

State of Connecticut



STATE RESPONSE FRAMEWORK (SRF)

Version 1.0 October 2010

Prepared by

Department of Emergency Management and Homeland Security

State of Connecticut
 State Response Framework (SRF)
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Section I.
State Response
Framework
Concepts

STATE RESPONSE FRAMEWORK

AUTHENTICATION

In accordance with Section 28-5(b) of the Connecticut General Statutes, I hereby present the State of Connecticut State Response Framework (Section I), Version 1.0, October 2010. All government agencies, state or local, and all civil preparedness forces in the State, shall carry out the duties and functions assigned by the Framework, as approved by the Governor. This Framework should be read in conjunction with State emergency management and response plans including the Connecticut Natural Disaster Plan 2009, as amended.

PRESENTED BY: _____



Peter J. Boynton, Commissioner

Department of Emergency Management and Homeland Security

APPROVED BY: _____



M. Jodi Rell

Governor

DATE: October 25, 2010

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I. STATE RESPONSE FRAMEWORK CONCEPTS

A. Introduction

1. Summary and Purpose

The purpose of the State Response Framework (Framework or SRF) is to describe the interaction of state government with local, federal and tribal governments, nongovernmental response organizations and other private sector partners, the media and the public in implementing emergency response and recovery functions in times of crisis. In general, the Framework describes how the State of Connecticut and its partners will work together to support local governments and their residents in responding to disasters and emergencies. The Framework is divided into three sections: (1) State Response Framework Concepts; (2) Connecticut State Plans and Resources, and; (3) The Governor's State Emergency Operations Center Standard Operating Procedures.

In this first section, State Response Framework Concepts, the general emergency operations concepts that normally apply in all disasters and emergencies requiring a state level response are described. This section also outlines the general responsibilities of the various emergency management partners at the local, state, federal government level, as well as the private sector.

The second section, Connecticut State Plans and Resources, lists the many plans, agreements, and resources available within the State of Connecticut in times of crisis. This section provides a menu of options for emergency planners and decision makers to consider in managing an emergency that has risen to the level of state involvement as well as for local emergency managers who may consider using many of these resources for a local incident (for example, volunteer teams, town-to-town intrastate mutual aid).

The final section of the Framework is the Standard Operating Procedures (SOPs) for the Governor's State Emergency Operations Center (SEOC). These SEOC SOPs provide the "operating instructions" for the Department of Emergency Management and Homeland Security (DEMHS) in management of the SEOC, including a description of the general roles and responsibilities of DEMHS personnel and others staffing the SEOC in response to any emergency.

2. Authority

Title 28, Chapter 517 of the Connecticut General Statutes is the major source of authority for the State of Connecticut and its political subdivisions to prepare for and respond to natural disasters and other emergencies.

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707, signed into law November 23, 1988, which amended the Disaster Relief Act of 1974, PL 93-288, (the Stafford Act) is the federal legislation that creates a national program for disaster preparedness, response, recovery, and mitigation. Connecticut's emergency management program, developed under the authority of Title 28, complies with the federal program established by the federal Stafford Act.

Although there are many federal and state statutes and regulations that have a bearing on emergency management, Title 28 of the Connecticut General Statutes and the federal Stafford Act are the two laws most central to emergency management in Connecticut.

3. Mission

The mission of Connecticut's Department of Emergency Management and Homeland Security is to direct and coordinate all available resources to protect the life and property of the citizens of Connecticut in the event of a disaster or crisis, through a collaborative program of prevention, planning, preparedness, response, recovery and public education. The goal of the Connecticut emergency management community (state and local governments and private response and recovery organizations) in times of natural or other disaster is:

- To maximize the preservation of life and property;
- to correct or alleviate, serious disaster or emergency-related conditions which present continued threats to the health or welfare of the residents of the state;
- to facilitate a return to normalcy by all practical means.

4. Organization

The Department of Emergency Management and Homeland Security (DEMHS) is part of the State of Connecticut's Multiagency Coordination (MAC) System under the Command and Management component of the National Incident Management System (NIMS). DEMHS's role is to coordinate and support incident management and lead Connecticut's MAC system and act as the MAC Group Coordinator. DEMHS has primary responsibility for development and implementation of the state's emergency management program. DEMHS is an agency of the Executive Branch of Connecticut State government. The DEMHS website is located at <http://www.ct.gov/demhs> .

The Governor's State Emergency Operations Center (SEOC) in Hartford provides the main coordination center which serves as a location from which the MAC can operate. The five regional offices are also part of the facilities component of the MAC, as are each State agency's individual EOCs and command centers. DEMHS staffs the SEOC, which is located in the William O'Neill National Guard Armory, 360 Broad Street in Hartford. The SEOC is the Governor's direction and control center during times of crisis. During emergencies, the SEOC is also staffed with representatives (liaisons) of key state and private agencies. The SEOC maintains communications with other single state agency EOCs, federal agencies and facilities, private agency EOCs, and the towns and cities of the

state through the DEMHS Regional Offices. The Media Center in the SEOC is used as a Joint Information Center (JIC) by federal, state, and private agencies involved in responding to an emergency. DEMHS administrative headquarters is located at 25 Sigourney Street, Hartford.

Connecticut's municipalities and two tribal nations are divided into five emergency preparedness planning regions. The five DEMHS Regional Offices, located in Bridgeport, Middletown, Hartford, Colchester and Waterbury, provide administrative support and planning assistance to local governments within their jurisdictions. During emergencies, the Regional Offices serve as resource coordinators and liaisons between towns and the SEOC. The staff of the Regional Offices may be augmented during emergencies.

