<Insert> County Recovery Plan

County-specific Annex to the Upper Eastern Shore Regional Recovery Plan (UES RRP)

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# Record of Changes

Updates to the <County> Recovery Plan are documented in the table below.

Table 1: Record of Changes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| REV # | DATE | NAME OF RECORDER | SECTION(S) CHANGED | DISTRIBUTION (Full/Ltd/No)\* |
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# Acronyms and Definitions

The following acronyms and definitions reflect only those acronyms or terms used in this document:

* To be developed upon completion of the plan.

# Mission Statement

*Who, what, where, and when…*

Ensure the ability of <County> to recover from a catastrophic incident by engaging all necessary local, state, federal, private sector, and voluntary, faith-based, and nongovernmental agencies in order to address the needs of the jurisdiction’s residents, visitors, and communities.

# Purpose

*The purpose sets the foundation for the entire plan.*

The purpose of the <County> Recovery Plan is to provide strategies and procedures for coordinating a County-level effort to recover from the effects of a disaster. The plan describes the roles and responsibilities of the County agencies/departments during recovery operations, including coordinating County-level recovery operations, and supporting information and resource sharing. Additionally, the Recovery Support Function Annexes to this plan outline the specific roles and responsibilities of the County agencies/departments with leading/supporting roles in disaster recovery operations. This plan complements the Emergency Operations Plan (EOP), and is consistent with the State’s Disaster Recovery Operations Plan (SDROP). This plan supports and supplements the Upper Eastern Shore Regional Recovery Plan (UES RRP).

The <County> Recovery Plan establishes the foundation for the relationships needed to support recovery efforts across all levels of government and with the public and private sectors, and it defines the roles and responsibilities of recovery partners. This plan seeks to minimize the financial impacts of a disaster and expedite the reimbursement process by outlining the processes and procedures for managing recovery efforts.

# Scope

*The scope establishes what entities the plan applies to.*

The plan applies to preparedness and recovery operations following a disaster impacting <County>. This plan applies to all County agencies/departments with roles in recovery operations.

Recovery efforts are locally driven and will be managed in accordance with <County’s> plans, procedures, and authorities. The County will set the tone for community recovery.

*While providing a structure with procedures and guidelines, at no time is the <County> Recovery Plan intended to inhibit the use of experience and common sense by County leadership and staff, County department/agency representatives, or other organizations and businesses, when determining the actions and resources needed to restore, strengthen, and revitalize infrastructure and housing; the economy; government, voluntary, nonprofit, faith-based, and business operations; and the health, social, cultural, historical, and environmental fabric of communities impacted by a catastrophic incident. The details described in this plan may or may not apply to specific situations. County employees must use their discretion in each situation to determine the best course of action. Procedures listed in this plan serve as guidance, but are not intended to replace the best judgment of those who are directly handling a specific disaster recovery-related task.*

# Goals and Objectives

*The goals and objectives establish the desired end state and outcomes for activating the plan.*

## Reinforce, Formalize, and Institutionalize a Process for Ongoing Coordination

<Insert>

## Support County-level Disaster Recovery Operations

<Insert>

## Coordinate County, Regional, and State-level Recovery Operations

<Insert>

# Facts and Assumptions

*Facts are things that will happen; assumptions are things that are likely to happen.*

## Facts:

* Nothing in this plan alters or impedes the ability of the County to carry out its specific authorities or perform its responsibilities under all applicable laws, executive orders, and directives.
* This plan does not alter the existing authorities of individual County agencies/departments and does not convey new authorities.
* The County can determine its needs based upon its capabilities, gaps, and strengths.

