

SPRINGFIELD - **G**REENE **C**OUNTY

LONG **T**ERM **R**ECOVERY **P**LAN

Prepared by:

**Community Organizations
Active in Disaster (COAD)**

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Introduction **(USER GUIDE)**

In 2003, the Springfield-Greene County Office of Emergency Management (OEM) revised the Springfield-Greene County Emergency Operations Plan (EOP) to include a “Recovery” plan addressing the need for an all-hazards approach to recovery planning. This document represents a revised and expanded version of that document and has been transitioned to a stand-alone plan in order to ensure a comprehensive approach to disaster recovery.

The Recovery Plan is one of four plans for Springfield-Greene County designed to address each of the four phases of emergency management: mitigation, preparedness, response, and recovery. In 2013, nine different Disaster Recovery Functions (DRF’s) were developed to enhance the overall recovery process and procedures for each DRF. This Plan is divided into the following sections:

Recovery Intro
Recovery Plan

DRF 1	COAD
DRF 2	MARC
DRF 3	PIO
DRF 4	Debris Management
DRF 5	Mental & Spiritual Health
DRF 6	Community Health
DRF 7	Resource Management
DRF 8	Community Planning
DRF 9	Economic Planning

Annex I: Emergency Storm Response / Tree Management Plan
Annex II: Robert T. Stafford Act

Each includes a description of its purpose in overall disaster recovery as well as an identification of its relative context within the recovery process (short-term or long-term), the means by which it may be implemented, and the organizations responsible for its implementation.

There are additional plans and procedures which interface with the All-Hazards Recovery Plan. These documents are not included as part of the Recovery Plan but are referenced when necessary and appropriate.


Promulgation Statement

This plan, when used properly, will assist local government officials in coordinating recovery efforts following local disaster events; ultimately resulting in a community which is not only restored to its pre-disaster condition but which is improved to the greatest degree possible. This plan will become official when approved and signed by the officials of Springfield and Greene County.


ATTEST:



Presiding Commissioner
Greene County, Missouri 9-19-11
Date



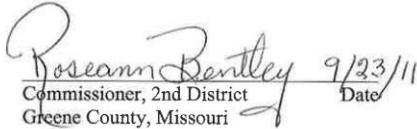
Mayor
Springfield, Missouri 9/20/11
Date




Commissioner, 1st District
Greene County, Missouri 9-19-2011
Date




City Manager
Springfield, Missouri 9/20/11
Date



Commissioner, 2nd District
Greene County, Missouri 9/23/11
Date



Clerk
Springfield, Missouri 9/20/11
Date



County Administrator
Greene County, Missouri 9/27/11
Date



Clerk
Greene County, Missouri 9/28/11
Date



Emergency Management Director
Greene County, Missouri 9/29/11
Date

Foreword

The purpose of the Recovery Plan is to ensure that Springfield and Greene County are capable of recovering from natural and human-caused disasters and restoring the pre-disaster quality of life enjoyed by its citizens. The plan prescribes processes which, if possible, will not only restore this pre-disaster quality of life but surpass it; all while making the county more resilient to hazards.

The Recovery Plan:

1. Establishes guidelines on how Springfield and Greene County will restore critical functions, public services, vital resources, facilities, and infrastructure as well as provide for residents' protection and individual needs in the aftermath of disaster;
2. Identifies local, state, and federal agencies as well as non-governmental organizations which will be available to aid Springfield-Greene County during the post-disaster recovery process; and
3. Provides for a better understanding of how the recovery process will be implemented in the event of a disaster and how recovery relates to disaster mitigation, preparedness, and response.

The Recovery Plan is to be used as a guide to help Springfield and Greene County recover from disasters with the greatest possible efficiency given the limited availability of resources. It exists as one of four plans representing each phase of comprehensive emergency management: mitigation, preparedness, response, and recovery.

The Recovery Plan does not attempt to deal specifically with actions taken during the other three emergency management phases. Each phase will be discussed only as they relate specifically to disaster recovery.

