AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Gunnison County Disaster Recovery Plan

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement:

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Gunnison County Disaster Recovery Plan

Fiscal Impact: n/a

Submitted by: B. Lucero for S. Morrill **Submitter's Email Address:** smorrill@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
Looks good. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 2/5/2018

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok db 2/13/18

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 2/13/2018 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 2/15/2018

( ) Consent Agenda (●) Regular Agenda ( ) Worksession Time Allotted: 15

Agenda Date: 2/20/2018

Revised April 2015

Disaster Recovery Plan

Updated: February 01, 2018

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Introduction

The Gunnison County Disaster Recovery Plan provides an overview of how Gunnison County as an organization will prepare for and coordinate recovery from a disaster in collaboration with partner jurisdictions and agencies, utilizing the "Whole Community" planning approach.

An overarching assumption of the Gunnison County Recovery Plan is that all county department directors and their staff understand their respective roles and responsibilities in the Gunnison County Emergency Operations Plan and their Continuity of Operations Plans, as many of those will overlap with roles and responsibilities listed in the Recovery Plan.

Recognizing that every incident/emergency is unique, with differing impacts and needs, the Recovery Plan and supporting plans listed above and below should be utilized as guidance documents, and not as steadfast procedures.

The following plans are required to support the Recovery Plan and recovery efforts during and after a disaster. The lead ESF and department responsible for plan development are listed next to each.

1. Emergency Operations Plan (ESF 5 Emergency Management)
2. Evacuation and Sheltering (ESF 5 Emergency Management, ESF 13 Law Enforcement, ESF 6 Health and Human Services)
3. Behavioral Health (ESF 8 Health and Human Services)
4. Public Warning and Notification (ESF 5 Emergency Management)
5. Resource Mobilization (ESF 7 Emergency Management)
6. Donation Management (ESF 6 Health and Human Services)
7. Volunteer Management (ESF 6 Health and Human Services)
8. Rapid Needs Assessment (ESF 5 Emergency Management)
9. Re-Entry (ESF 3 Public Works, ESF 13 Law Enforcement)
10. Damage Assessment (ESF 3 Public Works, ESF 14 Community Development)
11. Debris Management (ESF 3 Public Works, Airport)

Mutual Aid Agreements (MAA), Intergovernmental Agreements (IGA) and Memorandum of Understandings (MOU) are valuable tools during the response and recovery phases of an incident. Having these types of agreements in place prior to an incident saves time and money, reduces confusion as well as ensuring that Gunnison County operates in the most efficient and effective manner possible.

Purpose

The plan is a guide for Gunnison County Government and other cooperating entities and agencies that have significant responsibilities associated with recovery from a disaster. This ensures that an affected community is ready to undertake an effective, efficient and organized recovery process and does not miss opportunities to rebuild in a fiscally responsible, sustainable, and resilient way.

Scope

The Gunnison County Recovery Plan identifies the core activities necessary for successfully implementing the recovery process. The Recovery Plan utilizes an all-hazards approach, which works in consort with the Gunnison County Emergency Operations Plan. These core activities can be categorized under the Recovery Support Functions: Community Recovery Planning, Economic, Natural and Cultural Resources, Housing, Infrastructure, Safety and Security, and Community Service. The plan also establishes the roles and responsibilities of all stake holders in the recovery process, both pre and post-disaster.

1. The Recovery Plan is part of a larger system of inter-related plans at the local, state and federal levels. They are founded upon the National Disaster Recovery Framework (NDRF) and the principles of the National Incident Management System (NIMS).
2. The plan uses the all-hazards approach that addresses a full range of complex and constantly changing guidelines in recovering from major disasters or emergencies. It does not address issues of immediate response or communications.
3. The recovery plan and its associated Emergency Support Functions and Recovery Support Functions (ESFs and RSFs) are intended to guide the County's short and long-term recovery efforts.
    a. Short-term recovery efforts are initiated during and immediately after the disaster to focus on the restoration of essential services and providing for basic human needs, specifically housing, food, water and emotional/psychological support.
    b. Long term recovery efforts address cost accounting, reimbursement and restoring the community to pre-disaster conditions (if possible) and a state of normalcy, often called the "new normal". This includes tracking and resolving citizen unmet needs.

Authority

1. This Disaster Recovery Plan is developed to be consistent with those guidelines set forth in the State of Colorado Disaster Emergency Act of 1992 and the State of Colorado Recovery Plan (2015) and is aligned with the National Response Framework (NRF), National Disaster Recovery Framework (NDRF) and the National Incident Management System (NIMS).
2. Independently elected officials will endeavor to support the Disaster Recovery Plan as detailed and consistent with their statutory and constitutional obligations of office.
3. Individual county departments and agencies will endeavor to support the Disaster Recovery Plan as detailed and consistent with the authorities afforded to them under County Policy.
4. The base Recovery Plan is adopted by the BOCC by resolution, which serves as the promulgation letter for the base Recovery Plan.
5. Acts, statutes, resolutions and other documents that guide disaster recovery planning include:

    Local:

    - 1988-10; Established the Emergency Management program and director position.

- 1989-31; Adopted the flood damage prevention resolution for the County.
- 1994-15; Entered Gunnison County into the Regional Emergency Planning Committee with Delta, Montrose, San Miguel, Ouray and Hinsdale Counties.
- 2006-17; Adopted NIMS / ICS as the basis for all incident management in the County.
- 2007-26: A Resolution Adopting Policy regarding Authority of the County Manager to Execute Contracts.
- 2008-15; Established Gunnison County emergency and disaster management and procedures.
- 2017-19; Repeal and Replace 2015-02; Update of Resolution 2008-15: Established Gunnison County Emergency and Disaster Management and Procedures. This resolution includes process and template for declaring an emergency to the State.
- 2017-22; Adoption of revised Gunnison County EOP
- 2017-2018 __Recovery Plan

State:

- Colorado Disaster Emergency Act (Part 7 of Article 33.5, Title 24, of the Colorado Revised Statutes, 2014 as amended)
- Emergency Management Program Guide for Colorado, 2013
- Colorado Elected Official's Policy Guide for Disasters and Emergencies, 2012
- Colorado Emergency Operations and Recovery Plan (or similar document), 2016

Federal:

- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707, 1974, PL 93-288.
- Disaster Mitigation Act of 2000, PL 106-390
- National Response Framework, 2013
- FEMA's Comprehensive Preparedness Guide (CPG 101) – Developing and Maintaining Emergency Operations Plans, 2010
- National Disaster Recovery Framework, 2016

Planning Assumptions and Considerations

1. The premise of the Gunnison County Recovery Plan and the Gunnison County Emergency Operations Plan (EOP) is that all levels of government share responsibility for working together in preparing for, responding to and recovering from the effects of an emergency or disaster. This is consistent with the National Response Framework (NRF), National Disaster Recovery Framework (NDRF), and the National Incident Management System (NIMS).
2. The Recovery Plan should be implemented as appropriate in the initial stages of an emergency or disaster. Response actions will take place immediately, but recovery efforts and planning activities should be started as soon as possible.
3. All aspects of a community (e.g., volunteer, faith, access and functional needs, local governments and community-based organizations; other non-governmental organizations (NGOs); and the private sector) may be needed to effectively recover from a major disaster.

