

Local Responsibilities for Emergency Management

Sponsored by the
Maine Association of Local Emergency Managers
(MALEM)

What is Emergency Management?

- Emergency Management (EM) is the organized effort of managing all types of emergencies and disasters by coordinating the actions of numerous agencies and organizations
- EM includes four phases of disaster activity:
 - Mitigation
 - Preparedness
 - Response
 - Recovery
- It applies to all risks: attack, man-made, and natural, in a federal-state-local partnership

Statutory Requirements

- Federal:
 - Robert T. Stafford Disaster Relief and Emergency Assistance Act
 - Post-Katrina Emergency Management Reform Act
 - Homeland Security Act
 - Presidential Policy Directive -8 National Preparedness
- State:
 - Maine Revised Statute Title 37-B, Chapter 13: Maine Emergency Management Agency
- Local:
 - Civil Preparedness Ordinances
 - Local Resident Expectations

Disaster Realities

- Every disaster starts at the local level and ends at the local level
- A disaster impacts your citizens and even our own families
- Your duty as appointed and elected officials is to protect the health and safety of your residents
- Your citizens look to you for direction and assurance
- You have the responsibility to make key decisions before, during and after a disaster

The Emergency Mgmt Program

- Federal Emergency Management Agency (FEMA)
- Maine Emergency Management Agency (MEMA)
- County Emergency Management Agency
- Municipal Emergency Management Director
 - The elected officials appoint the EMD
 - The EMD works for the elected officials to manage the EM program
 - Needs the strong moral support of the elected officials
 - The Local EM program is the Foundation of EM in the State.

Maine Title 37-B, Chapter 13

- §781. MUNICIPAL, COUNTY AND REGIONAL AGENCIES
- Municipal or interjurisdictional agencies.
 - Each municipality of the State must be served by a municipal or interjurisdictional agency responsible for emergency management.
- Does allow for two or more towns to create a single agency and appoint a single director

Local EM Program

- A capable and effective EM program can pay big dividends
 - Better prepared (planned, staffed, equipped, trained and exercised) public safety departments
 - Federal Funding possible when NIMS Compliant
 - Technical Support for EM and 1st Responders
 - Disaster Assistance Funds (Public and Individual)
 - Better prepared citizenry (Disaster Preparedness)
 - More effective and coordinated responses and recovery activities

Maine Title 37-B, Chapter 13

■ §782. AGENCY DIRECTOR

- A director must be appointed for each municipal emergency management agency
- A director of an emergency management agency may not be at the same time an executive officer or member of the executive body of a municipality
- Notwithstanding, a town manager or administrative assistant may also be appointed to serve as the director of an emergency management agency.
- A director may be removed by the appointing authority for cause

Local EM Director

- Appoint a person who wants to do a great job
- Don't appoint a person who already has too much to do in another municipal position
- Director should be willing to complete EM training and exercises
- Director must be a good organizer and able to work with people
- To do a good job, this position can be very involved

Maine Title 37-B, Chapter 13

- §783. DISASTER EMERGENCY PLAN
- Each municipal EMA shall prepare and keep a current disaster emergency plan for the area subject to its jurisdiction. That plan must include:
 1. Identification of disasters to which the jurisdiction is or may be vulnerable
 2. Identification of the procedures and operations which will be necessary to prevent or minimize injury and damage
 3. Identification personnel, equipment and supplies required to implement those procedures and operations
 4. Recommendations for preparedness measures

Disaster Emergency Plan

- Also known as the Emergency Operations Plan
- This is the municipal document which describes who will do what, when, and with what resources, and by what authority--before, during, and immediately after an emergency
- It will guide all members of your emergency response team through a disaster event and hopefully lessen the impacts of the disaster on your community and residents

Disaster Emergency Plan

- Although the local EM Director will coordinate the development of the Emergency Ops Plan, it is important that the elected officials, public safety officials, community organizations and the public have a stake in the plan
- Please take the plan seriously
- The plan does not belong to the EM Director – it is the elected officials plan to protect their residents
- “Those who fail to plan, should plan on failing”

Maine Title 37-B, Chapter 13

- Section 784, Mutual Aid Arrangements
 - The local EM director has the authority to develop mutual aid agreements for reciprocal EM aid and assistance in case of a disaster too great to be dealt with unassisted.
 - In time of emergency each local organization for emergency management shall render assistance in accordance with the mutual aid arrangements.