Acronyms

AHJ	Authority Having Jurisdiction	EAS	Emergency Alert System
ARC	American Red Cross	ECC	Springfield-Greene County Emergency Communications Center
APHIS	Animal and Plant Health Inspections Service (USDA)	EMAC	Emergency Management Assistance Compact
AVIC	Area Veterinarian in Charge	EMS	Emergency Medical Services
B-NICE	Biological, Nuclear, Incendiary, Chemical, and Explosive	EOC	Emergency Operations Center
BERT	Greene County Bioterrorism Emergency Response Team	EOP	Emergency Operations Plan
BOP	Bureau of Prisons (Dept. of Justice)	EPA	Environmental Protection Agency (U.S.)
CAD	Contagious Animal Disease	EPCRA	Emergency Planning and Community Right-to-Know Act
CBO	Community Based Organization	ER	Emergency Room
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive	ESF	Emergency Support Function
CDC	Center for Disease Control (HHS)	FAD	Foreign Animal Disease
CEO	Chief Elected Official	FADD	Foreign Animal Disease Diagnostician
CERCLA	Comprehensive Environmental Response Compensation and Liability Act	FBI	Federal Bureau of Investigation
CERT	Community Emergency Response Team (FEMA)	FCO	Federal Coordinating Officer (FEMA)
CFR	Code of Federal Regulations	FDA	Food and Drug Administration
CMA	Chemical Manufacturer's Association	FMD	Foot and Mouth Disease
COG	Continuity of Government	FEMA	Federal Emergency Management Agency
COOP	Continuity of Operations Plan	FOG	Field Operations Guide
COP	Common Operating Picture	FOSC	Federal On-Scene Coordinator (also OSC)
CP	Command Post	FPD	Fire Protection District
CSR	Code of State Regulations (MO)	FRC	Federal Resource Coordinator
CST	Civil Support Team - (MOANG)	FSA	Farm Service Agency
CTP	Counter-Terrorism Plan	GSA	Government Services Agency (U.S.)
DCC	Donation Collection Center	HAN	Health Alert Network
DFO	Disaster Field Office (FEMA)	HHS	Health and Human Services (U.S.)
DHS	Department of Homeland Security	HIRA	Hazard ID Risk Assessment
DHSS	Department of Health and Senior Services (MO)	HSAS	Homeland Security Advisory System
DMAT	Disaster Medical Assistance Team (HHS)	HSOC	Homeland Security Operations Center (DHS)
DMORT	Disaster Mortuary Response Team (HHS)	HSPD	Homeland Security Presidential Directive
DMT	Disaster Medical Team (MO)	HSRT	Homeland Security Response Team
DNR	Department of Natural Resources (MO)	IAP	Incident Action Plan
DOC	Department Operations Center	ICP	Incident Command Post
DOD	Department of Defense (U.S.)	ICS/IMS	Incident Command System/Incident Management System
DOE	Department of Energy (U.S.)	IST	Incident Support Team (MO)
DOJ	Department of Justice (U.S.)	JFO	Joint Field Office (U.S.)
DOT	Department of Transportation (MO & U.S.)	JIC	Joint Information Center
DRC	Disaster Recovery Center (FEMA)	JOC	Joint Operations Center
DSCA	Defense Support of Civil Authorities (DOD)	LEPC	Local Emergency Planning Committee
DWI	Disaster Welfare Inquiry (ARC)	MACC	Multi-Agency Coordination Center (Region D)

MADDL	Missouri Animal Disease Diagnostic Laboratory	SAC	Special Agent-in-Charge
MCI	Mass Casualty Incident	SAR	Search and Rescue
MDA	Missouri Department of Agriculture	SARA	Superfund Amendment Reauthorization Act (Title III)
MDC	Missouri Department of Conservation	SCO	State Coordinating Officer
MRC	Medical Reserve Corps. (DHSS)	SEMA	State Emergency Management Agency (MO)
MSHP	MO State Highway Patrol	SEOC	State Emergency Operations Center
MONG	Missouri National Guard	SEOP	State Emergency Operations Plan
MOU	Memorandum of Understanding	SFLEO	Senior Federal Law Enforcement Official
NBC	Nuclear, Biological, and Chemical	SIOC	Strategic Information and Operations Center (US)
NCS	National Communications System	SFO	Senior Federal Official
NDMS	National Disaster Medical System (U.S.)	SME	Subject Matter Expert
NDPO	National Domestic Preparedness Office (FBI)	SOG	Standard Operations Guide
NFPA	National Fire Protection Agency	SOP	Standard Operating Procedures
NIMS	National Incident Management System (U.S.)	SRT	Special Response Team (Springfield PD)
NIRT	Nuclear Incident Response Team (DHS)	TRS	Trunked Radio System
NMRT	National Medical Response Team (FEMA)	TSA	Transportation Security Administration
NOAA	National Oceanic and Atmospheric Administration	UC	Unified Command
NPO	Non-Profit Organization	USACE	U.S. Army Corps of Engineers
NRC	National Response Center	USAR	Urban Search & Rescue Team (FEMA)
NRP	National Response Plan (U.S.)	USSS	U.S. Secret Service
NRT	National Response Team (EPA)	USDA	Department of Agriculture (U.S.)
NSSE	National Special Security Event	WMD	Weapons of Mass Disaster
NWS	National Weather Service	WPS	Wireless Priority Service (FEMA)
OEM	Office of Emergency Management	VMAT	Veterinary Medical Assistance Team (FEMA)
OEP	Office of Emergency Preparedness (HHS)	NVRT	National Veterinary Response Team (HHS)
OSC	On-Scene Coordinator		
OSHA	Occupational Safety & Health Administration		
OSLGCP	Office of State and Local Government Coordination and Preparedness		
PDA	Preliminary Damage Assessment		
PDD	Presidential Decision Directive		
PFO	Principle Federal Official		
PIO	Public Information Officer		
POC	Point of Contact		
RERT	Radiological Emergency Response Team (EPA)		
RETCO	Regional Emergency Transportation Coordinator (DOT)		
RHSOC	Regional Homeland Security Oversight Committee		
RsMO	Revised Statue of Missouri		

Definition of Terms

A

Action Plan: An action plan contains emergency response objectives that reflect the overall priorities and supporting activities for a designated period. The plan should be shared with supporting agencies.

Activation: At a minimum, a designated official of the emergency response agency that implements the appropriate ESF to the scope of the emergency and the agency's role in response to the emergency.

After Action Report (AAR): A report covering response actions, modifications to plans and procedures, training needs, and recovery activities. After Action Reports by the EOC after any emergency that requires a declaration of an emergency or any functional or full-scale exercise. Reports are required within 90 days.

Agency: An agency is a division of government with a specific function, or a non-governmental organization (e.g., private contractor, business, non-profit) that offers a particular kind of assistance. In IMS, agencies are defined as jurisdictional (having statutory responsibility for incident mitigation), or assisting and/or cooperating (providing resources and/or assistance).

American Red Cross (ARC): A national volunteer agency that provides disaster relief to individuals and families. The ARC is the lead non-profit organization for shelters and shelter feeding. They also provide disaster welfare inquiries.

