

Emergency Support Function #7 LOGISTICS MANAGEMENT & RESOURCE SUPPORT

Lead Agency

- Virginia Department of Emergency Management (VDEM)

Support Agencies and Organizations

- Department of Corrections (DOC)
- Department of Criminal Justice Services (DCJS)
- Virginia Department of Fire Programs (VDFP)
- Department of General Services (DGS)
- VDEM Disaster Service Contractors
- Private Sector Partnerships
- All other state agencies not listed when applicable

Purpose

Emergency Support Function (ESF) #7 supports and coordinates the logistics and resource management process in coordination with other Virginia Emergency Response Team (VERT) ESF representatives, local governments, federal government, and private sector partners. The mission of ESF 7 is to provide a basis for the management and provision of resources in support of emergency response and recovery operations.

Scope & Applicability

For the purposes of this annex, “Resource Management” refers to, but is not limited to, the provision of personnel, facilities, services, and materials

ESF #7 consists of, but is not limited to, emergency relief supplies, facility space, office equipment, office supplies, telecommunications, contracting services, transportation services, security services, and personnel required to support response activities.

ESF #7 provides support for requests not supportable by other ESFs, including mutual aid and excess and surplus property. Resource management will continue until the disposition of excess and surplus property, if any, is completed.

Policies

- All departments and agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, standard operating procedures, mutual aid agreements, and model contracts to successfully accomplish their tasks.
- The primary responsibility for resource management when responding to local emergencies rests with local governments. If local resources have been fully committed to an incident and additional assistance is required, a local government may request assistance through the Virginia Emergency Response Team (VERT).
- Localities and State Agencies should first exhaust their own channels of support (e.g., procurement contracting, state owned resources, and mutual aid agreements) before turning to the state for resource support.

Organizational Structure

VDEM is the lead agency for Logistics Management and Resource Support.

This ESF addresses the overall organization for resource management and includes a specific section for Mutual Aid.

The Logistics Section maintains strong relationships with its private sector partners by way of the Private Sector Liaison Program. This program facilitates information sharing practices in an effort to “force-multiply” resource capabilities across the Commonwealth.

Concept of Operations

ESF #7 will coordinate the delivery of assistance as appropriate. The group will also manage the support resources needed for the operational capability of the VEOC, including information systems and the VEOC facility itself.

ESF #7 will develop and maintain the Logistics Management Plan.

ESF #7 responds to resource needs by looking first to the resources of state agencies and local governments, then to commercial contracts and finally to federal resources.

Mutual aid includes Statewide Mutual Aid (SMA) and the Emergency Management Assistance Compact (EMAC).

ESF #7 will make every attempt to deliver resources to the requesting entity as quickly as possible after receiving approval.

ESF #7 will maintain a coordinated framework for State resource management activities that includes logistics planning, preparedness, implementation, private sector engagement, and evaluation in support of disaster operations.

ESF #7 focuses primarily on the allocation, preparation, and deployment of resources.

Logistics personnel:

- Anticipate initial requirements based on hazard analysis, historical data and forecasted intelligence.
- Participate in the development of the Coordination Action Plan.
- Develop tactical logistics plans for consideration by the VERT leadership.

- Establish communications and coordination among state logistics partners (public and private), in-state mutual aid and participating EMAC states, to begin initial planning for transportation of goods and to locate mobilization and staging areas if needed.
- The Logistics Section maintains vendor information through the Private Sector Liaison Program, Department of General Services (DGS), and the Logistics Section Procurement Staff.
- Coordinate with private sector partners as to what resource potentials may be available. The Private Sector Liaison will work with private sector partners to develop the private sector situational awareness “picture” in the impacted areas and integrate that information into the Commonwealth’s overall logistics response strategy.

ESF #7 also works with the impacted local emergency managers, VDEM Local Support Services, and GIS Unit within the Plans Section of the VERT to forecast resource requirements for people in the affected areas.

In conjunction with the applicable State Agencies, Logistics may request to utilize pre-designated “Push Packages” such as the Strategic National Stockpile, Strategic Veterinary Stockpile, etc. as needed.

1. Response Operations

The Resource Management Section is comprised of, but not limited to:

- Resource Management and Coordination Unit
- Information Systems Unit
- Logistics Support Unit
- Procurement Unit

2. Facilities and Spacing Management

State owned facilities are to be used whenever possible and practical. (State Facilities list will be provided by DGS at the time of the event).

Lease and free use facilities and distribution sites will be identified throughout the state utilizing Local Support Services.

Roles & Responsibilities

Virginia Department of Emergency Management

- Assist local governments and state agencies with the provision of essential supplies when requested via logistics programs (SMA, EMAC, request management processes, procurement, etc).
- Manage disaster services contracts for goods and services.

Department of Corrections

- Provide staffing for the Logistics Section and provide resources when applicable.

Department of Criminal Justice Services

- Provide staffing for the Logistics Section.

Virginia Department of Fire Programs

- Provide staffing for the Logistics Section.

Department of General Services

- Manage contracts for goods and services.
- Provide contract subject matter expertise staffing for the Logistics Section.
- Provide resource support for warehouse operations.

Authorities & References

Authorities

- Virginia Emergency Services and Disaster Laws

References

- VDEM Logistics Management Plan
- Disaster and Emergency Services Contracts
- Statewide Mutual Aid Agreement
- Emergency Management Assistance Compact
- Emergency Management Accreditation Program (EMAP) 4.6.3: The emergency operations/response plan shall identify and assign specific areas of responsibility for performing essential functions in response to an emergency or disaster. Areas of responsibility to be addressed include: resource management.
- EMAP 4.8: Resource Management and Logistics
- EMAP 4.9: Mutual Aid
- EMAP 4.12: Facilities

Attachment 1 – Interstate and Intrastate Mutual Aid

Purpose

This section ensures the effective and efficient exchange of services and resources before, during, and after an emergency.

Commonwealth of Virginia by coordinating and facilitating the provision of assistance from other member states.

Organizational Structure

The Virginia Department of Emergency Management is responsible for assisting member jurisdictions of Virginia's SMA program and member states of the EMAC.

Concept of Operations

SMA and EMAC requests for assistance are received by pre-determined points of contact within the Operations Division and VDEM Senior Staff. Procedures for SMA and EMAC requests are contained in the Logistics Management Plan.

During routine operations, designated staff within VDEM are responsible for developing and maintaining interstate (between states, e.g. EMAC) and intrastate (within a state, e.g. SMA) mutual aid planning documents and, when needed, coordinating the exchange of services and resources between SMA member jurisdictions or the Commonwealth of Virginia and EMAC member states.

The Commonwealth should be prepared to deploy an equipped and trained EMAC A-Team of either two members (Type 2 Team) or four members (Type 1 Team) for a period of two weeks in support of EMAC activities in a disaster impacted EMAC member state or area.

Planning and coordination responsibilities for these activities are assigned to the Logistics Section staff assigned to the VEOC. The Logistics Section may request and receive a Type 2 EMAC Forward A-Team in advance of an anticipated disaster impacting the state (e.g. hurricane). This team will form the EMAC cell of the Logistics Section in the VEOC. Its mission is to implement EMAC on behalf of the