

**OHIO EMERGENCY OPERATIONS PLAN  
EMERGENCY SUPPORT FUNCTION #7**

**RESOURCE SUPPORT AND LOGISTICS**

**COORDINATING**

**AGENCY:** Ohio Emergency Management Agency (Ohio EMA)

**Primary Agency** Ohio Emergency Management Agency (Ohio EMA)

**Support Agencies:** Ohio Department of Administrative Services (DAS)  
Ohio Adjutant General's Department, Ohio National Guard (ONG)  
Ohio Department of Agriculture (ODA)  
Ohio State Highway Patrol (OSHP)  
Ohio Homeland Security (OHS)  
Ohio Department of Natural Resources (ODNR)  
Ohio Department of Public Safety (ODPS)  
Ohio Bureau of Motor Vehicles (BMV)  
Ohio Department of Rehabilitation and Corrections (ODRC)  
Ohio Department of Transportation (ODOT)  
Voluntary Organizations Active in Disasters (Ohio VOAD)

**I. INTRODUCTION**

- A. ESF-7 supports the resource and logistics needs of the state during events or emergencies when the State Emergency Operations Center (EOC) is activated or as directed.
- B. ESF-7 manages the supply chain process with a focus on procurement, donations management, receiving, staging and onward movement of resources through response and recovery phases.
- C. ESF-7 performs the following functions with regards to resource support and logistics:
  - 1. Resource planning
  - 2. Resource identification and location
  - 3. Resource Procurement (Acquisition)
  - 4. Facility Activation
  - 5. Resource tracking and accounting
  - 6. Resource mobilization, activation and dispatching
  - 7. Resource delivery
  - 8. Resource staging

9. Resource warehousing and storage

10. Resource distribution

11. Resource maintenance and testing

12. Resource, operation and facility demobilization/deactivation

## **II. SITUATION**

- A. Ohio is a geographically, culturally, and demographically diverse state. Natural or man-made disasters and emergencies may impact the state at any time with or without warning.
- B. State and local resources could be quickly depleted during incidents that require the activation and/or acquisition of resources and/or support from the federal government, private providers, via the Emergency Management Assistance Compact (EMAC), or through other mutual aid mechanisms.
- E. To meet ongoing incident response needs, Ohio EMA and/or FEMA will respond to local resource requests by “pulling” or providing resources to fill local resource gaps.
- F. During catastrophic incidents, it is possible that some needed private industry resources may be under exclusive contract to FEMA. In such events, ESF #7 will coordinate through the Federal Coordinating Officer to get a portion of those resources.
- G. For information on the process for acceptance, management and distribution of donated materials, services, personnel, monetary, facilities, etc. (either solicited or unsolicited) refer to the Donations Management Support Annex (Tab A to ESF-7 of the Ohio EOP).

## **III. ASSUMPTIONS**

- A. The need for resource support and logistics will increase as an incident’s scope, complexity, intensity and duration increases.
- B. Local jurisdictions will exhaust their resources and capabilities, including mutual aid, before requesting assistance from the state.
- C. Subject to federal and state declarations and authorizations, the federal government will provide funds and assistance when requirements exceed the State’s capability to provide response resources.
- D. Simultaneous response to more than one incident at a time will result in added resource stressing.

