Regional Logistics Program

New York • New Jersey • Connecticut • Pennsylvania

Regional Catastrophic Planning Team (RCPT)

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Staging Area Field Operations Guide

On September 9th, the planning team met to discuss feedback on the Regional Logistics Staging Area (RLSA) Overview Document and the RLSA Field Operations Guide (FOG). The FOG now includes introductory material and an RLSA Commander Job Aid. *The organizational structure defined in the FOG follows ICS principles – this includes leadership by an RLSA Commander (who ultimately activates, operates, and demobilizes the RLSA), a supporting Command Staff as well as the four major ICS sections.* The RLSA FOG will also attempt to mirror the ICS concept of "Management by Objective" rather than more tactical timelines and checklists, as well as the ICS planning process.

The planning team will conduct a meeting in early November to review and discuss a complete draft of the RLSA FOG.

Credentialing Annex

A key objective of the Credentialing Annex is to document existing credentialing protocol and procedures in place throughout the region. This month, Jim Penta and Detgen Bannigan conducted additional interviews and outreach in NY, NJ, CT, and PA in order to create a comprehensive picture of the region's systems and processes for credentialing. This information has been incorporated into an updated draft of the Credentialing Annex.

The updated draft of the document, which also includes a primer on credentialing, information on resource typing, and basic guidance for jurisdictions without a plan, will be released at the next planning team meeting on **October 7th**.

Conference

The Emergency Logistics conference is scheduled to take place in the spring of 2011. Work is being done to finalize conference themes and determine the conference venue within the next two months. Once the theme is finalized, a call for speakers will be issued.

Regional Asset Database Project (RADP)

The next step for the RADP Team is to identify common data points on major resource categories such as supplies, equipment and personnel, and devise a way to capture that data in a common electronic format. The goal is to create a baseline for resource-data capture throughout the region.

For jurisdictions that do not currently maintain resource databases but would like to have access to one, the planning team is also evaluating potential options including the Incident Resource Inventory System (IRIS), a free database managed by FEMA. **The next RADP planning team meeting will be held on October 4th.**

The Regional Logistics Program is an initiative designed to link resources, expertise, and information by encouraging collaboration among regional, state, and local emergency management partners in New York, New Jersey, Pennsylvania, and Connecticut. The program kicked off in the summer of 2009 when logistics planning, resource management, information sharing and training efforts began.

The goal of these monthly newsletters is to keep all stakeholders up-to-date on emerging and ongoing initiatives and to promote and encourage feedback from regional partners and nationwide emergency managers and planners. Each newsletter will provide information on the previous month's work within the program.

Area Logistics Emergency Response Team (ALERT)

At the August meeting, the ALERT planning team made several key recommendations regarding the governance of the ALERT Program. Discussions over the course of the summer which led to these recommendations were based on an ALERT Governance Paper. The main *recommendations* include:

- The assumptions set forth in the Governance Paper were accurate and should be considered valid.
- ALERT should have a full time, non-rotating Team Administrator.
- The Team should be a regional/state hybrid.
- The Team should follow all existing EMAC, IMAP, and MOU/MOA procedures.

Planning team staff is now developing these recommendations into an executive briefing document which will be presented to the RCPT for discussion and review. In addition, Natalie Paull is researching best practices for resource management in both the public and private sector. **The next ALERT planning team meeting will be held on October 13th**.

Hurricane Earl and Regional Hazards

The NY-NJ-CT-PA region faces a number of seasonal hazards; these include flooding, heat and cold weather emergencies, severe snow events and coastal storms. Each year, hurricane season runs from August through October, and this September Hurricane Earl's projected storm track came close to our region. This resulted in close collaboration among the local, state, and federal partners in our region, as all prepared to initiate logistics operations if needed. Earl ultimately bypassed the region, but the preparations that took place reminded us all of the significant logistical requirements we would face if a catastrophic incident were to affect our region.

