



Wyandotte County, Kansas Emergency Operations Plan

ESF 7 Logistics and Resources

Coordinating Agency:

Unified Government Finance Department

Primary Agencies:

Bonner Springs Fire and EMS Department
Bonner Springs Police Department
Bonner Springs Public Works Department
City of Bonner Springs
City of Edwardsville
Community Emergency Response Team
Edwardsville Fire Department
Edwardsville Police Department
Edwardsville Public Works Department
Kansas City Kansas Fire Department
Kansas City Kansas Housing Authority
Kansas City Kansas Police Department
Unified Government Budget Department
Unified Government Buildings and Logistics
Unified Government General Services Department
Unified Government Human Resources Department
Unified Government Public Works Department
Unified Government Purchasing Department
Wyandotte County Emergency Management
Wyandotte County Public Health Department
Wyandotte County Sheriff's Office

Support Agencies:

Federal Emergency Management Agency
Humane Society of Greater Kansas City
Kansas City Kansas Police Department, Animal Services
Kansas City Regional Community Organizations Active in Incidents (KCR COAD)
Kansas Division of Emergency Management
Providence Medical Center
The Salvation Army
The University of Kansas Hospital
Unified Government Finance Department - Accounting Division
Unified Government Chief Knowledge Office



Unified Government Community Development
Department
Unified Government Clerk's Office
Unified Government Legal Department
Unified Government Livable Neighborhoods Division
Unified Government Public Safety Business Office
Workforce Partnership
Wyandot Center
Wyandotte/Leavenworth Area Agency on Aging

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ESF 7 Contents

Table of Contents

ESF 7 Contents	4
1 PURPOSE, SCOPE, POLICIES/AUTHORITIES	5
1.1 Purpose	5
1.2 Scope	5
1.3 Policies/Authorities/Guidelines	6
2 CONCEPT OF OPERATIONS	7
2.1 Command, Control, and Notification	7
2.2 Credentialing	8
2.3 Resource Directories	9
2.4 Resource Request and Management	10
2.4.1 Procurement and Hiring	12
2.4.2 Distribution	12
2.5 Volunteer and Donations Management	13
2.5.1 Volunteer Management	14
2.5.2 Donations Management	14
2.6 Tracking Resources	15
2.7 Emergency Contracting	16
2.8 Considerations for Access and Functional Needs Populations and Children	16
3 RESPONSIBILITIES	18
4 RESOURCES/ADDENDUMS	72



1 PURPOSE, SCOPE, POLICIES/AUTHORITIES

1.1 Purpose

The purpose of the Emergency Support Function (ESF) 7 Logistics and Resources Annex is to establish how logistics and resources activities will be coordinated to meet the needs generated by incidents affecting Wyandotte County.

1.2 Scope

This Annex identifies key policies, concepts of operations, capabilities, and roles and responsibilities associated with ESF 7 in Wyandotte County. ESF 7 applies to all individuals and organizations, and the full range of logistics and resources activities that may be required to support incident response and recovery operations in Wyandotte County.

Effective response to any incident requires the ability to find, obtain, allocate, and distribute resources to meet the needs of the incident. This Emergency Support Function (ESF) Annex provides guidance to assist in coordinating the provision of personnel, equipment, supplies, facilities, and services to support emergency operations. Specifically, ESF 7 addresses:

- Resource identification
- Resource procurement
- Resource coordination
- Facilities and logistics
- Personnel augmentation
- Logistics management
- Volunteer and donations management



1.3 Policies/Authorities/Guidelines

The following local, regional, state, and federal authorities and guides apply to this ESF 7 Annex.

Local

- [Unified Government Code of Wyandotte County/Kansas City, Kansas, Chapter 29, Procurement](#)
- [Unified Government Code 3-106, Sec 29-157 Emergency Procurement](#)
- [Wyandotte County – Unified Government, Kansas – Code of Ordinances / Chapter 12 – Emergency Management and Emergency Services](#)

Regional

- [Mid-America Regional Council \(MARC\) Regional Coordination Guide for ESF 7](#)

State

- [Executive Order 05-03, Use of the National Incident Management System \(NIMS\)](#)
- [Kansas Statutes Annotated \(KSA\), 48-9a01, Emergency Management Assistance Compact \(EMAC\)](#)
- [KSA 48-904 through 48-958: as amended, State and County Emergency Management Responsibilities](#)
- [Kansas Response Plan 2022](#)

Federal

- [Title II of the Americans with Disabilities Act](#)
- [National Response Framework](#)
- [Homeland Security Presidential Directive 5 \(HSPD-5\): Management of Domestic Incidents](#)
- [Presidential Policy Directive 8 \(PPD-8\): National Preparedness;](#)
- [Comprehensive Preparedness Guide \(CPG\) 101](#)



2 CONCEPT OF OPERATIONS

This section provides a narrative description summarizing the Concept of Operations for the following ESF 7 activities: 1) Command, Control, and Notification; 2) Credentialing; 3) Resource Directories; 4) Resource Request and Management; 5) Volunteer and Donations Management; 6) Tracking Resources; 7) Emergency Contracting; and 8) Considerations for Access and Functional Needs Populations and Children.

2.1 Command, Control, and Notification

When Emergency Management is notified of an incident that requires the activation of the Emergency Operations Center (EOC), the Emergency Management Director, in consultation with the County Administrator, and emergency management staff will determine which ESFs are required for activation in support of incident operations. If it is determined that ESF 7 will be activated, the Emergency Management Director will contact the designated Coordinating Agency for ESF 7 to report to the EOC to attend an initial briefing regarding the situation.

The ESF 7 Coordinator is from the Unified Government Finance Department. The ESF 7 Coordinator is responsible for contacting the primary and support agencies with liaison roles including adjacent counties and the State and briefing them on the situation. The ESF 7 Coordinator will provide departments with the designated methods and timeframes for submitting information and updates to the EOC.

The ESF 7 Coordinator will manage the collection, processing, and dissemination of ESF 7-related information to and from the EOC. WebEOC will be utilized as the preferred method to disseminate information. Other information will be closely coordinated through the EOC Data and Technology Coordinator to ensure necessary ESF 7 information is disseminated to the EOC staff.