Each of the State's 169 political subdivisions has an emergency management director appointed by the local chief executive official of the town. Only a few local emergency management directors are full-time, paid directors. The majority of local emergency management directors are part-time directors with no staff support. Many of these part-time directors are volunteers. Most towns and cities have a municipal facility designated as a local Emergency Operations Center (EOC), which serves as the local chief executive official's direction and control center. During emergencies, local officials maintain communications with the DEMHS Regional Office serving their region.

B. General Emergency Operations Concepts

The following are generally accepted concepts of emergency response operations in the State of Connecticut. These concepts are generally valid in any type of disaster or emergency, except where specific policies or operational procedures set forth in this plan or another emergency operations plan state otherwise.

Mobilization of forces by the DEMHS Commissioner. The DEMHS Commissioner may, under Connecticut General Statutes §28-5(c), take all preparatory steps, including the full or partial mobilization of civil preparedness forces in advance of an actual disaster, as may be necessary for the prompt and effective operation of the state emergency management (emergency response/emergency operations) plan. See also Conn. Gen. Stat. §§28-6, 28-7(f).

Governor's Authority to Take Control of Any and All Forces of the State. In the event the Governor declares a state of civil preparedness emergency, pursuant to Conn. Gen. Stat. §28-9, s/he may personally take direct operational control of any or all parts of the civil preparedness forces and functions in the State. The Governor may also take such actions as are reasonably necessary to protect the health, safety and welfare of the people of the state, to prevent or minimize loss or destruction of property, and to minimize the effects of hostile action. See also Conn. Gen. Stat. §§28-6, 28-7(f). The Governor's possible actions include:

- Mobilize emergency response and emergency management personnel at the municipal level if the state needs them—Conn. Gen. Stat. §28-7(f);
- Declare a state of emergency (Conn. Gen. Stat. §28-9); the declaration becomes effective upon filing with the Secretary of the State;

- if the disaster is manmade, the legislature may meet and disapprove within 72 hours of filing with Secretary of the State. Also, if legislature not in session, Governor must meet with legislative leaders as soon as possible after the filing of the proclamation;
- Modify or suspend . . . any statute, regulation, or requirement or part thereof whenever in her opinion it is in conflict with the efficient and expeditious execution of civil preparedness functions. (Conn. Gen. Stat. §28-9(a)); this modification of suspension must be thoroughly explained and its full text must be filed with the Secretary of the State within four days of its declaration;
- Mobilize state or local offices of emergency management to carry out her order (Conn. Gen. Stat. §28-9(b));
- Order and enforce blackouts (Conn. Gen. Stat. §28-9(c));
- Designate vehicles and persons that may move and the routes they will take (Conn. Gen. Stat. §28-9(d));
- Take appropriate measures to protect the health and safety of inmates of state institutions and school children (Conn. Gen. Stat. §28-9(e)) [The statute does not distinguish among or exclude public or private school children];
- Evacuate all or part of the population of affected or threatened areas, and take such steps as are necessary for the receipt and care of such evacuees (Conn. Gen. Stat. §28-9(f));
- Take any other steps the Governor thinks necessary to protect the public health, safety and welfare and to protect property (Conn. Gen. Stat. §28-9(g));
- Enter purchase or lease agreements with appropriate federal agencies to provide temporary housing for disaster victims (Conn. Gen. Stat. §28-9a(a)(1));
- Assist affected municipalities in acquiring sites for temporary housing (Conn. Gen. Stat. §28-9a(a)(2));
- Advance or lend money from the state's emergency contingency fund or any other source (Conn. Gen. Stat. §28-9a(2)(A));
- Take land, real property, vehicles or other property necessary to protect the public (Conn. Gen. Stat. §28-11).

Distinction Between Operational Control and Direction of Emergency Forces. A distinction is made between (1) —operational control and (2) —direction of emergency forces. Operational control consists of the functions of: assignments of tasks; designation of objectives and priorities, and; such other control as is necessary to accomplish the mission. When a local jurisdiction's forces are operationally engaged within its own boundaries, both operational control and direction of emergency forces are retained. When either State or local civil preparedness forces are sent elsewhere, operational control is exercised by the authority at the scene of the operation, but direction is retained by the parent jurisdiction. Conversely, forces sent to the aid of a locality from other State or local jurisdictions, civil or military, come under local operational control, but remain under direction of the parent agency. Direction of civil preparedness forces is retained at all times by the appropriate civil or military authority and includes the authority to commit to, or withdraw from, emergency operations. See, for example, Conn. Gen. Stat. §§28-6(b), 28-7(f), 28-8.

Mutual Aid as First Means of Assistance. Mutual aid agreements between local governments in effect at the time of the emergency are the first means of obtaining assistance when a city or town's resources are exhausted or nearly exhausted. See, for example, Conn. Gen. Stat. §§28-8, 7-310, 7-277a. Local governments may also use the statutory Intrastate Mutual Aid System, which allows each municipality within the state to assist any other municipality. See Connecticut General Statutes §28-22a.

Order of Mobilization for Emergency Forces Supporting Local Officials. City and town governments shall be responsible for all people and property within their boundaries and jurisdictions to the limits of their resources. Emergency operations will be carried out principally by local forces supported by mutual aid, then, if requested, state forces, and, as available and needed, by military and/or federal forces. See, for example, Conn. Gen. Stat. §28-7(f).

Local Requests for State Assistance. Requests by local governments for State assistance shall be made through the appropriate DEMHS Region Office. State resources may include, but not be limited to, activation of civil preparedness force members, including Citizens Emergency Response Teams (CERT) in accordance with Title 28 of the Connecticut General Statutes.

Activation and Use of the Connecticut National Guard. The Connecticut National Guard, State Military Department, if available, may be activated by the Governor to support local and/or state civil preparedness forces. In such event, however, it would complement and not substitute for other state or local forces in emergency operations. Military forces will remain at all times under military command but will support and assist other emergency forces through mission-type assignments to include objectives, priorities, and other information necessary to the accomplishment of the mission.