Mutual Aid

- Emergency Management Mutual Aid should include:
 - Other EM programs (County and Municipal)
 - Other government entities (public works, water, sanitation, general assistance, etc)
 - Local public organizations (Vets, ATV clubs, etc)
 - Local Businesses and Contractors
 - Can provide services, facilities, products, etc
 - **BIG SAVINGS** during a disaster!

Maine Title 37-B, Chapter 13

- Section 784-A, Right to Call for and employ assistance
 - Local EMA organizations may employ any person considered necessary to assist with emergency management activities.
 - All persons called and employed for assistance shall proceed as directed by the EMA Director.
 - Any person called and employed for assistance is deemed to be an employee of the State for purposes of immunity from liability and for purposes of workers' compensation insurance

Employing Assistance

- The municipal, county and state EM Director's can accept volunteers to help with the disaster
- Will be considered "state employees" for liability and worker's compensation
- Should "credential" the volunteers
 - Ensure that they are qualified to do the job
 - Collect any licenses, certificates, etc to prove
 - Provide a list of names of volunteers to state as soon as possible before or during the disaster

Maine Title 37-B, Chapter 13

- Section 784-B, Maine First Responders State-wide Mutual Aid Agreement
 - All political subdivisions within the State are covered by the Maine First Responders State-wide Mutual Aid Agreement, dated Nov 2008
 - A political subdivision may withdraw from the agreement by enacting a local ordinance that withdraws from the agreement.

Statewide Mutual Aid

- May request any public resource from anywhere in the State
- Must submit request up through the County EMA to the State EMA
- Understand that resources may come with a cost – sender may request reimbursement of costs such as lodging, feeding, fuel, consumable supplies, salaries, etc

Maine Title 37-B, Chapter 13

■ Section 824, Appropriations

- Each municipality may make appropriations for the payment of expenses of its local EMA in the same manner as for its other ordinary expenses
- In making those appropriations, the municipality shall specify the amounts and purposes for which the money appropriated may be used by the local EMA

EMA Appropriations

- Municipalities may provide for a budget for their EM program
 - EM Director Stipend
 - Operating Budget
- Not an expensive program

Maine Title 37-B, Chapter 13

- Section 831, Utilization of services
 - The executive officers or governing bodies of the political subdivisions of the State shall utilize the services and facilities of existing departments, offices and agencies of their political subdivisions to the maximum extent practicable
 - The officers and personnel of all departments, offices and agencies shall cooperate with and extend their services and facilities to the emergency management organizations of the State upon request

Utilization of Services

- The municipal officers have the authority to require municipal departments and offices to support the response to the disaster event
- The municipal departments and offices have the responsibility to assist the emergency management program when requested
- Example: Staffing the Town EOC

Local Ordinances

- Many towns have local ordinances for civil preparedness or emergency management
- Local officials should be aware of the responsibilities and authorities listed in their local ordinance
- If a town does not have such an ordinance, it might be wise to have one in order to ensure that the disaster response has few conflicts and gaps

National Incident Mgmt System

- Also known as NIMS
 - Not a law, but a requirement if a community wants to acquire Federal preparedness grants
 - Puts in place compliancy requirements
 - Training in Incident Management
 - Annual Exercise
 - Up-to-date Emergency Plans & Procedures
 - Adoption by Ordinance or Executive Order



WHO CAN PROVIDE ASSISTANCE TO YOU

- Maine Association of Local Emergency Managers (MALEM)
- County EMA
- State EMA (MEMA)
- FEMA Region I, Boston
- FEMA National
- Maine VOAD, to include: ARC, Salvation Army & other NGOs with a disaster mission.
- Private Sector Partners

WEB SITES FOR ASSISTANCE

- FEMA.gov
- Ready.gov
- Maine.gov/MEMA
- Maineprepares.com
- County EMA information listed on MEMA page under partners
- MALEM.org

SUMMARY COMMENTS

- As appointed and elected officials you have the responsibility to protect your community and control expenses. Your oversight of the Emergency Management program here is going to make a big difference
- **Planning is critical.**
- Working with your EM director is critical and they need your support and guidance