Wyandotte County Emergency Management Department is responsible for providing initial notification for all county and ESF partners. Emergency management will utilize their Everbridge system to do notifications. If the system is down, the department will make phone calls to ESF partners and county agencies.



2.2 Credentialing

Wyandotte County is implementing the Resource Manager Credentialing System that is a part of the Comprehensive Resource Management and Credentialing System (CRMCS) developed by the Kansas Division of Emergency Management. This system is web-based and can be used for on-scene and off-scene accountability and can be coordinated through WebEOC.

Currently, the Unified Government Security Office has the responsibility for the credentialing/badging system in place for all Unified Government employees. Bonner Springs and Edwardsville also have their own in-house credentialing/badging systems in operation. With these systems, all city and county government employees have their credentials on file and badges to gain access to limited access sites.

For vendors and transport companies hired to support ESF 7, ESF 7 Coordinators will work closely with ESF 13 and law enforcement officers conducting perimeter control to communicate which service providers should have access to limited access sites. In these instances, personnel of vendors and transport companies will display their CRMCS badges provided by the EOC.

For non-affiliated volunteers, badges will be made at the Volunteer Reception Center (VRC). For affiliated volunteers, current badging systems utilized by the volunteer agency will be accepted. If no badges are utilized, volunteers will be directed to the VRC to have a badge made. Credentials for public health incidents will not be created at the VRC as these credentials are pre-positioned and will be supplied by the Public Health Department.



2.3 Resource Directories

The types and amounts of resources needed to support incident operations will vary greatly depending on the incident. Some examples of typical emergency resources include, but are not limited to:

- Vehicles
 - Passenger, cargo, and debris removal
- Personnel
- Facilities
- Staging Areas for internal and external response
- Equipment
 - Communications equipment
 - Pumps and sandbags
- Heavy equipment for public works applications (e.g., cranes and front loaders) and materials handling (e.g., forklifts and pallet jacks)
- Materials and tools such as plastic sheeting, shovels, picks, chain saws, axes/hatchets, and flashlights
- Mass care supplies such as food, bedding, blankets, and cots
- Industrial lighting equipment
- Portable generators
- Medical supplies and pharmaceuticals
- Equipment operators
- Suppliers/Contractors/Vendors
- Services/Contracts/Mutual Aid Agreements
- Potable water
- Portable toilets and other sanitation supplies
- Fuel and fueling stations
- Technology to support emergency operations
- Critical facilities with priority for restoration
- Utility providers
- Resources in adjacent jurisdictions that could be used during a incident

Addendum 3 provides a directory of resource inventories and the contact information to obtain each inventory.



2.4 Resource Request and Management

Once ESF 7 is activated, all departments and agencies involved in the incident response will be instructed to direct any resource needs they are unable to meet through their own channels to the EOC Resources Unit Leader. The Incident Command and General Staff will identify the resources required in the field and relay requests to the EOC. Initial requests will likely be relayed through the Public Safety Communications Unit (911 Call Center). As incident operations continue, and if possible, resources will be requested through WebEOC or other written formats. The Resources Unit Leader will work with the EOC to rapidly assess incident resource requests and recommend actions to acquire the necessary supplies, equipment, and personnel.

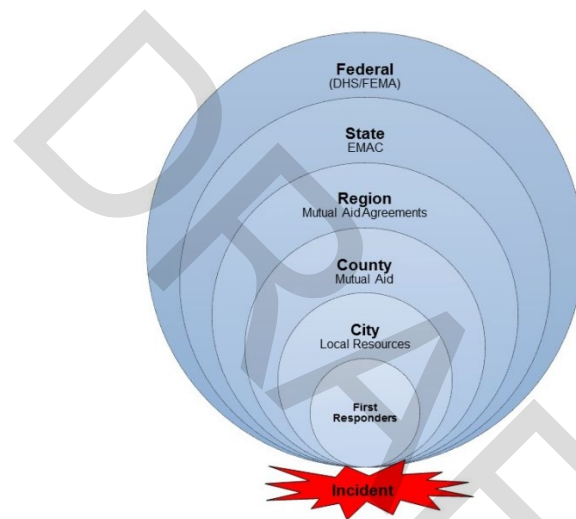
Wyandotte County is fortunate to have access to considerable resources (e.g., equipment, personnel, facilities, and supplies) to support most incident operations. In general, Wyandotte County's emergency response agencies are capable of sustaining themselves during the first 24 hours of an incident. However, a major incident or one requiring specialized resources may require resource support from outside the County. Wyandotte County maintains intergovernmental mutual aid agreements with other jurisdictions to assist in procuring emergency resources and supplies. Additionally, agreements that can be activated during incidents are in place with private sector vendors and suppliers. When time permits, the Resources Unit Leader will notify suppliers who have existing agreements with Wyandotte County and inform them of the County's intent to activate the agreements. The Resources Unit Leader will also verify the availability of supplies and the timelines for delivery.

If the needed supplies are not covered in existing agreements, the EOC Finance/Admin Coordinator will purchase the needed supplies from an appropriate vendor, or solicit a donation of the needed supplies. The EOC Finance/Admin Coordinator will work closely with the ESF 7 Donations Management group to help ensure donated goods are used to fill supply requests when possible.

In major emergencies that exceed or threaten to exceed local resources, regional resources will be requested. If the resources needed are beyond local and regional capabilities, the State and Federal government may be able to provide assistance. However, their ability to respond quickly may be limited. The ESF 7 Coordinator will work closely with ESF 5 to determine if conditions warrant the declaration of a local emergency. Some resources such as State Resources through KDEM and Federal Resources through FEMA may not be available until a local declaration of emergency has been made.

Once a local declaration of emergency is made, if the State determines the incident requires resources beyond state capabilities, the State will coordinate a request for a Federal Declaration. Some Federal resources may be available without a Federal Declaration. Examples of these types of Federal assistance include those described in the National Oil and Hazardous Substances Pollution Contingency Plan, the Mass Migration Emergency Plan, the National Search and Rescue Plan, and the National Maritime Security Plan.

The following flow chart depicts the progression of resource requests from local to regional, to state, to federal resources.