Local Government Situation Reports. Local governments are responsible for providing periodic situation reports to appropriate DEMHS Regional Offices whenever local civil preparedness forces are engaged in emergency operations or are preparing for emergency operations (increased readiness) in anticipation of an actual disaster or emergency.

State Government Line of Succession. The Constitution of the State of Connecticut, in Article IV (4), provides the following line of succession of State Government:

1. The Governor of the State (section 5)
2. The Lieutenant Governor of the State (section 18)
3. The President Pro Tempore of the Senate (section 19)

The Constitution further provides "in order to insure continuity in operation of State and local governments in a period of emergency resulting from disaster caused by enemy attack, the general assembly shall provide by law for the prompt and temporary succession to the powers and duties of all public offices, the incumbents of which may become unavailable for carrying on their powers and duties." Article XII (11), section 3. In addition, under Conn. Gen. Stat. §4-8, —each department head shall designate one deputy who shall in the absence or disqualification of the department head, or on his death, exercise the powers and duties of the department head until he resumes his duties or the vacancy is filled.

DEMHS Line of Succession. For purposes of the operation of the State Emergency Operations

Center, the line of succession is the Commissioner, the Deputy Commissioner, the Director of Emergency Management, the MAC Coordinator, or such other employee as the Commissioner, Deputy Commissioner or Director may designate.

Under Connecticut General Statutes §4-8, the DEMHS line of succession for exercising the powers of the Commissioner, are the Commissioner and the Deputy Commissioner, and such other employees as the Commissioner may designate to carry out certain duties, such as the Director of Emergency Management.

Common Tasks of State Agencies in Emergency Response. All agencies and departments have common tasks as follows:

- a. implement plans and procedures to protect inmates, institutionalized persons, and department personnel;
- b. thoroughly document agency emergency operations including maintenance of logs at the SEOC and departmental EOCs;
- c. account for disaster-related expenditures for equipment, supplies, material and labor utilized by the agency;
- d. render reports to the SEOC as required;
- e. follow the succession of leadership as described in Conn. Gen. Stat. §4-8 (see above).
- f. following a disaster, the agency will participate in a pre-assessment damage assessment as requested by DEMHS. This includes conducting a damage assessment, completing the Pre-assessment for State Agency forms provided by DEMHS and submitting them within the requested timeframe.

Responsibility of State Agencies To Perform Missions Not Specifically Assigned. All State agencies and departments not specifically assigned missions in an emergency operations plan will be expected to respond to emergencies, within their respective capabilities:

- a. as requested by the Governor or DEMHS Commissioner; or
- b. when, in their judgment, the welfare or safety of the State is threatened.

Authority of State Agency Heads to Commence Emergency Operations. Department and agency heads, or anyone legally administering their offices, shall activate their departmental standard operating procedures for emergencies:

- a. by direct order of the Governor, by request of the DEMHS Commissioner, or
- b. when, in their judgment, the welfare or safety of the state is threatened.

State Departments or agencies will provide copies of their emergency operations plans and procedures to DEMHS and will update those copies as needed.

State Agency Heads or Designees To Staff SEOC Maximum coordination of resources will be achieved through the presence of commissioners, department heads or their designees at the SEOC, located at the Armory.

Responsibility of Governor in Requesting Federal Assistance. The Governor is responsible for requesting federal emergency relief and disaster assistance on behalf of local governments, businesses, and residents of the state. See, for example, Conn. Gen. Stat. §§28-9, 28-9a, 28-9d.

Responsibility of DEMHS Commissioner and Agency Heads to Advise Governor Regarding Emergency Response Actions, Orders and Directives. The DEMHS Commissioner and other department heads are responsible for advising the Governor of emergency response actions and orders appropriate to the emergency situation. The Governor is responsible for issuing orders and giving directives to state agencies and other non-state officials as the situation warrants.

Communications: State To Advise Local Officials of Appropriate Protective Actions. Whenever appropriate, and time and circumstances permit, the SEOC will provide local officials with recommended protective actions for the public as well as with other recommended actions appropriate to the emergency situation. Communications between the SEOC and local officials may include, but not be limited to, the following:

- conference calls
- faxes or emails through Region Offices
- radio contact through Regional Offices or DEMHS Headquarters

State to Advise Public through Media. The SEOC will provide the public with recommended protective actions and other information through the media, which may include

- Mass alerts through emergency notification systems (CT ALERT and Emergency Alert System)
- Public inquiry support may be provided by United Way 2-1-1 Infoline.

C. Responsibilities

The chart on page 8 shows State Agencies and Non-governmental Organizations generally involved in disaster response in the State of Connecticut. A detailed list of agency roles and responsibilities follows the chart.

GOVERNOR/STATE AGENCIES/NON-GOVERNMENTAL ORGANIZATIONS INVOLVED IN DISASTER RESPONSE

Governor



Commissioner, Department
of Emergency Management and
Homeland Security

Department of Administrative Services	Department of Environmental Protection	Military Department
Department of Agriculture	Commission on Fire Prevention and Control	Department of Motor Vehicles
Department of Banking	Department of Higher Education	Office of Policy and Management
Department of Children and Families	Department of Information Technology	Department of Public Health
Office of State Comptroller	Insurance Department	Department of Public Safety
Department of Consumer Protection	Judicial Branch	Department of Public Utility Control
Department of Corrections	Department of Labor	Department of Public Works
Commission on the Deaf and Hearing Impaired	Department of Mental Health and Addiction Services	Department of Social Services
Department of Economic and Community Development	Department of Developmental Services	Department of Transportation
State Department of Education	American Red Cross	United Way - 211 Infoline
CT VOAD Voluntary Organizations Active in Disaster	Salvation Army	Adventists Community Services