4. Emergencies may have lasting psychosocial impacts on the affected population as well as those involved in long-term recovery.
5. Where practicable, mitigation and resilience considerations should be factored into all recovery decisions in order to reduce risk to future disaster events.
6. Local governments have primary responsibility for managing recovery efforts and preparing strategies to facilitate recovery. State and federal officials look to local government to clearly articulate recovery priorities to optimize the effectiveness of supplemental assistance.
7. Disasters that exceed local and state capacity may require federal assistance, which includes public assistance for eligible government, special district and non-profit organizations, and individual assistance to help citizens and small business with disaster-related losses.
8. The recovery process may take years, and a "new normal" may be the ultimate recovery goal.
9. Depending on various factors, including the scope and magnitude of the incident, Gunnison County may not be able to meet all of its responsibilities indicated in this plan.
10. The principles found in the National Incident Management System (NIMS) will be utilized in the implementation of this plan.

Municipalities, Special Districts and other Organizations / Institutions

1. When an incident occurs with-in the boundaries of a municipality, special district or on the property of an organization / institution with a current Recovery Plan or similar document, it is expected that the municipality, special district or organization / institution will utilize their plan to manage recovery from the incident.
    - In these situations, and as with other emergency plans, if requested by the affected municipality, special district or organization / institution, the Gunnison County Recovery Plan could be used in a support role, where appropriate.
    - Similarly, and as with other emergency plans, it is assumed that for incidents occurring in Gunnison County, which necessitate use of the Gunnison County Recovery Plan, if requested, the municipality, special district or organization / institution could utilize their Recovery Plan to support the County.

In some cases, organizations may choose to adopt this plan in its entirety. Adoption of this plan does not absolve the organization of its responsibilities to manage their recovery process, nor does it obligate Gunnison County to manage or assist with that organizations recovery process.

Response and recovery operations are the responsibility of the jurisdiction(s) in which the disaster occurs.

Concept of Disaster Recovery

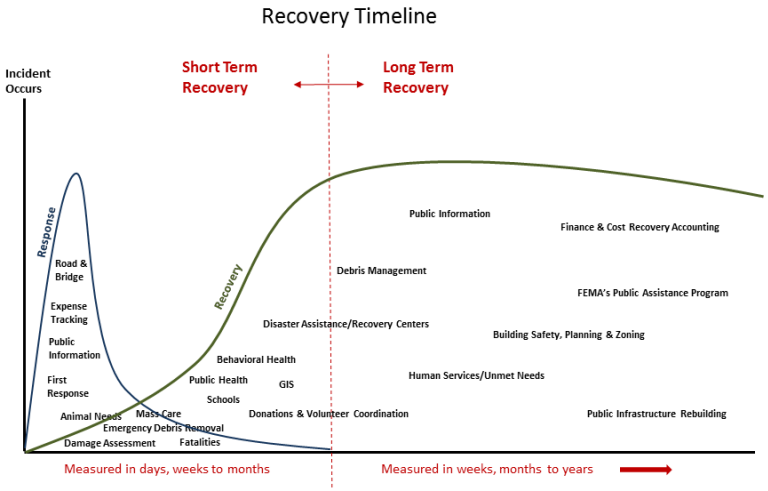
1. A successful recovery is about the ability of individuals, businesses, local government and the community as a whole to rebound from their losses in a manner that sustains their physical, emotional, social and economic well-being.
2. During a disaster, the Emergency Operations Center (EOC) will be operational. The primary functions of the EOC are to provide resource support, situational awareness, and Emergency

Support Function (ESF) coordination to response activities. This coordination includes short-term recovery efforts, which is consistent with the strategies found within the National Response Framework (NRF).

3. The National Disaster Recovery Framework (NDRF) and best practice strongly recommends that local government, as part of their recovery planning, appoint a Local Disaster Recovery Manager whose primary role is to manage and coordinate the redevelopment and re-building of the community. For Gunnison County, this position is designated as the Long-Term Recovery Manager and is appointed by the County Manager or their designee.

Phases of Recovery

1. **Short-Term Recovery** begins shortly after the incident occurs and may go on for days and or even weeks. This phase of recovery addresses efforts to support basic human needs, Rapid Needs Assessments, initial damage assessments, the restoration of basic infrastructure, and the mobilization of recovery organizations and resources.



Examples of short-term recovery activities include:

- Providing mass care, including sheltering, food, water and other essential commodities for those displaced by the incident.
- Providing disability related assistance/functional needs support services.
- Conducting Rapid Needs Assessments, identifying the functional status of Critical Infrastructure, Essential Facilities and Vulnerable / At Risk Facilities. See Gunnison County Rapid Needs Assessment Plan.
- Conducting initial damage assessments of homes, businesses, critical infrastructure and essential services.
- Ensuring that critical infrastructure priorities are identified and incorporated into recovery planning.
- Identifying, anticipating and mitigating cascading impacts and residual risk.
- Emergency debris removal from County right-of-way.
- Dissemination of emergency instructions and information to the public.
- Establishing case management and behavioral health services to those impacted by the disaster.

- Implementation of a process for assisting with the coordination of spontaneous, unaffiliated volunteers.
- Implementation of a process for managing undesignated donations, possibly including collection and distribution facilities and a multi-agency warehouse.
- Rescue and emergency care for pets and companion animals.
- Staffing and management of Disaster Assistance Centers (DACs) to provide a single location for people needing information and assistance.
- Reconnecting displaced persons with essential health and social services.

2. **Long-Term Recovery** refers to the weeks, months and even years after the incident. This phase of recovery may address such issues as: cost recovery and reimbursement, revitalization of the impacted area; rebuilding damaged or destroyed structures and infrastructure; and a move to self-sufficiency, sustainability, and resilience.

   Examples of long-term recovery activities include:

   - Forming of a long-term recovery committee that is composed of government, NGOs and community organizations having a role to play in disaster recovery operations.
   - Ensuring the right people are included within the Long-Term Recovery Committee and are supported by their home agency.
   - Developing a post-disaster long-term recovery strategy that takes into account impacts, unmet needs, establishes a vision, identifies goals and metrics, and defines hazard mitigation and resilience priorities.
   - Engaging the impacted community in the long-term recovery strategy process to educate and inform, and build buy-in and support.
   - Repairing major transportation systems and roads.
   - Continuing to provide case management and behavioral health services to those impacted by the disaster.
   - Hiring of temporary full-time and part time positions to support disaster response and recovery needs. This may include specialized positions (subject matter experts), and non-specialized positions to augment county staff.
   - Monitoring the health, safety and recovery issues caused by debris and implementing removal or handling strategies, as appropriate.
   - Planning for long-term and permanent housing solutions.
   - Implementing cost accounting procedures for activities and actions relating to the response and recovery to the incident.
   - Coordinating project worksheets initiated under FEMA's Public Assistance Program.
   - Completing assessments of natural resources and developing plans for long-term environmental resource recovery.
   - Addressing recovery needs across all sectors of the economy and community.
   - Determining long-term human needs issues and service strategies.
   - Continuing to collect information on progress, duration and impacts to County residents.
   - Supporting public, private and community partnerships to strengthen recovery efforts.