### Transition from Response to Recovery

* Mutual aid agreements will be relied on during response and the de-escalation from response to recovery.
  + Resources may be exhausted and agreements like MIEMAC and EMAC may be necessary.
* Rapid needs assessments must be conducted to determine amount of resources that residents in shelters and who sheltered in place are in need of.
  + Creative solutions will need to be used to accommodate needs.
* Local Damage Assessments must be conducted to determine the extent of the damage, and can be facilitated by the State/Federal government, if necessary.
* The County Office of Emergency Management and the Maryland Department of Emergency Management (MDEM) will maintain communication, and coordinate resource- and information-sharing.
* The County Office of Emergency Management will coordinate with volunteer organizations to support recovery activities, as needed.
* Debris Management operations will begin rapidly after an incident ends and should be coordinated through appropriate partners (i.e., Department of Public Works).
  + This includes the restoration of critical infrastructure and key resources (CIKR).
* Support may be needed to clear debris from roads.
* Notification to Recovery Support Functions will begin during response, and coordination will increase as response transitions to recovery.
* There may be physical damage to homes, businesses, and critical infrastructure and key resources.
* Utilities may need to support restoration efforts.
* Staffing in community shelters will be limited, and plans for deploying additional staff or rotating positions within the shelter will need to be put in place.
* Public schools will be closed to accommodate the shelter, with private schools making their own determinations.
* People with disabilities and others with access and functional needs will need to be relocated to either long-term shelter facilities or back to their residences, depending on damage sustained.
* Mass care and organizations that support sheltering and housing at the local and State levels will coordinate short-term housing for displaced residents.
* Costs will be tracked during response to ensure timely recovery, and if necessary, submitted for reimbursement.
  + The finance section or County Finance Office should support cost-tracking. Cost-tracking will also coordinated with and conducted by volunteer organizations.
* The media and political figures will make appearances and statements in the community.
* Wellness checks will need to be coordinated when conditions have stabilized.
* Resources, including staff and equipment, will need support and relief.

### Short-Term Recovery

* Life safety issues pertinent to the incident have been resolved.
* There will be a necessity for law enforcement to enforce security/credentialing of recovery service providers.
* The County will schedule and host applicant briefings in coordination with MDEM and FEMA for reimbursement.
* The County Department will establish reception centers.
* The County Department will establish family reunification centers (FACs).
* Debris removal and road clearing efforts will continue during short-term recovery.
* Utilities will help restore infrastructure.
* The Joint Information Center will be open, and will maintain public information consistency and outreach throughout the duration of operations.
* Critical businesses, such as banks, “big box” retailers, and businesses that provide other critical resources, will be identified and supported to begin the recovery process.
  + Utilizing the State’s Private Sector Integration Program (PSIP) and/or County Chamber of Commerce can identify important businesses to the community.
* The County Office of Emergency Management will coordinate with the County Recovery Support Functions to ensure there are no unmet needs.

### Intermediate Recovery

* Intermediate recovery will focus on business restoration and redevelopment.
  + The County can support businesses by identifying or establishing incentive programs for businesses.
* The Long Term Recovery Committee/Office of Recovery will begin transition into the lead for recovery role from County Office of Emergency Management.
* MDEM and the State will continue to support local recovery efforts, including supporting the Public Assistance and Individual Assistance programs.

### Long-Term Recovery

* The Long Term Recovery Committee/Office of Recovery will coordinate long-term planning efforts to promote community resiliency.
* The Long Term Recovery Committee/Office of Recovery will be in charge of donated and allocated funds to support recovery projects.
* The County Office of Emergency Management will continue to support the recovery efforts led by the Long Term Recovery Committee/Office of Recovery.