To help make certain the correct resources are provided, the EOC Finance/Admin Coordinator will work to ensure that essential information is requested from and provided by those making resource requests including:

- **What** is needed (as specifically as possible)?
- **Why** is it needed?
- **How much** is needed?
- **Who** needs it?
- **Where** is it needed?
- **When** is it needed?

Once a request for supplies is confirmed, the EOC Finance/Admin Coordinator will contact the supplier, order and confirm shipment and provide necessary information such as place of delivery, credentials needed to pass checkpoints, etc.



2.4.1 Procurement and Hiring

When requests are of a high priority, an emergency procurement or hiring process may be necessary. Emergency procurement may involve contacting suppliers, negotiating terms, and making transportation and distribution arrangements.

Emergency hiring may involve using available local and state job service records and any applicant and vendor files the Human Resources Department maintains for particular types of positions, including Workforce Development.

Depending on types and numbers of personnel needed, volunteers may be used to quickly fill needed positions. For example, the Medical Reserve Corps of Greater Kansas City (MRCKC) and the Kansas System for the Early Registration of Volunteers (K-SERV) are two sources for volunteers that can be used to augment personnel. The EOC Finance/Admin Coordinator will work closely with the Volunteer and Donations Management Coordinator to ensure volunteer resources are appropriately utilized.

2.4.2 Distribution

The EOC Finance/Admin Coordinator will work with the other members of the EOC to determine the appropriate facilities and methods for the timely distribution of resources. High priority resources, as identified by the EOC, will be distributed as quickly as possible. When required by the situation, distribution points may be established to provide supplies to the public.

The Public Health Department, as the ESF 8 Coordinator, is responsible for establishing Points of Distribution (POD) for medications and vaccines that are determined necessary as a result of an incident, to include distribution of medications from the Strategic National Stockpile (SNS). See the ESF 8 Annex for additional information about these distribution facilities. Other non-medical distribution facilities will be coordinated by ESF 7.



The EOC Finance/Admin Coordinator will determine what distribution facilities will be needed to handle the flow of resources into and through the jurisdiction. In a major emergency, with an extensive influx of resources, supplies and personnel, the EOC Finance/Admin Coordinator, in coordination with the EOC, may request certain facilities be designated for emergency use such as:

- **Mobilization Center** – a designated location for receiving and processing resources and personnel prior to their deployment to a Staging Area or incident site. The Mobilization Center may also be required to provide briefings, lodging, and feeding for arriving personnel.
- **Staging Areas** – may be used to assemble personnel and equipment for immediate deployment to an operational site in the affected area(s). Potential Staging Areas will be dictated by the locations and the scope of the incident, but may include fairgrounds, schools and recreational facilities.
- **Warehouses and other facilities** – may be needed to store or stage supplies and equipment for both short and long-term emergency use.
- **Private Sector Facilities** – in addition to government facilities, Wyandotte County may make arrangements with local realtors to provide information on private sector facility availability.

The EOC Finance/Admin Coordinator will ensure these facilities are notified of incoming supplies, equipment and other resources, as well as their priority designation. Distribution facilities will provide reports on resources passing through or arriving to allow the EOC Finance/Admin Coordinator to track the location of resources and timeliness of delivery. The Mid-America Regional Council (MARC) Regional Coordination Guide for ESF 7 provides information on larger regional incidents.

If necessary, law enforcement agencies may reroute or delay traffic to accommodate the timely distribution of emergency resources and supplies.

2.5 Volunteer and Donations Management

After any emergency that generates significant media coverage, the potential exists for Wyandotte County to receive an immediate influx of volunteers and large quantities of donations. Wyandotte County will work closely with the volunteer agencies responsible for these functions to ensure the appropriate use of both volunteers and donated goods.



2.5.1 Volunteer Management

Through preparation and participation in the development of a volunteer incident response, the Unified Government of Wyandotte County Emergency Management Department leadership has embraced the benefits of a planned, systematic and professional approach to incorporating spontaneous, unaffiliated volunteers into incident response. An exercised volunteer management process initiated by the Kansas City Regional Community Organizations Active in Incidents (KCR COAD) Volunteer Reception Center (VRC) is in place for the Kansas City Metro area. The Wyandotte County VRC process is tailored to meet identified specific needs for Wyandotte County incidents.

The KC COAD Volunteer Reception Center will be used for regional responses and those incidents for which numerous volunteers are required for the entire Kansas City Metropolitan area as identified by the Mid America Regional Council jurisdictions. The Wyandotte County VRC may also be used in cooperation with the KC COAD VRC, if requested.

A spontaneous or unaffiliated volunteer can become a registered volunteer for the Wyandotte County Emergency Management Department upon completion of the assessment and registration process at the VRC.

The Wyandotte County Emergency Management Department has designated the Community Emergency Response Team (CERT) to serve as the staff for VRC activation and operations. CERT members are trained volunteers dedicated to responding to incidents within Wyandotte County or deployed to incidents via the Emergency Management Department. See Addendum 7 for additional information on Volunteer Management procedures.

2.5.2 Donations Management

The Salvation Army (TSA) will coordinate donations management for large-scale incidents in Wyandotte County. TSA has access to warehouse space in the area. To ensure effective utilization of donated goods, TSA will provide a Coordinator to the EOC to work directly with ESF 7 to fill resource/supply requests with donated goods when possible.



2.6 Tracking Resources

The Wyandotte County EOC utilizes a combination of mechanisms to track resource requests and mission assignments. WebEOC is the electronic information management system in use throughout the KC Metro area. All of the Incident Command System (ICS) forms, including the ICS 213 (RR) Resource Request, ICS 212 Vehicle Inspection, ICS 215 Operational Planning, 221 Demobilization, and 225 Performance Evaluation are included in the WebEOC library as electronic fillable forms. The ESF 7 Coordinator is trained as a Unified Government Procurement Officer and has taken Incident Action Planning training.

The ESF 7 Coordinator is responsible for tracking each request that comes to the EOC either by ICS form or verbal request. The section then utilizes normal or emergency procurement procedures to obtain the item either through mutual aid or expenditure. The requests are then tracked by ESF 7 personnel for data such as arrival time, compliance with procurement request criteria, etc. Depending upon the nature of the request and the level of urgency, the requested items are delivered to a designated warehouse space; a specific staging area; a local distribution center; direct to other areas such as PODs, VRCs, etc.; or direct to the incident command post.