Plan Implementation and Maintenance

1. The Gunnison County Emergency Manager is responsible for regularly scheduled Disaster Recovery Plan updates and revisions.
2. Plan revision will occur every 3-5 years, or as determined by the Emergency Manager. Major revisions will be approved and officially adopted by the BOCC. Minor changes to the plan or edits to its appendixes will be kept on file with Emergency Management. These updates will be recorded in Appendix A – Record of Changes and distributed to each agency identified in the plan.

Concept of Operations

General

1. Disaster recovery operations will be managed under the plan assignments set forth herein.
2. In the event of a disaster, the Gunnison County Emergency Operations Center (EOC) will be activated and appropriately staffed to support response field operations. The EOC's primary responsibility in the initial stages of a disaster is support of response and life/safety activities. The EOC will function in accordance with the Emergency Operations Plan (EOP) and other established EOC operating procedures.
3. During the initial stages of the incident, and as response and life/safety issues decline, the EOC should be appropriately staffed to support field operations and coordinate emergency support functions established to assist with short-term recovery.
4. Disaster recovery operations may incorporate procedures for integrating resources from a variety of local and state entities, community organizations, volunteer and private agencies and the federal government.

Recovery Continuum

1. The recovery process is best described as a sequence of interdependent and often concurrent activities that progressively advance a community toward a successful recovery.
2. Disaster response and recovery does not result in clear start and stop points in time, but is instead a continuum of overlapping mitigation, preparedness, response, and recovery operations. For purposes of this plan, recovery will be broken into terms of short-term and long-term recovery.
3. Short-term recovery operations begin shortly after the incident begins and are typically managed through the Emergency Support Function (ESF). Long-term recovery issues can stretch for months or even years and are managed through the Recovery Support Function (RSF) planning structure. As the incident evolves, it is not uncommon for both ESF and RSF functions to overlap for a period. The leads of the respective groups must work together to ensure coordinated efforts.
4. As recovery issues become increasingly more long-term in nature, the need to appoint a Long-Term Recovery Manager and a Long Term Recovery Committee may arise. It is imperative that coordination occurs across all levels of government, private sector, NGOs and community organizations that play vital roles in recovery.

5. Capacity to carry out long term Recovery Functions: Being a rural county with limited resources, the depth of personnel necessary to carry out long term recovery following a disaster is a challenge. Capacity can be increased through the use of other governments, NGO's, contractors or other sources.

Recovery Management Structure and Roles and Responsibilities

Gunnison County Disaster and Recovery Policy Group

The Disaster and Recovery Policy Group supports incident response and recovery objectives by providing subject matter expertise and evaluating legal ramifications and recommending to the BoCC policies and/or practices to support disaster response and recovery operations. The group coordinates and shares information through briefings and situational reports with the BoCC, EOC and/or Incident Command.

Depending on the type, scale, and severity of the incident, the Disaster and Recovery Policy Group may be assembled from the following or their designee:

- County Manager
- Appropriate elected and appointed officials
- County Attorney
- County Department Executive Staff or Key Staff, as directed by the County Manager.
- Emergency Manager

Long Term Recovery Manager

1. The Long-Term Recovery Manager is assigned by the County Manager or their designee. When selecting the Recovery Manager, consideration should be given to technical skills, expertise and experience in similar types of disasters.
2. Responsibilities of the Long-Term Recovery Manager may include, but are not limited to:
    - Reports directly to the County Manager and Emergency Manager.
    - Coordinating with the County Manager and Emergency Manager in identification and selection of the Long Term Recovery Committee (LTRC) members.
    - Providing leadership and coordination for the Long-Term Recovery Committee. The LTRC shall report directly to the Recovery Manager.
    - Scheduling and facilitation of public meetings.
    - Coordination of a multi-agency resource center.
    - Establish a Disaster Assistance Center, in coordination with appropriate County Departments, State and Federal Agencies and NGO's.
    - In coordination with the BOCC and County Manager, developing the long-term recovery strategy for the County and providing disaster budgetary and financial implications information to policy makers.

- Identification, activation of and coordination ~~of~~ with Recovery Support Functions (RSFs) to support long-term recovery. Each RSF may develop a description of the key planning considerations and assumptions, as well as identification of the stakeholders and organizations that will have a role in implementing the specific function.
- Identification of and application for appropriate grants
- Developing a public information strategy, ensuring that those impacted by the disaster maintain awareness of the different types of disaster assistance available, and progress made throughout the recovery process.
- Initiating long-term recovery planning meetings with appropriate stakeholder agencies, and the public.
- Ensuring all appropriate agencies are kept informed of long-term recovery actions and major events.
- Coordinating with State of Colorado Division of Homeland Security and Office of Emergency Management and FEMA to obtain public assistance funding, as warranted.
- Coordinating with the County Finance, Administration and participating County agencies to ensure that reimbursement documents for FEMA's public assistance programs are consistent with FEMA's reimbursement guidelines. Coordinating emergency aid agreements with other involved jurisdictions as permitted by the Board of County Commissioners or their line of succession as dictated by County Policy.

3. Disaster recovery actions begin early on and have a cooperative relationship with first response actions. These short-term recovery efforts are coordinated by the Emergency Operations Center (EOC).
4. The EOC coordinates short-term recovery through Emergency Support Functions (ESFs) while concurrently, the Long-Term Recovery Manager coordinates the Recovery Support Functions (RSFs) that may be activated. The EOC Manager and Long-Term Recovery Manager should develop a plan to coordinate information. In time, the EOC is shut down and the remaining long-term recovery efforts function under the Long-Term Recovery Manager.

Long Term Recovery Committee (LTRC)

1. The Long Term Recovery Committee members shall be appointed by consensus of the Recovery Manager, County Manager and Emergency Manager. When selecting LTRC members, consideration should be given to type of disaster, subject matter expertise, local knowledge and functional experience. LTRC selection should utilize the "Whole Community" approach, ensuring that all segments of the community are represented or have a voice in the recovery process.
2. LTRC members and appointed subcommittees shall report directly to the Recovery Manager.
3. Responsibilities of the LTRC will be disaster specific, and may include, but are not limited to:
    a. Considering the mid-to-long range social, behavioral health, economic, environmental, and political impacts of the disaster; coordinating the development and continual update of an impact and needs assessment.
    b. Identification and quantifying unmet needs of individuals and families. This should be coordinated with the appropriate RSF's.
    c. Determining funding priorities, and making distribution recommendations to partner agencies and RSF's.

