➢ Fire Exits

➢ Restrooms

➢ Phones/Radios

➢ Coffee/Breaks
Please Introduce Yourself

➢ NAME

➢ Agency/Position
• Upon completion of this course, you will be able to:

  o Describe MEMA’s organization and capabilities.
  o Understand the National Incident Management System (NIMS), Incident Command System (ICS)
  o Brief overview of Emergency Management Law, the Stafford Act, HSPD-5, PPD-8 and EMPG.
  o Identify MEMA’s situational awareness products and tools.
• **Unit 1:** MEMA’s Organizational Structure
• **Unit 2:** National Incident Management System (NIMS)
• **Unit 3:** Mississippi Management Law
• **Unit 4:** Situational Awareness Resource and Tools
• **Unit 5:** Course Summary
Unit 1:
MEMA’S ORGANIZATIONAL STRUCTURE
At the end of this unit, you will be able to:

- Understand MEMA’s mission and organizational structure.
- Explain the different offices and their functions, capabilities and services provided.
MISSION STATEMENT

“To coordinate activities that will save lives, protect property and reduce suffering of Mississippi citizens and their communities impacted by disasters through a comprehensive and integrated program of disaster preparedness, response, recovery and mitigation initiatives.”
MEMA is led by the Executive Director, and organized into 11 offices:

- Executive
- Human Resources
- Administrative Services
- Finance and Accounting
- Preparedness
- Response
- Logistics
- Mitigation
- Public Assistance
- Individual Assistance
- Information Technology Services
MEMA 101

MEMA Executive Office

Legal

Legislative Liaison

External Affairs

Office of Administrative Services
- Grants Programmatic Bureau
- Contracts
- Human Resources Branch
  - Human Resources Bureau
  - Payroll & Travel Branch
  - Accounts Payable Division
- Finance & Accounting Bureau
  - Finance & Accounting Division
  - Purchasing Division
  - Accounts Payable Division

Office of Preparedness
- Preparedness Bureau - North
- Preparedness Bureau - Central
- Preparedness Bureau - South
- Radiological
- Preparedness Branch
- EMAC/MA

Office of Response
- Operations Bureau
- SEOC
- State Warning Point
- Field Services Bureau
- UAS

Office of Logistics
- SELOC
- Logistics Mgmt Bureau
- Warehouse Mgmt
- Fleet

Office of Mitigation
- Flood Plain Mgmt Bureau
- Facilities

Office of Public Assistance
- Public Assistance Bureau - Coast
- Public Assistance Bureau - SEOC

Office of Individual Assistance
- Individual Assistance Bureau
- Housing Bureau
- Wireless Comms Bureau
- Geo Information Systems Bureau

Office of Information Technology
- Information Technology Bureau
- Information Mgmt Bureau

Legend
- Office
- Bureau
- Section
- Division
- Branch
- Program
MEMA 101 Executive Office
Executive

The MEMA Executive Staff has charge over the Mississippi Emergency Management Agency. The Executive Director acts as the Governor’s Authorized Representative (GAR) for emergency coordination and response during a disaster or event. In his absence, that responsibility can be transferred to the Deputy Director or Chief Operating Officer.

They also establish policy and guidelines for the agency.
External Affairs

The External Affairs Office operates under the Executive leadership. External Affairs handles MEMA’s website as well as all social media accounts. They serve as the Public Information Officers for MEMA during a disaster, as well as publish press releases and arrange news conferences and interviews for Executive Staff.

www.msema.org
Office of Human Resources

The Office of Human Resources is responsible for managing the life cycle of employee processes through planning, directing and coordinating activities that address employee needs as well as the needs of the agency. Developing and overseeing benefit programs, compensation, employee professional development and performance, payroll management, recruitment/selection processes, time true-up and effectively interpreting and enforcing policies and procedures as set forth by the agency.
Payroll Management

- Payroll Management- Oversees the aspects of the payroll process by preparing and distributing employee compensation. Maintains the monthly payroll to include contract and supplemental payroll, payroll records and schedules. Oversees other members of the payroll staff.
- **Time True Up** - Process of reviewing and reconciling employee hours worked. Applying appropriate pay codes, balancing and making necessary adjustments at the end of the financial period to ensure the accuracy of the payroll process.
WE ARE HERE FOR YOU!

HUMAN RESOURCES
Office of Administrative Services

The Office of Administrative Services plans, directs, and coordinates the activities that support the agency to run efficiently by ensuring continuation of business operations through administrative systems and controls, for Grant Management, Contract Management, Disaster Reservist, and Front Desk Administrative Staff.
• **Grants Programmatic**—Contributes to the leadership role and oversees all administrative functions of agency grants from its application process to implementation. Responsible for developing and writing grant proposals and ensuring the optimization of the grant administration process while preparing reports and processing reimbursements.

**Emergency Management Performance Grant (EMPG)**

**Threat & Hazard Identification and Risk Assessment (THIRA)**

**Stakeholder Preparedness Review (SPR)**

**Hazardous Materials Emergency Preparedness (HMEP)**
• **Contract Division**—Contributes to the leadership in ensuring compliance around the policies and procedures of contract administration, preparation, examination, and revisions.

• **Disaster Reservists:** This program was established to provide trained and experienced Mississippians the opportunity to assist their local EMAs during a disaster on an as-needed basis. Experienced DRs will typically have a background in logistics, public information, engineering, telecommunications, and emergency response.