## Assumptions:

* A disaster may occur at any time with little or no warning, and recovery needs will exceed the capabilities of the County’s government, as well as the private sector and voluntary, nonprofit, and faith-based organizations in the affected area.
* The recovery process will be indicated based on various triggering events, including:
  + In anticipation of the need for a disaster recovery effort (e.g., during a “pre-declaration” phase).
  + When life safety concerns have been resolved, and a need for recovery is indicated.
* Recovery activities will occur both concurrently and at different rates, which will create challenges for meeting resource needs.
* Recovery is a scalable process, which will scale up as needs for resources are identified.
* Recovery efforts will require mutual aid, and outside assistance will be needed to help the community recovery.
* Some individuals or groups will be able to recover on their own, and some individuals or groups will need assistance to recover.
* It may be challenging to rebuild the community’s trust following a disaster.
* Debris removal will be critical, and the quantity of debris will likely exceed the County’s normal debris removal and disposal capabilities.
* A disaster will have financial/economic consequences that impact the recovery process.
* Damage to critical infrastructure/key resources caused by a disaster will impact the recovery process.
* Community members will be adversely impacted by a disaster (e.g., loss of income from work, damage to home/rental property, temporary or permanent displacement).
* Considerations will be made for people with disabilities and others with access and functional needs.
* Impacted communities and community members, including individuals, voluntary, nonprofit, and faith-based organizations, and businesses, will guide the recovery process and strategies for recovery.
* Voluntary, nonprofit, and faith-based organizations, as well as private organizations, will be essential to successful recovery operations (e.g., by providing support to the community or helping lead the Long Term Recovery Committee).

### Transition from Response to Recovery

* Local volunteers will begin organizing themselves and deploying before the official transition to recovery.
* Donations will begin arriving before requested and will be sent to various locations throughout the community.
* Crime will occur immediately following the incident and will take form as looters and defrauders.

### Short-Term Recovery

* Residents will begin returning to their homes and businesses.
* Schools will require extended closures in support of shelter operations or damage assessments.
* Some Recovery Support Function partners will begin to demobilize and return to their normal operations.
* Funding for prolonged recovery efforts will need to be identified.

### Long-Term Recovery

* Residents want to be made aware of the proposed projects during the long-term recovery effort.
* The County Office of Emergency Management will support community engagement efforts.

# Authorities and References

*Cite any relevant County and State laws, statutes, authorities, references, etc. It may also be useful to cite any relevant federal programs.*

## <County>

* Relevant County Code Information
* Building Ordinances/Permits/Restrictions/Waivers
* Debris Removal Plan Reference
* Housing
* Economic Recovery Grants/Loans

## State of Maryland

Some of the State laws and regulations are included below:

* Annotated Code of Maryland, Public Safety Article, Title 14.
* Governor’s Executive Order, Executive Order 01.01.2013.06 (Maryland Emergency Preparedness Program).
* State of Maryland Disaster Response Operations Plan, August 13, 2014.

The following sections of the Code of Maryland may be relevant, depending on the disaster:

* MD Code, Public Safety, § 14-111: A Local State of Emergency can be declared by, “the principal executive officer of a political subdivision.” Additionally, the declaration of a local state of emergency: “(1) activates the response and recovery aspects of any applicable local state of emergency plan; and (2) authorizes the provision of aid and assistance under the applicable plan.”[[1]](#footnote-1)
* MD Code, Public Safety, § 14-107: Additionally, the Governor shall declare a state of emergency, “[i]f the Governor finds that an emergency has developed or is impending due to any cause.”[[2]](#footnote-2) This can be done by either executive order or proclamation.

A declaration of a state of emergency by the Governor, “activates the emergency response and recovery aspects of the State and local emergency plans applicable to the political subdivision or area covered by the declaration.” [It also allows for], “the deployment and use of resources to which the State or local plans apply” [and] “the use or distribution of supplies, equipment, materials, and facilities assembled, stockpiled, or arranged to be made available in accordance with this subtitle or any other law that relates to emergencies.”[[3]](#footnote-3)

# County Overview

*County overview information provides an overview of the County, focusing on information that will be useful during recovery, such as the form of government, the demographics of the County, an economic overview, and any other information that would help support recovery-related decision making.*

<Insert general overview introduction language.>

### Major Hazards

Note: this can be pulled from the County HIRA.