Emergency Support Functions

1. Emergency Support Functions (ESFs) are planning constructs that support the coordination of response and short-term recovery actions initiated when a disaster occurs. (See Annex A in Gunnison County EOP) The structures, procedures and roles and responsibilities described within ESFs can be partially or fully implemented in anticipation of a significant event or in response to an incident.
2. Short-term recovery should be initiated shortly after the incident begins and will often have overlapping effects on response operations. Because of this, short-term recovery concepts are managed using the ESF construct and are coordinated from the Emergency Operations Center (EOC).
3. Every ESF may support recovery in some way (see Emergency Operations Plan (EOP) for more information). Further, some Gunnison County departments not linked to a specific ESF will also have important roles in recovery. **Every county department should expect that they may be involved in the recovery process, even if they are not directly impacted.** The following are the most common ESFs activated to support short-term recovery. Please note, this is not a complete list of all of the ESFs.
    - Gunnison County Manager – ESF 14, 15
    - Gunnison County Administration – ESF 15
    - Gunnison County Community Development - ESF 14, 15
    - Gunnison County Public Works – ESF 3, 12
    - Gunnison County Emergency Management – ESF 5, 7, 14
    - Gunnison County Health and Human Services – ESF 6, 8, 8a, 8b
        - Donation and Volunteer Management
    - Gunnison County Finance – Support ESF 5, 7 and others
    - Gunnison County GIS – Support ESF 5 and others
    - Colorado State University Extension – ESF 11
    - Gunnison County Electric Association – ESF 12
    - Gunnison RE1J School District – ESF 16
    - Western State Colorado University – ESF 16

Recovery Support Functions

1. Long-term recovery tends to be longer in duration, involves key players outside of the typical emergency responder community, and includes complexities not typically covered in traditional Emergency Support Function (ESF) plans. To meet this broad range of challenges, Recovery Support Functions (RSFs) are planning constructs that fill the gap and support the coordination of long-term recovery issues not previously covered.
2. Depending on the type and scope of the disaster, RSFs are activated and coordinated by the Long-Term Recovery Manager.
3. Each activated RSF is responsible for understanding federal and state documentation requirements for their activities. Each RSF is responsible for ensuring that all appropriate documents are archived.

4. Each RSF has a designated lead agency that provides leadership, coordination and oversight for that particular RSF. The lead agency for each activated RSF shall report directly to the Recovery Manager. (Depending on the type of disaster, the lead agency for the RSF could be local, state or federal).

5. The following RSFs may be activated to support long-term recovery:

Gunnison County Recovery Support Functions (RSF)

(Regardless of whether a department is listed in this matrix, all county departments will likely have some role in the recovery process)

RSF Title and Description	Lead County Departments
Assistance for Individuals, Households and Small Business	County Clerk and County Attorney , HHS, Community & Economic Development
Consumer Protection	Health and Human Services and County Attorney
Damage Assessment	Public Works, Community Development
Debris Management	Public Works and Airport
Donations Management	Health and Human Services, CSU Extension, Juvenile Services,
Economic and Community Recovery	Community Development, Administration, GIS, HHS
Environmental Recovery (Natural)	Community Development
Environmental Recovery (Public Health)	Health and Human Services
Behavioral Health	Health and Human Services and Juvenile Services
Hazard Mitigation	Emergency Management, Community Development
Historic and Cultural Resources	GIS, Staff on the Historic Preservation Committee, Community Development
Housing	Health and Human Services, Community Development
Infrastructure Systems	Public Works, IT, Facilities Maintenance
Public Health	Health and Human Services
Reentry	Sheriff and Public Works
Reunification	Health and Human Services and Sheriff
Volunteer Coordination	Health and Human Services, Administration (HR)
Finance and Cost Recovery Accounting	Finance
Documentation	All County Departments and Agencies involved, Recording
External Affairs	County PIO, Admin, Long Term Recovery Manager

Documentation

1. Documentation is the key to recovering emergency response and recovery costs. Damage assessment data is critical in establishing the basis for eligible state and federal disaster assistance programs. For a state or federal disaster declaration, it is the responsibility of the jurisdiction impacted to collect documentation of disaster costs incurred and submit them to the appropriate state or federal agency for processing.

2. Each activated RSF is responsible for understanding federal and state documentation requirements for their activities. Each RSF is responsible for ensuring that all appropriate documents are archived.
3. Attention should be placed on ensuring that information about where work occurred, what equipment was utilized, and how the time and work effort was related to the disaster event is documented and maintained. This should also include: personnel job classification; pay and benefit rates; identification and location of assignments; number of hours worked by date; by project location for each worker; the dates, equipment and operator hours and costs for each piece equipment; material utilized. Pre and post work photographs are considered best practice.
4. Another best practice is pre-planning the use and documentation for volunteers who do recovery work that is eligible for FEMA reimbursement. Salary equivalents can be set ahead of time for the equivalent work they are doing. This documented volunteer time can be used to offset the nonfederal share that is a requirement of the FEMA Public Assistance (PA) Program.
5. The following items may be considered in developing a profile of the damage and the impact on the community, as well as in translating the impact into FEMA's Public Assistance requirements:

Debris Removal (Category A) Lead – Public Works

Debris removal and emergency response costs incurred by affected entities should be documented for cost recovery purposes.

Type and Volume: Estimate the amount and type of debris (may include building materials, trees, mud, temporary disposal sites, etc.).

Affected Property: Identify types of property affected by debris (such as farmland, roads, schools, commercial centers and public or private property).

Affected Services: Identify local transportation, communication, water supply, or sewage disposal affected by debris problems.

Distribution/Density: Describe the size of the area over which the debris is distributed and its density within the area.

Removal Requirements: Identify requirements for special equipment needed to remove debris. Identify the requirements for and availability of debris disposal sites, both temporary and permanent.

Local Response: Describe the progress of local debris removal activities. Identify sites of total infrastructure destruction over a wide spread area with potential for large-scale demolition and debris removal.

Other Debris Management Considerations:

- Identify a location where disaster debris will be segregated, reduced and ultimately disposed of.
- Establish priorities for clearance and removal such as critical roads and facilities.

- Outline the roles and responsibilities of the various functions in debris removal, processing and disposal such as Public Works, Finance, and Solid Waste Departments, etc.
- Describe how debris removal contractors will be monitored at pickup sites, debris management sites, temporary debris storage and reduction sites and final disposal.
- Describe the types of debris operations that will be contracted for. Describe the process and procedure for acquiring competitively procured contracted services.

Emergency Protective Measures (Category B) Lead - Sheriff, Health and Human Services

Nature of the Threat: Note the conditions which threaten public health, safety and property, and describe the threat.

Nature of Protective Work: Identify such measures as pumping, sandbagging, vector control and stream clearance, and describe the requirements.

Impact: Determine essential services affected by the threatening situation.

Local Response: Describe actions by the department and voluntary groups to deal with the problem and the need, if any, for additional resources.