In situations where resources such as fuel or medications are scarce, decisions regarding distribution priority for stocks/stores of those items would be made by the command and general staff in cooperation with ESF 8, ESF 12, and others as appropriate.

If the need arises to perform maintenance of resources/equipment that have been provided through mutual aid, the owner of the equipment will be contacted for approval to perform maintenance/repairs. Once approved by owner, then the Logistics Unit Leader and the ESF responsible will be contacted for approval of maintenance/repair of said equipment. All documentation will be provided to Resource Unit Leader who will affiliate paperwork with the appropriate MOU, MAA, lease/loan agreements. A copy of payment will be given to the Resource Unit Leader and Finance Section Chief and all documents will be given to Document Unit Leader to be archived.



2.7 Emergency Contracting

Emergency purchasing rules are in place to allow for the timely acquisition of needed private sector resources, specifically Unified Government Code 3-106, Emergency Procurement states:

Notwithstanding any other provisions of this chapter (*Chapter 29 of the Unified Government Code of Ordinances*), the purchasing director, the head of a procuring agency or the designee of either may make or authorize others to make emergency procurements when there exists a threat to public health, welfare, or safety under emergency conditions as defined in regulations promulgated by the Unified Government Administrator; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file.

Although this provision allows for expedited procurement, it does not impact responsibility for full payment of emergency contracts. This emergency provision does not have any set limitations for emergency contracting. However, limitations may be set by the Purchasing Director.

2.8 Considerations for Access and Functional Needs Populations and Children

The Unified Government has a local Americans with Disabilities Act (ADA) Coordinator position within the Human Services Department that coordinates regularly with the State ADA Coordinator to ensure programs and policies are in compliance with the Americans with Disabilities Act. In addition, in large or complex incidents, the EOC Manager may choose to staff an ADA Response Coordinator directly in the EOC. If necessary, the ESF 1 Coordinator(s) will consult with the ADA Coordinator, or ADA Response Coordinator, if assigned, to ensure transportation services are delivered in a manner consistent with the ADA.

The Unified Government's Area Agency on Aging will also provide specially trained personnel, as well as supplies, equipment, and transportation resources for the area's senior populations, as well as access and functional needs populations. ESF 7 will consider access and functional needs when locating warehouses or other staging facilities. In addition, access and functional needs will be considered when determining points of distribution locations to ensure accessibility.



The Department of Health and Human Services has identified the top 15 languages spoken in households in Kansas. English was identified as the most common language and Spanish as the second most common language spoken in households within Wyandotte County. Some educational materials have been translated into Spanish and, on occasion, other languages. Translation into additional languages will be performed as required.

The Unified Government of Wyandotte County utilizes several vendors for interpretation and translation services. This service is available to all emergency response agencies and the Public Information Officers throughout the county. Specific information about how to request and utilize these vendors as well as the languages for which services can be provided is found in Addendum 8 Interpreter and Translator Services of the ESF 6 Annex.

The local television stations have agreed to provide information in Spanish and other languages as appropriate when they interrupt programming or when text scrolls are used across normal programming. TTY telephone services are available throughout Wyandotte County. In addition, the Kansas State School for the Blind can assist with Braille interpretation.



3 RESPONSIBILITIES

This section describes responsibilities and actions designated to coordinating, primary, and support agencies. Actions are grouped into phases of emergency management: Preparedness, Response, Recovery, and Mitigation.

Overall Actions Assigned to All Agencies	
Overall Actions Assigned to All Agencies	
<i>Preparedness (Pre-Event) Actions for ESF 7 Logistics and Resources</i>	
1	Maintain a central personnel roster and contact and resource lists to support ESF 7 tasks.
2	Identify who is responsible for initial notification of ESF 7 personnel.
3	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the actions of their assigned functions to support ESF 7.
4	Train personnel on EOC operation, the Incident Command System (ICS), and the National Incident Management System (NIMS).
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
6	Develop, review and maintain ESF 7 Annex.
7	Develop mutual aid and other support agreements with surrounding jurisdictions and the private sector.
8	Participate in emergency management exercises and training.
Overall Actions Assigned to All Agencies	
<i>Response (During Event) Actions for ESF 7 Logistics and Resources</i>	
1	Provide a representative to the County EOC, when requested.
2	Provide field support for emergency responders at the scene.
3	Collect, process, and disseminate information to and from the EOC, utilizing WebEOC.
4	Participate in EOC briefings, incident action plans, situation reports, and meetings to support ESF 7.
5	Document all costs and expenses associated with response and recovery activities taking care to clearly segregate incident related work from daily work by personnel.
6	Document actions, activities, and decisions.
7	Work with the other members of the EOC team to set priorities and assign resources.
8	Provide ongoing status reports as requested by the ESF 7 Coordinator, Emergency Management, or senior leadership.



Overall Actions Assigned to All Agencies

Recovery (Post Event) Actions for ESF 7 Logistics and Resources

1	Continue to perform tasks necessary for recovery operations.
2	Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly segregate incident related work from daily work, by personnel.
5	Provide ongoing status reports as requested by the ESF 7 Coordinator, Emergency Management, or senior leadership.

Overall Actions Assigned to All Agencies

Mitigation Actions for ESF 7 Logistics and Resources

1	Participate in mitigation planning team meetings and work with local emergency management to promote community preparedness.
2	Participate in the hazard identification process and identify and correct vulnerabilities.

Coordinating: Unified Government Finance Department

Preparedness (Pre-Event) Actions for Unified Government Finance Department

1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in emergency management training and exercises.
4	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
5	Maintain and update ESF 7 with support from the Emergency Management Department.
6	Finance will work with Emergency Management to ensure personnel are properly credentialed to serve in assigned areas.
7	Contribute to Regional Coordination Guides developed for each ESF to support regional events.

Response (During Event) Actions for Unified Government Finance Department

1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.