### Geography

* Land area
* Elevation
* Major waterways
* GIS maps

### ***County*** Government

<Insert>

### Demographics

* When the population peaks (time of year)
* General population overview (education/careers)
* Population of people with disabilities and others with access and functional needs

An estimated (XXX,XXX) people, or (XX) percent of the population of XYZ County, are people with disabilities and others with access and functional needs. This plan seeks to be compliant with the Americans with Disabilities Act (ADA), and people with disabilities and others with access and functional needs will have access to all services provided under this plan.

* (XX) percent, have limited English language proficiency.
* (XX) individuals require in-home services.
* (XX) percent are transportation dependent, and would be impacted if transportation services and routes are impacted
* (XX) percent of the population has household pets; there are an estimated (X,XXX,XXX) total household pets.

### Economic Information

<Insert (see [Brief Economic Facts for your jurisdiction](https://commerce.maryland.gov/Documents/ResearchDocument/BriefEconomicFactsMaryland.pdf))

# Phases of Recovery

*The Phases of Recovery provide an overview of the timing of various recovery activities.*

## Local Declaration of Emergency Process

* Describe the Process
* What does the emergency declaration allow for (e.g., access to EMAC)?
* How long is it in effect/what causes it to expire?
* What authorities and powers does the Director of the Department of Emergency Services have under a declaration?
* Who does authority transfer back to (e.g., County Commissioners) and when?

## Transition from Response to Recovery:

The recovery process will start in anticipation of the need for a disaster recovery effort, or when life safety concerns have been resolved and a need for recovery is indicated based on the following triggers:

* When there is a local declaration of a state of emergency,
* When there is a State declaration of a state of emergency,
* When the decision to conduct Preliminary Damage Assessments (PDA) is made,
* Upon involvement/input from the RSF lead agencies, and
* Dependent on the scope/severity of the incident.

Note: a call should be conducted early in the process to coordinate local recovery efforts.

## Phases of Recovery

### Short-term Recovery

Depending on the nature of the disaster, short-term recovery may last for days or several weeks. The County leads the short-term recovery efforts with support from the UES Regional Recovery Advisory Council (and potentially with State or federal support), and voluntary, nonprofit, and faith-based organizations, such as the Maryland Voluntary Organizations Active in Disaster (VOAD).

This phase focuses on:

* Assessing and addressing the immediate health and safety needs of residents, such as shelter and food (not including life-safety concerns, which have been resolved);
* Conducting CISM for responders and the community (e.g., coordinate with Mid-shore Mental Health Services
* Conducting the community needs assessment;
* Assessing the scope of the damage and conducting damage assessments;
* Submitting Public Assistance/Individual Assistance (PA/IA) and Small Business Administration (SBA) requests;
* Communicating with volunteer organizations
* Cleaning up and clearing debris;
* Restoring critical infrastructure, such as schools, hospitals, etc. (see “XYZ” County Plan for additional information on the <County’s> Critical Infrastructure);
* Restoring essential community services;
* Transitioning people out of the shelter setting;
* Begin communication/involvement with Long Term Recovery Committee to facilitate the transition to intermediate recovery; and
* Think about engaging the community in the recovery effort by hosting a town hall meeting, social media engagement, working on community engagement, disseminating surveys, sending out press releases, sharing information via traditional and nontraditional media, helping the public to document damage, etc.

### Intermediate Recovery

Depending on the nature of the disaster, as recovery progresses, short-term recovery transitions to intermediate recovery, which may last for several months. The County, with support from the UES Regional Recovery Advisory Council, will help with the transition to long-term recovery. The opening of the Disaster Recovery Center may help mark the beginning of this stage. The Disaster Recovery Center, according to [FEMA’s website](https://egateway.fema.gov/ESF6/DRCLocator), is a facility “where survivors may go for information about [FEMA] programs or other disaster assistance programs, and to ask questions related to [their] case,”[[4]](#footnote-4) and it is scaled to meet the community’s unmet needs, such as providing access to cash, fuel, charging stations for electronic devices, etc.

