



# ESF 7 – Resource Support

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ESF 7 Tasked Agencies	
<b>Primary Agencies</b>	Oregon Department of Administrative Services (DAS)
<b>Supporting Agencies</b>	Oregon Department of Transportation (ODOT) Oregon Department of Corrections (DOC) Oregon Department of Forestry (ODF) Oregon Health Authority (OHA) Oregon Military Department (OMD) Oregon Office of Emergency Management (OEM) Oregon Parks and Recreation Department (OPRD)
<b>Adjunct Agencies</b>	

## 1 Introduction

### 1.1 Purpose

Emergency Support Function (ESF) 7 describes how the State of Oregon will provide logistical and resource support during a time of emergency, as well as provide financial tracking and records management of overall costs of the state's response.

### 1.2 Scope

Activities encompassed within the scope of ESF 7 include:

- Coordinate the procurement and provision of state and private sector resources during a disaster.
- Receive and coordinate response to resource requests from local and tribal partners.
- Provide logistical and resource support for requirements not specifically addressed in other ESFs.
- Monitor and track available and committed resources involved in the incident.
- Monitor and document the financial costs of providing resources to include costs of providing state agency support, purchasing or contracting goods and services, transportation, and above normal staffing.

### 1.3 Related Functions

ESF 7 often works closely with other State ESFs as a part of coordinated response and recovery activities. The following ESFs support resource support related activities:

- **ESF 11.** Identify and procure food and water resources to support identified needs.
- **ESF 15.** Coordinate provision of donated goods and services.
- **All ESFs.** All functions will make resource requests through ESF 7 via the State Emergency Coordination Center.

## 2 Situation and Assumptions

### 2.1 Situation

Oregon is faced with a number of hazards that may require resource support. Considerations that should be taken into account when planning for and implementing ESF 7 activities include:

- Upon request, ESF 7 provides the resource support needed to maintain the response capacity of local and tribal partners.
- Equipment and supplies are provided from current stocks or, if necessary, from commercial sources, using locally available sources when possible. ESF 7 does not stockpile supplies.
- During response operations, acquisition of these resources may be supported by preexisting memorandums of understanding, memorandums of agreement, and interagency agreements and contracts.

### 2.2 Assumptions

ESF 7 is based on the following planning assumptions:

- Local and tribal partners will exhaust local and mutual aid resource support mechanisms prior to requesting support from the state. A request may be made if exhaustion of local resources is imminent.
- Normal forms of communications may be severely interrupted during the early phases of an emergency or disaster.
- Transportation to affected areas may be cut off due to weather conditions or damage to roads, bridges, airports, and other transportation means.

- Donated goods and supplies will be managed and utilized as necessary.
- The management and logistics of resource support is highly situational and requires flexibility and adaptability.
- Local and tribal governments will expend resources and implement mutual aid agreements under their own authorities

### **3 Roles and Responsibilities**

The following section outlines the roles and responsibilities assigned to state agencies and community partners to ensure ESF 7 activities are performed in an efficient and effective manner to support response and recovery. This document does not relieve tasked agencies with the responsibility for emergency planning and agency plans should adequately provide for the capability to implement the actions identified below.

#### **3.1 Primary Agencies**

The primary agency for ESF 7 is the Oregon Department of Administrative Services. DAS is responsible for the following overarching coordination activities:

- Coordinate regular review and update of the ESF 7 annex with supporting agencies.
- Facilitate collaborative planning to ensure state capability to support ESF 7 activities.
- Provide a representative to the State ECC, when requested, to support ESF 7 activities.
- Facilitate transition to recovery.

##### **3.1.1 Oregon Department of Administrative Services**

DAS is the central administrative agency for the state and is a key partner in ensuring efficient delivery of state services. In addition to its general responsibilities as the primary agency for ESF 7, DAS is responsible for the following activities supporting resource support during a disaster:

- Maintain a list of potential suppliers of emergency resources.
- Coordinate procurement resources.
- Coordinate use of facilities for food and water storage.
- Procure sites suitable to the collection and distribution of donated goods and materials.

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- Manage the efforts to procure or contract for equipment, supplies, services, etc. to meet the needs of the incident.

**3.2 Supporting Agencies**

Supporting agencies contribute to the overall accomplishment of the mission of the ESF. Not every support agency will have input to, or responsibility for, the accomplishment of every mission assigned to the ESF.

**3.3.1 Oregon Department of Corrections**

ODC is responsible for management of the state's correctional institutions. Key ESF 7 responsibilities for ODC include:

- Assist with staging and transport of supplies and equipment.
- DOC can provide varied supplies and equipment, telecommunications, personnel, contracting services, and transportation services required for disaster response.

**3.3.2 Oregon Department of Forestry**

ODF is responsible for protecting the state's forestlands and conserving forest resources. Key ESF 7 responsibilities for ODF include:

- Operate the Salem Coordination Center, which is responsible to coordinate the distribution of ODF assets statewide. Area Headquarters located throughout the state direct response activities of ODF assets.
- ODF is capable of mobilizing a substantial response to emergencies including incident management teams, public information personnel, radio systems, communications trailers, kitchens, shower units, and other support services.

