



Governor's Disaster Playbook

In the event of a major disaster, take the following Initial Actions:

Step 1: You will receive a call from the DMVA Commissioner / Deputy Commissioner, the Director of the Division of Homeland Security and Emergency Management, or the State Emergency Operations Center (contact #s on reverse side). To the extent the information is available, the briefing will cover:

- Nature and extent of the event
- Jurisdictions affected
- Number of injured and/or fatalities
- Extent of damage to homes and infrastructure
- Requests for assistance from local communities
- Actions underway for search and rescue and safety of life
- Recommendation for state emergency declaration
- Recommendation for federal assistance

Note: Initial disaster reports are often incomplete and imprecise. Therefore anticipate that you will have to act on the limited information available. A full and clear picture of the situation will take time.

Step 2: Make decision to issue verbal declaration of Disaster Emergency

- Invoke emergency authorities (A.S. 26.23.020)
 - Activate the State Emergency Operations Plan
 - Activate National Guard, State Defense Force, Naval Militia
 - Delegate emergency authorities to DMVA/DHS&EM
 - Consider waiving regulations/statutes that expedite emergency actions – based on Cabinet recommendations as they are available

Step 3: Contact the leadership in disaster area (Borough/City Mayor and Tribal Chief if applicable)

Step 4: Contact POTUS for Emergency Declaration (Request direct federal assistance if applicable)

- You will receive follow up communication from FEMA Region X Regional Administrator to determine the nature of federal assistance required
- SEOC will coordinate with FEMA for federal response

At this point in time you have done all you can do to initiate the emergency response. The DMVA Commissioner and SEOC will keep you and your staff informed of further developments.

Additional Considerations

- Assemble Cabinet if possible and advise on situation and decisions
- Notify the legislative leadership
- Consider overflight/visit Disaster scene when appropriate
- Hold initial press/media conference





Points of Contact:

Organization	Name	Work Phone	Cell Phone
DMVA	Commissioner / TAG Torrence Saxe	907-428-6006	
	Dep. Commissioner Craig Christenson	907-428-6009	
	DHS&EM Director Mike Sutton	907-428-7066	
	DHS&EM Dep. Director Paul Nelson	907-428-7062	
	SEOC	907-428-7100	907-632-2164 (Duty Officer)
Governor of Washington	Jay Inslee	360-902-4111	
Governor of Oregon	Kate Brown	503-378-4582	
Governor of Idaho	Brad Little	208-334-2100	
Premier Yukon Territory	Sandy Silver	867-393-7007	
Premier British Columbia	John Horgan	250-387-1715	
FEMA Region X Regional Administrator	Mike O'Hare	425-487-4604	

State of Alaska Lead Agency by Disaster	
Natural Disasters	DMVA
Terrorist / Homeland Security	DMVA
Wildfire	DNR
Health Emergencies	DHSS
Hazardous Material / Oil Spill	DEC
Search and Rescue	DPS
Economic / Fisheries	DCCED

Operational Priorities

1. Protect life, property, and the environment
2. Meet the immediate emergency needs of people
 - a. Rescue
 - b. Medical Care
 - c. Food
 - d. Shelter
3. Restore critical infrastructure essential to public health and safety





DMVA Notification Guidelines

The following guide is intended to assist the Duty Officer or DMVA employee with the “who and when” to notify leadership about an incident of serious consequence. Use of good judgment is always appropriate, but when in doubt, make the call. Start with the State Emergency Operations Center, then your Division Director. If you are unable to contact them, proceed up the chain (potentially all the way to the Governor) until you are able to make contact with leadership.

I – Immediate M-0700 Notification	GOV	COS	DCOS	COMM	DCOMM	DIR	SEOC
Confirmed terrorist / Homeland Security Incident	I	I	I	I	I	I	I
Confirmed credible terrorist threat to Alaska	I	I	I	I	I	I	I
Receipt of tsunami warning for Alaska	I	I	I	I	I	I	I
Confirmed major disaster in Alaska	I	I	I	I	I	I	I
Confirmed major disaster in Washington, Oregon, Idaho, Yukon Territories or British Columbia	I	I	I	I	I	I	I
Confirmed disaster with loss of life or multiple injuries in Alaska	I	I	I	I	I	I	I
Receipt of Disaster Declaration from Alaska community	M	M	M	M	M	I	I
Disaster event with the potential for national media	I	I	I	I	I	I	I
Serious Injury/Death of DMVA employee	M	M	M	I	I	I	I
Incident of mass concern (e.g. 7.1 Earthquake Jan 16)	I	I	I	I	I	I	I

Additional Information Required:

- Nature and extent of the event
- Jurisdictions affected
- Number of injured and/or fatalities
- Extent of damage to infrastructure and homes
- Requests for assistance from local communities
- Actions underway for search and rescue and safety of life
- Recommendation for State Emergency declaration
- Recommendation for federal assistance

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	SEOC	907-428-7100	907-632-2164 (Duty Officer)
State of Alaska	Governor	907-465-3500	Classified





National Incident Management System (NIMS) At-a-Glance

NIMS is a comprehensive, national approach to incident management. It provides the template for incident management, regardless of cause, size, location, or complexity. NIMS is applicable at all jurisdictional levels and across functional disciplines

NIMS provides:

- Standardized approach to incident management that is scalable and flexible
- Enhanced cooperation and interoperability among responders
- Comprehensive all-hazards preparedness
- Efficient resource coordination among jurisdictions or organizations
- Reflects best practices and lessons learned

NIMS Components:

To integrate the practice of emergency management and incident response throughout the country, NIMS focuses on five key areas, or components:

- Preparedness
 - Planning
 - Procedures and Protocols
 - Training and Exercises
 - Personnel Qualifications and Certification
 - Equipment Certification
- Communications and Information Management
 - Common Operating Picture
 - Interoperability
 - Reliability, Scalability, and Portability
 - Resiliency and Redundancy
- Resource Management
 - NIMS describes standardized resource management practices such as typing, inventorying, organizing, and tracking
 - Allows for effective sharing and integration of critical resources across jurisdictions
 - Activating, Dispatching, and Deactivating those systems prior to, during, and after an incident
- Command and Management
 - Incident Command System (See Section on ICS for details)
 - Multi-Agency Coordination System
 - Public Information
- Ongoing Management and Maintenance



Figure 1 Preparedness Cycle



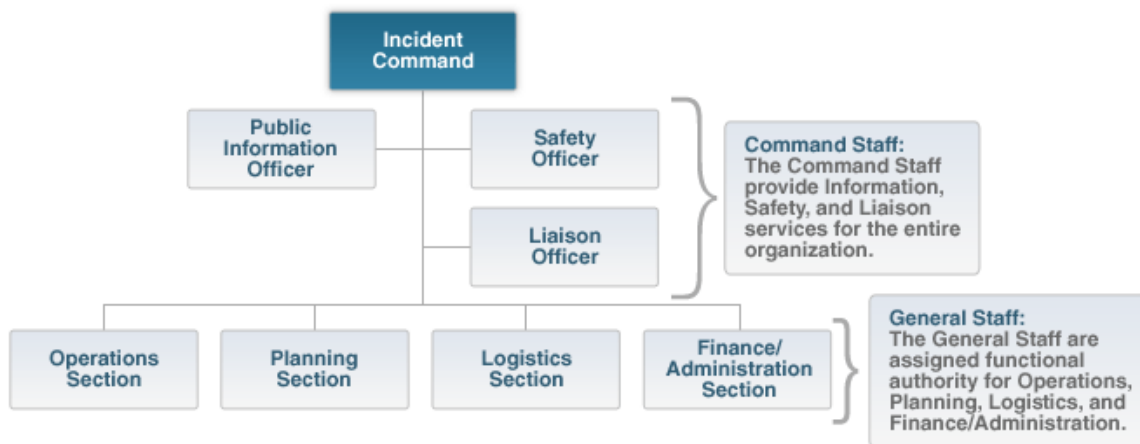


Incident Command System (ICS) At-a-Glance

The Incident Command System is a standardized, on-scene, all-hazards incident management concept. It enables a coordinated response among various jurisdictions and agencies, establishes common processes for planning and management of resources, and allows for integration within a common organizational structure. ICS can be used to manage natural hazards, technological hazards (dam failure), human-caused hazards (terrorism), and planned events (Super Bowl is planned using ICS). ICS helps ensure the:

- Safety of responders, workers, and others
- Achievement of response objectives
- Efficient use of resources

The vast majority of incidents are handled on a daily basis by a single jurisdiction at the local level. However, there are instances when incident management must involve multiple jurisdictions, functional agencies, and emergency responder disciplines. Unlike many organizational approaches that are top-down driven, ICS recognizes that all incidents are local in nature and that responding agencies act in support of the local incident commander. Any incident can have a mix of political, economic, social, environmental, and cost implications with potentially serious long-term effects. Large, complex incidents require effective and efficient coordination across this broad spectrum of organizations and activities, ICS meets that need.