This phase focuses on helping return the community, infrastructure, and services to a functional level or a state where permanent restoration can be achieved during long-term recovery. A major focus may be on reopening local businesses and supporting the community with returning to work.

Intermediate recovery is characterized by a transition back to a community-driven recovery effort with less government involvement, and the Long Term Recovery Committee/Office of Recovery (likely with support from the Maryland VOAD) will begin to lead the recovery efforts. During this time, the County Office of Emergency Management will be returning to its normal, steady-state operations. As part of this transition effort, however, emergency managers will help provide support to the community-led recovery effort. <Consider developing a process for maintaining OEM involvement and support to the long-term recovery effort.>

### Long-term Recovery

Depending on the nature of the disaster, long-term recovery may last for several years, but long-term recovery efforts should start early in the recovery process. Long-term recovery preparations should begin during the short-term phase by taking action, such as reaching out to the community to begin engagement efforts and to organize the Long Term Recovery Committee (if one will be used to manage long-term recovery efforts). The focus of this phase is on revitalizing the impacted area through rebuilding and redeveloping the community, restoring infrastructure and services, and helping ensure future community resilience (e.g., through mitigation measures).

During long-term recovery, the community will take control of the recovery effort, and this will likely be led by the Long Term Recovery Committee/Office of Recovery, which will be comprised of community members and the Maryland VOAD. While the Long Term Recovery Committee/Office of Recovery will help manage the long-term effort, the County emergency planners, with the support of the other UES emergency planners, will continue to provide support to the community-driven effort throughout the long-term recovery effort, and should take part in meetings to help identify additional stakeholders, to help troubleshoot problems, and to support ongoing community engagement. The County Office of Emergency Management should serve as a liaison to the Long Term Recovery Committee/Office of Recovery at the request of the Long Term Recovery Committee/Office of Recovery. Therefore, the community is the lead in this situation, and the County can provide technical assistance and facilitation to help the community to achieve the vision it sets for the recovery effort.

## Demobilization of Recovery:

Long-term recovery may be demobilized when the community has returned to functionality, and upon the conclusion and closing of recovery grant programs. This transition may occur through the Long Term Recovery Committee/Office of Recovery with support from the County.

# Concept of Coordination

*Ensure this is consistent with your County EOP.*

## Within the County (e.g., OEM to other agencies/departments/offices/county leadership/private and nonprofit organizations)

<Insert>

* Follow normal process for intra-County coordination
* Hold meetings with RSFs, County Leadership, Volunteer Groups, etc.

## County-to-County

<Insert>

## County-to-Region

<Insert>

## County-to-State

<Insert>

# Concept of Operations

* What authority does the Director of the Department of Emergency Serves have during response, which transitions in recovery?
* During recovery, the Director may hand their authorities off to the County-appointed Recovery Manager.

### Disaster Recovery Advisory Group (DRAG)

The Disaster Recovery Advisory Group (DRAG) will help support the UES RRAC by providing information and supporting resource sharing. The DRAG meets annually.

* Comprised of:
  + OEM
  + RSF
  + Voluntary and faith-based partners
  + County leadership (elected leadership)
  + Other partners in community recovery, as dictated by the disaster
* Responsibilities:
  + Ongoing:
    - Maintain the County Recovery Plan and RSF Annexes
    - Support relationships needed to support County recovery efforts
  + Recovery:
    - Following a disaster, provide information and resource support to the UES RRAC (described in detail in the Upper Eastern Shore Regional Recovery Plan).

### Long Term Recovery Committee/Office of Recovery

The role of the Long Term Recovery Committee/Office of Recovery is to manage the intermediate to long-term recovery effort after the local government has transitioned the leadership of the recovery effort. The organization used to manage the intermediate to long-term recovery effort is established by the County and XYZ…

### County Recovery Organization

#### Local Disaster Recovery Manager (LDRM)

The Local Disaster Recovery Manager (LDRM) is the person, appointed by the County, to manage the County-level recovery organization. Note that a deputy position can be established, as needed, to help manage span of control.