**3.3.3 Oregon Health Authority**

OHA is responsible for protecting the public health of all Oregonians and is responsible for the state's public health emergency preparedness programs. Key ESF 7 responsibilities for OHA include:

- Coordinate procurement and provision of medical and pharmaceutical resources.

**3.3.4 Oregon Department of Transportation**

ODOT is responsible for maintenance of the state's transportation system. Key ESF 7 responsibilities for ODOT include:

- Provide ODOT resources to support staging and transport of supplies and equipment, telecommunications, personnel, contracting services, and transportation services required for disaster response.

### 3.3.5 Oregon Military Department

OMD's purpose is to administer, house, equip and train the Oregon National Guard to support the Governor during emergencies. Key ESF 7 responsibilities for OMD include:

- Provide law enforcement, medical care, traffic control, firefighting support, resource distribution, potable water transportation, mass feeding of disaster victims, establishing communications networks with fixed and mobile radios, providing aerial surveillance of a disaster area, and the provision of electric power from portable generators.
- Assist in search and rescue, lifesaving and air ambulance missions.
- Take on a logistical coordination and distribution role in ESF 7 operations to manage a significant event.

### 3.3.6 Oregon Office of Emergency Management

OEM is statutorily responsible for coordination of the state's emergency management program. Key ESF 7 responsibilities for OEM include:

- Maintain and operate the State ECC.
- Coordinate and manage the state's response to requests for assistance.

### 3.3.7 Oregon Parks and Recreation Department

OPRD is responsible for maintaining the state's park system. Key ESF 7 responsibilities for OPRD include:

- Provide facilities or open space for resource staging.

## 3.3 Adjunct Agencies

Adjunct agencies are organizations that may not be part of state government but have direct role in the function.

No adjunct agencies have been identified for ESF 7 at this time.

## 4 Concept of Operations

### 4.1 General

OEM has assigned responsibility for coordination of the implementation of specific tasks surrounding ECC preparedness and operations via primary and supporting agencies under a structure of Emergency Support Functions (ESFs). This section provides general information regarding the relationship of those ESFs to the full ECC organization and broader emergency management structure; specific operational or procedural information is found within each ESF section in this plan.

### 4.2 Preparedness

During the regular cycle of exercises and plan updates, the ESF Lead will:

- Develop necessary staff for subject matter expertise and operational functions, as well as plans and procedures that address assigned tasks, including plans for activating Agency Operations Centers (AOCs).
- Participate in Oregon ECC exercises and State EOP plan review as specified in the State Emergency Management Plan.
- Become familiar with available job resources, plans, and forms.
- Review the ECC organization and staffing chart and understand their role in working with the various sections and other ESFs.

### 4.3 ECC Organization

When an ESF is activated to staff the ECC at any level of activation, the ESF Lead will:

- Follow staff accountability and check-in/-out procedures.
- Establish and maintain a position log with chronological documentation.
- Report to the ECC Manager or designee.
- Notify additional ESF staff for AOC or other off-site support.
- Obtain the latest Situation Report and/or receive briefings from ECC personnel.
- Attend meetings and briefings, as appropriate.
- Respond to assignments from the Ops Section Chief or designee.
- Serve as a liaison with supporting agencies and community partners.

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- Provide information related to ESF-specific functions as requested by the ECC Manager or designee, as necessary for Situation Reports.
- Provide information related to ESF-specific functions as requested by Joint Information Center staff, or coordinate with primary agency PIO, as necessary for public information functions.
- Participate in, and provide ESF-specific reports for, briefings including Disaster Cabinet and Economic Recovery briefings.
- Follow procedures for transferring responsibilities to replacements.

**4.4 Demobilization**

As the ECC Manager begins to release staff, the ESF Lead will:

- Ensure all required documentation is complete and submitted.
- Ensure all materials are returned to their proper storage location.
- Follow check-out procedures.
- Share lessons learned to contribute to incident After Action Reports.

**4.5 Transition to Recovery**

Intermediate- and long-term recovery activities are guided by the State of Oregon Recovery Plan. In the event of a large-scale event, the Governor may appoint a State Disaster Recovery Coordinator (SDRC) to facilitate state recovery activities and the longer-term aspects of ESF activity may be transferred to or shared with the State Recovery Function coordinating agencies. This transfer will be conducted under the coordination of the SDRC and the State Coordinating Officer (SCO).

*See the Oregon State Recovery Plan for additional information.*

**5 ESF Development and Maintenance**

DAS will be responsible for coordinating regular review and maintenance of this ESF Annex. Each primary and supporting agency will be responsible for developing plans and procedures that address assigned tasks.

**6 Appendices**

- Appendix A – ESF 7 Plans and Resources
- Appendix B – ESF 7 Work Plan

**Appendix A ESF 7 Work Plan**

Last Updated: 11/13/2014

Action	Responsible Department	Point of Contact	Priority	Timeline	Status
Conduct a planning workshop to develop ESF 7 Appendices	DAS in coordination with assigned supporting agencies	TBD	High	2015	To be completed

## Appendix B ESF 7 Resources

### State

- [TEXT]

### Federal

- National Response Framework, ESF 7 – Logistics