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The acquisition and eligibility of a DR is facilitated through the following processes:

1. Complete application with experience and training.
2. Contract is established and with level and pay. Pay levels are determined by experience and is based on levels 1-5 with pay ranges beginning at $17.85-$24.15.
3. Disaster Reservist Justification to satisfy fiscal responsibilities.
4. Disaster Reservists Usage can be utilized during pre-disaster or pre-event depending on the extenuating circumstances.
5. The Request Process is through WebEOC ([https://msema.webeocasp.com/msema/default.aspx](https://msema.webeocasp.com/msema/default.aspx)) for municipal, county and state-level requests. The Resource Assignment Coordinator/Resource Tracker (RAC/RT) will notate received and notify Operations Chief or Response Director to review and validate requests. Once the request is “in-progress” a Task Order will be submitted to the Executive Office for review and/or approval. If all approved the DR will be considered “deployed.” A more detailed list of this process will be sent out to all County EMAs shortly.
Front Desk Administrators

Front Desk—Ensures the lobby has adequate oversight to meet the needs of greeting and welcoming visitors, processing agency calls and agency mail. Staff also provides support to Administrative Services staff as needed.
Office of Finance and Accounting

The Office of Finance and Accounting oversees the financial administration of the agency which includes assisting other offices with financial matters, completing and reviewing federal financial reports, processing purchasing request, purchase orders, grant and vendor payments. The office is comprised of Grants Accounting, Accounts Payable, and Purchasing.
Grants Accounting Division

- **Grants Accounting Division**—manages all financial aspects of MEMA’s grants, this includes payments to sub-grantees, grant budgets and federal financial reports.

MEMA’s 14 Non-disaster grants are made up of a mixture of federal and privately funded grants. These grants are reimbursable aimed at preparing for, responding to, and mitigating disasters, but are not related to disasters.

Federally declared disaster grants flow through Hazard Mitigation and/or Public Assistance. These grants are dedicated to recovery efforts of current disasters and mitigating the impact of future disasters.
Accounts Payable Division uses State general funds and Federal and private grant funds to make payments to vendors, suppliers and other creditors for items received and/or services rendered for the Agency.

MEMA’s AP Division handles all funds flowing out of the agency. This includes paying invoices for goods received/services provided and monthly utilities, etc.
**Purchasing Division**—provides centralized control over the procurement of goods and services for the Agency.

MEMA’s Purchasing Division works from purchase requisition entered by various members of the agency to create purchase orders. The purchasing staff is committed to timely acquisition of quality products and services to support the agency.
Office of Preparedness
Office of Preparedness

The Office of Preparedness is divided into three Regions and the Preparedness Branch

• Northern Region
• Central Region
• Southern Region
• Preparedness Branch

The Office of Preparedness has oversight for:

• Plans
• Training
• Exercise
• Radiological Preparedness which encompasses the Waste Isolation Pilot Program (WIPP)
Planning

- State Comprehensive Emergency Management Plan
  o Assists political subdivisions in preparing emergency plans
  o Adopts standards for county emergency plans
- Continuity of Operations Planning
- Comprehensive Hurricane Preparedness Plan
- New Madrid Seismic Zone Earthquake Plan
  o Coordinates participation in the Annual Great Central U.S. ShakeOut Drill
- Radiological Preparedness Planning
Planning

• Develops Incident Action Plans (IAPs) for state events.

• Assists state agencies and locals with developing and maintaining a Continuity of Operations (COOP) Plan in accordance with the Mississippi Code § 33-15-14 and § 33-15-53.

• Maintains a Continuity of Government (COG) Plan.

• Provides personnel to assist Mississippi Office of Homeland Security with completing the annual Threat Hazard Identification and Risk Assessment (THIRA) and the State Preparedness Report (SPR).
Training

• Offers a wide range of emergency management and first responder training to include Incident Command Systems (ICS) and National Incident Management System (NIMS) for all levels of government, private industry, volunteer organizations, as well as the whole community.

• Courses are offered state-wide in a classroom setting or via virtual platform to enhance student’s knowledge of ICS and NIMS.
Training

- Participants can register for MEMA courses at http://my.msema.org

- Students can download course manuals at: www.msema.org/training/course-books

- For more information on applying for courses, contact the Preparedness Branch
Training

• Oversees student enrollment to the Emergency Management Institute in Emmitsburg, Maryland where more than 400 courses in emergency management are offered annually.
  o https://training.fema.gov/emi.aspx

• To apply for FEMA courses at EMI
  o https://training.fema.gov/generaladmissionsapplication/
  o All applications must be approved by the State Training Officer
Exercise

- Assists communities with emergency management exercises as required for those counties receiving matching federal funds (EMPG)

- Develop exercises to identify core capabilities and the five mission areas as it relates to the National Preparedness Goal.

- Assist State and Locals with scenario development and provides evaluators, controllers or simulators during the exercise
Exercise

- Ensures all exercises are aligned with the Homeland Security Exercise and Evaluation Program (HSEEP)
Exercise

- These exercises are activities that simulate emergency management operations for specific purposes that correlate with a natural, man-made or cybersecurity event
  - Validate plans and capabilities and identify gaps and areas for improvement.

