



## EMERGENCY SUPPORT FUNCTION 14

### LONG-TERM COMMUNITY RECOVERY

#### APPENDIX I: DAMAGE ASSESSMENTS

**PRIMARY AGENCY:** Kittitas County Emergency Management

**SUPPORT AGENCIES:** To be determined by the disaster  
All agencies may be involved  
Private sector businesses and organizations

## I. INTRODUCTION

### Purpose

This support function establishes uniform policies for effective coordination of recovery and restoration tasks following a natural or technological emergency or disaster.

### Scope

Recovery and restoration actions following any emergency or disaster will be determined by the specific event. All jurisdictional agencies may be involved, depending upon the hazards and scope of the situation.

## II. POLICIES

### Emergencies or Disasters

Recovery and restoration activities are operational in nature and begin while response operation activities are still underway. For most events, these activities will begin with Emergency Management from the EOC or other location, working to assemble data on the extent of damages. If warranted, the Sheriff/Director of Emergency Management may recommend to the Legislative Authorities to make a Proclamation of Emergency to seek assistance from the Governor's office and the State. This proclamation is the first step to obtain a Presidential Declaration of Disaster (federal assistance), if appropriate.

Recovery and restoration activities for local and volunteer agencies will be coordinated through Emergency Management and/or through the county and State Emergency Operations Center (SEOC). If a state/federal Joint Field Office (JFO) is established, the coordination of these activities will then come from the JFO. Normally, local Disaster Recovery Centers (DRCs) are established in the affected communities to provide access to recovery assistance programs, small business loans, and insurance ombudsman services. Regional disasters may bring the Washington Recovery Task Force and/or Washington Restoration Organization.

### III. SITUATION

#### Emergency/Disaster Conditions and Hazards

Any major disasters as addressed in the HIVA could create a need for recovery and restoration.

#### Planning Assumptions

1. An emergency or disaster has occurred
2. The situation has caused significant damage so as to require recovery and restoration activities.
3. Our jurisdiction will need to support and act upon the recommendations of the state.

### IV. CONCEPT OF OPERATIONS

#### General

##### Emergency Management will:

- a. Provide guidance to policy makers concerning issues of recovery and restoration.
- b. Determine the economic and environmental impact to Kittitas County through coordination and support of Preliminary Damage Assessments (PDA).
- c. Determine the measures for losses necessary to continue recovery.
- d. Assist in public information activities such as public announcements on recovery and restoration and instructions on applying for assistance programs.
- e. Provide liaison between the County and State or Federal agencies dealing with recovery efforts.

##### Affected Agencies will:

- a. Coordinate recovery and restoration efforts with Emergency Management.
- b. Provide necessary staff to support local recovery and restoration efforts.
- c. Provide damage and cost assessments, as appropriate.

#### Organization

In the event of a catastrophic disaster, the EOC will direct recovery and restoration efforts. In the event of the inability of any of these to participate, recovery and restoration efforts will be accomplished by many of those positions that are available to serve.

#### Procedures

1. Recovery and restoration operations begin in the EOC or other incident coordination centers. They are based on situation assessments developed as the situation progresses.



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Emergency Management is normally assigned this task of collecting initial damage assessments and making recommendations regarding the need for a Proclamation of Emergency to the local legislative authority.

2. Recovery and restoration tasks may include but are not limited to:
  - a. Formation of a damage assessment task force.
  - b. Priority of effort.
  - c. Support requirements.
  - d. Coordination requirements.
  - e. Reporting requirements.

### **Mitigation Activities**

#### **Primary Agency:**

All individuals and agency representatives involved in recovery and restoration activities will be alert for opportunities to lessen the effects of future emergencies or disasters. Suggestions will be forwarded to the Kittitas County Emergency Management.

The Sheriff/Director of Emergency Management or designee will forward suggestions to the appropriate local or state agency.

#### **Support Agencies:**

All individuals and agency representatives involved in recovery and restoration activities will be alert for opportunities to lessen the effects of future emergencies or disasters. Suggestions will be forwarded to Kittitas County Emergency Management.

### **Preparedness Activities**

#### **Primary Agency:**

- a. Prepare recovery and restoration plan.
- b. Provide an EOC or other location to assist with the needed assessments and other logistical needs for recovery and restoration.

#### **Support Agencies:**

Develop and maintain procedures for recovery from the effects of a disaster and to restore agency facilities and operations. An important part of this is a line of succession of departmental leadership.



## Response Activities

### Primary Agency:

Begin documentation of disaster effects and other needed information for recovery and restoration.

### Support Agencies:

- a. Respond as stated in departmental guidelines.
- b. Document disaster-related events, including cost.
- c. Coordinate with Emergency Management, as requested to ensure recovery and restoration efforts.

## Recovery Activities

### Primary Agency:

- a. Provides the EOC or other location for the coordination of recovery and restoration information.
- b. Receives recovery and restoration information from all support agencies and reports the information to the legislative authorities.
- c. Provides liaison with state and federal agencies when dealing with recovery and restoration efforts.
- d. Updates the CEMP to take lessons learned into account.

### Support Agencies:

Provide information and support resources at the request of Emergency Management.

## V. RESPONSIBILITIES

### Primary Agency - Emergency Management:

Has the overall responsibility to coordinate the recovery and restoration task following an emergency or disaster.

### Support Agencies:

Support Emergency Management in the conduction of recovery and restoration activities.

**VI. RESOURCE REQUIREMENTS**

Situation dependent.