Roads/Bridges (Category C) Lead – Public Works

Maintenance Responsibility: Identify maintenance responsibility (county, state, municipality, private, federal aid system or other federal agency).

Road/Bridge Description: List name or route number, width, road material, construction material, type of bridge, location, historical significance

Damage Description: Describe type and extent of damage (erosion, washouts, debris). Specify damage to piers, parapets, surfaces, abutments, superstructures and approaches.

Impacts: Describe the effect of the damage (alternate routes, length of detours, traffic delays, community isolation, number of days out of service, essential services, social and economic effect on local activities).

History: Describe the type, cost and frequency of damage from previous incidents.

Building and Equipment (Category E) Lead – Community Development

Functions of Damaged Buildings/Equipment: Describe the use of the building/equipment damaged (schools, hospitals, government, commercial, etc.)

Prevalent Construction Types: Identify the construction material (masonry, steel, glass, brick and wood) and give dimensions

Damage Description: Describe the damage (e.g. windows broken, roof blown off or height of flood water). Indicate if destroyed or extent of damage. Describe content damage.

Impact: Report the availability of alternate facilities. Describe the consequences of interruption of service or activities.

Insurance Coverage: Estimate the percentage of damaged buildings covered by insurance, along with the extent of the coverage.

Historical Issues: Identify if the structure is recognized with local historical or architectural designation.

Environmental Consideration: Identify if structure is in floodplain or environmentally protected area.

Parks and Recreation, Other (Category G)

Maintenance Responsibility: Identify the organization responsible for maintenance.

Facility Description: Identify the type and purpose of the facility.

Damage Description: Describe the type and extent of the damage. Was it destroyed or partially damaged?

Impact: Describe the impact the loss of the facility has on the community.

State Government

1. The Colorado Division of Homeland Security and Emergency Management (DHSEM), through the Colorado Emergency Operations Plan (or equivalent) acts as a conduit to Gunnison County Government for key federal recovery assistance programs. In addition to managing federally-provided resources, the DHSEM may develop programs or secure funding that can help finance and implement recovery projects. Where additional needs exist, States can reassign existing internal resources to streamline and expedite recovery.
2. The Colorado Resiliency and Recovery Office (CRRO) was created after the 2013 floods to help coordinate overarching long-term recovery and resiliency activities by collaborating with numerous multi-disciplinary local, state, federal and private partners in setting priorities and leveraging resources. As a part of the Department of Local Affairs (DOLA), the CRRO works with DOLA's regional managers, community development, and housing teams, as well as other state agencies to provide strategic long-term recovery technical assistance and support.
3. Disaster recovery assistance planning considerations for State government include, but are not limited to:
    - Providing technical assistance and training to local governments and nongovernmental organizations (NGOs) on State plans, programs and other resources for disaster recovery
    - Supporting local area efforts to conduct immediate damage assessments and share information regarding damages
    - Assessing local government recovery needs and capacities for the specific incident and assist local governments and communities with identifying recovery resources
    - Providing volunteer and donations management coordination via the Donations and Volunteer Coordination Team (DVCT)

Federal Government

1. Through FEMA, the federal government responds to national emergencies and provides assistance to states when an emergency or disaster exceeds their resource capability. The roles

and responsibilities of Federal resource providers are outlined in the National Response Framework (NRF).

2. The National Disaster Recovery Framework (NDRF) provides guidance that enables effective recovery support to disaster impacted states, tribes, and local jurisdictions. It focuses on how best to restore, redevelop and revitalize the health, social, economic, natural and environmental fabric of a community impacted by a disaster.
3. Depending on the size and scope of the disaster, other federal agencies may provide recovery support, including but not limited to the USDA Natural Resources Conservation Service, U.S. Forest Service, Small Business Administration, U.S. Department of Housing and Urban Development, and Army Corps of Engineers.

Gunnison County Roles and Responsibilities

Every county department should expect that they may be involved in the recovery process, even if they are not directly impacted.

General

1. Emergency Management coordinates short-term recovery through the Emergency Operations Center (EOC) and the Emergency Support Function (ESF) planning construct.
2. As the incident stabilizes, and recovery functions become operational, priority should be placed on restoration / repair of Critical Infrastructure, Essential Facilities and Vulnerable / At Risk Facilities. A current list and suggested prioritization of these facilities can be found in the Gunnison County Rapid Needs Assessment Plan.
3. Long-term recovery is coordinated by the Long-Term Recovery Manager in coordination with the Gunnison County Disaster and Recovery Policy Group, and utilizes Recovery Support Functions (RSFs) as planning constructs.

Gunnison County Government Roles and Responsibilities

Every County department and organization identified in this plan should develop and maintain internal processes and procedures needed to fulfill their roles and responsibilities as identified within. Specifically, those involving human resources, purchasing and finance, to determine if those processes and procedures should be amended to meet the needs of the emergency and ensuing recovery process

All Gunnison County departments are responsible for:

a. Understanding their department's roles and responsibilities identified within the Disaster Recovery Plan (and the EOP and COOPs) and supporting annexes/plans, and assigning personnel to perform those functions.
b. Developing and maintaining internal procedures, agreements and staffing patterns needed to meet their specific roles and responsibilities identified in the Disaster Recovery Plan and its supporting annexes/plans.
c. Considering Access and Functional Needs (AFN) issues so that recovery efforts support the needs of people with disabilities.

d. When appropriate, providing a representative to the Emergency Operations Center (EOC) to coordinate their assigned Emergency Support Function (ESF).

e. Keeping the Long-Term Recovery Manager and EOC updated with key information relating to the recovery of the emergency or disaster situation.

f. In conjunction with the lead Public Information Officer, providing area expertise needed to support emergency public information.

g. Providing personnel to attend EOC Team meetings, trainings, and exercises, as appropriate.

h. Identifying and executing opportunities to collaborate with other departments to achieve enhanced recovery and long-term resilience outcomes.

i. Maintaining records for all disaster/emergency-related expenses and submitting them to the Finance Department for tracking and disaster cost recovery.

j. Maintain all incident related documents and correspondence.

1. The **Board of County Commissioners and/or their designee (Lead ESF 14: Support ESF 15)**:

   a. Providing policy level guidance to the Disaster and Recovery Policy Group and County government engaged in disaster response and recovery efforts.

   b. Appropriating County resources for disaster response and recovery, as appropriate and as capacity allows.

2. The **County Manager (Lead ESF 5; Support ESF 7, 14, 15)**:

   a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

   b. Direction and control of County departments before, during, and after the disaster or emergency.

   c. Determining additional representation from County departments as part of the Disaster and Recovery Policy Group, as appropriate.