Within the ICS organization, chain of command and unity of command are maintained. Chain of command refers to the orderly line of authority within the ranks of the incident management organization. Unity of command means that every individual has a designated supervisor to whom he or she reports at the scene of the incident. These principles clarify reporting relationships and eliminate the confusion caused by multiple, conflicting directives. In ICS the term 'Command' means the act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority. The responsibility for this process is delegated to the on-scene Incident Commander by the Executive/Senior Official. The Incident Commander is accountable to the Executive/Senior Official but has the complete authority to direct the operation.





Incident Command System (ICS) At-a-Glance (continued)

The Executive/Senior Official's role in incident management is to ensure that they are informed and that the Incident Commander is functioning in a responsible manner. They set policy, establish the mission to be accomplished, shape the overall direction, and give the trained responders the authority to accomplish the incident objectives. The role of each of the basic positions in the ICS organization are as follows:

Incident Commander

- Provides the overall leadership for incident response and delegates authority to others to manage the ICS organization
- Establishes incident objectives and takes policy direction from the Executive/Senior Official

Public Information Officer

- Advises the Incident Commander on information dissemination and media relations
- Obtains information from and provides information to the community and media

Liaison Officer

- Assists the Incident Commander by serving as a point of contact for agency representatives who are helping to support the operation

Safety Officer

- Advises the Incident Commander on issues regarding incident safety
- Works with the Operations Section to ensure the safety of field personnel

Operations Section Chief

- Manages all tactical operations at an incident. The need to expand the Operations Section is generally dictated by the number of tactical resources involved and is influenced by span of control considerations

Planning Section Chief

- Provides planning services for the incident. Under the direction of the Planning Section Chief, the Planning Section collects situation and resources status information, evaluates it, and processes the information for use in developing Incident Action Plans (IAP)

Logistics Section Chief

- Provides all incident support needs with the exception of logistics support to air operations

Finance/Administration Section Chief

- Responsible for managing all financial aspects of an incident. Not all incidents will require a Finance/Administration Section. Only when the involved agencies have a specific need for finance services will the Section be activated





Incident Command System (ICS) At-a-Glance (continued)

Emergency Management objectives follow these priorities:

Life Safety: Objectives that deal with immediate threats to public safety and responders are the first priority.

Incident Stabilization: Objectives that contain the incident to keep it from expanding and objectives that control the incident to eliminate or mitigate the cause are the second priority.

Property/Environmental Conservation: Objectives that deal with issues of protecting public and private property and the environment are the third priority.





Disaster Declaration Process and Responsibilities

The legislature has defined a disaster in AS 26.23.900 to mean the occurrence or imminent threat of widespread or severe damage, injury, loss of life or property, or shortage of food, water, or fuel resulting from an incident such as a storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, avalanche, snowstorm, prolonged extreme cold, drought, fire, flood, epidemic, explosion, or riot; the release of oil or a hazardous substance if the release requires prompt action to avert environmental danger or damage; equipment failure if it is not predictably frequent or recurring, or preventable by adequate maintenance or operation; enemy or terrorist attack, or a credible threat thereof; outbreak of disease or a credible threat thereof with certification of DHSS.

In the late 90's, the legislature revised this definition to remove economic issues, such as fisheries failures, or increased costs of fuel, food, etc. This definition does not include the term "erosion of land by water." As such, erosion in and of itself isn't considered a "disaster."

Disaster Process:

1. Event occurs; local jurisdictions respond as appropriate.
2. Per AS 26.23.140, only the principal elected officer of a political subdivision may declare a local disaster. In some cases, this makes local contingency funds available, or other local emergency powers codified in local regulations or ordinances.
3. If the event exceeds the ability for the local jurisdiction to effectively respond, the jurisdiction requests assistance from Borough. (In Unorganized Borough, local jurisdiction requests State assistance). Likewise if Borough's capabilities/resources are exceeded, the Borough requests State assistance.
4. The State Emergency Operations Center receives the request, responds to immediate life safety and property protection needs, and begins the development of a Fact Sheet. This Fact Sheet provides the specifics of the situation, and initial damage assessment information.
5. The Commissioner of DMVA convenes the Governor's Disaster Policy Cabinet (DPC). The DPC is comprised of the Commissioners of Administration; Commerce, Community, and Economic Development; Corrections; Environmental Conservation; Health and Social Services; Military and Veterans Affairs; Natural Resources; Transportation and Public Facilities; and Public Safety. Advisory members include the Office of the Governor, Office of Management and Budget, Department of Law, Division of Homeland Security and Emergency Management (DHS&EM), and, when necessary, AIDEA/Alaska Energy Authority. The DPC reviews the Fact Sheet and is briefed by State EOC personnel on the situation. DPC meetings are considered executive deliberative meetings and no notes are taken, nor votes recorded. Upon presentation of the facts, the DPC considers the issues and forms a recommendation to be presented to the Governor. That recommendation may include:
 - a. To declare a State disaster emergency, if estimates and projected costs exceed \$1,000,000 legislative approval is required per AS 26.23.020 (h) – (k).