Tropical Storm Force Wind Speed Probabilities
For the 120 hours (5 days) from 2 AM EDT Wed Sep 1 to 2 AM EDT Mon Sep 6

Probability of tropical storm force surface winds (1-minute average >= 39 mph) from all tropical cyclones
◇ indicates HURRICANE EARL center location at 2 AM EDT Wed Sep 1 2010 (Forecast/Advisory #28)

Commodity Distribution Point (CDP)

At the last CDP planning team meeting, the team discussed the first section of the CDP Manual, which is currently under development. The manual is designed to provide guidance to the local jurisdiction on CDP implementation. The manual is being designed in line with the CDP Field Operations Guide (FOG) that the team has worked on to date.

The first full draft of the CDP FOG is currently under review with the Program Manager and Program Lead. This document will be sent back to the CDP planning team for final review before it is considered complete. **The next CDP planning team meeting will take place on October 19th, when the next section of the manual will be presented.**

Volunteers and Donations Management Annex (VDMA)

This month, additional sections of the Spontaneous Volunteer and Donations Management Plan Template were developed based on feedback provided by the planning team. This template will be used as a foundation for a regional coordination document which will be developed beginning in October.

The VDMA planning team sincerely appreciates all feedback that has been received thus far. Many planning team members were especially busy at the start of September making preparations for Hurricane Earl. Thanks to our planning partners within the New York State VOAD, New Jersey ESF#6, and National VOAD who provided real world information and feedback that has contributed to the further development of the Plan Template. **The first full draft of the Template will be reviewed at the October VDMA meeting, which will be held on October 14th.**

Federal Integration Plan (FIP) Project

The FIP Project is a RCPGP-wide initiative identifying programs and resources from federal and other agencies that can have a significant and timely impact following a catastrophic incident. Draft notes are available on the VJPO, and final notes are due to be released in October.

Regional Resource Management System (RRMS)

At the Regional Information Management Solution (RIMS) planning team meeting on the July 29th, the team formalized support for the regional adoption of EDXL-RM, a messaging standard. At this meeting the planning team also decided to begin evaluating two federally developed interoperability solutions: UICDS and IPAWS-OPEN (formerly known as DM-OPEN).

Discussions across the region and within the RCPT leadership are now focusing on pursuing engagement with FEMA, DHS, and OASIS, with the goal of establishing a unified path forward for the roll out and implementation of these tools.

Concept of Operations (CONOPS) Playbook

The CONOPS planning team is currently incorporating feedback gathered at the August 10th planning team meeting into the draft CONOPS document. The next draft will include a template for conducting a Regional Logistics Committee (RLC) call as well as directions for completing the ICS 215 form to report meeting discussions.

Planning partners at FEMA Region 2 (R2) are also in the process of updating FEMA's resource tracking capabilities as described in the document. FEMA R2 is also developing guidance on federal funding that is available to local and state jurisdictions following a disaster.

The next CONOPS planning team meeting will be held on Thursday, October 28th.

October 2010 Planning Team Meetings

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1
4 RADP PTM 1400-1500	5	6	7 CRED PTM 1100-1200	8
11	12	13 ALERT PTM 1400-1500	14 VDMA PTM 1400-1500	15
18	19 CDP PTM 1400-1500	20	21	22
25	26	27	28 CONOPS PTM 1100-1200	29

Practitioner's Website

An updated overview of the Practitioner's Website is available on the VJPO. Planning team members are encouraged to review these materials. Any suggestions or recommendations from planning team members are appreciated and should be communicated to Pearl Cheng.

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✧ The Virtual Joint Planning Office (VJPO) is an information management tool the Regional Logistics Program uses to house draft program documents.

✧ For access to the VJPO or for more information on joining a planning team, please email RCPLogistics@RegionalCATPlanning.org.

✧ *Please note:* planning team participation is open to all.

✧ All documents mentioned in this newsletter are available on the VJPO.