5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Assist with the financial aspects of meeting resource requests, including record keeping and budgeting for procurement.
7	Assist with research, record-keeping, and database management for resource support operations.
8	Provide a representative to the EOC to coordinate ESF 7 activities.
9	Finance will work with Emergency Management to ensure personnel are properly credentialed to serve in assigned areas.
10	Coordinate with state and adjacent county resource support officials.
11	Manage the collection, processing, and dissemination of resource support information to and from the EOC in coordination with the Data and Technology Coordinator. Use WebEOC to accomplish this when practicable.
12	Work with the Finance Coordinator to maintain purchasing and financial records of all expenditures for response and recovery activities.
13	Communicate with ESF 13 to provide list of vendors/agencies with access to transport materials through restricted areas.
<i>Recovery (Post Event) Actions for Unified Government Finance Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
7	Finance Coordinator will maintain purchasing and financial records of all expenditures for response and recovery activities.
8	Communicate with ESF 13 to provide list of vendors/agencies with access to transport materials through restricted areas.
<i>Mitigation Actions for Unified Government Finance Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Contribute to Regional Coordination Guides developed for each ESF to support regional events.



5	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
6	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Bonner Springs Fire and EMS Department

Preparedness (Pre-Event) Actions for Bonner Springs Fire and EMS Department

1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
5	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
6	Participate in emergency management training and exercises.
7	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
8	Provide guidance regarding safety issues pertinent to facilities utilized for the resource support function.

Response (During Event) Actions for Bonner Springs Fire and EMS Department

1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide guidance regarding safety issues pertinent to facilities utilized for the resource support function.
7	Ensure that resource requests are routed to the EOC with adequate detail.
8	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations, including the listing of available personnel who speak foreign languages.



<i>Recovery (Post Event) Actions for Bonner Springs Fire and EMS Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques
<i>Mitigation Actions for Bonner Springs Fire and EMS Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Bonner Springs Police Department	
<i>Preparedness (Pre-Event) Actions for Bonner Springs Police Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
5	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
6	Participate in emergency management training and exercises
7	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.



<i>Response (During Event) Actions for Bonner Springs Police Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide traffic control and security for distribution and warehousing facilities.
8	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations.
<i>Recovery (Post Event) Actions for Bonner Springs Police Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Bonner Springs Police Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Bonner Springs Public Works Department	
<i>Preparedness (Pre-Event) Actions for Bonner Springs Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Participate in emergency management training and exercises.
4	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Bonner Springs Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations, including the listing of available personnel who speak foreign languages.
8	Assist with resource transportation issues, including transportation resources that are accessible to those with access and functional needs.
<i>Recovery (Post Event) Actions for Bonner Springs Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



Mitigation Actions for Bonner Springs Public Works Department	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: City of Bonner Springs

Preparedness (Pre-Event) Actions for City of Bonner Springs	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
Response (During Event) Actions for City of Bonner Springs	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Gather and report information regarding resource support activities and report them to the County EOC as soon as possible.
7	Provide available resources and support to the County's operations.



<i>Recovery (Post Event) Actions for City of Bonner Springs</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for City of Bonner Springs</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: City of Edwardsville	
<i>Preparedness (Pre-Event) Actions for City of Edwardsville</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.



<i>Response (During Event) Actions for City of Edwardsville</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Gather and report information regarding resource support activities and report them to the County EOC as soon as possible.
7	Provide available resources and support to the County's operations, including the listing of available personnel who speak foreign languages.
<i>Recovery (Post Event) Actions for City of Edwardsville</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for City of Edwardsville</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Community Emergency Response Team	
<i>Preparedness (Pre-Event) Actions for Community Emergency Response Team</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
2	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
3	Maintain up-to-date, 24-hour rosters for notifying personnel and provide this information to the Emergency Management Department.
4	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
5	Participate in emergency management training and exercises.
6	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Community Emergency Response Team</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Coordinate the Volunteer Registration Center (VRC) to identify, deploy, use, support, dismiss and demobilize spontaneous unaffiliated volunteers.



<i>Recovery (Post Event) Actions for Community Emergency Response Team</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Community Emergency Response Team</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Edwardsville Fire Department	
<i>Preparedness (Pre-Event) Actions for Edwardsville Fire Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Provide guidance regarding safety issues pertinent to facilities utilized for the resource support function.
<i>Response (During Event) Actions for Edwardsville Fire Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).



3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide guidance regarding safety issues pertinent to facilities utilized for the resource support function.
7	Ensure that resource requests are routed to the EOC with adequate detail.
8	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations.
<i>Recovery (Post Event) Actions for Edwardsville Fire Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Edwardsville Fire Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Edwardsville Police Department	
<i>Preparedness (Pre-Event) Actions for Edwardsville Police Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Edwardsville Police Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations, including the listing of available personnel who speak foreign languages.
8	Provide traffic control and security for distribution and warehousing facilities.
<i>Recovery (Post Event) Actions for Edwardsville Police Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



<i>Mitigation Actions for Edwardsville Police Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Edwardsville Public Works Department	
<i>Preparedness (Pre-Event) Actions for Edwardsville Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Edwardsville Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations.
8	Assist with resource transportation issues, including transportation resources that are accessible to those with access and functional needs.
9	Assist with resource transportation issues including transportation resources that are accessible to those with access and functional needs.



<i>Recovery (Post Event) Actions for Edwardsville Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Edwardsville Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Kansas City Kansas Fire Department	
<i>Preparedness (Pre-Event) Actions for Kansas City Kansas Fire Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Provide guidance regarding safety issues pertinent to facilities utilized for the resource support function.



<i>Response (During Event) Actions for Kansas City Kansas Fire Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide guidance regarding safety issues pertinent to facilities utilized for the resource support function.
7	Ensure that resource requests are routed to the EOC with adequate detail.
8	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations, including the listing of available personnel who speak foreign languages.
<i>Recovery (Post Event) Actions for Kansas City Kansas Fire Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Kansas City Kansas Fire Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Kansas City Kansas Housing Authority	
<i>Preparedness (Pre-Event) Actions for Kansas City Kansas Housing Authority</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
<i>Response (During Event) Actions for Kansas City Kansas Housing Authority</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Provide assistance in locating suitable housing resources for those affected by the event taking access and functional needs of the population needing housing into consideration.
<i>Recovery (Post Event) Actions for Kansas City Kansas Housing Authority</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
<i>Mitigation Actions for Kansas City Kansas Housing Authority</i>	
1	Actions assigned all ESF partners.
2	Participate in emergency management training and exercises.
3	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
4	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Kansas City Kansas Police Department	
<i>Preparedness (Pre-Event) Actions for Kansas City Kansas Police Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Kansas City Kansas Police Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations, including the listing of available personnel who speak foreign languages.
8	Provide traffic control and security for distribution and warehousing facilities.
<i>Recovery (Post Event) Actions for Kansas City Kansas Police Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



Mitigation Actions for Kansas City Kansas Police Department	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government General Services	
Preparedness (Pre-Event) Actions for Unified Government General Services	
1	Actions assigned all ESF partners.
Response (During Event) Actions for Unified Government General Services	
1	Actions assigned all ESF partners.
2	Support requests for additional labor needs by acting as a clearing house for specific qualifications.
Recovery (Post Event) Actions for Unified Government General Services	
1	Actions assigned all ESF partners.
Mitigation Actions for Unified Government General Services	
1	Actions assigned all ESF partners.