3. **County Administration Public Information Officer (Lead ESF 5; Support ESF 14, 15)**:

   a. Assisting the PIO lead to get the latest information from the incident to the EOC Recovery Functions ensuring coordinated messaging and services.

   b. Providing a central place from which to distribute public information by establishing and coordinating a joint information center for county departments working the incident.

   c. Disseminating emergent and pertinent (need to know) details to the public on evacuations, closures, process, etc. through county public communications channels.

   d. Communicating to county employees regarding impacts to county government, closures or special work instructions.

e. Responding to recovery specific media requests. Responses to all media requests (recovery or response specific) should be coordinated with the Incident PIO, if that function is still operating.

f. Serving as the communications lead for the long-term Recovery Manger to establish a main communication source through which all disaster recovery public information will flow.

g. During disaster recovery, ensuring a single source for information relating to services available to assist those impacted by the disaster.

4. The **Sustainable Operations Director** (**Lead ESF 3; Support ESF 6, 7)**: Facilities Maintenance

   a. Coordinating logistics for response and recovery efforts for County owned facilities.

   b. Coordinating office/conference room space for external emergency response team, i.e.; Incident Management Team, FEMA, Small Business Administration, disaster assistance centers etc.

   c. Coordinating environmental assessments and remediation efforts for County owned facilities impacted by the incident.

   d. Coordinating FEMA reimbursement costs for damages sustained to County owned facilities.

   e. Coordinating the utilization of personnel under its management for emergency response and recovery efforts needing trades expertise, i.e.; mechanical, electrical, plumbing, etc.

5. The **Assessor's Office (Support ESF 14):**

   a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

   b. In conjunction with the Community Development, serving as a support agency for the development and implementation of ESF 14- Damage Assessment.

   c. Collecting damage statistics and losses sustained by businesses and private property following a disaster or emergency.

   d. Providing equipment, records, documentation, and personnel to participate in the collection of information for damage assessments.

6. The **Clerk and Recorder's Office (Support ESF 1, 7, 14)**:

   a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

   b. Assuring the safety and preservation of critical records necessary to maintain government continuity.

   c. Coordinating a system for citizens to replace lost documentation under the authority of the Clerk and Recorder's Office.

   d. Maintaining emergency plans for voter registration and elections.

7. The **Coroner's Office (Lead ESF 8; Support ESF 14)**:

a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

b. Serving as the lead agency for the development and implementation of ESF 8b -Fatalities Management.

c. Advising the Disaster and Recovery Policy Group and EOC on matters pertaining to the handling, disposition, and identification of the dead.

d. Establishing morgue facilities and directing the identification of the dead.

e. In a natural disaster, providing public information and notification information for next of kin regarding the dead.

8. The **County Attorney's Office (Support ESF 5, 14, 15):**

   a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

   b. Providing interpretation of federal, state and local laws and regulations to ensure that Gunnison County is operating within the law during all phases of disaster planning, response and recovery.

   c. Providing legal guidance for disaster policies implemented to support response and recovery operations.

9. The **Gunnison / Crested Butte Regional Airport** (**Support ESF 1, 4a, 7)**:

   a. Airport grounds to support disaster recovery operations.

   b. Temporary storage of debris.

10. The **Community Development Department (Lead ESF 11, 14; Support ESF 3, 5, 8, 15)**:

    a. In conjunction with the Assessor's Office, serving as a lead agency for the development and implementation of ESF14 - Damage Assessment.

    b. Determining the extent and type of building damage, including any use restrictions.

    c. Coordination with Gunnison County H&HS of damage assessments for private septic systems. From Joni: This will need to be coordinated with the Community Development Department as the lead

    d. Monitoring rebuilding in the recovery phase.

    e. Providing building permitting guidance and direction.

    f. Providing guidance and direction regarding disaster and post-disaster temporary land use issues:

       - Land use codes (Floodplain management, wildfire threat management)
       - Land development (Floodplain management, wildfire threat management)
       - Building permitting
       - Debris drop-off sites
       - Temporary administrative permitting process

11. The **Public Works Department (Lead ESF 3 & ESF 1)**:

a. Removing debris within Gunnison County right of way following a disaster or emergency.

b. Providing emergency traffic control equipment and traffic control, including the establishment of emergency traffic routes.

c. When available, providing heavy equipment for disaster response and recovery operations.

d. Communicating with CDOT and municipal public works departments to determine the type and level of County Public Works assistance able to be provided.

e. Providing engineering support in assessing damage, providing emergency repair recommendations and identifying permanent repairs, as needed to County-owned property within the right-of-way.

f. In conjunction with Transportation and Engineering, coordinating with utility providers for the safe reconnection of utility services.

g. Managing public works restoration projects.

h. Providing traffic engineering and/or traffic signal operations as part of disaster recovery operations.

i. Through the Fleet Management: Providing logistical and maintenance support for County owned equipment utilized during emergencies or disasters.

j. Through the **Fairgrounds Program**:
   1. Coordinating the use of equipment, facilities and other resources under the management of the Fairgrounds Department.
   2. Providing facilities for the emergency sheltering of livestock and large animals.
   3. When available, providing facilities for the emergency sheltering of people.

12. The **Finance Program(Support ESF 5, 7, 14):**

    a. Maintaining detailed financial records of relevant incident costs accrued during an emergency or disaster.

    b. Coordinating the preparation of reports for state and federal reimbursements per State and FEMA requirements.

    c. Providing County financial information to state and federal governments for emergency and recovery disaster relief.

    d. Coordinating with the elected officials, appointed officials, and department heads on disaster fiscal procedures, records, and expenditures.

    e. Collecting damage assessment data of County-owned property for the purposes of coordinating insurance claims and FEMA's Public Assistance Program eligibility.

    f. Providing guidance regarding fund usage during emergencies as needed.

13. The **Information Technology Department** (**Lead ESF 2, 12; Support ESF 7, 14, 15)**:

a. Assuring that County information technology capabilities are maintained during an emergency or disaster and restoring service if the networks are damaged.
b. Providing support to the Emergency Operations Center (EOC) by coordinating with GIS.

14. The **Geographic Information Services Program(GIS) (Support ESF 1, 3, 5, 9, 11 and others)**
    a. Provision of maps and mapping services to County Departments and other organizations

15. The **Human Resources Program (Support ESF 5, 7, 8a, 14):**
    a. Provide messaging to County employees regarding the impacts to County workers.
    b. Hiring of temporary full-time and part time positions to support disaster response and recovery needs. This may include specialized positions (subject matter experts), and non-specialized positions to augment county staff.
    c. Providing direction and guidance for the development and implementation of disaster employment related policies.
    d. Coordinating workers compensation claims with third party administrator, county departments and injured employees

16. The **Health and Human Services Department** (**Lead ESF 6, 8, 8a; Support 5, 7, 14)**:

Human Services:

a. Serving as a support agency for the development and implementation of ESF 6 - Mass Care and Human Services.
b. When available, providing referral services to assist disaster victims with unmet needs.
c. Providing referral services for crisis-oriented mental health services during and after the emergency or disaster.
d. In coordination and conjunction with the State Donations and Volunteer Coordination Team (DVCT), assisting with disaster donations and volunteer management.
e. As appropriate, coordinating Human Services staffing support for disaster assistance centers established within Gunnison County.
f. Serving as a liaison to faith-based organizations seeking information on ways to support disaster recovery efforts.
g. When available, coordinating General Assistance Funds to support human disaster needs issues.
h. Coordinating with Colorado Department of Human Services (CDHS) for disaster and/or emergency assistance funds.
    i. Determining grant eligibility for disaster support services available through Human Services.
    ii. Managing financial reporting needed for Human Services efforts put forth during the incident.
    iii. Coordinating with non-profits for the referral and provision of temporary housing assistance for disaster victims.

iv. Coordinating volunteer services available to assist in disaster recovery operations.

