by the situation.

B. Notification

RESF 2 Communications will provide a communication platform (or system) to support the coordinated response of the participating agencies. Communications will be made in cooperation with RESF 2 Communications and the DEMHS Regional Office.

The activation of RICS should follow this format:

- A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- RICS will notify the on-call RESF-5 Duty Officer with incident information and contact numbers.
- After gathering sufficient information, the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS
- When notified the chair of RESF 14 Long Term Community Recovery will call the ESF 5 Duty Officer for instructions.
- The chairperson of RESF 14 shall be responsible for calling/notifying additional members to provide information and planning emergency support function.

C. Coordination

Initial Actions

Coordinate with other RESF's to share information regarding the regional emergency.

Provide periodic situation reports to RESF 5 Emergency Management. Assist in the formation of the incident action plan.

Continuing Actions

RESF 14's actions last as long as necessary. Over time, the regional coordination may down transition to local jurisdictions. This transition should ease the burden on faith based organizations as shelter and feeding operations are consolidated.

Stand Down

RESF 14 will scale down its operation as conditions warrant.

After Action Critique

CREPC will coordinate the after action critique effort to include all fire service agencies and supporting RESF's.

V. EXECUTION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 14 Long Term Community Recovery

A. RESF 14 responsibilities

RESF 14 is responsible for the exchange, analysis, reporting and dissemination of regional information concerning its operational and logistical support for community response and recovery efforts in place. Essential elements of information (EEI) concerning all areas of functional needs operations will be assembled and provided to the RCC.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.
2. Participating agencies are responsible for providing information on their functional activities through RICS to RESF 5 for RCC operations:
 - Jurisdictions involved
 - Status of transportation systems
 - Private sector resource availability
 - Description of significant service disruptions
 - Status of communication systems
 - Access points to the disaster areas
 - Status of critical facilities and distribution systems
 - Status of key personnel
 - Resource and logistical issues
 - Needs assessment

Mitigation phase

During the mitigation phase, all RESF personnel and supporting agencies will accomplish the following:

- o Train on RESP activation and implementation.
- o Train on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o Regional equipment needs will be determined and requested.
- o Train on the regional coordination center (RCC) setup and coordination function of RESF 5 as appropriate.

Emergency phase

During the emergency phase, RESF 14 will advise and support the RCC by supplying information, planning assistance, and coordination.

Recovery phase

During the recovery phase, RESF 14 will continue to perform any associated coordination functions initiated during the emergency phase. Additionally, any associated function, which aids and speeds the recovery and stabilization of the impact community, may be performed.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 14

Administrative information and supplemental data for RESF 20 operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department).
- o “Plain language” text will be used in all regional communications
- o Capitol Region Emergency Response Team Program Guidance Manual.
- o A Nation Prepared, FEMA Strategic Plan, fiscal years 2003-2008.
- o The Homeland Security Act of 2002 (November 2002).
- o The National Strategy for Homeland Security dated July 2002.
- o National Response Framework (2008)
- o Natural Disaster Plan, State of Connecticut DEMHS, (2005)
- o Presidential Policy Directive 8: National Preparedness Goal

- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities Listing (2005)

Regional Emergency Support Function #15

External Affairs (Public Information & Media)

Participating Organizations		
	Regional Coordinating Organizations	
	Federal Government Support Organizations	
	Connecticut State Coordinating Organizations	
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	A. RESF 15 Responsibilities	
	B. Essential Elements of Information (EEI)	
	Mitigation Phase	
	Emergency Phase	
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VI	Administrative Information for Regional Emergency Support Function 15	

PARTICIPATING ORGANIZATIONS

Regional Coordinating Organizations

- Capitol Region Emergency Planning Committee (CREPC)
- Capitol Region Council of Governments
- Central Connecticut Regional Planning Agency (CCRPA)
- Region 3 Incident Management Team

Federal Government Coordinating Organizations

- U. S. Department of Homeland Security
- Federal agency public information officers