Area Command: A field organization established to:

- Oversee the management of multiple incidents that are each being handled by an IMS organization.
- Oversee the management of a large incident that has multiple Incident Management Teams assigned to it. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources based on priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed.

Authority Having Jurisdiction (AHJ): an organization, office or an individual responsible for approving equipment, materials, an installation, or a procedure.

B

Base: The location at an incident at which primary logistics functions for an incident are coordinated and administered. There is only one base per incident. (Incident name or other designator will be added to the term "Base.") The Incident Command Post may be co-located with a base.

Base Flood: A term that is used by the National Flood Insurance Program to indicate the minimum size of a flood. It is used by a community as a basis for its floodplain management regulations that is presently required by regulations to be that flood which has a one-percent chance of being equaled or exceeded in any given year. Also known as a 100-Year Flood or one-percent chance flood.

Base Flood Elevation (BFE): The computed elevation to which floodwater is anticipated to rise during the base flood. Base Flood Elevations (BFEs) are shown on Flood Insurance Rate Maps (FIRMs) and on the flood profiles. The BFE is the regulatory requirement for the elevation or flood proofing of structures. The relationship between the BFE and a structure's elevation determines the flood insurance premium.

Biosecurity: A system designed to protect a group of living organisms from all types of infectious agents (i.e. viral, bacterial, fungal and parasitic).

BSE: Bovine Spongiform Encephalopathy, is a slowly progressive, degenerative fatal disease affecting the central nervous system of adult cattle. Also known as “Mad Cow” disease. A disease similar to BSE occurs in sheep and is called Scrapie. The human form of this condition is called, Creutzfeldt-Jakob disease.

C

Camp: A geographical site, within the general incident area, separate from the Incident Base. It is equipped and staffed to provide sleeping, food, water, and sanitary services to the incident personnel.

Casualty Collection Points (CCP): See Field Treatment Sites

Catastrophic Incident: Any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. All catastrophic events are Incidents of National Significance.

Chain of Command: A series of command, control, executive, or management positions in their order of authority.

Civil Air Patrol (CAP): A civilian auxiliary of the United States Air Force that provides personnel, services, and equipment for specified missions in support of state and local emergency operations.

Civil Disorder: Any incident intended to disrupt community affairs that require police intervention to maintain public safety including riots, mass demonstrations, and terrorist attacks.

Civil Transportation Capacity: The total quantity of privately owned transportation services, equipment, facilities, and systems from all transportation modes nationally or in a prescribed area of a region.

Clear Text: The use of plain English in radio communication transmissions. No Ten Codes or agency specific codes are used when utilizing Clear Text.

Code of Federal Regulations (CFR): "49 CFR" refers to Title 49, the primary volume regarding hazmat transportation regulations.

Command: The act of directing and/or controlling resources at an incident by virtue of explicit legal, agency, or delegated authority. May also refer to the Incident Commander.

Command Post: (*See Incident Command Post*)

Command Staff: The Command Staff consists of the Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander. They may have an assistant or assistants, as needed. These functions may also be found at the EOC. At the EOC, they would report to the EOC Director, but may be designated as Coordinators.

Community Right-to-Know (EPCRA): Legislation requiring the communication of local chemical use and storage to local agencies or the public.

Complex: Two or more individual incidents located in the same general area that are assigned to a single Incident Commander or to a Unified Command.

Comprehensive Emergency Management: An all-hazards approach for organizing and managing emergency protection efforts. There are four phases in the process: mitigation, preparedness, response, and recovery.

Consequence Management: Predominantly an emergency management function including measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. The requirements of consequence management and crisis management are combined in the NRP.

Continuity of Government: All measures that may be taken to ensure the continuity of essential functions of governments in the event of emergency conditions, including line-of-succession for key decision makers.

Contingency Plan: A supporting plan that deals with one specific type of emergency, its probable effect on the jurisdiction, and the actions necessary to offset these effects.

Convergent Volunteer: A volunteer that has not been pre-registered as a Disaster Service Worker and has spontaneously volunteered to assist during a time of disaster or emergency. The ARC, working through MOVOAD, is the lead non-profit agency in providing intake and referral for convergent volunteers during a disaster.

Coordination: The process of systematically analyzing a situation, developing relevant information and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra- or inter-agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc..

Coordination Center: Term used to describe any facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

Cost Sharing Agreements: Agreements between agencies or jurisdictions to share designated costs related to incidents. Cost sharing agreements are normally written but may also be verbal between authorized agency and jurisdictional representatives at the incident.

Credible Threat: A potential terrorist threat that, based on a threat assessment, is credible and likely to involve WMD.

Crisis Management: Predominantly a law enforcement function and included measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. The requirements of consequence management and crisis management are combined in the NRP.

D

Damage Assessment: The process utilized to determine the magnitude of damage and the unmet needs of individuals, businesses, the public sector, and the community caused by a disaster or emergency event.

Dam Failure: Part or complete collapse of a dam causing downstream flooding.

Declaration: The formal action by the President to make a State eligible for a major disaster or emergency assistance.

Declaration Process: When a disaster strikes, local authorities and individuals request help from private relief organizations and their State government, which give all assistance possible. If assistance is beyond their capability, the Governor requests a Presidential declaration of a disaster.

Defense Support to Civil Authorities (DSCA): Refers to DOD support, including Federal military forces, DOD civilians and DOD contractor personnel, and DOD agencies and components, for domestic emergencies and for designated law enforcement and other activities.

Department Operations Center (DOC): An EOC used by a distinct discipline, such as fire, medical, hazardous material, or a unit, such as Department of Public Works, Department of Health, or local water district. Department Operations Centers may be used at all levels above the field response level, depending upon the impact of the emergency.

