

# EMERGENCY MANAGEMENT LOCAL PROGRAM BASELINE CAPABILITY/CAPACITY INDICATORS

12/21/2009

Priority 1	Priority 2	Priority 3		
<b>Tier I Baseline</b>		Provide routine mitigation, preparedness, response and recovery activities. May require substantial assistance during a prolonged or large event.		
<b>Tier II Improved</b>		Meets all Tier 1 routine activities in mitigation, preparedness, response and recovery and incorporate an emphasis on expanding those programs beyond the minimum requirements. The program may require from, or provide to other jurisdictions, assistance during a prolonged multiple scene or large event. It should be able to support both unified and area command.		
Program Elements	Tier I Baseline Capacity	Tier II Improved Capacity	Laws/Rules	
<b>Staff/Personnel</b>	Identified emergency manager whose primary focus is emergency management at least 51% of the time Staff support for primary functions: comprehensive emergency management plan (CEMP), plans, exercise/training 24/7 emergency contact	Full-time dedicated emergency manager Staff support for primary functions and ancillary programs as described in matrix Community volunteer groups 24/7 duty officer	RCW 38.52	
<b>Administration /Finance</b>	Knowledge and ability to implement federal grant and reporting requirements	Knowledge and ability to implement federal grant and reporting requirements	Stafford Act	
<b>Plans</b>	Current CEMP Hazard Identification Vulnerability Assessment (HIVA)	Current CEMP HIVA	RCW 38.52.070 WAC 118-30-060 WAC 118-30-070 RCW 70.26.030 HSPD 5	
	HAZMAT ESF-10, hazardous materials Local Emergency Planning Committee (LEPC) identified and required reports submitted	HAZMAT ESF-10, hazardous materials Functional or active LEPC	WAC 118-40-040 WAC 118-40-160, 170 RCW 70.136.010 CFR 44.201.6 DMA 2000	
	Continuity of Government (COG) planned through code or separate document	Continuity of Government Plan	RCW 42.14 RCW 70.26	
		Continuity of Operations Plan (COOP) for local emergency management		
		Participates in a comprehensive strategic planning process		
		Develops plans appropriate to hazards and needs		

<b>Program Elements</b>	<b>Tier I Baseline Capacity</b>	<b>Tier II Improved Capacity</b>	<b>Laws/Rules</b>
<b>Mitigation</b>	Aware of mitigation concepts and programs	Develops Hazard Mitigation Plans Actively pursues new mitigation measures.	Public Law 106-390 44 CFR
<b>Exercises</b>	Meets minimum exercise requirements: identifies exercise programs within 3-year schedule including table top, full scale and functional exercise or actual event that generates an after action report (AAR)/improvement plan AARs are submitted to state	Meets Tier I requirements Participates in regional, multi-regional exercises that may include an interstate or international exercise component	HSPD 5 (federal DHS)
<b>Training</b>	National Incident Management System (NIMS) sequence: ICS-100, 200, 300, 400, 700, & 800 Emergency Management Institute Professional Development Series On-the-job training (OJT)	Meets Tier I requirements Emphasis on cross- discipline training Program is capable of providing training as well as taking training	NIMS HSPD 5
<b>Operations /Response</b>	Functional Emergency Operations Center (EOC) operational within 2 hours & Incident Management System (ICS) Compliant Sufficient equipment and materials to function and sustain operations Ability to coordinate requests for resources	Dedicated EOC operational within 2 hours & ICS Compliant Sufficient equipment and materials to function and sustain operations Ability to obtain and coordinate delivery of resources	RCW 38.52 NRP NIMS/ICS HSPD 5
<b>Alert and Warning</b>	Access to an alert/warning system to notify agencies and citizens Ability to communicate with essential organizations and agencies	Able to notify and communicate with jurisdiction's citizens Ability to directly notify and communicate with essential organizations and agencies	HSPD 8
<b>Communication Systems</b>	Interoperable communication process capable of communicating on-scene and with neighboring jurisdictions and state emergency management	Meets Tier I requirement and has access to redundant back-up communication	
<b>Volunteer Management</b>	Ability to document emergency workers and to mobilize community support	Ability document and support emergency workers and to mobilize community support Plans to manage spontaneous volunteers and donations	RCW 38.52.400
<b>Public Involvement /Participation</b>	Community based outreach process	Public outreach activities and preparedness education program Public actively engaged in planning or planning process	HSPD 5
<b>Recovery</b>	Ability to support the Stafford Act and other disaster recovery processes	Ability to support the Stafford Act and other disaster recovery processes - Formal recovery program (procedure or plan)	RCW 38.52