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

- A. ESF-7 will be activated and staffed in the State EOC when incident operations indicate the need for state-level resource support or when directed by State EOC management.
- B. ESF-7 will normally be activated in accordance with the State EOC Activation System (Refer to the Base Plan for an explanation of the Activation System).
- C. In addition to state-level resource support for an incident, ESF – 7 may be tasked to provide logistics support to the State EOC. Examples of such support include arranging for meals and/or sleeping arrangements for State EOC staff.
- D. ESF – 7 positions will normally be filled in accordance with the State EOC Organizational Chart. Additional subject matter experts or other staff may be activated based on incident needs. At a minimum, the Logistics Section Chief position will be filled if ESF – 7 is activated. Other positions that may be filled if needed include.
  - a. Procurement Branch; The Procurement Branch procures resources based on mission assignments following recommended courses of action from the Logistics Working Group and Executive Group.
  - b. EMAC Branch; The EMAC Branch coordinates sending and request of resources (personnel and equipment) via the EMAC agreement to and from other states.
  - c. Logistics Management Branch; The Logistics Management Branch provides management services to the overall SEOC logistics effort.
  - d. Donations Management Branch; The Donations Management Branch manages the solicitation of donations, receipt and storage of donations, and proper disposition of donations (including disposal of unusable items).
  - e. Receiving, Staging, Onward Movement Branch; The Receiving, Staging and Onward Movement (RSOM) Branch manages the flow of resources to disaster areas.
- E. As soon as possible after activation, ESF – 7 will contact FEMA Region V logistics for situational awareness and to begin coordinating any current or future logistics needs.
- F. To meet initial surge resource needs, Ohio EMA and/or the Federal Emergency Management Agency (FEMA), in cooperation with the State EOC and local EOCs, may proactively “push” or pre-position resources to, or near, an incident site without specific local requests to do so.

- G. If the nature of an event or incident requires repositioning of resources, ESF – 7 will assist in identifying sites and resources that are accessible and in close proximity but not impacted by the event or incident to serve as receiving, warehousing and staging area(s). The number of facilities to be activated and the personnel and equipment needed to operate the facilities will be coordinated by ESF – 7.
- H. ESF-7 operations could be conducted at facilities and locations throughout the state, including: State Mobilization Centers, Local/State Receiving and Distribution Centers, State Staging Areas and State Warehouses.
1. State Mobilization Centers – Usually located near the site of the emergency, the State Mobilization Center is where state personnel can receive personal logistical and administrative support while addressing response and recovery activities. At this site personnel may also be briefed on upcoming missions and situations and they may be formed into teams that support the movement and management of capabilities during emergencies.
  2. State/Local Receiving and Distribution Centers – Facilities within the Incident Area where capabilities are distributed to address unmet needs of persons affected by the emergency and where capabilities may be directed to ICS staging areas and related response and recovery organizations in coordination with the county Emergency Management Agency. Local Receiving and Distribution Centers may carry out this logistics function in lieu of or in cooperation with the state.
  3. State Staging Areas – Locations where federal and state resources are received, held, reconfigured and reloaded for delivery to State Receiving and Distribution Centers. From this point resources may be distributed through local EMAs to address unmet needs of citizens and response requirements. Delivery arrangements may also be made to ICS Staging Areas and to other sites identified by the local emergency management director.
  4. State Warehouses – State Warehouses may be activated during emergencies of long duration and/or of catastrophic impact. State Warehouses can reduce high levels of activity at State Staging Areas particularly when a timetable for delivery allows for mobilization and dispatch of capabilities to the site of the emergency over a period of days or weeks. (for information about warehouses for donations, refer to the Donations Management Support Annex in this plan)

- I. ESF-7 will activate state-level logistics facilities and activities as needed. State logistics facilities may be sourced from:
  - 1. State-Owned Facilities
  - 2. Facilities contracted through DAS
  - 3. County Fairgrounds
  
- J. ESF – 7 will support FEMA in the receipt of “pushed” Execution Schedule resources (Refer to the Catastrophic Incident Supplement to the National Response Plan (NRP) for Execution Schedule). It is possible that Strategic National Stockpile (SNS) resources may also be delivered to Ohio at the same time. Please refer to the SNS Plan available from the Ohio Department of Health for details on the delivery of these resources.
  - 1. FEMA may “push” the following Execution Schedule resources to a Federal Operations Staging Area (FOSA), a State Staging Area or a State/Local Receiving and Distribution Center as determined by ESF-7.
 

<ul style="list-style-type: none"> <li>i. Blankets</li> <li>ii. Bottled Water</li> <li>iii. Cots</li> <li>iv. Emergency Heater Meals</li> <li>v. Generators</li> <li>vi. Ice</li> </ul>	<ul style="list-style-type: none"> <li>vii. Personal Wash Kits</li> <li>viii. Personal Hygiene Kits</li> <li>ix. Plastic Sheeting</li> <li>x. Tents</li> <li>xi. Toilet Kits</li> </ul>
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- K. Under the Resource Fulfillment Cycle, ESF-7 monitors the rise, decline and evolution of requested resources throughout the operational periods of the emergency. Specific actions for the Resource Fulfillment Cycle will be documented in the Incident Action Plan (IAP) developed at the State EOC for each operational period of state-level response.
  