**VII. REFERENCES AND SUPPORTING PLANS**

- APPENDIX I: Damage Assessments

**VIII. TERMS AND DEFINITIONS**

- APPENDIX A: Definitions and Acronyms



## APPENDIX I

### DAMAGE ASSESMENTS

<b>PRIMARY AGENCY:</b>	Emergency Management (KCSO)
<b>SUPPORT AGENCIES:</b>	Assessor's Office Executive Authorities Building and Planning Law Enforcement Fire Services Public Works Kittitas County Chapter of the American Red Cross All other offices, as appropriate

#### I. INTRODUCTION

##### **Purpose**

This support function establishes uniform policies for timely assessment of damage resulting from a natural or technological disaster.

##### **Scope**

Damages caused by disasters must be assessed to determine the priority of response efforts and to determine eligibility for various forms of disaster aid. The damage may affect people, property, the environment, businesses, and government.

#### II. POLICIES

When the effect of an incident is serious enough that the state and affected jurisdictions qualify for federal disaster relief, a Preliminary Damage Assessment (PDA) must be completed. Emergency Management leads the PDA effort, usually accompanied by state and federal inspectors. If the PDA ultimately leads to a Presidential Declaration of a disaster authorizing "Public Assistance", then detailed Damage Survey Reports (DSRs) of public sector damages will be completed jointly by local, state and federal staff.

Other inspectors survey damages suffered by individuals and businesses if "individual Assistance" is authorized. These activities are coordinated through a Joint Field Office (JFO), if activated. Other damage assessment activities include "windshield surveys" of affected areas. This assessment is a quick, cursory evaluation, usually accomplished by driving through the damaged areas. Trained personnel of the Kittitas County Chapter of the American Red Cross (KCC-ARC) can often carry out these surveys.



In rare instances, the effects of a disaster are so dramatic that a PDA is not needed for jurisdictions that are hit especially hard. In those cases, inspectors begin verifying claims for assistance as quickly as possible, pursuant to the administrative procedures of the specific programs.

Whenever there is a need for damage assessment, whether for potential state/federal assistance or just for local information, Emergency Management shall coordinate this effort. All appropriate agencies shall cooperate with Emergency Management in any way that is asked.

### **III. SITUATION**

#### **Emergency/Disaster Conditions**

See Hazard Identification and Vulnerability Assessment 2017 (HIVA 2017).

#### **Planning Assumptions**

1. An emergency or disaster has occurred.
2. The emergency or disaster has caused significant damage requiring thorough assessment.
3. Local agencies will assist in the damage assessment.

### **IV. CONCEPT OF OPERATIONS**

#### **General**

Preliminary Damage Assessments (PDAs) determine our jurisdiction's eligibility for disaster assistance. Emergency Management will lead state and federal inspectors through damaged areas. The state can recommend that the Governor seek federal disaster assistance. Mitigation and restoration of city or county property and or buildings would be led by the Public Works Department for the appropriate jurisdiction.

#### **Organization**

Preliminary Damage Assessments (PDAs) determine our jurisdiction's eligibility for disaster assistance. Emergency Management will lead state and federal inspectors through damaged areas. The state can recommend that the Governor seek federal disaster assistance. Mitigation and restoration of city or county property and or buildings would be led by the Public Works Department for the appropriate jurisdiction.

#### **Procedures**

##### **1. Early Assessment Activity:**

Initial damage assessment information will come into Emergency Management /EOC where it is analyzed. If it appears that Kittitas County may meet the threshold for state/federal assistance, Emergency Management will coordinate with the state. This coordination will

include a local proclamation of Emergency from the legislative authorities and then a request for a PDA from the state. Based on the results of the PDA, the state will make recommendations to the Governor for further action.

**2. Damage Verification:**

Once Kittitas County is declared, by the President, to be a major disaster area, teams of federal and state inspectors will inspect damaged public facilities with a county representative and determine what aid, if any, may be due. Other inspectors will verify damage suffered by individuals and businesses that have registered with FEMA.

**Mitigation Activities**

Primary and Support Agencies  
None

**Preparedness Activities**

1. Primary Agency - Emergency Management  
Prepare detailed administrative procedures to implement damage assessment programs.
2. Support Agency - Assessor
  - a. Develop and maintain procedures to evaluate damage to real property.
  - b. Develop and maintain administrative procedures to conduct damage assessments and public information procedures for informing the public as to damage assessment information.
3. All other Support Agencies  
Develop and maintain administrative procedures to conduct damage assessments and coordinate information with Emergency Management.

**Response Activities**

1. Primary Agency - Emergency Management  
Collect and assemble preliminary damage assessment information and provide it to the state.
2. Support Agencies  
Provide damage assessment information to Emergency Management, as appropriate.

**Recovery Activities**

1. Primary Agency - Emergency Management
  - a. Continue to collect damage assessment information.
  - b. Provide a method of public information to collect damage assessment information and to advise the public what information is being sent out from the state and federal governments.



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- c. Work with state and federal assessment teams while collecting information in Kittitas County.
2. Support Agencies
  - a. Continue to conduct damage assessments and provide information to Emergency Management.

### **V. RESPONSIBILITIES**

#### **Primary Agencies-Emergency Management**

Coordinate the collection, dissemination, and evaluation of damage assessment information.

#### **Support Agencies**

Perform damage assessment tasks with both public and private entities in support of this ESF.

### **VI. RESOURCE REQUIREMENTS**

#### **Primary Agency - Emergency Management**

1. Facility/location information can be coordinated at.
2. Trained personnel
3. Computer system.
4. Vehicles
5. Appropriate forms

#### **Support Agencies**

1. Trained personnel
2. Vehicles
3. Appropriate forms