

# **FY2014 Emergency Management Performance Grant Guidance**

information gathered during the validation process. These reviews will provide a means to examine preparedness analyses; determine priorities; direct preparedness actions; and calibrate goals and objectives.

## **State Requirements**

### **OPERATIONS**

- Submit situation reports and requests for assistance via WebEOC.
- Develop and maintain a local EOC ICS/UCS organizational structure and identify position specific responsibilities. Incorporate structure into LEOP. Training will be provided if needed.

### **PLANNING**

- Review and update the Local Emergency Operations Plan (LEOP) in coordination with functional and task coordinators; submit update schedule as part of your work plan (EMF 4.6- Operational planning); submit an updated electronic copy of LEOP to NODES Planning section by September 30, 2015.
- Complete Step 2 of THIRA (Threats and Hazards Contexting) by describing the threats and hazards of most concern, showing how they may affect the community. Identify whole community partners and educate them on THIRA. NODES staff will aid local jurisdictions by facilitating the THIRA process.
- Develop a recovery plan to ensure integration with the state recovery planning initiatives by September 30, 2015.

### **LOGISTICS**

- Maintain and provide NODES an updated electronic listing of local (to include city, township and county) and private resources identified in the LEOP by December 30, 2015.

### **HAZMAT/LEPC**

- Review/update local hazardous materials operational procedures
- Reconcile Tier II reporting with fire departments and NODES by December 30, 2014
- Publish annual Section 324 notice and provide a copy to NODES by December 30, 2014
- Submit electronic copies of LEPC membership list by September 30, 2014 and electronic copies of meeting minutes to NODES quarterly.

### **MUTUAL AID**

- Utilize State of North Dakota Recommended Mutual Aid Agreement and maintain mutual aid agreements; submit electronic copies to NODES

## **Recommendations**

### **LOGISTICS**

- Recommend Developing a Resource Management Annex that addresses items such as staging areas, resources tracking, logistics section staffing and responsibilities, coordination of resources, request protocols, etc.

### **HAZMAT/LEPC**

- Coordinate use of Tier II fee money with LEPC and County Commission