- L. ESF-7 will convene a Logistics Working Group to analyze and develop purchasing and procurement courses of action and recommendations for missions assigned to ESF-7 for presentation to State EOC leadership. This working group may include, but is not limited to representatives from the Finance and Administration Section, the lead ESF, EMAC, FEMA, ESF-7 and others as needed.
  
- M. ESF-7 will work with ESF-5 to track and account for any resources purchased, procured, or otherwise coordinated through ESF-7.
  
- N. ESF-7 will provide any cost or other financial data associated with resources purchased, procured, or otherwise coordinated through ESF-7 to the Finance and Administration Section.

- O. Resource requirements at the site of an emergency can alter rapidly and unexpectedly. In order to anticipate and fulfill these requirements, ongoing communications and interaction between the local EMA/ICP, personnel at state logistics facilities, at the FOSA, the JFO and related Area Command and MACs must be constantly maintained.
- P. State and Federal logistics personnel coordinate to ensure capabilities are mobilized and deployed over time as needed
- Q. The Ohio Public Private Partnership (OP3) will, through Ohio Homeland Security, share critical information with OP3 members to assist them and the affected community in returning to normal operations in the wake of a disaster; support situational awareness among OP3 members; assist in building and supporting a comprehensive network of businesses, associations, and state agencies to jointly participate in disaster prevention, planning, response, and recovery efforts; share homeland security information with partnership members through the Homeland Security Information Network (HSIN); and support the Emergency Partner Credentialing System (EPCS) as part of the Communication and Information Management System (CIMS).
- R. Demobilization
  - 1. As state-level response and recovery operations diminish, state capabilities can be reduced in the field in coordination with local, state and federal personnel at the site of the emergency and with ESF-7 personnel in the State EOC.
  - 2. State-owned capabilities used for emergency response and recovery that are not expendable and must be returned to the state following an emergency will be recovered by the state agencies that own the property. State agencies may coordinate with the State EOC for support to recover and transport the resources from the site and return them to their original location or a location agreed upon among the coordinating state agencies.
  - 3. Property must be cleaned, restored and maintained by the organization that owns the property.
  - 4. ESF-7 will work with local EMAs to document issues related to the delay of returnable equipment and/or repairs needed or lost equipment.
  - 5. ESF-7 after-action activities include identifying shortfalls developing corrective action plans and capturing best practices to improve state resource management and logistics.

## **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

### **A. Organization**

1. The Ohio Emergency Management Agency is the Coordinating Agency for ESF-7, and will be responsible for working with this ESF's Support Agencies to ensure that there is a seamless integration of, and transition between preparedness, response, and recovery activities. The Coordinating Agency's primary responsibility will be to focus on engaging Support Agencies in pre-incident planning and coordination opportunities.
2. The Ohio Emergency Management Agency is the Primary Agency for ESF-7, and will take the lead in coordinating and reporting on ESF-7-related missions and operations.
3. ESF-7 agencies will be activated through the State EOC for assessment, response, and recovery operations based on incident needs. Primary and Support Agencies will coordinate with one another to ensure the most effective use of personnel and equipment, to avoid redundant activities, and to cooperate on emergency response missions.
4. All agency-based resources will be provided as they are needed, as they are available, and as agencies are able to provide them.

### **B. Assignments of Responsibility**

1. Ohio Emergency Management Agency (Ohio EMA) – Primary Agency
  - a. Review resource requests and identify potential sources to fill them.
  - b. Coordinate and facilitate the acquisition and management of federal resources that requested or “pushed” into the state, and coordinate the implementation of federal-level resources within the State EOC and at incident sites.
  - c. Provide personnel to serve as the Logistics Section Chief and other ESF-7 positions.
2. Ohio Department of Administrative Services (DAS)
  - a. Provide staff to facilitate resource procurement operations (Procurement Branch Director, Procurement Branch staff); logistics management operations; donations management operations; receiving, staging and onward movement operations; EMAC operations; and other logistics and resource management operations.
  - b. Assist in the identification and/or purchasing of resource providers, facilities (e.g., incident command centers, field operations centers, mobilization centers, receiving and distribution centers, staging areas, and storage warehouses), supplies, equipment, and services, as needed.