Public Health:

a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

b. Serving as the lead agency in the development and implementation of ESF 8 - Public Health.

c. Coordinating all County public health services and operations in incident planning, preparedness, response and recovery.

d. Advising the County Manager, BOCC and Board of Health (BoH), as appropriate, on matters relating to public health emergency response.

e. Coordinating the inspection of water supplies, waste water systems, and regulated facilities; evaluating and recommending methods of disposal of contaminated foods and common household waste.

f. Providing public health assistance to the affected community once residents are allowed to return to their homes.

g. Providing public health information and risk communication with other County agencies.

h. Providing appropriate assistance to ensure proper management and disposal of hazardous and radiological materials in addition to solid waste.

i. Conducting epidemiological surveillance and outbreak investigations.

j. Coordinating with CDPHE, as appropriate, for public health emergency response initiatives and guidance.

k. Coordination of damage assessments for private septic systems with Community Development.

l. Providing guidance and direction for Public Health safety issues relating to the handling and disposal of debris generated by fires, floods, tornadoes and other debris generating incidents.

17. The **CSU Extension Service (Lead ESF 11; Support ESF 5, 6, 14, 15)**:

a. As requested, coordinating volunteers through the 4-H program for large animal care for emergency animal shelters established on the Gunnison County Fairgrounds.

b. Providing advice and guidance to owners/operators of farms, ranches, gardens, and other agricultural facilities regarding the short- and long-term effects of the emergency or disaster.

c. The identification of pests or pathogen on plants that are required to be quarantined by USDA APHIS.

d. Providing expertise and emergency public information support for horticultural and pest management issues.

e. When appropriate, providing recovery assistance to disaster victims for family budgeting and finance management.

18. The **Sheriff's Office (Lead ESF 4a, 9, 10, 13; Support ESF 5, 7, 15)**:
    a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.
        i. Coordination of Reentry activities
        ii. Coordination of Reunification activities
        iii. Serving as lead agency for the development and implementation of ESF 11-Animal Issues.
        iv. Coordinating the response and recovery actions of small and large animal disaster operations.
        i. Coordinating emergency public information with field operations, the EOC and elements established within the Joint Information System.
        ii. Coordinating with the EOC and PIO, providing public information utilizing social media sites.
        iii. Coordinating with County PIO, managing media in the field.

19. The **Emergency Management Department** (**Lead ESF 2, 5, 7, 14, 15; Support ESF 4a, 6, 8, 9)**:
    a. Serving as the lead agency for the development and implementation of ESF 5 - Emergency Management.
    b. Ensuring the coordination and maintenance of the County EOP and supporting annexes, including the coordination of these plans with municipal emergency management offices.
    c. Coordinating the emergency support operations of governmental and support agencies during disaster response and recovery operations.
    d. Establishing the Emergency Operations Center and managing its operation.
    e. Apprising the County Manager of the overall preparedness of Gunnison County agencies' plans to respond to all types of disasters or emergencies.
    f. Creating situational awareness by informing Gunnison County officials, neighboring jurisdictions, and key partners of the emergency or disaster situation.
    g. When required, assisting the County in seeking support from state and federal emergency resources to supplement Gunnison County efforts.
    h. Ensuring that the appropriate elected officials, department heads and support agencies are aware of the responsibilities herein.

20. The **Treasurer's Office** (**Support ESF 5, 14)**:
    a. Providing representation as part of the Disaster and Recovery Policy Group, as appropriate.

b. Providing guidance and direction regarding tax collection policies and protocol for communities impacted by a major disaster.

A. Gunnison County's Expectations of Affiliated Agencies/Organizations

1. The **American Red Cross** is responsible for:
    a. Serving as a support agency in the developing and implementing of Emergency Support Function 6 - Mass Care and Human Services.
    b. Managing emergency or disaster shelter operations.
    c. Providing specially trained liaisons to work at designated Command Posts, EOC's, or other locations to support ESF 6 - Mass Care and Human Services activities.
    d. Providing Gunnison County Emergency Management situational information on Red Cross disaster mass care actions and response activities taking place within the County.
    e. Maintaining an updated list of available mass care facilities that the Red Cross has shelter agreements with.
    f. Assisting shelter populations with replacement of lost prescriptions.
    g. Providing trained personnel to assist with short term emergency disaster mental health services.
2. **Colorado Voluntary Organizations Active in Disaster (COVOAD)** is responsible for:
    a. Coordinating VOAD member agencies for the provision of disaster volunteer services.
    b. Keeping VOAD member agencies informed of disaster situation and possible resource needs.
    c. Coordinating disaster volunteer information with the State Donations and Volunteer Coordination Team (DVCT).
3. The State **Donations and Volunteer Coordination Team (DVCT)** is responsible for:
    a. Facilitating and supporting the coordination of unsolicited donations made from the general public and private sector during and after disasters.
    b. Assisting with the coordination of spontaneous unaffiliated volunteers.
    c. Promoting increased coordination between the EOC, VOAD member agencies engaged in donations and volunteer coordination and private sector partners.
    d. Providing *ESF 15 - Public Information* with public messaging support.
    e. When activated, coordinating the *www.helpcoloradonow.org* web page to support disaster recovery efforts.
4. **RE1J School District** is responsible for:
    a. When available, providing public transportation assistance through its bus fleet.
    b. When available, providing use of school facilities for disaster response, sheltering and recovery operations.

5. **Municipal Emergency Management Offices** are responsible for:
    a. Per C.R.S. 24-33.5-707, suggests preparing and keeping current a local disaster emergency plan that serves the municipality.
    b. Coordinating local emergency operations plans with County Emergency Management.
    c. Creating situational awareness by coordinating warnings and notifications that result in the activation of municipal emergency operations centers with County Emergency Management and appropriate neighboring jurisdictions.
    d. When local capabilities are exceeded, coordinating resource requests through the County Emergency Operations Center.
    e. Considering access and functional needs issues so that emergency response and recovery actions support the needs of people with disabilities.
    f. As consistent with state and local mutual aid agreements, providing mutual aid, as available.
6. **The Salvation Army** is responsible for:
    a. Providing meal delivery for first responders and displaced citizens in small and mass care incidents.
    b. Assisting with spontaneous and offered food/beverage donations related to meal service or mass care operations.
    c. Providing emotional and spiritual care when requested and appropriate.
    d. Based upon available funds, providing financial assistance in the short, immediate and long-term phases of recovery.
7. The **United Way 2-1-1** program is responsible for:
    a. Operating its 2-1-1 call center to support citizen information sharing following a disaster.
    b. Developing, maintaining and distributing a Relief and Recovery Assistance Guide for the purposes of connecting those affected by disasters with information on available programs and services.
    c. Communicating with the Gunnison County EOC to coordinate essential public messaging information.
    d. When available, sending a liaison to the Gunnison County EOC to coordinate information utilized by the 2-1-1 call centers.