Designated Area: Any emergency or major disaster-affected portion of a State that has been determined eligible for Federal assistance.

Disaster: A sudden calamitous emergency event bringing great damage, loss, or destruction.

Disaster Assistance Program: A program that provides state funding or reimbursement for local government response related personnel costs incurred in response to an incident.

Disaster Field Office: A central facility established by the Federal Coordinating Office within or immediately adjacent to disaster impacted areas to be utilized as a point of coordination and control for state and federal governmental efforts to support disaster relief and recovery operations.

Disaster Recovery Function (DRF): Post-disaster planning efforts to support short or long term recovery in coordination with the COAD.

Disaster Service Center: A facility in which disaster victims can obtain further assistance with their application preparation.

Disaster Service Worker: Includes any person registered with a disaster council or the Governor's Office of Emergency Services engaging in disaster service without pay or other consideration. It also includes public employees and any unregistered person impressed into service during a state of emergency, or a local emergency by a person having authority to command the aid of citizens in the execution of his duties.

Disaster Support Area (DSA): A pre-designated facility usually located at the periphery of a disaster area, where disaster relief resources (manpower and material) can be received, accommodated or stockpiled, allocated and dispatched into the disaster area. A separate portion of the area may be used for receipt and emergency treatment of casualty evacuees and for the subsequent movement of casualties to treatment facilities.

Dispatch: The implementation of a command decision to move a resource or resources from one place to another.

Dispatch Center: A facility from which resources are assigned to an incident.

E

Emergency: A condition of disaster or of extreme peril to the safety of persons and property that is caused by such conditions as air pollution, fire, flood, hazardous material incident, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestations or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake or other conditions.

Emergency Alert System (EAS): A system that enables the President and federal, state, and local governments to communicate through commercial radio and television broadcast stations with the general public in the event of a disaster.

Emergency Management Director: The individual within each local jurisdiction that is delegated the day-to-day responsibility for the development and maintenance of all emergency management coordination efforts.

Emergency Medical Services (EMS): Treatment of casualties necessary to maintain their vital signs prior to treatment at a medical center.

Emergency Medical Technician (EMT): A health-care specialist with particular skills and knowledge in pre-hospital emergency medicine.

Emergency Operations: Those actions taken during the emergency period to protect life and property, care for the people affected, and temporarily restore essential community services.

Emergency Operations Center (EOC): A location from which centralized emergency management can be performed. EOC facilities are established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.

Emergency Operations Plan (EOP): The plan that each jurisdiction has and maintains for responding to relevant hazards.

Emergency Period: A period which begins with the recognition of an existing, developing, or impending situation that poses a potential threat to a community. It includes the warning (if applicable) and impact phase and continues until immediate and ensuing effects of the disaster no longer constitute a hazard to life or threat to property.

Emergency Public Information (EPI): Information disseminated to the public by official sources during an emergency, using broadcast and print media. EPI includes:

- Instructions on survival and health preservation actions to take (what to do, what not to do, evacuation procedures, etc.).
- Status information on the disaster situation (number of deaths, injuries, property damage, etc.).
- Other useful information (state/federal assistance available).

Emergency Public Information System: The network of information officers and their staffs who operate at all levels of government within the state. The system also includes the news media through which emergency information is released to the public.

Emergency Response Agency: Any organization responding to an emergency, whether in the field, at the scene of an incident, or to an EOC, in response to an emergency, or providing mutual aid support to such an organization.

Emergency Response Personnel: Personnel involved with an agency's response to an emergency.

Emergency Support Function (ESF): A grouping of government and certain private-sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities.

Emerging Infectious Disease: New or recurring infectious diseases of people, domestic animals, and/or wildlife; including identification, etiology, pathogenesis, zoonotic potential, and ecological impact.

EOC Action Plan: The plan developed at the EOC that contains objectives, tasks/actions to be taken, assignments and supporting information for the next operational period (See Action Plan).

Essential Facilities: Facilities that are essential for maintaining the health, safety, and overall well-being of the public following a disaster (e.g., hospitals, police and fire department buildings, utility facilities, etc.). May also include buildings that have been designated for use as mass care facilities (e.g., schools, churches, etc.).

Evacuee: An individual who moves or is moved from a hazard area to a less hazardous area with anticipation of return when the hazard abates.

Exercise: Maneuver or simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of an emergency operations plan (EOP).

Exercise Scenario: Background detail (domestic, international, political, military) against which an exercise is conducted.

Expedient Shelter: Any shelter constructed in an emergency or crisis on a "crash basis" by an individual, family, or small group of families.

F

Federal Agency (Federal Definition): Any department, independent establishment, government corporation, or other agency of the executive branch of the federal government including the United States Postal Service, but not including the American Red Cross.

Federal Coordinating Officer (FCO): The Federal officer who is appointed to manage Federal resource activities related to Stafford Act disasters and emergencies. The FCO is responsible for coordinating the timely delivery of Federal disaster assistance resources and programs to the affected State and local governments, individual victims, and the private sector.

Federal Disaster Assistance: Provides in-kind and monetary assistance to disaster victims, state, or local government by federal agencies under the provision of the Federal Disaster Relief Act and other statutory authorities of federal agencies.

Federal Disaster Relief Act: Public Law 93-288, as amended, that gives the President broad powers to supplement the efforts and available resources of state and local governments in carrying out their responsibilities to alleviate suffering and damage resulting from major (peacetime) disasters.

Federal Emergency Management Agency (FEMA): This agency was created in 1979 to provide a single point of accountability for all Federal activities related to disaster mitigation and emergency preparedness, response, and recovery.