Connecticut State Coordinating Organizations

- Connecticut Department of Emergency Services and Public Protection
 - Division of Emergency Management and Homeland Security
- Connecticut Department of the Military
- State Emergency Response Commission for Hazardous Materials (SERC)
- Governor's Communication Team
 - State agency public information officers

Local Municipal Coordinating Organizations

- Chief Elected / Administrative Officers
 - All participating municipalities
- Local agency public information officers
- Local school boards and districts
- Utility public affairs officers

Private Organizations

- American Red Cross –Connecticut Region

- The Salvation Army
- Amateur Radio (NARL)
- Security Communications Access Network (SCAN)
- Connecticut State Animal Response Team

I. INTRODUCTION

A. Purpose

The purpose of RESF 15 External Affairs (Media) is to provide accurate, authoritative and timely information to the news media and public both before and after a potential or actual regional emergency. External Affairs focuses on coordination with local municipalities regarding the communication of regional information to the public through the media, employers, schools, and community organizations. Essential service information will be delivered before and during an event in the region. The information will be about issues away from what is happening at the site of an emergency.

B. Scope

RESF 15 External Affairs (Media) develops and implements the policies, responsibilities, and concept of operation for the RESF 15 elements before, during, and after a regional emergency. The media function is executed through the regional coordination center (RCC), in coordination with the DEMHS Regional Office, during an actual emergency. The RCC is a component of the Regional Emergency Support Plan RESP and facilitates interaction with the state disaster plan, and Federal Response Framework. RESF 15 is a support function for both the RESP and the chief administrative officers from the municipalities directly affected by the emergency or the regional experts in the other emergency support functions.

The mission of RESF 15 is to contribute to the well-being of the regional area before, during, and after a public emergency by providing accurate, consistent, and easy-to-understand information as well as coordinating communication among affected agencies. Specific objectives include:

- o Coordinate regional information and message development between involved agencies, the RCC **and the DEMHS Regional Office.**
- o Convey the nature of the regional incident to the public.
- o Provide critical information to the media and public about the regional response capability.
- o Provide critical information about public support activities such as shelter, transportation, and recovery assistance.
- o Minimize rumors through accurate authoritative regional information.

II. POLICIES

1. RESF 15 External Affairs (media) will not usurp or override the policies of any federal agency, state government, or local government or jurisdiction.

2. The National Incident Management System (NIMS) and the Incident Command System (ICS) will be used.
3. CREPC, in conjunction with the DEMHS Regional Office, will facilitate coordination among member organizations to ensure that RESF 15 procedures are appropriately followed and are in concert with the stated missions and objectives of the RESP.
4. Essential information will be conveyed through the Regional Integrated Communication System (RICS) and the DEMHS Regional Office, as required by the incident and in accordance with existing ICS protocols.
5. At the request of RESF 5 Emergency Management, RESF 15 will staff the RCC and participate in regional emergency decisions concerning the release of public information.
6. RESF 15 will share information with appropriate local, state, and federal agencies, utilities, schools, employers, and non-profit organizations.

III. SITUATION

A. Regional Emergency Condition

There are several different levels of regional incidents and regional emergencies that may require different types of coordination and communications. Three condition levels are described below:

In a Major Regional Incident (MRI) or emergency, significant disruptions will be experienced in multiple essential services. This type of event is normally life threatening to some extent. Normal means of communicating in the affected municipalities may be destroyed or disrupted. RESF 15 will be activated for the RCC by means of RICS, phone, or other communication methods. RESF 15 personnel will assist the chief administrative officer or the Incident Commander of the affected municipalities where possible, and may function as the PIO for a specific incident commander if so requested.

In a Disruptive Regional Incident (DRI) or emergency there may not necessarily be life threatening events occurring in regards to the general public. Communications are probably functional. RESF 15 will be activated for use in the RCC. Mobility, public safety, and health may be affected. Early release of employees or school children may occur.

In a Standard Regional Incident (SRI) or emergency, essential service problems may be occurring, but they are definable or limited in impact. This type of event may be life threatening, but on a very limited scale.

