

Spring Lake Park Emergency Operations Plan

Emergency Support Function #6- Mass Care

Primary Agency

The primary agency responsible for this Emergency Support Function (ESF) is delegated to Anoka County Public Health.

Local Supporting Agencies

The supporting agencies for this ESF include;

- Spring Lake Park Police Department
- Spring Lake Park Emergency Management
- Anoka County Emergency Management
- Surrounding Supporting Cities
- American Red Cross
- Salvation Army
- Allina Medical Transportation

State Resource

Minnesota Department of Homeland Security and Emergency Management
Minnesota National Guard

References

The follow are a list of reference documents for this ESF

- Spring Lake Park Emergency Operations Plan
- Minnesota Emergency Operations Plan

Purpose

To outline the mass care (emergency housing, feeding, clothing, counseling) needs of Spring Lake Park residents and businesses (as wells as [potential] incoming evacuees from other communities) will be met in the event of a disaster.

Scope

Emergency Support Function #6 focuses on the emergency management activities that support emergency operations throughout the City of Spring Lake Park. This ESF will rely heavily on the use of mutual aid for large scale disaster due to the limited number of resources within the City of Spring Lake Park.

Mass fatalities will be handled in accordance with the “*Midwest Medical Examiners Mass Fatalities Plan*” SOP held within the Anoka County Public Health Department.

Due to the large coordination effort which will be needed to make operations under this Emergency Support Function successful the following outlines the responsibilities;

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- A. **PRIMARY:** The following ***primary*** mass care needs of disaster victims will be met by the government departments/voluntary organization indicated:
1. Emergency housing - American Red Cross
 2. Family Assistance Center- American Red Cross
 3. Emergency feeding - American Red Cross & Salvation Army
 - a. Anoka County Community Health and Environmental Services Department will inspect and assist the congregate care facilities to ensure disease prevention and food safety.
 4. Emergency clothing - American Red Cross & Salvation Army
 5. Crisis Counseling - American Red Cross & Salvation Army
 - a. The County Social Human Services Division and Disaster Behavioral Health Response Team will provide information about these services and assist with referrals to the appropriate services.
- A. **ADDITIONAL NEEDS:** The following ***additional*** mass care needs of disaster victims will be met by the agencies/organizations indicated:
1. Reception and registration center teams - American Red Cross
 2. Inquiry and Referral (regarding disaster victims) - American Red Cross
 3. Crisis upgrade of shelters and crisis shelter stocking plan - American Red Cross
 4. Crisis marking of congregate care facilities - Spring Lake Park Police Department
 5. Emergency Decontamination of exposed population- SBM Fire Department
 6. Health and medical services at mass care facilities- Local EMS providers
 7. Donations Management - American Red Cross and Salvation Army
 8. Public Safety Peer Counseling - List is located on file in Central Communications
 9. Registration Centers and lodging facilities requiring security and control will be provided by the Spring Lake Park Police Department and surrounding supporting agencies.

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10. Pet evacuation, rescue, recovery and sheltering assistance are available from the Animal Humane Society, Coon Rapids shelter. Additional resources are listed in the Anoka County Resource Manual (SOP in development)
11. Sheltering supplies will be coordinated through the Spring Lake Park EOC and under the direction of the County Health Department.

SUPPORT FOR SPECIAL NEEDS POPULATIONS

- Anoka County Human Services Division and volunteer organizations will coordinate with responders to provide accessible shelter for the mobility-impaired.
- Anoka County Human Services Division will provide or locate interpreters for deaf and non-English speaking individuals. Resources are listed in the Anoka County Resource Guide.
- Nursing homes and assisted care facilities are identified in the Spring Lake Park Resource Manual.
- Additional social service will be provided by the American Red Cross, the Salvation Army and the Anoka County Human Services Division as appropriate.

Situation and Assumption

The Spring Lake Park Emergency Operations Plan is designed as an “all hazards” type of plan. It focuses on outcomes of events and incidents rather than cause. There are a number of situations in which this ESF might be enacted for. When a major incident happens within the City of Spring Lake Park, an Incident Action Plan (IAP) will be drafted with the goal of a quick and timely recovery to normal operations.

One key consideration within this ESF is the coordination of operations within the other City Departments as well as State, Local and private partnerships. Additionally, a few items which will need to be addressed throughout the incident include;

- Maintain Situational Awareness at all times. Complete a continual size up of the affected systems and or areas.
- Identifying transportation routes/strategies until the main transportation routes can be restored.
- Create a recovery plan and identify the proper resources to enact the plan.
- Maintain a record of all activities and expenses in accordance with FEMA standards.
- Communicate timely information to the public on the current situation and future outcomes.

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During the drafting of the IAP these and other considerations will need to be addressed. Additional Standard Operating Procedures may be drafted prior to an emergency to assist in the coordination of operations and resources.

Concept of Operations

In addition to the responsibilities identified under the Scope Section of this plan, the following is a framework to implement this ESF.

Notification and Activation

Notification to the primary responsible agency under this ESF will come through either;

- Anoka County Central Communications.

Organization

The organization of operational components supporting this ESF will follow the National Incident Management System Components. Specifically for mass care operational issues a “Public Health Branch Director” will be assigned to coordinate all tactical operations and resources at large scale disasters.

The Branch Director may report to either the Unified Command Group or an Operations Section Chief. All units assigned under the Public Health Branch Director will be broken down into Divisions or Groups.

Actions: Initial

Immediately following the notification to enact this ESF, the following actions will be taken;

- Report to the identified location for the coordination of operations. IF the establishment of the Incident Command System is needed then establish a working location. The possible locations which may need to be staffed include;
 - Incident Command Post (ICP)
 - Emergency Operations Center (EOC)
 - Department Operating Center (DOC)
- Establish a Situational Unit Leader position and begin to identify affected areas and operational needs.
- Establish a Public Information Officer position to maintain information regarding the incident to all parties involved in the incident.
- Work closely with the Operations Section Chief to identify exactly what areas are affected and prioritization of operations.
- Identify the nature of the situation what communication systems might be affected and the duration of the outage.
- Determine the risk to the community and determine if an evacuation or shelter-in place is needed.

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Actions: Continuing

- Maintain Situational Awareness and provide timely information to the Command and General Staff.
- Provide timely information to the Administrative and Elected Officials.
- Identify Operational Periods to ensure continuity of operations in order to resolve the situation.
- Identify the future resource needs for the management of operations.

Actions: Closeout

- Once the communication system has been restored, communicate the information to all affected parties.
- Demobilize the Incident Management Team.
- Complete an After Action Review and establish a Corrective Action Plan.
- Maintain documentation on the incident within the department and copy Spring Lake Park Emergency Management if needed.