Appointment process:

* The LDRM will be appointed by the County’s Director of the Department of Emergency Services.

Potential people to staff the LDRM role:

* Initially, and potentially throughout the recovery effort, a Planner from the County.
* Leader of a County community group or voluntary, nonprofit, or faith-based organization.
* This position may be co-chaired, or a deputy may be appointed.

Proposed responsibilities include:

* Coordinate local/County advisory councils.
* Power to staff positions within the County recovery organization.
* Responsibility for overseeing the local recovery organization.
* Authority to represent the County at the regional- and State-levels.

Proposed authority includes:

* Given the authority to represent the County in recovery efforts at the local, regional, State, and federal levels.
  + Make requests for resources
  + Make expenditures in support of recovery efforts/coordination

Qualifications include:

* Signatory authority
* Knowledge of County laws/regulations/codes
* Knowledge of County Recovery Plan
* Relationship with community/ability to build community relationships

#### Local Liaison

Proposed responsibilities include:

* Support reaching out to other agencies/departments/offices in the County
* Reach out to voluntary, nonprofit, and faith-based organizations
* Reach out to private-sector organizations
* Monitor messaging from the PIO/JIC
* Report/route information to emergency management

Appointment process:

* The County’s Director of the Department of Emergency Services or LDRM may appoint the Local Liaison position.

Note: the LDRM may do this, depending on the scope of the disaster.

#### MDEM Liaison Officer (LO)

The MDEM LO is a MDEM staff member assigned to provide state-support to local incidents. Their responsibilities to the UES Counties, and to the region, during recovery efforts include:

* Coordinating the UES regional recovery calls;
* Supporting the resource request process;
* Maintain situational awareness to MDEM of local response and recovery efforts, including coordinating with the State Disaster Recovery Coordinator (MDEM) to identify potential available State support;
* Participate in DRAG meetings; and
* Participate in in UES RRAC meetings.

#### PIO/JIC

Proposed responsibilities include:

* Sustained, consistent community messaging, including through the following traditional and nontraditional media outlets:
  + Social media
  + Press releases
  + Press conferences
  + Television and radio interviews

References include:

* County PIO Plan
* State JIC Plan

#### Safety Officer

Proposed responsibilities include:

* Consider measures to monitor personnel safety and monitor the incident for unsafe/hazardous situations
* Supporting the safety of field operations (e.g., during the damage assessment process)
* Track incidents resulting from unsafe practices/personnel injuries, etc.
* Maintain communication with the County Risk Management Officer/Human Resources Department

Authorities include:

* Authority to halt unsafe practices

### Planning

<Insert staffing information>

Proposed responsibilities include:

* Develop an Incident Action Plan (IAP)
* Ensure consistency with existing Debris Management Plans/documents
* Capture information from calls/discussions related to the recovery effort, and disseminate information, as appropriate, to recovery partners
* Develop the emergency management-related demobilization plan to support the transition from intermediate to long-term recovery
* Provide GIS support, including adding pertinent mapping layers, as requested
* Other duties as assigned

### Finance/Admin

<Insert staffing information>

Proposed responsibilities include:

* Support the County request for a declaration of emergency to the state
* Gathering financial information in support of a PA/IA request
* Track and document costs related to the recovery effort
* Provide relevant information, including tax and property licenses, insurance information, etc.
* Communicating with the County finance/admin representatives to support the recovery effort

### Logistics

<Insert staffing information>

Proposed responsibilities include:

* Ensure the provision for information/technology (e.g., WebEx and Internet access, telephones, computers, etc.)
* Identify and procure locations for office space needed for the recovery effort, if needed
* Identify and procure applicant briefing locations
* Identify and procure town hall/community meeting spaces, as needed
* Identifying and procuring housing/feeding solutions for recovery staff/volunteers
* Procure supplies needed to support the recovery effort

### Operations

<Insert staffing information>

The Recovery Organization’s operations will follow a Recovery Support Function structure, with the addition of a Resource Branch that includes Volunteer and Donations Management, as well as representation from the Maryland VOAD (support), should they desire to have a role in recovery.