1. THE STATE ROLE

A primary role of state government is to supplement and facilitate local efforts before, during and after incidents. The State provides direct and routine assistance to its local jurisdictions through emergency management program development and by routinely coordinating and collaborating with federal officials. Under the Stafford Act, the State is responsible for requesting federal emergency assistance for communities and tribal nations. The following section summarizes the roles of the Governor and key state agencies before, during and after an emergency, particularly in the event of a natural or other disaster:

a) GOVERNOR

- Responsibilities include but may not be limited to:
- Directing activation and implementation of the State emergency response plans (NOTE: This is a prerequisite to receiving federal assistance under the Robert T. Stafford Emergency Relief and Disaster Assistance Act, PL 93-288, as amended.);
- Directing and controlling emergency and non-emergency public information by assigning appropriate personnel to perform public information as specified in State emergency response plans.
- Ordering activation of National Guard units;
- Declaring civil preparedness emergencies and invoking emergency powers as appropriate under Section 28-9, Conn. Gen. Statutes, including but not limited to:
 - 1) ordering the evacuation of stricken or threatened areas and taking such steps as are necessary for the receipt and care of evacuees (Conn. Gen. Stat. §28-9(f));
 - 2) ordering into action local civil preparedness mobile support units or other civil preparedness forces (Conn. Gen. Stat. §§28-5(c), 28-6, 28-7(f), 28-9(b));
 - 3) ordering state agencies or instrumentalities to clear wreckage and debris from publicly or privately owned lands and waters (Conn. Gen. Stat. §28-9c);
 - 4) modifying or suspending statutes, regulations or requirements which conflict with the expeditious and efficient execution of civil preparedness functions (Conn. Gen. Stat. §28-9(a); and
 - 5) seizing and using real or personal property as the public exigency requires (Conn. Gen. Stat. §28-11);
- Declaring driving bans under Section 3-6, C.G.S. or ordering other appropriate actions necessary under Section 3-1, C.G.S
- Evaluating the need for federal disaster assistance and directing DEMHS to develop requests for Presidential disaster or emergency declarations or U.S. Small Business Administration disaster declarations as appropriate executing all such formal requests (Conn. Gen. Stat. §§28-9a, 28-9b, 28-9d);

- Directing the Department of Agriculture to develop formal requests for USDA assistance as appropriate executing all such formal requests;
- Inviting FEMA officials into the state during the pre-declaration phase of a disaster to observe disaster-related conditions in the state and to review the situation with state officials;
- Requesting or authorizing requests by the Adjutant General or State Coordinating Officer for specialized military assistance;
- Executing the Federal-State Agreement in the event of a Presidential disaster or emergency declaration;
- Making, in coordination with DEMHS, American Red Cross, and FEMA, public appeals for goods and services necessary to effective response and recovery; and
- If appropriate, activating the State of Connecticut/ARC Disaster Relief Cabinet to solicit donations from member companies.

b) CONNECTICUT STATE AGENCIES AND OFFICES

All Agencies:

In addition to common agency tasks listed in Section I(B) (p. 6 above), and fulfilling the mission assignments listed below, all agencies shall support emergency operations as specifically directed by the Governor's Office or through DEMHS. This may also include staffing the SEOC and Disaster Recovery Centers (DRCs) and developing public information as situations warrant.

DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS)

Responsibilities include, but may not be limited to:

- Facilitating the acquisition of medical and food supplies;
- Providing vehicles and fuel to state employees with disaster or emergency assignments; and
- Issuing state contracts for relief supplies, equipment, and services, as needed.

DEPARTMENT OF AGRICULTURE (DoAg)

Responsibilities include but may not be limited to:

- Assessing the agricultural impact of any disaster or emergency and providing DEMHS with such written reports as it may require for use in developing requests for Presidential disaster or emergency declarations;
- Developing for the Governor formal requests for agricultural assistance from the United States Department of Agriculture (USDA); and
- Monitoring agricultural products for bacteriological contamination and implementing appropriate controls.

DEPARTMENT OF BANKING (DOB)

Responsibilities include but may not be limited to:

- Regulating state chartered banks and credit unions in emergencies declared by the Governor.

DEPARTMENT OF CHILDREN AND FAMILIES (DCF)

Responsibilities include but may not be limited to:

- Implementing the State of Connecticut Behavioral Health Disaster Plan.

OFFICE OF THE STATE COMPTROLLER (OSC)

Responsibilities include but may not be limited to:

- Designing an accounting system for disaster funds to meet federal regulations;

DEPARTMENT OF CONSUMER PROTECTION (DCP)

Responsibilities include but may not be limited to:

- Inspecting food establishments, warehouses, supply houses, slaughterhouses and processors affected by a disaster, and issuing appropriate regulatory orders to ensure consumer safety;
- Developing public information, especially during the recovery phase, to advise disaster victims about dealings with contractors, good consumer practices, etc.;
- Providing food, medical and pharmaceutical supplies.

DEPARTMENT OF CORRECTION (DOC)

Responsibilities include but may not be limited to:

- Assisting other state agencies as requested with the evacuation of institutionalized and/or other special needs persons through the limited provision of vehicles and personnel;
- Providing mass food or shelter services as possible.

COMMISSION ON THE DEAF AND HEARING IMPAIRED (CDHI)

Responsibilities include but may not be limited to:

- Providing interpreters as requested by the Governor's Office or DEMHS to assist with public information for the deaf and to assist deaf disaster victims in applying for disaster assistance.