- Local EMA’s Must:
  - Participate in the Training, Exercise, and Planning Workshops (TEPW) and/or other identified requirements for specific calendar year to meet EMPG requirements
  - Participate in a Regional Exercise; **OR** conduct a Primary and a Secondary Exercise
Radiological Emergency Preparedness (REP)

Provides radiological emergency response training to state, tribal, and local agencies through the Radiological Emergency Program (REP), Waste Isolation Pilot Program (WIPP) and Modular Emergency Transportation Training (MERTT) Program.
**Radiological Emergency Preparedness (REP)**

- The following strategies govern Radiological Emergency Preparedness:
  - Leverage the knowledge, skills and abilities of the entire team to support preparedness efforts related to a nuclear and/or radiological emergency.
  - Build value using reciprocal cross boundary support through the use of subject matter experts in other work groups and building support through county EMA partners.
Radiological Emergency Preparedness (REP)

- The following strategies govern Radiological Emergency Preparedness:
  - Encourage enrollment for the REP HSIN webpage by incorporating new web page sections to include WIPP and national radiological terrorist activity information and training.
  - Working to improve a culture of continuous improvement by providing training and leadership to customers and the general public.
MEMA 101

Office of Response
Office of Response

Daily oversight of the Operations Bureau, Telecommunications Branch, the Field Services Bureau and UAS Program. This office is responsible for providing situational awareness, warnings and alerts, coordinating response efforts and staffing the State Emergency Operations Center (SEOC).
Operations

- Development and management of situational information sharing tools to enhance overall state situational awareness both day-to-day and during events. (Includes: HSIN, WebEOC, AtHoc, IPAWS/EAS etc.)

- Coordinate the development and distribution of operational communication and coordination reports through the MEMA Watch Desk (Includes: OPSUM, WXSUM, SPOTREP, and Hydrology Reports)

- Establish and maintain Standard Operating Procedures (SOPs) to manage the SEOC and its functions

- Coordinate Mission Assignments, State Mutual Aid Efforts, and Emergency Management Assistance Compact (EMAC) requests, documentation, and reimbursement submissions
Operations

- Assists in the coordination and development of the SEOC physical security plans and SOPs

- Supports damage assessments after an event and assists with the transition to the recovery phase
  - These functions are directed toward the goal of minimizing the risks and impacts to people, property, and the environment
Telecommunications

• Responsible for providing telecommunications staffing for the 24 hour State Warning Point housed within the SEOC

• Responsible for monitoring and coordinating alerts for state and local officials regarding all incidents throughout the state whether natural or man-made
  o Alerts include severe thunderstorms, tornadoes, hurricanes, earthquakes, or hazardous materials incidents

• Communications capabilities include MSWIN Radio system, AtHoc mass notification system, and the GGNS Inform System
  o AtHoc is a multi-device notification system with enhanced ability to communicate information to the field
  o The AtHoc Notification System allows for rapid notification of federal, state, and local stakeholders
Field Services

The Bureau of Field Services contains the position of MEMA’s Area Coordinators. There is one AC for each of the 9 Districts of the state. Area Coordinator Duties:

- Act as a liaison between MEMA and local EMAs
- Assisting with conducting Initial Damage Assessments
- Providing UAS support to state and local entities as requested. Requests for support range from assisting with locating missing persons to capturing aerial imagery of post-event damages
UAS Program

- Oversees the training, certification, FAA licensure compliance, operational readiness, and deployment coordination for UAS capabilities

- Coordinates with MEMA Information Technology Systems (MITS) to provide real-time (live feed) video data for decision making

- Integrate constantly evolving UAS capabilities into response efforts such as: Search and Rescue, Hazardous Materials, Situational Awareness, Radiological Mapping, and GIS Mapping
MEMA 101

Office of Logistics
Office of Logistics
The Office of Logistics has oversight for MEMA’s facilities, fleet, and property.

They also provide statewide disaster logistics planning and commodities to affected counties during incidents.
In addition, they also manage the State Emergency Logistical Operations Center (SELOC) in Byram, Mississippi as well as one additional warehouse at the MEMA facility.
MEMA 101

Office of
Mitigation
The Office of Mitigation is responsible for coordinating disaster loss reduction programs, initiatives and policies throughout the state. Disaster loss reduction measures are carried out through the development of state and local hazard mitigation plans and the implementation of those plans.

Under the Office of Mitigation there are three bureaus.

- Floodplain Management
- Mitigation Grants
- Mitigation Planning
Floodplain Management Bureau

- The Floodplain Management Bureau is the only regulatory bureau within the agency.
- Floodplain Management Specialists monitor, evaluate, and pursue corrective actions by the National Flood Insurance Program participating communities.
- Staff conduct compliance and technical assistance visits throughout the State, as well as provide floodplain management workshops for various state associations, community floodplain administrators, and local governments. Staff also responds to disasters throughout the State and assists with damage assessments conducted by the local building, zoning, and floodplain administrators.
Hazard Mitigation Grants Bureau

- The Mitigation Grants Bureau administers hazard mitigation assistance grant programs to state and local governments, qualifying nonprofits and tribal organizations. Grant programs include the post-disaster Hazard Mitigation Grant Program (HMGP), the Flood Mitigation Assistance Program (FMA), the Building Resilient Infrastructure and Communities (BRIC). The FMA Grant Program funds the mitigation of insured properties through the National Flood Insurance Program.

