



Governor's Office of Emergency Services

State of California Emergency Plan Revision Project

Stakeholder Meeting #1

February 15, 2008

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SEP Revision Ground Rules

- The project is an opportunity to:
 - Revise the State Emergency Plan (SEP) base plan and define California Emergency Functions (CA-EFs)
 - Ensure the SEP reflect current realities, best practices, existing policy and the needs of California



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SEP Revision Ground Rules

- The project is not an opportunity to:
 - Change the Standardized Emergency Management System (SEMS), the Incident Command System (ICS) or other fundamentals of the emergency management system as codified in law or regulation
 - Create new laws or regulations



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Meeting Objectives

- Provide an overview of the SEP revision project, activities, timeframes and progress to date
- Opportunity to provide feedback on work/progress to date and the process moving forward
- Initiate the process to identify and define your role in the state's emergency management system

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SEP Revision Project Drivers

- Base Plan Created in 1998
 - Updated for NIMS Compliance in 2005
- Stakeholders and State Partners Want Plan to Reflect Current Realities and Evolving Capabilities of State Agencies
- Recent Released National Response Framework (NRF)



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SEP Revision Project Drivers

- Potential Benefits of Adopting Emergency Functions (EFs) in California
- Need for Catastrophic Planning Considerations
- FEMA/OES Collaborative Catastrophic Planning Efforts



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Agenda

- SEP Revision Project Overview
 - Phase I Project Approach
 - SEP Definition
- SEP Gap Analysis
- Revision of SEP Base Plan
- CA-EFs Overview
- Feedback Form

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Project Overview

STATE EMERGENCY PLAN REVISION

Base Plan Revision: 10/15/07-6/30/08

Deliverables:

- Complete Draft Base Plan
- Catastrophic Planning Considerations
- Define California Emergency Functions (CA-Efs)
- SEP Maintenance Plan
- Design OES Emergency Planning Resource Center Webpage

California Emergency Function Development: 7/1/08-6/30/09

Deliverables:

- SEMS System Training/Affirmation with Response Partners
- Development of California EF Annexes with State Agency Partners
- Fully develop Care/Shelter, Evacuation and Resources with all Relevant Stakeholders (State, Private, CBOs, Federal, Tribal)
- Implement OES Emergency Planning Resource Center Webpage, populate with appropriate plans and link with relevant emergency planning sites

Ongoing Maintenance: 6/30/09-

Deliverables:

- Continued facilitation of CA-EF Groups
- Maintenance of the OES Emergency Planning Resource Center Webpage
- Maintenance of the State Emergency Plan

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Phase I Project Approach

- Use Existing SEP as the Foundation
- Focus on Response, but Consider the Complete Emergency Management Lifecycle
 - Descriptions of Mitigation, Preparedness, and Recovery
- Involve Stakeholders



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Phase I Project Approach

- Integrate with Other Planning Efforts and Resources
 - National Response Framework (NRF) and Federal Emergency Support Functions (ESFs), Catastrophic Planning, Surge Planning, etc.
- Establish the Foundation for Phase II of the SEP Update
 - CA-EF Annex Development



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SEP Definition

- The SEP is a high-level document that describes California's overall emergency management system and organization
- The SEP must be adaptable and flexible enough to address all-hazards and accommodate changes
- The SEP sets the high-level policy and direction for various state government and its political subdivisions



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SEP Definition

- The SEP provides a basis for collaborative planning with Tribal Government, private entities, non-governmental organizations and other stakeholders



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SEP Gap Analysis – Goals

- Identify opportunities for improvement to existing SEP to meet:
 - Statutory requirements
 - Regulatory requirements
 - National Incident Management System (NIMS) requirements
- Consider and integrate expectations and needs of stakeholders



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SEP Gap Analysis – Goals

- Align the SEP with best practices and federal guidance
- Investigate opportunities and benefits of adopting CA-EFs



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SEP Gap Analysis - Approach

- Review statute and relevant documentation
 - California statute, government code and the Emergency Services Act (ESA)
 - California Code of Regulations – Title 19
 - Little Hoover Commission reports, Bureau of State Audit reports, etc.
- Review Federal Guidance and NIMS requirements
 - State NIMS Integration: Integrating NIMS into State Emergency Operation Plans and SOPs, etc.

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SEP Gap Analysis - Approach

- Expectations and needs of stakeholders
 - Input from GEOEC, SWEPC, SEMS Advisory Board, etc.
 - Interviews with OES staff
 - Stakeholder input at focus groups and meetings (ongoing)
- Best practice analysis
 - Florida, Mississippi, Texas and Arizona



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SEP Gap Analysis – Findings

- Statutes and Regulations
 - The current SEP meets most statutory and Title 19 requirements
 - Some key legislation and Executive Orders passed in the past ten years need to be referenced
 - The current SEP dilutes the roles, responsibilities and authority of OES provided in statute and executive orders
 - e.g., ESA §8571, §8587

SEP Gap Analysis – Findings

- Compliance with NIMS SEP Plan Requirements
 - **Scope of Plan**
 - **Structure, Roles, and Responsibilities**
 - **Response and Recovery**
 - **Purpose**
 - **Concept of Operations**
 - **Authorities and References**
 - **Glossary**



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SEP Gap Analysis – Findings

- Compliance with NIMS SEP Plan Requirements (continued)
 - Plan Development and Maintenance
 - Flexibility
 - Situation and Assumptions
 - Administration and Logistics
 - Functional Annexes
 - Public Awareness and Education
 - Hazard-Specific Annexes/Appendices



SEP Gap Analysis – Findings

- Expectation and Needs of Stakeholders
 - SEP needs to better describe the overall emergency management program within the state and the relationship to other planning efforts and plans
 - SEP needs to better define roles and responsibilities of all stakeholders and participants within the state emergency management system and structure

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SEP Gap Analysis – Findings

- SEP needs to better address Unified Command and Multi-Agency Coordination
- SEP needs to better adapt to the current and evolving realities of emergency management, such as the role of the Federal Government
- Any others?