Federal Resource Coordinator (FRC): The Federal official appointed to manage Federal resource support activities related to non-Stafford Act incidents. The FRC is responsible other Federal departments and agencies using interagency agreements and MOUs.

FEMA-State Agreement: A formal legal document between FEMA and the affected State stating the understandings, commitments, and binding conditions for assistance applicable as the result of the major disaster or emergency declared by the President. It is signed by the FEMA Regional Director, or designee, and the Governor.

Field Coordination Center: A temporary facility established by the State Office of Emergency Services within or adjacent to areas affected by a disaster. It functions under the operational control of the OEM mutual aid regional coordinator and is supported by mobile communications and personnel provided by OEM and other agencies.

Field Operations Guide (FOG): A pocket size manual of instructions on the application of the Incident Management System.

Field Treatment Site (FTS): A location within a jurisdiction that is used for the assembly, triage (sorting), medical stabilization, and subsequent evacuation of casualties. It may be used for the receipt of incoming medical resources (personnel and supplies). Preferably the site should include or be adjacent to an open area suitable for use as a helicopter pad.

Finance Section: One of the five primary functions; is responsible for all costs and financial considerations.

Flood Hazard Boundary Map (FHBM): The official map of a community that shows the boundaries of the flood plain and special flood hazard areas that have been designated. It is prepared by FEMA, using the best flood data available at the time a community enters the emergency phase of the NFIP. It is superseded by the FIRM after a more detailed study has been completed.

Flood Insurance: Insurance coverage provided under the National Flood Insurance Program (NFIP).

Flood Insurance Rate Map (FIRM): The official map of a community prepared by FEMA, which shows the base flood elevation, along with the special hazard areas and the risk premium zones. The study is funded by FEMA and is based on detailed surveys and analysis of the site-specific hydrologic characteristics.

Function: The five major activities in IMS: Management, Operations, Planning, Logistics, and Finance.

Food and Nutrition Service (FNS) Disaster Task Force: The Food Security Act of 1985 (Pub. Law 99-198) requires the Secretary of Agriculture to establish a disaster task force to assist states in implementing and operating various disaster food programs.

Foreign Animal Disease (FAD): A disease not endemic to the United States. Also known as trans-boundary diseases in some countries. Examples of FAD include Foot-and-Mouth disease, Newcastles disease, Avian Influenza (high pathogenic), and African Swine Fever.

G

Geographic Information Systems (GIS): A GIS is a computer system capable of capturing, storing, analyzing, and displaying geographically referenced information; that is, data identified according to location. Practitioners also define a GIS as including the procedures, operating personnel, and spatial data that go into the system.

H

Hazard: Any source of danger or element of risk to people or property.

Hazard Area: A geographically defined area in which a specific hazard presents a potential threat to life and property.

Hazard Identification and Risk Assessment (HIRA): A list of hazards and potential hazards that could affect a jurisdiction and the risks associated with them.

Hazardous Material: A substance or combination of substances that, because of quantity, concentration, physical, chemical, radiological, explosive, or infectious characteristics, poses a potential danger to humans or the environment. Generally, such materials are classed as explosives and blasting agents, flammable and nonflammable gases, combustible liquids, flammable liquids and solids, oxidizers, poisons, disease-causing agents, radioactive materials, corrosive materials, and other materials including hazardous wastes.

Hazardous Material Incident (Stationary): Any uncontrolled release of material capable of posing a risk to health, safety, and property. Areas at risk include facilities that produce, process, or store hazardous materials as well as sites that treat, store, and dispose of hazardous material.

Hazardous Material Incident (Transportation): Any spill during transport of material that is potentially a risk to health and safety.

Hazard Mitigation: A cost-effective measure that will reduce the potential for damage to a facility from a disaster event.

Hazard Mitigation Grant Program (HMGP): Authorized under Section 404 of the Stafford Act. Provided funding for hazard mitigation projects that are cost effective and complement existing post-disaster mitigation programs and activities for beneficial mitigation measures that are not funded through other programs.

Hazard Mitigation Plan: The plan resulting from a systematic evaluation of the nature and extent of vulnerability to the effects of natural hazards, including the actions needed to minimize future vulnerability to identified hazards.

Humane Society: Has responsibility to provide animal control services. In a disaster they will establish shelters for pets and coordinate all animal welfare and control services.

Homeland Security Presidential Directive (HSPD): A sequentially numbered executive order issued by the President to instruct Federal departments and agencies on specified homeland security procedures to implement or incorporate.

I

Immediate Need: A logistical request that needs to be filled immediately.

Incident: An occurrence or event, either human-caused or by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or natural resources.

Incident Action Plan (IAP): The plan developed at the field response level that contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written.

Incident Commander (IC): The individual responsible for the command of all functions at the field response level.

Incident Command Post (ICP): The location at which the primary command functions are executed. The ICP may be co-located with other incident facilities. This function should be designated by a flashing green light.

Incident Command System (ICS): The nationally used standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident.

Incident of National Significance: Based on criteria established in HSPD-5 (paragraph 4), an actual or potential high-impact event that requires a coordinated and effective response by and appropriate combination of Federal, State, local, tribal, non-governmental, and/or private sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and prevention activities.

Incident Support Team (IST): A multi-agency/multi-jurisdiction team for extended incidents. It is a designated team of trained personnel from different departments, organizations, agencies, and jurisdictions, activated to support incident management at incidents that extend beyond one operational period.