- Mitigation Grant Specialists assist eligible sub-recipients with project application development, project management, technical assistance and site visits.
Hazard Mitigation Grants Bureau

- Acquisition/Relocation
- Elevation of Utilities
- Catch Basins/Water Retention Projects
- Wetland Restoration
- Elevation of Structures
- Floodproofing of Structures
- Water Diversion
Hazard Mitigation Grants Bureau

- Lift/Pump Stations with a Mitigation Function
- Flood Control Gates
- Sewer Backup Protection
- Earthquake Retrofit
- Erosion and Sediment Control Projects
- Floodwalls
- Stream Gauges
Hazard Mitigation Grants Bureau

- Drain improvements
- Saferooms/Storm Shelters
- Generators for critical facilities
- Warning Systems
Public Assistance

- During a Presidential Disaster Declaration, Public Assistance programs can help provide federal grants to local and state governments, as well as non-profit organizations and other political subdivisions, for the repair, replacement or restoration of disaster-damaged, publicly owned facilities.

- Provided through the following programs:
  - Small Business Administration (SBA): During SBA or Presidential Disaster Declarations, the SBA can offer low-interest loans to disaster victims.
Public Assistance

- Public Assistance (PA) administers a Federal Grant that assists local Governmental Agencies and certain Private Non-Profit organizations who incur damage(s) as a direct result of a Federal Declared disaster.

- Under the PA reimbursement program, there are two types of public assistance authorized: “emergency” and “permanent” work.
Public Assistance

- Emergency work includes efforts to save lives, protect property, maintain operation of essential facilities which must be completed within 6 months.

- Permanent work involves actions necessary to repair, restore, reconstruct and/or replace public and certain private non-profit facilities damaged or destroyed by the disaster. Must be completed within 18 months of the event.

- “Public damages” can include any damage incurred by a structure or facility which is either owned by or the responsibility of a public or private non-profit entity. This could include roads, bridges, buildings, utilities, etc.

- All claimed damages/expenses must be caused by the declared event.
Individual Assistance

- During a Presidential Disaster Declaration, Individual Assistance (IA) programs can aid homeowners and renters with housing needs and necessary assistance.

- IA also:
  - Establishes and maintains Disaster Recovery Centers following declared disasters.
  - Ensures recovery services are accessible to all Mississippians through MEMA’s Disability Integration Advisor.
Individual Assistance

- **State Temporary Housing Program:** During non- Presidential Disaster Declarations, the program may be able to reimburse rental costs to citizens who are displaced from their homes for more than 72 hours.
MEMA Information Technology Services
MITS is the Information Technology Services Office for MEMA. They support the agency with all technical requirements including:

- **Information Technology (IT)**
  - Provides, Maintains all hardware and software within the Agency.

- **Communications (Commo)**
  - Manages Communications Program For MEMA.

- **Geographical Information Systems (GIS)**
  - Maintains the Digital Damage Assessment Program.
  - Provides detailed mapping for local, state, and federal entities for planning, response and recovery operations.

- **Management Information Services (MIS)**
  - Creates, Maintains Information Services Programs and Polices.
  - Programmatic Management for MITS
Information Technology (IT)

Information Technology (IT) provides and maintains technical support for hardware and software to MEMA. IT also supports all 82 counties, and the Mississippi Band of Choctaw Indians (MBCI) as applicable.

- IT maintains:
  - All Microsoft Products
  - Barracuda Security Essentials
  - Network Infrastructure
  - Hardware Peripherals
Communications (Commo)

Communications (COMMO) Manages and maintains communications programs and technical support to MEMA, all 82 counties, and the Mississippi Band of Choctaw Indians (MBCI). ESF-2 Also falls under the Communications.

- Commo maintains:
  - MEMA MSWIN SITE
  - RF Communication Systems
  - Wireless Cellular
  - Emergency Message Alert System
Geospatial Information Systems (GIS)

The Office of Geospatial Information Services (GIS) provides GIS products, mapping and technical support to MEMA, all 82 counties, and the Mississippi Band of Choctaw Indians (MBCI).

• GIS develops and maintains:
  o MEMA’s Common Operating Picture (COP)
  o Damage Assessments (Crisis Track)
  o County United States National Grid (USNG)
  o Maps and special mapping products required in support of events and incidents
Management Information Systems (MIS)

Management Information Systems (MIS) provides documentation, programs and policies and technical support to MEMA, all 82 counties, and the Mississippi Band of Choctaw Indians (MBCI).

- MIS develops and maintains:
  - Documentation Unit
  - MEMA IT Policies
  - MEMA Program Development
Unit 3: National Incident Management System (NIMS)
At the end of this unit, you will be familiar with:

- History of NIMS
- The importance of implementing NIMS
- Incident Command System (ICS)
- HSPD-5 and PPD8
- National Response Framework
- Stafford Act
- Training Guidance
NIMS History and Implementation

- All State, territory, local and tribal jurisdictions that receive Federal Performance Assistance Grants must implement the NIMS per Homeland Security Presidential Directive 5 (HSPD-5)

*Management of Domestic Incidents*
NIMS History and Implementation

- NIMS Implementation FY 2005 and FY 2006
  - Self Certification – Official Letters submitted
  - Governor issues Executive Order 932 (March 2005)

- Governor’s Executive Order 932
  - Mandates use of NIMS in Mississippi during emergencies and disasters.
  - Initial measures reached and “good faith efforts” underway to achieve compliance with requirements.
Incident Command System

A standardized approach to the command, control, and coordination of emergency response providing a common hierarchy within which responders from multiple agencies can be effective.
HSPD-5: Management of Domestic Incidents

- Intended to enhance the ability of the U.S. to manage domestic incidents.
- 2003 directive described federal policies and objectives; identified steps to improve federal, state, and local incident coordination; and directed the Secretary of Homeland Security to create a National Response Framework and NIMS.
PPD-8: National Preparedness

- PPD-8 was issued as a companion directive to HSPD-5 to establish policies strengthening U. S. preparedness to prevent and respond to domestic terrorist attacks, major disasters, and other emergencies.