- b. To direct DHS&EM to implement the Public Assistance (PA), Individual Assistance (IA), and/or Temporary Housing (TH) programs. PA provides funding for emergency protective measures, debris removal, and permanent infrastructure repair. IA provides grant funding to individuals and families in accordance with 94.AAC. TH provides grant funding or direct vendor payments to provide rental housing for up to 18 months for an individual or family whose home was destroyed or deemed unlivable.
 - c. To further request assistance from the federal government through FEMA.
 - d. To deny a request for State disaster assistance.
6. Once the DPC concurs on a recommendation, the Commissioner of DMVA transmits that recommendation to the Governor through his Chief of Staff. If the recommendation is to declare a disaster, or issue an Administrative order, a draft will be provided. In addition, per AS 26.23.020 (h)-(k), a draft finance plan and letters to the President of the Senate and Speaker of the House will be provided for notification and approval of estimated disaster costs over \$1,000,000. The Fact Sheet and a draft press release will be included for consideration.
- a. DHS&EM Operations Section drafts the declaration from the Fact Sheet they developed for the disaster and presented to the DPC. The declaration is then coordinated with LAW and OMB. This provides legal, budgetary and political considerations.
 - b. Administrative Orders are limited to disasters under \$500,000 and if they exceed the amount outlined in the Order a new Administrative Order will be required with Legislative approval. If the amount exceeds the \$500,000 limit, a disaster declaration will then be required with justification. For this reason Administrative Orders are rarely used unless the action necessary to protect or prevent further damage is limited in scope and amount. Instead, Disaster Declarations are normally made.
 - c. For purposes of a State declaration, the Governor may verbally declare at any time. The verbal declaration must be followed up with a signed proclamation and additional documentation coordinated with LAW and OMB as described above.
 - d. If the Legislature is in session and a Disaster Relief Fund (DRF) Supplemental Budget Request for "Forward Funding" has been submitted, language will be added to authorize expenditures over the \$1,000,000 limit. Authorization of the Supplemental by the Legislature provides the formal authorization required for expenditures over the \$1,000,000 limit in AS 26.23.020(i).
 - e. If the Legislature is not in session a notification letter will be provided to the Legislative Leadership. If necessary the letter will outline the anticipated expenditures over the \$1,000,000 limit along with the disaster finance plan, within five days of the plan's development. A draft concurrence letter will be sent with this package giving the Legislative Leadership the ability to concur that a special session need not be convened to approve the expenditures over the \$1,000,000 limit. This Concurrence Letter provides the Legislative Authorization for expenditures over the \$1,000,000 limit from the previously appropriated funds to the Disaster Relief Fund.





7. Once declared, the State EOC and DHS&EM will implement the programs authorized for the areas and/or communities specified in the declaration. In most instances, the DPC will recommend declaring for an entire Borough (or Boroughs) or for an entire Regional Educational Attendance Area (REAA). Funds will only be spent on eligible applicants, facilities, and eligible work. Declaring for an entire region gives DHS&EM flexibility when damage is identified in communities that were unknown at the time of the original recommendation.
8. If the Governor does not declare a disaster, a denial letter from the Commissioner of DMVA to the requesting jurisdiction(s) or official(s) will be provided.
 - a. The DHS&EM Operations Section will draft the denial package for the Director's review and submission to the Commissioner's Office for signature and submittal. This draft is reviewed and approved by the Governor's Office.
9. If the request includes a recommendation to seek supplemental federal assistance, the State EOC will formally request a joint Preliminary Damage Assessment (PDA) to be conducted with FEMA. This is a requirement of the Stafford Act, which governs Presidential Disaster Declarations.
10. Upon completion of the PDA, a Request for Federal Assistance (RFA) will be drafted for the Governor's signature and submission to the President, through FEMA Region X. This request will include Borough(s) and/or REAA(s) affected and will request specific programs for each area (PA, IA, and TH). The RFA will also include a request for the Hazard Mitigation Grant Program to be authorized statewide. Authorization from FEMA to use Hazard Mitigation funds statewide allows the State the ability to determine the best use of the post disaster mitigation funds. Usually a statewide competition for applications is done, but if the disaster area is severely damaged the State can focus the competition for the funds from within the disaster area.
 - a. A DPC can be reconvened at any time to provide disaster status or obtain other agency support. However, in recent years with the development of the Multi-Agency Coordination Group that is convened by the State Emergency Operations Center (SEOC) during significant disaster responses the interagency coordination is no longer needed at the DPC level.
11. FEMA will analyze the RFA, formulate a recommendation, and transmit to the President.
12. As with the State declaration, the President may declare for all or portions of the areas requested, and may authorize all or some of the programs requested for each area.
13. If the President declares a disaster, FEMA will establish a Joint Field Office (JFO), usually in Anchorage, and will appoint a Federal Coordinating Officer (FCO) to lead the response and recovery.
14. The FCO and DHS&EM will coordinate on the development of a FEMA-State Agreement for the Governor's signature. In this document, the Governor will appoint a State Coordinating Officer and a Governor's Authorized Representative. Historically these positions are filled by leadership within DHS&EM. This document outlines terms and conditions for the implementation of federal disaster assistance programs.
 - a. During a catastrophic disaster a decision may be made to combine the SEOC and JFO at one location for coordinated response.