Depending on the incident, myriad entities and organizations may support the Resource Branch within the Operations Section, including:

* The DelMarVa Emergency Task Force
* The Counties from the Lower Eastern Shore
* The DelMarVa Regional Healthcare Mutual Aid Group (DRHMAG)
* State RSFs and supporting agencies
* Resources brought in through the Maryland Intrastate Emergency Management Assistance Compact (MIEMAC) or the Emergency Management Assistance Compact (EMAC) (if a local declaration of emergency has been made)

Proposed responsibilities include:

* Coordinate with County RSFs
* Task mission assignments to the County RSFs
* Develop objectives for the IAP

#### Operations Branches

The impacts of the incident will determine RSF staffing needs, as well as the RSF staffing structure. Branch Leaders will be assigned from the members of the branch, depending on the nature of the incident and as dictated by the goals, objectives, and needs of the recovery operation. The Branch Leader will likely be the most impacted/needed RSF, but they may select a deputy/delegate the responsibility, as needed.

##### Resource Support

The Resource Support Branch is responsible for providing support to the recovery operation, including helping manage the coordination of volunteers and donations. The branch may also help fulfill traditional resource requests through MOUs and other mutual aid agreements, as needed.

* **Resource Support Branch Leader**
  + Assignment: One of the RSFs will be appointed to lead the Branch, and emergency management will support the Branch Leader.
  + Roles and Responsibilities:
    - Coordinate with the Operations Section Chief to effectuate the goals, objectives, and needs of the recovery operation.
    - Coordinate with RSFs within the Branch to identify unmet needs and ensure operational coordination.
* **RSF: Volunteer and Donations Management (Maryland VOAD Support)**
  + <Insert>
  + Supporting entities include:
    - Volunteer Coordination Team
    - Faith-based Committee

##### Community Impacts

The Community Impacts Branch is responsible for helping coordinate recovery efforts to restore the community, including assisting with debris management and cleanup efforts, resolving recovery-related planning and zoning issues, supporting the restoration of infrastructure, supporting the restoration of natural resources and cultural resources, and assisting the business community and economic recovery efforts.

* **Community Impacts Branch Leader**
  + Assignment: One of the RSFs will be appointed to lead the Branch, and emergency management will support the Branch Leader.
  + Roles and Responsibilities:
    - Coordinate with the Operations Section Chief to effectuate the goals, objectives, and needs of the recovery operation.
    - Coordinate with RSFs within the Branch to identify unmet needs and ensure operational coordination.
* **RSF: Community Planning and Capacity Building (Maryland Department of Planning Supports)**
  + <Insert>
  + Supporting entities include:
    - Planning and Zoning
* **RSF: Infrastructure Systems (Maryland Department of Transportation and Maryland Public Service Commission Support)**
  + <Insert>
  + Supporting entities include:
    - Department of Public Works (coordinate with SHA, as needed)
    - Community Transit Organizations
    - Local Utility Providers:
      * DELMARVA Power
      * Choptank
      * Easton Utilities
      * BGE
      * Internet
      * County IT
      * Local Internet Service Providers
* **RSF: Debris Management (Maryland Department of the Environment, Maryland Department of Transportation, and Maryland Department of Emergency Support)**
  + <Insert>
  + Supporting entities include:
    - Department of Public Works
    - Debris Management Contractor Support
      * Note: Include a copy of or reference to the terms of the agreement (e.g., include a copy of the contract/Memorandum of Agreement (MOU) and Request for Proposal (RFP)in the County Plan or cite to where the information can be found)
* **RSF: Natural and Cultural Resources (Maryland Department of Natural Resources and Maryland Department of Planning Historical Trust Support)**
  + <Insert>
  + Supporting entities include:
    - County Parks and Recreation
    - Tourism (support)
    - Historical Society (support)
* **RSF: Economic Recovery (Maryland Department of Commerce Supports)**
  + <Insert>
  + Supporting entities include:
    - Economic Development Officer
    - Chamber of Commerce (support)