- Directive required the Secretary of Homeland Security to develop a national domestic all-hazards preparedness goal that included “measurable readiness priorities and targets” and “readiness metrics and elements.”
PPD-8: National Preparedness

- Directive also required federal agencies to:
  - Provide financial and technical support to states
  - Develop first responder equipment standards
  - Establish training programs to meet national preparedness goals.

- HSPD-8 Annex 1 addressed the development of a standardized national planning process and scenarios for emergencies.
PPD-8: National Preparedness

• In March 2011, President Obama issued Presidential Policy Directive-8 (PPD-8), which replaced HSPD-8 and HSPD-8 Annex 1 with the exception of paragraph 44 in Annex 1.

• The new national preparedness directive retains an all-hazards, risk-based approach to national preparedness, while establishing four categories of hazards: terrorism, catastrophic natural disasters, cyber attacks, and pandemics.
National Response Framework

- DHS released the National Response Plan (NRP) in December 2004.

- The Homeland Security Act directed DHS to establish a framework to coordinate federal resources during emergencies.

- NRP was replaced in January 2008 by the National Response Framework (NRF) and updated in May 2013.
National Response Framework

**Is:**
- Implemented by FEMA
- Is used to guide response activities that arise from events of all sizes, whether an emergency is declared or not.

**Is Not:**
- A source of legal authority for incident response.
National Response Framework

**Uses:**

- A national, all-hazards approach that describes and integrates roles for federal, state, local, territorial, and tribal governments and the private sector in preparing, responding, and recovering from incidents.

- NIMS to coordinate response activities among governments and organizations at all levels. States have looked to the NRF to structure their response plans.
MEMA 101

Core Document

Doctrine, organization, roles and responsibilities, response actions and planning requirements that guide national response

NRF Resource Center

- Emergency Support Function Annexes: Mechanisms to group and provide Federal resources and capabilities to support State and local responders
- Support Annexes: Essential supporting aspects of the Federal response common to all incidents
- Incident Annexes: Incident-specific applications of the Framework
- Partner Guides: Next level of detail in response actions tailored to the actionable entity

National Response Framework
Robert T. Stafford Act
Robert T. Stafford Act

Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Stafford Act) provides the legal authority for the federal government to provide assistance to states during declared major disasters and emergencies.
Robert T. Stafford Act

- Stafford Act authorizes the delivery of federal technical, financial, logistical, and other assistance to states and localities during declared major disasters or emergencies.

- FEMA coordinates administration of disaster relief resources and assistance to states. Federal assistance is provided under the Stafford Act if an event is beyond the combined response capabilities of state and local governments.
Recommended Training for Elected Officials

- IS-100c: Instructions to Incident Command System (ICS)
- IS-200c: ICS for Single Resources and Initial Action Incident
- IS-700c: Introduction to NIMS
- IS-800c: Introduction to the National Response Framework
- ICS-402: ICS Overview for Executive/Senior Officials
EMPG Training Requirements for Administrative Staff

- IS-100c: Introduction to the Incident Command System (ICS)
- IS-200c: ICS for Single Resources and Initial Action Incident
- IS-700c: Introduction to NIMS
- IS-800c: Introduction to National Response Framework
EMEA 101

EMPG Requirements for EMA Directors and Deputy Directors

- IS-100c: Introduction to Incident Command Systems (ICS)
- IS-200c: ICS for Single Resources and Initial Action Incident
- IS-700c: Introduction to NIMS
- IS-703b: NIMS Resource Management
- IS-800c: Introduction to the National Response Framework
- G300: Intermediate ICS for Expanding Incidents
- G400: Advanced ICS
Unit 4: MISSISSIPPI EMERGENCY MANAGEMENT LAW
Unit Objectives

At the end of this unit, you will be able to:

• Provide response information as it pertains to the Emergency Management Law

• Know the types of disasters

• Understand the Mississippi State Comprehensive Emergency Management Plan (CEMP)
Purpose and Policy § 33-15-3

The Legislature has determined it is necessary to:

- Establish a state emergency management agency: Mississippi Emergency Management Agency (MEMA)
- Establish emergency powers of the Governor, MEMA, and local officials
- Authorize creation of local government Emergency Management (EM) organizations
- Authorize mutual-aid among local, state and federal governments
Purpose and Policy § 33-15-3

• It is necessary to provide the means for mitigation of emergencies.

• The purpose of this law and the policy of Mississippi is to coordinate the state’s emergency management, to the maximum extent possible, with the comparable functions of the federal government, other states and private agencies so the most effective preparedness actions may be taken.
Disasters

Disasters refer to any natural, technological or civil emergency that causes damage of sufficient severity and magnitude to result in a declaration of a state of emergency by a city, the county, the Governor, or the President of the United States.
Minor Disaster

A disaster that is likely to be within the local response capabilities and results in only a minimal need for state or Federal assistance.
Major Disaster

A disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.
Catastrophic Disasters

A disaster that will require massive state and federal assistance, including immediate military involvement.
MEMA § 33-15-7

In accordance with § 33-15-7, the Mississippi Emergency Management Agency (MEMA) was established, and the Executive Director was appointed by the Governor.
MEMA § 33-15-7

(a) There is hereby created within the executive branch of the state government a department called the Mississippi Emergency Management Agency with a director of emergency management who shall be appointed by the Governor; he shall hold office during the pleasure of the Governor and shall be compensated as determined by any appropriation that may be made by the Legislature for such purposes.
(b) The director, with the approval of the Governor, may employ such technical, clerical, stenographic and other personnel, to be compensated as provided in any appropriation that may be made for such purpose, and may make such expenditures within the appropriation therefor, or from other funds made available to him for purposes of emergency management, as may be necessary to carry out the purposes of this article.