DEPARTMENT OF DEVELOPMENTAL SERVICES (DDS)

Responsibilities include but may not be limited to:

- Notifies DDS facilities of the emergency and determines if assistance is required.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT (DECD)

Responsibilities include but may not be limited to:

- Assessing the impact of a disaster/ emergency upon businesses, industries and the general economy of CT or affected area and providing DEMHS with such written reports as may be required;
- Providing qualified personnel to serve on joint Federal/State Preliminary Damage Assessment (PDA) Teams as requested by DEMHS;
- Implementing housing assistance plans, in coordination with DEMHS following Presidential declaration of disaster if the State elects to administer this program; and
- Maintaining up-to-date lists of local housing providers (LHAs, Nonprofits) and local rental assistance providers for use in locating available housing.

STATE DEPARTMENT OF EDUCATION (SDE)

Responsibilities include but may not be limited to:

- Facilitate communication and public information with school systems; and
- Assisting with crisis counseling.

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY (DEMHS)

DEMHS primary functions in the EOC during activation are:

- Situation Assessment
- Incident Priority Determination
- Critical Resource Acquisition and Allocation
- Support Relevant Incident Management Policies and Interagency Activities
- Coordinating with other MAC systems (Other State EOCs, etc.)
- Coordinating with the Locals (EMDs, Local Chief Executive Officers, etc.)
- Support and Maintain the Common Operating Picture (collecting and analyzing and reporting information (Situation Reports), maintaining the JIC.

Responsibilities include but may not be limited to:

- Coordinating activities with the DEMHS Office of Counter Terrorism, as appropriate
- Determining the need for, requesting, and coordinating a Preliminary Damage Assessment (PDA) of the disaster-affected areas in conjunction with FEMA;

- Drafting, for the Governor's signature, formal requests for Presidential disaster and emergency declarations under the Stafford Act and U.S. Small Business Administration disaster declarations;
- Determining number and location of DRCs in conjunction with FEMA;
- Coordinating the federal/state meeting subsequent to a Presidential declaration;
- Coordinating state agency staffing of DRCs and DFOs;
- Disseminating emergency data and information to local governments, state, and federal agencies; and
- Documenting DEMHS emergency management activities.

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP)

Responsibilities include but may not be limited to:

- Investigating, monitoring and advising on the condition of private, municipal and State dams;
- Implementing the DEP Oil and Chemical Spills Plan as appropriate;
- Developing public information, in coordination with the Governor's office, relative to environmental health hazards, including but not limited to, severe storms, tornadoes, floods, hurricanes, and coastal storms;
- Evacuating and securing all DEP-owned land as necessary;
- Conducting search and rescue operations on DEP-owned land, and assisting with other search and rescue operations through the provision of rescue boats & crews;
- Inspecting municipal water pollution control facilities and advising on protective actions and repairs;
- Providing technical assistance to local officials regarding the operations and management of dikes, dams, and other water control structures;
- Advising on the feasibility of land use for temporary housing sites & mass burial;
- Advising on timber salvage, emergency debris disposal, and open burning;
- Notifying bulk oil terminal storage facilities of anticipated flood conditions and water levels providing technical assistance to terminal operators;
- Assisting FEMA with the development of 15- and 90-day Hazard Mitigation Reports following Presidential disaster declaration or emergencies;
- Development of 180-day State Hazard Mitigation Plans following Presidential disaster declaration;
- Requesting emergency funding from appropriate federal agencies for stream channel restoration, clearing, or other emergency work;
- Documenting agency emergency response activities, flood warning operations, and recovery actions;
- Coordinating with the U.S. Army Corps of Engineers regarding operation of Corps flood control projects in an emergency, ice jams, and other situations with flooding implications that may require involvement by the Corps;
- Coordinating with the U.S. Coast Guard, as appropriate, regarding the USCG's National Strike Team which may be called upon to react to major incidents of oil pollution or hazardous release;
- Assisting state agencies and local authorities with emergency debris removal;
- Providing qualified personnel to serve on Joint Federal State Preliminary Damage Assessment (PDA) Teams;

- Operating the State Automated Flood Warning System; and
- Requesting federal fire suppression assistance.

COMMISSION ON FIRE PREVENTION AND CONTROL (CFPC)

Responsibilities include but may not be limited to:

- Activating and implementing the State of Connecticut Statewide Fire Service Disaster Response Guide (draft 2010).
- Staffing the State EOC to assist with mutual aid from the Fire Service statewide.

DEPARTMENT OF HIGHER EDUCATION (DHE)

Responsibilities include but may not be limited to:

- Providing shelter, mass feeding, non-surgical medical care, and temporary housing at state colleges, regional community colleges, and the University of Connecticut, depending upon student populations;
- Assisting the Department of Agriculture, as requested, with agricultural impact assessments through the University of Connecticut; and
- Providing facilities for Disaster Recovery Centers as outlined in the MOA with the Community College System (2009).

DEPARTMENT OF INFORMATION TECHNOLOGY (DOIT)

Responsibilities include but may not be limited to:

- Arranging for the prompt installation of phones at the State EOC, and at other locations as needed;
- Supporting and restoring the communications infrastructure,.
- Facilitating the recovery of systems and applications from cyber attacks;
- Coordinates Federal communications support to response efforts during incidents requiring a coordinated Federal response;
- Addressing cyber security issues that result from or occur in conjunction with incidents;
- Staffing the State EOC and DRCs, may also staff JFOs, JICs, JOCs and other facilities as requested by DEMHS;
- Providing telecommunication support in Emergency Management facilities as needed;
- Arranging for information technology equipment, installation, repair, programming, and troubleshooting at the State EOC and at other locations as needed and requested;
- Facilitating the acquisition of communications and information technology equipment and services;
- Requesting and coordinating activities through the National Communication Service for emergency telecommunications service priority (TSP) and wireless priority services (WPS);
- Activating the DOIT EOC and Communications Center;
- Monitoring and reporting on the condition of the state agency telecommunications infrastructure;

- Coordinating agency business continuity and information technology disaster recovery plans in conjunction with agencies staff, to include the activation of out of state hot site when necessary; and
- Providing coordination and support for statewide geospatial information resources through the State Geospatial Council, as needed.