Individual Assistance (IA): Supplementary Federal assistance provided under the Stafford Act to individuals and families adversely affected by a major disaster or an emergency. Such assistance may be provided directly by the Federal Government or through State, local governments, or disaster relief organizations.

Infected Zone: Within this zone, there is an intensive epidemiologic investigation of farm animals and wildlife. This is the zone closest to the infected premises. Also known as the quarantine or control area.

Information Officer: A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information directly from the incident. There is only one Information Officer per incident. The Information Officer may have assistants. This position is also referred to as Public Affairs or Public Information Officer in some disciplines. At the EOC, the information function may be established as a Coordinator or as a section or branch reporting directly to the EOC Director.

Infrastructure: The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples include utilities, bridges, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

In-Kind Donations: Donations other than cash (usually materials or professional services) for disaster survivors.

Interagency Modeling and Atmospheric Assessment Center (IMAAC): An interagency center responsible for production, coordination and dissemination of consequence predictions for an airborne hazardous material release. The IMAAC generates the single Federal prediction of atmospheric dispersions and their consequences.

J

Joint Field Office (JFO): A temporary Federal facility established locally to provide a central point for Federal, State, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions. The JFO will combine the traditional functions of the JOC, the FEMA Disaster Field Office and the JIC within a single Federal facility.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central focal point for all news media at the scene of the incident.

Joint Operations Center (JOC): The focal point for all Federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident. The JOC becomes a component of the JFO when the National Response Plan is activated.

Jurisdiction: The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political/geographical (e.g., special district city, county, state or federal boundary lines), or functional (e.g., police department, health department, etc.) (See Multi-jurisdiction.)

Jurisdictional Agency: The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function.

L

Landing Zone (LZ): Any designated location where a helicopter can safely take off and land.

Lifelines: A general term including all systems for storing, treating, and distributing such things as fuel, communications, water, sewage, and electricity.

Life-Safety: Refers to the joint consideration of both the life and physical well being of individuals.

Local Assistance Center (LAC): A facility established by local government within or adjacent to a disaster impacted area to provide disaster victims a "one-stop" service in meeting their emergency representatives of local, state, and federal governmental agencies, private service organizations, and certain representatives of the private sector.

Local Emergency: The existence of conditions of a disaster or extreme peril to the safety of persons or property within the territorial limits of a city or county. Which may be caused by such conditions as; air pollution, fire, flood, severe storms, epidemic, riot, earthquake or other conditions, other than from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and required the combined forces of political subdivisions to combat.

Logistics Section: One of the five primary functions; is responsible for providing facilities, services, and materials for the incident or at an EOC.

M

Major Disaster: Any hurricane, tornado, storm, flood, high-water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosions, or other catastrophe in any part of the United States which, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under the Federal Disaster Relief Act, above and beyond emergency services by the Federal Government, to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objectives: In the field or the EOC, this is a top-down management activity that involves a three-step process to achieve the desired goal. The steps are: establishing the objectives; selecting appropriate strategy(s) to achieve the objectives; and directing assignments associated with the selected strategy.

Mass Care Facility: A location where temporary services are provided to disaster victims during an emergency which may include lodging, food, clothing, registration, welfare inquiry, first aid, and essential social services.

Media: All means of providing information and instructions to the public, including radio, television, and newspapers.

Message Center: The Message Center is a part of the Incident or EOC Communications Center that is co-located or placed adjacent to it. It receives records, and routes information to appropriate locations at an incident or within an EOC.

Mission Assignment: A term used by DHS/FEMA to support the federal operations in a Stafford Act, or major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Mitigation [also called Prevention]: Pre-event planning and actions that aim to lessen the effects of a potential disaster.

Mobilization: The process and procedures used by all organizations; federal, state, and local for activating, assembling, and transporting resources that have been requested to respond to or support an incident.

Mobilization Center: An off-incident location at which emergency service personnel and equipment are temporarily located pending assignment to incidents, release, or reassignment.

Multi-Agency Command Center (MACC): An interagency coordination center established by DHS/USSS during NSSEs as a component of the JFO. The MACC serves as the focal point for interagency security planning and coordination, including the coordination of all NSSE-related information from other intra-agency centers (e.g. police command posts, Secret Service security rooms, etc.) and other interagency centers.

Multi-Agency Incident: An incident where one or more agencies assist a jurisdictional agency or agencies. The incident may be managed under single or unified command.

Multi-Jurisdiction Incident: An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation. In IMS these incidents will be managed under Unified Command.

Multipurpose Staging Area (MSA): A pre-designated location having large parking areas and shelter for equipment and operators, which provides a base for coordinated localized emergency operations, a rally point for mutual aid coming into an area, and a site for post-disaster population support and recovery.

Mutual Aid Agreement: Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.

Mutual Aid Coordinator: An individual at local government, operational area, region or state level that is responsible to coordinate the process of requesting, obtaining, processing and using mutual aid resources. Mutual Aid Coordinator duties will vary depending upon the mutual aid system.

N

National Disaster Medical System (NDMS): A coordinated partnership between DHS, HHS, DOD, and the Department of Veterans Affairs established for the purpose of responding to the needs of victims of a public health emergency. NDMS provides medical response assets and the movement of patients to health care facilities where definitive medical care is received when required.

National Flood Insurance Program (NFIP): The Federal program, created by an act of Congress in 1968, which makes flood insurance available in communities that enact satisfactory floodplain management regulations.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to and recover from domestic incidents, regardless of the size or complexity. To provide for interoperability and compatibility among, Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as ICS: multi-agency coordination systems, training, identification and management of resources, qualification and certification, and the collection, tracking, and reporting of incident information and incident resources.