(c) The director and other personnel of the emergency management agency shall be provided with appropriate office space, furniture, equipment, supplies, stationery and printing in the same manner as provided for other state agencies.
MEMA § 33-15-7

(d) The director, subject to the direction and control of the Governor, shall be the executive head of the emergency management agency and shall be responsible to the Governor for carrying out the program for emergency management of this state. He shall coordinate the activities of all organizations for emergency management within the state and shall maintain liaison with and cooperate with emergency management agencies and organizations of other states and of the federal government, and shall have such additional authority, duties, and responsibilities authorized by this article as may be prescribed by the Governor.
Executive Directors duties:

- Carry out the program for Emergency Management of this state.
- Coordinate the activities of all organizations for emergency management within the state.
- Maintain liaison and cooperation with emergency management agencies and organizations of other states and the federal government.
Emergency Management

Powers of the Governor

– Governor has general direction and control of MEMA; in the event of a disaster beyond local control, may assume direct operational control over all or any part of Emergency Management functions within the state.
The Governor may:

- Make, amend, and rescind orders, rules and regulations to carry out these provisions of law.
- Work with MEMA to create the CEMP.
- Take preparedness actions.
- Cooperate with the President and the heads of the Armed Forces, FEMA, and with the officers and agencies of other states.
- Direct state and local law enforcement.
- Empower the state Board of Health to secure compliance with these laws.
- Utilize the services & facilities of officers and agencies of state and political subdivisions.
The Governor may also:

- Establish agencies and offices as necessary to carry out the provisions of article.
- Delegate any authority vested in him and to provide for sub-delegation of any such authority.
- Enter into reciprocal aid agreements or compacts with other states and the federal government.
- Sponsor and develop mutual aid agreements between political subdivisions of the state.
- Suspend or limit sale or transportation of alcohol, firearms and combustibles.
- Control, restrict, ration, freeze all goods and services.
The Governor may also:

• Proclaim a State of Emergency when conditions described in § 33-15-5(g) exist, or when so requested by a Mayor or President of the Board of Supervisors, or when he finds local authority unable to cope with the emergency.

• Declare an Emergency Impact Area when finds that the conditions described in § 33-15-5(o) exist.

• “Emergency Impact Area” means the area of the state in which market conditions exist due to a state of emergency creating a likelihood that prices ordinarily charged for goods and services could be raised unfairly due to the underlying emergency.
MEMA 101

STATE OF MISSISSIPPI
Office of the Governor

A Proclamation

WHEREAS, the counties of Benton, Coahoma, Marshall, Panola, Quitman, Tate, Tippah and other parts of the State of Mississippi have been and possibly will continue to be severely affected by thunderstorms and tornadoes beginning on December 23, 2015, and continuing, which include torrential rain, damaging winds, hail, flooding, lightning and tornadoes, and thus state assistance will be necessary to support local government response and recovery efforts; and

WHEREAS, this severe weather system has caused and may cause damage to homes, businesses, and property, and threatens the safety, security, and economic security of the State of Mississippi;

WHEREAS, the counties of Benton, Coahoma, Marshall, Panola, Quitman, Tate, Tippah and other parts of the State of Mississippi have been and possibly will continue to be severely affected by thunderstorms and tornadoes beginning on December 23, 2015, and continuing, which include torrential rain, damaging winds, hail, flooding, lightning and tornadoes, and thus state assistance will be necessary to support local government response and recovery efforts; and

NOW, THEREFORE, I, Phil Bryant, Governor of the State of Mississippi, pursuant to the authority vested in me under the Constitution of the State of Mississippi and Section 33-15-11(b)(17) of the Mississippi Code, and in the public interest and for the general welfare, do hereby proclaim a State of Emergency to exist in the areas of the State of Mississippi affected by, or areas that may be affected by these storms. The provisions of this proclamation shall exist and remain in effect until such time as this threat to public safety shall cease to exist as prescribed in Section 33-15-11(b)(17).

FURTHER, all agencies of the State of Mississippi shall discharge their emergency responsibilities as deemed necessary as set forth in the State of Mississippi’s Comprehensive Emergency Management Plan.
• Suspend regulatory statutes prescribing the procedures for conduct of state business, or the orders, rules or regulations of any state agency, if regulation hinders action.

• Redirect state government for emergency services.

• Commandeer private property for the “common good.” (but not without compensation)

• MEMA is responsible for maintaining a comprehensive statewide program of emergency management.
CEMP § 33-15-14

- MEMA shall prepare an interim post disaster response and recovery component that substantially complies with the previously mentioned provisions.