Primary: Unified Government Budget Department	
Preparedness (Pre-Event) Actions for Unified Government Budget Department	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.



<i>Response (During Event) Actions for Unified Government Budget Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
<i>Recovery (Post Event) Actions for Unified Government Budget Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Unified Government Budget Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Unified Government Buildings and Logistics Division	
<i>Preparedness (Pre-Event) Actions for Unified Government Buildings and Logistics Division</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Provide knowledgeable staff to assist in locating facilities needed to support emergency resource support operations (i.e., warehouses and staging areas).
<i>Response (During Event) Actions for Unified Government Buildings and Logistics Division</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Provide knowledgeable staff to assist in locating facilities needed to support emergency resource support operations (i.e., warehouses and staging areas).
6	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
<i>Recovery (Post Event) Actions for Unified Government Buildings and Logistics Division</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.



6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Unified Government Buildings and Logistics Division</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Primary: Unified Government Human Resources Department	
<i>Preparedness (Pre-Event) Actions for Unified Government Human Resources Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Maintain a list of local providers to facilitate medical treatment of county employees who become ill or injured during recovery and mitigation activities.
<i>Response (During Event) Actions for Unified Government Human Resources Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Coordinate the identification, acquisition, and distribution of personnel to support incident operations.



7	If necessary, recruit and hire personnel to meet emergency staffing needs (excluding contractors).
8	Work with the Emergency Management Department through ESF 5 to ensure 24-hour staffing for the EOC.
9	Develop an inventory list of essential department personnel requirements and sources/vendors that may be used in an emergency.
10	Work with the Finance Coordinator to maintain purchasing and financial records of all expenditures for response and recovery activities.
11	Assist with personnel issues related to the emergency event.
<i>Recovery (Post Event) Actions for Unified Government Human Resources Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Return staffing to normal levels.
7	Assist with personnel issues related to the emergency event.
<i>Mitigation Actions for Unified Government Human Resources Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Unified Government Public Works Department	
<i>Preparedness (Pre-Event) Actions for Unified Government Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Unified Government Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations.
8	Assist with resource transportation issues, including transportation resources that are accessible to those with access and functional needs.



<i>Recovery (Post Event) Actions for Unified Government Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Unified Government Public Works Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Unified Government Purchasing Department	
<i>Preparedness (Pre-Event) Actions for Unified Government Purchasing Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Coordinate the procurement and distribution of supplies and resources available to support emergency response and recovery activities.
7	Ensure emergency contracts are in place to prevent resource shortages in an emergency.
8	Maintain an inventory system to track supplies used in the incident. This listing should include supplies needed by those with functional or access needs such as the medically fragile and children.
9	Establish procedures for procurement of emergency supplies and equipment not covered in existing County codes and emergency procedures.
10	Determine locations and procedures for managing staging areas, distribution centers, warehouses, etc. Assure that distribution centers are accessible to those with functional or access needs.
<i>Response (During Event) Actions for Unified Government Purchasing Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Coordinate the procurement and distribution of supplies and resources available to support emergency response and recovery activities.
7	Determine locations and procedures for managing staging areas, distribution centers, warehouses, etc. Assure that distribution centers are accessible to those with functional or access needs.



8	Maintain an inventory system to track supplies used in the incident. This listing should include supplies needed by those with functional or access needs such as the medically fragile and children.
9	In coordination with the EOC Team, determine priorities for procurement and distribution of supplies and equipment.
10	Coordinate with ESF 5 to issue local incident declaration when it is known that outside resource support assistance will be needed.
11	Follow provisions of Unified Government Code 3-106, Emergency Procurement in applicable emergency situations.
12	Assist in locating, and if necessary, managing facilities needed to support emergency resource support operations.
<i>Recovery (Post Event) Actions for Unified Government Purchasing Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
7	Maintain an inventory system to track supplies used in the incident. This listing should include supplies needed by those with functional or access needs such as the medically fragile and children.
8	Identify unused resources in the community and coordinate re-distribution.
9	Coordinate disposal/re-distribution of unused supplies.
10	Stand down any facilities no longer in use.
<i>Mitigation Actions for Unified Government Purchasing Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Ensure emergency contracts are in place to prevent resource shortages in an emergency.
5	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
6	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Wyandotte County Emergency Management	
<i>Preparedness (Pre-Event) Actions for Wyandotte County Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Prepare and distribute exercise schedule to support the Emergency Operations Plan, including ESF 7 activities.
7	Maintain directory of Resource Inventories for all ESF sections. The directory will include a point of contact and location of each inventory for each operation area for each ESF.
8	Establish Points of Distribution across the county assuring that accommodations for individuals with access and functional needs are made when selecting and operating such distribution points.
9	Ensure all ESFs (particularly ESF 13) are aware of credentialing policies so that authorized personnel will have access to critical or limited access sites following an incident.
<i>Response (During Event) Actions for Wyandotte County Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Establish Points of Distribution across the county assuring that accommodations for individuals with access and functional needs are made when selecting and operating such distribution points.
5	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
6	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
7	Ensure all ESFs (particularly ESF 13) are aware of credentialing policies so that authorized personnel will have access to critical or limited access sites following an incident.
8	Provide initial notification for ESF 7.