15. The JFO will dispatch State-led teams to each affected area to begin implementing all federal programs authorized. JFOs are temporary offices that typically close within three months of the presidential disaster declaration.
16. A Federal Declaration requires a Legislative Leadership Notification letter to include a revised Finance Plan. This letter will outline the amount of State General Funds (GF) already appropriated from the DRF to this disaster through previous actions, and any additional GF required for the recovery as outlined in the Finance Plan.
 - a. If the Legislature is not in session a concurrence letter will be included for approval to spend over the previously authorized limit for this disaster. If there are insufficient funds in the balance of the DRF, as previously appropriated, there are several options. Per AS 26.23.050 it is the intent of the legislature and policy of the State to ensure funds are always available to meet disaster emergencies. Regular appropriated funds can be transferred to the DRF, and funds can be borrowed for a term not to exceed two years. In the past, loans from the Constitutional Budget Review (CBR) have been completed until the Legislature convenes the following session.

Note: The Legislative Leadership can only authorize expenditure of funds previously appropriated to the DRF by the Legislature during Session. In the recent past, the Legislature has forward funded an amount anywhere from \$2 to \$9 million to the balance of the DRF for future disaster events. Therefore, while not in session the Legislative Leadership can provide a concurrence letter to more specifically appropriate from the balance of the DRF to a specific disaster.
 - b. If the Legislature is in session the amount requested will be included in a Supplemental Request with specific language authorizing an expenditure up to this amount within the disaster.
 - c. Federal Authorization or the ability to accept federal disaster funds, for disasters is unlimited. Therefore, the Legislative Leadership is notified of the portion of federal disaster funds anticipated for each disaster in the Disaster Finance Plan but approval to accept those funds is not necessary.
17. When the State Coordinating Officer and Governor's Authorized Representative agree that enough of the preliminary work has been completed, the management of disaster recovery functions transitions to DHS&EM. Federally declared disasters remain open for an average of four years, taking into consideration our short repair and reconstruction seasons, federal audits, and final close-outs.

Governor's Disaster Responsibilities

AS 26.05.060 – Commander in Chief of the Alaska National Guard. State Defense Force, and Naval Militia

AS 26.05.070 – Order organized militia (National Guard) into active state service

AS 26.05.090 – Martial Law in case of rebellion or actual or imminent invasion

AS 26.20 – Homeland Security and Civil Defense

AS 26.20.040 – Emergency Powers of the Governor





- (a) declare a state of emergency in the event of an actual enemy or terrorist attack, or a credible threat of one
 - (1) enforce all laws and regulations relating to homeland security and assume direct operational control of all homeland security and civil defense forces and helpers in the State
 - (2) seize, take, or condemn property if needed for the protection of the public (Except newspapers and news services)
 - (3) sell, lend, give, or distribute fuel, food, clothing, medicines, and supplies
 - (4) compensate for seized, taken, or condemned property
 - (5) suspend the provisions of a regulatory statute
 - (6) use all available resources of state government and of each political subdivision of the State
 - (7) transfer personnel or alter the functions of State departments and agencies
 - (8) perform and exercise other functions, powers, and duties
- (b) State of emergency may not remain in effect for more than 30 days unless extended by the legislature