- c. Provide listings of buildings and facilities including State Mobilization Centers, State Receiving and Distribution Centers, State Staging Areas and State Warehouses.
  - d. Approve suspension of purchasing and contracting requirements as defined in Section 125.02 - 125.11 of the Ohio Revised Code after a state of emergency has been declared.
  - e. Provide staff to facilitate resource procurement operations (Procurement Branch Director, Procurement Branch staff); logistics management operations; donations management operations; receiving, staging and onward movement operations; EMAC operations; and other logistics and resource management operations.
3. Ohio Department of Public Safety (ODPS) – Administrative Divisions
- a. Provide personnel and equipment to manage and operate State Staging Areas, Mobilization Centers, State Receiving and Distribution Centers and State Warehouses.
  - b. Provide subject matter experts as needed for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
4. Ohio Homeland Security, Ohio Public-Private Partnership (OHS-OP3)
- a. Assist public and private sector entities with returning to normal operations in the wake of a disaster by sharing critical information with OP3 members
  - b. Provide situational awareness of imminent threats on a need to know basis through voluntary information sharing between OP3 members
  - c. Build and support a comprehensive network of businesses, associations, and state agencies to jointly participate in disaster prevention, planning, response, and recovery efforts.
  - d. Utilize the Homeland Security Information Network (HSIN) to securely share homeland security information with partnership members.
  - e. Support the Emergency Partner Credentialing System (EPCS), a credentialing system that allows OP3 private sector partners to access disaster scenes easier.
5. Ohio Bureau of Motor Vehicles (BMV)
- a. Provide a Donations Hotline Coordinator(s) and personnel for the Donations Management Hotline as needed.

6. Adjutant General's Department, Ohio National Guard (ONG)
  - a. Provide facilities that can be used as State Mobilization Centers, State Receiving and Distribution Centers, State Staging Areas and State Warehouses.
  - b. Provide subject matter experts as needed for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
7. Ohio Department of Agriculture (ODA)
  - a. Assist with the identification and prioritization of County and State Fairgrounds and other properties that could be used as State Staging Areas, Mobilization Centers, State Receiving and Distribution Centers and State Warehouses and other logistics and ESF-7 facilities.
  - b. Provide subject matter experts as needed for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
8. Ohio Department of Natural Resources (ODNR)
  - a. Provide facilities that can be used as State Mobilization Centers, State Receiving and Distribution Centers, State Staging Areas and State warehouses.
  - b. Provide subject matter experts as needed for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
9. Ohio State Highway Patrol (OSHP)
  - a. Provide security and traffic control for State Mobilization Centers, State Receiving and Distribution Centers, State Staging Areas and State Warehouses.
  - b. Provide subject matter experts for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
10. Ohio Department of Rehabilitation and Corrections (ODRC)
  - a. Provide facilities that can be used as State Mobilization Centers, State Receiving and Distribution Centers, State Staging Areas and State Warehouses.
  - b. Provide personnel to assist with staffing of State Mobilization Centers, State Receiving and Distribution Center, State Staging Areas and State Warehouses as needed.

- c. Provide subject matter experts as needed for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
11. Ohio Department of Transportation (ODOT)
- a. Provide recommendations, briefings and maps on routes and other transportation issues associated with logistics and ESF-7 operations.
  - b. Provide transportation assets and coordination for logistics and ESF-7 operations in accordance with ESF-1 – Transportation.
  - c. Provide facilities that can be used as State Mobilization Centers, State Receiving and Distribution Centers, State Staging Areas and State Warehouses.
  - c. Provide subject matter experts as needed for logistics management, EMAC, Receiving, Staging and Onward Movement and other logistics and ESF-7 operations.
12. Ohio Volunteer Organizations Active in Disasters (Ohio VOAD)
- a. Provide donations management support in accordance with ESF-7's Tab A: Donations Management Support Plan.