9	Maintain directory of Resource Inventories for all ESF sections. The directory will include a point of contact and location of each inventory for each operation area for each ESF.
10	Coordinate with the UG Policy Group and UG Legal Department regarding suspension and/or waiver of specific regulatory requirements for the duration of the response/recovery.
<i>Recovery (Post Event) Actions for Wyandotte County Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
7	Maintain directory of Resource Inventories for all ESF sections. The directory will include a point of contact and location of each inventory for each operation area for each ESF.
8	Coordinate with the UG Policy Group and UG Legal Department regarding suspension and/or waiver of specific regulatory requirements for the duration of the response/recovery.
<i>Mitigation Actions for Wyandotte County Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Maintain directory of Resource Inventories for all ESF sections. The directory will include a point of contact and location of each inventory for each operation area for each ESF.
5	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
6	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Primary: Wyandotte County Public Health Department	
<i>Preparedness (Pre-Event) Actions for Wyandotte County Public Health Department</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Wyandotte County Public Health Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations.
7	Provide plans, job action sheets and just-in-time training to run the Local Distribution Site (LDS).
<i>Recovery (Post Event) Actions for Wyandotte County Public Health Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



<i>Mitigation Actions for Wyandotte County Public Health Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
Primary: Wyandotte County Sheriff's Office	
<i>Preparedness (Pre-Event) Actions for Wyandotte County Sheriff's Office</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Wyandotte County Sheriff's Office</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Ensure that resource requests are routed to the EOC with adequate detail.
7	Provide traffic control and security for distribution and warehousing facilities.
8	Provide personnel, supplies and equipment from existing inventories as needed to support emergency operations.



<i>Recovery (Post Event) Actions for Wyandotte County Sheriff's Office</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Wyandotte County Sheriff's Office</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Federal Emergency Management Agency	
<i>Preparedness (Pre-Event) Actions for Federal Emergency Management Agency</i>	
1	Actions assigned all ESF partners.
<i>Response (During Event) Actions for Federal Emergency Management Agency</i>	
1	Actions assigned all ESF partners.
<i>Recovery (Post Event) Actions for Federal Emergency Management Agency</i>	
1	Actions assigned all ESF partners.



Support: Humane Society of Greater Kansas City	
<i>Preparedness (Pre-Event) Actions for Humane Society of Greater Kansas City</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Humane Society of Greater Kansas City</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
<i>Recovery (Post Event) Actions for Humane Society of Greater Kansas City</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



<i>Mitigation Actions for Humane Society of Greater Kansas City</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Kansas City Kansas Police Department, Animal Services	
<i>Preparedness (Pre-Event) Actions for Kansas City Kansas Police Department, Animal Services</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Kansas City Kansas Police Department, Animal Services</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.



Recovery (Post Event) Actions for Kansas City Kansas Police Department, Animal Services

1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.

Mitigation Actions for Kansas City Kansas Police Department, Animal Services

1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Kansas City Regional Community Organizations Active in Incidents (KCR COAD)

Preparedness (Pre-Event) Actions for Kansas City Regional Community Organizations Active in Incidents (KCR COAD)

1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.



<i>Response (During Event) Actions for Kansas City Regional Community Organizations Active in Incidents (KCR COAD)</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide personnel and supplies to support emergency operations.
7	Coordinate the Volunteer Registration Center (VRC) to identify, deploy, use, support, dismiss and demobilize spontaneous unaffiliated volunteers.
<i>Recovery (Post Event) Actions for Kansas City Regional Community Organizations Active in Incidents (KCR COAD)</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Kansas City Regional Community Organizations Active in Incidents (KCR COAD)</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Support: Kansas Division of Emergency Management	
<i>Preparedness (Pre-Event) Actions for Kansas Division of Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Kansas Division of Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC to capture information from all involved agencies relevant to the resource support function.
<i>Recovery (Post Event) Actions for Kansas Division of Emergency Management</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



Mitigation Actions for Kansas Division of Emergency Management	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Providence Medical Center

Preparedness (Pre-Event) Actions for Providence Medical Center	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
Response (During Event) Actions for Providence Medical Center	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide personnel and supplies to support emergency operations.



<i>Recovery (Post Event) Actions for Providence Medical Center</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Providence Medical Center</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: The Salvation Army	
<i>Preparedness (Pre-Event) Actions for The Salvation Army</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.



<i>Response (During Event) Actions for The Salvation Army</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide personnel and supplies to support emergency operations.
7	Coordinate Donations Management function.
<i>Recovery (Post Event) Actions for The Salvation Army</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
7	Coordinate Donations Management function.
<i>Mitigation Actions for The Salvation Army</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Support: The University of Kansas Hospital	
<i>Preparedness (Pre-Event) Actions for The University of Kansas Hospital</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for The University of Kansas Hospital</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Provide personnel and supplies to support emergency operations.
<i>Recovery (Post Event) Actions for The University of Kansas Hospital</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



Mitigation Actions for The University of Kansas Hospital	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Unified Government Accounting Division	
Preparedness (Pre-Event) Actions for Unified Government Accounting Division	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
Response (During Event) Actions for Unified Government Accounting Division	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the resource support function.



<i>Recovery (Post Event) Actions for Unified Government Accounting Division</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC, Crisis Information Management System, to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Unified Government Accounting Division</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Support: Unified Government Chief Knowledge Office	
<i>Preparedness (Pre-Event) Actions for Unified Government Chief Knowledge Office</i>	
1	Actions assigned all ESF partners.
2	Evaluate EOC processes and operations for improvements in technology utilization and data collection.
3	Include the needs of EOC operations in county technology projects (i.e., fiber network development, data collection systems, and communications software solutions).
<i>Response (During Event) Actions for Unified Government Chief Knowledge Office</i>	
1	Actions assigned all ESF partners.
2	Support EOC response operations by evaluating current operations and recommend solutions and efficiencies for a more effective and better documented response.
3	Work with ESF 15 to better inform the public of specific action steps they need to take and possible alternate communications pathways.
<i>Recovery (Post Event) Actions for Unified Government Chief Knowledge Office</i>	
1	Actions assigned all ESF partners.
2	Support EOC recovery operations by evaluating current operations and recommend solutions and efficiencies for a more effective and better documented recovery.
3	Work with ESF 15 to better inform the public of specific action steps they need to take and possible alternate communications pathways.