- Each state agency assigned lead responsibility for an emergency support function by the CEMP shall also prepare a detailed operational plan needed to implement its responsibilities.

http://www.msema.org/emergency-plans/state-cemp
MEMA shall also:

- Prepare Executive Orders/proclamations
- Coordinate with the Federal Government
- Assist political subdivisions with the creation and training of urban search and rescue teams
- Development of the MS Disaster Reservist Program
Local Emergency Management Organizations  
§ 33-15-17

Each county and municipality may:

<table>
<thead>
<tr>
<th>Establish local EM</th>
<th>Develop EM plan</th>
<th>Enter into contracts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish EOC</td>
<td>Donate public funds</td>
<td>Order evacuations</td>
</tr>
<tr>
<td>Control egress and ingress</td>
<td>Declare a local emergency</td>
<td>Promulgate orders and regulations</td>
</tr>
</tbody>
</table>
Local Emergency Management Organizations
§ 33-15-17

• Each county and municipality, or counties and the municipalities therein acting jointly, or two (2) or more counties acting jointly, shall establish a local organization for emergency management in accordance with the state emergency management plan and program, if required and authorized so to do by such state emergency management plan.
Local Emergency Management Organizations § 33-15-17

• The governing body of a municipality or county is authorized to participate in the Statewide Mutual Aid Compact (SMAC).
  
  o SMAC provides guidelines for requesting and receiving mutual aid.
  o Locals are strongly encouraged to sign and ratify the SMAC.
  o To enact, the senior elected official must sign, send to MEMA, and the Emergency Management organization must keep on file.
Local Emergency Management Organizations
§ 33-15-17

- **Outside the state:**
  - Locals may develop and enter into mutual aid agreements with jurisdictions outside the state.
  - Agreements must be sent to MEMA and must be consistent with the CEMP.
  - Governor may enter into compacts with any state or group of states if he finds that joint action are desirable in meeting common intergovernmental problems of EM planning or emergency prevention, mitigation, response and recovery.
State, Local Personnel & Equipment § 33-15-49

In the event of a disaster, and a Proclamation issued by governing authorities, city/county personnel may:

- Venture onto private property to aid in removing debris

- Perform any other necessary and needed services to prevent the spread of disease or any other health hazard to the community at large.
Disaster Assistance Act of 1993 § 33-15-305

Governor’s Authorized Representative (GAR)

- The primary and alternate emergency management official designated by the Governor to administer federal assistance programs on behalf of the state and local governments and other grant or loan recipients and is responsible for the state compliance with the FEMA-State Agreement.
Disaster Assistance Act of 1993  § 33-15-403

Office of Disaster Assistance Coordination

Established within the Office of the Governor as the primary entity responsible for coordinating information regarding disaster assistance provided by federal agencies other than FEMA, by state agencies other than MEMA, and by other public and private entities that provide various types of assistance and benefits to victims of major natural disasters.
What to do now?

➢ Know and understand statues, codes, ordinances and regulations that affect you and your profession.

➢ Coordinate local ordinances with State Laws and all applicable federal codes and regulation. (Misapplying State and Federal regulations can result in disallowance of disaster costs reimbursement.)

➢ Document actions and retain a record.

➢ Discuss EM law with County Attorney and ensure local officials know of their emergency management responsibilities and powers.

➢ Develop and maintain a close working relationship with your city/county officials and city/county attorney.
Unit 5

Situational Awareness
Resources and Tools
Unit Objectives

At the end of this unit, you will be able to:

• Be familiar with situational awareness products and tools available to local jurisdictions to assist emergency/disaster response efforts.

• Explain what critical information is needed on the MEMA Disaster Report forms.
Situational Awareness Tools

If an incident occurs:

What would you do?
What would you do?

Within 2 – 4 hours:

You should have a preliminary idea of the situation.

- Establish an Incident Command Post near the area
- Complete and fax, submit through WebEOC, or call in an Initial Disaster Report (MEMA DR-1 to MEMA)
Disaster Reports

Determine Impact of the Event

Is there a need for:

- Proclamation of Local Emergency
- Request for Governor’s State of Emergency (SOE)
- Shelter Openings
- Providing food for victims and responders
- Search and Rescue
- Emergency Medical Services
Disaster Report (DR-1)

What information is needed on a DR-1?

- What type damage has occurred?
- Number of residences impacted?
- Number of roads impacted?
- Number of facilities impacted?
- Number of casualties/injuries?
- Number of people displaced?
- Need for shelters?
- Assistance/ Resources needed?
- Immediate priorities?
Disaster Reports (DR-2)

What information is needed on a DR-1?

- Type incident?
- Extent of Damage to residences?
  - Destroyed
  - Major
  - Minor
  - Affected
- Damage to Businesses/Agriculture?
- Damage to Public Infrastructure?
- Casualties/Injuries?
- Actions that have taken place?
- Assistance/Resources needed?
Damage Reports (DR-2)
Disaster Reports (DR-3)

- Governing Body signs a Local Proclamation of Emergency (MEMA DR-3)
- Sets up the legal mechanism for response
- Assists in financial aspect of response
Disaster Reports (DR-4)

Request a State of Emergency

A DR-4 requests the Governor to declare a State of Emergency (SOE)

- Elected Officials can make this request at the same time as the Local Proclamation
- Up to 30 days to request a State of Emergency
- Not always granted with this request
- Starts the State response to an incident/emergency
Situation Reports

- DR-2’s provide MEMA with Situational Awareness. These should be updated every 24 hours or as changes to the incident occur. (Positive and Negative changes)

- When submitting the last DR-2 report – Mark FINAL

- MEMA produces a Situation Report every Operational Period
Local Damage Assessments

Damage Assessments are conducted using the Crisis Track App (Training is available by MEMA personnel)

- Damage location
- Estimated dollar amounts
- Residential, commercial, and/or public infrastructure
Be Response Ready

In the event of a major disaster, it may be some time before the assistance needed could arrive. Your agency and community should be Prepared!