AS 26.23 – The Alaska Disaster Act

AS 26.23.020 – The Governor and Disaster Emergencies

- (a) The Governor is responsible for meeting the dangers presented by disasters
- (b) The Governor may issue orders, proclamations, and regulations necessary to carry out the Act
- (c) The Governor shall declare a condition of disaster emergency if he finds that a disaster has occurred or is imminent (in effect no longer than 30 days unless extended by the legislature)
- (f) During the effective period of a disaster emergency, the Governor is commander in chief of the organized and unorganized militia and all other forces available for emergency duty. The Governor may delegate or assign command authority by appropriate orders or regulations
- (g) In addition, the Governor may:
 - (1) suspend the provisions of any regulatory statute
 - (2) use all available resources of State government and each political subdivision of the State
 - (3) transfer personnel or alter the functions of State departments and agencies
 - (4) commandeer or utilize any private property (except for all news media)
 - (5) direct and compel relocation of all or part of the population





- (6) prescribe routes, modes of transportation, and destinations in connection with relocation
 - (7) control ingress and egress from a disaster area, movement within, and occupancy of premises in the area
 - (8) suspend or limit the sale, dispensing, or transportation of alcoholic beverages, explosives, and combustibles
 - (9) make provisions for the availability and use of temporary emergency housing
 - (10) allocate or redistribute food, water, fuel, clothing, medicine, or supplies
 - (11) use money from the oil and hazardous substance release response account
- (h) May expend during a fiscal year not more than \$500,000 of State funds per incident without a declaration of disaster emergency, usually via Administrative Order, must provide a finance plan to the legislature
- (i) May expend not more than \$1,000,000 when a disaster emergency is declared
- (j) If the disaster declared is a fire, the Governor may spend funds as necessary to save lives or protect property (no limit)
- (k) May expend more than \$500,000 under (h) or more than \$1,000,000 under (i) if the Legislature (in session) approves a finance plan that identifies expenditures above the limit, or if the Legislature (not in session) is convened in special session or if the presiding officers of the House and Senate agree in writing that a special session should not be convened

AS 26.23.050 – Financing

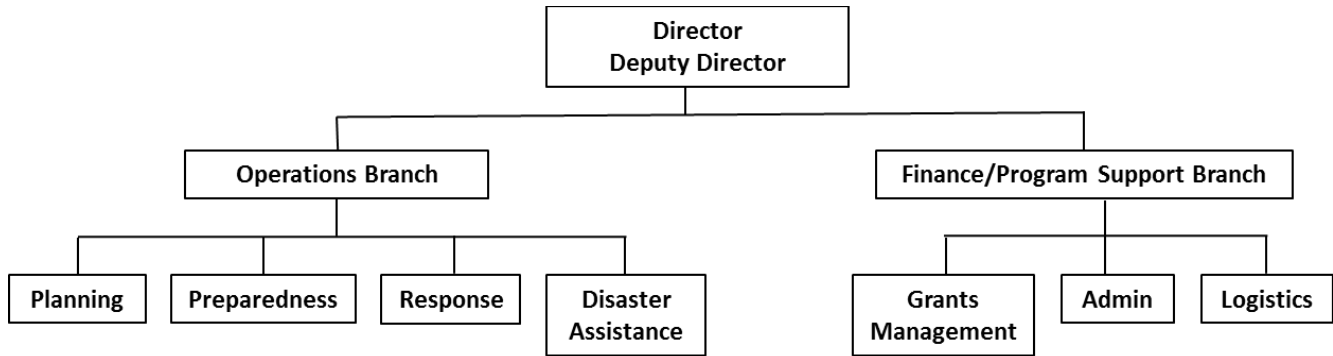
- (a) First recourse is money regularly appropriated to State and local agencies. Second is money available in the disaster relief fund or, for oil or hazardous substance discharges, the oil and hazardous substance release prevention and response fund. If that funding is insufficient, the Governor may (notwithstanding limitations imposed by AS 37.07.080(e)):
- (1) transfer and spend money appropriated for other purposes
 - (2) borrow money for a term not to exceed two years
- (b) Nothing in the section limits the Governor's ability to apply for, receive, administer, and spend grants, gifts, or payments from any source to aid in disaster prevention, preparedness, response, or recovery





Division of Homeland Security and Emergency Management At-a-Glance

Mission – To lead the way in Homeland Security and Emergency Management to foster a prepared, resilient Alaska, capable of meeting the needs of the communities and citizens in response to all hazard events.