B. Planning Assumptions

1. The regional coordination center (RCC) will not assume any command and control activities. Command and control is vested in and recognized as the responsibility of the jurisdiction where the incident or event is occurring.

2. Sharing information during a regional incident will benefit all communities.
3. Accurate and timely information is critical to the region.
4. There will be a frontline PIO at the incident functioning under their incident commander.
5. The informational focus of RESF 15 will be on regional impacts, in depth analysis, expert opinions, and media monitoring ability.
6. RESF 15 may work directly with the chief administrative officers from any given municipality.
7. The RCC will be the point-of-contact for local municipalities for the purpose of information coordination about regional concerns and problems.
8. RESF 15 will work in coordination with state and federal media efforts.
9. In the event of an emergency, some information may be controlled or highly sensitive law enforcement data. This information is to be protected and released by the proper authorities.

IV. CONCEPT OF COORDINATION

A. General

1. RESF 15 will provide support to chief administrative officers, chairpersons of other emergency support functions, CREPC, CRCOG, or regional experts in functional areas of the RESFs. The primary responsibility of RESF 15 is to coordinate information among local jurisdictions in a timely manner. Requests for information regarding a regional emergency will be coordinated through the RCC or the PIO of the affected municipality.
2. In situations where the incident or emergency occurs within one jurisdiction, the lead PIO for the incident will be the affected municipality representative.
3. In situations where a regional emergency occurs that impacts multiple municipalities, a designated Public Information Officer, from RESF 15, will be located at the RCC. By mutual agreement, “all jurisdictions and agencies involved in the incident have acknowledged that RESF 15 will assume the additional responsibility for coordinating reports from each agency. This will create an accurate and useful vision of the incident that can be transmitted to the public through timely release to the media. Upon being approached by the media, the individual agencies have agreed to refer all questions to the RCC (RESF 15) in order to ensure accurate and consistent public messages.”

B. Notification

RESF 15 External Affairs (media) will be notified in the initial alert or request or support notification. At RESF 5's request or the establishment of an RCC, RESF 15 will respond to the designated location.

The activation of RICS should follow this format:

- o A designated authority or incident commander (or the agency's dispatcher) calls RICS at 860-832-3477 anytime 24/7 and requests specific resources or the activation of the RESP where the RCC will anticipate resource needs without a specific request.
- o RICS will notify the on-call RESF-5 Duty Officer with incident information and contact number.
- o After gathering sufficient information the RESF-5 Duty Officer will make notification to the Region 3 Regional Emergency Support Functions and the DEMHS Regional Coordinator as necessary via the CREPC emergency messaging system.
- o The chair of RESF 15 External Affairs (media) will call the ESF 5 Duty Officer and request instructions.
- o The Duty Officer for RESF 5 will determine the need to establish a Regional Coordination Center (RCC).
- o When requested the chair of RESF 15 shall be responsible for calling/notifying additional members of the emergency support function.
- o Additionally, upon notification, RESF 15 will establish a contact with state and federal agencies that may be involved.

C. Coordination

Initial Actions

Before, during, and after a regional incident or emergency, RESF 15 will be responsible for coordinating with the region's chief administrative officers and public information officers of the various agencies to deliver accurate news information to the media and to develop an appropriate message, analysis, and background material in a timely manner to accompany the news. This will include notification of the media regarding the event, and notification that the region is working together. RESF 15 will supplement and complement the incident municipality's PIO by providing regional information and regional analysis. Additionally, RESF-15 representatives may be assigned to municipal PIO activities if deemed necessary, and with consensus of RESF-5, by the responsible municipal Chief Executive Officer, or the Incident Commander.

RESF 15 is responsible for participating in planning meetings, conferences, and decision making sessions of the subject-matter experts. The chief administrative officers from each jurisdiction will provide information about the region's emergency response efforts and work with elected officials to develop a unified message.