DEPARTMENT OF INSURANCE (DOI)

Responsibilities include but may not be limited to:

- Assisting in the determination of insurance coverage and damage assessment as requested by DEMHS through adjusters affiliated with Connecticut insurance companies.
- Providing qualified personnel to serve on Joint Federal State Preliminary Damage Assessment (PDA) Teams;

JUDICIAL BRANCH

Responsibilities include but may not be limited to:

- Providing foreign language interpreters as requested by DEMHS to assist with public information and to assist disaster victims in applying for disaster assistance; and
- Disposing of civil and criminal actions arising out of emergency or disaster situations, including possible hearings regarding quarantine and/or isolation of individuals.

DEPARTMENT OF LABOR (DOL)

Responsibilities include but may not be limited to:

- Assessing damages to commercial and industrial structures, limited to safety assessment;
- Evaluating impact of a disaster or emergency on employment and developing and submitting to DEMHS such written reports concerning disaster-caused unemployment as DEMHS may require;
- Providing administration and operation of unemployment assistance; and
- Soliciting additional manpower to assist in recovery operations as needed.

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS)

Responsibilities include but may not be limited to:

- Implementing the State of Connecticut Behavioral Health Disaster Plan.

MILITARY DEPARTMENT

Responsibilities include but may not be limited to:

- Activating appropriate National Guard units upon direction of the Governor; and,
- Providing the following support services as directed by the Governor or requested by DEMHS:
 1. Evacuation assistance;
 2. Search and rescue operations;
 3. Evacuation of non-mobility impaired institutionalized persons;
 4. Anti-looting, access and traffic control, and curfew enforcement (declared emergencies only);
 5. Transportation of state and federal officials;
 6. Road and bridge repairs;
 7. Clearance of debris;
 8. Mass feeding in extreme emergencies;
 9. Emergency communications support;
 10. Sandbagging operations (providing personnel and equipment);
 11. Aerial damage assessment during or immediately following the emergency;
 12. Fire suppression;
 13. Pumping operations;
 14. Stream channel clearance;
 15. Provision of emergency resource equipment (water trailers, generators, etc.) to appropriate State agencies for use and/or distribution as prioritized by the cognizant (i.e., receiving) state agency;
 16. Provision of shelter support at National Guard Armories; and
 17. Logistical management operations.

DEPARTMENT OF MOTOR VEHICLES (DMV)

Responsibilities include but may not be limited to:

- Assisting other state agencies as requested with the evacuation of institutionalized and/or other special needs persons through the limited provision of vehicles and personnel;
- Assisting the State Police through the provision of uniformed inspectors as requested; and
- Providing communications support as necessary.

OFFICE OF POLICY AND MANAGEMENT (OPM)

Responsibilities include but may not be limited to:

- Providing information (census data, budget information, etc.) as requested by DEMHS for use in the development of requests for Presidential disaster or emergency declarations;
- Expediting establishment of special accounts for disaster assistance funds and taking other actions necessary to expedite the availability of disaster assistance funds to local governments and individual disaster victims; and
- Locating supplies of fuel for emergency vehicles and making recommendations for fuel allocations.

DEPARTMENT OF PUBLIC HEALTH (DPH)

Responsibilities include but may not be limited to:

- Implementing the State of Connecticut Public Health Emergency Response Plan.
- Assisting public health and sanitation efforts through the use of state laboratories;
- Organizing, operating, and supervising teams for immunization of the general public or selected population groups;
- Assisting the Governor's Office with public information on public health matters including:
 1. provision of information on safety of food at homes and at commercial locations such as restaurants and retail markets; and
 2. provision of information on cleanup and decontamination.
- Assisting DEP and local health departments in assessing biological, chemical and radiation risks.

DEPARTMENT OF PUBLIC UTILITY CONTROL (DPUC)

Responsibilities include but may not be limited to:

- Coordinating, monitoring and reporting to DEMHS on the restoration, maintenance and operation of utility services;
- Providing DEMHS with periodic updates on utility company operations and service interruptions throughout the emergency phase;
- Developing and submitting to DEMHS such written reports as it may require regarding the impact of a natural disaster upon utility operations; and,
- Mobilizing maintenance and repair forces for utilities.

DEPARTMENT OF PUBLIC WORKS (DPW)

Responsibilities include but may not be limited to:

- Providing qualified personnel to serve on Joint Federal State Preliminary Damage Assessment (PDA) Teams; and,
- Approving the leasing of all state property and maintaining an inventory of same.

DEPARTMENT OF SOCIAL SERVICES (DSS)

Responsibilities include but may not be limited to:

- Assisting elderly disaster victims in obtaining ongoing agency services including:
 1. Chore and handyman services
 2. Transportation
 3. Nutrition assistance
 4. Legal aid
 5. Ombudsman services
 6. Connecticut Community Care, Inc. assessment services for those at risk of inappropriate institutionalization

7. Areas Agencies on Aging and
8. Protective Services for Elders; and
9. Assisting elderly disaster victims in applying for state and federal assistance.