Planning – The Planning Section provides the foundation for Alaska's emergency preparedness and response efforts, working with other state agencies, the federal government, local emergency management coordinators, first responders, and other community/tribal entities to meet requirements in these areas. The section is comprised of three primary elements:

- Mitigation Team - Assists local communities in hazard mitigation planning and manages the statewide prioritization, distribution, and execution of federal and state mitigation funding to successfully conduct mitigation projects and actions in local communities.
- Community Planning Team - Conducts research and coordinates with federal, state, and volunteer agencies and communities to produce various emergency preparedness plans and products. The team produces the State Emergency Operations Plan (EOP) as well as Continuity of Operations Plans and Small Community Response Plans (SCERP) The team ensures emergency services, local authorities, and other organizations better communicate and coordinate efforts, ultimately improving disaster response and post-disaster recovery.
- Rural Resilience Team – Conducts in depth analysis of rural Alaskan communities in order to understand how factors such as local hazards, climate, community population, community resources, infrastructure, transportation modes, culture, form of government, and disaster history affect a rural community's resilience. The team collaborates with federal, state, businesses, non-profits, and volunteer organizations to determine how to best serve the community's disaster preparedness needs. The team conducts rural resilience workshops in the regional transportation hubs and invites all surrounding communities to participate in a planning, training, and preparedness workshop hosted by DHS&EM and partner agencies. The team also facilitates the Alaska Partnership for Infrastructure Protection (APIP), a public-private organization that brings together Alaska infrastructure owners and stakeholders to share information, discuss interdependencies, and prepare for all types of threats with the ultimate goal of increasing community and organizational resilience.

Preparedness – The Preparedness Section of DHS&EM is divided into three sub-sections: Exercise, Training and Outreach. The Preparedness section has the overall responsibility for development of DHS&EM's preparedness conferences. The annual preparedness conferences unite emergency managers and other key personnel in order





to provide pertinent knowledge relating to emergency management and prepare them for statewide biennial exercises.

- **Exercise** - The exercise staff works with local communities, State and federal agencies to build exercises in order to test operational plans. The Exercise unit designs the triennial Alaska Shield exercise, which tests the State's EOP, local EOPs, and federal, State, private, and non-profit agencies as part of a statewide full-scale exercise. Exercise assists local communities and other state agencies in the development, conduct and after action review of their own exercises.
- **Training** – The training unit manages programs to provide State agencies and local communities with the training necessary to improve emergency management capabilities.
- **Public Information and Outreach** – This unit provides effective, coordinated and timely emergency management information to the public. This unit ensures accurate, targeted communication is provided to meet the needs of the disaster situation. The unit's earthquake simulator is a focal point of many community outreach events around the State.

Response Operations – The Operations Section is responsible for pre-incident readiness and response to potential and actual disaster incidents and events. This includes responding to requests for assistance from cities, boroughs, tribes, and unincorporated areas of the State and coordinating the appropriate resources and/or agencies to assist. The section is comprised of three units:

- **State Emergency Operations Center (SEOC)** - The SEOC is both a facility and a function. During routine operations, the SEOC Unit manages and maintains the operational aspects of DHS&EM's alert and warning systems (Emergency Alert System, National/Alaska Warning System, Alaska Volcano Observatory Activity Notices, Alaska Earthquake Information Center Warnings, etc.). The unit also ensures the SEOC facility and continuity facilities are kept in an operational state of readiness. The SEOC answers, triages, and forwards all requests for information or assistance received on DHS&EM's warning systems and telephone lines to the appropriate agency or DHS&EM leadership.
 - The unit also manages DHS&EM's response equipment fleet. This includes the State's Mobile EOC, deployable communications, water purification, emergency generators, and miscellaneous tools and equipment. When the SEOC is fully activated to respond to an emergency, all DHS&EM staff are assigned positions in the center and agency representatives from state, federal, and NGO organizations are recalled.
 - In response to emergency events where other State of Alaska Departments have the lead (DEC for oil and hazardous materials spills, DNR for wildland fires, DPS for search and rescue, DHSS for public health emergencies, and DCCED for economic emergencies), the SEOC provides resource and logistical support and incident management expertise, as needed. The SEOC is also the focal point for any requests for military support made by local jurisdictions or agencies.
- The Response Unit responds to and manages all incidents and requests for State assistance. During routine operations, calls received by the SEOC are assigned to a response unit emergency management specialist for adjudication. Most requests are handled telephonically, and in many instances result in referral to another state or federal agency with statutory responsibility for the particular event. For incidents or events that exceed the capability for local government to respond effectively, this unit will coordinate the activation of the SEOC, and deploy staff to the jurisdiction(s) affected. The primary mission of field response is to support local government and/or tribal officials in responding to the





emergency, and to facilitate resource requests and the local disaster declaration process between the affected jurisdiction and the SEOC.