• Find out where the needs are
• Find out who has been displaced
• Know where people have gone
State Response

- Area Coordinator
- State Emergency Response Team (SERT)
- Individual Assistance (IA)
- Public Assistance (PA)
- Statewide Mutual Aid Compact
  - Direct contact with members
  - Go through MEMA
State Mutual Aid Compact Agreement

The deployment of personnel and equipment to assist in an affected area within the state.

- All 82 counties, MBCI, and some local jurisdictions have entered into this agreement.

- Provides the state and locals with a database of resources to be used in a disaster that are near the affected areas.
MCDEMA
Mississippi Civil Defense Emergency Management Association

Association of Emergency Management personnel to act as an alternative source of personnel or resources to assist a local agency in the event of an overwhelming disaster or event.
Emergency Management Assistance Compact

An agreement to provide assistance during and after a disaster to other states and US Territories.

- Be prepared to stay in less than perfect conditions and be self sustainable.
- Should you decide to self-deploy, you are responsible for your own cost incurred.
- Be certain that you have a copy of your Mission Assignment in hand before departure.
Mission Assignment Form

**MISSION ASSIGNMENT (MA) FORM**

Execution of this form by MEMA entitles the Assigned Local/State Agency to be reimbursed for eligible emergency response and recovery activities as authorized in Section 25-3F-307 (4)(j) and (g) and other applicable sections of the Mississippi Emergency Management Act of 1995. Specific Task Assignments for support requests or resource needs may be issued by MEMA to the below listed Agency under the authority of this Mission Assignment.

**I. TRACKING INFORMATION (MEMA use only)**

<table>
<thead>
<tr>
<th>Department: MEMA</th>
<th>Date/Time Received: 09/18/04 07:30 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency/Disaster: Hurricane Ivan</td>
<td>[ ] New MA Number</td>
</tr>
<tr>
<td></td>
<td>[ ] Amendment to MA</td>
</tr>
</tbody>
</table>

**II. MISSION DESCRIPTION**

- **Assigned Local/State Agency/Dept.:** DeSoto County
- **Agency POC:** T.H. Walker
- **Fax No.:** 662-449-1400
- **Telephone No.:** 662-429-1359

**Mission Statement:**

Provide a 4-man team for EOC support to the AL State EOC for assistance to local EOC operations in affected counties due to Hurricane Ivan. This is based on an EMAC request from the State of Alabama.

For obtaining reimbursement for this mission, forward appropriate documentation to MEMA, Attn: Chuck Carter, Director, Administration and Finance Bureau, P.O. Box 4501, Jackson, Ms, 39296-4501. Please attach a copy of this MA to the billing statement.

**Cost Share:** [ ] Yes [X] No [ ] See attachment

Total Cost Estimate: $14,480.00

Projected Completion Date: 10/02/04

**III. COORDINATION (MEMA use only)**

<table>
<thead>
<tr>
<th>Type of Assistance</th>
<th>State Cost Share %</th>
<th>State Cost Share $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct State Assistance</td>
<td>0%</td>
<td>$14,480.00</td>
</tr>
<tr>
<td>Technical Assistance</td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

**Fund / Account Citation:** #3725

**Mission Assignment Coordinator:** Charlie Smith, Asst. Operations Officer

**State Approving Official:** 

**Title:** Executive Director

**IV. OBLIGATION (MEMA use only)**

- **Mission Assignment No.:** SMAC-007
- **Amt this Action:** $14,400.00
- **Date Obligated:** 09/18/04

- **Cumulative Amt:** $ Initialed:
Federal Declaration

Steps to request a Federal Declaration:
(Be prepared for a possible visit from the Governor within 24 hours.)

• Preliminary/Joint Damage Assessment

• Information is given to the Governor
  (or designated authority/representative)

• Governor requests (in writing) a Federal Disaster Declaration

• FEMA will give a reply
Declaration Process:

1. PDA/JPDA
2. State Review
3. PDA Team (Local, State, Federal)
4. State requests Declaration
5. FEMA Review
6. Presidential Declaration
Be prepared for a Media Blitz

✓ Designate a Public Information Officer (PIO) to respond to media requests and handle rumor control
✓ Establish a Joint Information Center (JIC) as a gathering point for the media
✓ Be ready to be on national TV
Situational Awareness Tools

- WebEOC
- Crisis Track
- Common Operating Picture (COP)
- Daily Update Brief
- Homeland Security Information Network (HSIN)
- Mobile App
WebEOC

WebEOC is a software program that enables Emergency Management agencies to stay up to date on tracking data and resources associated with a disaster or event.

Damage Assessments, Situational Updates, Requests for Assistance, and Tracking Resources are performed through WebEOC.
Crisis Track

Application to collect information and damage assessments for:

- Buildings
- Roads
- Bridges
- Utilities
- Debris
Common Operating Picture (COP)

- Provides detailed mapping for planning, response and recovery operations on a statewide level
- The COP provides real-time situational awareness based on data that is dynamically collected from WebEOC.
Daily Update Brief

A situational awareness publication giving updates on weather, incident/event information, and articles of interest.
Homeland Security Information Network Situation Room (HSIN)
Course Summary

You should now be familiar with:

- MEMA’s Organizational Structure
- National Incident Management System (NIMS)
- Emergency Management Law
- Situational Awareness Resources and Tools
Questions ?