National Response Center (NRC): A national communications center for activities related to oil and hazardous substance response actions. The NRC is located in Washington, D.C. at the DHS/U.S. Coast Guard Headquarters.

National Response Team (NRT): Providing technical assistance, resources and coordination on preparedness, planning, response and recovery activities for emergencies involving hazardous substances, pollutants and contaminants, hazmat, oil, and weapons of mass destruction in natural and technological disasters and other environmental incidents of national significance.

National Special Security Event (NSSE): A designated event that, by virtue of its political, economic, social, or religious significance, may be the target of terrorism or other criminal activity.

National Warning System (NWS): The federal portion of the civil defense warning system, used to disseminate warning and other emergency information from the warning centers or regions to warning points in each state.

O

Office of Emergency Management (OEM): Office of Emergency Management (OEM) plans and prepares for emergencies, educates the public about preparedness, coordinates emergency response and recovery, and collects and disseminates emergency information.

100 Year Flood: The flood elevation that has a one-percent chance of being equaled or exceeded in any given year. It is also known as the base flood elevation.

Operational Period: The period of time scheduled for execution of a given set of operation actions as specified in the Incident or EOC Action Plan. Operational Periods can be of various lengths, although usually not over 24 hours.

Operations Section: One of the five primary functions; is responsible for all tactical operations at the incident, or for the coordination of operational activities at an EOC. The Operations Section at the Field Response Level can include Branches, Divisions, Groups, Task Forces, Team, Single Resources, and Staging Areas. At the EOC levels, the Operations Section would contain Branches or Divisions as necessary because of span of control considerations.

Out-of-Service Resources: Resources assigned to an incident but unable to respond for mechanical, rest, or personnel reasons.

P

Planned Need: A logistical request that can be filled during the next operational period.

Planning Meeting: A meeting held as needed throughout the duration of an incident, emergency, or disaster to select specific strategies and tactics for incident control operations and for service and support planning. The planning meeting is a major element in the development of the Action Plan.

Planning Section: One of the five primary functions; is responsible for the collection, evaluation, and dissemination of information related to the incident or an emergency, and for the preparation and documentation of Incident or EOC Action Plans. The section also maintains information on the current and forecasted situation.

Political Subdivision: Includes any city, county, district, or other local governmental agency or public agency authorized by law.

Principal Federal Official (PFO): The Federal official designated by the Secretary of Homeland Security to act as his/her representative locally to oversee, coordinate, and execute the Secretary's incident management responsibilities under HSPD-5 for Incidents of National Significance.

Public Assistance (PA): Supplementary Federal assistance provided under the Stafford Act to State and local governments or certain private, nonprofit organizations other than assistance for the direct benefit of individuals and families.

Public Information Officer (PIO): The individual at field or EOC level that has been delegated the authority to prepare public information releases and to interact with the media. Duties will vary depending upon the agency.

R

Radio Amateur Civil Emergency Services (RACES): An emergency service designed to make efficient use of skilled radio amateurs throughout the state in accordance with approved civil defense communications plans. Operators are registered with OEM to provide emergency communications support.

Reception Area: An area which, through a hazard analysis and related preparedness planning, is pre-designated to receive and care for (or provide basic needs for) persons displaced from a hazard area.

Regional Director (RD): A director of a regional office of FEMA, or his/her designated representative. As used in the Stafford Act, Regional Director also means the Disaster Recovery Manager who has been appointed to exercise the authority of the Regional Director for a particular emergency or major disaster.

Relocates: An individual who is relocated from a hazard area to a low risk area with the possibility of not returning.

Remedial Movement: The post-attack or post-event movement of people to better protected facilities or less hazardous areas.

Remedial Operations: Actions taken after the onset of an emergency situation to offset or alleviate its effects.

Reporting Locations: Specific locations or facilities where incoming resources can check-in at the incident.

Rescue Group: Two or more rescue teams responding as a unified group under supervision of a designated group leader.

Rescue Team: Four or more personnel organized to work as a unit. One member is designated team leader.

Resources: Personnel and equipment available, or potentially available, for assignment to incidents or to EOCs. Resources area described by kind and type, and may be used in tactical support or supervisory capacities at an incident or at EOCs.

Restricted Zone: An area around an infected or presumed infected facility, where livestock or human movement is strictly controlled or eliminated. The size of this zone is dependent on weather, terrain, livestock concentrations, etc.

S

Salvation Army: A worldwide religious organization that provides disaster relief to individuals and families. The Salvation Army is the lead non-profit organization for mass feeding and clothing.

Search: Systematic investigation of area or premises to determine the presence and/or location of persons entrapped, injured, immobilized, or missing.

Search Dog Team: A skilled dog handler with one or more dogs trained especially for finding persons entrapped sufficiently to preclude detection by sight or sound.

Section: That organization level with responsibility for a major functional area of the incident or at an EOC (e.g., Operations, Planning, Logistics, and Finance).

Section Chief: The title for individuals responsible for command of functional sections: Operations, Planning, Logistics, and Finance).

Sensitive Facilities: Facilities in reception areas that will not normally be used as lodging facilities for relocates. The facilities are either considered unsuitable or are required for essential activities (food establishments, fire stations, banks, radio stations, etc.). However, if any of these facilities provide adequate protection against radioactive fallout, they may be used as fallout shelter.

Shelter Manager: An individual who provides for the internal organization, administration, and operation of a shelter facility.

Single Resource: An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.

Span of Control: The supervisory ratio maintained within an IMS or EOC organization. A span of control of five positions reporting to one supervisor is considered optimum.