DEPARTMENT OF PUBLIC SAFETY (DPS)

Responsibilities include but may not be limited to:

- Receiving and relaying warnings to local governments as per the State Warning Plan;
- Controlling access to dangerous or impassable sections of state-maintained and/or state-patrolled roads;
- Monitoring dams, particularly state dams, as requested by DEP for high water levels and visible signs of loss of structural integrity notifying appropriate state and local officials;
- Relaying warnings received from CONVEX (Connecticut Valley Electric Exchange) regarding hydroelectric dam releases and/or possible dam failures to appropriate state and local officials in accordance with specific warning plans for individual dams;
- Providing aerial assessments;
- Providing assistance, as requested, to local civil preparedness forces primarily for the purposes of search and rescue, route alerting, anti-looting, traffic control, curfew enforcement, and limiting access to a disaster area;
- Providing emergency transportation for state and federal officials; and,
- Assisting with victim identification through fingerprint and dental studies.

DEPARTMENT OF TRANSPORTATION (DOT)

Responsibilities include but may not be limited to:

- Signing and barricading unsafe or impassable state highways;
- Closing appropriate rail and airport facilities as a result of damage or other unsafe conditions;
- Inspecting, repairing, condemning and/or demolishing state-maintained transportation facilities;
- Releasing sandbags from DOT garages as instructed by DEMHS;
- Providing Transit Authority buses and drivers to assist with the evacuation of persons needing transportation;
- Providing public information, in coordination with the Governor's Office, relative to road conditions and closures, flight service, train schedules, and ferry operations;
- Clearing debris from state-maintained roads;
- Removing snow and ice from state-maintained roads;
- Advising the Governor on such matters as:
 1. The need to declare driving bans;
 2. The need for National Guard/Military Department personnel and equipment relative to the repair or protection of transportation facilities;
 3. The need for federal military assistance in snow removal support;
- Providing assistance in the regulation of the use of inland waterways and coastal waters by non-military marine craft;

- Coordinating with U.S. Coast Guard Captain of the Port authority in relation to the closing and subsequent reopening of ports and waterways during or after the occurrence of major natural disasters;
- Providing qualified personnel to serve on Joint Federal State Preliminary Damage Assessment (PDA) Teams;
- In accordance with the State of Connecticut Disaster Debris Management Plan, provide assistance to municipalities for the purposes of debris clearance, inspection, repair and/or condemnation of transportation facilities, once departmental priorities have been met providing limited assistance in search and rescue operations;
- Notifying the State EOC of disruptions or impending disruptions to the transportation system (e.g., road closures, bridge outages, damage to railways, etc.) and rectification of such disruptions
- Preparing formal requests for financial assistance from the Federal Highway Administration; and,
- Providing traffic management assistance through the DOT Highway Incident Management System.

c) **LOCAL PARTNERS**

The responsibility for responding to incidents, both natural and manmade, begins at the local level—with individuals and public officials in the municipality affected by the incident. Local leaders work with their emergency managers and first responders to prepare their communities to manage incidents locally. The Chief Elected or Appointed Official (“Chief Executive Officer”) is responsible for ensuring the safety and welfare of the people of that jurisdiction. Specifically, the Chief Executive Officer provides strategic guidance and resources during preparedness, response and recovery efforts. Emergency management, including preparation and training for effective response, is a core obligation of local leaders. See Connecticut General Statutes §§28-7, 28-8, 28-8a.

Significant incidents require a coordinated response across agencies, jurisdictions, political boundaries, and organizations.

Chief Executive Officers help their communities to prepare for, respond to, and recover from potential incidents. Key responsibilities include:

- Establishing strong working relationships with local jurisdictional leaders and core private sector organizations, voluntary agencies and community partners;
- Participating in emergency management planning, training and exercises;
- Supporting participation in local mitigation efforts;
- Ensuring that local emergency plans take into account the needs of the jurisdiction and that the plans are reviewed annually and updates as necessary in accordance with Connecticut General Statutes §28-7(a);
- Encouraging residents to participate in volunteer organizations and training courses.

The Local Emergency Management Director (EMD) has the day-to-day authority and responsibility for overseeing emergency management programs and activities. He or she works with the Chief Executive Officer, appointed officials and first responders to ensure

that there are unified objectives with regard to the municipality's emergency plans and activities. The local EMD is assisted by, and coordinates the efforts of, employees in departments and agencies that perform emergency management functions. Department and agency heads collaborate with the local EMD during development of the Local Emergency Operations Plan, and provide key response resources. Participation in the planning process ensures that specific capabilities (e.g., firefighting, law enforcement, emergency medical services, public works, social services, environmental and natural resources agencies) are integrated into a workable plan to safeguard the community.

Each Local Emergency Management Director also has key responsibilities, including:

- Coordinating the planning process and working cooperatively with other local agencies and private-sector organizations;
- Developing mutual aid and assistance agreements;
- Coordinating damage assessments during and after an incident;
- Advising and informing local officials about emergency management activities before, during, and after an incident;
- Developing and executing public awareness and education programs;
- Conducting exercises to test plans and systems and obtain lessons learned;
- Involving the public, governmental partners, private sector and non-governmental organizations in planning, training and exercises;
- Operating as the point of contact with the Department of Emergency Management and Homeland Security.

See Connecticut General Statutes §§28-7, 28-8 and 28-8a for examples of local responsibilities regarding emergency management.

Volunteerism is also a crucial element in successful emergency management. In Connecticut, many municipalities have Citizen Emergency Response Teams (CERT), organized under a local official, and supported by the Citizens Corps Committee of the CT Emergency Management and Homeland Security Coordinating Council. See the DEMHS web site for more information on the CERT program, as well as the Advisory Bulletins and Standard Operating Procedures and forms related to CERT activations.

d) REGIONAL PARTNERS

Each DEMHS Region has a Regional Emergency Planning Team (REPT). The REPTs include CEOs and representatives from the RESFs (Regional Emergency Support Functions).

The responsibilities of these regional partners include:

- Fostering collaborative planning
- Providing assistance to the local Incident Commander and the Emergency Management Director.
- Provide for expanded mutual aid through the activation of the Regional Emergency Support Plan.