State and Federal Agencies

1. The **Colorado Division of Homeland Security and Emergency Management (DHSEM)** is responsible for:
    a. Within their statutory authority (§24-33.5-705, C.R.S.), providing assistance and support to local jurisdictions when local resources are unable to cope with an incident of significance.

b. When appropriate, activating the State EOC in support of local jurisdictions and providing access to statewide mobilization resources.

c. Interfacing with Federal agencies in the effort to support local goals and objectives.

d. Being available on a 24-hour basis at **303-279-8855** to provide advice and technical assistance, state resources, and coordinate supplemental assistance in support of local emergency management.

2. Other State of Colorado entities which can provide disaster recovery assistance:

   a. Department of Local Affairs (DOLA)

   b. Division of Local Government (DLG)

3. The **Federal Government** is responsible for:

   a. Through FEMA, responding to national emergencies and providing assistance to states when an emergency or disaster exceeds their resource capability.

   b. The Department of Homeland Security has the overall responsibility for the coordination of Federal emergency/disaster relief programs and supporting local and State government capabilities with resources.

   c. The roles and responsibilities of Federal resource providers are outlined in the National Response Framework.

   d. Other Federal programs that may be useful:
      - USDA Farm Service Agency agricultural disaster grants
      - USDA Natural Resource Conservation Service Emergency Watershed Protection grant
      - Department of Commerce- Small Business Administration disaster loan grants.
      - Federal Highway Administration disaster grants.

Appendices Record of Changes

Brief Description of Change	Date of Change	Page(s) Affected	Change Made By

Acronyms and Definitions

ADA	Americans with Disabilities Act, as amended 2008
AFN	Access and Functional Needs
ARC	American Red Cross
CART	Gunnison County Animal Response Team
CDC	U.S. Centers for Disease Control and Prevention
CDOT	Colorado Department of Transportation
CDPHE	Colorado Department of Public Health and Environment
CDVMN	Colorado Donations and Volunteer Management Network
CFR	Code of Federal Regulations
CHIRRP	Colorado Hazard and Incident Response and Recovery Plan
CHFA	Colorado Housing Finance Authority
CIKR	Critical Infrastructure and Key Resources
COOP	Continuity of Operations
COVOAD	Colorado Voluntary Organizations Active in Disaster
CST	Civil Support Team
DAC	Disaster Assistance Center
DHHS	U.S. Department of Health and Human Services
DHS	U.S. Department of Homeland Security
DMORT	Disaster Mortuary Operational Response Team
DOH	Colorado Division of Housing
DVCT	Donations and Volunteer Coordination Team
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
ESF	Emergency Support Function
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
GEEERC	Governor's Expert Emergency Epidemiological Response Committee
HSPD	Homeland Security Presidential Directive
HUD	U.S. Department of Housing and Urban Development
IA	Individual Assistance
IC/UC	Incident Command/Unified Command
IMT	Incident Management Team
JFO	Joint Field Office
JIS	Joint Information System
LDRM	Local Disaster Recovery Manager
LTRC	Long-Term Recovery Committee
MOU	Memorandum of Understanding
NDRF	National Disaster Recovery Framework
NFIP	National Flood Insurance Program
NGO	Nongovernmental Organization

NIMS	National Incident Management System
NRF	National Response Framework
PA	Public Assistance
PIO	Public Information Officer
PPE	Personal Protective Equipment
RSF	Recovery Support Function
VOAD	Voluntary Organizations Active in Disaster
RSF	Recovery Support Function
SBA	Small Business Administration
SOP	Standard Operating Procedure

Access and Functional Needs – Persons who may have additional needs before, during and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; live in institutionalized settings; are seniors; are children; are from diverse cultures; have limited English proficiency or are non-English speaking; or are transportation disadvantaged.

Critical Infrastructure – Systems and assets, whether physical or virtual, so vital that the incapacity or destruction of such may have a debilitating impact on the security, economy, public health or safety, environment, or any combination of these matters, across any local, State, Tribal and Federal jurisdiction.

Cultural Resources – Aspects of a cultural system that are valued by or significantly representative of a culture or that contain significant information about a culture. Cultural resources may be tangible entities or cultural practices. Tangible cultural resources are categorized as districts, sites, buildings, structures, and objects for the National Register of Historic Places and as archeological resources, cultural landscapes, structures, museum objects and archives, and ethnographic resources for Federal management purposes.

Functional Needs – The needs of an individual who under usual circumstances is able to function on their own or with support systems. However, during an emergency, their level of independence is challenged.

Historic Properties – Any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in the National Register of Historic Places, including artifacts, records and material remains which are related to such district, site, building, structure, or object. [(16 USC Section 70(w)(5)].

Long-Term Recovery – Phase of recovery that may continue for months or years and addresses complete redevelopment and revitalization of the impacted area, rebuilding or relocating damaged or destroyed social, economic, natural and built environments and a move to self-sufficiency, sustainability and resilience.

Major Disaster **–** As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts

and available resources of local, State governments and disaster relief organizations in alleviating the damage, loss, hardship or suffering caused thereby.

Mitigation – Capabilities necessary to reduce loss of life and property by lessening the impact of disasters. Mitigation capabilities include, but are not limited to, community-wide risk reduction projects; efforts to improve the resilience of critical infrastructure and key resource lifelines; risk reduction for specific vulnerabilities from natural hazards or acts of terrorism; and initiatives to reduce future risks after a disaster has occurred.

Recovery – Those capabilities necessary to assist communities affected by an incident to recover effectively, including, but not limited to, rebuilding infrastructure systems; providing for basic human needs and adequate interim and long-term housing for survivors; restoring health, social, and community services; promoting economic development; and restoring natural and cultural resources.

Redevelopment – Rebuilding degraded, damaged or destroyed social, economic and physical infrastructure in a community, State or Tribal government to create the foundation for long-term development.

Resilience – Ability to adapt to changing conditions and withstand and rapidly recover from disruption due to emergencies.

Response – Those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred.

Restoration – Returning a physical structure, essential government or commercial services or a societal condition back to a former or normal state of use through repairs, rebuilding or reestablishment.

Short-Term Recovery – Phase of recovery which addresses basic human needs beyond rescue and life safety, the assessment of the scope of damages and needs, the restoration of basic infrastructure and the mobilization of recovery organizations and resources including restarting and/or restoring essential services for recovery decision making.

Stabilization – The process by which the immediate impacts of an incident on community systems are managed and contained.