

# **Annex 8**

## **Mobile and Fixed Disaster Recovery Center Support**

### **Operations Guidance**

## TABLE OF CONTENTS

I.	Introduction .....	3
II.	Mission/Scope .....	3
III.	Assumptions .....	3
IV.	Roles and Responsibilities .....	4
V.	Concept of Operations.....	4

## **I. Introduction**

Disaster Recovery Centers are places where impacted victims of disasters can go for limited services and information immediately after a event. They are often make-shift facilities that are not designed to exist for an extended period of time. Disaster Recovery Centers are a joint venture between County, State and Federal Emergency Management officials. The primary responsibility for a Disaster Recovery Center lies with the Federal government, but each of the levels of government have a role. This Annex identified those limited circumstances there the State of Florida, Logistics Section, are needed in order to expedite the recovery process.

## **II. Mission / Scope**

The mission of this Annex is to describe those limited circumstances when logistical support for establishing a Disaster Recovery Center may be needed. This would come in the form of securing resources not readily available to County or Federal Officials. In most likelihood, this would take the form of vehicles, tents, or other conveyances or portable structures that could be used to support a Disaster Recovery Center.

## **III. Assumptions**

1. A catastrophic event or a series of concurrent smaller events will require a vast amount of emergency resources in order to respond to the emergency needs of affected communities as well as recover from their effects.
2. Local and State owned resources would be exhausted quickly in a catastrophic event.
3. Resource requirements under these conditions will be required for an extended period of time.
4. In-state mutual aid, out-of-state Emergency Management Assistance Compact, Federal and commercial resources and personnel will be required to support extended operations.
5. Expedient field logistic staging areas, temporary operations centers, emergency worker living and support accommodations will be required to support relief efforts.
6. Military Reserves and National Guard resources may not be available to support operations due to other national security mission requirements.

7. Concurrent events in other states may exhaust available federal, Emergency Management Assistance Compact and commercial resources in a short period of time.
8. Impacts or restrictions on transportation assets may delay the response time of some resources.
9. Disaster Recovery Centers are expected to be operational within the first 24 hours of impact of a disaster large enough to warrant the presence of a Center.

#### **IV. Roles and Responsibilities**

The overall management of Disaster Recovery Centers for the State Emergency Response Team lies within the Bureau of Recovery and Mitigation, Human Services Section. The State Disaster Recovery Manager is a designed employee who co-manages this function with their counterpart with the Federal Emergency Management Agency. Both the Federal and State Disaster Recovery Managers interface with the local governments at the County level. There, Disaster Recovery Center sites are requested by local officials in close coordination with the Federal/State Disaster Recovery Co-Managers.

Given the desire to have Disaster Recovery Centers up and running virtually immediately after an event has occurred, the State Disaster Recovery Manager may seek assistance for locating assets for a Disaster Recovery Center from the Logistics Section.

In most probabilities, this assistance would come in the form of locating either mobile vehicles that could be used as a temporary Disaster Recovery Center, or in the form of more fixed assets, such as large tents, chairs, and table. Normally, this is the responsibility of the local government to provide, but given the unique circumstances of an event, it may require the assistance of the Logistics Section.

#### **V. Concept of Operations**

The State Disaster Recovery Manager may request assistance from the Logistic Section to help secure needed assets to open a Disaster Recovery Center before Federal or local assets can be arranged. In those circumstances, the Logistics Section will take the request from the State Recovery Manager to ascertain the feasibility of securing resources. This process will not be used if local and Federal assets are readily available, given this activity is not eligible for reimbursement under the Stafford Act. Regardless of it being eligible or not, there could be situations where such assistance is warranted, and necessary in order to serve Florida victims quickly.

When this request is made, the Logistics Section will determine what assets are available, where they would originate from, and estimated costs. This information will be forwarded to the State Recovery Manager and the State Disaster Recovery Manager. Concurrence for securing these funds would be granted by the State Coordinating Officer, or the State Emergency Response Team Leader.

Asset management would be the responsibility of the State Recovery Manager, in coordination with the Logistics Section. Cost incurred would be managed by the Finance and Administration Section of the Division of Emergency Management.