Oregon Emergency Management  State Capability Assessment Tool

Assessment Questions: Operational Coordination

State Capability Assessment Project

Draft Questions

OPERATIONAL COORDINATION

<table>
<thead>
<tr>
<th>Capability Description:</th>
<th>Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mission Area:</td>
<td>Prevention, Protection, Mitigation, Response, and Recovery</td>
</tr>
<tr>
<td>Resources Used to Develop Questions:</td>
<td>• Target Capabilities List (Emergency Operations Center Management, On-Site Incident Management)</td>
</tr>
</tbody>
</table>

PLANNING

1. Does your jurisdiction have plans that address on-scene operations? *Answer: radio button, yes/in progress/no*

2. If yes, do the plans include the following elements: *Answer: multi-answer*
   a. Process for establishing on-scene incident command *(source: TCL)*
   b. Development of an incident action plan (e.g., to establish priorities, procedures, actions to meet incident objectives)? *(source: TCL)*
   c. Capability of Incident Command Posts equipped with processes and/or technologies to maintain accountability of deployed resources and personnel? *(source: TCL)*

3. Does your jurisdiction have plans that address emergency operations center operations? *Answer: radio button, yes/in progress/no*

4. If yes, do the plans include the following elements: *Answer: multi-answer*
   a. Procedures establishment, activation, operations and demobilization of an Emergency Operations Center.
   b. Procedures to implement ICS or an incident management structure that is consistent with NIMS.
   c. Procedures for communications between on-scene operations and the EOC.
   d. EOC staffing plans
   e. Access and security procedures for the EOC.
   f. Procedures for 24-hr operation of the EOC.
   g. Identification and procedures for an alternate EOC.

5. Does your jurisdiction have plans that address resource management? *Answer: radio button, yes/in progress/no*

6. If yes, do the plans include the following elements: *Answer: multi-answer*
a. Procedures for requesting resources  
b. Mutual aid processes  
c. Procedures for tracking, prioritizing and allocating resources  
d. Procedures for deploying resources  
e. Procedures for demobilization resources  
f. Procedures for typing resources  
g. Identification of resource staging areas  
h. Coordination with local and mutual aid partners  
i. Coordination with state and federal agencies  
j. Coordination with the private sector  

7. Does your jurisdiction have plans that address coordination between jurisdictions? Answer: radio button, yes/in progress/no  

8. If yes, do the plans include the following elements: Answer: multi-answer  
   a. Procedures for establishment of a Unified Command  
   b. Procedures for establishment of a Multi-Agency Coordination group  
   c. Procedures for establishment of an Area Command  

9. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to planning? Answer: dropdown, 1 - 10  

ORGANIZATION  

10. Have you identified primary and supporting agencies responsible for coordinating operational coordination efforts? Answer: radio button, yes/in progress/no  

11. Do you have a mechanism in place to engage local partners in planning for operational coordination? Answer: radio button, yes/in progress/no  

12. Do your emergency management plans and SOPs address command management (e.g., transitioning from Incident Command to Unified Command, interface with agency administrators like municipal executives)? (source: TCL) Answer: radio button, yes/in progress/no  

13. Are mutual aid agreements in place to acquire additional resources to aid in operational coordination efforts? Answer: radio button, yes/in progress/no  

14. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to organization? Answer: dropdown, 1 - 10  

EQUIPMENT  

15. Do you have adequate equipment and supplies to implement operational coordination actions for your jurisdiction? Answer: radio button, yes/in progress/no  

16. If not, which of the following equipment and/or associated resources are you most in need of to support operational coordination actions? Answer: multi-answer  
   a. Planning resources  
   b. Qualified personnel
Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to equipment? *Answer: dropdown, 1 - 10*

**TRAINING**

18. Have you identified staff and key partners responsible for implementing operational coordination actions? *Answer: radio button, yes/in progress/no*

19. Have identified staff been trained on operational coordination actions? *Answer: radio button, within the past year/within the past 2 years/within the past 5 years/no*

20. Do chief executive and other key officials of the jurisdiction participate in annual command and control training and exercises for large-scale emergencies? *(source: TCL)*

21. Are EOC (primary and backup) staff trained to perform assigned roles and responsibilities as part of the EOC team? *(source: TCL)*

22. Have chief executive and other key officials of the jurisdiction been briefed in the jurisdiction’s command and control plans for large-scale emergencies? *(source: TCL)*

23. Are local elected officials adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*

24. Are your Department heads adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*

25. Is your EOC staff adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*

26. Are local responders adequately trained on their role in your emergency management organization as it relates to operational coordination? *Answer: radio button, yes/in progress/no*

27. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to training? *Answer: dropdown, 1 - 10*

**EXERCISES**

28. Has your emergency management organization conducted an exercise that incorporates elements of operational coordination? *Answer: radio button, yes/in progress/no*

   e. If yes, when? *Answer: radio button, within the past year/within the past 2 years/within the past 5 years/no*

29. Has exercising of the operational coordination capability led to identification of corrective actions in regard to this capability? Please identify in the gaps section of this question. *

   *Answer: radio button, yes/in progress/no*

30. Based on your responses to the questions above, how would you rate your overall operational coordination capability as it relates to exercises? *Answer: dropdown, 1 - 10*
GLOBAL

31. Based on your responses to the questions above, how would you rate your overall operational coordination capability? *Answer: dropdown, 1 - 10*

32. Based on your responses to the questions above, what priority (high, medium, low) would you assign to the operational coordination capability for your jurisdiction? *Answer: radio button, H, M, L*

33. Please identify which hazard/threat would most likely tax your ability to perform the operational coordination capability? *Answer: dropdown, hazards*

34. Have you identified any planning barriers or do you have any additional notes or comments regarding the operational coordination capability? *Answer: Text*