##### Individual Impacts

The Individual Impacts Branch is responsible for the restoration of community services that support individual community members, including the restoration of health services and social services, as well as assisting community members with finding intermediate and long-term housing solutions.

* **Individual Impacts Branch Leader**
  + Assignment: One of the RSFs will be appointed to lead the Branch, and emergency management will support the Branch Leader.
  + Roles and Responsibilities:
    - Coordinate with the Operations Section Chief to effectuate the goals, objectives, and needs of the recovery operation.
    - Coordinate with RSFs within the Branch to identify unmet needs and ensure operational coordination.
* **RSF: Health Services (Maryland Department of Health Supports)** 
  + <Insert>
  + Supporting entities include:
    - County Department of Health
    - County Hospitals (support)
    - Entities that Control Health Systems and can connect the County with a network of Hospitals
    - Maryland Responds (support)
* **Social Services (Maryland Department of Human Services Supports)**
  + <Insert>
  + Supporting entities include:
    - County Department of Social Services
    - Maryland Responds (support)
* **Housing (Maryland Department of Housing and Community Development Supports)**
  + <Insert>
  + Supporting entities include:
    - County Department of Social Services
    - County Department of Housing/ County Housing Authority
    - Faith-based Groups (support rebuilding)

Figure 1: County Recovery Organizational Structure

## Long-term Recovery Structure

The determination as to how to manage the long-term recovery following a disaster will be dependent on the incident, but may include:

* Creation of a Long Term Recovery Committee (e.g., Somerset County LTRC) OR
* Office of Recovery
  + It may be useful for the impacted County to stand up an Office of Recovery to help coordinate recovery efforts. This office may include supporting agencies. Another option would be to have the Long Term Recovery Committee lead the recovery effort; however, a transition will need to occur to shift management of the recovery effort from the local/state/federal government led effort to an effort led by either an Office of Recovery or a Long Term Recovery Committee.

# Plan Development and Maintenance

The plan will be updated every X years, unless the plan is utilized to respond to a real-world event or exercise, resulting in the identification of needed updates to the plan. Refer to the Emergency Operations Plan for additional plan development and maintenance requirements.

Additionally, After Action Reports (AARs) and Improvement Plans (IPs) from exercises or real-world disasters may identify the need for incremental updates to the plan and associated annexes.

# Appendices

* List

# Appendix A: Local Declaration of a State of Emergency Template

<Insert Template Language>

# Appendix B: RSF Annexes

<Insert>

1. . [Maryland. Public Safety Code Ann. § 14-111](https://govt.westlaw.com/mdc/Document/NA5725DE0C40211E1AF71E41A00D08299?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default)). Section c, subpart a) and b). [↑](#footnote-ref-1)
2. [Maryland. Public Safety Code Ann. § 14-107](https://govt.westlaw.com/mdc/Document/N8BF80A20E42A11EBBD0184F36EF17D1E?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default)). Section a), In general. [↑](#footnote-ref-2)
3. [Maryland. Public Safety Code Ann. § 14-107](https://govt.westlaw.com/mdc/Document/N8BF80A20E42A11EBBD0184F36EF17D1E?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default)). Section c) Responsibility of Director; effect of declaration. [↑](#footnote-ref-3)
4. Federal Emergency Management Agency. *Disaster Recovery Center Locator.* [FEMA’s website](https://egateway.fema.gov/ESF6/DRCLocator). Date last accessed, 6/2/22. [↑](#footnote-ref-4)