- Provide collaborative resource development and allocation of available funds.

See Connecticut General Statutes §28-22a for the Intrastate Mutual Aid System, which provides the guidelines for each municipality in Connecticut to provide mutual aid assistance to any other municipality in the state.

e) EMERGENCY SUPPORT FUNCTIONS AT THE STATE AND LOCAL/REGIONAL LEVEL

DEMHS Advisory Bulletin 2007-1 outlines the role of emergency support functions (ESFs) in Connecticut. As described in Advisory Bulletin 2007-1, the definition of an ESF in Connecticut as used by DEMHS at the state and regional level has been modified somewhat from the definition used in the National Response Framework, in order to coordinate with the current organizational composition, command structure and requirements of the Connecticut emergency management community.

The rationale behind the use of the ESF structure and terminology is to encourage all levels of government in the State of Connecticut to work in a coordinated and standardized manner with our sister states, as well as with federal entities. The use of standardized functional categories will help to create a seamless transition from local to state to federal emergency management.

The following definitions and assumptions apply to ESFs in Connecticut:

- An ESF is defined as a discipline-oriented working group. ESFs at both the state and local level are intended to foster collaborative planning within a particular discipline, and not to alter existing incident management coordination. The ESF structure is intended to provide a resource tool for the incident commander, not to replace or interfere with any established unity of command.
- The DEMHS regional emergency planning teams, including any ESF subcommittees, are intended to develop regional resource coordination. During an incident, these regional emergency planning teams are not intended to provide a command and control vehicle—they are strictly to provide resource information, through the DEMHS regional coordinator, both down to the appropriate local communities and up to the SEOC.
- See DEMHS SEOC SOP, Section III of this Framework, for more detail re: the relationship between DEMHS and Regional Partners.

f) NON-GOVERNMENTAL ORGANIZATIONS (NGOS)

Government agencies are responsible for protecting the lives and property of their citizens and promoting their well being. The government cannot, and does not, do this work alone, however. In many facets of an incident, government agencies work with private-sector groups as partners in emergency management. One critical component of the private sector are the non-governmental organizations (NGOs) that provide aid to people in need. In Connecticut, many of these NGOs belong to the organization known as Connecticut

Volunteer Organizations Active in Disaster or CT VOAD. A number of NGOs have agreements with the State of Connecticut to supply various types of assistance before, during and after an incident. (See Part II of this Framework) For example, the Red Cross provides mass care; the Salvation Army provides canteen services; United Way 2-1-1 provides information dissemination/collection and rumor control; and the Adventist Community Service provides donations management.

NGO responsibilities may include but are not limited to:

- Identifying shelter locations and needed supplies in cooperation with local Emergency Management Directors;
- Identifying and coordinating emergency food supplies;
- Providing critical emergency services to those in need, such as cleaning supplies, clothing, food and shelter, or assistance with post-emergency cleanup;
- Providing counseling services to disaster victims;
- Providing support services to the response and recovery of the incident.

g) PRIVATE SECTOR

Many private sector entities are responsible for operating and maintaining portions of local, state and national critical infrastructure/key resources, which are publicly or privately controlled resources essential to operation of the economy and government. During an incident, key private sector partners should be involved in the local crisis decision making process or at least have a direct link to key local emergency management directors. Communities cannot effectively respond to, or recover from, incidents without strong cooperative relations with the private sector. When an incident escalates to require state involvement, key private sector partners, such as public utilities, may be engaged by DEMHS to participate in the Multi- Agency Coordination (MAC) system virtually or at the SEOC itself. Such interaction may occur in a number of different ways, including through CT Infraguard.

Private sector responsibilities may include but are not limited to:

- Planning for the protection of employees, infrastructure and facilities;
- Planning for the protection of information and the continuity of business operations;
- Planning for the response to and recovery from incidents that impact their infrastructure and facilities;
- Collaborating with emergency management personnel before an incident occurs to ascertain what assistance may be necessary and how they can help;
- Developing and exercising emergency plans before an incident occurs;
- Establishing mutual aid and assistance agreements (where appropriate) to provide specific response capabilities;
- Providing assistance (including volunteers) to support local emergency management and public awareness during response and throughout the recovery process.
- Particularly for public utilities at the SEOC, maintain situational awareness by reporting outage numbers; staffing of internal and local EOCs; provide situation reports; communicate restoration priorities and activities.

h) FEDERAL PARTNERS

The Governor, through the Multi-Agency Coordination System, may request assistance from the federal government, including, through DEMHS, under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707, signed into law November 23, 1988, which amended the Disaster Relief Act of 1974, PL 93-288. Connecticut is located in FEMA Region 1: The Headquarters for FEMA Region 1 is in Boston, Massachusetts. FEMA Region 1 is headed by a Regional Administrator. Other federal resources and coordination with the state may be found in specific plans.

i) INTERSTATE PARTNERS

Connecticut works with other states and nations, to develop robust mutual aid and other collaborative efforts. Emergency Management Partnerships include: the Northeast States Emergency Consortium (NESEC), comprised of the state emergency management directors and other personnel from the six New England states, New York and New Jersey; the Regional Catastrophic Planning Team, comprised of planning and emergency management representatives from New York State and City, New Jersey, Connecticut and Eastern Pennsylvania, and; the International Emergency Management Group (IEMG), comprised of the New England States and the Eastern Provinces of Canada. Emergency Management Compacts to which Connecticut belongs include the Emergency Management Assistance Compact (EMAC), a mutual aid system among all of the states (Connecticut General Statutes §28-23a) and the International Emergency Assistance Compact (Connecticut General Statutes §28- 22d). Generally, requests by the State of Connecticut for mutual aid from other states or countries are made through DEMHS, at the direction of the Governor.