Based on the nature and the extent of the situation, the DEMHS Regional Office, CREPC or any participating organization, agency, or municipality may request a message development meeting to discuss the emergency. RESF 15 will facilitate the coordination of a common message.

RESF 15 is responsible for developing talking points on regional information/ messages for the municipalities' chief executive officers, and chief administrative officers.

RESF 15 is responsible for providing overviews, regional information coordination, information on regional issues, coordination of PIO mutual aid, media tracking, background analysis, and analysis of regional effects. Information dissemination regarding non-regional issues is the responsibility of the local municipality.

RESF 15 is responsible for conducting additional in-depth analysis to complement the messages delivered. Additionally, RESF 15 will monitor media coverage for the region.

RESF 15 will be responsible for establishing and directing a regional information operation for employers, community organizations, schools, and universities.

Continuing Actions

RESF 15 External Affairs (media) will coordinate information related issues. Additionally, RESF 15 will:

- o Provide information to all affected agencies and municipalities.
- o Maintain contact with and exchange information with region-wide umbrella organizations.
- o Be responsible for providing news briefings or regional issues as needed.

V. EXECUTION - REGIONAL EMERGENCY SUPPORT FUNCTION 15

A. RESF 15 responsibilities

RESF 5 Emergency Management is responsible for the exchange, analysis, reporting and dissemination of regional information. Regional essential elements of information (EEI) have been determined as the minimum information to satisfy coordination needs among the RESFs.

B. Essential Elements of Information

1. One of the primary purposes of the RESP is to facilitate the exchange of information among the various agencies during emergency situations.

2. RESF 15 is responsible for providing information on their functional activities through RICS to RESF 5 for RCC operations. Essential elements of information include:
- o Jurisdictions involved
 - o Media on scene
 - o Status of press releases
 - o Information on evacuation, sheltering, and food supply
 - o Social, economic and political impact
 - o Status of communication system
 - o Estimates of potential impact
 - o Status of recovery programs
 - o Needs assessment and damage estimates
 - o Status of state or federal operations, if known
 - o Response needs and priorities
 - o Major issues/activities of RESFs
 - o Overall priorities for response
 - o School closures
 - o Citizen assistance requests

Essential Elements of Information -EEI activities include, but are not limited to those itemized in the Table below:

INCIDENT TIME	INCIDENT ACTIVITY	ACTIONS
First Hour	<ul style="list-style-type: none"> • Incident occurs • First official reports • Unconfirmed facts and rumors • First media reports • Potential live TV reports • Public has immediate need for information and possible health & safety instructions • Media has immediate need for facts, information and subject matter experts • Witness media reports • Victim family reports • Unconfirmed casualty reports • Potential voluntary or directed evacuations 	<ul style="list-style-type: none"> • Notify SEOC of an incident • Activate Regional EOP / Office • Initiate communications path contacts, including contact with incident site • Prepare initial release for Region or State release • Determine whether Emergency Alert System is activated and at what level. • Consider appropriateness of using Weather communications systems to issue warning information • Determine initial strategy for incident communications with the public; focus on incident response, protective measures, and reassurance • Regional Coordinator or State EOC senior officials make first formal announcements • Regional Coordinator acts as lead incident site communications while State EOC focuses on support to affected area and statewide issues • Subject-matter experts identified to media • Status announcement issued from Regional Coordinator and/or State EOC PIO when appropriate
First Day	<ul style="list-style-type: none"> • Continuing heavy media coverage • Media questions on the Alert Status (if changed) and safety of region, state, citizenry • Response and recovery continues • Potential rumors • Continuing victim and family coverage in media 	<ul style="list-style-type: none"> • Continue to focus on regional/State incident response, protective measures, and reassurance; messaging includes deterrent measures, preparedness, and disaster assistance • Determine any change in Alert level and incorporate protective measures in public incident communications • Continue close coordination with State EOC • Continue to coordinate resources for incident