- The Emergency Communications unit manages and maintains the hardware, software, and planning documentation for DHS&EM's alert and warning systems. In addition, the unit manages and maintains DHS&EM's two-way radios, satellite telephone and data systems, and emergency telephone systems. The unit supports technical, operational, and planning aspects of the State's interoperable communications grant programs, and provides direct technical assistance to other State, federal, and local emergency communications agencies.

The Operations Section provides direct support to communities 24/7/365. Statewide situational awareness and common operating picture information is transmitted during regular business hours. A number of hotlines and emergency communications networks are answered 24/7. The section receives inquiries and requests for assistance on a myriad of issues (emergency and non-emergency). If organizations like the National Weather Service, Pacific Tsunami Warning Center, Alaska Volcano Observatory, or Alaska Earthquake Information Center provide notification of an event or potential threat, the Section makes direct contact with jurisdictions in the affected area to provide advanced warning (when possible). The section produces the Emergency Response Guide for Small Communities which is distributed to all riverine communities each spring in advance of breakup and the threat of ice-jam flooding. The guide is likewise distributed to all coastal communities each fall in advance of the threat of fall/winter coastal sea storms. This guide is also provided to each school district in the State. The section frequently travels on behalf of the Plans or Preparedness Sections to support local emergency operations plan development and emergency response training.

Disaster Assistance – The Disaster Assistance Section is comprised of two elements: Public Assistance (infrastructure) and Individual Assistance (private property). The Disaster Assistance Section has had direct contact and interaction with every community, local government, tribal council, private non-profit and state agency that has been affected by state and federally declared disasters since 1978.

- The Public Assistance (PA) program awards grants to State and local governments, federally recognized tribes and certain Private Non-Profit (PNP) entities to assist with response, emergency protective measures and infrastructure recovery costs incurred as a result of declared disaster events. A disaster declared by the governor triggers the State funded Public Assistance program. If the event escalates into a federally declared disaster, funding is typically on a 75 percent federal, 25 percent State cost share. Staff members are subject matter experts and act as case managers to assess damages, make eligibility determinations, monitor grant performance, and process payments. The PA grant payments are used to reimburse costs associated with emergency protective measures, response activities and infrastructure repair and replacement work. The basis of PA grants is to return affected infrastructure to pre-event condition using competitive procurement procedures.
- The Individual Assistance (IA) program awards grants to individuals who have been affected by State and or federally declared disasters. The state IA program is limited to one half of the federal IA maximum. The assistance is divided into two primary methods, Individual Family Grant (IFG) and Temporary Housing (TH). IFG provides assistance for losses to real property, transportation, personal property and disaster expenses for medical, dental or funerals. Individual and Family Grants awards are generally paid directly to individuals. TH provides assistance for temporary accommodations, and rental assistance. For federally declared Individual Assistance disasters, State staff work actively with FEMA staff to ensure all affected State residents participate in the federal program. Disaster Assistance staff play a key role in





the FEMA process to monitor application status and advocate for residents during reconsiderations and appeals.

Financial and Program Support – The Program Support section has the responsibility to manage multiple federal and State disaster and non-disaster grant programs that support the prevention, protection, mitigation, response, and recovery missions. Program Support ensures goals, objectives, timelines, budgets, and other compliance metrics are met to ensure program implementation and fiscal accountability. Program Support administers sub-recipient grants and monitors activities from application to closeout by providing day-to-day oversight; reconciles and approves programmatic sub-recipient expenditures; and provides general support and assistance relating to procurement and project implementation. Program Support authorizes reimbursement for expenditures, audits quarterly reports, and generates reimbursement to communities.

Financial and Program Support is currently managing 11 federal disasters and 8 State disasters that cover all areas of the State. These disaster response and recovery projects require active management of a budget of \$359 million and growing. In federal fiscal year 2020, non-disaster grants amounted to \$3.1 million in Emergency Management Performance Grant (EMPG) federal dollars to sustain and enhance emergency management capabilities at the State and local level. The 11 sub-recipient jurisdictions receiving this funding utilize it to maintain emergency managers in their communities. These emergency managers keep emergency plans up to date, facilitate training and exercise activities for responders in their community, and implement outreach campaigns for community preparedness and resiliency.

The State Homeland Security Program (SHSP) Grant provided more than \$4.08 million in federal funds to State and local jurisdictions to address planning, organization, equipment, training, and exercise needs in fiscal year 2019. This program builds emergency management capacity in communities with the acquisition of equipment such as back-up power generators, evacuation shelter equipment, law enforcement, fire, and hazmat protective equipment and interoperable communications. The SHSP grant provides training and exercise opportunities in areas such as terrorism awareness and active shooter response, Emergency Operations Center (EOC) function, and rural/urban search and rescue.