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SEP Base Plan Revision

- A proposed, draft outline of the SEP Base Plan has been developed to:
 - Improve organization and readability
 - Address planning gaps identified during the gap analysis
 - To align with best practices



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SEP Base Plan Revision

- Executive Statement – Signed letter from governor, California Emergency Council (CEC), etc. to communicate commitment of the State to the SEP
- Need to better define how the Federal Government currently fits into and supports the State's emergency management system
- Expand the roles and responsibilities of the State and OES and partner state agencies in Preparedness, Mitigation and Recovery

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SEP Base Plan Revision

- Need to better define the role of the following emergency management stakeholders within the state:
 - Tribal Governments
 - Elected Officials
 - Private Sector – Business, Industry and NGOs
 - Judicial System
 - Private Citizens
 - Vulnerable Populations

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SEP Base Plan Revision

- Integrate the COOP/COG requirements of OES, the State and Local Government
- Catastrophic planning considerations added throughout the plan



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Group Facilitated Activity

- Identify additional planning gaps and issues that could be addressed by the SEP revision



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California Emergency Functions

- California Emergency Functions (CA-EFs) are designed to be a grouping of state agencies and other stakeholders whose daily operations lend themselves to improving the State's ability to effectively mitigate, collaboratively prepare for, cohesively respond to, and rapidly recover from any emergency.
- These stakeholders typically have similar functions that are in alignment with the most common needs of a disaster



California Emergency Functions

- Development will be tiered, starting with state agency roles and responsibilities and expanding over time to incorporate roles and responsibilities of all relevant stakeholders including private, federal, and community-based organizations.
- The state agencies that comprise the CA-EF will assume ownership of the CA-EF and collaborate during all phases of emergency management as outlined in the State Emergency Plan including preparedness, response, recovery and mitigation



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California Emergency Functions

- During a response, the CA-EF stakeholders will assume roles within the California emergency management organization as outlined in the Annex for that CA-EF
- Organizations within a CA-EF will collaborate during all phases of emergency management to ensure resources are used efficiently and effectively
- CA-EF will not supplant or conflict with SEMS or ICS, or emergency assistance

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Approach to CA-EF Identification

- Reviewed the Federal ESF and NRF
- Reviewed emergency plans from Florida, Texas, Arizona, and Mississippi, which utilize ESF organization
- Reviewed 1989 State Emergency Plan which incorporated functional annexes
- Used 1998 SEP as a foundation - CA EFs to build on functional assignments in the current plan
 - Reviewed state agency statutory authorities (maybe some “EFs” already exist)

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Approach to CA-EF Identification

- Referenced the most common needs and functions of a disaster
- Held OES SEP Team brainstorming meetings
- Conducted stakeholder outreach with key agencies
- Ensured CA-EF could be utilized for all phases of emergency management in California including mitigation, prevention, preparedness, response and recovery



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California Emergency Functions

- Long-term Benefits
 - Provide cohesive organizational framework for emergency preparedness activities to reduce the need for various committees
 - Will eliminate the need for the SEMS Maintenance System Specialist Committees as they currently exist and return the SEMS Maintenance System to its intended activities
 - May eliminate the need for Administrative Orders for those state agencies who are reflected in the CA-EFs



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California Emergency Functions

- During preparedness phase agencies within a CA-EF will come together to:
 - Develop and maintain the CA-EF Annex
 - Develop, document and maintain their concept of operations, plans, policies and procedures for emergency response, recovery and mitigation
 - Improve and leverage existing capabilities and resources
 - Train on and exercise their plans
 - Work on cross-cutting issues (e.g., resource cataloging and logistics with other CA-EFs)



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California Emergency Functions

- During mitigation phase agencies within a CA-EF will come together to:
 - Participate in hazard mitigation planning
 - Provide inputs into and support for the maintenance of the State Hazard Mitigation Plan
 - Develop strategies and processes to increase the effectiveness of response activities
 - Incorporate post-event analysis



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California Emergency Functions

- During the recovery phase agencies within a CA-EF will come together to:
 - Implement their long-term and short-term recovery plans developed by the CA-EF or as required by statute/regulation



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California Emergency Functions

- During the response stage:
 - CA-EFs will be activated as required by the event
 - Upon activation, CA-EFs will, *in most cases*, function as a part of the operations section of an EOC
 - The CA-EF representative in the EOC will directly link to the Agency/Department DOCs of the CA-EF stakeholders
 - Some CA-EFs will assume cross-cutting roles (e.g. Management, Resources)

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Draft List of CA-EFs

- **#1 — Construction and Engineering**
- **#2 — Telecommunications Infrastructure and Systems**
- **#3 — Fire**
- **#4 — Care and Shelter**
- **#5 — Public Health and Medical Services**
- **#6 — Evacuation**
- **#7 — Hazardous Materials**
- **#8 — Agriculture and Livestock**
- **#9 — Utilities**
- **#10 — Law**
- **#11 — Volunteers**
- **#12 — Management**
- **#13 — Resources**



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Feedback Form

- Will be emailed to everyone on the sign-in sheet
- Completed form must be emailed to Terri Gill at terri_gill@oes.ca.gov
- Must be returned by 5:00 p.m. on February 29, 2008
- Existing SEP Can be found on the OES web site under the Plans and Publications link – it is called the California Emergency Plan
 - A link is also on the Feedback Form



Questions and Next Steps

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