INCIDENT TIME	INCIDENT ACTIVITY	ACTIONS
	<ul style="list-style-type: none"> • Search and rescue operations • Possible decontamination issues • Distribution of medicines, as appropriate (PODs) • Arrival of supporting State, federal resources • Activation of donations and resource centers • Questions from media on why the incident happened, relevance to potential incidents elsewhere in state 	<p>communications with the public</p> <ul style="list-style-type: none"> • Establish daily briefing routine in coordination with Regional, State, and local authorities • Prepare releases for issuance by Regional Coordinator / State EOC • Prepare instructional messaging for issuance to public on potential medical or health safety issues. • Coordinate preparation of State or nationally televised public service and health advisories • Update, coordinate and link State and other Web pages • Prepare and distribute statistical information, graphics, video, and photos as appropriate • Contact subject-matter experts with regard to public information and/or message content availability • Prepare to manage potential VIP visits to incident
First Week	<ul style="list-style-type: none"> • Response and recovery continues • Potential diminishing media coverage • Continuing victim and family coverage • Search and rescue operations • Possible decontamination issue • Disaster recovery, assistance support, and effectiveness of government and responder efforts • Delivery of medicines, as appropriate • Continued deployment and progress of supporting Federal resources, 	<ul style="list-style-type: none"> • Continue to focus on Regional / State incident response, protective measures, and reassurance; messaging includes deterrent measures, preparedness, and disaster assistance • Continue daily briefing routine in coordination with all local and State authorities • Continue close coordination with SEOC • Continue resource coordination • Coordinate preparation of nationally televised public service and health advisories • State and other Web pages updated, coordinated, and linked • Prepare and distribute statistical information, graphics, video, and photos as appropriate

INCIDENT TIME	INCIDENT ACTIVITY	ACTIONS
	<ul style="list-style-type: none"> including medical, incident response, law enforcement, and incident communications with the public 	<ul style="list-style-type: none"> Continue to make subject-matter experts available Continue to manage potential VIP visits to incident
Recovery	<ul style="list-style-type: none"> Media coverage greatly diminished Potential formal investigations Emphasis on victims, cause of the incident, and effectiveness of response and recovery effort Identification of personal stories and special situations Impact of incident on the non-affected populations in region and/or Statewide 	<ul style="list-style-type: none"> Federal interagency effort focuses on plan recovery, and support and assistance to victims and affected populations Continue resource coordination Preparedness measures and readiness to manage follow-on incidents Continue to provide briefings with State, regional and local teams to support recovery plan Continue to document and release information on plan execution, recovery efforts, and disaster recovery assistance Identify responders for recognition

Mitigation phase

During the mitigation phase, all RESF personnel and supporting agencies will accomplish the following:

- o Train on the RESP activation and implementation.
- o Train on NIMS/ICS protocols.
- o Participate, as determined, in disaster exercise drills.
- o Train on the regional coordination center (RCC) setup and coordination function of RESF 15 as appropriate.

Emergency phase

When activated during the emergency phase, RESF 15 External Affairs (media) will assemble at the designated RCC and perform the information and coordination role described in the purpose section of this annex.

Recovery phase

During the recovery phase, RESF 15 will continue to perform any associated coordination and information related functions initiated during the emergency phase.

VI. ADMINISTRATIVE INFORMATION FOR REGIONAL EMERGENCY SUPPORT FUNCTION 15

Administrative information and supplemental data for RESF 15 operations is contained in the following policies and/or documents:

- o RICS will be administered by and through CCSU (police department)
- o “Plain language” text will be used in all regional communications
- o Metropolitan Medical Response System (MMRS) Plan.
- o Local Emergency Operation Plans
- o State of Connecticut Emergency Response Plan
- o National Response Plan
- o The Regional Hazardous Materials Analysis
- o Presidential Policy Directive 8: National Preparedness Goal
- o The 15 National Planning Scenarios
- o Universal Task List
- o Target Capabilities List (Version 2.0)

Region 3 RESP

CT Health Care Coalition Plans



Plans developed and maintained by the CT Health Care Coalition 2021