Support: Unified Government Community Development Department	
<i>Preparedness (Pre-Event) Actions for Unified Government Community Development</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Unified Government Community Development</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
<i>Recovery (Post Event) Actions for Unified Government Community Development</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
4	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Mitigation Actions for Unified Government Community Development</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Support: Unified Government Clerk's Office	
<i>Preparedness (Pre-Event) Actions for Unified Government Clerk's Office</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Unified Government Clerk's Office</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Assist with record-keeping and information management.
<i>Recovery (Post Event) Actions for Unified Government Clerk's Office</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



Mitigation Actions for Unified Government Clerk's Office	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Unified Government Legal Department	
Preparedness (Pre-Event) Actions for Unified Government Legal Department	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	If requested, provide advice to the EOC Finance/Admin Coordinators on contracts, emergency hiring, and other legal issues.
Response (During Event) Actions for Unified Government Legal Department	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	If requested, provide advice to the EOC Finance/Admin Coordinators on contracts, emergency hiring, and other legal issues.
7	When necessary, serve as a liaison with the State Attorney General's Office and Federal Office of the Inspector General and the State ADA Coordinator.



<i>Recovery (Post Event) Actions for Unified Government Legal Department</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
7	If requested, provide advice to the EOC Finance/Admin Coordinators on contracts, emergency hiring, and other legal issues.
8	When necessary, serve as a liaison with the State Attorney General's Office and Federal Office of the Inspector General and the State ADA Coordinator.
<i>Mitigation Actions for Unified Government Legal Department</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.



Support: Unified Government Livable Neighborhoods Division	
<i>Preparedness (Pre-Event) Actions for Unified Government Livable Neighborhoods Division</i>	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
<i>Response (During Event) Actions for Unified Government Livable Neighborhoods Division</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Assist with the provision of resources and supplies.
<i>Recovery (Post Event) Actions for Unified Government Livable Neighborhoods Division</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.



Mitigation Actions for Unified Government Livable Neighborhoods Division	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Unified Government Public Safety Business Office	
Preparedness (Pre-Event) Actions for Unified Government Public Safety Business Office	
1	Actions assigned all ESF partners.
2	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.
3	Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities.
4	Participate in emergency management training and exercises.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
Response (During Event) Actions for Unified Government Public Safety Business Office	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
4	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
5	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
6	Assist with the provision of resources and supplies to support emergency response and recovery operations assuring that all educational materials and news announcements are available to those who speak a main language other than English.



Recovery (Post Event) Actions for Unified Government Public Safety Business Office	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
7	Assist with the provision of resources and supplies to support emergency response and recovery operations assuring that all educational materials and news announcements are available to those who speak a main language other than English.
Mitigation Actions for Unified Government Public Safety Business Office	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.
5	Maintain updated resource inventories of supplies, equipment, and personnel resources, including possible sources of augmentation or replacement.

Support: Workforce Partnership

Preparedness (Pre-Event) Actions for Workforce Partnership

1 | Actions assigned all ESF partners.

Response (During Event) Actions for Workforce Partnership

1 | Actions assigned all ESF partners.

2 | Support requests for additional labor needs by acting as a clearing house for specific qualifications.

Recovery (Post Event) Actions for Workforce Partnership

1 | Actions assigned all ESF partners.



Support: Wyandot Center

Preparedness (Pre-Event) Actions for Wyandot Center

- | | |
|---|------------------------------------|
| 1 | Actions assigned all ESF partners. |
|---|------------------------------------|

Response (During Event) Actions for Wyandot Center

- | | |
|---|---|
| 1 | Actions assigned all ESF partners. |
| 2 | Provide qualified mental health workers to support survivors and response workers impacted by an event. |

Recovery (Post Event) Actions for Wyandot Center

- | | |
|---|------------------------------------|
| 1 | Actions assigned all ESF partners. |
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Support: Wyandotte/Leavenworth Area Agency on Aging

Preparedness (Pre-Event) Actions for Wyandotte / Leavenworth Area Agency on Aging

- | | |
|---|--|
| 1 | Actions assigned all ESF partners. |
| 2 | Maintain up-to-date rosters for notifying personnel and 24-hour staffing capabilities. |
| 3 | Participate in emergency management training and exercises. |
| 4 | Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function. |

Response (During Event) Actions for Wyandotte / Leavenworth Area Agency on Aging

- | | |
|---|---|
| 1 | Actions assigned all ESF partners. |
| 2 | Provide ongoing status reports as requested by the ESF Coordinator(s). |
| 3 | Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function. |
| 4 | Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available. |
| 5 | Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function. |
| 6 | Provide specially trained personnel, as well as supplies, equipment and transportation resources for the area's senior populations as well as access and functional needs populations. |



<i>Recovery (Post Event) Actions for Wyandotte / Leavenworth Area Agency on Aging</i>	
1	Actions assigned all ESF partners.
2	Provide ongoing status reports as requested by the ESF Coordinator(s).
3	Document all costs and expenses associated with response and recovery activities taking care to clearly separate incident related work from daily work in the event that reimbursement from the State and Federal government becomes available.
4	Use the WebEOC Crisis Information Management System to capture information from all involved agencies relevant to the resource support function.
5	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
6	Participate in After Action Reports and critiques.
<i>Mitigation Actions for Wyandotte / Leavenworth Area Agency on Aging</i>	
1	Actions assigned all ESF partners.
2	Maintain mutual aid agreements and memoranda of understanding with applicable surrounding jurisdictions and private sector partners in support of emergency operations in the resource support function.
3	Participate in emergency management training and exercises.
4	Develop applicable standard operating procedures, guidelines, and/or checklists detailing the accomplishment of their assigned functions.



4 RESOURCES/ADDENDUMS

The following reference documents are available from Wyandotte County Emergency Management.

- [ICS Forms](#)
- Resource Request Form (213A)
- Wyandotte County Hazard Mitigation Plan
- [ESF 7 Regional Coordination Guide](#)

The following documents are addendums to this ESF:

- Resource Contacts (Addendum 1)
- EOC Organizational Chart (Addendum 2)
- Directory of Resource Inventories (Addendum 3)
- Map of Bulk Fuel Suppliers (Addendum 4)
- Map of Bulk Fuel Storage (Addendum 5)
- Map of Large Public Venues (Addendum 6)
- Volunteer Management (Addendum 7)
- Generator Resource List (Addendum 8)