Staging Areas: Staging Areas are locations set up at an incident where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

Standard Operating Procedures (SOPs): A set of instructions having the force of a directive, covering those features of operations that lend themselves to a definite or standardized procedure. Standard operating procedures support an annex by indicating in detail how a particular task will be carried out.

State Agency: Any department, division, independent establishment, or agency of the executive branch of the state government.

State Emergency Management Agency (SEMA): An OEM agency operated at the state level.

State Emergency Operations Center (SEOC): An EOC facility operated at the state level.

State of Emergency: The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake or other conditions, other than conditions, resulting from a labor controversy, or conditions causing a state of war, which conditions by reason of magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat.

Supporting Materials: Refers to the attachments that may be included with an Incident Action Plan. (e.g. communications, map, safety, traffic, and medical plans).

Surveillance Zone: Initially, this would include the entire affected state and those in close proximity to infected zone. This zone would be modified pending evaluation of tracing surveillance results. Within this zone responders carefully monitor concentration points, tracing contacts with infected animals and premises, perhaps conducting vaccination of livestock in a buffer zone around infected farms.

T

Tactical Direction: Direction given by the Operations Section Chief at the field level which includes the tactics appropriate for the selected strategy, the selection and assignment of resources, tactics implementation, and performance monitoring for each operational period.

Task Force: A combination of single resources assembled for a particular tactical need with common communications and leaders.

Technical Specialists: Personnel with special skills that can be used anywhere within the IMS or EOC organization.

Technological Hazard: Includes a range of hazards emanating from the manufacture, transportation, and use of such substances as radioactive materials, chemicals, explosives, flammables, agricultural pesticides, herbicides, disease agents, oil spills on land, coastal waters or inland water systems; and debris from space.

Terrorism: The unlawful use of force or violence, committed by a group(s) against people or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

Traffic Control Points (TCP): Places along movement routes that are manned by emergency personnel to direct and control the flow of traffic.

Triage: A process of rapidly classifying patients on the basis of the urgency of treatment that is needed. The prioritizing of medical care based on the nature and severity of illness or complaint, history, signs and symptoms, general appearance, vital signs, and a brief physical assessment.

U

Unified Command: In IMS, Unified Command is a unified team effort which allows all agencies with responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability.

Unity of Command: The concept by which each person within an organization reports to one, and only one, designated person.

Urban Search and Rescue: The complex process in which trained personnel use specialized equipment to locate and extricate victims trapped in collapsed buildings, and the mobilization and management of such personnel and equipment.

V

Volunteers: Individuals who make themselves available for assignment during an emergency. These people may or may not have particular skills needed during emergencies and may or may not be part of a previously organized group. (*See Convergent Volunteers*)

Volunteer and Donations Coordination Center: Facility from which volunteer and donations management occurs. Requirements may include space for phone bank, meeting/training space, and warehouse space.

Volunteer Organizations Active in Disaster (VOAD): An organization that promotes cooperation in service delivery during and after a disaster.

Vulnerability: The susceptibility of life, property, or the environment to a specified dangerous event.

Vulnerability Analysis: A study of the degree to which populations, structures, and land areas are vulnerable to hazards.

W

Weapons of Mass Destruction (WMD): As defined in Title 18, U.S.C. §2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

Wireless Priority Service (WPS): WPS allows authorized personnel to gain priority access to the next available wireless radio channel to initiate calls during an emergency when carrier channels may be congested.

National Incident Management System

Actions prescribed by the Recovery Plan are guided by the National Incident Management System (NIMS) principles set by the Department of Homeland Security and the Federal Emergency Management Agency. The Greene County Commission and City Council of Springfield formally adopted NIMS as the standard for local incident management on September 19, 2005.

As the standard for local incident management, it is important that local recovery efforts include the principles set by NIMS. Since 2007, Greene County and Springfield have utilized the NIMS Capability Assessment Support Tool (NIMSCAST) to show efforts towards meeting NIMS principles. NIMSCAST is designed as a free, web-based self-assessment tool for State, territorial, tribal, and local governments to evaluate and report their jurisdiction's achievement of all NIMS Compliance Objectives (Implementation Activities) released since fiscal year (FY) 2005 by National Preparedness Directorate's Incident Management Systems Integration Division (IMSI).

The NIMSCAST is designed for jurisdictions to complete a comprehensive self-assessment based on the latest NIMS Compliance Objectives and Metrics. Through use of NIMSCAST, jurisdictions are able to assess their compliance and implementation with NIMS requirements and identify successes and shortfalls. At the end of each fiscal year, the Incident Management Systems Integration Division (IMSI) will have the ability to assess NIMS implementation at the National, FEMA region, State, territory, tribal, and local jurisdictions. This information will allow the National Integration Center to provide information to Congress, identify best practices, and shortfalls so that appropriate technical assistance can be provided.

It is mutually agreed upon by both jurisdictions that the Springfield-Greene County Office of Emergency Management (OEM) Director will serve as the primary point of contact for the NIMS compliance coordination. Annually the Springfield-Greene County Office of Emergency Management will initiate reporting for NIMS compliance following the NIMSCAST. Reports will be requested from agencies to include, but not limited to:

1. Springfield Police Department
2. Greene County Sheriff
3. Springfield Fire Department
4. Springfield-Greene County Health Department
5. Springfield Public Works
6. Greene County Highway Department
7. Springfield-Greene County 911 Communications Center
8. Springfield-Greene County Office of Emergency Management

The OEM Director or designee is responsible for compiling the information received and submitting it to the Missouri State Emergency Management Agency by the designated deadline. Each reporting agency is responsible for their internal assessing and complying with the designated NIMS guidelines as outlined in NIMSCAST.